



*An Independent Special District
Serving Orange County Since 1947*

AGENDA

763RD MEETING

**BOARD OF TRUSTEES
ORANGE COUNTY VECTOR CONTROL DISTRICT**

**JUNE 17, 2010
THURSDAY
3:00 P.M.**

**13001 GARDEN GROVE BOULEVARD
GARDEN GROVE, CALIFORNIA 92843-2102**

The mission of the Orange County Vector Control District is to provide the citizens of Orange County with the highest level of protection from vectors and vector-borne diseases.

BOARD OF TRUSTEES
Orange County Vector Control District
AGENDA
763rd Meeting, June 17, 2010
Thursday, 3:00 P.M.

ITEMS

COMMITTEE MEETINGS:

⇨ 2:30 p.m. - Budget & Finance: 1) Review Investment Policy (Item 9B)

⇨ 2:00 p.m. - Policy & Personnel: 1) Closed Session: Public Employee Appointment and Selection Criteria (Gov. Code § 54957) Position: District Manager (Item 13); 2) Closed Session: Conference with Legal Counsel – Anticipated Litigation Pursuant to Gov. Code § 54956.9 (Statements of Previous District Manager) (Item 14)

REGULAR MEETING – 3:00 P.M.:

1. Pledge of Allegiance
2. Roll Call
3. Introduction of Visitors
4. Public Participation
5. Announcement of Late Communications
6. Trustee Thompson Completes Five Years of Service
7. Management Information Items
8. Committee Reports
 - 8A - Budget & Finance Committee (Meeting June 17)
 - 8B - Policy & Personnel Committee (Meeting June 17)
9. Consent Calendar – Items for Approval by General Consent
 - 9A - Accept and Approve Monthly Financial Report; and Receive and File Warrant Register
 - 9A.1 - Monthly Financial Report
 - 9A.2 - Warrant Register
 - 9B - Approval of 2010-11 Investment Policy for Monies of Orange County Vector Control District
 - 9C - Authorize Travel to Attend the MVCAC Summer Quarterly Meeting in Sacramento
 - 9D - Report of District Activities
10. Approval of Minutes
11. Adopt Resolution No. 351, A Resolution of Intention to Levy Assessments for Fiscal Year 2010-11 for Orange County Vector Control District Vector Surveillance and Control Assessment District (District No. 1) and the Mosquito, Fire Ant and Disease Control Assessment (District No. 2), Preliminarily Approving the Engineer's Reports for District No. 1 and District No. 2, and Providing Notice of Public Hearings for District No. 1 and District No. 2
12. Adopt Resolution No. 352 Recognizing California School Employees Association (CSEA) as the Representative of the Orange County Vector Control District Non-Management Employees
13. Closed Session: Public Employee Appointment and Selection Criteria (Gov. Code § 54957) Position: District Manager
14. Closed Session: Conference with Legal Counsel – Anticipated Litigation Pursuant to Gov. Code § 54956.9 (Statements of Previous District Manager)
15. Reconvene to Open Session
16. Written Communications
17. Comments from the Board of Trustees
18. Other Business
19. Adjournment
(Meeting Calendar follows agenda.)

AGENDA

AGENDA: This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action shall be taken on any item not appearing in the following Agenda.

NOTICE: The public is entitled to copies of all documents that are made part of the agenda packet. If any document or other writing pertaining to an agenda item is distributed to all or a majority of the Board after the packet is prepared, a copy of that writing may be obtained by contacting the Clerk of the Board at 714-740-4141.

PUBLIC PARTICIPATION: Citizens desiring to comment on specific agenda items are requested to indicate their interest to the Executive Assistant/Clerk of the Board before the start of the meeting. At the beginning of the meeting, members of the public may address the Board of Trustees on agendized items, or non-agendized items of interest that are within the subject matter jurisdiction of the Board of Trustees. A member of the public shall be allowed a period of up to three (3) minutes, or a time at the discretion of the President of the Board, to address the Board of Trustees.

ADA AGENDA NOTICE: “In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District Office at (714) 971-2421. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR Part 35]”

BOARD ACTIONS: The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency situation exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the Board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(b).

WEB SITE: The Agenda and Minutes are available through the Internet at www.ocvcd.org. You can access the Agenda on the Monday prior to the Board of Trustees meeting. The Minutes are approved at the next regular Board of Trustees meeting and are available online the following Monday.

1. **PLEDGE OF ALLEGIANCE:** To be lead by Trustee Gomez (Alternate: Trustee Dixon).

2. **ROLL CALL:**

San Clemente	Joe Anderson, President		
Brea	Roy Moore, Vice-President		
Newport Beach	Dr. Virginia L. Barrett, Secretary		
Aliso Viejo	Phillip B. Tsunoda	Lake Forest	Richard T. Dixon
Anaheim	Lucille Kring	La Palma	Larry A. Herman
Buena Park	Jim Dow	Los Alamitos	Ken C. Parker
Costa Mesa	Wendy Leece	Mission Viejo	John Paul Ledesma
Cypress	Doug Bailey	Orange	Denis Bilodeau
Dana Point	Steven H. Weinberg	Placentia	Greg Sowards
Fountain Valley	Cheryl Brothers	Rancho Santa Margarita	Gary Thompson
Fullerton	R. Paul Webb	San Juan Capistrano	Laura Freese
Garden Grove	Mark Rosen	Santa Ana	VACANT
Huntington Beach	Joe Carchio	Seal Beach	Michael Levitt
Irvine	Dr. Steven Choi	Stanton	Al Ethans
Laguna Beach	Toni Iseman	Tustin	Al Murray
Laguna Hills	Melody Carruth	Villa Park	James Rheins
Laguna Niguel	Robert Ming	Westminster	Frank Fry, Jr.
Laguna Woods	Dr. Robert Bouer	Yorba Linda	Jim Winder
La Habra	James Gomez	County of Orange	John M. W. Moorlach

3. INTRODUCTION OF VISITORS:

4. PUBLIC PARTICIPATION: At this time, members of the public may address the Board of Trustees regarding **agenda items or items of interest** that are within the subject matter jurisdiction of the Board of Trustees. Generally, the Board will not enter into a dialogue during this period.

Speakers should have a "Speaker Card" completed and presented to the Clerk of the Board prior to the start of the Board meeting.

Comments shall be limited to **three minutes per person**, unless different time limits are set by the President, subject to the approval of the Board.

5. ANNOUNCEMENT OF LATE COMMUNICATIONS:

6. TRUSTEE THOMPSON COMPLETES FIVE YEARS OF SERVICE: Trustee Gary Thompson, from the City of Rancho Santa Margarita, completed five years of service on the Board of Trustees. Trustee Thompson was appointed to the Board in June 2005, and has served on the Budget & Finance Committee. Trustee Thompson has attended 42 of the 60 Board meetings for a 70 percent attendance record. President Anderson will present a five year service certificate to Trustee Thompson at the Board meeting.

7. MANAGEMENT INFORMATION ITEMS:

8. COMMITTEE REPORTS:

8A - Budget & Finance Committee: Meeting at 2:30 p.m. on June 17: 1) Review Investment Policy (Item 9B).

8B - Policy & Personnel Committee: Meeting at 2:00 p.m. on June 17: *Committee will report during Closed Session.*

*****CONSENT CALENDAR*****

9. **CONSENT CALENDAR – Items for Approval by General Consent:** All Consent Calendar items may be acted upon by one motion unless a Trustee requests separate action on a specific item.

9A - **Accept and Approve Monthly Financial Report; and Receive and File Warrant Register:** Kelly Price, Director of Administrative Services, will present the financial report and warrant register, and address any questions the Board may have regarding these reports.

9A.1 - **Monthly Financial Report:**

Recommended Action: Accept for inclusion as Exhibit I, the Orange County Vector Control District Monthly Financial Report for the period ending May 31, 2010.

9A.2 - **Warrant Register:**

Recommended Action: Receive and file payment of Warrant Register (Exhibit II) dated June 17, 2010, in the amount of \$373,889.86 as presented by In-House Check Runs dated May 6, 10, 12, 19, 24, and 26, 2010. (The financial information is enclosed as a separate item with the agenda packet.)

[Staff Contact: K. Price. Phone: (714) 971-2421, Ext. 137]

9B - **Approval of 2010-11 Investment Policy for Monies of Orange County Vector Control District:** The Investment Policy was originally adopted in June 2006 and is approved each fiscal year. It ensures compliance with the California Government Code pertaining to investments. The regulations set forth in this policy apply to all District financial assets for Fiscal Year 2010-11.

The District invests one hundred percent of its reserves with the Local Agency Investment Pool (LAIF). Attached is the most recent Pool Money Investment Account (PMIA) Investment Policy (Exhibit A). PMIA is the program in which the State Treasurer invests taxpayers’ money and LAIF is part of PMIA. The policy is attached for reference due to the fact that LAIF is the only investment outlet used by the District.

The Budget and Finance Committee initially met to discuss this item on May 20. The attached Investment Policy (Exhibit B) reflects the revisions requested by the Committee at the May 20 meeting.

Recommended Action: It is the Interim District Manager’s recommendation that the Board of Trustees approve the amendment of Policy No. 38, entitled “Orange County Vector Control District Statement of Investment Policy for Fiscal Year 2010-11.”

[Staff Contact: K. Price. Phone: (714) 971-2421, Ext. 137]

(Consent Calendar continued next page)

9. **CONSENT CALENDAR – Items for Approval by General Consent:** (continued)

9C- **Authorize Travel to Attend the MVCAC Summer Quarterly Meeting in Sacramento:** The Mosquito and Vector Control Association of California (MVCAC) Summer Quarterly meeting is scheduled for July 22, 2009, at the Courtyard by Marriott in Sacramento, California. This travel has been budgeted.

Recommended Action: It is the Interim District Manager’s recommendation that the Board of Trustees authorize travel for Interim District Manager Hearst to attend the MVCAC Summer Quarterly meeting; and authorize total travel expenses of \$450.

[Staff Contact: M. Hearst. Phone: (714) 971-2421, Ext. 129]

9D - **Report of District Activities:** Enclosed with the Agenda is the Report of District Activities as submitted by staff to the Board of Trustees by separate report dated June 11, 2010.

Recommended Action: Receive and File.

[Staff Contact: V. Blaylock. Phone: (714) 971-2421, Ext. 112]

*****END OF CONSENT CALENDAR*****

10. **APPROVAL OF MINUTES:** Approve without reading the Minutes of the 762nd Meeting of the Board of Trustees held May 20, 2010, enclosed as a separate item with the agenda.

[Staff Contact: V. Blaylock. Phone: (714) 971-2421, Ext. 112]

11. **ADOPT RESOLUTION NO. 351, A RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR FISCAL YEAR 2010-11 FOR ORANGE COUNTY VECTOR CONTROL DISTRICT VECTOR SURVEILLANCE AND CONTROL ASSESSMENT DISTRICT (DISTRICT NO. 1) AND THE MOSQUITO, FIRE ANT AND DISEASE CONTROL ASSESSMENT (DISTRICT NO. 2), PRELIMINARILY APPROVING THE ENGINEER'S REPORTS FOR DISTRICT NO. 1 AND DISTRICT NO. 2 AND PROVIDING NOTICE OF PUBLIC HEARINGS FOR DISTRICT NO. 1 AND DISTRICT NO. 2:** On April 15, 2010, with the approval of Resolution No. 350, this Board directed the preparation of Engineer's Reports for the Orange County Vector Control District Vector Surveillance and Control Assessment District (District No. 1) and for the Mosquito, Fire Ant and Disease Control Assessment (District No. 2).

Separate updated Engineer's Reports for District No. 1 and District No. 2 have been prepared by Willdan Financial Services, the District's assessment engineer and assessment administration firm. These Engineer's Reports ("Reports") establish the basis and justification for the continued levy of the assessments for Fiscal Year 2010-11. The Reports have been updated based on the assessment engineer's more recent findings regarding special and general benefit and other assessment engineering determinations. These enhancements and revisions to the Reports do not modify the underlying assessment methodology or basis for either assessment.

The proposed assessments for District No. 1 for Fiscal Year 2010-11 are \$1.92 per benefit unit. The total amount of revenues that would be generated by the assessments in Fiscal Year 2010-11 is approximately \$1,511,186. The assessments for District No. 1 for Fiscal Year 2010-11 are not proposed to increase from the rate of assessment in Fiscal Year 2009-10.

The assessments for District No. 2 included a voter approved annual increase to the maximum authorized assessment rate equal to the change in the Los Angeles Area Consumer Price Index ("CPI"), not to exceed 3% (three percent) per year without a further vote or balloting process. The change in the CPI in 2010 was 1.80%. Therefore, the maximum authorized assessment rate for Fiscal Year 2010-11 that could be levied without additional voter approval is \$6.21 per single-family equivalent benefit unit.

The proposed assessment rate for District No. 2 for Fiscal Year 2010-11 is \$5.02 per single-family equivalent benefit unit. This represents a decrease of \$0.04 per single-family equivalent benefit unit from last year's assessment rate. This proposed rate is also \$1.19 per single-family equivalent benefit unit below the maximum authorized assessment rate. The total amount of revenues that would be generated by the assessments in Fiscal Year 2010-11 at the proposed rate of \$5.02 is approximately \$4,114,124.

(continued next page)

11. **ADOPT RESOLUTION NO. 351:** (continued)

The following table summarizes the maximum authorized assessment rate and annual revenue from each District since Fiscal Year 2004-05.

FY	CPI History	Maximum Authorized % Change	Maximum Authorized Assessment Rate District #2	Actual/ Proposed Assessment Rate Levied District #2	Actual/ Proposed Assessment Revenues District #2	Actual/Proposed Assessment Revenues District #1
2004-05	N/A		\$5.42	\$5.42	\$4,306,278.44	\$1,488,269.88
2005-06	3.66%	3.00%	\$5.58	\$5.30	\$4,263,641.78	\$1,489,599.38
2006-07	5.42%	3.00%	\$5.75	\$5.25	\$4,264,508.72	\$1,501,507.06
2007-08	3.20%	3.00%	\$5.92	\$5.14	\$4,196,516.50	\$1,505,044.40
2008-09	3.92%	3.00%	\$6.10	\$5.10	\$4,180,451.00	\$1,510,567.00
2009-10	-0.90%	3.00%	\$6.10	\$5.06	\$4,162,307.23	\$1,514,335.46
2010-11	1.80%	3.00%	\$6.21	\$5.02	\$4,114,124.16 ⁽¹⁾	\$1,511,185.55 ⁽¹⁾

⁽¹⁾Final assessment amounts submitted to the County Auditor-Controller may be different than the preliminary amounts listed for the Engineer's Reports.

If the Board approves the resolution, a Public Hearing would be held at the 3:00 p.m., July 15, 2010, Board of Trustees meeting. A notice of the hearing would be given by publishing a notice once, at least ten (10) days prior to the date of the hearing above specified, in both the Orange County Register and the Los Angeles Times. At this Public Hearing, after receiving public testimony, the Board could take final action on setting the rates of assessment and collection of the assessments for Fiscal Year 2010-11.

Recommended Action: It is the Interim District Manager’s recommendation that the Board of Trustees adopt Resolution No. 351 (Exhibit C), entitled “A Resolution of Intention to Levy Assessments for Fiscal Year 2010–11 for Orange County Vector Control District Vector Surveillance and Control Assessment District (District No. 1) and for the Mosquito, Fire Ant and Disease Control Assessment (District No. 2),” preliminarily approving Engineer’s Reports for District No. 1 (Exhibit D) and District No. 2 (Exhibit E), and providing for notice of the Public Hearings for the proposed continuation of the assessments for both District No. 1 and thereafter for District No. 2.

[Staff Contact: K. Price. Phone: (714) 971-2421, Ext. 137]

12. **ADOPT RESOLUTION NO. 352 RECOGNIZING CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) AS THE REPRESENTATIVE OF THE ORANGE COUNTY VECTOR CONTROL DISTRICT NON-MANAGEMENT EMPLOYEES:** An employee secret ballot election was held on May 27, 2010, for the purpose of determining if a majority of non-management employees wished to be represented by the California School Employees Association (CSEA). The representation election passed with 39 employees voting to be represented by CSEA and 16 voting for “no organization.”

In accordance with the District’s Employer-Employee Rules and Regulations (EER) Resolution No. 305, SECTION 9., after such election is held “*The Board of Trustees shall grant recognition by formal resolution in writing to the employee organization that has been found to represent a majority of the District employees voting in the election.*”

Therefore, the attached Resolution No. 352 (Exhibit F) is presented to the Trustees for approval.

Recommended Action: It is the Interim District Manager’s recommendation that the Board of Trustees adopt Resolution No. 352 entitled “Recognizing California School Employees Association (CSEA) as the Representative of the Orange County Vector Control District Non-Management Employees.”

[Staff Contact: K. Price. Phone: (714) 971-2421, Ext. 137]

ADJOURN TO CLOSED SESSION:

13. **CLOSED SESSION:** Public Employee Appointment and Selection Criteria (Gov. Code § 54957): Position: District Manager
14. **CLOSED SESSION:** Conference with Legal Counsel – Anticipated Litigation Pursuant to Gov. Code § 54956.9 (statements of previous District Manager)
15. **RECONVENE TO OPEN SESSION:**

16. **WRITTEN COMMUNICATIONS:**

17. **COMMENTS FROM THE BOARD OF TRUSTEES:** At this time, members of the Board of Trustees may comment on agenda or non-agenda matters and ask questions of or give directions to staff, provided that NO action is taken on non-agenda items unless authorized by law.

18. **OTHER BUSINESS:**

19. **ADJOURNMENT:**

**ORANGE COUNTY VECTOR CONTROL DISTRICT
MEETING CALENDAR**

MEETING	LOCATION	DATE
MVCAC Summer Meeting	Courtyard by Marriott Sacramento	July 22, 2010
LCC Annual Conference	San Diego Convention Center San Diego	September 15 - 17, 2010
SOVE	Raleigh Hilton, Raleigh, NC	September 26 - 30, 2010
MVCAC Fall Meeting	Embassy Suites Lake Tahoe	November 3 - 5, 2010
MVCAC 79 th Annual Conference	Renaissance Esmeralda Indian Wells	January 30 - February 1, 2011

- AMCA - American Mosquito Control Association
- ASTMH - American Society of Tropical Medicine and Hygiene
- CALPELRA - California Public Employees Labor Relations Association
- CalPERS - California Public Employees' Retirement System
- CDFA - California Department of Food & Agriculture
- CSDA - California Special Districts Association
- CSMFO - California Society of Municipal Financial Officers
- ERMA - Employment Risk Management Authority
- ESA - Entomological Society of America
- LCC - League of California Cities
- MVCAC - Mosquito and Vector Control Association of California
- OCERS - Orange County Employees Retirement System
- RIFA - Red Imported Fire Ant
- SOVE - Society for Vector Ecology
- SWS - Society of Wetland Scientists
- VCJPA - Vector Control Joint Powers Agency
- UTMB - University of Texas Medical Branch
- WNV - West Nile Virus