

**MOSQUITO AND VECTOR MANAGEMENT DISTRICT
of Santa Barbara County
MINUTES OF REGULAR MEETING OF TRUSTEES
October 8, 2009**

The regular meeting of the Board of Trustees of the Mosquito and Vector Management District of Santa Barbara County was held at 2:00 PM, on Thursday, October 8, 2009 at the Hope School District Board Room, 3970 La Colina Road, Santa Barbara, CA.

1. ROLL CALL.

TRUSTEES PRESENT:

Larry Fausett, Vice-President
Ron Hurd, Board Secretary
Cathy Schlottmann
John Olson
Susan Swarbrick

TRUSTEES ABSENT:

David Pritchett, Board President
Charles Blair
Chris Pankau

IN ATTENDANCE:

Brian Passaro, General Manager
Kenneth Learned, Vector Biologist

2. CONFIRMATION OF AGENDA

No changes were requested.

3. STAFF ANNOUNCEMENTS regarding District business.

General Manager Passaro announced the following:

-discussion of letter submitted by the MVCAC to the State Water Resources Control Board regarding a request to merge the larviciding and adulticiding NPDES permits. Trustee Schlottmann asked how this would affect the CEQA document. Trustee Olson requested that staff look into the use of alternative methods of mosquito control such as cedar oil.

4. CORRESPONDENCE

- A. State Department of Finance – Letter declaring the establishment of an interest rate for the borrowing of Prop 1A funds. *Letter from the State Department of Finance documenting the interest rate for Prop 1A funds at 2%.*
- B. Senate Bill 67 Alert – Announcement from League of California Cities and CSDA regarding Prop 1A Securitization Program. *Detail regarding the process for applying and receiving Prop 1A funds now rather than waiting for the State to pay back in future. Trustee*

Schlottmann discussed information she received at the local California Special Districts Association meeting regarding urging Districts to at minimum apply for the securitization funds. Trustee Swarbrick inquired as to the risk of applying for the securitization funds.

5. PUBLIC COMMENT.

NONE

6. ITEMS OF GENERAL CONSENT. The following items are approved by a single action of the Board. Items requiring additional discussion may be withdrawn from the listing and approved in a separate action.

A. Approval of Minutes for District's regular meeting held September 10, 2009.

B. Financial Statements for County Fund 4160 for September 2009.

C. Warrant Register for September 2009.

D. Disease Surveillance Report for September 2009.

E. District Operations Report for September 2009.

After a number of questions and clarifications, it was moved by Trustee Schlottmann, seconded by Trustee Swarbrick, and passed unanimously to approve the Items of General Consent.

7. OLD BUSINESS

A. **Discussion of Proposal by the Carpinteria-Summerland Fire Protection District.** Update on progress. *General Manager Passaro reported that the Fire Protection District has moved forward with hiring an architect to draft preliminary plans for the dual purpose building proposal. Chief Mingee and General Manager Passaro will be working closely with the firm to ensure that all needs are met.*

B. **Update of Resolution 08-09** – Last month the Board approved the bidding and purchase of a five passenger hybrid vehicle. It was stated during discussions that a premium be offered for dealerships located within Santa Barbara County. After discussion and review with the District's Legal Counsel it was determined that in order to offer such a premium resolution 08-09 would need to be updated. *After brief discussion it was moved by Trustee Schlottmann and seconded by Trustee Olson and passed unanimously to update Resolution 08-09 as presented.*

8. NEW BUSINESS

A. **Approval to Dispose of Surplus Equipment** – The District currently has two Argo's that were purchased in early 2006. One of these vehicles now has a grand total of 1.8 hours of use. The other Argo has thirteen total hours of use. With the possibility of a combined facility with the Fire District it would be prudent to eliminate equipment that is not needed. *After brief discussion it was moved by Trustee Olson, seconded by Trustee Schlottmann and passed unanimously to move forward with the sale of the non-tracked Argo.*

B. Consideration and Adoption of Procedures for Conducting Performance

Evaluation of General Manager *Trustees discussed the use of sample evaluation forms as presented. Trustee Swarbrick discussed a matrix developed by UCSB to assist with the process of assigning a numerical value to particular categories when completing evaluation forms. Trustee Faucett discussed previous work the District had done to establish an evaluation criteria for the General Manager. General Manager Passaro informed the Board that he has been unable to locate the information discussed by Trustee Faucett at the District headquarters. Trustee Faucett stated that he had a copy on his personal files and would supply it for consideration in future years. It was moved by Trustee Olson, seconded by Trustee Schlottmann and passed unanimously to utilize evaluation example #3 along with the supplemental information to be provided by Trustee Swarbrick for the General Manager performance evaluation to be conducted at the November 12, 2009 regular Board meeting.*

Direction was given to General Manager Passaro to produce a presentation to be given to the Trustees prior to their closed session discussing accomplishments, goals achieved and not, barriers faced in pursuit of these goals and new short range goals for the year ahead. Trustee Olson requested that General Manager Passaro include his opinion of the interaction with the Board of Trustees in his presentation.

9. MANAGER'S REPORT.

Topics Include: CSDA Conference, District Audit, Prop 1A Securitization Program, Network Setup, New Vehicle Purchase, Administrative Assistant Job Description, District Uniforms, Meeting with Santa Barbara City Administrator and Mosquito Fish. General Manager Passaro elaborated on the CSDA conference and the valuable nature of attending. He went on to discuss the meeting with the Santa Barbara City Administrator regarding the Andree Clark Bird Refuge. Clarification of the status of the District network was also discussed.

10. BOARD ANNOUNCEMENTS.

Trustee Schlottmann announced that the upcoming Santa Barbara Special Districts Association meeting will hopefully have a member of the Grand Jury as a speaker and they are trying to have the meeting held at the Firestone Brewery in Buellton.

Trustee Swarbrick discussed her attendance at the CSDA annual conference workshop on Governance.

Trustee Hurd announced that he would be unavailable to discuss the General Manager evaluation the last week in October or first week in November.

11. CLOSED SESSION – None

12. ADJOURNMENT

It was moved by Trustee Hurd, seconded by Trustee Swarbrick, and passed unanimously to adjourn the meeting at 4:50 PM.

As there was no further business to be brought before the Board, the meeting was adjourned.

I certify that the above minutes substantially reflect the actions of the Board:

BY:

APPROVED:

David Pritchett
Board President

Ron Hurd
Board Secretary