

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 15-5

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on September 14, 2015, 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 Pinckney
 Sharyn Rossi
 Diane Wolcott

TRUSTEES ABSENT Soheila Bana
 Morris Jones
 Lola Odunlami
 Daniel Pellegrini
 Rolando Villareal
 Darryl Young

OTHERS PRESENT Craig Downs, General Manager
 Douglas Coty, Legal Counsel
 Steve Schutz, Scientific Programs Manager
 Ray Waletzko, Assistant Manager
 Allison Nelson, Administrative Secretary

1. President Cowen called the meeting to order at 7:02 p.m.
2. A roll call indicated that 13 Trustees were present, six were absent, and there are three vacancies
3. The meeting opened with the Pledge of Allegiance.
4. APPROVAL OF AGENDA AS POSTED (OR AMENDED)
- ** A motion was made by Trustee Krieg and seconded by Trustee Pinckney 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 15-4, REGULAR BOARD MEETING HELD ON JULY 13, 2015
- B. EXPENDITURES - APPROVAL OF EXPENDITURES OF JULY 1, 2015 THROUGH AUGUST 31, 2015, INCLUDING CHECKS NO. 23468 THROUGH NO. 23647, IN THE AMOUNT OF \$2,184,225.38
- C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF JULY 1, 2015 THROUGH AUGUST 31, 2015, INCLUDING CHECKS NO. 66669 THROUGH NO. 66824, IN THE AMOUNT OF \$314,794.13
- D. INVESTMENT ACTIVITY REPORT FOR JUNE 2015 & JULY 2015
- E. FINANCIAL REPORT

** A motion was made by Trustee Fitzsimmons and seconded by Trustee Diamond to approve the consent calendar. *Motion passed unanimously.*

7. ACTION ITEMS

- A. Annual Report of 2014/2015 Investment Portfolio Performance - Assistant Manager Ray Waletzko reported on the 2014/2015 Investment Portfolio Performance. The District reserves are held by the Local Agency Investment Fund (LAIF) which is part of the California State Treasury. Approximately two-thirds of the money invested comes from property taxes and one-third is from the District benefit assessment. The California State Treasury department invests in safe investments such as U.S. government securities, securities of federally sponsored agencies, domestic corporate bonds, interest bearing time deposits in California banks, prime rated commercial paper, bankers acceptances and negotiable certificates of deposit. Because these are all conservative investments the rate of return is low.

The District earned \$12,467 in interest on the portfolio during fiscal year 2014/2015; which was almost identical to the previous years earnings. The average rate of return for the year was .26%, a small increase from the previous year of .25%.

** A motion was made by Trustee Fitzsimmons and seconded by Trustee Pinckney to approve the Annual Report of 2014/2015 Investment Portfolio Performance. *Motion passed unanimously.*

8. INFORMATION ITEMS

- A. Audit Committee Report - Assistant Manager Waletzko and Trustee Rossi reported that the committee met on September 3, 2015 at the offices of Maze & Associates. Vikki Rodriguez was present and reported that the field audit would take place at the District offices September 21-23, 2015. Ms. Rodriguez will remain as the Engagement Partner, while Zack Korach will be the Supervisor in charge and Brent Okuhara will be the Staff Auditor. The audit checklist was

discussed detailing the steps Maze & Associates will take while auditing the Districts financial statements for fiscal year 2014/2015. It was noted that this year Maze & Associates will determine the required amount of actuarial obligations for retirement benefits that must be stated in the District financial statements to comply with GASB 68; net pension liability.

- B. West Nile Virus Update - Scientific Program Manager, Steve Schutz, reported on current West Nile Virus activity. Countywide, there have been 8 positive birds, 3 positive mosquito samples, 8 positive chickens and no human cases. Two positive mosquito samples were from Oakley, and a third positive sample was from the Martinez waterfront. The positive chickens were from Oakley and the Holland Tract area. Most of the activity in Contra Costa County seems to be spill over from the Central Valley based on the fact that many of the Statewide positives are showing up in that area. Statewide 123 human cases have been reported; more than half of what was reported during the same time last year. For the first time since 2003 there have been a number of positive mosquito samples of St Louis Encephalitis in Southern California. St Louis Encephalitis has not been seen in California since West Nile virus showed up and the theory was that West Nile virus had displaced St Louis Encephalitis. That theory is no longer thought to be true since both viruses have now been found in the same region.

- C. CEQA PEIR Update - General Manager Downs reported that the District has gone public with our CEQA PEIR draft document. The draft is out for a 45 day public comment period and a public hearing is scheduled for October 14, 2015, at the District.

10. BOARD AND STAFF ANNOUNCEMENTS

- A. Board - None

- B. Staff - The Advanced Planning committee and Audit committee will meet in October.

11. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:50 p.m.

** A motion was made by Trustee Mank and seconded by Trustee Fitzsimmons 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 November 9, 2015.

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

H. Richard Mank
Secretary, Board of Trustees

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