

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, February 10, 2025, at 155 Mason Circle, Concord, CA 94520.

COMMITTEE PRESENT Peter Pay, San Ramon, Board President
 Richard Ainsley, Pittsburg (remote)
 Chris Cowen, Contra Costa County
 Chris Dupin, Richmond
 Darryl Young, Contra Costa

COMMITTEE ABSENT Kevin Marker, Chair, Orinda

OTHERS PRESENT Paula Macedo, General Manager
 Stacy Stark, Human Resources & Administration Manager
 Natalie Martini, Financial Administrator
 Michael Jarvis, LCW
 Doug Coty, BKS
 Rick Wood, CSDA (remote)
 Michael Meyer, CSDA (remote)
 Perry Carlston
 Warren Clayton

1. CALL TO ORDER

President Pay called the meeting to order at 6:00 p.m. in the absence of Budget Committee Chair Marker
Roll Call - A roll call indicated that five Trustees were present and one was absent.
Pledge of Allegiance

2. AGENDA MANAGEMENT

Trustee Ainsley left the meeting at 6:12 p.m.

Trustee Ainsley rejoined the meeting remotely at 6:17 p.m.

President Pay asked for a motion finding that there is a need for immediate action to add an item to the agenda to allow the remote participation of Trustees Ainsley due to medical circumstances constituting “just cause” per Government Code section 54953(j)(2), and that the need arose after the agenda was posted.

** Motion was made by Trustee Cowen and seconded by Trustee Pay finding that there was a need for immediate action to add an item to the agenda under the provisions of

paragraph (4) of subdivision (b) of Section 54954.2, for Trustee Ainsley to attend remotely, and that the need arose after the meeting agenda had been posted. *Motion passed unanimously.*

Pay called for a second motion to authorize Trustee Ainsley to participate in the February 10, 2025 Budget Committee meeting remotely due to emergency medical circumstances. Trustee Ainsley stated that no one else over 18 years of age was present in the room.

****** Motion was made by Trustee Cowen and seconded by Trustee Young to allow remote attendance by Trustee Ainsley in the February 10, 2025 Budget Committee meeting. *Motion passed unanimously.*

The agenda was adopted by rule.

3. PUBLIC INPUT ON NON-AGENDA ITEMS – None

4. APPROVAL OF MINUTES FROM BUDGET COMMITTEE MEETING HELD ON JUNE 10, 2024

****** Motion was made by Trustee Young and seconded by Trustee Cowen to approve the minutes from the Budget Committee meeting held on June 10, 2024. *Motion passed unanimously.*

5. DISCUSSION OF CAPITAL PROJECT BUDGET AND FUNDING - The primary objectives of the upcoming project at the District are to enhance site security and update the existing Administration building. Over the past decade, theft and vandalism have increased, making security improvements a critical priority. In addition to improving security, the project aims to modernize the facility, increase energy efficiency, incorporate Electric Vehicle (EV) charging stations, and enhance overall building usability. The project will address outdated and failing systems, like electrical wiring, HVAC, structural concerns due to settling or deterioration, non-compliance with current building codes, as well as deteriorating building envelope, such as roof and windows.

The total estimated cost for the project is approximately \$13 million. The District has allocated \$7.5 million in reserves for the project and was scheduled to review that reserve amount at this time. Staff consulted with Rick Wood, from the California Special Districts Association (CSDA), who educated the committee about tax-exempt financing and lease-purchase arrangements. The committee asked staff to work with CSDA and Municipal Finance Corporation, and bring a recommendation for funding the project at the next scheduled regular Board of Trustees meeting.

6. BOARD AND STAFF ANNOUNCEMENTS – None.

7. ADJOURNMENT – 6:55 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Budget Committee held on April 28, 2025.

Kevin Marker, 2025 Chair Budget Committee