

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT  
BOARD MEETING  
MINUTES No. 08-5

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, September 8, 2008, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT      Richard Ainsley  
                                 Soheila Bana  
                                 Russ Belleci  
                                 Jeff Bennett  
                                 Nancy Brownfield  
                                 Richard Head  
                                 Peggie Howell  
                                 C. Kaleinani Lau  
                                 Richard Mank  
                                 Tim McDonough  
                                 Richard Means  
                                 Angela Micheals  
                                 Daniel Pellegrini  
                                 Myrto Petreas  
                                 Sharyn Rossi  
                                 Diane Wolcott

TRUSTEES ABSENT      Jim Fitzsimmons  
                                 James Pinckney  
                                 Jose Saavedra

OTHERS PRESENT      Craig Downs, General Manager  
                                 Mark Cornelius, General Counsel  
                                 Ray Waletzko, Administrative & Finance Manager  
                                 Allison Lewis, Administrative Secretary

1.      President Head called the meeting to order at 7:15 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 Ainsley, 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 08-4, REGULAR BOARD MEETING HELD ON JULY 14, 2008
- B. EXPENDITURES - APPROVAL OF EXPENDITURES OF JULY 1, 2008 THROUGH AUGUST 31, 2008, INCLUDING CHECKS NO. 16110 THROUGH NO. 16277, IN THE AMOUNT OF \$2,026,698.77
- C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF JULY 1, 2008 THROUGH AUGUST 31, 2008, INCLUDING CHECKS NO. 60233 THROUGH NO. 60445, IN THE AMOUNT OF \$346,669.39
- D. INVESTMENT ACTIVITY REPORT FOR JUNE 2008 & JULY 2008
- E. APPROVAL OF TRUSTEE TRAVEL - Trustee Belleci is requesting approval for reimbursement of expenses for travel to the Mosquito and Vector Control Association of California's fall meetings in Lake Tahoe, CA, Oct. 29-31, 2008.
- F. EXCESS OF DISTRICT VEHICLES - Approval to excess three vehicles and one trailer: a 1992 CHEVROLET K2500 (#5) 49,000 miles; a 1999 CHEVROLET C1500 (#15) 104,000 miles; and a 1997 CHEVROLET K2500 (#41) 107,000 miles. All three vehicles are showing signs of age and in need of repairs if kept in service. Also a trailer (T-5) - 1990 model, built in house; due to age and condition.

\*\* Motion was made by Trustee Pellegrini and seconded by Trustee McDonough to approve the Consent Calendar. *Motion passed unanimously.*

## 7. ACTION ITEMS

- A. Annual Report of 2007/2008 Investment Portfolio Performance (Appendix I) - Administrative & Finance Manager Waletzko reported that the District investments remain exclusively in the Local Agency Investment Fund (LAIF). The average rate of return on these funds for FY 2007/2008 was 4.37%; a decrease from the previous year return of 5.12%. The District earned \$245,038 in interest for the fiscal year. As interest rates have dropped recently, the District anticipates that earnings will decrease next year.

\*\* Motion was made by Trustee Pellegrini and seconded by Trustee Petreas to accept the 2007/2008 Investment Portfolio Performance Report. *Motion passed unanimously.*

- B. Mosquitoes on Vacant Foreclosed Residential Property (Appendix II) - General Manager Downs discussed Civil Code Section 2929.3 (SB 1137). This bill was created due to the foreclosed home crisis and addresses the blight that accompanies these vacant residential properties. Legal owners can be fined up to \$1,000 per day by a governmental entity if they fail to maintain the property. The provisions of the bill include failing to maintain excessive foliage, failure to prevent trespassers or squatters from taking up residence and failure to prevent mosquito larvae from growing in standing water. It is recommended that the board adopt Resolution 08-2, which will give the district another tool to combat West Nile Virus.

\*\* Motion was made by Trustee McDonough and seconded by Trustee Howell, to adopt

Resolution 08-2, Implementing Civil Code Section 2929.3 (SB 1137) concerning mosquitoes on vacant foreclosed residential property. *Motion passed unanimously.*

8. INFORMATIONAL REPORTS

- A. Audit Committee Report - Administrative & Finance Manager Waletzko reported that the Trustee Audit Committee met on August 1, 2008, at the offices of the District auditors, Maze & Associates. At that meeting the auditors provided a handout that highlighted the steps that Maze & Associates would follow for the FY 07/08 Audit and discussed the calendar that would be followed. The field auditors will be at the District September 15-18, 2008, to work with staff.
- B. West Nile Virus - General Manager Downs updated the board on West Nile Virus activity in the county. As of September 8, 2008, 1 human case, 23 mosquito samples, 57 birds, 5 tree squirrels and 2 chicken flocks have tested positive for WNV in Contra Costa County. Specific areas identified as having high risk factors have been fogged (adulcided) to reduce the infected adult mosquito numbers and reduce the risk of virus transmission to humans and other animals. A short discussion ensued regarding the lack of adulciding by other Districts and the risks associated.

9. BOARD AND STAFF ANNOUNCEMENTS

- A. Board - Trustee Nancy Brownfield was presented with a 25 year service award and Trustee Diane Wolcott was presented with a 5 year service pen. Trustee Means attended a Going Green Conference in Sacramento and a synopsis was distributed.
- B. Staff - The District picnic will be held at Kennedy Grove Park on Saturday, September 13, 2008. The Public Affairs Department distributed the Annual Report the week of September 2, 2008. The Photovoltaic (PV) System has been tested, security measures have been addressed and the system should be changed to a digital meter format by the end of September.

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:05 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board of Trustees held on November 10, 2008.

Ayes: \_\_\_\_\_  
Noes: \_\_\_\_\_  
Abstain: \_\_\_\_\_  
Absent: \_\_\_\_\_

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H. Richard Mank  
Secretary, Board of Trustees