

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 16-1

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on January 11, 2016, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Richard Ainsley
 Soheila Bana
 Perry Carlston
 Warren Clayton
 Chris Cowen
 Randall Diamond
 Jim Fitzsimmons
 Peggie Howell
 Michael Krieg
 Lola Odunlami
 Daniel Pellegrini
 Jim Pinckney
 Sharyn Rossi
 Rolando Villareal
 Diane Wolcott
 Darryl Young

TRUSTEES ABSENT Richard Mank
 Richard Means

OTHERS PRESENT Craig Downs, General Manager
 Douglas Coty, Legal Counsel
 Ray Waletzko, Assistant Manager
 Allison Nelson, Administrative Secretary
 David Alvey, Maze & Associates

1. President Cowen called the meeting to order at 7:00 p.m.
2. A roll call indicated that 16 Trustees were present, two were absent, and there are four vacancies.
3. The meeting opened with the Pledge of Allegiance.
4. APPROVAL OF THE AGENDA AS POSTED
- ** Motion was made by Trustee Pellegrini and seconded by Trustee Krieg to approve the agenda as posted. *Motion passed unanimously.*
5. PUBLIC INPUT ON NON AGENDA ITEMS - None
6. CONSENT CALENDAR

- A. MINUTES - APPROVAL OF MINUTES 15-6, REGULAR BOARD MEETING HELD ON NOVEMBER 9, 2015.
- B. EXPENDITURES - APPROVAL OF EXPENDITURES OF November 1, 2015 THROUGH DECEMBER 31, 2015, INCLUDING CHECKS NO. 023834 THROUGH NO. 02398, IN THE AMOUNT OF \$706,183.64
- C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF November 1, 2015 THROUGH DECEMBER 31, 2015, INCLUDING CHECKS NO. 66911 THROUGH NO. 66914 AND DIRECT DEPOSIT NO. D00296 THROUGH NO. D00425 IN THE AMOUNT OF \$301,075.31
- D. INVESTMENT ACTIVITY REPORT FOR OCTOBER 2015 & NOVEMBER 2015
- E. FINANCIAL REPORT

** Motion was made by Trustee Pellegrini and seconded by Trustee Krieg to approve the consent calendar. *Motion passed unanimously.*

7. ACTION ITEMS

- A. Report on District FY 14/15 Financial Audit - David Alvey, Audit Partner from Maze & Associates, reported that the District received an unqualified opinion, which is the cleanest opinion available for a financial audit. Items of interest on the FY 14/15 financial audit included: The District total revenue was \$6,649,678 which was an increase of 5.4% from the previous fiscal year, final operation expenses were 3% lower than the adopted budget resulting in a positive change in the fund balance, the unfunded liability amount for the OPEB (Other Post Employment Benefits) trust was just 20.73% and there were no material weaknesses or significant deficiencies found in the audit. GASB Statement 68 was implemented, which is intended to improve accounting and financial reporting by state and local governments for pension obligations.

** Motion was made by Trustee Pinckney and seconded by Trustee Howell to accept the District FY 14/15 Financial Audit and Memorandum on Internal Control. *Motion passed unanimously.*

- B. ICMA Retirement Corp. 401 (a) Plan - General Manager reported that every 6 years the IRS requires a review of the plan document due to changes in laws and regulations. Board action is required to re-certify the 401 (a) plan according to the financial institution recommendations and IRS approval.

** Motion was made by Trustee Pellegrini and seconded by Trustee Ainsley to Adopt Resolution 16-1, amending and restating the qualified retirement plan in the form of the ICMA Retirement Corporation Governmental Money Purchase Plan & Trust. *Motion passed unanimously.*

- 8. A. Programmatic Environmental Impact Report (PEIR) - General Manager Downs presented on the California Environmental Quality Act (CEQA) process to implement the District's Programmatic Environmental Impact Report (PEIR). The

purpose of CEQA is to disclose to the public the significant environmental effects of a proposed project, through the preparation of an initial study, a negative declaration or an environmental impact report. To prevent or minimize damage to the environment through development of project alternatives, mitigation measures and mitigation monitoring and disclose to the public, the agency decision making process utilized to approve discretionary projects through findings and statements. The purpose of the scoping meeting was to provide the public with information on the District's integrated mosquito & vector management program, and to receive public comments on the contents of the draft programmatic environmental impact report.

B. Reports on Conferences/Meetings Attended - None

9. 2016 CALENDAR

A. Election of Officers - The following trustees are slated for election as officers of the Board for 2016:

President: Randall Diamond
Vice President: Peggie Howell
Secretary: Dick Mank.

** Motion was made by Trustee Pellegrini and seconded by Trustee Pinckney to approve the election of the officers. *Motion passed unanimously.*

B. 2016 Meeting Schedule - The board and committee schedule was reviewed.

** Motion was made by Trustee Pellegrini and seconded by Trustee Fitzsimmons to approve the committee schedule. *Motion passed unanimously.*

10. COMMITTEE ASSIGNMENTS

A. Committee Charges - The committee charges were reviewed.

** Motion was made by Trustee Pellegrini and seconded by Trustee Krieg to approve the committee charges. *Motion passed unanimously.*

B. Committee sign-up - A sign-up sheet was circulated to all trustees present and they were asked to make their committee choices.

11. BOARD AND STAFF ANNOUNCEMENTS

A. Board - Trustee Howell provided the board with information on the quarry that borders Mt. Diablo and Clayton. The current landowner has applied to amend their current permit to allow them to dig deeper within the quarry. The current mitigation plan states they must refill 1/2-2/3 of the quarry with dirt when the digging is complete, they want to amend the plan to allow rainwater to fill the quarry over 75 years to become a recreational lake.

Staff - None

12. ADJOURNMENT

There being no further business the meeting was adjourned at 8:26 p.m.

** Motion was made by Trustee Pellegrini and seconded by Trustee Odunlami to adjourn the meeting. *Motion passed unanimously.*

I certify the above minutes were approved as read or corrected at a meeting of the Board held on March 14, 2016.

Ayes: _____
Noes: _____
Abstain: _____
Absent: _____

H. Richard Mank
Secretary, Board of Trustees