

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT  
BOARD MEETING  
MINUTES No. 10-6

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, November 8, 2010, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT      Richard Ainsley  
                                 Soheila Bana  
                                 Jeff Bennett  
                                 Nancy Brownfield  
                                 Michael Cory  
                                 Chris Cowen  
                                 Jim Fitzsimmons  
                                 Kristin Haegeland  
                                 Richard Head  
                                 Peggie Howell  
                                 Richard Mank  
                                 Richard Means  
                                 Angela Micheals  
                                 Daniel Pellegrini  
                                 Jim Pinckney  
                                 Sharyn Rossi  
                                 Jose Saavedra  
                                 Diane Wolcott

TRUSTEES ABSENT      Russ Belleci  
                                 Myrto Petreas  
                                 Brian Smalley  
                                 Kirk Thill

OTHERS PRESENT      Craig Downs, General Manager  
                                 Mark Cornelius, General Counsel  
                                 Steve Schutz, Scientific Programs Manager  
                                 Ray Waletzko, Administrative & Finance Manager  
                                 Vikki Rodriguez, Maze & Associates  
                                 Allison Lewis, Administrative Secretary

1.      President Fitzsimmons called the meeting to order at 7:00 p.m.
2.      A roll call indicated that 18 Trustees were present, four were absent, and there were no 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 Cowen to approve the

Agenda as posted. *Motion passed unanimously.*

5. PUBLIC INPUT ON NON AGENDA ITEMS - None.

6. PRESENTATIONS

Richard Head, Trustee, for ten years of service

Felipe Carrillo, Vector Control Inspector, for twenty years of service

Steve Schutz, Scientific Programs Manager, for fifteen years of service

7. CONSENT CALENDAR

A. MINUTES - APPROVAL OF MINUTES 10-5, REGULAR BOARD MEETING HELD ON SEPTEMBER 13, 2010

B. EXPENDITURES - APPROVAL OF EXPENDITURES OF SEPTEMBER 1, 2010 THROUGH OCTOBER 31, 2010, INCLUDING CHECKS NO. 18422 THROUGH NO. 18611, IN THE AMOUNT OF \$544,117.49

C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF SEPTEMBER 1, 2010 THROUGH OCTOBER 31, 2010, INCLUDING CHECKS NO. 62453 THROUGH NO. 62604, IN THE AMOUNT OF \$301,490.20

D. INVESTMENT ACTIVITY REPORT FOR AUGUST 2010 & SEPTEMBER 2010

E. FINANCIAL REPORT

\*\* Motion was made by Trustee Pellegrini and seconded by Trustee Head to approve the consent calendar. *Motion passed unanimously.*

8. ACTION ITEMS

A. Report on District Annual Audit (Appendix IV) - Ms. Vikki Rodriguez, Partner with Maze & Associates, stated that the District received an unqualified opinion on this years audit; which is the highest rating available. The Memorandum on Internal Control Structure was reviewed and no material weaknesses were found; deeming the controls adequate. Ms. Rodriguez noted that this year the District implemented GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other than Pensions* and she referred to Note 8. of the financial statements. She went on to discuss the State of California borrowing \$324,000 in property tax funds under Proposition 1A and she noted that the State is required to repay the monies borrowed plus interest of 2% by June 30, 2013.

\*\* Motion was made by Trustee Pinckney and seconded by Trustee Wolcott, to accept the District Annual Audit and Memorandum on Internal Control Structure from the auditing firm of Maze & Associates. *Motion passed unanimously.*

B. Audit Committee Report - Trustee Pinckney reported that the Audit Committee met on October 20, 2010. The committee went through the entire audit in detail and recommended a few changes before the final audit was produced. The

Committee also discussed a possible extension of the audit contract with Maze & Associates for three years; through year 2013. If approved, Maze would be required to rotate different field auditors every year. It was also concluded that after the three year extension of the audit contract, the District should issue a request for proposal for a new audit firm.

\*\* Motion was made by Trustee Pinckney and seconded by Trustee Saavedra, to approve a three year extension for Audit Services with Maze & Associates. *Motion passed unanimously.*

## 9. INFORMATIONAL REPORTS

A. West Nile Virus Update - Steve Schutz, Scientific Programs Manager, reported that West Nile Virus (WNV) activity was low this year in Contra Costa County, with only eight positive birds, four mosquito samples, four human cases and four seropositive sentinel chickens. Unusually low summer temperatures also delayed and shortened the transmission season relative to previous years. Activity was concentrated in East County communities of Antioch, Brentwood and Oakley. For the most part, vector populations countywide were below average, with the exception of a mid-season increase in *Culex tarsalis* trap counts which appeared to be largely due to a single, previously unknown source in an abandoned storage tank at one of the waterfront oil refineries. Statewide, WNV activity was similar to last year, and nationwide there were higher than normal numbers of cases in the Northeast, possibly associated with unusually warm summer temperatures.

In October, Lab and Operations staff conducted a field trial of a new bacterial larvicide (VectoMax CG) on duck club ponds on Holland Tract. Results showed the product provided good to excellent control of *Aedes melanimon* and *Culex tarsalis* larvae up to 28 days after treatment.

B. PV Solar System Update - General Manager Downs gave an update on the PV Solar System, during it's second year of operation. Over the last 12 months, the system exceeded the estimated annual production. During the summer months the solar panels are producing peak dollars, and we are selling back energy to PG & E. Energy conservation will continue to be ongoing at the District.

C. NPDES Permit Update - General Manager Downs reported on the progress of the NPDES Permit. The Mosquito and Vector Control Association of California (MVCAC) continues to work with the State Water Resource Control Board (SWRCB) regarding the anticipated NPDES permit. In September 2010, a draft permit became available for public comment, there was a public hearing in October 2010, and public comments were due to the SWRCB in November 2010. At the January 2011 SWRCB meeting the draft permit will be up for adoption. In order to comply with the permit, a Notice of Intent (NOI) must be filed which includes a pesticide application plan and an annual administrative fee of \$1,500. MVCAC is working on a template for all Districts who filed the NOI for the monitoring plan. Provisions include; following FIFRA, Best Management Practices (BMPS), chemical & toxicity sampling, 3 years of record keeping of applications and monthly & annual requirements of reporting, much like we

already do for the Department of Pesticide Regulation. The next step is to continue working with SWRCB staff and work on federal legislation.

- D. Reports on Conferences/Meetings Attended - A summary on the California Special District Annual Conference was submitted by Trustee Belleci.

10. CLOSED SESSION - 8:05 p.m.

- A. CONFERENCE WITH LEGAL COUNSEL- SIGNIFICANT EXPOSURE TO LITIGATION

\_\_\_\_\_ Subdivision (b) of Government Code Section 54956.9

(Government Code Claim of Joyce & Sidro Domingo)

RETURN TO OPEN SESSION - 8:15 p.m.

REPORT FROM CLOSED SESSION

\*\* The Board of Trustees voted unanimously to deny the claim of Joyce & Sidro Domingo.

11. BOARD AND STAFF ANNOUNCEMENTS

A. Board - None

B. Staff - None

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:16 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board of Trustees held on January 10, 2011.

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

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Richard Mank  
Secretary, Board of Trustees