

AGENDA
1111st MEETING OF THE BOARD OF TRUSTEES
OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
MARCH 8TH, 2023

TIME: 5:00 P.M.

PLACE: Join in person at the Office of the District
23187 Connecticut Street, Hayward, CA 94545 or
Join remotely via teleconference: <https://us02web.zoom.us/j/83757912562>
see below for additional details.

TRUSTEES: Victor Aguilar, President, City of San Leandro
Cathy Roache, Vice-President, County-at-Large
Shawn Kumagai, Secretary, City of Dublin
Tyler Savage, City of Alameda: *from 2315 Lincoln Ave, Alameda, CA*
Robin López, City of Albany: *from 435 Gooding Way #456 Albany, CA*
P. Robert Beatty, City of Berkeley
Courtney Welch, City of Emeryville: *from 6301 Shellmound St, Emeryville CA*
George Young, City of Fremont
Elisa Márquez, City of Hayward
Steven Cox, City of Livermore
Eric Hentschke, City of Newark
Jan O. Washburn, City of Oakland
Hope Salzer, City of Piedmont: *from 76 Cambrian Ave., Piedmont, CA*
Valerie Arkin, City of Pleasanton: *from 3740 Newton Way, Pleasanton, CA*
Subru Bhat, City of Union City

1. Call to order.
2. Roll call.
3. Public Comment. President Aguilar invites any member of the public to speak at this time on any issue relevant to the district (each individual is limited to three minutes).
4. Approval of the minutes of the 1110th Regular Meeting held February 8th, 2023 (**Board action required**).
5. Proposal to change credit card providers from US Bank Cal-Card to Umpqua Card Services (**Board action required**).
6. Resolution 1111-1 nominating a Trustee as candidate to the regular special district seat on the Local Agency Formation Commission (**Board action required**).
7. Appointment of a nominating committee to identify a candidate for an upcoming vacant district Board Secretary position (**Board Action required**).
8. Financial Reports as of February 28th, 2023: (Information only).
 - a. Check Register
 - b. Income Statement
 - a. Investments, reserves, and cash report
 - b. Balance Sheet
9. Presentation of the Monthly Staff Report (Information only).

10. Presentation of the Manager's Report (Information only).
 - a. Trustee & Staff Anniversary Recognitions
 - b. Manager evaluation process document for Ad-hoc Evaluation Committee
 - c. Form 700 FFPP Conflict of Interest Report Due end of March
 - c. Recently completed or upcoming city council presentations: San Leandro: 3/6/23, Dublin: 3/7/23, Fremont: 3/14/23, Emeryville: 3/21/23, Piedmont: 4/3/23, Emeryville: 4/4/23
 - d. Training due: Ethics Education (AB 1234): Lopez, Kumagai, Arkin
Training for Supervisors (AB 1825): Lopez, Kumagai, Young, Cox
11. Board President asks for reports on conferences and seminars attended by Trustees.
12. Board President asks for brief announcements from members of the Board.
13. Board President asks trustees for items to be added to the agenda for the next Board meeting.
14. Adjournment.

ANYONE ATTENDING THE MEETING MAY SPEAK ON ANY AGENDA ITEM AT THEIR REQUEST.

Please Note: Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Ryan Clausnitzer at least 48 hours before the meeting at 510-783-7744 or acmad@mosquitoes.org.

IMPORANT NOTICE REGARDING MEETING PARTICIPATION:

All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting by attending in person at the address listed above, telephonically, or otherwise electronically in the manner described below.

HOW TO OBSERVE THE MEETING:

In Person: Attend in person at the Office of the District located at 23187 Connecticut Street, Hayward, CA 94545.

Telephone: Listen to the meeting live by calling Zoom at **(669) 900-6833** Enter the **Meeting ID# 837 5791 2562** followed by the pound (#) key.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/83757912562>

Mobile: Log in through the Zoom mobile app on a smartphone and enter **Meeting ID# 837 5791 2562**

HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to acmad@mosquitoes.org, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before 12:00 PM the day of the meeting will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Trustees at the meeting. Comments received after this time will not be read aloud but will be added to the record after the meeting.

During the Meeting: The Board President or designee will announce the opportunity to make public comments. Speakers will be asked to provide their name and city of residence, although providing this is not required for participation. Each speaker will be afforded up to 3 minutes to speak unless another time is specified. Speakers should remain silent and/or will be muted until their opportunity to provide public comment.

In Person: Members of the public may raise their hand and wait to be recognized by the Board President or designee.

Telephone: Press star (*)9, which will alert staff that you have a comment to provide.

Computer or Mobile: Use the "raise hand" feature to alert staff that you have a comment to provide.

PUBLIC RECORDS:

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District's website located at <https://www.mosquitoes.org/board-of-trustees-regular-meetings> as the place for making those public records available for inspection. The documents may also be obtained by emailing acmad@mosquitoes.org.

CEQA NOTICE:

Unless expressly stated otherwise on the agenda (that an MND or EIR is being considered), discretionary actions taken on agenda items will include a finding by the Board that the action is exempt under CEQA. More information about the CEQA determination can be found in the corresponding staff report.

MINUTES

1110th MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

February 8th, 2023

TIME: 5:00 P.M.
PLACE: Hybrid Meeting of the Board of Trustees
Physically held at the Office of the District
23187 Connecticut Street, Hayward, CA 94545 and
Teleconferencing at <https://us02web.zoom.us/j/87462896077>
TRUSTEES: Victor Aguilar, President, City of San Leandro
Cathy Roache, Vice-President, County-at-Large
Shawn Kumagai, Secretary, City of Dublin
Tyler Savage, City of Alameda
Robin López, City of Albany
P. Robert Beatty, City of Berkeley
Courtney Welch, City of Emeryville
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Steven Cox, City of Livermore
Eric Hentschke, City of Newark
Jan O. Washburn, City of Oakland
Hope Salzer, City of Piedmont
Valerie Arkin, City of Pleasanton
Subru Bhat, City of Union City

1. Board President Aguilar called the regularly scheduled board meeting to order at 5:00 P.M.
2. Trustees Bhat, Aguilar, Márquez, Young, and Hentschke were present in-person at the district. Trustees Roache, Welch, Beatty, Kumagai, Arkin, Lopez, Cox, Washburn, and Salzer were present on the Zoom conference. Trustee Savage was absent.
3. Board President Aguilar invited members of the public to speak on any issue relevant to the District. Bob Shull from California CLASS was present via Zoom to speak on item number 6. Kashef Qaadri was present via Zoom for item number 14. Information & Technology Director Robert Ferdan was present for technical support. Vector Biologist Sarah Lawton was present to record the minutes. No public comments were submitted.
4. Approval of the minutes of the 1109th meeting held January 11th, 2023.
Motion: Trustee Márquez moved to approve the minutes
Second: Trustee Hentschke
Vote: Motion carries: unanimous.
5. Presentation of the President's Award Plaque to Immediate Past President Subru Bhat by President Victor Aguilar.

6. Review finance committee and staff recommendation to realign reserve investments.

Discussion:

Chair Márquez of the finance committee and the General Manager discussed reserve account realignment. Trustee Bhat asked if Enhanced Cash is part of California CLASS (yes). Trustee Arkin asked what is the reason for keeping CAMP? (for diversification reasons and to keep open a CAMP account): Bob Shull added that the Prime Fund option is for daily liquidity, whereas Enhanced cash is available when interest rates are going down and will be more beneficial for the district for long-term reserves.

Motion: Trustee Bhat moved to approve the recommendation.

Second: Trustee Arkin

Vote: Motion carries: unanimous.

7. LAFCo (Local Agency Formation Commission) Special Seat Election May 10th, 2023, ACMAD Presiding Officer designation.

- a. Presiding Officer: ACMAD Board President Victor Aguilar

- b. Presiding Officer Alternate: ACMAD Board Vice-President Cathy Roache

Motion: Trustee Márquez moved to approve the LAFCO presiding officer designations

Second: Trustee Arkin

Vote: Motion carries: unanimous.

8. Meetings returning to in-person in March, with certain exceptions.

Discussion:

After a report by the General Manager, Trustee Cox asked if remote, do we need to be in the city we represent? (No, just within Alameda County). Trustee Arkin asked if we are in Alameda County and give notice ahead of time and post the meeting notice, we are part of the quorum? (Yes). Trustee Márquez asked if someone is taking care of a family member, is that excusable? (Yes, as long as you give notice ahead of time). Trustee Bhat expressed his opinion that it would still count for her vote in Trustee Márquez' question. President Aguilar asked if a meeting is attended from a different country, would I be able to participate if notice given? (you can participate but will not be able to vote in quorum *unless* a quorum of Trustees are present in-person). President Aguilar asked if you are not part of quorum, will stipend apply? (Likely, yes). Trustee Lopez asked: as long as adequate notice was given, and signage posted, we can attend remotely? (Yes) Trustee Cox: if out of county, I understand it does not count against stipend but what about attendance? (After further research, yes, as long as a quorum of trustees is present in-person). Trustee Welch suggested that if someone is out of county, they should be abstaining from voting, but still marked as present.

9. Form 700 FFPP Conflict of Interest Report Due end of March

Discussion: None.

10. Financial Reports as of January 31st, 2023

Discussion:

The General Manager thanked Trustee Roache for signing checks and mentioned that some bills may start to move to get paid by credit cards instead of checks so that the district can benefit from credit card perks, per a recommendation at the next meeting. Trustee Cox asked about retiree Medicare reimbursements, will it always be \$2400? (The maximum amount is \$2,400 based on the vesting schedule of the retired employee). The General Manager will ask Michelle Robles for a summary of this pilot program at the end of the year.

President Aguilar asked what is Nearmap? (An aerial imagery program the district uses in its green swimming pool program). Vector Biologist Lawton added how useful Nearmap is for neglected swimming pools with more recent photos compared to Google Earth. Information & Technology Director Ferdan confirmed images are taken at least twice per year in the district.

11. Presentation of the Monthly Staff Report

Discussion:

Trustee Arkin asked for confirmation if channelized sources have changed with the heavy rain. Vector Biologist Lawton answered, yes, it is true in sources such as catch basins, canals, creeks, some tree holes along with other sources that usually get stagnant in summer.

12. Presentation of the Manager's Report

Discussion:

Trustee Bhat asked what the deadline is to RSVP for the ACSDA Dinner? (preferably, by the end of the month). Trustee Márquez mentioned that her council colleagues really enjoyed the presentation in Hayward. Trustee Hentschke added that Newark also enjoys mosquito presentations. Trustee Bhat said he heard from Union City Councilmembers that the presentation was really helpful.

13. Board President Aguilar asks for reports on conferences and seminars attended by

Trustees:

Discussion:

Trustees Washburn and Bhat attended Sunday's Trustee session at the MVCAC conference where they spoke about drones, SIT, and more. The Trustees congratulated Sarah Lawton on her fantastic presentation. Trustee Washburn mentioned how well Eric Hass-Stapleton moderated a neglected swimming pool symposium that included Robert Ferdan, and how Mark Wieland, Erick Goana, and Anan Safoora all presented posters. He also pointed out the great representation ACMAD has at these conferences for its size. Trustee Bhat said everyone did very well. General Manager also added that former consultant, Sky Mihaylo, presented on her rezoning project. Trustee Márquez mentioned how she, along with Trustee Hentschke and Erika Castillo, attended the HASPA shoreline tour which was very well attended and interesting. President Aguilar registered to attend HASPA tour, but regrettably could not attend.

14. Board President Aguilar asks for announcements from members of the Board:

Discussion:

Trustee Kumagai announced that he is being recalled to active duty for the military and cannot attend meetings after April 2023. He introduced Dublin Councilmember Kashef Qaadri as his replacement recommendation. President Aguilar thanked Shawn for his service and for the recommendation. Zoom Chat Comments: Everyone: Thank you Shawn Kumagai for your service!

15. Board President Aguilar asks trustees for items to be added to the agenda for the next Board meeting.

Discussion:

The General Manager will schedule a finance committee meeting 45 minutes prior to the regularly scheduled Board meeting.

16. President Aguilar adjourned the meeting after a moment of silence in memory of recently passed, Supervisor Richard Valle.

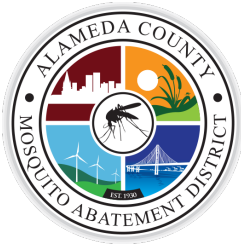
17. Adjournment at 6:15pm

Respectfully submitted,

Approved as written and/or corrected
at the 1111st meeting of the Board of
Trustees held March 8th, 2023.

Victor Aguilar, President
BOARD OF TRUSTEES

Trustee,
BOARD OF TRUSTEES



23187 Connecticut Street
Hayward, CA 94545

T: (510) 783-7744
F: (510) 783-3903

acmad@mosquitoes.org

Board of Trustees

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Hope Salzer

Piedmont

Valerie Arkin

Pleasanton

Subru Bhat

Union City

Ryan Clausnitzer

General Manager

Background:

One goal of our strategic plan is to improve our credit card process. Currently, the district uses US Bank Cal-Card for credit card services and although we have not had any significant issues with the card program, there are limited review options for management and the current reconciliation process for credit card receipts is very time-consuming. Staff met with Umpqua Bank, CSDA's Commercial Card Program, to determine if their card services would be a good fit for the district.

Analysis:

Currently, we receive the credit card statements once a month and when received, paper receipts are reconciled with transactions manually entered into the accounting software. This process takes about a day each month. For management to review transactions on a consistent basis, they must log into the system and review each card holder's individual transactions which is becoming increasingly more time-consuming due to website security screening processes.

Umpqua has developed an app that would allow purchasing agents to upload photos of their receipts and assign their purchases to the proper budget account immediately. Using this mobile app would eliminate a significant amount of paper while allowing staff to have digitalized copies of receipts for recordkeeping—also eliminating the task of tracking down receipts. Staff will submit their expense report, and once approved by management, transactions will be uploaded into the accounting software. Management can set up automated reports (daily, weekly) to ensure transactions are regularly monitored.

Umpqua bank offers an annual rebate of 1.00% on all purchases and although Cal-Card offers a higher rebate of 1.35%, we purposely limit our credit card purchases due to the limited controls and transaction management. With more transparent functions, we would begin to transfer some of our check payments (utilities, phone services, pesticides, etc.) to credit card purchases, allowing the district to utilize the rebate and bring in more revenue. Plus, we may use this card services for fleet fuel purchases, allowing for additional cost-saving measures by consolidating service companies.

Pricing:

To set up the expense management program, there will be a one-time fee of \$1,500.00 and the district will pay \$100.00 monthly.

The district was approved by Umpqua Bank for a *monthly* credit limit of \$120,000 (attached). To obtain the same rebate as Cal-Card while offsetting the monthly fees in the first year, the district must charge at least \$270,000. *After the first year*, the district would need to charge a minimum of \$120,000.00 per year. Currently, the district currently charges around \$170,000 with our Cal-Card which is expected to increase with the proposed fuel purchases and additional vendor use.

Recommendation:

The Finance Committee and staff are recommending moving our credit card services from US Bank Cal-Card to Umpqua bank, CSDA's Commercial Card Program.

Attachments:

- Presentation from Umpqua Bank
- Umpqua Bank – credit approval



California Special Districts Association Commercial Card Proposal



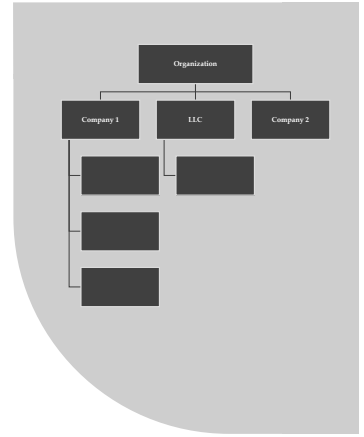
Our One-Card Solution

Umpqua Bank Cards can be configured to meet any and all needs in a one card.

Customize Your Company Set-Up

- Travel & Expense Cards (merchant categories can be customized)
- Purchasing Cards (including Virtual Cards if needed)
- Fleet Cards (restricted to only fuel purchases)
- Automated payables & Integrated payment

A direct data feed into Concur, Expensify, Chrome River or most other third-party expense solutions is available



How We Protect You

Our commercial card consolidates the specialized features and benefits of purchasing, travel and fleet cards into one powerful and flexible business tool.

Visa Liability Waiver

Protect your company against unauthorized use and charges by employees

Up to \$100,000 per cardholder

Visa Travel & Emergency Services

- Emergency card replacement
- Lost luggage assistance
- Auto rental collision waiver
- Travel accident insurance
- Medical & legal referral
- Emergency messaging

Visa Fraud Protection

Protection against unauthorized charges
Ability to review and dispute transactions that may be fraudulent or authorized

"It's no joke that the loss of trust is far more damaging than the loss of money."

Kelly Paxton, Author

Custom Controls Made for Your Team

With unlimited administrator access, make changes, get updates, and manage data in real-time, whenever and wherever you need it most.

What you can do:

- Manage cardholder limits (temporary or permanent)
- Order new cards
- Dispute transactions (if needed)
- Establish card blocks or close cards
- View statements and transaction details
- View authorizations and pending transactions
- View, sort, customize, and download transaction reports with detail
- Apply Merchant Category Code (MCC) restrictions at company or card level



Technology Where You Need It

Get our innovative payment technology on-the-go with all our Commercial Card capabilities connected to your wireless device.



Contactless Card

It's fast and easy to use—just tap and go on applicable card readers

One-time codes ensure each unique transaction is secure

Reduce your contact with people and surfaces



Mobile Wallet

Easy to shop online and in store with instant approvals and tap-to-go technology

Lighten your pockets! With the mobile wallet, you reduce the need to carry physical cards



Visa Commercial Pay

Request and deploy virtual cards on-demand

Digitally issue virtual cards to employee and contractor's mobile devices

Centrally manage business travel spend

Expense Management Where You Need It

Expense Management and Reporting Systems provide a seamless fit to your expense report workflow needs

The expense reporting workflow



- Creates expense report
- Selects transactions & cash expenses
- Submits expense report



- Approves or requests additional information
- No individual approval or interaction with transactions



- Approval & Extract

How Umpqua helps

Expense Reporting Functions

- View and code transactions to company GLs and codes
- Non-card reimbursement option for cash, mileage, etc
- Mobile receipt imaging available

System can be used by cardholders and non-cardholders

Expense report approval workflow to managers or approvers

Administrative control of program and design

Customized to your company's accounting structure and coding requirements

Data analysis and extract reports

Upload transaction detail to your accounting software or ERP solution

Optimize Your Accounts Payable Process

Now you can get greater control and efficiency over your company's payables and maintain liquidity by streamlining the management of your company's accounts payable process.

How It Works:

Our automated payables platform allows you to achieve efficiency and drive cost savings down through a secure, card-based payments solution for your vendors and suppliers.



Single Use & Adjustable Limit Options

Single Use Accounts (SUA)

Revolving pool of accounts

Minimum dormancy 90 days

One to one reconciliation

Industry best practice



Adjustable Limit Accounts (Lodged Cards)

Dedicated vendor card number

Demanded by some vendors

Supplier Enablement Services Outline



Umpqua's role

Umpqua representatives partner with buyers (you) and their suppliers to streamline accounts payable processes, with quicker and more efficient payment to suppliers using Virtual card payments. Leverage partnership with Visa, BillTrust and/or Root to analyze supplier data and compile target list



Manage supplier recruiting campaign

Support various types of card payments: Single Use, Lodged and Virtual Cards. Leverage skilled team for inbound/outbound calling effort and email communication. Tailored message to meet buyers needs. Provide detailed reporting and tracking.



Reduced workload for the buyer

Approve target list & communication materials. Manage internal coordination. Support campaign activities when needed. Activate enrolled suppliers in ERP.



Visa Commercial Pay

Instant Issuance, App Based, Travel Management Integration



Efficiently deliver virtual accounts with visibility and control.



Instantly issue virtual cards



Integrate with travel providers



Manage spend controls



Track total trip cost with receipts



Eliminate cash advances



Partial and full programs



Capture rich transaction data



Online cardholder requests



Instant Issue

Virtual cards for vendors, travelers and contractors

Real-time notifications to remind users to take pictures or their receipts as they spend.



Add a receipt with a picture or forward it from an email.



Review transactions for each card.



Flexibility and Control

- Users can request cards from their phones
- Approvals by default, hierarchy, or combination
- Unique virtual cards sent for single or multi use
- Spend limitations can be set to include transaction, time frame, merchant types
- Capture required coding and receipts via the app
- Control centrally or distribute "pools" of funds to project, department, or task managers
- Company level controls and reporting via web portal

Digital

- Mobile Wallets-Apple Pay, Google Pay, Samsung Pay
- Instant issuance of card to the app
- Push the card to phone wallet for tap to pay functionality (q1 2022)

Benefits

- Increase usage controls and visibility
- Worry free issuance – no mail or delivery process that comes with delays and risk of lost cards
- Increased speed of issuance – especially beneficial for remote employees, contractors, students, etc
- No lost cards
- Employee convenience – people are rarely without their mobile phones
- Ease of cancellation – cancelled centrally and no need to collect the card
- Reduces or eliminates card sharing

UMPQ-PRIVATE

CSDA CUSTOM CARD

Benefits

- Excite your teams and create a thoughtful employee experience with branded CSDA employee credit cards
- Create brand recognition outside of your organization whenever your team uses the credit card
- Easy to recognize so your employees know they're using the right payment methods at the right time



Revenue Share Opportunity

Umpqua Bank offers CSDA members revenue share designed to reward your current activity and achieve your company's growth and implementation goals.

1.00%

On annual spend exceeding \$1.00

Thank You

 **Together
for better**
UMPQUA
BANK



February 24, 2023

Ryan Clausnitzer, District Manager
Michelle Robles, Financial & HR Specialist
Alameda County Mosquito Abatement District
23187 Connecticut St.
Hayward, CA 94545

Dear Ryan and Michelle,

Welcome to Umpqua Bank. I am pleased to inform you that the District's recent Commercial Card credit request for \$120,000 was approved.

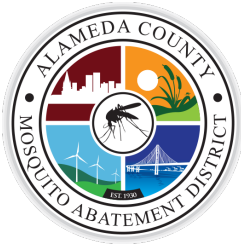
You will be contacted with in the next few days to complete the remaining paperwork so that we can get the credit cards to you.

In the meantime, if you have any questions, please feel to call me any time.

Sincerely,

Anastasia Efstathiou, VP
Municipal Lending
(O) 916-774-3923
(M) 916-406-5356

**Together
for better**



23187 Connecticut Street
Hayward, CA 94545

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acmad@mosquitoes.org

Board of Trustees

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General Manager

ACMAD RESOLUTION 1099-1

NOMINATION OF TRUSTEE _____ FOR ELECTION AS THE REGULAR SPECIAL DISTRICT SEAT ON THE ALAMEDA LOCAL AGENCY FORMATION COMMISSION (LAFCO)

WHEREAS, the Alameda LAFCO special district member seat is vacant, and

WHEREAS, LAFCO is calling for nominations for a 4-year term, and

WHEREAS, any non-enterprise special district in Alameda County is eligible to nominate a board member for election to LAFCO and must do so by board resolution or minute action; now, therefore be it

RESOLVED, that the Alameda County Mosquito Abatement District nominates Trustee _____, as a candidate for the regular non-enterprise special district seat on Alameda LAFCO to be voted at the Alameda County Independent Special District Selection Committee on Wednesday, May 10, 2023 at 10:00 a.m.

Adopted at a regular meeting of the Alameda County Mosquito Abatement District Board of Trustees at Hayward, California this 8th day of March 2023.

Signed: _____

President, Board of Trustees

Attest: _____

Secretary, Board of Trustees



LAFCO

Alameda Local Agency Formation Commission

February 6, 2023

Board Presidents
Independent Special District Selection Committee

SUBJECT: Notice of Regular Special District Seat on Alameda LAFCO

Dear Committee Members:

This letter serves as notice that the Special District Member Seat on the Alameda Local Agency Formation Commission (LAFCO) is vacant and will expire on May 8, 2023. Therefore, Alameda LAFCO, in conjunction with the Alameda County Chapter of the California Special Districts Association, is calling a meeting of the Alameda County Independent Special District Selection Committee (ISDSC) for **Wednesday, May 10, 2023 at 10:00 a.m.**, following the regular ACSDA meeting. Candidate nominations are due **Friday, May 5, 2023**.

Alameda LAFCO is a political subdivision of the State of California and currently operates under authority of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2001 (Government Code Section 56000). LAFCO is delegated regulatory and planning responsibilities to coordinate the efficient and responsive delivery of local governmental services and highlighted by overseeing the formation, expansion and related changes involving cities and special districts. There are presently 14 cities and 29 special districts subject to LAFCO’s jurisdiction in Alameda County.

Decision-making at Alameda LAFCO is directly vested with its 11-member Commission. The Commission is divided between seven regular voting members and four alternate voting members. Representation on the Commission is also divided between four distinct appointee categories: (a) three appointees from the County of Alameda, (b) three appointees from the cities/towns, (c) three appointees from the independent special districts, and (d) two appointees from the general public. State law specifies all Commission members shall exercise their independent judgment on behalf of the interests of the public as a whole and not on behalf of their appointing authorities.

The purpose of the ISDSC is to elect special district members to LAFCO. The ISDSC consists of the presiding officers of the legislative bodies of each independent special district in Alameda County. Pursuant to Government Code Section 56332 and the ISDSC rules, a special district’s board of directors may appoint one of its members to attend the meeting if the presiding officer is unable to attend. Please find the ISDSC’s rules and the Government Code Section 56332 enclosed (Attachment 1 and Attachment 2).

Administrative Office Rachel Jones, Executive Officer 224 West Winton Avenue, Suite 110 Hayward, California 94544 T: 510.670.6267 www.alamedalafco.org	Nate Miley, Regular County of Alameda David Haubert, Regular County of Alameda Vacant, Alternate County of Alameda	Karla Brown, Regular City of Pleasanton Melissa Hernandez, Reg City of Dublin John Marchand, Alternate City of Livermore	Ralph Johnson, Regular Castro Valley Sanitary District Vacant, Regular Special District Member Georgean Vonheeder-Leopold, Alternate Dublin San Ramon Services District	Sblend Sblendorio, Chair Public Member Vacant, Alternate Public Member
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For this election each independent special district is entitled to nominate one board member for the LAFCO special district non-enterprise seat. The nominees must meet the eligibility requirements outlined in Section VI of the ISDC's rules (Attachment 1). A nomination and voting delegate form is enclosed (Attachment 3). Eligible nominees may circulate a statement of qualifications prior to or at the May 10th ISDSC meeting.

Any district nominating a candidate must ratify that nomination by board resolution. Furthermore, upon nomination, the nominating district must notify in writing all other districts of their candidate selection. No resolution is needed from a district that does not wish to nominate a candidate. Attached is a list of each district's contact information (Attachment 4).

Please note the following timeline:

Friday, May 5, 2023

Nominations due from each district. Please complete and return the attached form to Alameda LAFCO. Please note that pursuant to Government Code Section 56332, "if only one candidate is nominated for a vacant seat, that candidate shall be deemed selected, with no further proceedings."

Friday, May 5, 2023

Each district submits the name of the presiding officer or designee who will be voting at the May 10th meeting. Please complete and return the attached form to Alameda LAFCO.

Before, Wednesday, May 10, 2023

All nominating agencies must ratify their district's nominee via board resolution and send notice of the nomination to the presiding officers of all the other districts (see attached contact information). Please submit a copy of the resolution to Alameda LAFCO.

Wednesday, May 10, 2023

Independent Special District Selection Committee meeting at same location as the ACSDA meeting.

Should you have any questions, please contact me directly by telephone at 510.670.6267 or by e-mail at rachel.jones@acgov.org.

Sincerely,



Rachel Jones

Attachments:

1. ISDSC Rules
2. Government Code Section 56332
3. Nomination and Voting Delegate Form Special District Contact Information
4. Special District Contact List

Revised 1/14/04

RULES
FOR THE LAFCO
INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

Adopted April 13, 1994

By: Alameda County Chapter, California Special Districts Association

SECTION I PURPOSE

The purpose of the Independent Special District Selection Committee (ISDSC) shall be to appoint the regular and alternate special district members to the Alameda County Local Agency Formation Commission (LAFCo) whenever a vacancy exists among members representing independent special districts (Government Code Section 56332).

SECTION II MEMBERSHIP

The ISDSC shall be composed of the presiding officer of the legislative body of each independent special district either located wholly within Alameda County or containing territory within Alameda County that represents 50% or more of the assessed value of taxable property of the district. The district may appoint one of its members as an alternate ISDSC member in the event the presiding officer is unavailable (Government Code Section 56332).

SECTION III MEETINGS

The LAFCo Executive Officer shall give written notice to the presiding officer of each eligible independent special district that a meeting of the ISDSC will be held on a specified date and at a specified time and place pursuant to:

- A. A vacancy existing among the members or alternate member representing independent special districts upon the Commission; or
- B. Receipt of a written request by one or more members of the ISDSC representing districts having 10% or more of the assessed value of taxable property within Alameda County (Government Code Section 56332).

All meetings of the ISDSC shall be open meetings and comply with all applicable provisions of the Ralph M. Brown Act.

SECTION IV QUORUM

Each presiding officer or alternate member attending the meeting shall be required to register their attendance. Members representing a majority of the eligible districts shall constitute a quorum for the conduct of the ISDSC business. No meeting shall be convened by the LAFCo Executive Office prior to establishing a quorum.

SECTION V VOTING

Each member of the ISDSC shall be entitled to one vote for each independent special district of which he or she is the presiding officer (Government Code Section 56332).

SECTION VI ELIGIBILITY

To be eligible for nomination and selection to the Alameda County Local Agency Formation Commission, an individual:

- A. Must be an elected or appointed independent special district officer within Alameda County (Government Code Section 563323);
- B. Must be a resident of Alameda County (Government Code Section 563323);
- C. Must not be a member of the legislative body of a city or county (Government Code Section 563323);
- D. Must act in such a manner so as to represent the diverse interests of all agencies, not his or her individual district; and
- E. Must be willing to make a time commitment to fulfilling his or her county-wide role representing all special districts.

An elected or appointed independent special district board member who is an employee of the State of California, a county, a city, or a special district is eligible for nomination and selection to the Commission as a special district representative (Government Code Section 563323).

SECTION VII SEATING DESIGNATION

The seating of special district representatives on the Alameda County Local Agency Formation Commission shall be in accordance with the following designations:

- 1. One regular seat shall be designated as an "Enterprise District" seat;
- 2. One regular seat shall be designated as a "Non-Enterprise District" seat; and

3. One alternate seat shall be designated from either and Enterprise or Non-Enterprise district.

An "Enterprise" district is defined as any jurisdiction that derives the majority of its total revenues from user fees and/or service charges.

A "Non-Enterprise" district is defined as any jurisdiction that derives the majority of its total revenues from property taxes.

SECTION VIII NOMINATING PROCESS

Each independent special district shall be entitled to nominate a maximum of one board member from any district.

Each special district board shall determine its own internal process for selecting a name to be placed in nomination and for ensuring said nominee meets the eligibility criteria as set forth in Section VI.

- Districts are required to ratify said nominee by adoption of a board resolution.

Upon selection of a district nominee, the presiding officer of the district shall provide written notification of their nominee to the presiding officers of all other independent special districts.

An eligible district nominee may circulate a statement of his/her qualifications prior to the date of the ISDSC meeting.

SECTION IX BALLOTING PROCESS

At the meeting of the ISDSC, the balloting shall be conducted in accordance with the following:

- A. If vacant, the first balloting shall be for selection of the "Enterprise District" representative. The candidate receiving a simple majority shall be declared the winner. In the event of a tie or no majority winner, a run-off ballot(s) shall be conducted.
- B. If vacant, the second balloting shall be for selection of the "Non-Enterprise District" representative. The candidate receiving a simple majority shall be declared the winner. In the event of a tie or no majority winner, a run-off ballot(s) shall be conducted.
- C. If vacant, the third balloting shall be for selection of the alternate representative. The candidate receiving a simple majority shall be declared the winner. In the event of a tie or no majority winner, a run-off ballot(s) shall be conducted.

When previous balloting has taken place for Enterprise and/or Non-Enterprise vacancies, the ballot for the alternate representative shall also include the names of all non-winning candidates from the other ballots, if the candidate so desires.

Upon completion of the balloting, the ISDSC shall provide written notification to the LAFCo Executive Officer of the name(s) of the Committee's appointment(s) to the Commission.

SECTION X ALTERNATE NOMINATING AND BALLOTING PROCESS

In the event that the LAFCo Executive Officer determines that securing a quorum of ISDSC members for a meeting is not feasible, the LAFCo Executive Officer may conduct business of the ISDSC in writing (Government Code Section 56332).

SECTION XI TERMS OF OFFICE

Regular representatives shall serve staggered four year terms. The alternate representative shall serve a four year term.

If a representative or alternate is unable to complete a full term, and more than one year is remaining in the uncompleted term, a nominating and balloting process shall be conducted in accordance with these bylaws.

The expiration date of the term of office of each member shall be the first Monday in May in the year in which the term of the member expires (Government Code Section 56334).

Any district member may be removed at any time and without cause by a majority vote of the ISDSC, as the appointing body (Government Code Section 56334). Failure to attend three regular Commission meetings in a calendar year may be grounds for possible removal by the ISDSC.

SECTION XII MEMBER DISQUALIFICATION

At the time of appointment of a regular member or alternate, the ISDSC may, by majority vote, provide that the member or alternate is disqualified from voting as a member of the Commission on any proposal affecting the district of which the member is a representative (Government Code Section 56332).

State of California**GOVERNMENT CODE****Section 56332**

56332. (a) The independent special district selection committee shall consist of the presiding officer of the legislative body of each independent special district. However, if the presiding officer of an independent special district is unable to participate in a meeting or election of the independent special district selection committee, the legislative body of the district may appoint one of its members as an alternate to participate in the selection committee in the presiding officer's place. Those districts shall include districts located wholly within the county and those containing territory within the county representing 50 percent or more of the assessed value of taxable property of the district, as shown on the last equalized county assessment roll. Each member of the committee shall be entitled to one vote for each independent special district of which he or she is the presiding officer or his or her alternate as designated by the governing body. Members representing a majority of the eligible districts shall constitute a quorum.

(b) The executive officer shall call and give written notice of all meetings of the members of the selection committee. A meeting shall be called and held under one of the following circumstances:

(1) Whenever the executive officer anticipates that a vacancy will occur within the next 90 days among the members or alternate member representing independent special districts on the commission.

(2) Whenever a vacancy exists among the members or alternate member representing independent special districts upon the commission.

(3) Upon receipt of a written request by one or more members of the selection committee representing districts having 10 percent or more of the assessed value of taxable property within the county, as shown on the last equalized county assessment roll.

(c) The selection committee shall appoint two regular members and one alternate member to the commission. The members so appointed shall be elected or appointed members of the legislative body of an independent special district residing within the county but shall not be members of the legislative body of a city or county. If one of the regular district members is absent from a commission meeting or disqualifies himself or herself from participating in a meeting, the alternate district member may serve and vote in place of the regular district member for that meeting. Service on the commission by a regular district member shall not disqualify, or be cause for disqualification of, the member from acting on proposals affecting the special district on whose legislative body the member serves. The special district selection committee may, at the time it appoints a member or alternate, provide that the member or alternate

is disqualified from voting on proposals affecting the district on whose legislative body the member serves.

(d) If the office of a regular district member becomes vacant, the alternate member may serve and vote in place of the former regular district member until the appointment and qualification of a regular district member to fill the vacancy.

(e) A majority of the independent special district selection committee may determine to conduct the committee's business by mail, including holding all elections by mailed ballot, pursuant to subdivision (f).

(f) If the independent special district selection committee has determined to conduct the committee's business by mail or if the executive officer determines that a meeting of the special district selection committee, for the purpose of appointing the special district members or filling vacancies, is not feasible, the executive officer shall conduct the business of the committee by mail. Elections by mail shall be conducted as provided in this subdivision.

(1) The executive officer shall prepare and deliver a call for nominations to each eligible district. The presiding officer, or his or her alternate as designated by the governing body, may respond in writing by the date specified in the call for nominations, which date shall be at least 30 days from the date on which the executive officer mailed the call for nominations to the eligible district.

(2) At the end of the nominating period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed. If two or more candidates are nominated, the executive officer shall prepare and deliver one ballot and voting instructions to each eligible district. The ballot shall include the names of all nominees and the office for which each was nominated. Each presiding officer, or his or her alternate as designated by the governing body, shall return the ballot to the executive officer by the date specified in the voting instructions, which date shall be at least 30 days from the date on which the executive officer mailed the ballot to the eligible district.

(3) The call for nominations, ballot, and voting instructions shall be delivered by certified mail to each eligible district. As an alternative to the delivery by certified mail, the executive officer, with prior concurrence of the presiding officer or his or her alternate as designated by the governing body, may transmit materials by electronic mail.

(4) If the executive officer has transmitted the call for nominations or ballot by electronic mail, the presiding officer, or his or her alternate as designated by the governing body, may respond to the executive officer by electronic mail.

(5) Each returned nomination and ballot shall be signed by the presiding officer or his or her alternate as designated by the governing body of the eligible district.

(6) For an election to be valid, at least a quorum of the special districts must submit valid ballots. The candidate receiving the most votes shall be elected, unless another procedure has been adopted by the selection committee. Any nomination and ballot received by the executive officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the executive officer shall extend the date to submit ballots by 60 days and notify all districts of the extension.

The executive officer shall announce the results of the election within seven days of the date specified.

(7) All election materials shall be retained by the executive officer for a period of at least six months after the announcement of the election results.

(g) For purposes of this section, “executive officer” means the executive officer or designee as authorized by the commission.

(Amended by Stats. 2015, Ch. 114, Sec. 8. (AB 1532) Effective January 1, 2016.)

Alameda LAFCO Special District Non-Enterprise Seat Election 2023

Please complete the following information and
return by **Friday, May 5, 2023 to:**

Rachel Jones, Executive Officer
Alameda LAFCO
224 West Winton, Suite 110
Hayward, CA 94544

Telephone: (510) 670-6267
Email: rachel.jones@acgov.org

Name of presiding officer or designee who will attend and vote at the May 10, 2023 ISDSC election meeting at 10 am, following the Alameda County Special Districts Association meeting.

NAME: Victor Aguilar

DISTRICT: Alameda County Mosquito Abatement District

NOMINATING DISTRICTS ONLY

You may nominate a maximum of one Board member for the LAFCO special district non-enterprise seat and the nomination must be ratified by a Board resolution prior to May 10, 2023.*

Candidate Name for Non-Enterprise Seat:

**** If your district is nominating a candidate, you must notify all 14 other independent district presiding officers by mail, fax or e-mail (see enclosed list of contact information).***

Independent Special Districts: Enterprise/Non-enterprise Status

	District	Enterprise	Non-Enterprise
1	Alameda County Mosquito Abatement District		X
2	Alameda County Resource Conservation District		X
3	Alameda County Water District	X	
4	Castro Valley Sanitary District	X	
5	City of Alameda Health Care District		X
6	Dublin San Ramon Services District	X	
7	East Bay Municipal Utility District	X	
8	East Bay Regional Park District		X
9	Eden Township Healthcare District		X
10	Fairview Fire Protection District		X
11	Hayward Area Recreation & Park District		X
12	Livermore Area Recreation & Park District		X
13	Oro Loma Sanitary District	X	
14	Union Sanitary District	X	
15	Washington Hospital Health Care District		X

From the State Controllers website

(<http://www.sco.ca.gov/ard/local/locrep/districts/forms/0708/distinstruct.pdf>)

The following types of district activities should be reported as non-enterprise activities.

- Air Pollution Control
- Ambulance Service
- Animal Control
- Cemetery
- Drainage and Drainage Maintenance
- Financing and Constructing Facilities
- Fire Protection
- Flood Control and Water Conservation
- Governmental Services
- Health
- Land Reclamation and Levee Maintenance
- Library Services
- Lighting and Lighting Maintenance
- Local and Regional Planning or Development
- Memorial
- Parking
- Pest Control

- Police Protection and Personal Safety
- Recreation and Park
- Resource Conservation
- Self Insurance
- Streets and Roads – Construction and Maintenance
- Television Translator Station Facility
- Underground Electric and Communication Facilities

Enterprise activities include:

- Airport
- Electric
- Harbor and Port
- Hospital
- Waste Disposal
- Water

ACMAD Board Presidents

NAME	SEAT	Date Appointed	Presidential year
Tyler Savage	Alameda	1/4/2022	2027
Robin Lopez	Albany	12/19/2022	2029
Robert Beatty	Berkeley	4/26/2016	2035
Courtney Welch	Emeryville	12/7/2021	2026
Shawn Kumagai	Dublin	2/4/2020	2025
George Young	Fremont	2/1/2013	2032
Elisa Marquez	Hayward	3/3/2015	2033
Steven Cox	Livermore	1/11/2021	2025
Eric Hentschke	Newark	1/14/2016	2034
Jan Washburn	Oakland	12/1/1993	2031
Hope Salzer	Piedmont	3/28/2022	2028
Valerie Arkin	Pleasanton	12/20/2022	2030
Victor Aguilar	San Leandro	2/4/2019	2023
Subru Bhat	Union City	1/9/2018	2036
Cathy Roache	County at Large	2/11/2019	2024

Applicable ACMAD Policy Sections

105.4 Each year the Board, at its January meeting, or if a vacancy occurs, shall elect a President, Vice President, and Secretary for the calendar year.

109.7 Nominating Committee – There shall be an ad hoc Board committee to nominate Board officers as needed. The Nominating Committee, with a designated Chair, shall be appointed at a posted meeting annually, or when a vacancy occurs, to nominate new officers based on seniority. Nominations will also be taken from the floor. A candidate may decline the officer position.

Alameda County Mosquito Abatement Dist.
 Check Register
 For the Period From Feb 1, 2023 to Feb 15, 2023

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount
3481	2/14/23	ACSDA	147.00
3482	2/14/23	Adapco	5,116.65
3483	2/14/23	Airgas	853.39
3484	2/14/23	AT&T	85.88
3485	2/14/23	Bay Alarm	877.57
3486	2/14/23	Belden Consulting Engineers	4,549.78
3487	2/14/23	Bhat, Subrahmanya Y	1,441.12
3488	2/14/23	Branan, Thomas	1,200.00
3489	2/14/23	Cintas	650.12
3490	2/14/23	Clarke	3,170.78
3491	2/14/23	Clausnitzer, Ryan	513.52
3492	2/14/23	Coverall North America, Inc.	495.00
3493	2/14/23	Element One Architecture	5,385.00
3494	2/14/23	Frank Bonetti Plumbing	466.20
3495	2/14/23	Grainger	1,013.25
3496	2/14/23	Hentschke, Eric Armin	100.00
3497	2/14/23	King, Everett	2,400.00
3498	2/14/23	Knowles, Theresa	1,200.00
3499	2/14/23	Lam, Clarence	1,200.00
3500	2/14/23	Mar-Len Supply, Inc.	250.00
3501	2/14/23	NBC Supply Corp	398.70
3502	2/14/23	PC Professional	264.00
3503	2/14/23	PFM Asset Management LLC	1,540.67
3504	2/14/23	PG&E	1,828.42
3505	2/14/23	Safoora, Anam	710.57
3506	2/14/23	Safoora, Anam	710.00
3507	2/14/23	SCI Consulting Group	13,935.00
3508	2/14/23	The Hartford	107.19
3509	2/14/23	U.S Bank Corporate Payment System	11,245.63
3510	2/14/23	Washburn, Jan	1,003.59
3511	2/14/23	Waste Management of Alameda County	297.04
3512	2/14/23	Young, George	100.00
3513	2/14/23	Jarvis, Fay, & Gibson, LLP	288.00
ACH	2/14/23	Alameda County Mosquito Abatement Dist (Payroll)	84,156.19
ACH	2/14/23	Aguilar, Victor	100.00
ACH	2/14/23	Beatty, Robert .P	100.00
ACH	2/14/23	Bhat, Subrahmanya Y	100.00
ACH	2/14/23	CalPERS Retirement	15,670.75
ACH	2/14/23	CalPERS 457	3,498.64
ACH	2/14/23	Cox, Steven	100.00
ACH	2/14/23	Kumagai, Shawn	100.00
ACH	2/14/23	Marquez, Elisa	100.00
ACH	2/14/23	Roache, Cathy J Pinkerton.	100.00
ACH	2/14/23	Salzer, Hope	100.00
ACH	2/14/23	Washburn, Jan	100.00
ACH	2/14/23	Welch, Courtney	100.00
Total Expenditures - February 15, 2023			167,869.65

Alameda County Mosquito Abatement Dist.

Check Register

For the Period From Feb 16, 2023 to Feb 28, 2023

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount
3514	2/22/23	Adapco	2,597.10
3515	2/22/23	Airgas	528.64
3516	2/22/23	Bay Alarm	801.71
3517	2/22/23	Cintas	220.58
3518	2/22/23	Clarke	176.98
3519	2/22/23	Delta Dental	3,981.47
3520	2/22/23	Guaranteed Auto Service	1,960.55
3521	2/22/23	PC Professional	360.00
3522	2/22/23	Turney, Patrick	1,900.00
3523	2/22/23	Verizon	404.83
3524	2/22/23	Voya Institutional Trust Company	362.86
3525	2/22/23	WEX Bank	4,280.53
3526	2/22/23	Roberts, Fred	2,400.00
ACH	2/22/23	Alameda County Mosquito Abatement Dist (Payroll)	83,973.02
ACH	2/22/23	Arkin, Valerie	100.00
ACH	2/22/23	CalPERS Retirement	15,611.66
ACH	2/22/23	CalPERS Health	41,242.59
ACH	2/22/23	CalPERS 457	3,778.64
Total Expenditures - February 28, 2023			164,681.16

Alameda County Mosquito Abatement District
Income Statement
February 28, 2023. (8 of 12 mth, 67%)

REVENUES	Actual 2020/21	Actual 2021/22	Current Month	Year to Date 2022/23	Budget 2022/23	Actual vs Budget
Total Revenue	\$ 5,150,753.15	\$ 5,386,808.18	\$ 162,201.04	\$ 3,327,720.94	\$ 4,900,658.00	68%

EXPENDITURES	Actual 2020/21	Actual 2021/22 ¹	Current Month ²	Year to Date 2022/23	Budget 2022/23	Actual vs Budget
Salaries	\$ 2,029,103.97	\$ 2,129,077.24	\$ 187,069.71	\$ 1,561,767.17	\$2,371,703	66%
CalPERS Retirement	\$ 423,110.21	\$ 471,085.19	\$ 18,210.35	\$ 452,683.25	\$534,559	85%
Medicare & Social Security	\$ 27,866.82	\$ 30,025.60	\$ 2,481.70	\$ 23,557.55	\$38,763	61%
Fringe Benefits	\$ 502,898.39	\$ 484,487.10	\$ 55,631.25	\$ 417,472.37	\$564,969	74%
Total Salaries, Retirement, & Benefits	\$ 2,982,979.39	\$ 3,114,675.13	\$ 263,393	\$ 2,455,480	\$3,509,994	70%
Clothing and personal supplies (purchased)	\$ 4,859.20	\$ 7,881.80	\$ 1,217.17	\$ 4,281.43	\$9,000	48%
Laundry service and supplies (rented)	\$ 9,124.98	\$ 10,417.41	\$ 870.70	\$ 9,135.38	\$13,000	70%
Utilities	\$ 15,421.56	\$ 18,134.35	\$ 2,125.46	\$ 9,278.82	\$21,700	43%
Communications-IT	\$ 71,771.02	\$ 74,950.03	\$ 4,054.26	\$ 62,962.50	\$107,400	59%
Maintenance: structures & improvements	\$ 20,261.51	\$ 26,671.36	\$ 1,417.66	\$ 13,839.84	\$30,000	46%
Maintenance of equipment	\$ 22,290.34	\$ 25,354.56	\$ 2,610.55	\$ 20,484.67	\$30,000	68%
Transportation, travel, training, & board	\$ 74,653.03	\$ 120,418.29	\$ 13,524.02	\$ 82,158.58	\$119,840	69%
Professional services	\$ 91,622.03	\$ 97,726.00	\$ 16,915.17	\$ 70,081.51	\$152,200	46%
Memberships, dues, & subscriptions	\$ 22,906.45	\$ 25,103.23	\$ 26.06	\$ 20,955.00	\$37,000	57%
Insurance - (VCJPA, UAS)	\$ 141,650.37	\$ 160,932.64	\$ -	\$ 177,472.32	\$179,436	99%
Community education	\$ 26,317.23	\$ 26,225.45	\$ 550.40	\$ 14,080.34	\$55,000	26%
Operations	\$ 223,362.22	\$ 182,575.57	\$ 8,183.89	\$ 53,197.06	\$227,500	23%
Household expenses	\$ 15,882.05	\$ 25,388.02	\$ 2,190.33	\$ 11,552.24	\$19,950	58%
Office expenses	\$ 9,747.67	\$ 7,002.84	\$ 545.68	\$ 3,536.21	\$12,000	29%
Laboratory supplies	\$ 64,135.55	\$ 82,354.03	\$ 5,593.06	\$ 72,247.76	\$132,500	55%
Small tools and instruments	\$ 2,189.34	\$ 1,963.31	\$ 153.60	\$ 551.48	\$3,000	18%
Total Staff Budget	\$ 816,194.55	\$ 893,098.89	\$ 59,978.01	\$ 625,815.14	\$1,149,526	54%
Total Operating Expenditures	\$ 3,799,173.94	\$ 4,007,774.02	\$ 323,371.02	\$ 3,081,295.48	\$4,659,520	66%

1 - As of June 30, 2022. Unaudited.

2 - Total Operating Expenditures in current month may not match the check register due to accounts receivable and petty cash transactions.

**Alameda County Mosquito Abatement District
Investment, Reserves, and Cash Balance Report
February 28, 2023. (8 of 12 mth, 67%)**

Account #	Investment Accounts	Beginning Balance	Deposits	Withdrawals	Earnings ¹	Closeout * Transfer	Ending Balance
1004	LAIF ²	\$ 3,523,903.73	\$ -	\$ (3,424,000.00)	\$ -	\$ -	\$ 99,903.73
1005	OPEB Fund	\$ 4,561,418.29	\$ -	\$ -	\$ (126,272.94)	\$ -	\$ 4,435,145.35
1006	VCJPA Member Contingency ³	\$ 341,986.00	\$ -	\$ -	\$ 4,351.00	\$ -	\$ 346,337.00
1008	CAMP: Repair and Replace Fund ^{4 *}	\$ 2,677,353.35	\$ -	\$ (2,677,353.00)	\$ 5,537.96	\$ (5,538.31)	\$ -
1010	CAMP: Operating Reserve Fund ^{5 *}	\$ 1,986,475.45	\$ -	\$ (1,986,475.00)	\$ 4,108.92	\$ (4,109.37)	\$ -
1011	CAMP: Capital Reserve Fund *	\$ 372,944.58	\$ 9,647.68	\$ (9,934.78)	\$ 1,346.22	\$ -	\$ 374,003.70
1012	PARS: Pension Stabilization ⁶	\$ 2,027,893.70	\$ -	\$ -	\$ 87,657.94	\$ -	\$ 2,115,551.64
1013	California CLASS: Public Health Emergency Fund	\$ 536,964.77	\$ -	\$ -	\$ 1,939.24	\$ -	\$ 538,904.01
1014	California CLASS: Operational Fund ²	\$ -	\$ 3,266,000.00	\$ (164,681.16)	\$ 3,277.25	\$ -	\$ 3,104,596.09
1015	California CLASS: Repair and Replace Fund ⁴	\$ -	\$ 2,677,353.00	\$ -	\$ 694.00	\$ -	\$ 2,678,047.00
1016	California CLASS: Operating Reserve Fund ⁵	\$ -	\$ 1,986,475.00	\$ -	\$ 514.92	\$ -	\$ 1,986,989.92
Total		\$ 16,028,939.87	\$ 7,939,475.68	\$ (8,262,443.94)	\$ (16,845.49)	\$ (9,647.68)	\$ 7,909,845.43
Account #	Cash Accounts	Beginning Balance	Withdrawals	Activity	Ending Balance		
1001	Bank of America (Payroll Account) **	\$ 73,394.10	\$ -	\$ -	\$ 156,671.18		
1002	Bank of The West (Transfer Account) **	\$ 505,941.74	\$ -	\$ -	\$ 378,297.64		
1003	County Account	\$ 187,026.49	\$ -	\$ 162,201.04	\$ 349,227.53		
1017	Petty Cash	\$ 273.60	\$ -	\$ (63.49)	\$ 210.11		
Total		\$ 766,635.93	\$ -	\$ 162,137.55	\$ 884,406.46		

1 - Earnings are booked as unrealized gains/losses. These earnings would not be recognized as "realized" gains/losses until the accounts are liquidated.

2 - \$3,266,000.00 transferred from LAIF to California CLASS: Operational Fund. \$158,000.00 transferred from LAIF to Bank of the West for expenditures.

3 - VCJPA Member Contingency balance is as of December 31, 2022.

4 - \$2,677,353.00 transferred from CAMP: Repair and Replace Fund to California CLASS: Repair and Replace Fund.

5 - \$1,986,475.00 transferred from CAMP: Operating Reserve Fund to California CLASS: Operating Reserve Fund.

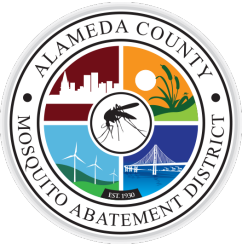
* - CAMP: Repair and Replace Fund and CAMP: Operating Reserve Fund were closed on 2/22/23. Februarys interest was transferred to CAMP: Capital Reserve Fund.

6- PARS - Pension Stabilization balance is as of January 31, 2023.

Alameda County Mosquito Abatement
Balance Sheet Comparison
February

ASSETS	2/28/2023	2/28/2022	2/28/2021
Current Assets			
Bank of America payroll	\$ 151,954.40	\$ 90,709.73	\$ 105,962.97
Bank of the West	440,853.50	439,170.46	315,662.84
County	349,227.53	291,046.61	306,592.33
Cash with LAIF	99,903.73	1,293,778.59	3,309,655.96
VCJPA- Member Contingency	346,337.00	371,021.00	376,428.00
CAMP - Repair and Replace ¹	-	1,355,737.29	1,040,773.48
CAMP - Public Health Emergency ²	-	526,403.42	526,113.67
CAMP - Operating Reserve ³	-	1,945,005.40	1,943,934.78
CAMP - Capital Reserve Fund	374,003.70	30,007.60	59,095.18
PARS	2,115,551.64	1,791,754.41	1,786,137.17
Deposit in transit	-	2,964,000.00	-
California CLASS: Public Health Emergency Fund	538,904.01	-	-
California CLASS: Operational Fund	3,104,596.09	-	-
California CLASS: Repair and Replace Fund	2,678,047.00	-	-
California CLASS: Operating Reserve Fund	1,986,989.92	-	-
Accounts Receivable	543.60	-	-
Petty cash	210.11	453.03	405.78
	12,187,122.23	11,099,087.54	9,770,762.16
Total Current Assets			
Property and Equipment			
Acc Dep - equipment	(1,709,382.00)	(1,594,225.00)	(1,479,068.00)
Acc Dep - stru & improv	(2,723,997.00)	(2,604,632.00)	(2,485,267.00)
Construction in progress	13,692.28	-	-
Equipment	1,830,175.69	1,769,859.00	1,751,859.00
Structure/improvement	4,760,618.00	4,760,618.00	4,760,618.00
Land	61,406.00	61,406.00	61,406.00
	2,232,512.97	2,393,026.00	2,609,548.00
Total Property and Equipment			
Other Assets			
Net OPEB Asset	1,225,311.00	2,522,763.00	1,823,556.00
	1,225,311.00	2,522,763.00	1,823,556.00
Total Other Assets			
Total Assets	\$ 15,644,946.20	\$ 16,014,876.54	\$ 14,203,866.16
LIABILITIES AND CAPITAL			
Current Liabilities			
Accounts payable	\$ 100,544.61	\$ 137,239.83	\$ 127,513.88
Acc payroll/vacation	201,023.94	208,228.89	200,290.26
Def inflow - 75	1,046,869.00	1,254,695.00	931,786.00
Def inflow pen defer GASB 68	1,941,395.00	208,602.00	289,664.00
Defer outflow pen cont GASB 68	(822,206.00)	(936,411.00)	(1,056,534.00)
Net pension liability GASB 68	2,034,280.00	3,603,091.00	3,277,554.00
	4,501,906.55	4,475,445.72	3,770,274.14
Total Current Liabilities			
Total Liabilities	4,501,906.55	4,475,445.72	3,770,274.14
Capital			
Designated fund balances	3,044,832.55	4,412,645.55	4,440,057.25
Investment in general fixed as	7,642,845.18	6,677,881.96	5,296,151.61
Net Income	455,361.92	448,903.31	697,383.16
	11,143,039.65	11,539,430.82	10,433,592.02
Total Capital			
Total Liabilities & Capital	\$ 15,644,946.20	\$ 16,014,876.54	\$ 14,203,866.16

1 - CAMP: Repair and Replace Fund was closed February 2023.
2 - CAMP: Public Health Emergency Fund was closed September 2022.
3 - CAMP: Operating Reserve Fund was closed February 2023.



MOTHLY STAFF REPORT –1111

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Union City

Ryan Clausnitzer

General Manager

OPERATIONS REPORT

Though rainfall totals for February were much lower than for the two months prior, the lingering effects remain. Significant amounts of rainwater remain in sources throughout Alameda County. Some draining and drying down occurred, however, many marsh areas continue to have well-above normal amounts of water providing potential habitat for several mosquito species.

Operations staff continues to focus on our fall/winter mosquito species: *Aedes squamiger*, *Aedes washinoi* and *Culiseta inornata*. At the close of February, numerous sources have been inspected, larvae of the aforementioned species were collected, and the areas treated. Post-treatment inspections continue to show that the treatments conducted were both timely and effective. Operations staff did notice that one species in particular, *Ae. washinoi*, was progressing through its larval stages at a more rapid pace than usual in several areas. Typically, this species emerges as adults in ponding areas around willow trees in mid-March if the larvae remain untreated. Had treatments not been conducted in several sources, adults would have emerged and dispersed into the environment before the month's close. Operations staff double-checked sources for both *Ae. squamiger* and *Ae. sierrensis* to see if these species were exhibiting early development patterns, but this trend was not observed.

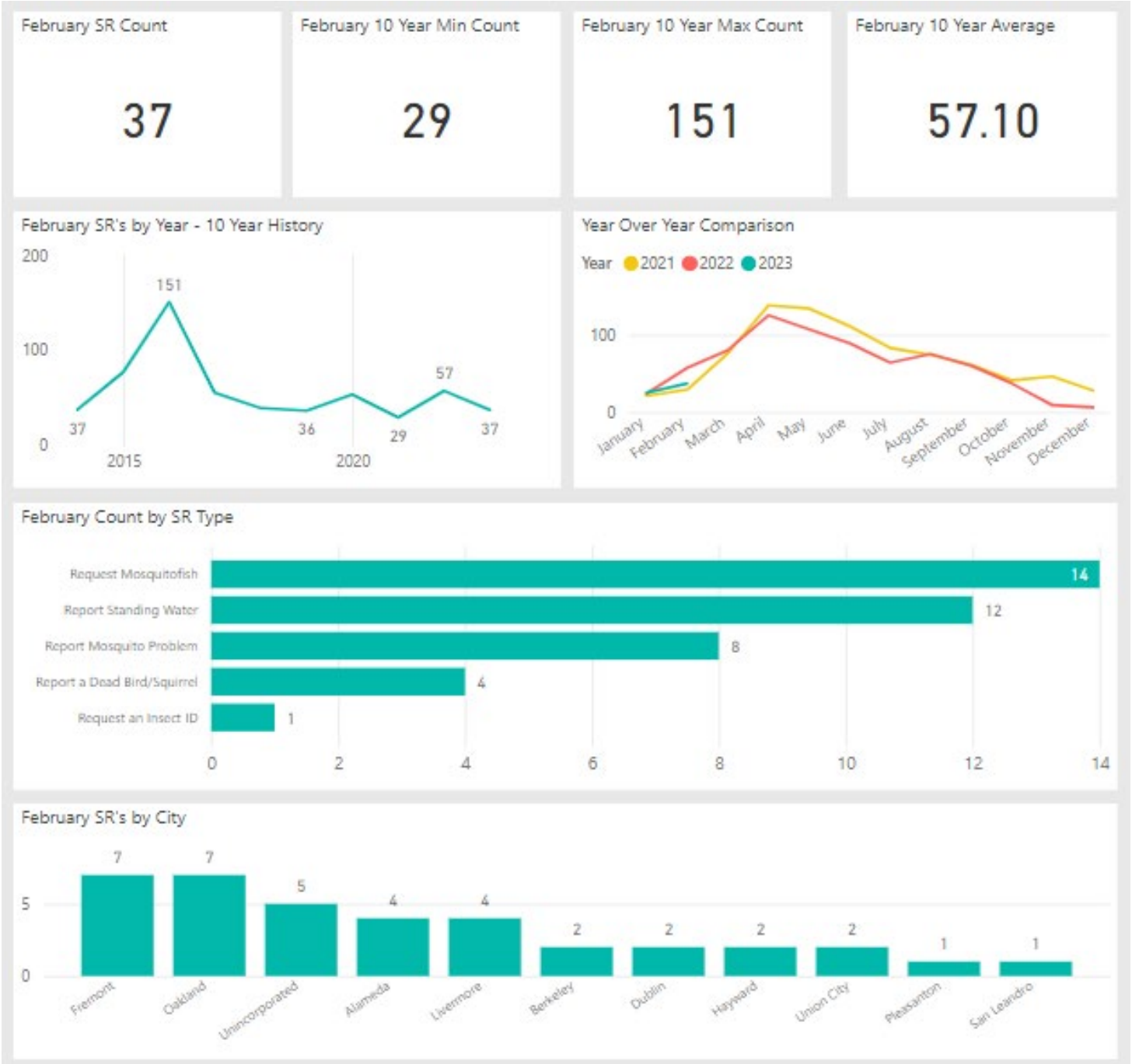
Also during February, the ACMAD lab began collecting female *Culex tarsalis* in adult traps placed throughout the county. This indicates that mosquitoes that sheltered in winter, were starting to emerge to seek areas of standing water to deposit eggs. Though the numbers of this mosquito collected by the lab were lower than they were last February, this still alerted operations staff to pay close attention to sources that are conducive to this species. *Cx. tarsalis* is one of our main potential vectors of West Nile virus in Alameda County. As the month of February was closing, operations staff started making their first collections of *Cx. tarsalis* larvae. While numbers were low and only collected in a limited number of sources, treatments were conducted for these larvae straight away. This is an important transition period for ACMAD operations: leading into March, operations staff will need to finalize treatments for our fall/winter mosquito species and transition into control of larvae of our spring/summer species. Our fall/winter *Ae. spp.* are aggressive day-biting mosquitoes, and some can travel great distances. They can cause significant numbers of calls to the district if not controlled. Finalizing treatments for these species while being vigilant for new larvae of *Cx. tarsalis* will be imperative in March. Control of *Cx. tarsalis* larvae early in the season helps limit the number of adults emerging into the environment. This species can live for some time and limiting their numbers is a big part of operations efforts to lower the numbers of this potential WNV vectoring mosquito. With significant amounts of rainwater expected to remain in sources county-wide, the control efforts for this species will continue in earnest for months to come.

Requests for service received from the public in February were below the ten-year average. Requests for mosquito fish for backyard ponds and water gardens remained steady, but many calls to report standing water were also received. The majority of these "report standing water" requests were to report water in containers and unmaintained swimming pools all filled by recent rains in backyards of both callers as well as neighbors. Several requests to "report a dead bird" were received and collected by operations staff. Testing by the ACMAD lab showed these birds to all be WNV negative. The majority of the requests to "report a mosquito problem" were attributable to either mosquito larvae or non-mosquito insects.

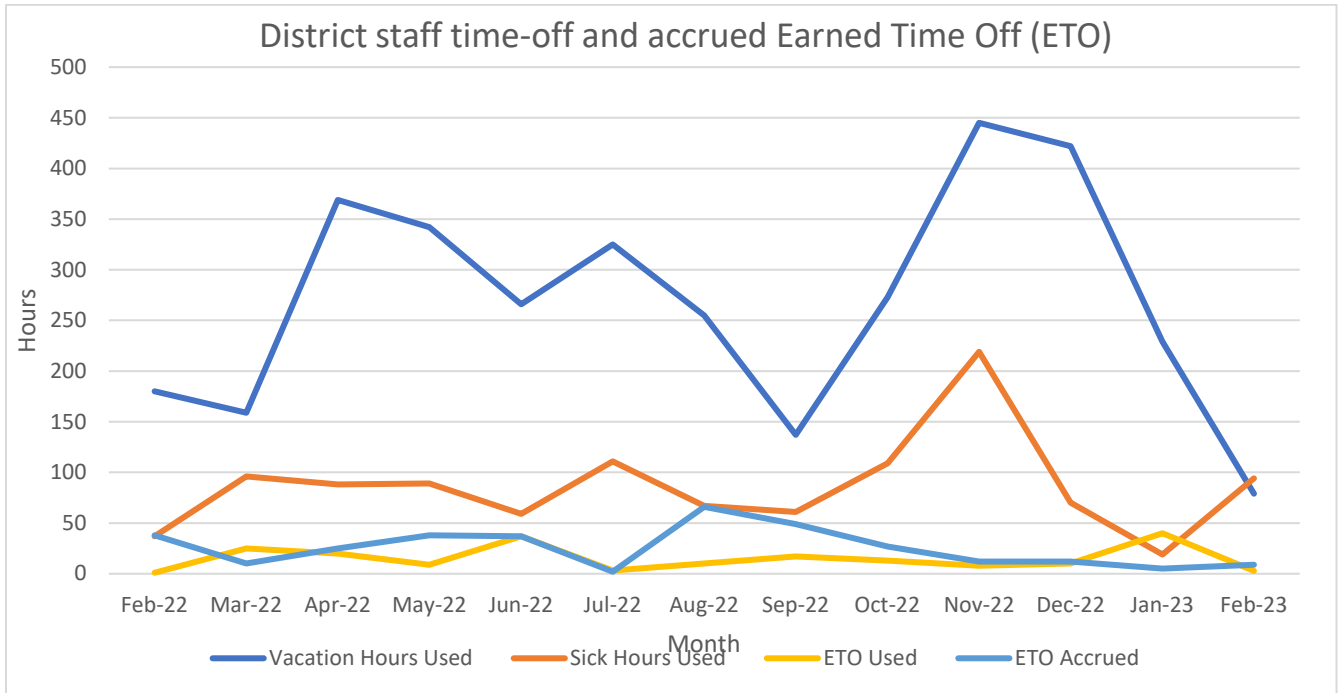
Field Operations Supervisor
Joseph Huston

Operational Report

Service Requests February 2023

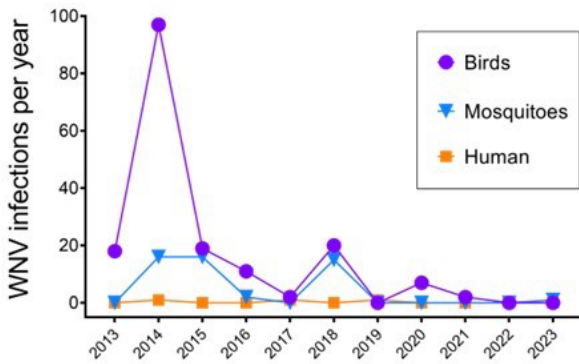


Activity Report

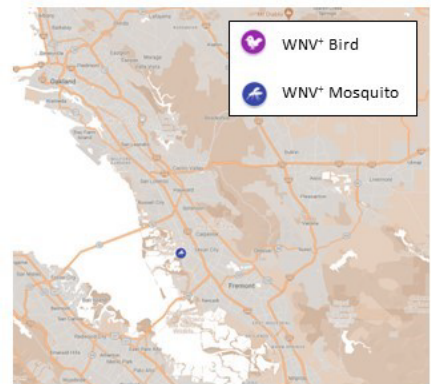


WNV Activity

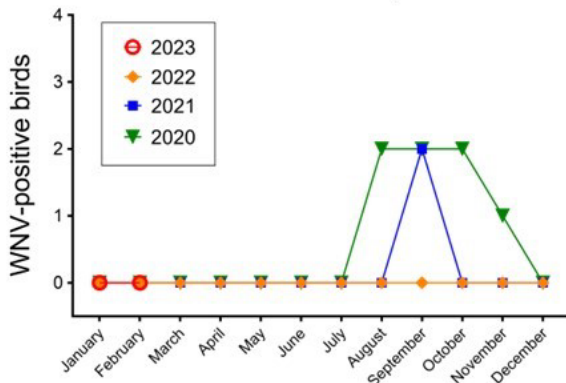
WNV infections detected in Alameda County 2013 – 2023



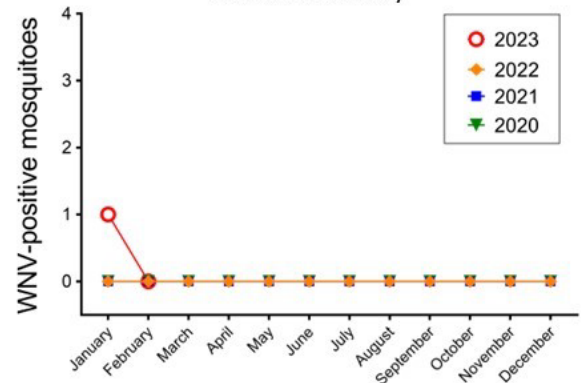
Locations of WNV-infected mosquitoes and birds in Alameda County during 2023



WNV-infected birds collected in Alameda County



WNV-infected mosquitoes collected in Alameda County



A. LAB

Summary

- *Arboviruses in mosquitoes*. The vector species that were collected in mosquito traps during February were not infected with West Nile virus (WNV), Saint Louis encephalitis virus (SLEV) or Western equine encephalitis virus (WEEV). For the year, mosquitoes from a single trap were found to contain WNV (collected during January, 2023)
- *Arboviruses in birds*. WNV, SLEV, and WEEV were not detected in birds during February of 2023.
- *Native mosquitoes*. A total of 163 EVS traps were placed during February, catching 826 adult female mosquitoes (6.1 mosquitoes per trap night).
- Sentinel chicken flocks will be returned to service during mid-spring of 2023
- Invasive *Aedes* mosquitoes were not detected in Alameda County during 2023.

Arbovirus Monitoring

- WNV was last detected in mosquitoes during January 2023 (WNV Activity figure, above). SLEV and WEEV have not been detected in the County for over a decade.
- WNV was not detected in birds or mosquitoes during October. WNV was last detected in birds collected in Alameda County during September 2021 (WNV Activity figure, above).
- The sentinel chicken flocks will be returned to service during mid-spring of 2023.

Native Mosquito Abundance

- The following three species are the principal transmitters of WNV, SLEV and WEEV in California: *Culex pipiens* (occurs predominantly in urban settings), *Culex tarsalis* (associated with marsh and peri-urban areas), and *Culex erythrorhax* (occurs exclusively in marsh but adults can disperse into nearby communities).
- Fewer rainy days afforded greater opportunity to place CO₂-baited encephalitis virus survey (EVS) traps to collect mosquitoes (N = 163 traps). A total of 826 adult female mosquitoes were collected (6.1 mosquitoes per trap night), which was 1.5-fold higher than the prior month, but substantially lower for the same period of 2022 (Figure 1). As the weather was overall cool and windy, the abundance of all species was very low (Figure 2 and Figure 3). Similar to last month, *Culiseta inornata*, a species that does not transmit arboviruses to people, was the most common species in EVS traps, followed by *Culex tarsalis* (Figure 3).
- Mosquito trapping was focused on the southern bayside regions of the county because of the unusually high water levels. The majority of the adult mosquitoes that were collected in those regions were not arbovirus vectors (Figure 4). A small quantity of *Culex tarsalis* and *Aedes washinoi* were collected, suggesting that these species may predominate in subsequent months. Of note, 24% of the EVS traps that were placed did not collect any mosquitoes, suggesting that mosquito reproduction remains low and geographically isolated.

LAB FIGURES

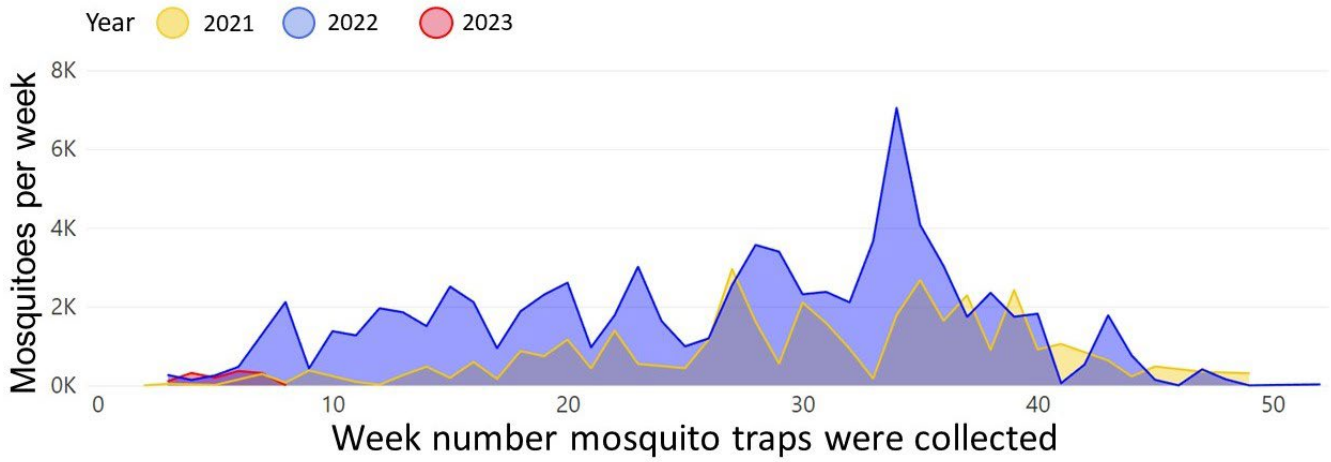


Figure 1. Mosquitoes captured in EVS CO₂ traps from 2021 – 2023. A total of 826 adult female mosquitoes were captured in EVS CO₂ traps during the month and identified to species. Week 24 was excluded from the graph because the high anomalous abundance during 2021 skewed the y-axis.

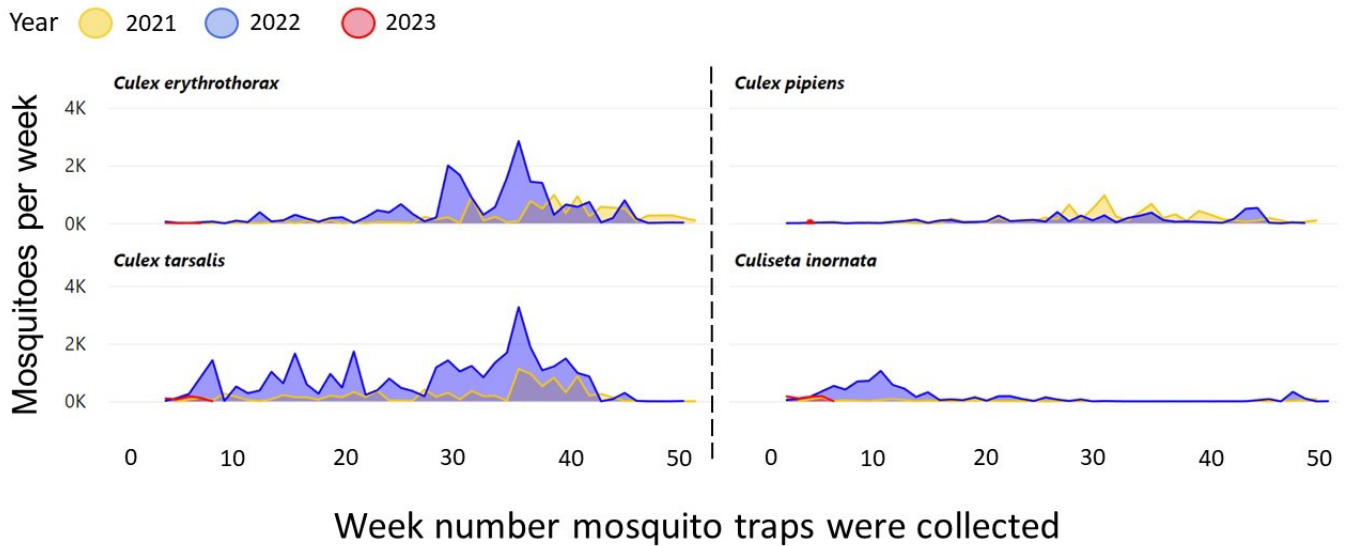


Figure 2. Weekly abundance of important mosquito species during 2021, 2022 and 2023.

February 2023 – EVS CO₂ Traps

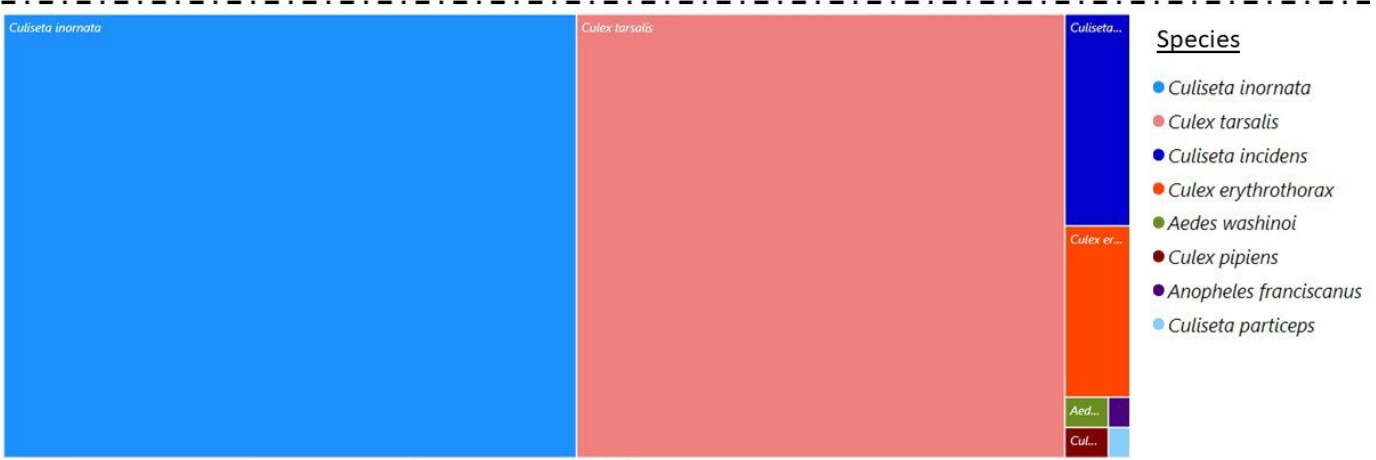
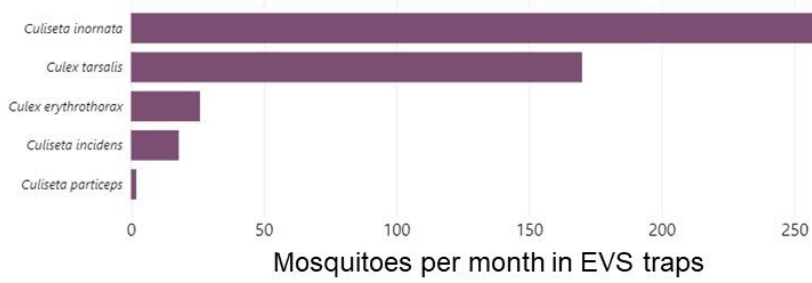
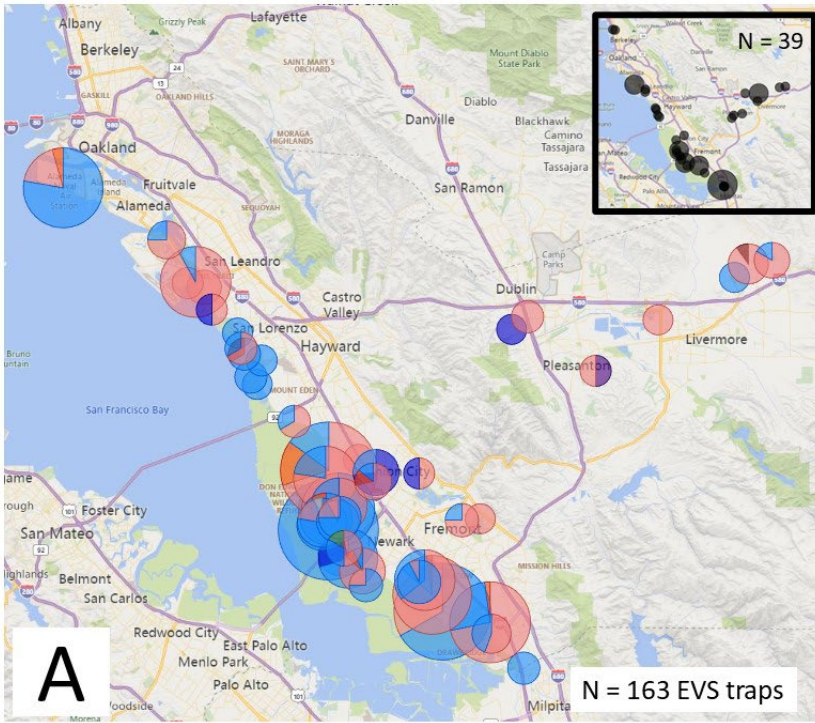


Figure 3. The most abundant species of mosquito captured using EVS CO₂ traps. Larger squares and rectangles indicate higher abundance of that species.



- Species**
- *Culiseta inornata*
 - *Culex tarsalis*
 - *Culiseta incidens*
 - *Culex erythrothorax*
 - *Aedes washinoi*
 - *Culex pipiens*
 - *Anopheles franciscanus*
 - *Culiseta particeps*
 - No mosquitoes

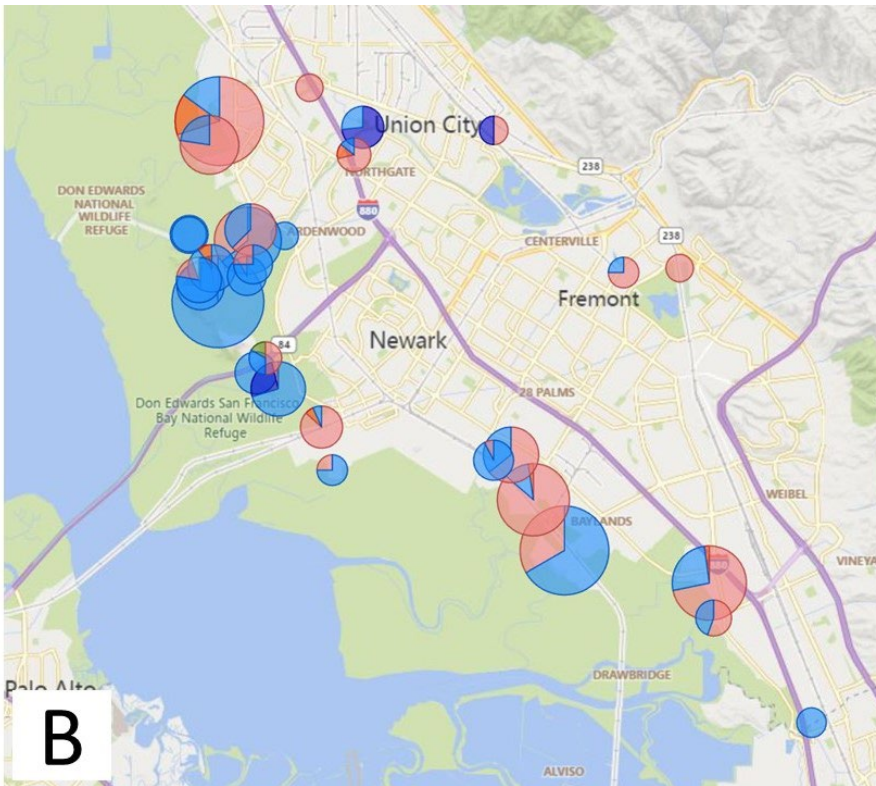


Figure 4. Mosquito abundance by trap site evaluated using EVS CO₂ traps. Pie charts over trap sites indicate the distribution of mosquito species collected at the trap site. The size of each pie chart indicates the relative number of mosquitoes at each site during the month in (A) Alameda County (the insert shows traps that were placed but did not collect mosquitoes) and the (B) the southern region of the county.

Analysis and report by Eric Haas-Stapleton, PhD, Laboratory Director

B. PUBLIC EDUCATION

Events and Education

Career Day at Laurel Elementary in Oakland, Feb 17th

Google Analytics

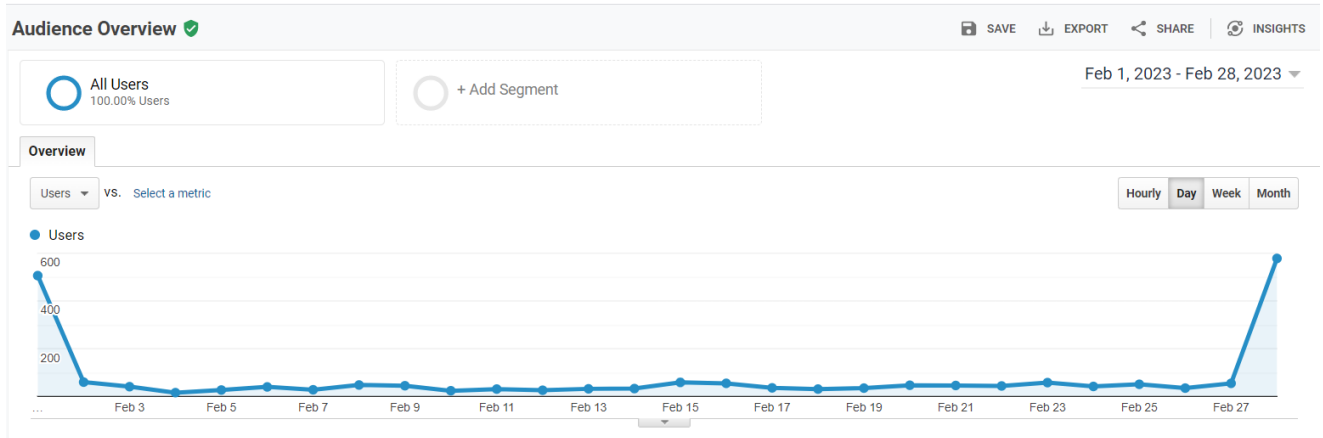
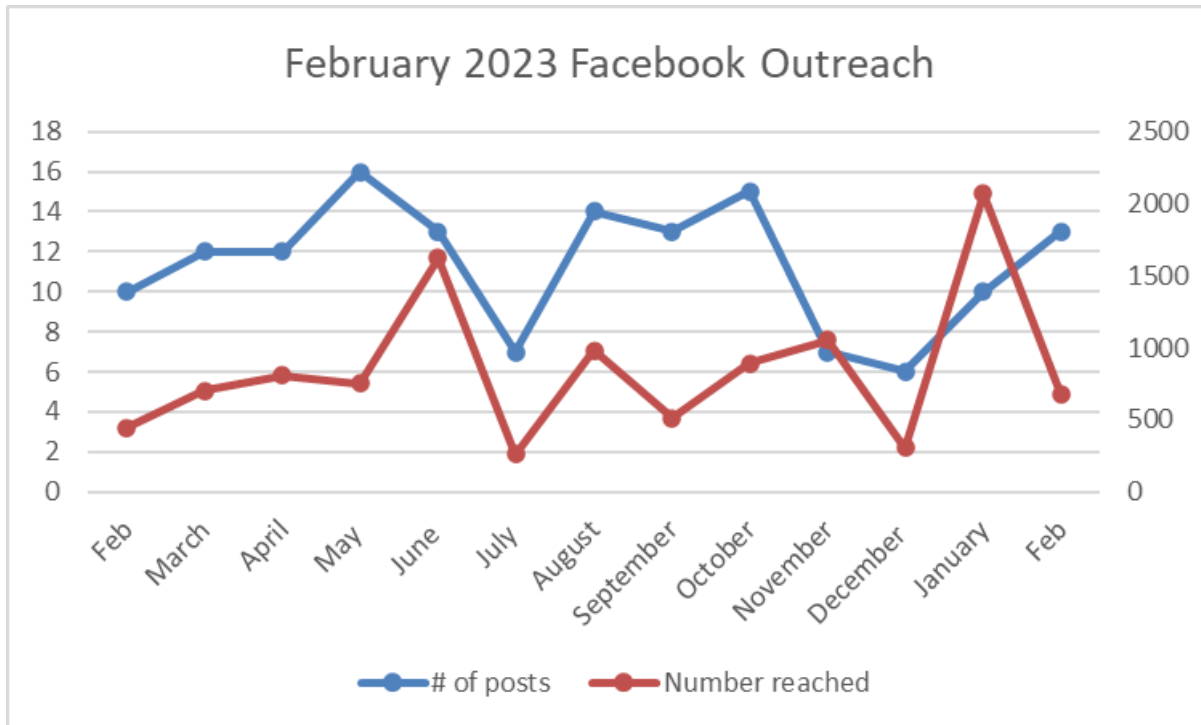
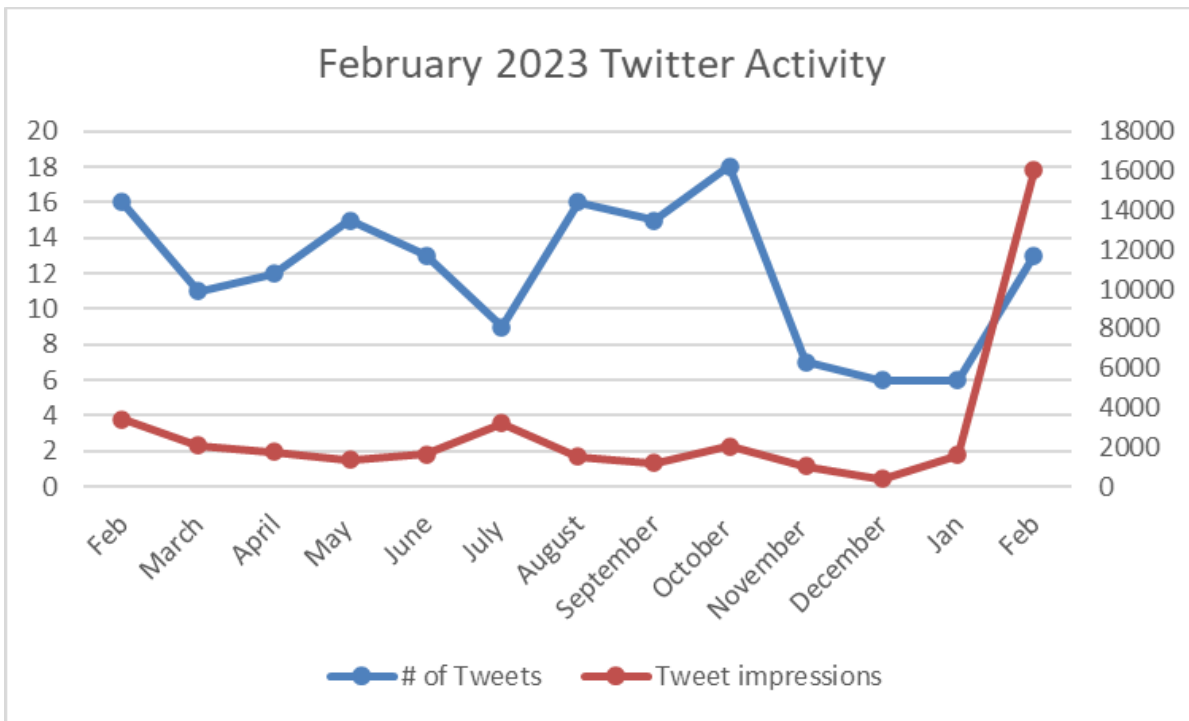


Figure 1: February website users 2023

Facebook and Twitter activity



February Data: Posts-13 Reach – 679 Followers – 389 (2 added)



February Data: Posts – 13 Impressions – 15,988 Followers – 808 (9 added)

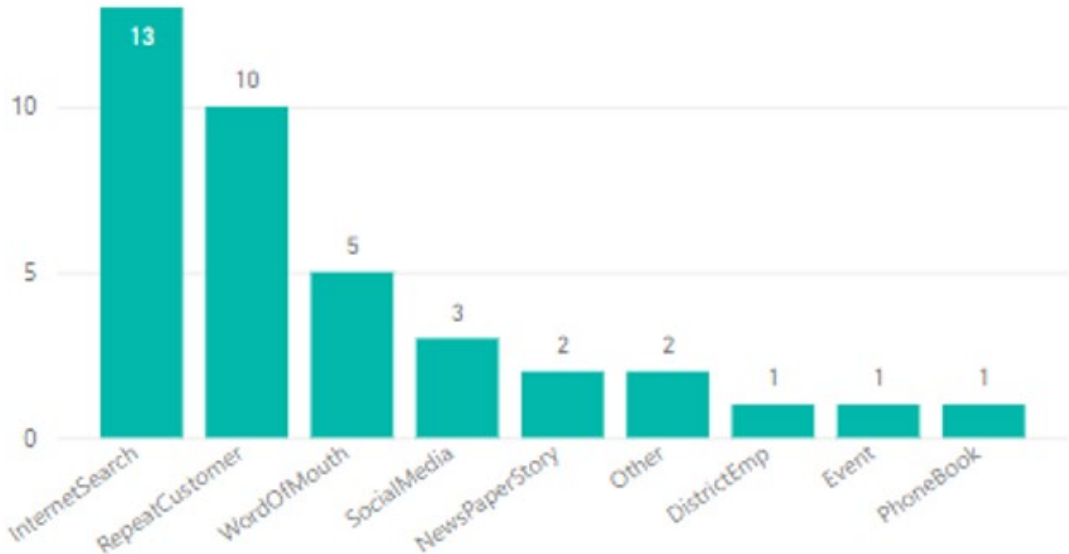
The Feb 1st post about the first West Nile detection earned over 10,000 impressions, followed by reminders about standing water that were re-tweeted throughout the month, which explains why the number of impressions is much higher than other months.



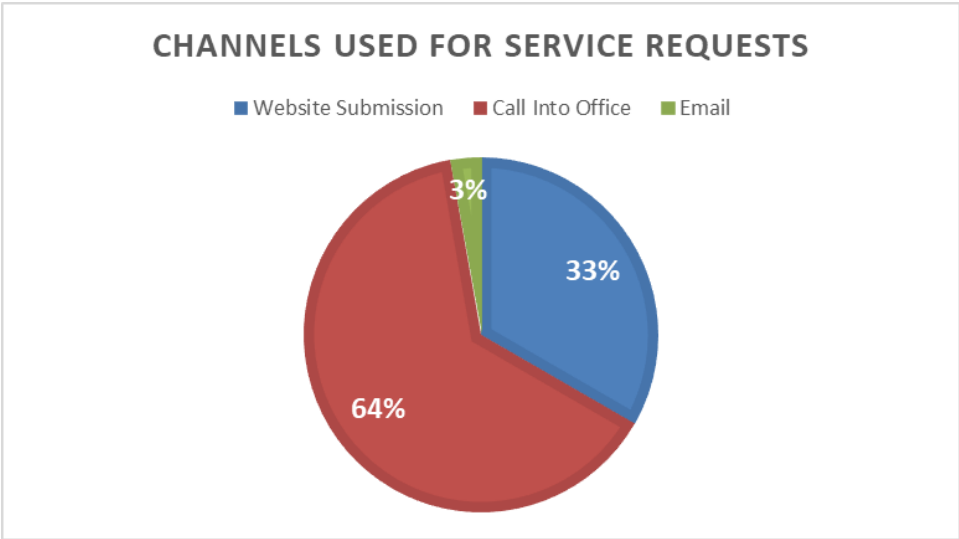
Top February 2023 Facebook and Twitter Post: We are finding tree hole mosquitoes in the hills already. Make sure your home is mosquito proofed before these little guys go flying.

Service Request Referral Summary for February

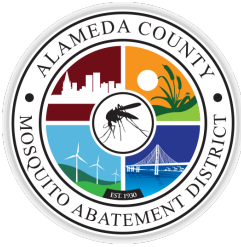
Number of Requests by Channel



Channels Used by Residents to Request Service



36 requests in total: 23 calls, 12 website requests, 1 email.



23187 Connecticut Street
Hayward, CA 94545

T: (510) 783-7744
F: (510) 783-3903

acmad@mosquitoes.org

Trustee & Staff Anniversary Recognitions:

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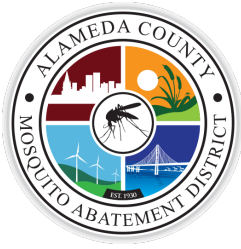
Ryan Clausnitzer

General Manager

Background:

ACMAD is pleased to recognize and thank the following Trustees & Staff on their anniversaries in March.

Trustee	City	Years of Service	Anniversary Date
Elisa Márquez	Hayward	7	March 3rd
Employee	Title	Years of Service	Anniversary Date
Erika Castillo	Regulatory & Public Affairs Director	21	March 1st
John Busam	Vector Biologist	21	March 8th
Nick Appice	Vector Biologist	9	March 5th



23187 Connecticut Street
Hayward, CA 94545

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ACMAD Manager Evaluation Committee Annual Evaluation Process

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Subru Bhat

Union City

Ryan Clausnitzer

General Manager

Annually in June, the General Manager (GM) is evaluated by the Manager Evaluation Committee (the "committee") which consists of the current Board President, the past Board President, and the future Board President. Additional Trustees may be asked to assist in the process so long as a quorum of the Board is not met. The following timeline will attempt to assist those Trustees assigned to this task:

1. April regular Board meeting (2nd Wednesday of April)

An information item in the Manager's report will remind the committee that the evaluation will be due by the June's meeting.

2. Post-April regular board meeting

The GM will contact the committee members with copies of a blank evaluation form, a self-evaluation, the signed evaluation and employment contract from the *prior year*, and contact information for the District's HR consulting services if needed.

The committee, led by the current Board President, will coordinate a meeting time with the other committee members to discuss and complete the evaluation.

3. *At least one week before June regular board meeting*

The Board President will contact the GM to set up a meeting to discuss the completed evaluation, giving her/him time to review before the June Board meeting. The GM and the committee have the option to meet prior to the June meeting to sign off on the evaluation, ~~and discuss any updates related to compensation which could include a salary survey based on the San Mateo, Contra Costa, Napa, and Marin/Sonoma mosquito districts (no additional compensation requests expected).~~

4. Prior to the June regular Board meeting

The Board President, and/or the committee, will meet with the GM prior to the regular board meeting to agree on the evaluation ~~and compensation agreement.~~

5. June regular Board meeting

After the GM leaves the board room, the committee will provide printed copies of the evaluation to the Board in a closed session for discussion, collecting them after. ~~The committee will also recommend the compensation for the following fiscal year.~~

The Board will come out of closed session, rejoined by the GM, where the Board President will report out any action. ~~the compensation request and ask for a motion to approve this action.~~

**STATEMENT OF ECONOMIC INTERESTS
COVER PAGE
A PUBLIC DOCUMENT**

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

1. Office, Agency, or Court

Agency Name (Do not use acronyms)

Division, Board, Department, District, if applicable Your Position

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: Position:

2. Jurisdiction of Office (Check at least one box)

State Judge, Retired Judge, Pro Tem Judge, or Court Commissioner (Statewide Jurisdiction)

Multi-County County of

City of Other

3. Type of Statement (Check at least one box)

Annual: The period covered is January 1, 2022, through December 31, 2022.

-or- The period covered is / / , through December 31, 2022.

Assuming Office: Date assumed / /

Candidate: Date of Election and office sought, if different than Part 1:

Leaving Office: Date Left / / (Check one circle.)

The period covered is January 1, 2022, through the date of leaving office.

-or- The period covered is / / , through the date of leaving office.

4. Schedule Summary (required)

► Total number of pages including this cover page: _____

Schedules attached

Schedule A-1 - Investments – schedule attached

Schedule A-2 - Investments – schedule attached

Schedule B - Real Property – schedule attached

Schedule C - Income, Loans, & Business Positions – schedule attached

Schedule D - Income – Gifts – schedule attached

Schedule E - Income – Gifts – Travel Payments – schedule attached

-or- None - No reportable interests on any schedule

5. Verification

MAILING ADDRESS STREET CITY STATE ZIP CODE
(Business or Agency Address Recommended - Public Document)

DAYTIME TELEPHONE NUMBER EMAIL ADDRESS
()

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed (month, day, year)

Signature (File the originally signed paper statement with your filing official.)