

BUDGET COMMITTEE  
MEETING MINUTES

A Budget Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, June 25, 2018, in the District office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT      Michael Krieg (Chair)  
                                 Richard Ainsley  
                                 Chris Cowen  
                                 Richard Means  
                                 James Murray

TRUSTEES ABSENT      Warren Clayton

OTHERS PRESENT      Paula Macedo, General Manager  
                                 Maria Bagley, Administrative Services Manager

1. The Committee meeting was called to order at 7:00 p.m.
2. Roll call indicated that five trustees were present and one was absent.
3. PUBLIC INPUT AND NON AGENDA ITEMS – None.
4. APPROVAL OF MINUTES FROM BUDGET COMMITTEE MEETING HELD ON APRIL 23, 2018  
  
\*\* Motion was made by Trustee Cowen and seconded by Trustee Means to approve minutes for the Committee meetings held on April 23, 2018. *Motion passed unanimously.*
5. REVIEW DISTRICT LONG RANGE FINANCIAL FORECAST – Administrative Services Manager Bagley presented the long-term forecast and explained some of the assumptions used. There was further discussion on the annual \$176,000 contribution for *Other Post-Employment Benefits* (OPEB), and the committee requested more information on the fund, to be presented at the next meeting on July 9, 2018. There was additional discussion about allocation or assignment of reserves to ensure the District has funds for a public health emergency.
6. REVIEW DISTRICT BENEFIT ASSESSMENT FOR FISCAL YEAR 2018/2019 – Administrative Services Manager Bagley stated that the Engineer’s Report had just come in and that rates were kept constant for FY 2018-2019. The committee agreed to recommend that the full Board of Trustees adopt the benefit assessment without a COLA at the July 9, 2018 meeting. The Engineer’s Report will be presented by Francisco & Associates at the full Board meeting on July 9, 2018.

7. REVIEW FIXED ASSET AND PROGRAM DEVELOPMENT REQUEST / RECOMMENDATIONS FOR FY 2018-2019 – Administrative Services Manager Bagley and General Manager Macedo discussed the items requested for FY 2018-2019.
  8. REVIEW PROPOSED BUDGET FOR FY 2018-2019 – Administrative Services Manager Bagley discussed specific items in the proposed budget and answered questions from the committee. She will present an updated Proposed Budget at the next committee meeting on July 9, 2018, to be approved for recommendation at the subsequent full Board meeting.
  9. REVIEW DISTRICT INVESTMENT POLICY – The District continues to use the Local Agency Investment Fund (LAIF) for investments of our reserves. The committee reviewed the changes made to the investment policy and agreed unanimously to recommend its adoption at the full Board of Trustees meeting on July 9, 2018.
  10. BOARD AND STAFF ANNOUNCEMENTS – None.
  11. ADJOURNMENT – There being no further business, the meeting was adjourned at 8:51PM.
- \*\* A motion was made by Trustee Cowen and seconded by Trustee Means to adjourn the meeting. *Motion passed unanimously.*

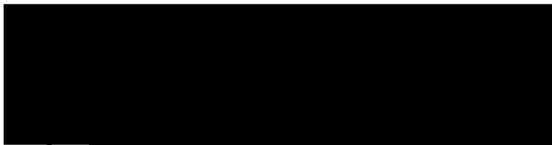
I certify the above minutes were approved as read or corrected at a meeting of the Budget Committee held on July 9, 2018.

AYES:

NOES:

ABSENT:

ABSTAIN:



Michael Krieg, Chair  
Budget Committee