

MINUTES

1066th MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

March 13th, 2019

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

1. Board President Hentschke called the regularly scheduled board meeting to order at 5:00 P.M.
2. Trustees Hentschke, Poulson, Beatty, Brown, Cooley, Young, Doggett, Washburn, and Bhat were present. Trustees Dickinson, Narum and Aguilar were absent. Trustees Marquez and Roache arrived at 5:05 P.M. and 5:07 P.M, respectively.
3. Board President Hentschke invited members of the public to speak on any issue relevant to the District. Mosquito Control Technician Jeremy Sette was present to record the minutes. Mike Oliver, Mike Bakaldin, and Jack Dilles of Municipal Resource Group, LLC were present to report on the ACMAD Capital Asset Replacement Program Analysis and Report.
4. Approval of minutes of the 1065th meeting held February 13th, 2019. The General Manager noted a typo on Items 16-18: President Marquez should be changed to President Hentschke.
Motion: Trustee Washburn moved to approve the minutes
Second: Trustee Doggett
Vote: motion carries: unanimous.
5. Presentation and approval of the District's Capital Asset Replacement Program by Municipal Resource Group, LLC (MRG).
Discussion:
Mike Oliver, Mike Bakaldin, Jack Dilles of MRG, in turn, presented the District's Capital Asset Replacement Program Analysis and Report and fielded the following discussion. Secretary Beatty asked, with lab equipment, specifically, how did MRG come up with the 5-year plan (MRG collaborated with Lab staff, as well as other department staff, respective to needs). Trustee Marquez asked if MRG could share their thoughts on best practices on extended

warranties (depends on reserves, however, the specific funds should cover normal warranties). Trustee Washburn asked for the rationale behind putting money aside by years 3-4 instead of 5+ (no fundamental reason, mostly to get it started/ ramp-up) and asked how does it fit with the budget as of now and will the District have to raise the benefit assessment (the General Manager answered that funding this will not cause the benefit assessment to rise). Trustee Beatty commented that it would be prudent to update annually. Trustee Washburn asked where in the report one could find a summary of each category, specifically vehicles (the General Manager answered that he could run the numbers; MRG left instructions on this program's use and District staff considers this a living document). Trustee Brown asked if the Report accounted for differences in labor inflation rates compared to equipment inflation rates (MRG chose not to get that specific for the sake of this report, but that assumption is correct). President Hentschke asked if the action includes the implementation plan (no, just to adopt the report, the General Manager will be recommending the 4-year plan during the upcoming budget discussions).

Motion: Secretary Beatty moved to approve the Alameda County Mosquito Abatement District's Capital Asset Replacement Program Analysis and Report

Second: Trustee Washburn

Vote: motion carries: unanimous.

6. Second reading of revisions to chapter 200 of ACMAD policy, reserve appendices only.

Discussion:

The General Manager addressed revisions to appendices to chapter 200 of ACMAD policy and fielded the following discussion. Trustee Beatty asked who determines how much is needed in the OPEB Fund and who administers it (an actuary biennially analyzes the fund amount to determine its funding status, the fund is held by US Bank, and the investment is handled by PFM). Trustee Cooley and the General Manager added if the OPEB fund reserve dropped below 90% then the District would add 50% of the annual requirement. The General Manager asked members of the Policy Committee if a financial policy revision should run by their Committee or the Finance Committee (Trustee Marquez suggested that he might as well run it by both).

Motion: Trustee Marquez moved to approve the revisions to chapter 200 of ACMAD policy, reserve appendices only.

Second: Trustee Cooley

Vote: motion carries: unanimous.

7. Resolution 1066-1 nominating General Manager, Ryan Clausnitzer, as a CSDA Board of Director candidate.

Discussion:

President Hentschke presented Resolution 1066-1 nominating the General Manager as a CSDA Board of Director candidate.

Motion: Secretary Beatty moved to approve the General Manager, Ryan Clausnitzer, as a CSDA Board of Director candidate

Second: Trustee Washburn

Vote: motion carries: unanimous.

8. Report from the Finance Committee regarding the 1st draft of the 2019-20 budget.

Discussion:

The General Manager reported on behalf of the Finance Committee regarding the 1st draft of the 2019-20 budget.

9. Presentation of the Financial Reports as of February 28th, 2019.

Discussion:

The General Manager presented the Financial Reports as of February 28th, 2019 and fielded the following discussion. Trustee Cooley asked if the PFM's fee was built in, or separately invoiced (the latter).

10. Presentation of the Monthly Staff Report for February 2019.

Discussion:

The General Manager presented the Monthly Staff Report for February 2019.

11. Presentation of the Manager's Report for February 2019.

Discussion:

The General Manager presented the Manager's Report for February 2019 and fielded the following discussion. The General Manager recognized Trustee Marquez for 4 years of Board service. Trustee Marquez was grateful to receive the recognition while highlighting her perfect attendance. Trustee Beatty asked if the Berkeley city council meeting would be in April (yes, moved from March). Trustee Washburn reported on his attendance at the AMCA. He appreciated the Board sending him to the conference and praised all the talks given by ACMAD staff representatives. Specifically, the highlights were the talks given by Laboratory Director Eric Haas-Stapleton and Field Operations Supervisor Joseph Huston. The content of their talks was profound and had widespread impacts. Trustee Washburn and staff also visited the University of Florida's medical entomology lab in Vero Beach.

12. Board President Hentschke asked for reports on conferences and seminars attended by Trustees
13. Board President Hentschke asked for announcements from the Board. Board President Hentschke announced that he would not be able to attend the next Board meeting and that Vice-President Poulson would fill in for him. Trustee Roache asked if a Trustee could call in (yes, but the off-site location must be noted in the agenda and posted and open to the public at the location.)
14. Board President Hentschke asked trustees for items to be added to the agenda for the next Board meeting. The General Manager brought up a budget discussion. Trustee Brown asked when the remodel projects would begin (two weeks).
15. The meeting adjourned at 6:06 P.M.

Respectfully submitted,

Approved as written and/or corrected
at the 1067nd meeting of the Board of
Trustees held April 10th, 2019



Eric Hentschke, President
BOARD OF TRUSTEES

Wendi Poulson



P. Robert Beatty, Secretary
BOARD OF TRUSTEES