

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 26, 2017, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Warren Clayton, Chairperson
 James Murray
 Darryl Young

TRUSTEES ABSENT Chris Cowen
 Peggie Howell
 Robert Lucacher
 Richard Means

OTHERS PRESENT Craig Downs, General Manager
 Ray Waletzko, Assistant Manager

1. The Committee meeting was called to order at 7:05 p.m.
2. Roll call indicated that three Trustees were present and four were absent.
3. PUBLIC INPUT ON NON AGENDA ITEMS

None.

4. APPROVAL OF MINUTES FROM COMMITTEE MEETING HELD ON April 24, 2017

There was no quorum present so the minutes were deferred to the April, 2018, Budget Committee meeting.

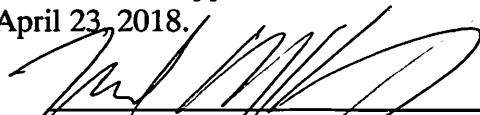
5. REVIEW DISTRICT LONG RANGE FINANCIAL FORECAST - Assistant Manager Waletzko explained that the District received a much larger portion of revenues from the now closed down redevelopment agencies in Contra Costa County in FY 16/17. There was discussion about this revenue stream, and the larger than projected increase in property tax receipts, and the affect on the long range forecast. Assistant Manager Waletzko also recommended, after further research, that the forecast for fiscal year 17/18 should have a projected 4% increase in property tax revenue due to the current rise in property assessed values in Contra Costa County.
6. REVIEW DISTRICT BENEFIT ASSESSMENT FOR FY 2017/2018 - Assistant Manager Waletzko explained that the Board of Trustees are required to adopt the Benefit Assessment Engineers Report at the July Board of Trustee meeting every year. It was noted that the benefit assessment, unlike property taxes, is a more stable stream. It was noted that the District can still

implement past COLA's up to a max of 5% per year; which would generate approximately \$100,000 annually. The committee decided that since property tax revenues were up, and we have the ability to capture past COLA's in future years, we would not recommend an increase to the benefit assessment in FY 17/18. It was recommended that the full Board of Trustees adopt the benefit assessment, without a COLA, at the July 10, 2018, board meeting.

7. REVIEW FIXED ASSET AND PROGRAM DEVELOPMENT REQUEST RECOMMENDATIONS FOR FY 2017/2018 - Assistant Manager Waletzko and General Manager Downs discussed some of the items requested this year. Some of the items requested and recommended included a Honda side x side and track system, outboard motor for District aluminum boat, and a new all terrain vehicle (Argo). There was discussion about the recommendation for an unmanned aerial vehicle (UAV) and the trends management is currently monitoring in both legislation and the use of these vehicles for surveillance and treatment.
8. REVIEW PROPOSED BUDGET FOR FY 2017/2018 - Assistant Manager Waletzko discussed some items in the Proposed Budget. These included *Retirement, Worker's Compensation, Advertisements & Notices, Property Taxes and Miscellaneous Income*. There was much discussion about the projected growth in property taxes and the unpredictability of the revenue the District receives from now defunct redevelopment agencies in Contra Costa County. It was determined that the committee would present a budget that projected a 4% increase in property taxes, but not redevelopment revenues, for FY 17/18 for full Board of Trustee approval.
9. REVIEW DISTRICT INVESTMENT POLICY - Assistant Manager Waletzko explained that we currently only use the Local Agency Investment Fund (LAIF) for our reserves and that there were no changes recommended to the policy this year. The policy, as currently written, will be recommended for approval by the full board at the July 10th, 2017, board meeting.
10. BOARD AND STAFF ANNOUNCEMENTS
11. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:10 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Budget Committee held on April 23, 2018.



Michael Krieg, Chairperson
Budget Committee

AYES:
NOES:
ABSENT:
ABSTAIN: