

BUDGET COMMITTEE MEETING
MINUTES

A Budget Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Thursday, May 19, 2022, via teleconference.

TRUSTEES PRESENT Peter Pay, Chair
 Richard Ainsley
 Chris Cowen
 James Frankenfield
 Michael Krieg
 Kevin Marker
 Jim Murray
 Darryl Young

TRUSTEES ABSENT None

OTHERS PRESENT Paula Macedo, General Manager
 Natalie Martini, Administrative Analyst II

1. **CALL TO ORDER** - Budget Committee Chair Pay called the meeting to order at 5:00 p.m. Roll Call indicated that 8 Trustees were present and none were absent.
2. **AGENDA MANAGEMENT** – Agenda was adopted by rule.
3. **PUBLIC INPUT ON NON-AGENDA ITEMS** – None.
4. **APPROVAL OF MINUTES FROM BUDGET COMMITTEE MEETING HELD ON JUNE 14, 2021**

** Motion was made by Trustee Murray and seconded by Trustee Marker to approve the minutes from the Budget Committee held on June 14, 2021. *Ayes: Ainsley, Cowen, Krieg, Marker, Murray, Pay, Young. Noes: None. Abstain: Frankenfield. Motion passed.*

5. **REVIEW DISTRICT RESERVES AND REVENUE SOURCES** - General Manager Macedo presented the District’s recent history of expenses versus revenues and reserves with the Local Agency Investment Fund (LAIF), and property tax and benefit assessment revenue streams.
6. **REVIEW FISCAL YEAR 2021-2022 BUDGET YEAR TO DATE** - General Manager Macedo presented the status of the District budget through April 30, 2022, and noted any trends or areas of concern against the budget adopted by the Board of Trustees for Fiscal Year 2020-2021.

7. **REVIEW FACILITY RENOVATION AND EXPANSION, CAPITAL UPDATE -**
General Manager Macedo reviewed updates on the building remodel and plan with the committee and the committee discussed timelines.
8. **REVIEW FIXED ASSET, PROGRAM DEVELOPMENT, AND ONE TIME REQUEST RECOMMENDATIONS FOR FISCAL YEAR 2022-2023 -** General Manager Macedo reviewed with the committee the fixed assets requested by staff and proposed by management for approval for Fiscal Year 2022-2023.
9. **REVIEW INITIAL PROPOSED BUDGET FOR FISCAL YEAR 2022-2023, DISCUSS CPI AND COST OF LIVING ADJUSTMENTS -** General Manager Macedo presented the CPI and provided options for COLA and the fiscal impacts for each scenario. The committee discussed and agreed that no changes to the methodology used should be proposed to the Board at this time.
10. **REVIEW DISTRICT LONG RANGE FINANCIAL FORECAST USING APPROVED METHODOLOGY -** Committee discussed and reviewed the long-range forecast.
11. **BOARD AND STAFF ANNOUNCEMENTS -** None
12. **ADJOURNMENT –** 6:58 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Budget Committee held on July 11, 2022.

Peter Pay, 2022 Chair Budget Committee