

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD SPECIAL MEETING
MINUTES NO. 25-9

A special meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, December 15, 2025, at the District office at 5750 Imhoff Drive Ste. I, Concord, CA 94520.

TRUSTEES PRESENT Peter Pay, President, San Ramon
Kevin Marker, Vice President, Orinda
Daniel Pellegrini, Secretary, Martinez
Richard Ainsley, Pittsburg
Perry Carlston, Concord
Warren Clayton, Pinole
Chris Cowen, Contra Costa County
Jim Dolgonas, El Cerrito
Chris Dupin, Richmond
James Frankenfield, Moraga
G. Mark Graham, Danville
Eric Hinzl, Clayton
Jennifer Hogan, Pleasant Hill
Peggie Howell, Walnut Creek
Vinoy Mereddy, Brentwood
Darryl Young, Contra Costa County

TRUSTEES ABSENT Michael Krieg, Oakley
Alfredo Perez, Antioch
James Pinckney, Contra Costa County
Damian Wong, Hercules

VACANCIES Lafayette
San Pablo

OTHERS PRESENT Paula Macedo, General Manager; Stacy Stark, Human Resources &
Administration Manager; David Wexler, Operations Manager
(remote); Wayne Shieh, IT Systems Administrator (remote);
Christine Widger, Customer Service Specialist;
Doug Coty, BKS Law Firm (remote)
Sharon Thomas and Mathew Estes, CPM (remote)
Other members of the public

1. CALL TO ORDER – President Pay called the meeting to order at 7:00 p.m.

Roll Call: At the time of the roll call 16 Trustees were present, four Trustees were absent, and there are two vacancies.

Pledge of Allegiance

- 2.* AGENDA MANAGEMENT – The agenda was adopted by rule.

3. PUBLIC INPUT ON NON-AGENDA ITEMS – Emily Mendoza spoke to the Board about the work she has done for the District as the Public Affairs Aide.

4. PRESENTATIONS

Trustee Hinzl has been reappointed for another 4-year term expiring December 31, 2029. Trustee Howell has been reappointed for another 4-year term expiring March 2, 2030.

- 5.* APPROVAL OF MINUTES FROM THE NOVEMBER 10, 2025 BOARD OF TRUSTEES MEETING

** Motion was made by Trustee Pellegrini and seconded by Trustee Graham to approve the minutes from the November 10, 2025 Board meeting. *Motion passed unanimously.*

6. BOARD AND STAFF REPORTS

A. Board – None

B. General Manager – General Manager Macedo reminded the Board of the upcoming officer elections that will take place at the January 2026 meeting and asked Trustees to email her if they know which committees they would like to participate on in 2026. Macedo also reminded the Board that there will be a Special Board meeting on Saturday, February 21, for the Trustee Workshop, which will include Board manual training.

General Manager Macedo spoke to the Board about a new requirement under SB 827 for new mandatory trainings for local government Board members and staff. She noted this is an additional two-hour fiscal and financial training aimed at providing local officials with the tools and knowledge necessary to practice good governance and effective stewardship of public funds. Macedo also spoke about SB 707, which makes significant changes to the Brown Act. Some of the changes do not affect the District, and Macedo will follow up with an email about the ones that apply.

C. Legal Counsel - Doug Coty answered questions about SB 707, more specifically how the changes will affect Board meeting in-person attendance requirements.

7. BOARD COMMITTEE REPORTS

- A. Advance Planning Committee – Advance Planning Committee Chair Hogan reported on the meeting held on December 8, 2025. The committee discussed the progress on each of the goals of the 5-year plan and no changes in any of the timelines are being proposed at this time. In addition, the committee reviewed the Emergency Preparedness Program proposed by staff, which will be presented to the Board for approval at the January meeting.
- B. Ad Hoc Trustee Manual Committee – the Trustee Manual Committee met on November 20, 2025 to discuss the new draft of the Trustee Manual. The committee gave final recommendations to staff, who will include the new manual for Board approval at the January meeting. If the manual is approved in January, Trustee binders will be produced to be used during training at the February 21, 2026 Trustee Workshop.
- C. Ad Hoc Building Committee – the Building Committee met on December 4, 2025, to receive and discuss the proposed Guaranteed Maximum Price (GMP). CPM was present at the meeting and answered questions from the committee. The committee recommended the amendment as presented below on item 8.

8. BOARD CONSIDERATION AND APPROVAL OF AMENDMENT NO.2 – GMP AND NOTICE TO PROCEED - TO THE DESIGN-BUILD AGREEMENT BETWEEN OWNER AND DESIGN-BUILDER FOR DESIGN AND CONSTRUCTION WHERE THE BASIS FOR PAYMENT IS A GUARANTEED MAXIMUM PRICE; Project:

Improvements to Administration, Maintenance & Operations Buildings and Sitework Project - On October 4, 2024, the District entered into a Design-Build Agreement (Agreement) with F&H Construction for Improvements to Administration, Maintenance & Operations Buildings and Sitework Project (Project). On November 4, 2025, the District signed Amendment No. 1 approving a budget for the demolition scope of work of the Project, and subsequently, on November 19, 2025, the District signed the Notice to Proceed with the demolition, which is now underway. F&H finalized the GMP and it was discussed with the Ad Hoc Building Committee on December 4, 2025. The GMP and construction timeline was presented for Board authorization as Amendment No. 2. Staff asked for authority from the Board to negotiate and execute the Amendment. The Board discussed and agreed to include an owner-controlled contingency in the GMP of \$300,000 to be used in case of unforeseen expenses. The projected timeline and building occupancy were discussed.

** Motion was made by Trustee Pellegrini and seconded by Trustee Dolgonas to provide the General Manager with authority to execute amendment #2 with the GMP of \$11,395,432, and delegate additional authority to negotiate the time allowed for completion of the project. *Motion passed unanimously.*

9. CLOSING COMMENTS – None.

10. ADJOURNMENT – 8:20 p.m.

I certify the above minutes were approved as read or corrected at the meeting of the Board held on January 12, 2026.

Ayes: 20

Noes: 0

Abstain: 0

Absent: 0

Daniel Pellegrini
2026 Secretary, Board of Trustees