

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 Monday, June 12, 2023, at 155 Mason Circle, Concord, CA 94520.

TRUSTEES PRESENT Darryl Young, Chair
 Richard Ainsley
 Warren Clayton
 Chris Cowen
 James Frankenfield
 Kevin Marker
 Peter Pay

TRUSTEES ABSENT None

OTHERS PRESENT Paula Macedo, General Manager
 Stacy Stark, Human Resources & Administration Manager
 Natalie Martini, Financial Administrator

1. **CALL TO ORDER**

Budget Committee Chair Young called the meeting to order at 6:00 p.m.
Roll Call - A roll call indicated that seven Trustees were present and none were absent.
Pledge of Allegiance

2. **AGENDA MANAGEMENT** – Agenda was adopted by rule.

3. **PUBLIC INPUT ON NON-AGENDA ITEMS** – None.

4. **APPROVAL OF MINUTES FROM BUDGET COMMITTEE SPECIAL MEETING HELD ON APRIL 24, 2023**

** Motion was made by Trustee Cowen and seconded by Trustee Clayton to approve the minutes from the Budget Committee meeting held on April 24, 2023. *Motion passed.*
Ayes: Young, Ainsley, Clayton, Cowen, Marker, Pay. Noes: None. Abstain: Frankenfield.

5. **REVIEW DISTRICT INVESTMENT POLICY** – The Budget Committee reviewed the proposed changes to the District Investment Policy and agreed to recommend it to the full Board.

6. **REVIEW DRAFT BENEFIT ASSESSMENT FOR FISCAL YEAR 2023-2024** – the committee reviewed the draft benefit assessment provided by Francisco & Associates and agreed to recommend it to the full Board.

7. **REVIEW FISCAL YEAR 2022-2023 BUDGET YEAR TO DATE** – General Manager Macedo presented the status of the District current budget through May 31, 2023, and noted trends or areas of concern versus the budget adopted by the Board of Trustees for Fiscal Year 2022-2023.
8. **REVIEW PROPOSED FISCAL YEAR 2023-2024 BUDGET AND REQUESTS FOR FIXED ASSETS** – General Manager Macedo discussed the proposed budget for Fiscal Year 2023-2024, including discussion on fixed assets requests and approved negotiated salary adjustments for unrepresented employees.
9. **REVIEW DISTRICT LONG-RANGE FINANCIAL FORECAST** – General Manager Macedo presented the 5-year forecast based on the methodology approved by the Board and explained other assumptions.
10. **BOARD AND STAFF ANNOUNCEMENTS** – None
11. **ADJOURNMENT** – 6:56 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Budget Committee held on July 10, 2023.

Darryl Young, 2023 Chair Budget Committee