

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2015-07**

The regular meeting of the Board of Trustees of the Greater Los Angeles County Vector Control District was held at 7:00 p.m. on Thursday, July 9, 2015, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Sally Flowers, (*City of Artesia*)
Ali Saleh, (*City of Bell*) *7:10pm
Ray T. Smith, (*City of Bellflower*)
Dr. Jeff Wassem, (*City of Burbank*)
Harold Williams, Vice Pres. (*City of Carson*)
Mark Bollman, (*City of Cerritos*)
Rachel C. Johnson, (*City of Gardena*)
Armine Perian, (*City of Glendale*) *7:11pm
Elba Guerrero, (*City of Huntington Park*)
David Spence, (*City of La Cañada Flintridge*)
Jim Remington, (*City of La Habra Heights*)
Pauline Deal, (*City of La Mirada*)
Steve Appleton, (*City of Los Angeles*)
Martin Kreisler, (*County of Los Angeles*)
Eddie De La Riva (*City of Maywood*)
Christina Cortez (*City of Montebello*)
Cheri Kelley, (*City of Norwalk*)
Tom Hansen, (*City of Paramount*)
Bob Archuleta, (*City of Pico Rivera*)
Tina Szumanski, (*City of Santa Clarita*)
Michael Madrigal, (*City of Santa Fe Springs*)
Dr. Hazel Wallace, (*City of Signal Hill*)
Hector Delgado, (*City of South El Monte*)
Maria Davila, Sec.-Treasurer (*City of South Gate*)
Owen Newcomer, (*City of Whittier*)

TRUSTEES ABSENT

Tina Baca Del Rio, (*City of Commerce*)
VACANT (*City of Cudahy*)
Steve Tye, President (*City of Diamond Bar*)
Barry Bruce, (*City of Hawaiian Gardens*)
Robert Campbell, (*City of Long Beach*)
Salvador Alatorre, (*City of Lynwood*)
Nina Herrera, (*City of San Fernando*)
Clifton Jenkins, (*City of San Marino*)

TRUSTEES ABSENT (EXCUSED)

Pedro Aceituno, (*City of Bell Gardens*)
Roger C. Brossmer, (*City of Downey*)
Steve Croft, (*City of Lakewood*)

OTHERS PRESENT

Truc Dever, *General Manager*
Mark Daniel, *Director of Operations*
Susanne Klueh, *Director of Scientific-Tech Services*
Kelly Middleton, *Director of Community Affairs*
Carolyn Weeks, *Director of Fiscal Operations*
Rakesha Thomas, *Director of Human Resources*
Quinn Barrow, *Legal Counsel*
John Bliss, *SCI Consulting Group*

* Denotes time of late arrival (vote tallies on agenda items reflect actual Trustees present at time of vote)

1. CALL TO ORDER

Vice President Williams called the meeting to order at 7:03 P.M.

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that 23 Trustees were present and 13 were absent. Two Trustees arrived after the meeting was called to order.

Vice President Williams announced an agenda change; Item 9 Public Hearing will follow Item 12 Staff Program Reports due to travel delays experienced by SCI Engineer, John Bliss.

3. INVOCATION

Trustee Archuleta gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Newcomer led the Pledge of Allegiance.

5. CORRESPONDENCE

NONE

6. INTRODUCTIONS

Trustee Cortez introduced her student intern, Dillon Arreola from the city of Montebello. Trustee Madrigal requested Trustee Delgado introduce his 12 year old daughter who is a past US Nationals Tournament winner and recently returned from the US Junior Olympics Judo Nationals where she won a double GOLD medal in the National/International Junior Olympics. She will now represent the United States at the Pan American Championship in Argentina in November. All present congratulated her on this major accomplishment and wished her well in Argentina.

7. **PUBLIC COMMENT**
NONE.

8. **CONSENT AGENDA (8.1-8.3)**
VOTE REQUIRED

8.1 Consideration of **Minutes 2015-06** of regular Board Meeting held on June 11, 2015.
(**EXHIBIT A**)

8.2 Consideration of **Resolution 2015-10** Authorizing Payment of Attached Requisition Schedule for June 1, 2015 through June 30, 2015.
(**EXHIBIT B**)

8.3 Consideration of the Montebello Successor Agency Subordination Notification Re: Proposed Bond Issuance by the Successor Agency to the Community Redevelopment Agency of the City of Montebello (**EXHIBIT C**)

Analysis: The subordination notification from the Montebello Successor Agency is similar to previous requests to subordinate statutory pass-through payments to the payment of debt services on bonds that are proposed to be issued by the Agency. Health and Safety Code Section 33607.5(e) provides that the District may disapprove a request for subordination "only if it finds, based on substantial evidence, that the agency will not be able to pay the debt payments and the amount required to be paid to the affected tax entity." Projections demonstrate the Agency's ability to pay debt service on its proposed bonds and also meet its pass-through payment obligations.

General Manager Truc Dever requested item 8.1 be pulled from the consent agenda for correction. Truc noted that at the direction of Legal Counsel, the minutes now include notations as to the arrival times of late Trustees. In the minutes, the number of Trustees recorded at Roll Call will be adjusted to reflect this change. The June minutes will be corrected to read 24 Trustees present, 12 absent and that 3 Trustees arrived after the start of the meeting. **Trustee Deal made a motion to approve the consent agenda with the corrections. The motion was seconded by Trustee Bollman and approved unanimously with Trustee Cortez abstaining.**

9. **PUBLIC HEARING (ADOPTION OF THE FY 2015-2016 MINIMUM BENEFIT ASSESSMENT AND BLACK FLY ASSESSMENT RATES)**

Due to travel delays, Item 9 was moved and considered after Item 12 on the Agenda.

10. **CONSIDERATION OF RESOLUTION 2015-12, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT IN CONNECTION WITH THE COLLECTION OF AD VALOREM TAXES NECESSARY TO OPERATE THE DISTRICT FOR FISCAL YEAR 2015-2016."**
(EXHIBIT F) VOTE REQUIRED

Truc noted that this item is a continuation of last month's Budget approval. This resolution allows the District to place the ad valorem taxes onto the property tax bill.

Trustee Kelley made a motion to approve Resolution 2015-12. The motion was seconded by Trustee Saleh, and approved unanimously.

11. COMMITTEE REPORT

11.1 Policy Committee

P. Deal, Chair

- Consideration of District's revised Sick Leave Policy for all employees

Summary: As of July 1, 2015, the Healthy Workplace, Healthy Families Act of 2014 provides eligible part-time and extra-help/seasonal employees who work in California with paid sick leave. This revised policy incorporates the new provisions and updates existing language for regular, full-time employees.

(EXHIBIT G) VOTE REQUIRED

Trustee Deal reported that the committee met to review the revised sick leave policy to ensure the District is in compliance with the Healthy Workplace, Health Families Act of 2014. After several minor revisions, the Committee approved the policy and recommends Board approval. **Trustee Bollman made a motion to approve the District's revised Sick Leave Policy as amended by the Committee. The motion was seconded by Trustee Davila, and approved unanimously.**

12. STAFF PROGRAM REPORTS: JUNE 2015

12.1 Manager's Report

T. Dever, General Manager

Truc provided a brief report with regard to the sterile male mosquito releases. Staff are seeing good results with regard to distribution of released male mosquitoes and all is going according to plan. The District has been very busy recruiting for the new positions approved last month as well as several other hiring opportunities now available.

12.2 Scientific-Technical: (Staff Report A)

S. Klueh, Sci.-Tech Services Dir.

Susanne updated her report with 4 additional WNV positive mosquito samples from Valley Village, Cudahay, Silver Lake, and North Hills making a total of 6 positive samples for 2015. At this time last year, the District had already recorded 12 positive mosquito samples.

In response to Trustee Williams question, Susanne noted that the communities noted do not have contiguous borders. Trustee Newcomer requested clarification on the best way to manage mosquito issues that may occur if fountains/ponds are drained. Susanne suggested screening over the drain/sump to keep mosquitoes out. Bti or chlorine tablets will work but levels must be maintained carefully.

12.3 Operations: (Staff Report B)

M. Daniel, Operations Dir.

Mark had no additional information and offered to answer questions.

12.4 Community Affairs: (Staff Report C)

K. Middleton, Comm. Affairs Dir.

Kelly noted that public outreach related to the initial Sterile Male Asian Tiger Mosquito Pilot Program has concluded and was well received. The South El Monte Town Hall meeting was successful and attended by approximately 20 residents. She thanked Trustee Delgado for his participation and support. As a reminder, the Department will notify Trustees and City Managers as WNV is identified in their cities this summer as well as our outreach efforts in this regard. Trustees are asked to assist staff with placing information on city websites and newsletters as availability presents.

Trustee Kreisler noted that staff had visited many supervisor and legislative offices, and asked how the information was received. Kelly replied that all offices were provided an overview about the District and our services, as well as information about the sterile mosquito project. They were very supportive and appreciative of our efforts to reach out to them.

12.5 Fiscal: (Staff Report D)

C. Weeks, Finance Director

Carolyn provided a copy of the Revenue Report which was inadvertently left out of the Staff Reports Document. The report reflects approximately \$200,000 in additional revenues received. Rebates noted reflect those received by utilizing a program offered by CalCard. Carolyn has taken great steps to get as many accounts as possible into the CalCard program to maximize rebates received by the District. Carolyn expects an approximate positive balance of \$425,000-450,000 at the close of FY 2014-2015.

Carolyn clarified property tax information on the report at the request of Trustee Kreisler. Those line items are there to record any revenues received from prior year's property taxes. Trustee Bollman asked about the Asset Tracking System: Carolyn noted that only a portion of the program has been implemented. The District has added a second system that will track vehicle assets and repairs. Trustee Cortez thanked Carolyn for doing a phenomenal job managing the budget and looking for ways that the District can increase revenue.

12.6 Human Resources: (Staff Report E)

R. Thomas, Human Resources Dir.

Rakesha updated her report with information on the Society of Human Resources Management Annual Conference she attended. This week long conference was attended by 12,555 professionals and offered 235 excellent workshops for attendees to choose from. Rakesha thanked the Board for approving this training opportunity, and thanked Truc for supporting a staff ice cream social that was well received by employees.

12.7 Legal Counsel Report

Q. Barrow, Legal Counsel

Quinn reported that Trustee Cortez wished to clarify her vote on Consent Agenda 8.3 which should be recorded as an abstention.

9. **PUBLIC HEARING (ADOPTION OF THE FY 2015-2016 MINIMUM BENEFIT ASSESSMENT AND BLACK FLY ASSESSMENT RATES)**

Summary: This public hearing and discussion follow the June 11th Board approval of the Fiscal Year 2015-2016 Budget and Assessment Report which includes 1) staff's recommendation to raise the existing district-wide "minimum benefit assessment rate" (MBAR) to \$8.97, generating \$10,036,682 in estimated benefit assessment revenue for FY 2015-2016, and 2) maintaining the existing \$0.30 per parcel black fly assessment rate, generating \$91,939 of the estimated benefit assessment revenue within the black fly assessment zone.

*The Board of Trustees regularly conducts a yearly hearing regarding adoption of its annual general benefit assessment rate. This year, the Board of Trustees intends to consider adoption of **Resolution 2015-11**, regarding increasing the district-wide "minimum benefit assessment rate" (MBAR) to \$8.97 and black fly assessment rate at \$0.30 in order to secure operational funding for fiscal year 2015-2016.*

9.1 Vice President Williams declares the public hearing open.

9.2 Presentation of 2015-2016 Engineer's Report by SCI Consulting Group. (**EXHIBIT D, Refer to attached report**)

Truc introduced John Bliss, Civil Engineer with SCI Consulting who provided a brief report. SCI provides annual engineering and administration services on the District's assessment. Susanne Barnes, the District's usual consultant was unable to attend due to illness. John reviewed the administrative process involved and noted that the assessment is required, under Proposition 218, to be re-engineered each year and presented to the Board for a vote. John provided the Board with an opportunity to ask questions with regard to the Engineer's Report.

9.3. Public Comments

Vice President Williams opened the floor to public comments. None were received.

9.4 Vice President Williams declares the public hearing closed.

9.5 Discussion and consideration of **Resolution 2015-11**, “A Resolution of the Greater Los Angeles County Vector Control District Board of Trustees Determining the Rate of the Assessment for the Fiscal Year 2015-2016 in Connection with Vector Surveillance and Control Projects of Common Benefit to the Greater Los Angeles County Vector Control District as a whole and of benefit to Zone A.” (**EXHIBIT E**)

Adoption of this Resolution formalizes acceptance of the District’s minimum benefit assessment rate (MBAR) contained or modified within Resolution 2015-11 to be made effective for fiscal year 2015-2016 and placed on the County Assessor’s tax roll for collection effective July 2015. The justification and support for adopting the MBAR is contained in the District’s “Fiscal Year 2015-2016 Budget” and Assessment Report.

Vice President Williams opened the floor to Board discussion.

9.6 Adoption of **Resolution 2015-11**, “A Resolution of the Greater Los Angeles County Vector Control District Board of Trustees Determining the Rate of the Assessment for the Fiscal Year 2015-2016 in Connection with Vector Surveillance and Control Projects of Common Benefit to the Greater Los Angeles County Vector Control District as a whole and of benefit to Zone A.”

VOTE REQUIRED

Trustee Kelley made a motion to approve Resolution 2015-11. A second was made by Trustee Smith and the motion approved unanimously.

13. **OTHER**
None

14. **ADJOURNMENT**
The next Board of Trustees meeting will be held on Thursday, August 13, 2015. The meeting will be held at 7:00 p.m. at the District’s headquarters at 12545 Florence Avenue, Santa Fe Springs.

The meeting was adjourned at 7:47 PM.