

**GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT
MINUTES NO. 2013-07**

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 11, 2013, at the District office at 12545 Florence Avenue, Santa Fe Springs, California.

TRUSTEES PRESENT

Sally Flowers, (*City of Artesia*)
Danny Harber, (*City of Bell*)
Ray T. Smith, (*City of Bellflower*)
Dr. Jeff Wassem, President (*City of Burbank*)
Harold Williams, (*City of Carson*)
Mark Bollman, (*City of Cerritos*)
Tina Baca Del Rio, (*City of Commerce*)
Armine Perian, (*City of Glendale*)
Barry Bruce, (*City of Hawaiian Gardens*)
Elba Guerrero, (*City of Huntington Park*)
Jim Remington, (*City of La Habra Heights*)
Pauline Deal, (*City of La Mirada*)
Steve Croft, (*City of Lakewood*)
Robert Campbell (*City of Long Beach*)
Steven Appleton, (*City of Los Angeles*)
Jim Morton, (*City of Lynwood*)
Edward Varela, (*City of Maywood*)
Christina Cortez, (*City of Montebello*)
Cheri Kelley, (*City of Norwalk*)
Tom Hansen, (*City of Paramount*)
Nina Herrera, (*City of San Fernando*)
Michael Madrigal, (*City of Santa Fe Springs*)
Dr. Hazel Wallace, (*City of Signal Hill*)
Hector Delgado, (*City of South El Monte*)
Maria Davila, (*City of South Gate*)

TRUSTEES ABSENT

Josue Barrios, (*City of Cudahy*)
Steve Tye, Sec.-Treasurer (*City of Diamond Bar*)
Vacant, (*County of Los Angeles*)
Jeff Groseth (*City of San Marino*)
Robert Newman, (*City of Santa Clarita*)

TRUSTEES ABSENT-EXCUSED

Pedro Aceituno, Vice Pres. (*City of Bell Gardens*)
Roger C. Brossmer, (*City of Downey*)
Rachel C. Johnson, (*City of Gardena*)
Gustavo Camacho, (*City of Pico Rivera*)
Owen Newcomer (*City of Whittier*)

OTHERS PRESENT

Kenneth L. Bayless, *General Manager*
Mark Daniel, *Director of Operations*
Susanne Klueh, *Director of Scientific-Tech. Services*
Truc Dever, *Director of Community Affairs*
Levy Sun, *Public Information Officer*
Robert Miller, *Director of Human Resources*
Carolyn Weeks, *Director of Finance*
Luke DeNitto, *Maintenance Supervisor*
Quinn Barrow, *Legal Counsel*

1. CALL TO ORDER

President Wassem called the meeting to order at 7:00 p.m.

2. QUORUM (ROLL) CALL

Following roll call, it was recorded that 25 Trustees were present and 10 were absent.

3. INVOCATION

Trustee Flowers gave the invocation.

4. PLEDGE OF ALLEGIANCE

Trustee Appleton led the Pledge of Allegiance.

5. CORRESPONDENCE

Ken Bayless summarized the correspondence in the absence of both the Vice President and Secretary-Treasurer. He reported that the District received two pieces of correspondence from the City of Carson. A copy of each Carson correspondence, along with various materials from the District's law firm, Richards Watson & Gershon, an email from the Board President, Dr. Wassem, and the District Manager were included in the Board packet sent to each Trustee. Ken asked if there were any questions or discussion of the materials received and when no questions or discussion occurred, he recommended that the Board receive and file the correspondence. No vote was required.

6. INTRODUCTIONS

NONE

7. PUBLIC COMMENT

NONE

8. CONSENT AGENDA (8.1-8.4)

8.1 Consideration of **Minutes 2013-06** of regular Board Meeting held on June 13, 2013. (**EXHIBIT A**)

8.2 Consideration of **Resolution 2013-08** Authorizing Payment of Attached Requisition Schedule for June 1, 2013 through June 30, 2013. (**EXHIBIT B**)

8.3 Consideration of La Canada Flintridge Contract Extension for Vector Control Services. (**EXHIBIT C**)

Summary: The District is providing contract vector control services to the City of La Canada Flintridge until a formal annexation of the city can be conducted. The contract with the city has expired as of June 30, 2013, and the city is now requesting a contract extension commencing July 1, 2013 through June 30, 2015.

8.4 Review and approval of abatement notice issued to the City of Los Angeles concerning vegetation removal and mosquito production along the Ken Malloy Harbor Regional Park. (**EXHIBIT D**)

Analysis: There is a history of excessively high mosquito occurrence at and around the Los Angeles City owned Ken Malloy Harbor Regional Park, due to the lack of proper vegetation management within Machado Lake.

While this agency has, in the past, categorically insisted on vegetation removal, little action has been taken in recent years due to the impending large scale restoration of the entire ecosystem under Proposition O. Since the project start date continues to be postponed year after year, vegetation overgrowth at Machado Lake is out of control, larval mosquito control activities have become impossible and adult control has been the only option to protect local residents from the subsequent public health risks. Due to cool climate conditions in the coastal region, West Nile virus (WNV) activity in this area generally occurs sporadically and usually late in the season. This summer, however, has seen an exceptionally early and relatively high virus presence. Mosquito infection rates and the assessment of high risk for human infection in the area have initiated an emergency planning response by GLACVCD. Thus, with Proposition O work on the actual lake further

postponed, GLACVCD considers it prudent to issue the City of Los Angeles a Notice of Abatement (California SHSC §§2060-1).

The City has been put on notice of the abatement action pending Board approval.

Trustee Morton made a motion to approve the consent agenda. Trustee Croft seconded the motion. The motion passed unanimously with one abstention from Trustee Varela.

9. PUBLIC HEARING (ADOPTION OF THE FY 2013-2014 MINIMUM BENEFIT ASSESSMENT AND BLACK FLY ASSESSMENT RATES)

Summary: This public hearing and discussion follow the June 13th Board approval of the Fiscal Year 2013-2014 Budget and Assessment Report which includes 1) staff's recommendation to maintain the existing district-wide "minimum benefit assessment rate" (MBAR) at \$7.74, generating \$8,682,312 in estimated benefit assessment revenue for FY 2013-2014, and 2) maintaining the existing \$0.30 per parcel black fly assessment rate, generating \$91,859 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 2013-09**, regarding maintaining the district-wide "minimum benefit assessment rate" (MBAR) at \$7.74 and black fly assessment rate at \$0.30 in order to secure operational funding for fiscal year 2013-2014.*

9.1 President Wassem declared the public hearing open.

9.2 A presentation of the FY 2013-2014 Engineer's Report was given by Susan Barnes of SCI Consulting Group. Susan emphasized that the assessment rates will remain the same for FY 2013-2014.

9.3. There were no questions, no discussion and no public comments.

9.4 President Wassem declared the public hearing closed.

9.5 Discussion and consideration of **Resolution 2013-09**, "A Resolution of the Greater Los Angeles County Vector Control District Board of Trustees Determining and Ordering the Rate of the Assessment for Fiscal Year 2013-2014 in Connection with Vector Surveillance and Control Projects of Common Benefit to the Greater Los Angeles County Vector Control District." (**EXHIBIT F**)

Adoption of this Resolution formalizes acceptance of the District's minimum benefit assessment rate (MBAR) contained or modified within Resolution 2013-09 to be made effective for fiscal year 2013-2014 and placed on the County Assessor's tax roll for collection effective July 2013. The justification and support for adopting the MBAR is contained in the District's "Fiscal Year 2013-2014 Budget" and Assessment Report.

9.6 Adoption of **Resolution 2013-09**, "A Resolution of the Greater Los Angeles County Vector Control District Board of Trustees Determining and Ordering the Rate of the Assessment for Fiscal Year 2013-2014 in Connection with Vector Surveillance and Control Projects of Common Benefit to the Greater Los Angeles County Vector Control District."

Trustee Croft made a motion to approve Resolution 2013-09. Trustee Guerrero seconded the motion. The motion passed unanimously.

10. **CONSIDERATION OF RESOLUTION 2013-10, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT IN CONNECTION WITH THE COLLECTION OF AD VALOREM TAX NECESSARY TO OPERATE THE DISTRICT FOR FISCAL YEAR 2013-2014." (EXHIBIT G)**

Trustee Smith made a motion to approve Resolution 2013-10. Trustee Cortez seconded the motion. The motion passed unanimously.

Ken Bayless requested a correction to a typo on the agenda. All references to FY 2012-2013 on agenda items 9 and 10 should be corrected to FY 2013-2014.

11. **CONSIDERATION AND VOTE ON REQUEST FROM MOSQUITO RESEARCH FOUNDATION TO COMMIT FUNDS FOR RESEARCH (EXHIBIT H)**

Summary: A letter from the Mosquito Research Foundation was read during correspondence at the June Board meeting and a request was made to place the matter on the July agenda for consideration. The MRF urges the district to make a commitment to the MRF by including a grant of one half of one percent (.005%) of the district's operating budget.

Ken Bayless explained that in the past, when the District had a year end budget savings, it has made a contribution of approximately \$10,000 to the MRF. If the District were to create a line item pursuant to the MRF request, the contribution for this year's budget would total more than \$51,000. Trustee Flowers asked for clarification regarding last year's contribution. Ken explained that the District gave \$10,000 to the MRF and an additional \$10,000 to Asian tiger mosquito research. **Trustee Flowers suggested the District continue to do what it has done in the past and review how much it wants to donate each year based on surplus funds. Trustee Hansen made a motion to deny the MRF's request and defer the item until after the budget audit is completed. Trustee Morton seconded the motion. The motion passed unanimously.**

12. **STAFF PROGRAM REPORTS: JUNE 2013**

12.1 Manager's Report

Kenneth L. Bayless, General Manager

Ken stated he would be happy to answer questions regarding his report. He reiterated that the District has had its preliminary audit and two issues were raised. The first is the concern regarding separation of duties in the finance department. Ken was happy to report to the auditors that the Board has already taken action to hire an accounting clerk and help with the separation of duties issue in future years. The auditor is willing to provide a list of duties the accounting clerk might assume to help in achieving appropriate separation of duties. Secondly, the auditors pointed out that there are seven Trustees who are delinquent in their AB 1234 ethics training. Ken has sent emails to each of those seven members asking for training completion as quickly as possible. For Trustees that are also councilmembers, it is possible the city has not forwarded the updated certificate. The District would simply need a copy for its files. Ken also stated that an email link will be sent to the delinquent Trustees to complete a free training online. Ken also noted that the auditors will return for their final audit at the beginning of August. Robert Miller stated that the training link will be emailed to Trustees on Friday.

Trustee Remington asked Ken about the completion of the District's pond. Ken stated that staff was close to completing the project.

12.2 Scientific-Technical: (Staff Report A)

S. Klueh, Sci.-Tech Dir.

Susanne Klueh reported that the District is observing more WNV activity this year than it did at this time last year. Most of the activity has been focused in the South Bay area. To date, 21 of the District's 54 positive mosquito samples are from the South Bay. Staff has conducted adulticiding activity around

Harbor Lake in order to break the transmission cycle. Mosquito numbers overall are not high but virus activity is high. After comparing temperature averages, this year has averaged 2 to 3 degrees warmer in the South Bay compared to last year. In addition, there are many birds in the South Bay area that have not been exposed to WNV and have not developed immunity.

Susanne also provided a briefing on the Asian tiger mosquito larviciding in South El Monte. A second truck-mounted application of larvicide was conducted in neighborhoods in an attempt to control mosquito breeding on residential properties. In order to monitor the success of the treatment, staff placed plastic cups in yards to collect droplets for lab tests with lab-reared mosquito larvae. If the droplets were well dispersed, then the cups would have enough material to kill the lab-reared larvae. In the first round of applications, the district had very good results using a different piece of equipment called the LV8. This time, the use of a Buffalo turbine was not as successful in killing mosquito larvae in yards. To compare, the first trial had 40% kill after 48 hours. This time, there was only 12% kill at the 48 hour marker. The District will continue improving its techniques and will conduct another larviciding with the other machine to determine the best piece of equipment to invest in.

12.3 Operations: *(Staff Report B)*

M. Daniel, Operations Dir.

Mark Daniel reported that the Operations staff have been very busy this summer, particularly in the South Bay area. The District has been working with the City of Los Angeles, which is using Prop O money to clean up the Wilmington Drain. City staff have been removing vegetation and clearing out sources of water. The work has to be done this year in order to comply with the stream bed alteration plan and move forward with the park environment they have planned for the area. The District is also working with the City of Los Angeles on Harbor Lake to reduce vegetation in that area as well.

Mark also mentioned that the City of Burbank conducted fly-over surveillance of the city and turned over 44 green pools to the District. Eleven of those were currently in the District's database but 33 new pools were added to our list.

Ken added to Susanne and Mark's reports reiterating the clustering of WNV activity in the South Bay. Due to that and in response to the correspondence from Carson, staff is scheduled to give a presentation to the Carson City Council on July 16th.

Trustee Appleton expressed his appreciation for what the District is doing in the South Bay. It sounds like progress is being made; however, if the effort stalls, this is something that can be directed to City Council now that the elections are over. He is prepared to comment before the LA City Council on the Harbor Lake issues if needed.

12.4 Community Affairs: *(Staff Report C)*

T. Dever, Community Affairs Dir.

Truc Dever reported that department staff have been assisting both the Operations and Scientific-Technical departments with ATM control efforts. Staff are helping with door-to-door campaigns along with coordinating extensive outreach efforts throughout the region including staffing information booths at fairs and giving presentations. She also reported that the ATM bus ads will be running along the Sector 3 bus route until August. Furthermore, the District has partnered with LA County for a tire recycling event this month at Whittier Narrows. The District is coupling this with ATM efforts and offering to pick up old tires from South El Monte that Saturday morning. Truc took this opportunity to thank South El Monte city staff for helping with these outreach efforts and providing a facility for an ATM focus group to assess community knowledge and concerns regarding the ATM infestation.

12.5 Fiscal: *(Staff Report D)*

C. Weeks, Finance Director

Carolyn Weeks referred to her report and had nothing further to add.

12.6 Human Resources: *(Staff Report E)*

R. Miller, Human Resources Dir.

Robert Miller reported that the District completed two new recruitments. He had nothing further to add and made himself available for questions.

12.7 Legal Counsel Report

Q. Barrow, Legal Counsel

Legal Counsel Quinn Barrow had nothing further to report.

13. OTHER

The Board may consider items not on the agenda provided that the Board complies with the Government Code (Brown Act) §54954.2(b).

Ken Bayless pointed out that June 24th was a significant date for Trustee Hazel Wallace. Dr. Wallace confirmed that it was her 84th birthday.

Trustee Harold Williams thanked the Board members for their continuing support.

Trustee Cheri Kelley also took the opportunity to thank the Board for the well-wishes and prayers.

14. ADJOURNMENT

The next Board of Trustees meeting will be scheduled on Thursday, August 8, 2013. The meeting will be held at 7:00 p.m. at the District's headquarters office at 12545 Florence Avenue, Santa Fe Springs.

The meeting adjourned at 7:50 p.m.