

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 16-5

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on September 12, 2016, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Richard Ainsley
 Soheila Bana
 Perry Carlston
 Warren Clayton
 Chris Cowen
 Randall Diamond
 Jim Fitzsimmons
 Peggie Howell
 Michael Krieg
 Robert Lucacher
 Richard Mank
 Richard Means
 James Murray
 Lola Odunlami
 Daniel Pellegrini
 James Pinckney
 Diane Wolcott
 Darryl Young

TRUSTEES ABSENT Rolando Villareal

OTHERS PRESENT Steve Schutz, Scientific Programs Manager
 Ray Waletzko, Assistant Manager
 Natalie Jones, Administrative Assistant
 Andrew Pierce, Community Affairs Representative
 Douglas Coty, Legal Counsel
 Joy Clayton

1. President Diamond called the meeting to order at 7:01 p.m.
2. A roll call indicated that 18 Trustees were present, one was 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 Pellegrini and seconded by Trustee Krieg to approve the agenda as posted. Discussion ensued regarding unusual item check # 24668 for \$1,250.00. Assistant Manager Waletzko explained that we retained the services of a

vendor to fly a drone for aerial imagery over delta islands that are difficult for our technicians to inspect. *Motion passed unanimously.*

5. PUBLIC INPUT ON NON AGENDA ITEMS - None
6. PRESENTATIONS - President Diamond presented Assistant Manager Waletzko with an award for 25 years with the District and praised his conservative financial management and appreciation for helping Trustees understand various complicated topics over the years.
7. CONSENT CALENDAR
 - A. MINUTES - APPROVAL OF MINUTES 16-4, REGULAR BOARD MEETING HELD ON JULY 11, 2016
 - B. EXPENDITURES - APPROVAL OF EXPENDITURES OF JULY 1, 2016 THROUGH AUGUST 31, 2016, INCLUDING CHECKS NO. 24497 THROUGH NO. 24668, IN THE AMOUNT OF \$2,290,423.83
 - C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF JULY 1, 2016 THROUGH AUGUST 31, 2016, INCLUDING CHECKS NO. 66959 THROUGH NO. 66965 AND DIRECT DEPOSIT NO. D00848 THROUGH NO. D00996, IN THE AMOUNT OF \$331,307.55
 - D. INVESTMENT ACTIVITY REPORT FOR JUNE 2016 & JULY 2016
 - E. FINANCIAL REPORT
 - F. EXCESS VEHICLES

** A motion was made by Trustee Pellegrini and seconded by Trustee Ainsley to approve the consent calendar. There was discussion regarding the \$5,099.95 credit card purchase for equipment listed on page 19 of the agenda. Assistant Manager Waletzko explained that it was for the purchase of tracks for one of our Honda all terrain vehicles. He noted it was approved in the budget process and was within budget. *Motion passed unanimously.*

8. ACTION ITEMS
 - A. Annual Report of 2015/2016 Investment Portfolio Performance - Assistant Manager Ray Waletzko reported on the fiscal year 2015/2016 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 \$22,006 in interest on the portfolio during fiscal year 2015/2016; which was a \$9,539 increase from the previous years earnings. The average rate of return for the year was .43%, an increase from the previous year of .26%.

** A motion was made by Trustee Mank and seconded by Trustee Wolcott to approve the Annual Report of 2015/2016 Investment Portfolio Performance. *Motion passed unanimously.*

9. INFORMATION ITEMS

- A. West Nile Virus Update - Scientific Program Manager, Steve Schutz, reported on current West Nile Virus activity. In Contra Costa, there have been 22 positive birds, 8 positive mosquito samples, 5 positive chickens and no human cases. Positive mosquito samples were found in Antioch, Bethel Island, Brentwood and Discovery Bay; and two positive mosquito samples from Byron. Two of the positive chickens were from Oakley at Ironhouse Sanitary District and three from the flock at Holland Tract. Positive birds have been concentrated in Antioch and along the I-680 corridor; the central part of Contra Costa County. Statewide there have been 155 human cases of West Nile reported this year with the majority of those cases from Southern California. Nationwide, most of the activity has been west of the Mississippi because *Culex tarsalis*, being the primary vector, is more prevalent in that part of the country.

Dr. Schutz noted that there have been cases of local transmission of the Zika virus in Florida, particularly in the Miami area, but we have not seen any local transmission of Zika in California. We still have not found the *Aedes aegypti* species here in Contra Costa and it has not been reported anywhere in the Bay Area this year. They do have the *Aedes aegypti* mosquito in Southern California and all the way up the Central Valley as far north as Fresno.

- B. Public Affairs 2016 Program - Community Affairs Representative, Andrew Pierce, reported the District message for 2016 has been to reduce mosquitoes and the risk for diseases like West Nile and Zika virus through a surveillance program which looks for invasive mosquito species and seeks out the viruses that may be carrying the disease.

This year there was a change in the advertising message regarding neglected pools and the word "report" has been replaced with "maintain" with respect to neglected pools; so the public does not get the impression that if they report a neglected pool, the district would correct the problem and maintain the pool for them. The District's message is that we would like to know about neglected pools, however the public should maintain the pools themselves.

The Community Affairs Department implemented a digital billboard advertisement on Highway 4 at the Antioch gateway to East County during the months of July and August 2016, and placed ads in local business publications, as well as billboard advertisements at North Concord Bart.

The District is also reaching out to all city council staff encouraging them to have our Community Affairs Department conduct a short presentation at city council meetings. Community Affairs Representative Pierce told the trustees that these presentations can be tailored to each town or city with respect to their current mosquito or vector issues. He would also take this opportunity to discuss who we are, what we do, and to educate the councils on what is happening in that particular town or city. Meetings have recently been scheduled in Danville, Pleasant Hill, Orinda and Walnut Creek.

10. BOARD AND STAFF ANNOUNCEMENTS

- A. Board - Trustee Fitzsimmons inquired if the Lafayette Creeks Committee had asked the District about participating in their meetings.

Trustee Pinckney asked if there is allocated reserves for Africanized Honey Bees in the budget and if so, would it be possible to change that to a Zika Virus reserve since it's such an important issue. Assistant Manager Waletzko noted there is also a reserve for Emerging Disease Surveillance and any additional expenditures for Zika related reasons could be used from those reserves but it will be reviewed.

Trustee Lucacher stated he attempted to reach a live operator at the front desk several weeks ago but could not get a live operator. Staff explained that in the future if unable to reach anyone immediately to please leave a message as staff responsible for answering phones can often be extremely busy on the phone.

Trustee Carlston praised District Technician Heidi Budge for her timely response to his yellow jacket nest service request; which he made in the District's automated voice mail request for service system.

Assistant Manager Waletzko noted that Trustee Pellegrini will be acknowledged for a special award for serving on the Contra Costa Fish & Wildlife Committee for 34 years. Trustee Pellegrini reported that California Superintendent of Schools, Tom Torlakson, will be recognizing him for his service on that committee and expressing his appreciation for showing the youth in Contra Costa County how important wildlife is to our overall environment and for providing them educational opportunities.

- B. Staff - Assistant Manager Waletzko noted that Community Affairs Representative Pierce has been elected to serve on the board of Pleasant Hill Recreation & Park District, starting December 2016.

Assistant Manager Waletzko noted that our first Audit Committee meeting of the year will be held on Tuesday, September 13, 2016, at Maze & Associates office in Pleasant Hill. Trustees Fitzsimmons, Carlston, Howell, Krieg and Pellegrini will be in attendance.

11. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:01 p.m.

** A motion was made by Trustee Mank and seconded by Trustee Pinckney 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 14, 2016.

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

H. Richard Mank
Secretary, Board of Trustees