

**MINUTES OF THE 735TH MEETING**  
**BOARD OF TRUSTEES**  
Orange County Vector Control District

TIME: 3:00 P.M., February 21, 2008

PLACE: 13001 Garden Grove Blvd., Garden Grove, CA 92843

**TRUSTEES PRESENT:**

Stanton	Al Ethans, President		
Cypress	Sandra Montez, Vice-President		
San Clemente	Joe Anderson, Secretary		
Aliso Viejo	Phillip B. Tsunoda	Los Alamitos	Ken C. Parker
Anaheim	Lucille Kring	Mission Viejo	Gail Reavis
Brea	Roy Moore	Newport Beach	Dr. Virginia L. Barrett
Buena Park	Jim Dow	Orange	Denis Bilodeau
Costa Mesa	Wendy Leece	Placentia	Greg Sowards
Fountain Valley	Cheryl Brothers	Rancho Santa Margarita	Gary Thompson
Garden Grove	Dr. Sheldon S. Singer	San Juan Capistrano	Laura Freese
Huntington Beach	Joe Carchio	Santa Ana	Fred S. Bella
Laguna Hills	Melody Carruth	Seal Beach	Michael Levitt
Laguna Niguel	Joe Brown	Tustin	Lou Bone
Laguna Woods	Dr. Robert Bouer	Villa Park	Richard A. Freschi
La Habra	James Gomez	Yorba Linda	Jim Winder
Lake Forest	Jean D. Jambon	County of Orange	R. Paul Webb
La Palma	Larry A. Herman		

**TRUSTEES ABSENT:**

Dana Point	Wayne Rayfield	Laguna Beach	Toni Iseman
Fullerton	Sharon Quirk	Westminster	Frank Fry, Jr.
Irvine	Rosemary Dugard		

**OTHERS PRESENT:**

Gerard Goedhart, District Manager	Steve Koenig, Sr. Vector Control Inspector III
Lawrence H. Shaw, Assist. Manager/Dir. of Operations	Allyson Reinig, Vector Control Inspector III
Michael G. Hearst, Director of Communications	John Newton, Vector Control Inspector II
Kelly Price, Director of Administrative Services	Julie Romo, Operations Clerk
Robert Cummings, Dir. of Scientific Technical Services	
Tawnia Pett, Public Outreach Coordinator	
Lora Babilo, Communications Specialist	
Alan R. Burns, District Counsel	
Colin R. Burns, District Counsel	
Viki Blaylock, Executive Assistant/Clerk of the Board	

1. **Pledge of Allegiance:** President Ethans called the meeting to order at 3:00 p.m. and asked Trustee Barrett to lead the Pledge of Allegiance.
2. **Roll Call:** Roll call indicated 29 Trustees present, with Trustee Bilodeau arriving shortly thereafter, making a total of 30 Trustees present out of the current Board membership of 35.
3. **Introduction of Visitors:** None.
4. **Public Participation:** None.
5. **Recognition of Natalie “Lee” Klein for Her Service to the District:** Board President Ethans presented a plaque to outgoing Trustee Natalie “Lee” Klein.
6. **District Manager Information Items:** None.
7. **Consent Calendar – Items Approved by General Consent:** On motion by Trustee Freschi, seconded by Trustee Brothers, and passed by unanimous vote, the Board of Trustees approved the following Consent Calendar items, with the exception of Agenda Item 7A, which was pulled for discussion and separate action.
  - 7B - **Budget Preparation Schedule:** Received and filed: The following schedule was presented to show dates for Budget review and approval for Fiscal Year 2008-09.

Wednesday, March 19  
Mail Proposed Budgets to Board of Trustees.

**Wednesday, March 26, 11:30 a.m.**  
**Budget & Finance Committee Meeting to Review Proposed Budget.**

Thursday, April 17  
Board Meeting – Adoption of Budget.
  - 7C - **Approval of Committee Assignments for 2008:** Approved the committee assignments for 2008 as listed in Exhibit B. This has been compiled from a questionnaire. New committees will commence in March.

(Consent Calendar Continued Next Page)

7. **Consent Calendar – Items for Approval by General Consent:** (continued)

7D - **Report of District Activities:** Received and Filed: Enclosed with the Agenda was the Report of District Activities as submitted by staff to the Board of Trustees by separate report dated February 15, 2008.

**Consent Calendar Item Approved by Separate Action:** The following item was pulled from the Consent Calendar and separate was action taken as follows:

7A - **Approved Contract with SCI Consulting Group for Professional Consulting, Engineering and Levy Administration Services to the Orange County Vector Control District:** On motion by Trustee Brothers, seconded by Trustee Kring, and passed by unanimous vote, the Board of Trustees approved the contract with SCI Consulting Group for Professional Consulting, Engineering and Levy Administration Services to the Orange County Vector Control District at a rate of \$26,500 per year for three years for a total cost of \$79,500 for 2008-09, 2009-10, and 2010-11 (Exhibit A).

8. **Approval of Minutes:** On motion by Trustee Jambon, seconded by Trustee Brothers, and passed by unanimous vote, the Board of Trustees approved without reading the Minutes of the 734th Meeting of the Board of Trustees held January 17, 2008.

9. **Accepted and Approved the Monthly Financial Report and Warrant Register:** The Board of Trustees accepted and approved items (A) and (B) below.

9A - On motion by Trustee Kring, seconded by Trustee Brothers, and passed by unanimous vote, the Board of Trustees accepted for inclusion as Exhibit I (attached) the Orange County Vector Control District Monthly Financial Report for the period ending January 31, 2008.

9B - On motion by Trustee Thompson, seconded by Trustee Brothers, and passed by unanimous vote, the Board of Trustees received and filed approval of payment of Warrants Register dated February 21, 2008 (Exhibit II) in the amount of \$372,300.10 as presented by In-House Check Runs dated January 4, 8, 9, 17, 22, 23, and 30, 2008.

10. **Approved Resolution No. 323, Adopting a Fee Schedule for Services Provided Outside the District:** On motion by Trustee Brown, seconded by Trustee Kring, and passed by unanimous vote, the Board of Trustees approved Resolution No. 323, Adopting a Fee Schedule for Services Provided Outside the District (Exhibit C).

11. **Received and Filed: Mid-Year Budget Review for Fiscal Year 2007-08; Five Year Financial Model for Fiscal Years 2008-09 Through 2012-13:** Staff has prepared a mid-year budget review for the current fiscal year, along with a five year financial model for fiscal years 2008-09 through 2012-13. For the mid-year review, the District has not experienced any significant deviations in regards to revenues or expenditures.

The District's operating expenditures are down slightly [approximately \$30,000 (0.3%)] compared to the budgeted figures from the beginning of the fiscal year. Revenues are projected to be as budgeted. The operating fund reserve is estimated to be over \$2.7 million and the District will enter fiscal year 2008-09 with prudent fund balances.

In addition to the mid-year, staff has also updated the District's five year financial model. The model is a guide intended to be used as an aide for future financial decisions and planning. In order to project figures, staff must use certain assumptions. Therefore, an assumed rate of inflation, interest and property tax growth rates are used.

The model includes the addition of one full-time clerical position within the Scientific Technical Services Department, the fully funded lease agreement for office space within the adjacent property, an assumed Orange County Retirement System (OCERS) settlement of \$1.2 million, and the anticipated expenditure of \$3.2 million for phase I of the District's facility improvement plan. Staff has also included a decrease to the benefit assessment rate to \$5.10 per parcel from \$5.14.

The model showed that the District continues to address its obligation to the retiree medical liability for the future and will also have funding for future facility needs. Overall, the model illustrated that the District is in sound financial condition with prudent reserves and adequate funding for ongoing District expenses and future projects.

12. **Approved Office Lease Agreement; Approved Right-of-First-Refusal Agreement; and Authorized Appropriation of \$100,000 from the Facility Improvement Fund:** On motion by Trustee Bilodeau, seconded by Trustee Bouer, and passed by majority vote (Noes: Trustees Dow and Brown), the Board of Trustees approved the following:
- 12A - Approved the Haster Industrial Park Office Lease Agreement for a monthly amount of \$4,700 with no increases during the ten year duration of the lease.
  - 12B - Approved the Right-of-First-Refusal Agreement (Exhibit D) with Mr. and Mrs. Dennis Achterberg for property located at 12926 Haster Street, Garden Grove. A legal description of the property is attached to the agreement.
  - 12C - Authorized the appropriation of \$100,000 to Project No. 60.000.7520 from the Facility Improvement Fund.

13. **Adjournment:** There being no further business for the Board's consideration, President Ethans adjourned the meeting at 4:14 p.m.

I certify that the above Minutes substantially reflect the actions taken by the Board of Trustees at its meeting held February 21, 2008.

\_\_\_\_\_  
Gerard Goedhart, District Manager

Approved as written and/or corrected by the Board of Trustees at its \_\_\_\_\_  
\_\_\_\_\_ meeting held \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Secretary