

MINUTES

A Budget Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Thursday, June 18, 2009, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Jim Fitzsimmons, Chairperson
 Diane Wolcott
 Richard Head
 Jeff Bennett
 Richard Means
 Michael Cory
 Richard Ainsley

TRUSTEES ABSENT None

OTHERS PRESENT Craig Downs, General Manager
 Ray Waletzko, Administrative & Finance Manager

1. The Committee meeting was called to order at 6:32 p.m.
2. Roll call indicated that seven Trustees were present and none were absent.
3. PUBLIC INPUT ON NON AGENDA ITEMS

None.
4. APPROVAL OF MINUTES FROM COMMITTEE MEETING HELD ON APRIL 27, 2009
- ** Motion was made by Trustee Head and seconded by Trustee Cory to approve minutes from Committee meeting held on April 27, 2009. Motion passed.
5. REVIEW DISTRICT LONG RANGE FINANCIAL FORECAST (Appendix I) - Administrative & Finance Manager Waletzko handed out a new long range forecast that had the latest expense numbers as well as the larger then expected drop in revenues. Discussion followed as to the rapid decline in property tax revenue and the District planning for the implications of the lost revenues.
6. REVIEW DISTRICT BENEFIT ASSESSMENT FOR FY 2009/2010 - Administrative & Finance Manager Waletzko explained that the Board of Trustees are required to adopt the Benefit Assessment Engineers Report at the July Board of Trustee meeting every year. There was discussion about the cost of living options available and no cost of living was recommended by District staff or the committee.
7. REVIEW FIXED ASSET AND PROGRAM DEVELOPMENT REQUEST RECOMMENDATIONS FOR FY 2009/2010 (Appendix II) - Administrative & Finance

Manager Waletzko and General Manager Downs discussed the Capital Equipment and Vehicles requested by District staff for FY 09/10. It was explained that District staff are well aware of the economic environment that currently exists and they have scaled back their requests.

8. REVIEW PROPOSED BUDGET FOR FY 2009/2010 (Appendix III) - Administrative & Finance Manager Waletzko noted some items in the Proposed Budget. These included *Payroll-Temps, Health Insurance, Workers Compensation, Miscellaneous Services, Electric Gas and Water, Property Taxes and Benefit Assessment*. There was extensive discussion about the projected decline in the growth of District property tax revenues. A budget was proposed that has a deficit and there was much discussion about the planning done in the past that should help the District maintain services even in tough economic times.

** Motion was made by Trustee Means and seconded by Trustee Head to recommend the proposed budget to the full board of trustees with the recommended changes. Motion passed.

9. REVIEW DISTRICT INVESTMENT POLICY (Appendix IV) - Administrative & Finance Manager Waletzko noted that the policy is reviewed annually by staff and the District auditors to ensure that checks and balances are always in place. It was recommended that references in the policy balances kept with any one institution should not exceed \$100,000, should instead say "not to exceed FDIC limits."

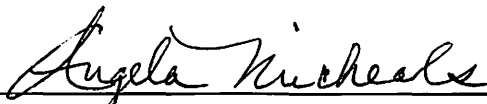
** Motion was made by Trustee Means and seconded by Trustee Cory to recommend the District Investment Policy, with recommended changes, to the full board of trustees. Motion passed.

10. BOARD AND STAFF ANNOUNCEMENTS

11. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:50 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Budget Committee held on April 19, 2010.



Angela Micheals, Chairperson
Budget Committee

AYES: 6

NOES: 0

ABSENT: 2

ABSTAIN: 0