

MINUTES OF THE OCTOBER 17, 2006  
BOARD OF TRUSTEES

SACRAMENTO/YOLO MOSQUITO & VECTOR CONTROL DISTRICT

PLACE: 8631 Bond Road, Elk Grove, CA 95624-1477

TIME: 1:15 P.M.

TRUSTEES PRESENT:

|                          |                |                    |
|--------------------------|----------------|--------------------|
| Neal Peart               | President      | Woodland           |
| David Tamayo             | Vice-President | City of Sacramento |
| John Lewallen            | Secretary      | Sacramento County  |
| Robert Biederman         |                | Galt               |
| Vern C. Bruhn            |                | Winters            |
| Raul DeAnda              |                | West Sacramento    |
| Lyndon Hawkins           |                | Elk Grove          |
| Robert Washino           |                | Davis              |
| Jack Whitfield           |                | Citrus Heights     |
| ABSENT: Craig R. Burnett |                | Folsom             |
| Rosemarie Butler         |                | Isleton            |
| Michael Parrella         |                | Yolo County        |

STAFF PRESENT:

|                 |                   |
|-----------------|-------------------|
| David Brown     | Manager           |
| Gary Goodman    | Assistant Manager |
| Debbie Ackerman | Admin. Manager    |

Legal Counsel: Richard Shanahan

**Call to Order:**

**Pledge of Allegiance:** Trustee John Lewallen led the Pledge of Allegiance.

President Peart requested all cell phones, pagers, and electronic devices be silenced during the meeting.

**1. Items for Approval by General Consent:**

On a motion by Trustee Lewallen, seconded by Trustee Washino, the Board unanimously approved the items of general consent: minutes of the Board meeting held September 19<sup>th</sup>, 2006; the expenditures for September 2006; the Cooperative Agreement with the California Department of Health Services; District Statement of Investment Policy reaffirmation.

**2. Board Review of Draft 2005-2006 District Audit**

*President Peart introduced Justin Williams and Katie Williams of Mann, Urrutia and Nelson, to present the results of the 2005-2006 annual audit. He reviewed the Independent Auditor's Report, reporting that it was an unqualified report (meaning it was a clean report); the MD&A (Management Discussion & Analysis) as part of GASB 34; the financial statements and statement of net assets, which reflects that the District is in a positive financial position; and the statement of activity; the notes to the financial statements; internal controls, where there were no material weaknesses. He also explained some of the audit adjustments that will be made. The Management letter would include any other internal control weaknesses or deficiencies. Lastly he informed the Board that they will also be including a SAS61 letter with the final audit (a communication letter directly to the Board) that summarizes the audit findings and informs of any disagreements with management or accounting policies. There were no disagreements or any differences of opinion regarding the treatment of accounting items. The auditors thanked the staff for being well prepared that enabled them to do their job.*

**3. Reports to the Board.**

**Managers Report:** *Manager Brown provided a written report, and added a few comments on WNV cases in the counties; information presented on non-target impacts from our adulticiding activities; a request to give a presentation to the Yolo County Grand Jury; potential for increase in dues with the MVCAC at the quarterly meeting next week; outreach program continues with different council members; university proposing overhead costs; presentation requests by the PAPA group, Florida, and New Jersey.*

*Manager Brown and Trustee Tamayo attended the SOVE Conference. Manager Brown gave two presentations at the conference. Both Manager Brown and Trustee Tamayo reported on the conference.*

- 3. Cont'd.** *Staff reports to the Board: President Pearl welcomed all the staff in attendance and wanted to reiterate how much the Board appreciated and recognized the long hours and diligent control efforts over this season. Than you to all the District staff.*

*Marcia Reed, Vector Ecologist – reported on the surveillance results.  
Kara Kelley, Microbiologist – reported on the testing results.  
Woody Schon, Fisheries Supervisor – reported on the fish program.  
Paul Sanders, South Sacramento Field Supervisor – reported on the field activities of the south Sacramento areas.*

*Gary Forrester – North Sacramento Field Supervisor – reported on the field activities of the north Sacramento areas*

*Mike Fike and Garth Ehrke, Yolo County Field Supervisors – reported on the field activities in Yolo County.*

*Randy Burkhalter, Catch Basin Supervisor – reported on the field activities of the catch basin program.*

*Rhonda Laffey, Mapping-GIS Coordinator – reported on the mapping/ GIS program.*

*Richard Dryden, Shop Supervisor – reported on the shop responsibilities and activities.*

*Jennifer Benito, Public Information Officer – reported on the public education and public outreach programs.*

*Joel Buettner, Water Management Supervisor, introduced himself with some background information and will provide a department report in the future.*

*John Fritz, Program Coordinator – reported on the ULV program and field activities.*

*Gary Goodman, Assistant Manager – summarized the season, reflecting on the growth and experiences over last season.*

- 4. Board Review and Consideration to Rescind Current District “Employee Use of Technology” Policy Adopted 4-15-97 and Amending District Personnel Manual to Include Section 13.00 – Use of Technology.**

*The proposed amendments, which were first introduced at the last meeting, are being made to conform with normal business practices. This has been reviewed by Legal Counsel Shanahan . There was a brief discussion. On a motion by Trustee Lewallen, seconded by Trustee Whitfield, the Board unanimously rescinded the current policy and approved the Use of Technology policy to be added to the District Personnel Manual.*

***President Peart left the meeting at 3:00 p.m. and Vice President Tamayo presided over the remainder of the meeting.***

5. **Board Review and Consideration of Nomination for Special District Representative (Office No. 7) to Sacramento Local Agency Formation Commission.**

*The Board members opted to pass on this item, taking no action.*

6. **Board/Staff General Discussion.**

*Opportunity for trustees and staff to ask questions for clarification, make brief announcements and reports, and for trustees to provide information to staff, request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda.*

*Staff anticipates presenting proposals to: purchase a new copier for the District office; roof repairs and parking lot repair at the Woodland facility; roof replacement at Bond Road facility at the next meeting.*

*The final audit report will be brought back for approval.*

7. **Adjournment.**

*The meeting adjourned at 3:25 p.m.*

\* \* \* \* \*

*I certify that the above minutes substantially reflect the general business and actions taken by the Board of Trustees at the October 17th, 2006 meeting.*

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*David Brown, Manager*

*Approved as written and/or corrected by the Board of Trustees at the November 21st, 2007 meeting.*

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*John Lewallen, Secretary*