

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 17-1

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on January 9, 2017, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT	Richard Ainsley Perry Carlston Warren Clayton Chris Cowen Randall Diamond Jim Fitzsimmons Peggie Howell Michael Krieg Richard Mank Richard Means James Murray Lola Odunlami Daniel Pellegrini Jim Pinckney Diane Wolcott Darryl Young
TRUSTEES ABSENT	Soheila Bana Robert Lucacher Rolando Villareal
OTHERS PRESENT	Craig Downs, General Manager Douglas Coty, Legal Counsel Ray Waletzko, Assistant Manager Natalie Jones, Administrative Assistant

1. President Diamond called the meeting to order at 7:03 p.m.
2. A roll call indicated that 16 Trustees were present, three were absent, and there are three 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 16-6, REGULAR BOARD MEETING HELD ON NOVEMBER 14, 2016.
- B. EXPENDITURES - APPROVAL OF EXPENDITURES OF November 1, 2016 THROUGH DECEMBER 31, 2016, INCLUDING CHECKS NO. 24833 THROUGH NO. 24991, IN THE AMOUNT OF \$646,615.64
- C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF November 1, 2016 THROUGH DECEMBER 31, 2016, INCLUDING CHECKS NO. 66970 THROUGH NO. 66971 AND DIRECT DEPOSIT NO. D01142 THROUGH NO. D01274 IN THE AMOUNT OF \$302,343.11
- D. INVESTMENT ACTIVITY REPORT FOR OCTOBER 2016 & NOVEMBER 2016
- E. FINANCIAL REPORT

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

7. INFORMATION ITEMS

- A. Report on District FY 15/16 Financial Audit - Trustee Fitzsimmons reported the audit remains on hold at the moment, with auditors needing more time to understand the implementation of the new District accounting software versus the old software. The audit committee will meet in February 2017 and will report at the next meeting scheduled for March 13, 2017.
- B. Reports on Conferences/Meetings Attended - None

8. 2017 CALENDAR

- A. Election of Officers - The following trustees are slated for election as officers of the Board for 2017:

President:	Peggie Howell
Vice President:	Warren Clayton
Secretary:	Dick Mank

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

- B. 2017 Meeting Schedule - The board and committee schedule was reviewed.

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

9. COMMITTEE ASSIGNMENTS

- A. Committee Charges - The committee charges were reviewed.

** Motion was made by Trustee Pellegrini and seconded by Trustee Diamond 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.

10. BOARD AND STAFF ANNOUNCEMENTS

A. Board - None

Staff - General Manager Downs announced he submitted his notice of retirement effective August 31, 2017. There will be an executive committee meeting in February 2017, at which time the official announcement will be made and it will be up to the board to direct General Manager Downs and themselves in the direction to proceed with a replacement for the District.

General Manager Downs noted that after legal review of compensation for trustees in lieu of expenses, an IRS ruling and CCMVCD legal counsel advised that all in lieu of expenses for trustees will be paid through a payroll check each month, with taxes taken out. There will be no more 1099's provided at the end of the year, instead trustees will be provided with W-2's. If a trustee chooses not to be paid through payroll for attending monthly meetings, they can submit monthly expenses and be reimbursed for mileage.

11. ADJOURNMENT

There being no further business the meeting was adjourned at 7:24 p.m.

** Motion was made by Trustee Pellegrini and seconded by Trustee Krieg 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 13, 2017.

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

H. Richard Mank
Secretary, Board of Trustees