

MINUTES

A Budget Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, June 23, 2008, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Diane Wolcott, Chairperson
 Tim McDonough
 Richard Head
 Jeff Bennett
 Richard Means

TRUSTEES ABSENT None

OTHERS PRESENT Craig Downs, General Manager
 Ray Waletzko, Administrative & Finance Manager

1. The Committee meeting was called to order at 7:05 p.m.

2. Roll call indicated that five Trustees were present and none were absent.

3. PUBLIC INPUT ON NON AGENDA ITEMS

None.

4. APPROVAL OF MINUTES FROM COMMITTEE MEETING HELD ON APRIL 28, 2008

** Motion was made by Trustee Head and seconded by Trustee Means to approve minutes from Committee meeting held on April 28, 2008. Motion passed.

5. REVIEW DISTRICT CURRENT RESERVES - Administrative & Finance Manager Waletzko gave a review of the District's reserve positions for West Nile virus and the VCJPA insurance program. A review of all the current designated reserves were also discussed.

6. REVIEW DISTRICT TWENTY YEAR FORECAST (Appendix I) - The District twenty year forecast, with current year budget numbers inserted, was reviewed and it was explained that the District uses long range forecasting in order to better understand future effects on the budget for spending decisions made now.

7. REVIEW DISTRICT BENEFIT ASSESSMENT FOR FY 2008/2009 - Administrative & Finance 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. There was discussion about the cost of living options available and no cost of living was recommended by District staff.

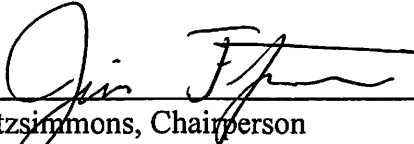
8. REVIEW FIXED ASSET AND PROGRAM DEVELOPMENT REQUEST RECOMMENDATIONS FOR FY 2008/2009 (Appendix II) - Administrative & Finance Manager Waletzko and General Manager Downs discussed the Capital Equipment and Vehicles requested by District staff for FY 08/09.
 9. REVIEW PROPOSED BUDGET FOR FY 2008/2009 (Appendix III) - Administrative & Finance Manager Waletzko noted some items in the Proposed Budget. These included *Payroll, Retirement, Agriculture, Gasoline, Electric Gas and Water, Property Taxes and Benefit Assessment*. There was extensive discussion about the projected decline in the growth of District property tax revenues. The District's budgeting for this situation was explained and a budget with a slight deficit was proposed.
 10. REVIEW DISTRICT INVESTMENT POLICY - Administrative & Finance Manager Waletzko noted that the policy is reviewed annually by staff and the District auditors to ensure that checks and balances are always in place. There were no changes recommended to the Investment Policy this year.
- ** Motion was made by Trustee Means and seconded by Trustee Bennett to recommend the District Investment Policy. Motion passed.

11. BOARD AND STAFF ANNOUNCEMENTS

12. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:57 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Budget Committee held on April 27, 2009.



Jim Fitzsimmons, Chairperson
Budget Committee

AYES:

NOES:

ABSENT:

ABSTAIN: