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**BOARD OF TRUSTEES**  
**AUDIT COMMITTEE MEETING**  
**\*\*MONDAY, OCTOBER 20, 2025\*\***

**AGENDA**

**TIME: 6:00 PM**

**LOCATION:** Hybrid meeting of the Board of Trustees Audit Committee  
Physically held at the District office located at  
**5750 Imhoff Dr, Suite I Concord, CA 94520**

By teleconference at:

<https://us06web.zoom.us/j/86874895489?pwd=tbDDrf7T8axTsqsYvatInKGluG7OWR.1>

Meeting ID: 868 7489 5489

Passcode: 273460

Members of the public may participate in the meeting via teleconference or in-person. Public comments may be submitted in advance of the meeting by emailing Paula Macedo at [pmacedo@contracostamosquito.com](mailto:pmacedo@contracostamosquito.com). Alternatively, members of the public may offer spoken comments when public comment is requested, either at the beginning of the meeting as to non-agenda items, or regarding an agenda item at the time the item is considered. Comments shall be limited to three minutes per person, unless different time limits are set by the Chairperson.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Paula Macedo, General Manager, as early as possible, and at least 48 hours before the meeting at (925) 457-8464 or [pmacedo@contracostamosquito.com](mailto:pmacedo@contracostamosquito.com).

Supporting materials on agenda items are available for public review at the District's office at 5750 Imhoff Dr, Concord, CA and on the District's website at [www.contracostamosquito.com](http://www.contracostamosquito.com). During the meeting, supporting materials are available in the Board Room.

*Protecting Public Health Since 1927*

**BOARD OF TRUSTEES**

President **PETER PAY** San Ramon • Vice President **KEVIN MARKER** Orinda • Secretary **DANIEL PELLEGRINI** Martinez

Antioch **ALFREDO PEREZ** • Brentwood **VINOY MEREDDY** • Clayton **ERIC HINZEL** • Concord **PERRY CARLSTON** • Contra Costa County **CHRIS COWEN, JIM PINCKNEY, & DARRYL YOUNG**  
Danville **G. MARK GRAHAM** • El Cerrito **JIM DOLGONAS** • Hercules **DAMIAN WONG** • Lafayette **Vacant** • Moraga **JAMES FRANKENFIELD** • Oakley **MICHAEL KRIEG**  
Pinole **WARREN CLAYTON** • Pittsburg **RICHARD AINSLEY, PhD** • Pleasant Hill **JENNIFER HOGAN** • Richmond **CHRIS DUPIN** • San Pablo **Vacant** • Walnut Creek **PEGGIE HOWELL**

## AGENDA

1. **CALL TO ORDER**  
Roll Call  
Pledge of Allegiance
2. **AGENDA MANAGEMENT**
3. **PUBLIC INPUT ON NON-AGENDA ITEMS**  
This time is reserved for members of the public to address the committee relative to matters of the District NOT on the agenda. No action may be taken on non-agenda items unless authorized by law. Public comments may be submitted as specified above and will be limited to three minutes per person.
4. **APPROVAL OF MINUTES FROM AUDIT COMMITTEE MEETING HELD ON AUGUST 11, 2025**
5. **MEET WITH DISTRICT AUDITORS, MAZE & ASSOCIATES, FOR REPORT AND ANALYSIS OF DRAFT OF FY 2024/2025 DISTRICT AUDIT AND MEMORANDUM OF INTERNAL CONTROL STRUCTURE**
6. **BOARD AND STAFF ANNOUNCEMENTS**
7. **ADJOURNMENT**

I hereby certify that the District Board of Trustees Audit Committee meeting agenda was posted 5 days before the noted meeting.

\_\_\_\_\_  
Christine Widger, Customer Service Specialist

10/14/2025

\_\_\_\_\_  
Date

**CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT**

**OCTOBER 20, 2025 AUDIT COMMITTEE MEETING**

1. No comment
2. **AGENDA MANAGEMENT** – Consider order of items.
3. **PUBLIC INPUT ON NON-AGENDA ITEMS**
4. **APPROVAL OF MINUTES FROM AUDIT COMMITTEE MEETING HELD ON AUGUST 11, 2025 (Pages 4-5)** – Minutes from Audit Committee meeting held on August 11, 2025 were attached.
5. **MEET WITH DISTRICT AUDITORS, MAZE & ASSOCIATES, FOR REPORT AND ANALYSIS OF DRAFT OF FY 2024/2025 DISTRICT AUDIT AND MEMORANDUM OF INTERNAL CONTROL STRUCTURE (Enclosed)** – the committee will review the draft FY25 District Audit provided by Maze & Associates.
- 6 – 7. No Comment

AUDIT COMMITTEE MEETING  
MINUTES

An Audit Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, August 11, 2025, at the District office located at 155 Mason Circle Concord, CA 94520.

TRUSTEES PRESENT      Jim Dolgonas, Chair, El Cerrito  
                                 James Frankenfield, Moraga  
                                 Peggie Howell, Walnut Creek  
                                 Michael Krieg, Oakley  
                                 Daniel Pellegrini, Martinez

TRUSTEES ABSENT      Perry Carlston, Concord  
                                 Vinoy Mereddy, Brentwood  
                                 Damian Wong, Hercules

OTHERS PRESENT      Paula Macedo, General Manager; Stacy Stark, Human Resources  
                                 & Administration Manager; Natalie Martini, Financial  
                                 Administrator; David Alvey, Maze & Associates (remote)

1.      CALL TO ORDER:

Audit Committee Chair Dolgonas called the meeting to order at 6:03 PM.

Roll Call: A roll call indicated that five Trustees were present and three were absent.

2.      AGENDA MANAGEMENT – There were no changes to the agenda and the agenda was adopted by rule.

3.      PUBLIC INPUT ON NON-AGENDA ITEMS – None

4.      APPROVAL OF MINUTES FROM AUDIT COMMITTEE MEETING HELD ON MARCH 10, 2025

\*\*      Motion was made by Trustee Krieg and seconded by Trustee Frankenfield to approve the minutes from the Audit Committee held on March 10, 2025. *Motion passed unanimously.*

5.      REVIEW AUDIT TEAM CONDUCTING DISTRICT FIELD WORK – David Alvey, Audit Partner at Maze & Associates, gave background information on the team conducting the FY25 District audit and answered questions from the committee.

6.      MEET WITH DISTRICT AUDITORS TO REVIEW FISCAL YEAR 2024/2025 ANNUAL AUDIT PROCESS – the committee met with David Alvey, Audit Partner at Maze & Associates, to discuss the annual audit process. Alvey explained the different phases of the audit and answered questions from the committee. The committee discussed

additional items they would like the auditors to look at and Chair Dolgonas requested that the auditors examine the Capital Improvement Program (CIP), which was new this year. Alvey asked the committee if they were aware of any instances of or allegations of suspected fraud, or any area that they believed are susceptible to fraud, and asked them to contact him if they did. In addition, he encouraged trustees to contact him if they were aware of any possible or actual noncompliance or waste or abuse of programs and controls, or of any related-party transactions (between the District and appointed officials).

7. BOARD AND STAFF ANNOUNCEMENTS – None
8. ADJOURNMENT – 6:29 PM

I certify the above minutes were approved as read or corrected at a meeting of the Audit Committee meeting held on Monday, October 20, 2025.

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Jim Dolgonas, 2025 Chair Audit Committee