

MINUTES

A Budget Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, April 22, 2013, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Jim Fitzsimmons, Chairperson
 Richard Ainsley
 Chris Cowen
 Peggie Howell
 Michael Krieg
 Richard Means
 Diane Wolcott
 Jeff Bennett

TRUSTEES ABSENT None

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

1. The Committee meeting was called to order at 7:00 p.m.
2. Roll call indicated that eight trustees were present.
3. PUBLIC INPUT ON NON AGENDA ITEMS

None.

4. APPROVAL OF MINUTES FROM COMMITTEE MEETING HELD ON JUNE 20, 2011

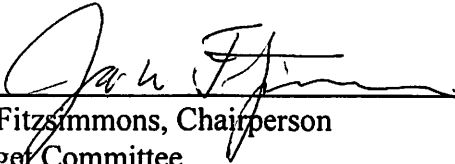
** Motion was made by Trustee Bennett and seconded by Trustee Cowen to approve minutes from Committee meeting held on June 25, 2012. Motion passed.

5. REVIEW DISTRICT RESERVES AND REVENUE SOURCES (Appendix I) - Administrative and Finance Manager Waletzko addressed the District's revenue sources, the percent of revenue each source generated for the District and some of the trends and potential impacts of an improving housing market in regard to property tax collections in Contra Costa County. Graphs were used to display a nine year history of the District reserves with the Local Agency Investment Fund (LAIF) and nine years of expenses versus revenues. There was much discussion about the management of District revenues and the impact, to the District, of redevelopment agencies being shut down by State legislation.
6. REVIEW FISCAL YEAR 12/13 BUDGET YEAR TO DATE (Appendix II and III) - Administrative and Finance Manager Waletzko discussed the year to date budget and touched on a number of items including *Payroll, Other Post Employment Benefits, Miscellaneous*

Services, and Property Taxes. There was much discussion about the reimbursement of \$325,000 to the District, from the State of California for funds borrowed under Proposition 1A legislation; and the positive impact on the District FY 12/13 budget. The addition of a line item for Other Post Employment Benefits (OPEB) in the budget for FY 13/14 was noted and Administrative & Finance Manager Waletzko explained to the committee that this will improve the correlation of the District budget, forecasts and annual financial audits. It was noted that the Board of Trustees adopted a budget for FY 12/13 that had a deficit of approximately \$325,000, but if we receive reimbursement from the State of California for borrowed Proposition 1A funds and account for the \$200,000 OPEB contribution we hope to finish with a balanced budget.

7. REVIEW LONG TERM FORECASTS (Appendix IV) - The long term forecast was discussed and some of the assumptions used were explained. Administrative & Finance Manager Waletzko noted that OPEB trust funding is projected to end in FY 18/19, Property Taxes have the potential to grow based on the improving economic conditions and District reserves remain stable into the future. The forecast presented included the \$325,000 that the State of California borrowed and is scheduled to repay the District in FY 2012/13 and an annual contribution of \$200,000 to the retiree medical trust fund (OPEB) that was set up last year. Administrative & Finance Manager Waletzko noted the most recent property tax check we received showed a revenue decline of .82% from last year; which based on previous year declines, is actually a good sign of an economic recovery. He explained that we have been using this forecast model for a number of years and it was excellent for showing how a minor variable change can have a large impact to our financial situation in the future.
8. BOARD AND STAFF ANNOUNCEMENTS - None
9. ADJOURNMENT - There being no further business, the meeting was adjourned at 8:07 P.M.

I certify the above minutes were approved as read or corrected at a meeting of the Budget Committee held on June 24, 2013.



Jim Fitzsimmons, Chairperson
Budget Committee

AYES:

NOES:

ABSENT:

ABSTAIN: