



155 Mason Circle
Concord, CA 94520
phone (925) 685-9301
fax (925) 685-0266
www.ccmvcd.dst.ca.us

BOARD OF TRUSTEES
****MONDAY, JULY 9, 2012****
DISTRICT OFFICE
155 Mason Circle
Concord, CA 94520
7:00 PM

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF THE AGENDA AS POSTED (OR AMENDED)
5. PUBLIC INPUT ON NON AGENDA ITEMS

Public Participation: Members of the public may address the Board of Trustees regarding 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. Public input on agenda items will be taken at the beginning of the discussion of those agenda items.

Comments shall be limited to **three minutes per person**, unless different time limits are set by the Chairperson.

6. CONSENT CALENDAR
The following items listed ✨ are enclosed. If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar.

A. ✨ MINUTES - APPROVAL OF MINUTES 12-3, REGULAR BOARD MEETING HELD ON MAY 14, 2012

Protecting Public Health Since 1927

BOARD OF TRUSTEES

President SOHEILA BANA, PhD Richmond • Vice President • JEFF BENNETT Hercules • Secretary H. RICHARD MANK El Cerrito

Antioch JOSE SAAVEDRA • Brentwood ROLANDO VILLAREAL • Clayton FEGGIE HOWELL • Concord ANGELA MICHEALS • Contra Costa County REGG BELLECH • Contra Costa County JIM PINCKNEY
Contra Costa County CHRIS COWEN • Danville RANDALL DIAMOND • Lafayette JAMES FITZSIMMONS • Martinez DANIEL PELLEGRINI • Moraga MYRTLE PETREAS, PhD • Oakley MICHAEL KRIEG • Orinda DIANE WOLCOTT
Pinole WARREN CLAYTON • Pittsburg RICHARD AINSLEY, PhD • Pleasant Hill RICHARD MEANS • San Pablo VACANT • San Ramon SHARYN ROSSI • Walnut Creek VACANT

B. ✪ EXPENDITURES - APPROVAL OF EXPENDITURES OF MAY 1, 2012 THROUGH JUNE 30, 2012, INCLUDING CHECKS NO. 20142 THROUGH NO. 20322, IN THE AMOUNT OF \$604,899.02

C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF MAY 1, 2012 THROUGH JUNE 30, 2012, INCLUDING CHECKS NO. 63898 THROUGH NO. 64062, IN THE AMOUNT OF \$307,174.50

D. ✪ INVESTMENT ACTIVITY REPORT FOR APRIL 2012 & MAY 2012

E. FINANCIAL REPORT

7. ACTION ITEMS

<u>Item</u>	<u>Comments</u>	<u>Action Required</u>
A. <u>Report on Mosquito & Vector Surveillance and Control Engineers Report on the District-Wide Special Benefit Assessment</u>	Anderson	
i. <u>Recommendation</u> - To approve the Engineer's Report for Contra Costa Mosquito and Vector Control Benefit Assessment District - Fiscal Year 2012-2013 (Appendix VI)		**
ii. <u>Recommendation</u> - To adopt Resolution 12-1, to continue the Mosquito & Vector Surveillance and Control Project for the benefit of four zones and to continue the financing of the Project by continued assessment upon property within the District (Appendix I)		**
B. <u>Personnel Committee Report</u>	Diamond	
i. <u>Recommendation</u> - To approve a C.O.L.A. for unrepresented employees with one exception		**
ii. <u>Recommendation</u> - To approve new salary ranges for the following positions (Appendix II): Public Affairs Manager Scientific Programs Manager Community Affairs Representative Biologist Vector Ecologist II		**
iii. <u>Recommendation</u> - To approve changes to the Employee Handbook, rev. July 9, 2012 (Appendix III)		**

- C. Budget Committee Report Fitzsimmons
- i. Recommendation - To approve the Proposed Budget for FY 2012/2013 (Appendix IV) **
 - ii Recommendation - To adopt the District Investment Policy (Appendix V) **

8. INFORMATION ITEMS

- A. West Nile Virus Update Staff
- B. CEQA PEIR Update Staff

CLOSED SESSION

9. A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54957

Title: General Manager

- B. CONFERENCE WITH LABOR NEGOTIATOR, SOHEILA BANA, BOARD PRESIDENT, TO REVIEW THE DISTRICT'S POSITION ON SALARY AND BENEFITS FOR UNREPRESENTED EMPLOYEES, PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

Title: General Manager

RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSION

10. PUBLIC EMPLOYEE APPOINTMENT

CONSIDER CONTRACT OF EMPLOYMENT WITH CRAIG W. DOWNS.

Title: General Manager

11. BOARD AND STAFF ANNOUNCEMENTS

- A. Board
- B. Staff

12. ADJOURNMENT

I hereby certify that the District Board of Trustee Agenda was posted 72 hours, 3 days, or _____ hours before the noted meeting:

Tina Cox
Tina Cox, Accounting and Benefits Specialist

6/28/12
Date

✪ Supporting documents are enclosed

The Contra Cost Mosquito & Vector Control District will provide reasonable accommodations for persons with disabilities planning to attend CCMVCD meetings who contact Tina Cox at least 24 hours before the meeting, at 771-6103

Documents that are disclosable public records required to be made available under California Government Code Section 54957.5 (b) (1) and (2) are available to the public for inspection at no charge during business hours at our administrative office located at 155 Mason Circle, Concord, California