

## MINUTES

### 1057<sup>th</sup> MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

JUNE 13<sup>TH</sup>, 2018

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TIME: 5:00 P.M.  
PLACE: Office of the District, 23187 Connecticut Street, Hayward  
TRUSTEES: Elisa Marquez, President, City of Hayward  
Wendi Poulson, Vice-President, City of Alameda  
Eric Hentschke, Secretary, City of Newark  
Humberto Izquierdo, County-at-Large  
P. Robert Beatty, City of Berkeley  
Alan Brown, City of Dublin  
Betsy Cooley, City of Emeryville  
George Young, City of Fremont  
James N. Doggett, City of Livermore  
Jan O. Washburn, City of Oakland  
Robert Dickinson, City of Piedmont  
Kathy Narum, City of Pleasanton  
Ed Hernandez, City of San Leandro  
Subru Bhat, City of Union City

1. Board President Marquez called the regularly scheduled board meeting to order at 5:04 PM.
2. Trustees Marquez, Poulson, Hentschke, Izquierdo, Beatty, Brown, Cooley, Young, Doggett, Narum, Hernandez and Bhat were present. Trustees Dickinson and Washburn were absent.
3. Board President Marquez invited members of the public to speak on any issue relevant to the District. Accounting Associate Michelle Matthes was present for financial-related agenda items, Mosquito Control Technician Jeremy Sette was present to record the minutes.
4. Approval of minutes of the 1056<sup>th</sup> meeting held May 9<sup>th</sup>, 2018.  
**Motion:** Trustee Beatty moved to approve the minutes  
**Second:** Trustee Izquierdo  
**Vote:** motion carries—unanimous.
5. The General Manager commented that the proposed tax rate will remain the same for the next fiscal year.
6. Approval of Resolution 1057-1, ordering the levy of assessments for fiscal year 2018-19 for the Alameda County Mosquito Abatement District Mosquito and Disease Control Assessment.  
**Discussion:**  
Trustee Hernandez asked if it was possible to lower the assessment at some point (yes, the Board can discuss when the budget for the next fiscal year is discussed)

**Motion:** Trustee Narum moved to approve Resolution 1057-1, ordering the levy of assessments for fiscal year 2018-19 for the Alameda County Mosquito Abatement District Mosquito and Disease Control Assessment.

**Second:** Trustee Cooley

**Vote:** motion carries—unanimous.

7. Approval of Resolution 1057-2 authorizing withdrawal of District funds from the Alameda County Treasury pursuant to CA Health & Safety Code Section 2077 and directing the investment and management of said funds.

**Discussion:**

Trustee Beatty asked who the District Treasurer would be (The General Manager). Doggett noted a typo in the Board Agenda Packet wrongfully designating The General Manager as "she." Trustee Hernandez asked if ACMAD had an accountant or controller (ACMAD has an Accounting Associate but in regard to Resolution 1057-2, the General Manager would act as Treasurer). Trustee Beatty asked if the County would take issue to the removal of funds (ACMAD is not required to remain with County and has discussed the benefits of leaving with County officials). Trustee Izquierdo asked if there will be additional internal controls and tasks asked of Trustees (Trustees will now sign checks rather than requests for County funds). President Marquez asked who will sign the checks (a Board member and General Manager). Trustee Bhat asked what the advantages of this move would be (less administration fees, more rapid payment to vendors, increased transparency of fund activity, increased efficiency in completed the independent audit). Trustee Hentschke asked if this would be a one-time change (yes).

**Motion:** Trustee Beatty moved to approve Resolution 1057-2 authorizing withdrawal of District funds from the Alameda County Treasury pursuant to CA Health & Safety Code Section 2077 and directing the investment and management of said funds.

**Second:** Trustee Bhat.

**Vote:** motion carries—unanimous.

8. The Board entered closed session to discuss the General Manager's twelve-month evaluation pursuant to Government Code Section 54957.6. The Board returned from closed session and President Marquez reported that no action was taken.

9. The Board discussed compensation of General Manager Ryan Clausnitzer based on a recommendation from the Manager Evaluation Committee and according to the employee contract.

**Motion:** Trustee Narum moved to approve the compensation recommendation of General Manager Ryan Clausnitzer based on a recommendation from the Manager Evaluation Committee and according to the employee contract which includes a 5% raise, and \$1,000 per month towards the General Manager's 457 deferred compensation plan.

**Second:** President Marquez.

**Vote:** motion carries—unanimous.

10. The General Manager presented a review of bids for the purchase of a 2018 GMC Canyon Extra Cab SLE 4 Wheel Drive.

**Discussion:**

President Marquez added that she was glad to see quotes from Alameda County car dealerships.

**Motion:** Trustee Beatty moved to approve awarding of contract for the purchase of a 2018 GMC Canyon Extra Cab SLE 4 Wheel Drive from Dublin GMC.

**Second:** Trustee Cooley.

**Vote:** motion carries—unanimous.

11. Financial Reports as of May 31<sup>st</sup>, 2018.

**Discussion:**

The General Manager presented the financial reports as of May 31<sup>st</sup>, 2018. Trustee Beatty asked if depreciation was considered a warrant (no, but it is considered an expense). Trustee Cooley commented that she was not seeing the trustee payments (Michelle Matthes answered that it is now listed under the "Trustee in Lieu" row).

12. Presentation of the Monthly Staff Report for May 2018.

**Discussion:**

The General Manager presented the Monthly Staff Report for May 2018. Trustee Cooley asked how many birds were tested for West Nile Virus in May and how many were positive (out of many birds tested, only three were positive). Trustee Narum mentioned the 2014 adulticide events in Pleasanton and Livermore. The General Manager thanked Trustee Bhat for volunteering to attend ACMAD's recent adulticiding efforts in Union City. Trustee Bhat asked what ACMAD was doing to follow up in West Nile positive area of Union City (continued trapping and larval surveillance and treatments). Trustee Brown asked if there were any studies that focused on human carriers of West Nile Virus that travelled out of positive areas to other areas (yes, however, humans are a "dead end" host for West Nile Virus and cannot transfer it to others). Trustee Beatty further explained the West Nile virus disease transmission cycle. President Marquez recommended that Erika Castillo should contact city/county clerks with press releases relating to adulticiding efforts. Trustee Narum asked if it would be beneficial for residents not of the city of positive detection to see press releases (President Marquez answered yes, especially for those that work in various parts of the county or travel to those areas). Trustee Cooley mentioned that she sent the recent press release to her city council. Trustee Beatty commented that although ACMAD management felt that the recent adulticiding efficacy was not as successful as they would like, he emphasized that it was not a failure and there were positives to be drawn out of the experience.

13. Presentation of the Manager's Report for May 2018.

**Discussion:**

The General Manager presented the Manager's Report for May 2018. Trustee Beatty asked if the Board room would be expanding in the remodel project (yes, as one part of the project). President Marquez asked any Board member to email the General Manager if they were interested in becoming a member of the Board Subcommittee of the Remodel Project. Trustee Narum asked if the General Manager met with Senator Glazer for the CSDA Leg Day (no). President Marquez asked when Leg Day is normally held (in May, each year). Trustee Narum corrected that the upcoming Zone 7 meeting is in Livermore, not Pleasanton. Trustee Hernandez noted a possible discrepancy regarding the operating expenses in the income statement for 2016/2017 (Michelle Matthes would answer this by the subsequent meeting).

14. President Marquez asked for reports on conferences and seminars attended by Trustees.  
None.

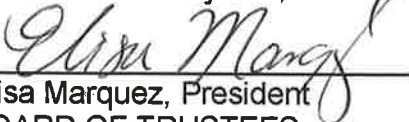
15. Board President Marquez asked for announcements from the Board. Trustee Narum announced the Cattle Drive occurring on June 15<sup>th</sup>, on Main Street in Pleasanton.

16. Board President Marquez asked trustees for items to be added to the agenda for the next Board meeting. President Marquez asked for an agenda item to approve a change in the General Manager evaluation as part of his contract.

17. The meeting adjourned at 6:47 P.M.

**Respectfully submitted,**

Approved as written and/or corrected  
at the 1058<sup>th</sup> meeting of the Board of  
Trustees held July 11<sup>th</sup>, 2018

  
Elisa Marquez, President  
BOARD OF TRUSTEES



Eric Hentschke, Secretary  
BOARD OF TRUSTEES