

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT  
BOARD MEETING  
MINUTES No. 09-6

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, November 9, 2009, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT        Richard Ainsley  
                                 Russ Belleci  
                                 Jeff Bennett  
                                 Nancy Brownfield  
                                 Michael Cory  
                                 Chris Cowen  
                                 Jim Fitzsimmons  
                                 Richard Head  
                                 Peggie Howell  
                                 Richard Mank  
                                 Tim McDonough  
                                 Richard Means  
                                 Angela Micheals  
                                 Daniel Pellegrini  
                                 Myrto Petreas  
                                 Jim Pinckney  
                                 Sharyn Rossi  
                                 Brian Smalley  
                                 Kirk Thill  
                                 Diane Wolcott

TRUSTEES ABSENT        Soheila Bana  
                                 Jose Saavedra

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 Wolcott called the meeting to order at 7:00 p.m.
  2.        A roll call indicated that 20 Trustees were present, two were absent, and there are 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 McDonough 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 09-5, REGULAR BOARD MEETING HELD ON SEPTEMBER 14, 2009

B. EXPENDITURES - APPROVAL OF EXPENDITURES OF SEPTEMBER 1, 2009 THROUGH OCTOBER 31, 2009, INCLUDING CHECKS NO. 17414 THROUGH NO. 17607, IN THE AMOUNT OF \$594,939.88

C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF SEPTEMBER 1, 2009 THROUGH OCTOBER 31, 2009, INCLUDING CHECKS NO. 61546 THROUGH NO. 61723, IN THE AMOUNT OF \$338,830.27

D. INVESTMENT ACTIVITY REPORT FOR AUGUST 2009 & SEPTEMBER 2009

\*\* Motion was made by Trustee Pellegrini and seconded by Trustee Brownfield to approve items 6A through 6D of the consent calendar. *Motion passed unanimously.*

E. APPROVAL OF TRUSTEE TRAVEL - Trustee Belleci is requesting approval for reimbursement of expenses for travel to the Mosquito and Vector Control Association Annual Conference, Sacramento, CA, Feb. 7-10, 2010.

Item pulled for discussion.

\*\* Motion was made by Trustee Fitzsimmons and seconded by Trustee Pellegrini to have the Executive Committee review the trustee travel and reimbursement policy and report back to the board at the January meeting. Reimbursement of travel expenses was not approved.

7. ACTION ITEMS

A. Report on District Annual Audit (Appendix II) - Ms. Vikki Rodriguez, Maze & Associates, stated that the District was given an unqualified opinion, which is the highest rating available. Despite a decrease in the property tax revenue, the District ended the year with an increase in net assets. The Internal Control Structure was reviewed and no material weaknesses were found; deeming the controls adequate.

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

\*\* Motion was made by Trustee Fitzsimmons and seconded by Trustee Cory to add Item 7B to the agenda. *Motion passed unanimously.*

B. Leadership Contra Costa Program - Trustee Wolcott has been nominated to

participate in a program called Leadership Contra Costa. Trustee Wolcott is requesting the board fund a 1/3 of the tuition to participate in the program. Leadership Contra Costa allows board members to interact with other community leaders throughout the county and attend monthly workshops that highlight education, finances, criminal justice and a multitude of other topics.

\*\* Motion was made by Trustee Fitzsimmons and seconded by Trustee Cory, to approve expenses for part of tuition for Trustee Wolcott to enroll in the Leadership Contra Costa Program. *Motion passed unanimously.*

## 8. INFORMATIONAL REPORTS

- A. Audit Committee Report - Trustee Pinckney reported that the Audit Committee met with Maze & Associates, and District staff on October 22<sup>nd</sup>, and they were satisfied with the audit.
- B. West Nile Virus Update - Steve Schutz, Scientific Programs Manager, reported that despite an unusually early emergence of Mosquitoes and West Nile Virus this spring, activity for the season, both locally and statewide, was well below last year's levels. This may be explained by warm weather in late winter, followed by below average summer temperatures that inhibited virus transmission. The majority of WNV activity occurred in East County with Brentwood as the epicenter. Although dead bird reports were down statewide, reducing the sensitivity of the DYCAST risk model, it did successfully predict increased risk in Brentwood about 2 weeks prior to the onset of a human case on October 1<sup>st</sup>.

A field trial of a new "reduced risk" granular larvicide, Natular-G, was conducted on Holland Tract in September. Results were excellent, with nearly 100% control of floodwater mosquito larvae within 48 hours after treatment. This material should become commercially available in 2010 and will be a useful addition to our Integrated Pest Management program.

- C. PV Solar System Update - General Manager Downs reported that the PV Solar System has been running for one year and reported on the actual vs projected costs and energy production. All projections were on target. Cost saving in the first year was estimated at \$23,000 but was only \$20,000 due to higher than expected use. Staff will be reminded of energy conservation efforts to keep ultimate costs down.
- D. Report (s) on CSDA Conference (Appendix I) - Trustee Belleci & Trustee Wolcott submitted summaries on the California Special District Annual Conference.
- E. NPDES Permit Update - The Mosquito and Vector Control Association of California (MVCAC) continues to work with the State Water Quality Control Board (SWQCB) regarding anticipated NPDES permits. MVCAC has hired an environmental consulting firm, URS, to assist and negotiate with the SWQCB on NPDES permit requirements and to develop a monitoring program that meets these requirements. The board will be kept apprised of any developments.
- F. Proposition 1A Securitization Program - The District choose to not participate in

the Securitization Program. It was announced that the interest rate on the money being borrowed from the District has been set at 2%, to be paid back within three years.

9. BOARD AND STAFF ANNOUNCEMENTS

- A. Board - Discussion ensued regarding cities that promote rainwater collection systems and the Districts stance on these types of containers.
- B. Staff - General Manager Downs reported that the new officers will be elected at the January meeting. Jim Fitzsimmons will be nominated for President. While Jose Saavedra is slated to be nominated for Vice President, work obligations have interfered and he would like to postpone his appointment. Angela Micheals would be the next trustee in line to be nominated for Vice President.

Executive Committee to meet in December to approve the nomination of Vice President per board policy and to review the trustee travel and reimbursement policy.

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:36 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board of Trustees held on January 11, 2010.

AYES: 11  
NOES: \_\_\_\_\_  
ABSENT: 4  
ABSTAIN: \_\_\_\_\_



Richard Mank  
Secretary, Board of Trustees