

*MINUTES OF THE NOVEMBER 21st, 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:

<i>Neal Peart</i>	<i>President</i>	<i>Woodland</i>
<i>David Tamayo</i>	<i>Vice-President</i>	<i>City of Sacramento</i>
<i>John Lewallen</i>	<i>Secretary</i>	<i>Sacramento County</i>
<i>Craig R. Burnett</i>		<i>Folsom</i>
<i>Rosemarie Butler</i>		<i>Isleton</i>
<i>Raul DeAnda</i>		<i>West Sacramento</i>
<i>Lyndon Hawkins</i>		<i>Elk Grove</i>

<i>ABSENT: Vern C. Bruhn</i>	<i>Winters</i>
<i>Robert Biederman</i>	<i>Galt</i>
<i>Michael Parrella</i>	<i>Yolo County</i>
<i>Robert Washino</i>	<i>Davis</i>
<i>Jack Whitfield</i>	<i>Citrus Heights</i>

STAFF PRESENT:

<i>David Brown</i>	<i>Manager</i>
<i>Debbie Ackerman</i>	<i>Admin. Mgr.</i>
<i>Jennifer Benito</i>	<i>PIO</i>

LEGAL COUNSEL: Richard Shanahan

Call to Order: *Meeting was not called to order at this time due to lack of quorum.*

2. Reports to the Board.

Manager's Report: *Trustee Lynn Hawkins was voted as the Vice President of the Trustee Advisory Council at the quarterly MVCAC meeting held in Lake Tahoe October 22 - 28th. Field activities have slowed down significantly, particularly due to the cold weather. We were informed about another WNV case in Sacramento, bringing the number to 15 human cases, while Yolo County is still at 26 human cases. There is a WNV workshop next Tuesday, November 28th. There is a lot of interest in our program due to our District being at the epicenter of WNV activity and that we implemented our response plan. Manager Brown attended the Florida Mosquito Control Association meeting as an invited speaker.*

- 2. Cont'd.** *They were very interested to hear about our response plan and the public response to our adulticiding activities. The MVCAC Annual Conference will be February 4th through February 7th in Fresno. Gordon Patterson is writing a book about mosquito control in California (He previously wrote a book about mosquito control in Florida). Manager Brown would like to assist the MVCAC in bringing him out to the conference as an invited speaker. He is very interested in our lab and also wants to learn more about the opposition to our program. Today the EPA signed the final ruling on the NPDES permit. Manager Brown will work with legal counsel on determining how the ruling effects our district and our current permit. The District Trustee/Employee gathering will be held on December 19th. Manager Brown has been asked to speak at the Florida Fly-In January 16, 17, & 18TH 2007. Due to the Manager's absence during that time, it is the consensus of the Board to change the January meeting date to January 23rd. Our IT employee Matt Farley is leaving to accept a new position, so staff will be working to fill the position before his departure. Field Technician Rick Herrera is retiring from the District on December 15th. Our outreach/public education program has not slowed down and is going to be visiting schools in the coming weeks. The lab is increasing the number of chicken flocks to evaluate their location and whether they are good sentinels and to what degree. We received a letter from the Yolo County Grand Jury thanking President Peart and Manager Brown for their informative presentation.*

Trustee Lewallen arrived at 1:20 which established a quorum, so the meeting was called to order at 1:33 p.m.

Pledge of Allegiance: *Trustee Tamayo led the Pledge of Allegiance.*

All cell phones, pagers, pda's, and electronic devices are requested to be silenced during the meeting.

People wishing to address the Board regarding items not listed on the agenda:

There was none.

1. Items for Approval by General Consent:

On a motion by Trustee Lewallen, seconded by Trustee Burnett, the Board unanimously approved the items of general consent: minutes

1. **Cont'd.** of the October 17th, 2006 Board of Trustees meeting; the expenditures for October 2006; CSDA membership for \$3,162.00.

3. **Board Review and Consideration to Accept District 2005-2006 Audit Report.**

President Peart introduced Michelle Nelson of Mann, Urrutia, and Nelson, CPA's. Staff members from the firm presented the financial report and audit at the previous Board meeting. Ms. Nelson explained that there were no disagreements with Management. She reviewed the audit process of the firm and the interaction with the staff of the District. On a motion by Trustee Burnett, seconded by Trustee DeAnda, the Board unanimously voted to adopt the 2005-2006 Annual Audit.

4. **Board Review and Consideration of District Quarterly Investment Report for Period Ending September 30, 2006.**

Manager Brown presented the District Quarterly Investment Report for the period ending September 30, 2006. On a motion by Trustee Butler, seconded by Trustee Burnett, the Board unanimously approved the Quarterly Investment Report for the period ending September 30, 2006.

5. **Board Review and Consideration to Purchase New Copier for District Office not to Exceed \$15,500.00.**

The District requested and received four bids for a new copier from Caltronics Business Systems, Inland Business Systems, Xerox Service Solutions, and Network Office Systems. Based on feedback from staff, review of the proposals, and trial usage of the machines, the staff is recommending the purchase of the Savin 8065. On a motion by Trustee Lewallen, seconded by Trustee Burnett, the Board unanimously approved the purchase of the Savin 8065 copier, not to exceed \$15,500.00.

6. **Board Review and Consideration to Evaluate District Outreach and Education Program and Accepting Johnson Clark Associates Proposal for \$24,400.00.**

Over the last several months, the Board has inquired about evaluating our public outreach program, and determining how effective our public outreach and education program is. An outline was provided to show how the information would be acquired. The information from this research will provide valuable data that reflects the true state of affairs in our community, improve the decision making process for management, and guide outreach efforts for 2007. On a motion by Trustee Burnett, seconded by Trustee Lewallen, the Board unanimously approved the proposal from Johnson Clark Associates, not to exceed \$24,400.00.

7. **Board Review and Consideration of Bids to Repair Parking Lot at Woodland Facility Not to Exceed \$32,000.00.**

The parking lot at the Woodland facility is in need of repair. The District received bids from Pedroia & Sons and Nautilus Construction. Staff recommends accepting the bid from Pedroia & Sons, not to exceed \$32,000.00. On a motion by Trustee DeAnda, seconded by Trustee Butler, the Board unanimously accepted the bid from Pedroia & Sons, not to exceed \$32,000.00.

8. **Board Review and Consideration of Amendments to District Conflict of Interest Code.**

District staff posted a 45 day comment period on the proposed amendments to the District Conflict of Interest Code. The comment period has expired, and there have been no comments submitted. On a motion by Trustee Lewallen, seconded by Trustee DeAnda, the Board unanimously approved the amendments to the District Conflict of Interest Code. Staff will forward the minutes on to the FPPC for their approval.

9. **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.

9. Cont'd. *The next Board meeting will be held on December 19th beginning at 10:00 a.m.*

10. Adjournment.

Meeting adjourned at 2:15 P.M.

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I certify that the above minutes substantially reflect the general business and actions taken by the Board of Trustees at the November 21st, 2006 meeting.

David Brown, Manager

Approved as written and/or corrected by the Board of Trustees at the December 19th, 2006 meeting.

John Lewallen, Secretary

