

MINUTES

A Budget Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, April 19, 2010, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Angela Micheals, Chairperson
 Richard Head
 Chris Cowen
 Richard Ainsley
 Richard Means
 Michael Cory

TRUSTEES ABSENT Brian Smalley
 Jim Fitzsimmons

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

1. The Committee meeting was called to order at 7:02 p.m.
2. Roll call indicated that six trustees were present and two were absent.
3. PUBLIC INPUT ON NON AGENDA ITEMS

None.

4. APPROVAL OF MINUTES FROM COMMITTEE MEETING HELD ON JUNE 18, 2009

** Motion was made by Trustee Head and seconded by Trustee Cowen to approve minutes from Committee meeting held on June 18, 2009. Motion passed.

5. REVIEW DISTRICT RESERVES AND REVENUE SOURCES - Administrative and Finance Manager Waletzko addressed the District's current reserves in the Vector Control Joint Powers Agency (VCJPA) and Local Agency Investment Fund (LAIF). Also discussed were the current designated reserves created by previous board action. A bar graph was distributed and used to show the District's history of property tax growth and there was discussion regarding the large reduction in revenues this fiscal year due to the decline in property tax revenue and the shift of \$324,000 to the State of California.
6. REVIEW FISCAL YEAR 09/10 BUDGET YEAR TO DATE (Appendix I) - Administrative and Finance Manager Waletzko discussed the year to date budget and touched on a number of items including *payroll, agriculture, lab supplies, advertising, equipment and property taxes*. It was noted that the adopted budget for FY 09/10 had a deficit of approximately \$500,000, but that when the year closes we hope to have a smaller deficit. There was discussion about some of the methods implemented to save funds during this difficult economic environment.

7. REVIEW LONG TERM FORECASTS (Appendix III) - The long term forecast was discussed. General Manager Downs noted that the forecast presented includes one less position every year through FY 12/13; and detailed the savings that would generate. Administrative & Finance Manager Waletzko noted that the current forecast model is excellent for showing how even one minor variable change can have a large impact to our financial situation in the future. There was discussion about the downward trend in property tax revenue. It appears that the decline in residential property values has stabilized, however property tax revenue from commercial properties will be the next to show a decline.
8. BOARD AND STAFF ANNOUNCEMENTS - Administrative & Finance Manager Waletzko requested that the next scheduled Budget Committee meeting be changed from June 14, 2010 to June 21, 2010. The committee members were all in agreement.
9. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:02 P.M.

I certify the above minutes were approved as read or corrected at a meeting of the Budget Committee held on June 21, 2010.



Angela Micheals, Chairperson
Budget Committee

AYES:

NOES:

ABSENT:

ABSTAIN: