

AGENDA

1050th MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

NOVEMBER 8TH, 2017

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

1. Call to order.
2. Roll call.
3. President Narum invites any member of the public to speak at this time on any issue relevant to the District. (Each individual is limited to five minutes).
4. Approval of the minutes of the 1049th meeting held October 11, 2017 (**Board action required**).
5. Report from the Finance Committee on reserve funds. (Information only)
6. Proposal by the California Asset Management Program (CAMP) to add an additional reserve funding option (Information only)
7. Resolution 1050-1 to join with other public agencies as a participant of the California Asset Management trust and to invest in shares of the trust and in individual portfolios (**Board action required**)
8. Appointment of a committee to nominate candidates to Board Offices (**Board Action required**)
9. Closed session to discuss proposed amendments to the District Manager's employee contract pursuant to Government Code Section 54957.6 (**Board action required**).

10. Presentation by Vector Biologist, Miguel Cardenas, on the District's 2017 pool surveillance program. (Information only)
11. Report from the Sustainability Committee. (Information only)
12. Financial Reports:
 - a. Review of warrants dated October 15, 2017 numbering 019118 through 021718 amounting to \$152,807.16 and warrants dated October 31, 2017 numbering 021818 through 024618 amounting to \$143,445.43 (Information only).
 - b. Review of Budget as of October 31, 2017, (Information only).
 - c. Investments, Reserves, and Cash Balance as of October 31, 2017.
13. Presentation of the Monthly Staff Report for October 2017 (Information only).
14. Presentation of the Manager's Report for September 2017 (Information only).
 - a. MVCAC Quarterly Meeting summary
 - b. MVCAC Annual: January 28-31, Monterey, CA
15. Board President asks for reports on conferences and seminars attended by Trustees.
16. Board President asks for announcements from members of the Board.
17. Board President asks trustees for items to be added to the agenda for the next Board meeting.
18. Adjournment.

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

Please Note: A copy of this agenda is also available at the District website, www.mosquitoes.org or via email by request. Alternative formats of this agenda can be made available for persons with disabilities. Please contact the district office at (510) 783-7744, via FAX (510) 783-3903 or email at acmad@mosquitoes.org to request an alternative format.

Agenda item: 1049.4

MINUTES

1049th MEETING OF THE BOARD OF TRUSTEES
OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

OCTOBER 11TH, 2017

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

Board President Narum called the regularly scheduled Board meeting to order at 5:03 P.M.

Trustees Narum, Marquez, Poulson, Izquierdo, Beatty, Guarienti, Cooley, Young, Doggett, Hentschke, Hernandez and Quinn were present; Trustees Washburn and Dickinson were absent.

Board President Narum 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.

The Board approved the minutes of the 1048th meeting held September 13th, 2017. Trustee Hernandez requested that the minutes add the specific "PACE" organization to the discussion on east bay solar options. (Quinn, Marquez)– unanimous.

Board President Narum reported on behalf of the Personnel Committee and discussed the approval of an updated District (General) Manager job description and performance evaluation form. The Personnel Committee contracted with an HR consultant to write an updated General Manager job description and performance evaluation form. The job description was re-written to more accurately reflect roles of the General Manager. Vice President Marquez noted that there were 3-4 meetings with consultant during this process. Trustee Guarienti noted that it was beneficial working with the consultant. General Manager Clausnitzer remarked that the titles were already interchangeable, and while it has been tradition at ACMAD to describe the General Manager as District Manager, General Manager more accurately reflects his role to outside agencies. Trustee Cooley asked why the job announcement still says District Manager (this is an old announcement, a newer

one will be adjusted when needed). Vice President Marquez requested new logo be applied (yes). Trustee Beatty asked if the District needed to advertise in this process (no, the Board has that authority to approve). Vice President Marquez asked if trustees could email questions to the General Manager that address the updated General Manager description and evaluation forms (yes, the contract updating agenda item will be at the next meeting which will allow for performance bonuses). Trustee Hentschke asked if the new form will allow for more comment space (yes, answered by Trustee Guarienti). Trustee Hernandez commented that he noticed the section on ethics was removed (ethics is inherent in most categories; performance must be quantifiable).

The General Manager reported on ACMAD's compliance with the Little Hoover Commission's 2017 Special District Report. Vice President Marquez asked how often LAFCO performed a Municipal Service Review (every 3 years or so). Trustee Beatty asked about the Commission's relation to LAFCO (answered by Board President Narum: LAFCO evaluates and enforces governmental boundaries).

The Board reviewed warrants dated September 15, 2017 numbering 013118 through 015418 amounting to \$262,029.37 and warrants dated September 30, 2017 numbering 015518 through 019018 amounting to \$172,892.07 Trustee Beatty asked if the 90% payment for salary and benefits was pre-paid (yes, lump sum payments in July). Vice President Marquez asked about the dental expenses for certain retirees (ACMAD employees retired before 1986 are reimbursed for a set amount per year) and then asked if the board could add a category to track these expenses (yes).

The District Manager presented the Staff report for September 2017. Trustee Hernandez asked for more information about the Bio-Hub project (explained by Trustee Beatty).

The District Manager presented the Manager's report for September 2017. Trustee Beatty asked about how other districts were using drones in the state (others are working mostly with vendors to apply pesticides via drones or using for surveillance only, ACMAD is one of the leaders in drone mosquito control development). Trustee Guarienti asked about the size of a prospective drone used by ACMAD (large, and would most likely carry and disperse liquid larvicide products to save time, work effort, and greatly diminish environmental impact). Trustee Beatty asked about the difference between quarterly and annual conferences (annual conference are for prepared talks; quarterly meetings are informal). Trustee Beatty asked if Board members were CSDA members (yes). Trustee Young commented on his educational, enjoyable, and beneficial experience at the CSDA conference and asked if he should contact his mayor about his reappointment (yes). Board President Narum commented that she was finished with the ethics training, and will send over the certificate. Vice President Marquez suggested that the recent collaboration and educational sessions with CSUEB class be highlighted via social media (yes).

Board President Narum asked for reports on conferences and seminars attended by Trustees. Trustee Young already gave his report on the CSDA conference.

Board President Narum asked for announcements from the Board. None.

Board President Narum asked trustees for items to be added to the agenda for the next Board meeting. Vice President Marquez asked if the General Manager could send an email to those serving on the Sustainability Committee regarding a future brainstorming meeting (yes).

The meeting adjourned at 5:55 P.M.

Respectfully submitted,

Approved as written and/or corrected
at the 1049th meeting of the Board of
Trustees held October 11th, 2017

Kathy Narum, President
BOARD OF TRUSTEES

Wendi Poulson, Secretary
BOARD OF TRUSTEES

CAMP

CALIFORNIA ASSET
MANAGEMENT PROGRAM

JOINT POWERS AUTHORITY

50 California Street, Suite 2300

San Francisco, CA 94111

Tel: (800) 729-7665 Fax: (415) 982-4513

www.camponline.com

September 2017

** Information about the Trust is available in the Trust's current Program Guide, which should be read carefully before investing.*

Introduction to the California Asset Management Program

- The California Asset Management Program (“CAMP”) is a California Joint Powers Authority established in 1989 to provide California public agencies with professional investment services.
- Current investment and services options offered through CAMP include:
 - S&P “AAAm” rated Cash Reserve Money Market Portfolio (Pool)*
 - Specialized services for bond proceeds and operating funds
 - Investment and safekeeping services

** Standard & Poor’s fund ratings are based on analysis of credit quality, market price exposure, and management. According to Standard & Poor’s rating criteria, the AAAM rating signifies excellent safety of investment principal and a superior capacity to maintain a \$1.00 per share net asset value. However, it should be understood that the rating is not a “market” rating nor a recommendation to buy, hold, or sell the securities. For a full description on rating methodology, visit Standard & Poor’s website (<http://www.standardandpoors.com/ratings/funds-main/en/us>).*

Introduction to the California Asset Management Program

The Cash Reserve Money Market Portfolio is ideal for:

- Operating funds
- Capital reserves
- Funds requiring separate accounting
- Proceeds of debt issues

Introduction to the California Asset Management Program

The Cash Reserve Money Market Portfolio offers:

- Daily liquidity
- Online transactions
- 11:00 a.m. cut-off time for transactions
- Unlimited transactions by wire or check
- Sweep capability
- Subaccounting
- Competitive money market rates

Two Ways to Invest

As a “Participant”

- Pass a resolution/ordinance to join the Joint Powers Authority
- Fill out account application
- Participant benefits include voting rights and eligibility for Board membership

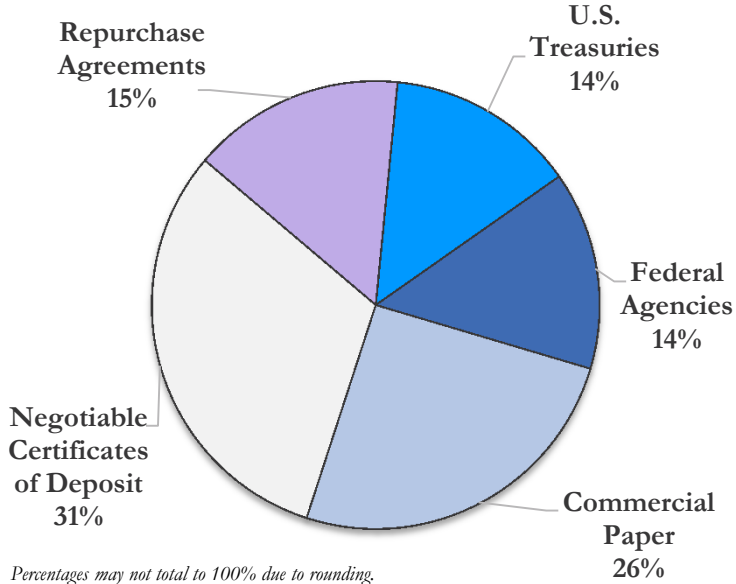
As an “Investor” – No need to join the Joint Powers Authority

- Sign investor agreement
- Fill out an account application
- Investors receive same investment services and results but have no voting rights

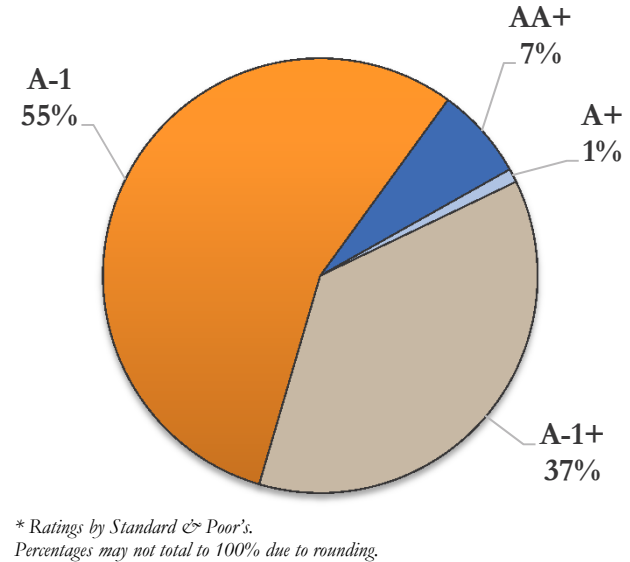
Cash Reserve Portfolio Characteristics as of September 30, 2017

Total Fund Net Assets¹	\$2,493,141,092	Weighted Average Maturity	54 Days
Current 7-Day Yield²	1.14%	Net Asset Value per Share	\$1.00

Portfolio Sector Composition



Portfolio Credit Quality Distribution*



1. Total fund net assets, portfolio holdings valued at amortized cost, trade date based.

2. As of September 30, 2017, the current seven-day yield of the CAMP Cash Reserve Portfolio may, from time to time, be quoted in reports, literature and advertisements published by the Trust. The current seven-day yield, also known as the current annualized yield, represents the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical account with a balance of one share (normally \$1.00 per share) over a seven-day base period expressed as a percentage of the value of one share at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by 365 and dividing the result by 7. Past performance is not indicative of future results and yields may vary.

Pooled Investment Comparison

Features of each pool vary depending on the type of investment selected, and should be carefully reviewed before investing.

	CAMP ¹	LAIF ²	CalTrust Gov't Fund ³	CalTrust MMF ³
Net Asset Value (NAV)	Stable	Stable	Stable	Floating
S&P Rating	AAAm	Not Rated	AAAm	AAAm
Weighted Average Maturity	54 days	190 days	37 days	25 days

¹Source: CAMP website. as of 9/30/17. Please see important disclosures at the end of this presentation.

²Source: LAIF website. Weighted Average maturity is as of 9/30/17.

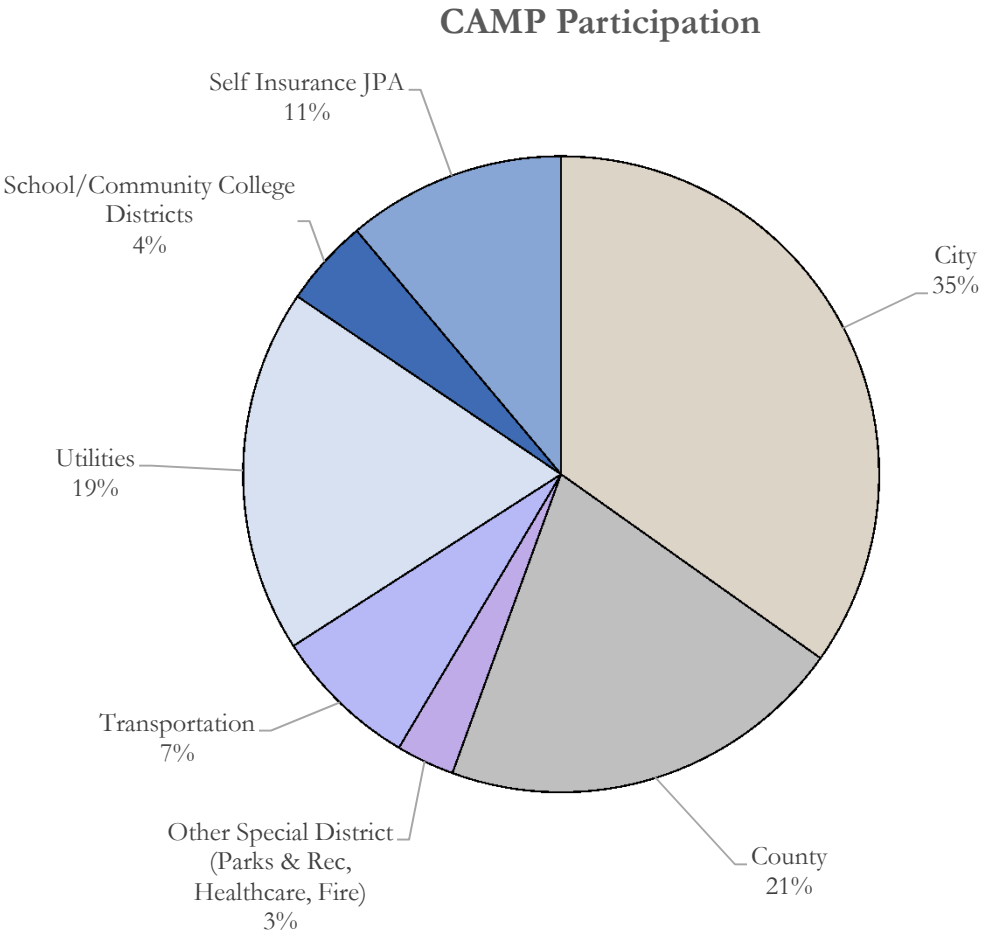
³Source: CalTrust website. Weighted Average maturity is as of 9/30/17.

Representative List of Users

- Alameda County
- City of Burlingame
- City of Fairfield
- Bay Area Toll Authority
- City of Alameda
- City of Concord
- City of Davis
- City of Dublin
- City of Folsom
- City of Fremont
- City of Lafayette
- City of Napa
- City of Petaluma
- City of Pittsburg
- City of Sacramento
- City of San Mateo
- Marin County
- City of South San Francisco
- City of Walnut Creek
- Contra Costa Transportation Authority
- Contra Costa Water District
- Dublin San Ramon Services District
- Eastbay Municipal Utility District
- East Bay Regional Park District
- Alameda County Water District

A complete list of CAMP shareholders is available upon request.

Users by Type



A complete list of CAMP shareholders is available upon request.

Current Board of Trustees

The Board of Trustees comprises local government finance directors, treasurers, and executive directors.

Board of Trustees	
<p>Steve Dial, President Deputy Executive Director/CFO San Joaquin Council of Governments</p>	<p>Wayne Hammar, Vice President Treasurer-Tax Collector Siskiyou County</p>
<p>Karen Adams, CPA, Treasurer Treasurer-Tax Collector Merced County</p>	<p>André Douzdjian Director of Finance San Diego Association of Governments</p>
<p>Duane Wolterstorff, CPA Manager of Fiscal Support Services Modesto City Schools</p>	<p>Christina Valencia Chief Financial Officer Inland Empire Utilities Agency</p>
<p>Lauren Warrem City Treasurer/Director of Finance City of Vista</p>	

Professional Service Providers

The Board of Trustees has contracted for all services with leading national firms.

Services	Service Provider
Program Administrator Investment Advisor Rebate Calculation Agent	PFM Asset Management LLC
Custodian	U.S. Bank National Association
Auditor	Ernst & Young, LLP
Legal Counsel	Nossaman LLP

CAMPonline.com

The CAMP website is available to provide participants/investors with online account management capabilities as well as detailed information on pool and specific updates

Available online

- Program information
- Rates, updated daily
- Program enrollment information

Available online for Participants/Investors Only

- Account information, updated daily
- On-line transactions

CAMP Provides a Dedicated Service Team and Hotline



Jeremy King

Key Account Manager

kingj@pfm.com



Rachel Camacci

Client Consultant

camaccir@pfm.com

CAMP
(800) 729-7665

Sarah Meacham

Managing Director

213-415-1631

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Relationship Manager

415-393-7265

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Disclaimer

*This information is for institutional investor use only, not for further distribution to retail investors, and does not represent an offer to sell or a solicitation of an offer to buy or sell any fund or other security. Investors should consider the Trust's investment objectives, risks, charges and expenses before investing in the Trust. This and other information about the Trust is available in the Trust's current Program Guide, which should be read carefully before investing. A copy of the Trust's Program Guide may be obtained by calling 1-800-729-7665 or is available on the Trust's website at www.camponline.com. While the Trust seeks to maintain a stable net asset value of \$1.00 per share, it is possible to lose money investing in the Trust. An investment in the Trust is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Shares of the Trust are distributed by **PFM Fund Distributors, Inc.**, member Financial Industry Regulatory Authority (FINRA) (www.finra.org) and Securities Investor Protection Corporation (SIPC) (www.sipc.org). PFM Fund Distributors, Inc. is a wholly owned subsidiary of PFM Asset Management LLC.*

PFM Asset Management LLC ("PFM") serves as CAMP's Program Administrator, Investment Adviser and Rebate Calculation Agent. PFM specializes in meeting the investment needs of public agencies. PFM is registered as an investment adviser with the Securities and Exchange Commission ("SEC") under the Investment Advisers Act of 1940.

RESOLUTION NO.1050-1

AUTHORIZING ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT (THE “PUBLIC AGENCY”) TO JOIN WITH OTHER PUBLIC AGENCIES AS A PARTICIPANT OF THE CALIFORNIA ASSET MANAGEMENT TRUST AND TO INVEST IN SHARES OF THE TRUST AND IN INDIVIDUAL PORTFOLIOS

Participation in the Trust requires the formal approval of the governing body of the Public Agency by ordinance or resolution as appropriate. Model ordinances/resolutions for Participants and Investors are shown below. Public Agencies should consult with their legal counsel regarding the required form of action (either ordinance or resolution) and the procedures for enactment or adoption. No representation is made as to the legal sufficiency of the model form for any given Public Agency.

WHEREAS, Section 6509.7 of Title 1, Division 7, Chapter 5 of the Government Code of the State of California (the “Joint Exercise of Powers Act”) provides that, if authorized by their legislative or other governing bodies, two or more public agencies that have the authority to invest funds in their treasuries may, by agreement, jointly exercise that common power;

WHEREAS, under Sections 6500 and 6509.7(b) of the Joint Exercise of Powers Act, a “public agency” includes, but is not limited to, any California county, county board of education, county superintendent of schools, city, public corporation, public district, regional transportation commission, state department or agency, any joint powers authority formed pursuant to the Joint Exercise of Powers Act by public agencies or any nonprofit corporation whose membership is confined to public agencies or public officials;

WHEREAS, public agencies that constitute local agencies, as that term is defined in Sections 53600 of Title 5, Division 2, Part 1, Chapter 4, Article 2 of the Government Code of the State of California (the “California Government Code”), are authorized pursuant to Sections 53601(o), to invest all money belonging to, or in the custody of, a local agency not required for its immediate need in shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 of the California Government Code that invests in the securities and obligations authorized in subdivisions (a) to (n), inclusive, of Government Code Section 53601;

WHEREAS, the California Asset Management Trust (the “Trust”) was established, pursuant to and in accordance with the Joint Exercise of Powers Act, by a Declaration of Trust, made as of December 15, 1989, as subsequently amended from time to time (the “Declaration of Trust”), as a vehicle for public agencies to jointly exercise their common power to invest the proceeds of debt issues and Public Agency surplus funds;

WHEREAS, pursuant to and in accordance with the Joint Exercise of Powers Act, the Public Agency desires to join the other public agencies which are or will be Participants of the Trust by adopting and executing the Declaration of Trust, a form which is on file in the District Office.

WHEREAS, the Public Agency is a “public agency” as that term is defined in Sections 6500 and 6509.7(b) of the Joint Exercise of Powers Act and a “local agency” as that term is defined in Section 53600 of the California Government Code;

WHEREAS, the Public Agency is otherwise permitted to be a Participant of the Trust and to invest funds in the Trust and in the individual portfolios to be managed by the Investment Adviser to the Trust (“Individual Portfolios”); and

WHEREAS, a program guide describing the Trust and the Individual Portfolios (the "Program Guide") is on file in the District Office

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Public Agency as follows:

Section 1. The Public Agency shall join with other public agencies pursuant to and in accordance with the Joint Exercise of Powers Act by executing the Declaration of Trust and thereby becoming a Participant in the Trust, which Declaration of Trust is hereby approved and adopted. A copy of the Declaration of Trust, which is available in District Office shall be filed with the minutes of the meeting at which this Resolution was adopted. The Board of Trustees is hereby authorized to execute, and the Board of Trustees is hereby authorized to attest and deliver, the Declaration of Trust.

Section 2. The Public Agency is hereby authorized to purchase shares in the Trust from time to time with available funds of the Public Agency, and to redeem some or all of those shares from time to time as such funds are needed.

Section 3. The Public Agency is hereby authorized to invest available funds of the Public Agency from time to time in one or more Individual Portfolios managed by the Investment Adviser to the Trust and described in the Program Guide.

Section 4. The appropriate officers, agents and employees of the Public Agency are hereby authorized and directed in the name and on behalf of the Public Agency to take all actions and to make and execute any and all certificates, requisitions, agreements, notices, consents, warrants and other documents, and any changes, amendments, modifications, or waivers thereto which they, or any of them, might deem necessary or appropriate in order to accomplish the purposes of this Resolution.

Section 5. This Resolution shall take effect at the earliest date permitted by law.

By:
(Name)

(Title)

ATTEST:

By: _____
(Name)

(Title)

(Date)

**EMPLOYMENT AGREEMENT
FOR
GENERAL MANAGER**

This Employment Agreement effective retroactive to July 1, 2017, pursuant to final execution by all parties, is between the Alameda County Mosquito Abatement District, a public agency (“the DISTRICT”), and Ryan Clausnitzer, an individual (“EMPLOYEE”), and is intended to establish compensation, benefits and terms and conditions of employment for General Manager. The District’s Board of Trustees has the authority to employ and terminate the employment of EMPLOYEE. EMPLOYEE acknowledges that as a General Manager, EMPLOYEE is exempt from the Fair Labor Standards Act (FLSA). EMPLOYEE further agrees that EMPLOYEE is an at-will employee, serves at the pleasure of the Board of Directors, and EMPLOYEE can be terminated from employment with the DISTRICT with or without notice or cause, and with no rights of appeal. This Employment Agreement supersedes any and all written and verbal employment terms and conditions between the DISTRICT and EMPLOYEE commencing upon the effective date of EMPLOYEE's appointment to the position of General Manager.

RECITALS

WHEREAS, the DISTRICT desires to retain the service of EMPLOYEE as General Manager of the DISTRICT, and EMPLOYEE consents to provide said services, subject to the terms and conditions of this Employment Agreement; and

WHEREAS, it is the desire of the DISTRICT to establish terms and conditions of employment, establish compensation and to provide certain benefits, to provide a procedure to set goals and objectives to be met, measurements thereof, to provide for a review and evaluation of performance, to provide for termination, if necessary, and to provide for other subjects related to the status of EMPLOYEE within this Employment Agreement; and

WHEREAS, the DISTRICT has determined the duties and responsibilities for this position as outlined in Exhibit A, which may be amended by the DISTRICT’s Board of Trustee from time to time, attached hereto and incorporated herein by reference; and

WHEREAS, the DISTRICT has determined the salary and benefits for this position as outlined in Exhibit B, which may be amended from time to time, attached hereto and incorporated herein by reference; and

WHEREAS, it is the desire of the parties to secure peace of mind with respect to future security in the event of termination and severance of employment; and

WHEREAS, EMPLOYEE desires to accept employment with the DISTRICT in the position specified above.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. TERM. The term of this Employment Agreement shall commence retroactive to July 1, 2017, and after being executed by EMPLOYEE and approved and executed by the Board of

Trustees. The term of employment is unspecified and contingent upon annual employee evaluations. This Employment Agreement shall remain in effect until such time as the employment is concluded by either party in accordance with the provisions of Section 5 of this Employment Agreement.

2. AT-WILL EMPLOYMENT. EMPLOYEE acknowledges that he is an at-will EMPLOYEE who shall serve at the pleasure of the Board of Trustees at all times during the period of his/her service under this Employment Agreement. The terms and provisions of the DISTRICT's personnel policies, procedures, ordinances and resolutions applicable to at-will EMPLOYEES shall also apply to EMPLOYEE. Nothing in this Employment Agreement is intended to, or does, confer upon EMPLOYEE any right to any property interest in continued employment, or any due process right to a hearing before or after a decision by the Board of Trustees to terminate his/her employment, except as is expressly provided in Section 5 of this Employment Agreement. Nothing contained in this Employment Agreement shall in any way prevent, limit or otherwise interfere with the right of the DISTRICT and its Board of Trustees to terminate the services of EMPLOYEE as provided herein. Nothing in this Employment Agreement shall prevent, limit or otherwise interfere with the right of EMPLOYEE to resign at any time from this position with the DISTRICT, subject only to the provisions set forth in Section 5 herein. This at-will Employment Agreement shall be expressly subject to the rights and obligations of the DISTRICT and EMPLOYEE, as set forth in herein.

3. DUTIES AND RESPONSIBILITIES.

(a) Duties. EMPLOYEE's duties and responsibilities under this Employment Agreement will be those assigned to the office of General Manager, as described in the job description for the General Manager position, as adopted and amended from time to time by the DISTRICT's Board of Trustees, and such other duties and responsibilities as may be assigned in writing by the Board of Trustees. The current job description for General Manager is attached as Exhibit A to this Employment Agreement. By execution of this Employment Agreement, EMPLOYEE attests that he meets the qualifications for employment as stated in Exhibit A.

(b) Accountability. EMPLOYEE shall provide service at the direction of and under the supervision of the Board of Trustees. EMPLOYEE shall report directly to the Board of Trustees and will give a report of his/her activities on a periodic basis to the Board of Trustees.

(c) Job Position. EMPLOYEE shall serve as General Manager, and is hereby designated as a person who shall have charge of, handle and have access to the property of the District. EMPLOYEE shall be responsible to the Board of Trustees for the proper administration of the duties and responsibilities required of General Manager.

(d) Work Hours. EMPLOYEE agrees to dedicate his full time and attention to the discharge of General Manager's duties and responsibilities and will be available to work at such times as necessary to fully and competently perform the duties and responsibilities of General Manager, regardless of the number of hours necessary. EMPLOYEE acknowledges that the duties of General Manager may require an average of more than forty (40) hours per week, and that some day-to-day work hours may vary. EMPLOYEE will not be compensated for overtime hours worked or otherwise earned, or be entitled to compensatory time off for hours worked in excess of forty (40) hours per week.

(e) Other Activities. EMPLOYEE will participate in regional, community and professional activities and organizations on behalf of the DISTRICT which are in furtherance of the interest of the customers and mission of the DISTRICT.

EMPLOYEE will not engage in any conduct or other employment or business that would interfere with his duties and responsibilities to the DISTRICT. EMPLOYEE further acknowledges that the position of General Manager is one requiring frequent and highly-visible contact and involvement with members of the public and the community. EMPLOYEE will not engage in any conduct within or outside the scope of his employment with the DISTRICT that reflects unfavorably on or discredits the DISTRICT, its Board of Trustees or other DISTRICT employees.

EMPLOYEE, during the term of this Employment Agreement, shall not accept any other employment, engage directly or indirectly in any other business, commercial, or professional activity (whether or not pursued for monetary advantage) that is or may be competitive with the DISTRICT, that might create a conflict of interest with the DISTRICT, or that otherwise might interfere with the business and operations of the DISTRICT. So that the DISTRICT may be aware of the extent of any other demands upon General Manager's time and attention, EMPLOYEE shall disclose in confidence to the Board of Trustees of the nature and scope of any other business activity in which he is or becomes engaged during the term of this Employment Agreement. This shall not be deemed to prohibit passive personal investments.

(f) Performance Evaluation. The Board of Trustees shall provide EMPLOYEE with an evaluation of his performance annually or more frequently at its sole discretion. This evaluation shall detail EMPLOYEE's accomplishments and highlight areas for improvement, if any, from the last performance evaluation, attached in Exhibit C.

(g) Other Terms and Conditions of Employment. EMPLOYEE's employment also will be governed by the DISTRICT's Policies, which may be amended from time to time, and the DISTRICT and EMPLOYEE will comply with all applicable provisions of the Policies. If any term or condition of this Employment Agreement is inconsistent with or in conflict with a term or condition of the Policies, the provisions of this Employment Agreement will govern.

4. COMPENSATION AND BENEFITS. In consideration of the services to be provided by EMPLOYEE under this Employment Agreement, the DISTRICT will provide to EMPLOYEE the salary and benefits stated below. EMPLOYEE shall also be entitled to all benefits afforded to other employees of the DISTRICT, except to the extent provided by this Employment Agreement, and, in the case of any conflict between this Employment Agreement, and the Personnel policies, procedures, and resolution, the terms of this Employment Agreement will prevail.

(a) Salary. During the term of this Employment Agreement, EMPLOYEE will be paid the salary as specified in Exhibit B to this Employment Agreement. EMPLOYEE may receive salary merit increases at the discretion of the Board of Trustees. EMPLOYEE's salary shall be paid pursuant to regularly established procedures, and as they may be amended by the DISTRICT at its sole discretion. EMPLOYEE's salary will be subject to modification by: (1) the amount of any salary merit increase, which may or may not coincide with a Performance Evaluation for General Manager; by (2) an amount determined pursuant to a total compensation

survey of similar positions; (3) an amount equal to the EMPLOYEE's mandated Classic member contribution to CalPERS or; by (4) any other means as determined at the sole discretion of the DISTRICT and approved in open session at a regular public meeting of the Board of Trustees.

(b) Performance Recognition. At the discretion of the Board of Trustees, a monetary performance incentive in the form of Performance Recognition pay may be authorized, contingent upon accomplishment of the goals and objectives set by the Board of Trustees at its sole discretion.

(c) Benefits. EMPLOYEE shall be provided the same types of benefits afforded by the DISTRICT to other regular full-time employees, which now exist or hereafter may be adopted or amended in accordance with the DISTRICT Policies, except that in the event of any difference or conflict between such benefits and this Employment Agreement, the terms of this Employment Agreement will prevail.

(d) Expenses. EMPLOYEE will be entitled to be reimbursed for the reasonable amount of his actual and necessary expenses incurred in carrying out his duties and responsibilities as General Manager to the extent that his expenses have been properly documented in conformance with the DISTRICT Policy and the Internal Revenue Service's requirements for an Accountable Plan.

(e) Professional Activity and Development. The DISTRICT desires EMPLOYEE to be reasonably active in national, statewide, regional and professional organizations that will contribute to EMPLOYEE's professional development and standing and that will contribute to the advancement of the DISTRICT's interests and standing. Toward that end, EMPLOYEE may undertake such activities as are directly related to professional development and that advance the interests and standing of the DISTRICT. Provided however, that such activities do not in any way interfere with or adversely affect employment or the performance of his duties and responsibilities as provided herein. The DISTRICT agrees to reimburse EMPLOYEE's reasonable and necessary expenses for such activities, licenses, certification and/or education, subject to available funds. Further, DISTRICT agrees to pay for EMPLOYEE's annual membership dues to approved associations.

5. CONCLUSION OF EMPLOYMENT. This Employment Agreement may be concluded in any one of the following ways:

(a) By the DISTRICT Without "Cause." The Board of Trustees has the authority, at its sole discretion, to terminate EMPLOYEE's employment with the DISTRICT without "cause" at any time.

(b) By the DISTRICT for "Cause." The Board of Trustees may terminate EMPLOYEE from employment with the DISTRICT for "cause" at any time. Said termination of employment shall be for "cause" if EMPLOYEE: (i) refuses or fails to act in accordance with any legal direction or order; (ii) exhibits unavailability for service in regard to his employment, materially unsatisfactory performance, misconduct, dishonesty, habitual neglect of duty and responsibilities, gross insubordination or incompetence; (iii) is convicted of a crime involving dishonesty, breach of trust, or physical or emotional harm to any person; or (iv) breaches any material term of this Employment Agreement.

(c) **By Mutual Agreement.** At any time, the DISTRICT and EMPLOYEE may conclude this Employment Agreement by mutual agreement, expressed in writing.

(d) **By EMPLOYEE.** At any time, EMPLOYEE may conclude this Employment Agreement and retire or voluntarily resign from his employment with the DISTRICT by providing the Board of Trustees with 30 days written notice. The DISTRICT shall have the option, at its sole discretion, to conclude the employment of EMPLOYEE at any time prior to the end of any notice period.

(e) Obligations at the Conclusion of Employment.

(i) The DISTRICT shall pay EMPLOYEE all compensation due and owing through the last day actually worked, including an amount equal to the regular salary, and cash value of accrued leave balances EMPLOYEE would have earned and accrued as provided by then current DISTRICT policies, or as required by State or Federal law, through the balance of the above notice period, or through the remaining balance of the Employment Agreement if one is stated, whichever is less; the District shall pay EMPLOYEE all compensation then due and owing; thereafter, all of the DISTRICT's obligations under this Employment Agreement shall cease unless otherwise stated.

(ii) EMPLOYEE agrees that all property, including, without limitation, all equipment, tangible proprietary information, documents, books, records, reports, notes, contracts, lists, computer disks (and other computer-generated files and data) created on any medium and furnished to, obtained by, or prepared by EMPLOYEE in the course of or incident to his employment, belongs to the DISTRICT and shall be returned promptly to the DISTRICT upon termination of employment except for copies of public records and notes which are in the personal custody of EMPLOYEE.

(iii) The representations and warranties contained in this Employment Agreement and EMPLOYEE's obligations shall survive the conclusion of employment and the expiration of this Employment Agreement.

(iv) Following conclusion of employment, EMPLOYEE shall fully cooperate with the DISTRICT in all matters relating to the completion of pending work on behalf of the DISTRICT and the orderly transfer of work to other employees of the DISTRICT. EMPLOYEE shall also cooperate in the defense of any action brought by any third party against the DISTRICT that relates in any way to EMPLOYEE's acts or omissions while employed by the DISTRICT.

(f) **Severance Pay.** In the event EMPLOYEE is terminated without "cause" or asked to resign without "cause" during such time that EMPLOYEE is willing and able to perform the

duties and responsibilities under this Agreement, then the DISTRICT agrees, upon receipt of a Comprehensive General Release and Settlement Agreement to pay EMPLOYEE severance pay.

If the EMPLOYEE is terminated without "cause" within the first five (5) years of employment, the EMPLOYEE will receive a lump sum payment equal to six (6) months of salary as severance pay at EMPLOYEE'S rate of pay at the time of severance.

If the EMPLOYEE is terminated without "cause" after five (5) years of employment, the EMPLOYEE will receive one additional month of salary for each additional year of employment, but not to exceed 12 months of salary in the form of a lump sum payment as severance pay at EMPLOYEE'S rate of pay at the time of severance.

Payments required under this provision shall be subject to, and shall be interpreted to comply with the requirements set forth in Government Code section 53260, which limits the maximum cash settlement that the Employee may receive if the contract is terminated.

Notwithstanding the provisions of any DISTRICT policy, procedure or practice to the contrary, upon the conclusion of EMPLOYEE's employment, whether with or without cause, EMPLOYEE will not be entitled to any compensation, benefits (except COBRA or other State or Federal benefits), damages or other monetary award except as specifically authorized by this Employment Agreement.

6. INDEMNIFICATION. The DISTRICT shall defend, hold harmless and indemnify EMPLOYEE against any tort, civil rights, personnel, discrimination, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the course and scope of EMPLOYEE'S performance of his duties and responsibilities. Such indemnity shall cover EMPLOYEE against any and all losses, damages, judgments, interest, settlements, fines, court costs and other reasonable costs and expenses of legal proceedings including attorney's fees, and any other liabilities incurred by, imposed upon, or suffered by EMPLOYEE. The DISTRICT may compromise and settle any such claim or suit and pay the amount of any settlement or judgment therefrom. Further, any settlement by EMPLOYEE must be made with the prior approval by the DISTRICT in order for indemnification, as provided in this Section, to be available. The DISTRICT'S obligation to defend and indemnify EMPLOYEE is contingent on EMPLOYEE'S cooperation with the DISTRICT, and with defense counsel. In addition, the DISTRICT'S obligation is contingent on EMPLOYEE'S conduct having occurred within the course and scope of his/her employment. In the event of a claim or litigation against both the DISTRICT and EMPLOYEE, the DISTRICT may retain a single legal counsel to defend both parties, unless there appears to be a conflict in the positions of the DISTRICT and EMPLOYEE. In the event that there is a conflict between the DISTRICT and EMPLOYEE, then separate counsel shall be retained for each party, and the DISTRICT shall pay for both attorneys.

7. AMENDMENTS. This Employment Agreement may be amended only by a subsequent writing approved and signed by each of the parties.

No failure to exercise and no delay in exercising any right, remedy, or power under this Employment Agreement shall operate as a waiver thereof, nor shall any single or partial exercise of any right, remedy, or power under this Employment Agreement preclude any other or further exercise thereof, or the exercise of any other right, remedy, or power provided herein or by law or in equity.

8. EXHIBITS. The following Exhibits, while integral to this Employment Agreement, may be modified by action the Board of Trustees independent of taking action upon the entire Employment Agreement:

- Exhibit A: Job Description for General Manager
- Exhibit B: Regular Salary Compensation
- Exhibit C: Severance and Release Statement

9. ENTIRE AGREEMENT. This writing constitutes the sole, entire, integrated and exclusive contract between the parties respecting EMPLOYEE's employment by the DISTRICT, and any other Executive/Manager Employment Agreements, contracts, contract terms, understandings, promises or representations not expressly set forth or referenced in this writing are null and void, and of no force and effect as of the effective date of this Agreement.

10. NOTICES. Any notice or other communication under this Employment Agreement must be in writing and shall be effective upon delivery by hand or three (3) business days after deposit in the United States mail, postage prepaid, certified or registered, and addressed to the EMPLOYEE. EMPLOYEE shall be obligated to notify the DISTRICT in writing of any change to his address. Notice of change of address shall be effective only when done in accordance with this Section, to the parties as follows:

DISTRICT's Notice Address:
23187 Connecticut Street
Hayward, CA 94545

EMPLOYEE's Notice Address:
23187 Connecticut Street
Hayward, CA 94545

11. WAIVER. The waiver at any time by either party of its rights with respect to a default or other matter arising in connection with this Employment Agreement will not be deemed a waiver with respect to any subsequent default or matter.

12. SUCCESSORS AND ASSIGNS. This Employment Agreement is personal to EMPLOYEE. He may not transfer or assign this Employment Agreement or any part of it. Subject to this restriction on transfer and assignment, this Employment Agreement will bind, and inure to the benefit of, the successors, assigns, heirs and legal representatives of the parties.

13. CONSTRUCTION AND INTERPRETATION. The parties agree and acknowledge that this Employment Agreement has been arrived at through negotiation, and that each party has had a full and fair opportunity to revise the terms of this Employment Agreement. Consequently, the normal rule of construction that any ambiguities are to be resolved against the drafting party will not apply in construing or interpreting this Employment Agreement.

14. ACTION BY THE DISTRICT. All actions required or permitted to be taken under this Employment Agreement by the DISTRICT, including, without limitation, exercise of discretion, consents, waivers, and amendments to this Employment Agreement, shall be made and authorized only by the DISTRICT's Board of Trustees or by its representative as specifically authorized in writing by the Board of Trustees to fulfill these obligations under this Employment Agreement.

15. SEVERABILITY. If any provision of this Employment Agreement, or its application to any person, place, or circumstance, is held by an arbitrator or a court of competent jurisdiction to be invalid, unenforceable, or void, such provision shall be enforced, or modified at the discretion of the DISTRICT, to the greatest extent permitted by law, and the remainder of this Employment Agreement and such provision as applied to other persons, places, and circumstances shall remain in full force and effect.

16. POTENTIAL LITIGATION. The venue for any legal action, arbitration, or other proceeding brought to enforce or interpret the terms of this Employment Agreement shall be in Alameda County, California.

17. GOVERNING LAW. This Employment Agreement shall be governed by and construed in accordance with the laws of the State of California. In accordance with the provisions of Section 53262 of the Government Code, this Employment Agreement is subject to approval or ratification in an open session of a public meeting of the Board of Trustees of the DISTRICT.

18. ATTORNEY'S FEES. If any legal action or proceeding is brought to enforce or interpret this Employment Agreement, the prevailing party, as determined by the court, shall be entitled to recover from the other party all reasonable costs and attorney's fees, including such fees and costs as may be incurred in enforcing any judgment or order entered in any such action.

19. ACKNOWLEDGMENT. EMPLOYEE acknowledges that he has had the opportunity to consult legal counsel in regard to this Employment Agreement, that he has read and understands this Employment Agreement, that he is fully aware of its legal effect, and that he has entered into it freely and voluntarily and based on his own judgment and not on any representations or promises other than those contained in this Employment Agreement. Therefore, the presumption that differences in interpretation shall go against the drafting party does not apply.

20. EXECUTION. The parties have duly executed this Employment Agreement as of the last date last written in the signature block below

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ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

Kathy Narum
President, Board of Trustees

Date

EMPLOYEE

Ryan Clausnitzer

Date

DRAFT #3

General Manager

DEFINITION

Under authority of the Board of Trustee, the General Manager plans, organizes, and provides administrative direction and oversight for all District functions and activities; provides policy guidance and program evaluation to the Board and management staff; encourages and facilitates provision of services; fosters cooperative working relationships with partner agencies, State and local intergovernmental and regulatory agencies and various public and private groups.

DISTINGUISHING CHARACTERISTICS

This is an at-will contract position. The General Manager serves as the chief executive of the District, and responsible for enforcement of all District policies, state and federal codes, regulations and laws, the conduct of all financial activities and the efficient and economical performance of the District's operations.

SUPERVISION RECEIVED AND EXERCISED

Exercises direct and general supervision of the entire District staff through subordinate levels of supervision.

Accountability

The General Manager is accountable to and receives policy direction from the Board.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

- Plans, organizes, and administers, either directly or through subordinate management and supervisory staff, coordinates and evaluates the work of the District in accordance with applications laws, code and regulations, and adopted policies and objectives of the District;
- Directs and coordinates the development and implementation of goals, objectives, and program for the Board and the District; develops administrative policies, procedures, and work standards to ensure that the goals and objectives are met and that programs provide mandated services in an effective, efficient, and economical manner;
- Oversees the preparation of the annual budget for the District; authorizes directly or through staff, budget transfers, expenditures and purchase; provides information regarding the financial condition and needs to the Board;
- Advises the Board on issues, programs, and financial status; prepares and recommends long- and short-term plans for District service provision, capital improvements, and funding; and directs the development of specific proposals for actions regarding current and future District needs;
- Oversees the administration, use and maintenance of all District facilities and equipment.
- Represents the District and the Board in meetings with governmental agencies, community groups, and various business, professional, regulatory and legislative organizations; acts as the primary District liaison with the media;
- Oversees the District's community outreach, including but not to social media, neighborhood meetings, and the District's website.

- Provides for the investigation and resolution of complaints regarding the administration of and services provided by the District;
- Oversee the District's general liability programs;
- Provides for contract services and ensures proper performance of obligations to the District; has responsibility for enforcement of all District policies, codes and regulations;
- Oversees the selection, training, professional development, and work evaluation of District staff; oversees the implementation of effective employee relations and related programs; provides policy guidance and interpretation to staff;
- Directs the preparation of and prepares a variety of correspondence, reports, policies, procedures, and other written materials;
- Ensures the maintenance of working and official District files;
- Ensures that the Board is kept informed of District functions, activities, and financial status, and of legal, political, and economic issues affecting District activities;
- Monitors changes in laws, regulation, and technology that may affect District operations; implemental policy and procedural changes as required;
- Builds and maintains positive working relationships with District employees, elected officials, contractors, and the public using principles of good customer service.
- Maintains attendance and punctuality that is observant of scheduled hours on a regular basis; and
- Performs other duties as assigned.

EMPLOYMENT STANDARDS

Knowledge

- Administrative principles and practices, including goal setting, program development, implementation, and evacuation and supervision of staff, either directly or through subordinate levels of supervision;
- Principles, practices, and procedures of public administration;
- Functions, services, and funding sources of a mosquito district;
- Applicable federal and state laws, codes, ordinances, and regulations;
- Principles and practices of budget development, administration, and accountability;
- Current political and economic trends affecting District services;
- Modern office practices, methods, computer equipment and computer applications; and
- Recordkeeping principles and procedures;

Skills

- English usage, grammar, spelling, vocabulary, and punctuation;
- Communicate effectively, orally and in writing; prepare written and oral presentations;
- Techniques for effective representing the District in contacts with government agencies, community groups, and various business, professional, regulatory, and legislative organizations; and
- Techniques for providing a high level of customer service by effectively dealing with public, vendors, contractors and District staff.

Abilities

- Plan, administer, coordinate, review, and evaluate the functions, activities, and staff of the District;
- Work cooperatively with, provide highly complex and responsible staff support to, and implement the policies of the Board;
- Develop and implement goals, objectives, policies, procedures, work standards, and internal controls;
- Oversee the District financial activities, including administering investments, the development and implementation of the District budget and the control of all expenditures and purchases;
- Interpret, apply, and explain complex laws, codes, and regulations;

- Conduct effective negotiations and effectively represent the District in meetings with governmental agencies, community groups, and various business, professional, regulatory and legislative organizations and the media;
- Direct the preparation of and prepare clear and concise reports, correspondence, policies, procedures, and other written materials;
- Analyze problems, identify alternative solutions, project consequences of proposed actions, and implemental recommendations in support of goals;
- Use sound independent judgment within general legal, policy, and procedural guidelines;
- Organize own work, coordinate projects, set priorities, and meet critical time deadlines;
- Operate modern office equipment, including computer equipment and specialized software applications programs;
- Use English effectively to communicate in person, over the telephone, and in writing;
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines; and
- Establish and maintain effective working relationships with those contacted in the course of work.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Education/Training and Experience Guidelines

Any combination equivalent to experience and training that would likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience

Three (3) years of management or administrative experience in a public agency setting. At least one (1) of the three (3) years with experience in mosquito abatement is preferred.

Education/Training

A Bachelor's degree from an accredited college or university with major work in public or business administration, finance, biological science, or related field. An advance degree is preferred.

License or Certificate

A valid California class C driver's license issued by the California State Department of Motor Vehicles and must be insurable under the guidelines set forth by the District's insurance carrier. Or the ability to arrange alternate and timely means of transportation in the performance of assigned duties.

Possession of or ability to obtain and maintain the following certifications from the California Department of Public Health within one (1) year of employment:

- Mosquito Control Technician Certificate
- Vertebrate Vector Certificate
- Invertebrate Certificate

WORKING CONDITIONS/PHYSICAL REQUIREMENTS

Work is performed indoors in a carpeted and air-conditioned office with natural and fluorescent lighting and moderate noise levels, and no direct exposure to hazardous physical substances.

Working Conditions

- Medium Work – This is primarily a sedentary office classification. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard, typewriter keyboard or calculator, and to operate standard office equipment. Must possess vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. Occasionally bend, stoop, kneel, reach, push and pull drawers open and closed to retrieve and file information. Employee must possess the ability to lift, carry, push and pull materials and objects weighing up to 25 pounds.
- Mobility – Must possess mobility to work in a standard office setting; standing in work areas and walking between work areas may be required and use standard office equipment, including a computer, to operate a motor vehicle and to visit various District and meeting sites;
- Other Conditions – Work is frequently disrupted by the need to respond to in-person and telephone inquiries. Employee may interact with upset staff and/or public in interpreting and enforcing District policies and procedures.

Adopted Date: October 11, 2017

Revised: October 1, 2017

Retitled: N/A

FLSA Designation: Exempt

At-Will Contract Position

DRAFT #3

Alameda County Mosquito Abatement District
Employment Agreement
Exhibit B – Regular Salary Compensation

**REGULAR SALARY & BENEFIT COMPENSATION FOR GENERAL MANAGER:
July 1st, 2017 to June 30th, 2018**

Salary: \$ 6,173.66 bi-weekly
 -or-
 \$ \$148,167.84 per year

Benefits:

Longevity Pay based on the following schedule

<u>Years of Service</u>	<u>Total Increase</u>
After 5 years	1%
After 10 years	2%
After 15 years	3%
After 20 years	4%
After 25 years	5%
After 30 years	6%
After 35 years	7%
After 40 years	8%

Public Employees' Retirement System (PERS)

7% contribution from the General Manager (GM) with the District paying the balance of retirement contributions

Health Benefits

The ACMAD Board of Trustees capped the medical benefits to the plan used by most employees (currently, Kaiser) for the Bay Area/Sacramento using the State of California 100/90 formula. The District will pay the full premium for the GM up to the cost of (Kaiser), then paying up to 90% of the Kaiser rate for his/her dependents.

Dental Coverage

The District will pay the full premium of dental insurance with Delta Dental for the GM and any dependents. The plan pays for covered dental benefits up to \$1,500.

Vision

The District pays the full premium for vision insurance with Vision Service Providers (VSP) for the GM and any dependents.

Life Insurance

The District shall pay the full premium for the GM's \$25,000 term-life insurance program, paying any increased costs in the year covered by the agreement.

Disability Insurance

The District authorizes the GM to participate in short-term and/or long-term disability insurance plans to be reimbursed by the District at the current .9% of salary standard SDI rate.

Health Insurance for Retirement

The following vesting schedule has been established as follows for the GM after reaching 50 years of age, with 5 years of credited service derived from ACMAD:

<u>Credit Years of Service</u>	<u>Percentage of Employer Contribution</u>
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20	100%

Dental Insurance for Retirees

The District shall also pay the dental premiums for the GM and their spouse, following the above vesting schedule.

Vacation, Sick Leave, Special Leave, Working Conditions

The vacation plan, special leave, and other working conditions are stated in the District Policies approved by the Board of Trustees including a total of fourteen holidays and one floating holiday.

Sick leave is given at a rate of 12 days per year. At retirement, the balance of unused sick leave can be converted to PERS service credit at a rate of .004 years of service credit/ 8 hours if requested within 4 months of separation (CGS §20965).

Effective Date for Regular Salary Compensation: 7/1/2017

COMPREHENSIVE GENERAL RELEASE AND SEVERANCE AGREEMENT

Severance Pay. In the event EMPLOYEE is terminated without “cause,” as determined by the Board of Trustees in its sole and unfettered discretion, or in the event EMPLOYEE is asked to resign during such time that EMPLOYEE is willing and able to perform the duties and responsibilities under this Employment Agreement, then the DISTRICT agrees, upon receipt of a Comprehensive General Release and Settlement Agreement in the standard form signed by EMPLOYEE, to pay EMPLOYEE within the first five (5) years of employment, a lump sum payment equal to six (6) months of salary as severance pay at EMPLOYEE’S rate of pay at the time of severance. After five (5) years of employment, the EMPLOYEE will receive one additional month of salary for each additional year of employment, but not to exceed 12 months of salary. However, if EMPLOYEE is terminated because of conviction of any criminal offense or for “cause”, the DISTRICT shall have no obligation to pay severance pay.

The Comprehensive General Release and Settlement Agreement which is a condition for this benefit shall be in a form used by the DISTRICT at the time of employment severance. The form Comprehensive General Release and Settlement Agreement may change from time to time, depending upon changes in practices or law. The Comprehensive General Release and Settlement Agreement and compliance with its terms shall not be construed as an admission by the DISTRICT of any liability whatsoever, or as an admission by the DISTRICT of any violation of the rights of EMPLOYEE or any other person or violation of any order, law, statute, duty, or contract whatsoever against EMPLOYEE or any other person.

The Comprehensive General Release and Settlement Agreement shall be a full and complete settlement of any and all claims, complaints, actions and charges arising out of EMPLOYEE’S employment with the DISTRICT and/or the termination thereof as provided for herein. EMPLOYEE will agree that the payments constitute the entire amount of monetary consideration provided to EMPLOYEE and that he will not seek any further compensation for other claimed damage, costs, or attorney’s fees in connection with or related to EMPLOYEE employment with the DISTRICT. By way of example and not in limitation of the foregoing, released claims shall include any claims arising under Title VII of the Civil Rights Act of 1964; the Age Discrimination in Employment Act; the Americans with Disabilities Act; the Vietnam Era Veterans Readjustment Assistance Act of 1974; or any successor or replacement statutes; the California Family Rights Act Of 1991; the Employee Retirement Income Security Act of 1974, as amended; the Workers Adjustment And Retraining Notification Act, as amended; the Fair Labor Standards Act and similar federal and State laws; the California Wage Payment Act, as amended; California Industrial Welfare Commission Wage Orders; and the California Fair Employment and Housing Act, that provides the right to an employee to bring charges, claims, or complaints against an employer if the employee believes they have been discriminated against on a number of bases including age, ancestry, color, religious creed, denial of family and medical care leave, disability, marital status, medical condition (cancer and genetic characteristics), genetic information, military and veteran status, national origin, race, sex, gender, gender

identity, gender expression, or sexual orientation, as well as any claims asserting wrongful termination, harassment, breach of contract, breach of the covenant of good faith and fair dealing, negligent or intentional infliction of emotional distress, negligent or intentional misrepresentation, negligent or intentional interference with contract or prospective economic advantage, defamation, invasion of privacy, and claims related to disability. Released Claims shall also include, but not be limited to, claims for wages or other compensation due, severance pay, rewards and recognition pay, accrued leave balances, or any other EMPLOYEE benefits as outline in the Alameda County Mosquito Abatement District Policy Manual.

DRAFT #3

Alameda County Mosquito Abatement District 2017 Swimming Pool Inspection Summary

Board Presentation for November 8, 2017

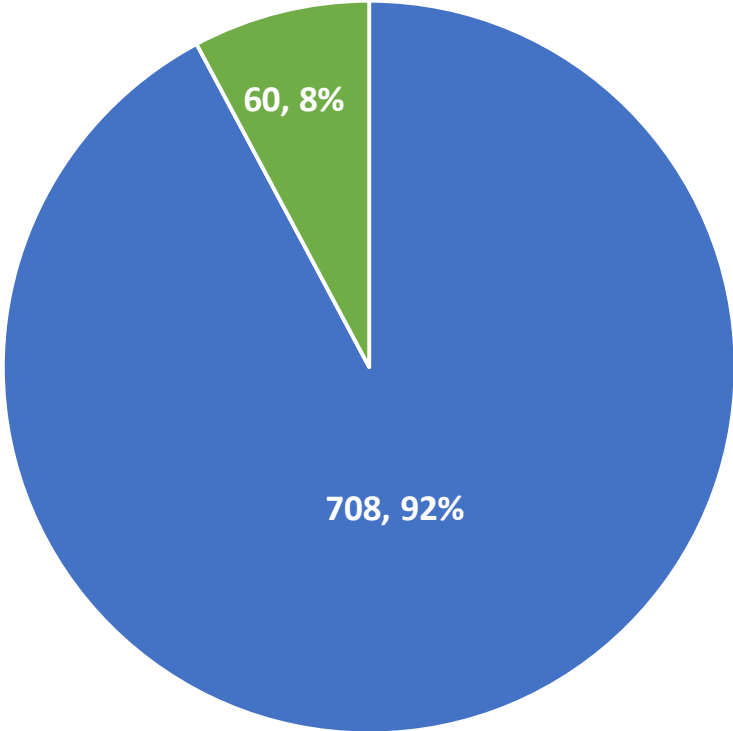
Miguel Cardenas

Vector Biologist



Total Pool Count For 2017

768 Pools Inspected From January 1, 2017 to October 30, 2017

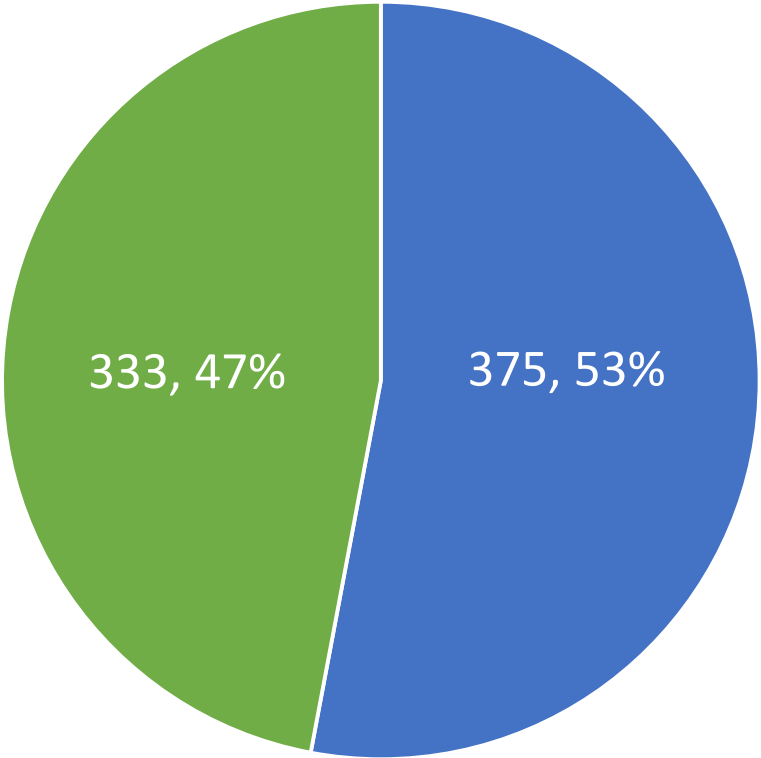


■ Pools done from June 14, 2017 to October 30, 2017

■ Pools done from January 1, 2017 to June 13, 2017

New Pools Versus Historical

708 Pools Inspected From June 14, 2017 to October 30, 2017

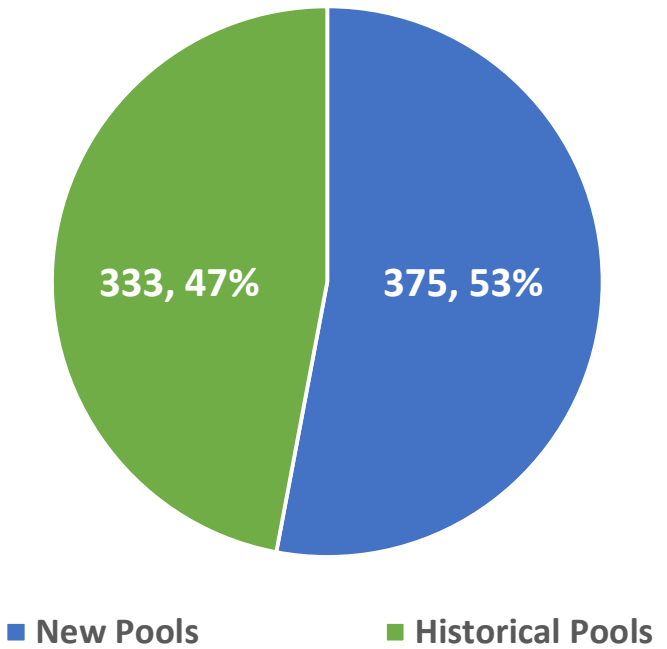


■ New Pools

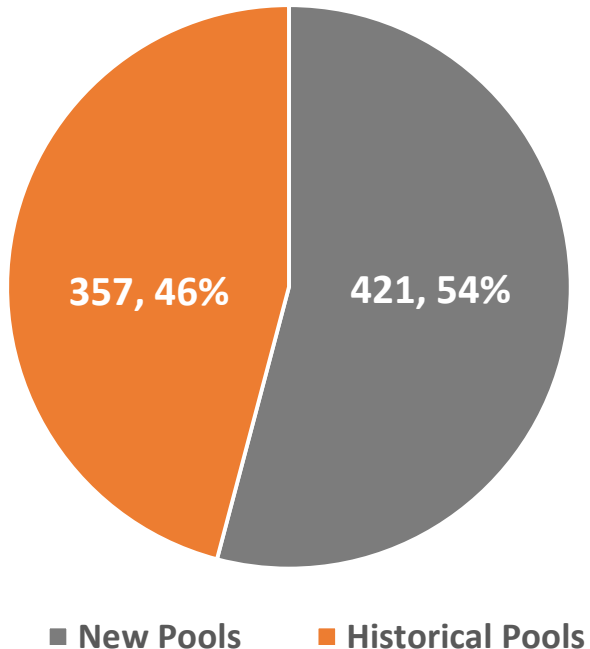
■ Historical Pools

Comparison Between 2016 and 2017

2017 Aerial Pool Survey

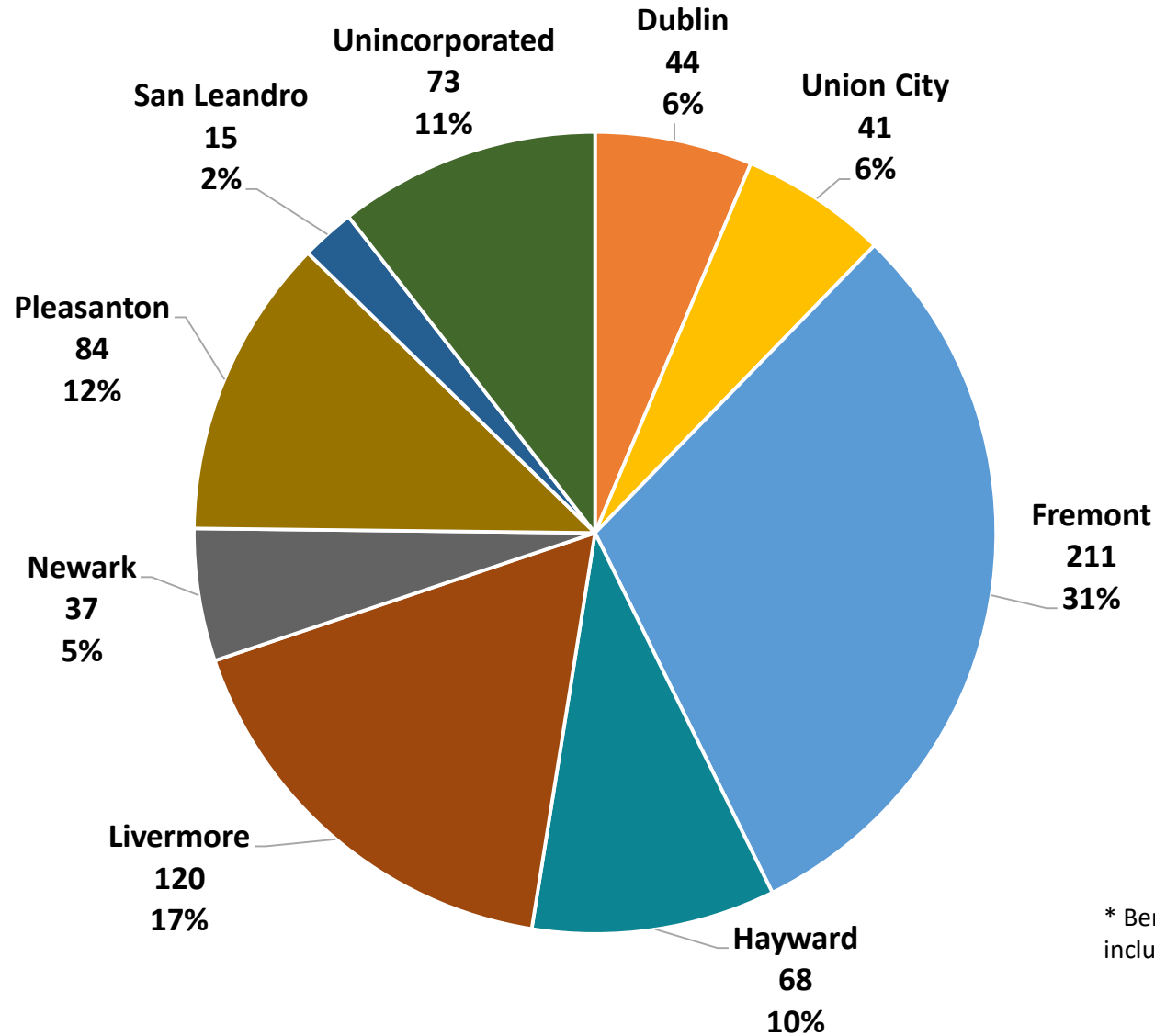


2016 Aerial Pool Survey



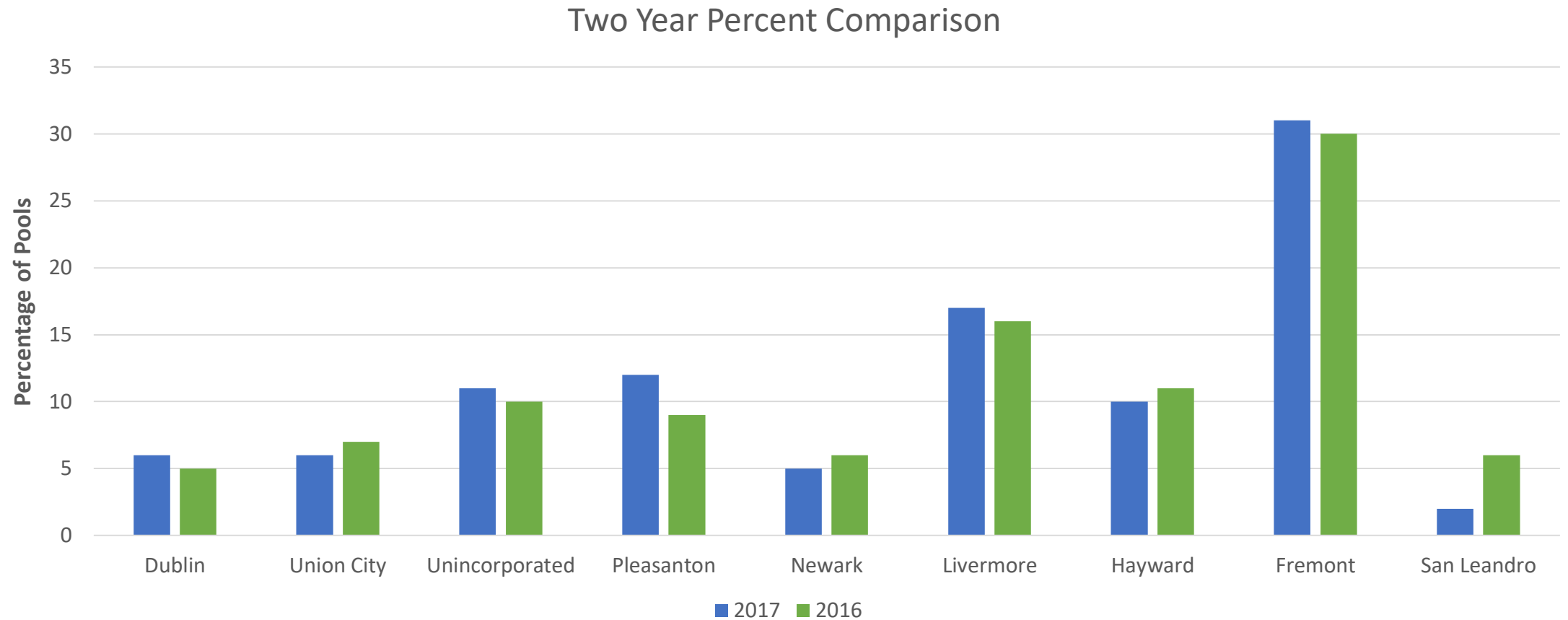
Breakdown by City

Aerial Survey 2017 by City*



* Berkeley, Oakland, Emeryville & Piedmont not included in the aerial survey

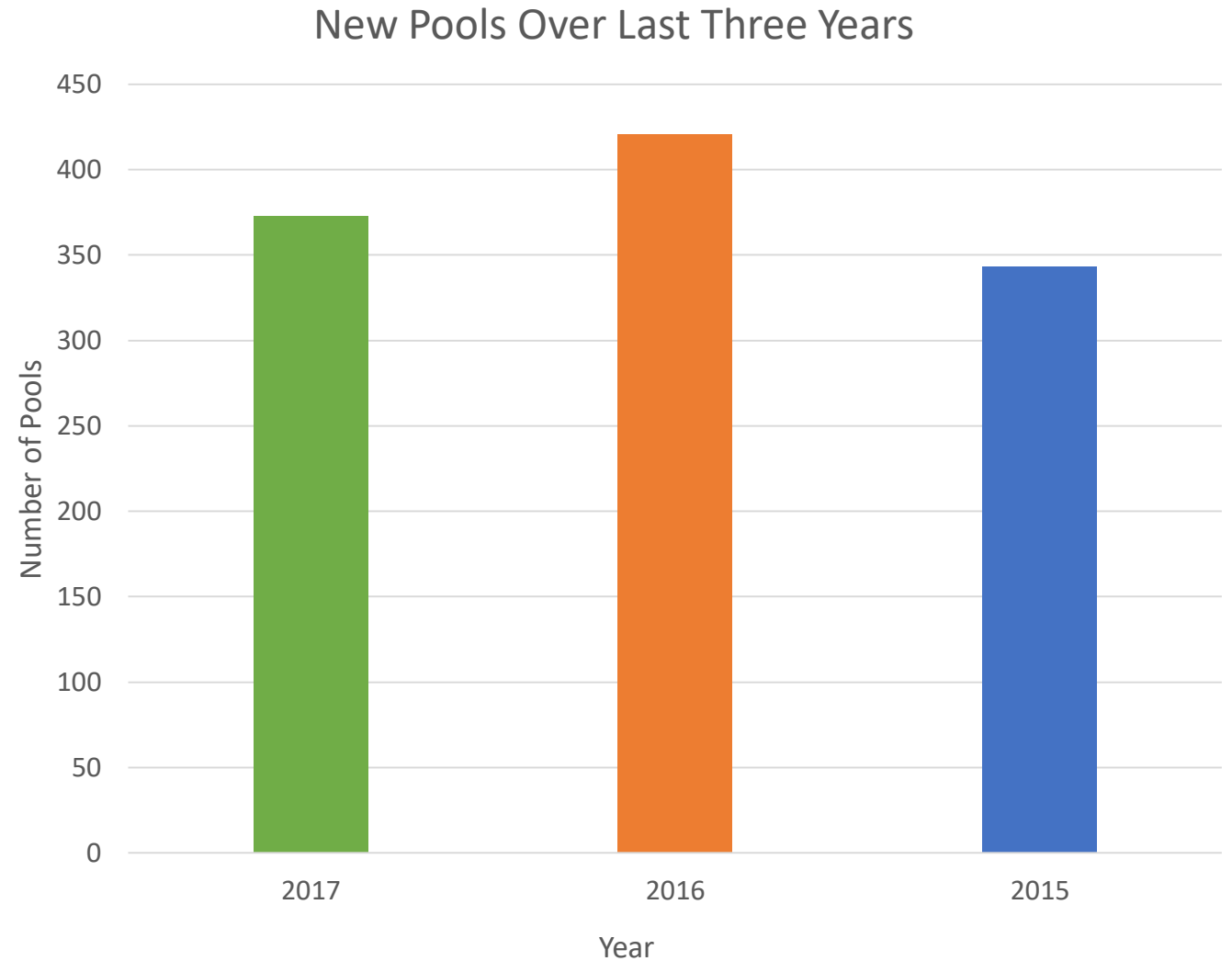
Breakdown by City* 2016-2017 Comparison



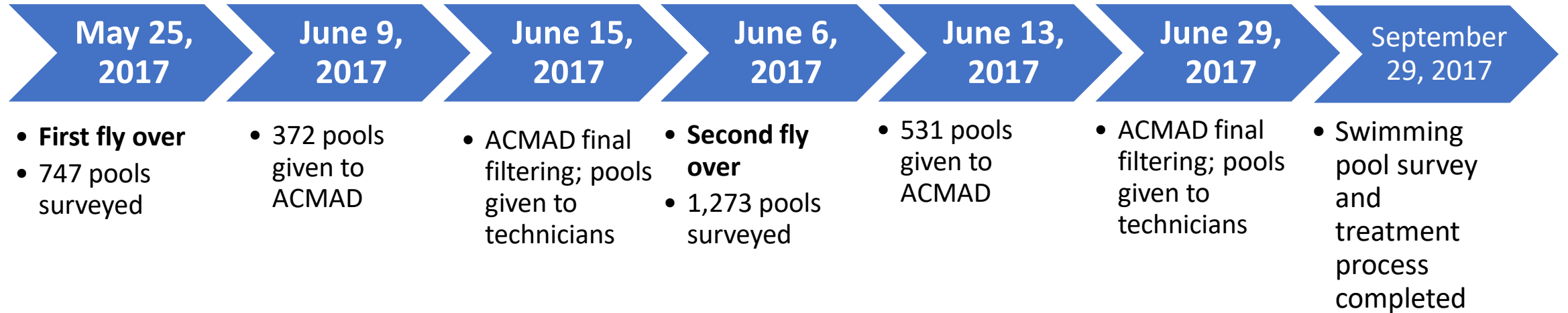
* Berkeley, Oakland, Emeryville & Piedmont not included in the aerial survey

Averages and Trends

- The average number of new swimming pools with mosquito breeding found over the last three years is 379.



Time Line of Process



Take Away Points Of The Process

- 1,990 pools surveyed
- Three filtering processes to get the 708 pools
- 15 working days to process first batch of pools
- 17 working days to process second batch of pools
- All pools finished by September 29, 2017
- 13 weeks to inspect 708 pools
- 17 weeks from start to finish

Future Goals

- Satellite photography rather than aerial
- AI filtering instead of manually filtering
- Seamless integration of data

Questions?



Thank you

- Thanks to Robert Ferdan, Starla House

Miguel Cardenas

Vector Biologist

Miguel@mosquitoes.org



ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
LIST OF WARRANTS DATED **OCTOBER 15, 2017**

WAR NO	PAYEE		ACCT NO	AMT OF CHARGE	AMT OF WARRANT
019118	Biological Specialist	Total salary less deductions for payroll period	600001	2,785.04	
019118	Mosq Control Tech	"	600001	2,426.33	
019118	Lab Seasonal	"	600001	831.79	
019118	Lab Seasonal	"	600001	1,105.98	
019118	Vector Biologist	"	600001	2,938.44	
019118	Vector Biologist	"	600001	2,965.54	
019118	Mosq Control Tech	"	600001	2,301.50	
019118	Regulatory & Public Affairs Director	"	600001	2,922.66	
019118	District Manager	"	600001	3,760.02	
019118	Asst Mosq Control Tech	"	600001	2,325.43	
019118	Field Seasonal	"	600001	1,145.24	
019118	IT Director	"	600001	3,120.98	
019118	Lab Director	"	600001	3,180.94	
019118	Outreach seasonal	"	600001	1,075.58	
019118	Field Operations Supervisor	"	600001	3,664.10	
019118	Lab Seasonal	"	600001	731.11	
019118	Accounting Associate	"	600001	1,801.14	
019118	Vector Biologist	"	600001	3,694.60	
019118	Lab Seasonal	"	600001	1,033.63	
019118	Mosq Control Tech	"	600001	2,758.96	
019118	Mosq Control Tech	"	600001	2,291.09	
019118	Mechanical Specialist	"	600001	3,401.73	
019118	IRS	Federal tax withheld (payroll)	600001	8,695.74	
019118	"	Medicare Tax Withheld (payroll)	600001	981.03	
019118	"	District Contribution to Medicare (payroll)	600401	981.03	
019118	State of California	State Tax withheld (payroll)	600001	2,641.49	
019118	EDD	Ca Disability	600001	547.09	66,108.21
019218	CalPERS	Employee Contributions	600001	16.00	
	"	Employee Paid Member Contributions, 7% & 6.5%	600001	4,583.57	
	"	Employer Contribution 9.599% & 6.908%	600201	5,772.57	10,372.14
019318	Aetna Life & Annuity	Employee Contributions	600001	150.00	
019418	CALPERS 457 Plan	Employee Contributions - PERS 457	600001	2,530.00	
019518	Delta Dental Plan	Monthly Premium	600601	4,411.85	
019618	Vision Service Plan	Health premium	600601	651.36	
019718	The Hartford	Life Insurance	600601	78.71	
019818	Airgas	Dry ice cut block slab	620141.1	656.71	
019918	All-Ways Green Services	Janitorial Service	620021.1	410.00	
020018	Bay Area MVCAC Regional Training Fund	Training for staff	610191.7	1,305.00	
020118	Busam, John	Reimbursement for Madera Project	620141.1	187.75	
020218	Cintas	Laundry service	610011	386.50	
		Personal supplies	610001	0.00	386.50
020318	Corporate Park Landscaping	Landscape maintenance	610122.1	390.00	
020418	Carquest Auto Parts	Car Parts	610141	72.59	
020518	Donato Builders	Shed Project	800002		32,395.20
020618	Grainger	Shop supplies	610141	104.52	
		Shop supplies	620021.2	46.29	
		Shop supplies	610461.6	82.07	232.88
020718	Hayward Water System	Hayward Water	610021.3	738.96	
020818	Huston, Joseph	Reimbursement for bridge toll/ food for conference	610191.3	33.02	
020918	Kimball Midwest	Shop supplies	610141	48.83	
021018	Mar-Len Supply	Shop supplies	610141	424.75	
021118	PFM Asset Management	Investment advisory services	610261.11	1,808.34	
021218	PG & E	Utilities	610021.2	52.61	
021318	Pitney Bowes	Postage machine rental	620041	94.82	
021418	Techniclean	Towels	620021.2	89.18	
021518	Vector Control Joint Powers Agency	Employee Assistance Program	610261.4	217.92	
021618	Waste Management	Garbage, September Service	610021.1	218.22	

WAR NO	PAYEE	ACCT NO	AMT OF CHARGE	AMT OF WARRANT
021718	U.S Bank	School Outfitter - Table for the lab	620141.1	849.31
		BioQuip - Mosquito trap	620141.1	1,397.51
		Uline - Uline buckets	620141.1	606.09
		Amazon - Paint sticks	620141.1	69.21
		Amazon - (6) Extension cords	620141.1	166.09
		Amazon - Adjustable bungee cord	620141.1	31.72
		Golden State Overnight - Shipping	620141.2	6.76
		76 - Gas for lab truck	610191.1	53.37
		Entomologic - ESA Membership	610351	148.00
		Amazon - Dash cam	610461.7	439.99
		Mosquito - Mosquito Magnet	620141.1	1,869.94
		Target - Lab supplies	620141.1	84.06
		Oreilly - Lab Supplies	620141.1	8.53
		BioQuip - Mosquito Breeder	620141.1	171.71
		Amazon - Microscope Light	620141.1	86.18
		Fisher Scientific - Lab supplies	620141.1	63.11
		Fisher Scientific - Lab supplies	620141.1	202.91
		Fisher Scientific - Lab supplies	620141.3	329.46
		Lampire - Chicken blood	620141.3	231.50
		Target - (3) Sun Maid	620141.3	10.77
		Amazon - Label maker	620141.3	192.64
		Fisher Scientific - Lab supplies	620141.3	1,007.11
		Appliances Connection - Freezer	620141.5	1,668.99
		DR1 - Desktop License	620141.8	1,500.00
		Stericycle - Monthly energy charge	620141.8	197.47
		Elimbio - Dva Sequencing	620141.8	140.00
		FedEx - Shipping samples	620141.8	68.15
		ABAG - Registration for conference	610191.3	295.00
		National Pen - Carabiners	610451	556.57
		National Pen - Pens	610451	538.82
		Amazon - Prize wheel	610451	65.50
		Binding.com - Laminating pouches	610451	77.35
		Binding.com - Laminating pouches	610451	58.39
		Constant Contract - Contract	610451	20.00
		The Market - Lunch for meeting J.H	610191.3	12.38
		Residence Inn - Hotel for conference J.H	610191.3	229.35
		ABAG - Registration for conference J.H	610191.3	295.00
		Orchard Supply - Supplies	610451	13.15
		Office Depot - Hanging files	620041	12.78
		Amazon - Hawk Decoy	610122.2	33.69
		Dublin Cadillac - Parts for vehicle	610141	44.96
		Amazon - Transmission fluid	610141	16.71
		Fredpryor - Training for M.W	610191.7	399.00
		Spray Master - Spray gun	610461.6	78.52
		Amazon - Spraying System	610461.6	126.58
		Spray Master - Spray nozzle	610461.6	15.23
		Amazon - Truck box	610461.7	121.93
		Amazon - Solar panel charger	620141.1	37.95
		Amazon - Quart bottles	620261	8.71
		Amazon - Kraft paper	620261	45.12
		Amazon - Steel blade	620261	47.54
		Mi Pueblo - Food for staff BBQ	610191.7	229.73
		Mi Pueblo - Food for staff BBQ	610191.7	40.59
		MVCAC - Membership Dues	610351	9,000.00
		Amazon - (2) Cartridge for canon	620041	27.38
		Quill - Fax machine	620041	296.31
		TPX - Communication expense	610022.1	1,156.11
		Mayaco - Marketing	610022.3	62.50
		The Market - Lunch for meeting R.F	610191.3	12.38
		The Market - Lunch for meeting R.F	610191.3	1.94
		Bart - Bart ticket for meeting	610191.7	11.00
		Amazon - Speakers	620041	32.90
		Amazon - Mini PC	620042	222.55
		JAMF - JAMF now	620042	30.00
		Amazon - Stereo/Radio	620042	153.32
		Amazon - HDMI adaptor	620042	332.52
		Amazon - Server rack	620042	172.21
		Best Buy - TV Mount	650031.1	1,414.22
		Vagabond Inn - Hotel for conference R.C	610191.3	108.87
		Amtrak - Ticket to Sacramento for meeting	610191.3	29.00
		The Market - Lunch for meeting R.C	610191.3	16.22
		Mint Cafe - Food for conference R.C	610191.3	10.64
		The Market - Food for conference R.C	610191.3	2.21
		Marriott - Hotel for conference	610191.3	195.66
		Marriott - Hotel for conference	610191.3	195.66
		Valero - Board supplies	610191.4	5.29
		Nob Hill - Board supplies	610191.4	16.83
		Safeway - Meeting supplies	610191.4	58.91
		Amazon - Book for R.C	610191.7	24.89
		CSDA - Award	610191.7	65.00
		CSDA - Training	610191.7	55.00
		Amazon - Cable for TV	620042	10.96

28,741.61

Total Warrants October 15th

152,807.16

ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
LIST OF WARRANTS DATED **OCTOBER 31, 2017**

WAR NO	PAYEE	FOR	ACCT NO	AMT OF CHARGE	AMT OF WARRANT
021818	Biological Specialist	Total salary less deductions for payroll period	600001	2,871.72	
021818	Mosq Control Tech	"	600001	2,426.33	
021818	Lab Seasonal	"	600001	765.41	
021818	Lab Seasonal	"	600001	1,060.38	
021818	Vector Biologist	"	600001	3,013.37	
021818	Vector Biologist	"	600001	2,965.54	
021818	Mosq Control Tech	"	600001	2,301.50	
021818	Regulatory & Public Affairs Director	"	600001	2,994.06	
021818	District Manager	"	600001	4,249.82	
021818	Asst Mosq Control Tech	"	600001	2,325.42	
021818	Field Seasonal	"	600001	775.44	
021818	IT Director	"	600001	3,231.75	
021818	Lab Director	"	600001	3,351.53	
021818	Outreach/ Office Seasonal	"	600001	980.60	
021818	Field Operations Supervisor	"	600001	3,710.93	
021818	Lab Seasonal	"	600001	528.05	
021818	Accounting Associate	"	600001	1,801.14	
021818	Vector Biologist	"	600001	3,694.61	
021818	Lab Seasonal	"	600001	948.78	
021818	Mosq Control Tech	"	600001	2,758.95	
021818	Mosq Control Tech	"	600001	2,291.10	
021818	Mechanical Specialist	"	600001	3,488.78	
021818	IRS	Federal Tax Withheld	600001	8,955.57	
021818	"	Medicare Tax Withheld	600001	990.98	
021818	"	District Contribution to Medicare	600401	990.98	
021818	State of California	State Tax Withheld	600001	2,768.98	
021818	EDD	Ca Disability	600001	562.99	66,804.71
021918	CalPERS	Employee/ Employer contributions	600001	16.00	
		Employee paid member contributions, 7%, 6.5%	600001	4,583.57	
		District contribution 9.559%, 6.908%	600201	5,772.57	10,372.14
022018	Aetna Life & Annuity	Employee contributions	600001		150.00
022118	CalPERS 457 Plan	Employees contributions - PERS 457	600001		2,530.00
022218	CalPERS	Health insurance	600601		31,691.78
022318	P. Robert Beatty	Trustee in lieu expenses - 1049th meeting	610191.5		100.00
022418	Elizabeth Cooley	Trustee in lieu expenses - 1049th meeting	610191.5		100.00
022518	James Doggett	Trustee in lieu expenses - 1049th meeting	610191.5		100.00
	Robert Dickinson	Trustee in lieu expenses - 1049th meeting	610191.5		
022618	Richard Guarienti	Trustee in lieu expenses - 1049th meeting	610191.5		100.00
022718	Eric Hentschke	Trustee in lieu expenses - 1049th meeting	610191.5		100.00
022818	Ed Hernandez	Trustee in lieu expenses - 1049th meeting	610191.5		100.00
022918	Humberto Izquierdo	Trustee in lieu expenses - 1049th meeting	610191.5		100.00
023018	Elisa Marquez	Trustee in lieu expenses - 1049th meeting	610191.5		100.00
023118	Katherine Narum	Trustee in lieu expenses - 1049th meeting	610191.5		100.00
023218	Wendi Poulson	Trustee in lieu expenses - 1049th meeting	610191.5		100.00
023318	Ronald Quinn	Trustee in lieu expenses - 1049th meeting	610191.5		100.00
	Jan Washburn	Trustee in lieu expenses - 1049th meeting	610191.5		
023418	George Young	Trustee in lieu expenses - 1049th meeting	610191.5		100.00
023518	Airgas	Dry ice pellets	620141.1		680.92
023618	Adapco	Pesticides	610461.1		1,918.00
023718	Bailey Fence Company, Inc.	Fence work	610122.2		591.00
023818	California Special Districts Association	Financial Advising	610261.12		672.41
023918	Liewer Enterprises Inc	Shop supplies	610141		1,945.43
024018	Mobile Modular Public Storage	Shed Project	800002		113.59
024118	PG & E	Utilities	610021.2		1,591.49
024218	Praxair	Lab supplies	620141.8	432.67	
	"	Shop supplies	610461.4	30.45	463.12
024318	Sonitrol	Monitoring charges and CCTV Fees	620021.3		750.00
024418	Treds	Tire Disposal	610261.3		16,954.00
024518	Verizon	Communication expenses	610022.4		1,258.71
024618	Wright Express	Fuel expenses, statement ended 10-15-17	610191.1		3,758.13
		Total Warrants October 31st			143,445.43
		Total Warrants October 15th			152,807.16
		Total October Warrants			296,252.59

Alameda County Mosquito Abatement District Budget Summary
As of October 31, 2017. (4 of 12 mth, 34%)

Account #		EXPENDED IN (October)	EXPENDED TO DATE	BUDGETED	BALANCE	% EXPEND ED
SALARY & BENEFITS						
600001	Salary and Wages	\$ 145,500.05	\$ 618,980.57	\$ 1,761,305.00	\$ 1,142,324.43	35%
600401	Contribution to Medicare	\$ 1,972.01	\$ 7,018.07	\$ 25,881.00	\$ 18,862.93	27%
600201	Contribution to Retirement	\$ 11,545.14	\$ 239,243.22	\$ 253,662.20	\$ 14,418.98	94%
600601	Contribution to Health Care	\$ 36,833.70	\$ 148,514.70	\$ 506,368.08	\$ 357,853.38	29%
SERVICE AND SUPPLIES						
610001	Clothing and personal supplies	\$ -	\$ 1,762.12	\$ 8,500.00	\$ 6,737.88	21%
610011	Laundry services and supplies	\$ 386.50	\$ 2,701.27	\$ 9,000.00	\$ 6,298.73	30%
610021	Utilities					
610021.1	Garbage	\$ 218.22	\$ 654.66	\$ 3,000.00	\$ 2,345.34	22%
610021.2	PG & E	\$ 1,644.10	\$ 7,522.10	\$ 24,000.00	\$ 16,477.90	31%
610021.3	Hayward Water & Sewage	\$ 738.96	\$ 1,834.15	\$ 7,000.00	\$ 5,165.85	26%
610021.4	Biohazard and Chemical Waste Disposal	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	0%
Communications						
610022.1	Telephone Service & Internet	\$ 1,156.11	\$ 3,468.40	\$ 14,000.00	\$ 10,531.60	25%
610022.3	Website and email hosting	\$ 62.50	\$ 205.37	\$ 1,200.00	\$ 994.63	17%
610022.4	Cell phone service (Verizon)	\$ 1,258.71	\$ 5,064.09	\$ 17,000.00	\$ 11,935.91	30%
610022.5	Microsoft Office 365	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	30%
610141	Maintenance of equipment	\$ 2,657.79	\$ 6,748.56	\$ 45,000.00	\$ 38,251.44	15%
610122	Maintenance of structure and improvements					
610122.1	Landscaping service	\$ 390.00	\$ 780.00	\$ 3,600.00	\$ 2,820.00	22%
610122.2	Facility Maintenance	\$ 624.69	\$ 1,962.74	\$ 25,000.00	\$ 23,037.26	8%
Transportation, travel, & training						
610191.1	Fuel and GPS (WexMart)	\$ 3,811.50	\$ 15,263.12	\$ 45,000.00	\$ 29,736.88	34%
610191.3	Meetings, conferences, & travel	\$ 1,437.33	\$ 2,874.38	\$ 35,000.00	\$ 32,125.62	8%
610191.4	Board meeting expenses	\$ 81.03	\$ 202.54	\$ 800.00	\$ 597.46	25%
610191.5	Board payments in lieu	\$ 1,200.00	\$ 4,700.00	\$ 16,800.00	\$ 12,100.00	28%
610461.53	Continuing Education fees	\$ -	\$ -	\$ 4,210.00	\$ 4,210.00	0%
610191.7	Staff Training (automotive, IT, staff development)	\$ 2,130.21	\$ 16,038.77	\$ 55,000.00	\$ 38,961.23	29%
Professional services						
610261.1	Audit	\$ -	\$ -	\$ 13,000.00	\$ 13,000.00	0%
610261.2	Actuarial reports	\$ -	\$ 700.00	\$ 5,500.00	\$ 4,800.00	13%
610261.3	Helicopter service	\$ -	\$ -	\$ 35,000.00	\$ 35,000.00	0%
610261.4	Legal services	\$ 217.92	\$ 496.57	\$ 13,000.00	\$ 12,503.43	4%
610261.5	MVCAC Research Foundation	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	0%
610261.7	Tax collection service - SCI	\$ -	\$ 16,048.77	\$ 35,000.00	\$ 18,951.23	
610261.8	Payroll service	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	0%
610261.9	Environmental consultant services for regulatory issues	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00	0%
610261.1	HR Services (Municipal Resource Group)	\$ -	\$ 1,343.75	\$ 15,000.00	\$ 13,656.25	9%
610261.11	OPEB service (PFM)	\$ 1,808.34	\$ 5,319.26	\$ 22,000.00	\$ 16,680.74	24%
610261.12	Financial advising	\$ 672.41	\$ 2,642.17	\$ 16,270.00	\$ 13,627.83	16%
610351	Annual memberships and dues total	\$ 9,148.00	\$ 9,248.00	\$ 22,130.00	\$ 12,882.00	42%
610378	Insurance total	\$ -	\$ 128,758.93	\$ 133,810.00	\$ 5,051.07	96%
610451	Community education total	\$ 1,329.78	\$ 15,327.41	\$ 53,000.00	\$ 37,672.59	29%
Special expenses						
610461.1	Pesticides	\$ 1,918.00	\$ 36,427.32	\$ 200,000.00	\$ 163,572.68	18%
610461.2	Field supplies (dippers etc)	\$ -	\$ -	\$ 2,200.00	\$ 2,200.00	0%
610461.4	Fish and Fish Maint.	\$ 30.45	\$ 898.29	\$ 6,000.00	\$ 5,101.71	15%
610461.51	Aerial Pool Survey	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	0%
610461.52	Permits ¹	\$ -	\$ 2,507.38	\$ 100.00	\$ (2,407.38)	2507%
610461.54	Board plaques and nameplates	\$ -	\$ -	\$ 500.00	\$ 500.00	0%
610461.6	Spray equipment	\$ 302.40	\$ 1,719.84	\$ 30,000.00	\$ 28,280.16	6%
610461.7	Safety	\$ 561.92	\$ 1,668.38	\$ 2,000.00	\$ 331.62	83%
620021.1	Janitorial service	\$ 410.00	\$ 1,640.00	\$ 6,500.00	\$ 4,860.00	
620021.2	Supplies	\$ 135.47	\$ 305.37	\$ 2,000.00	\$ 1,694.63	15%
620021.3	Alarm Service- Sonitrol	\$ 750.00	\$ 3,016.00	\$ 11,000.00	\$ 7,984.00	27%
620021.4	Drinking Water system & filter	\$ -	\$ -	\$ 510.00	\$ 510.00	0%
620041	Office supplies	\$ 464.19	\$ 5,603.91	\$ 13,050.00	\$ 7,446.09	43%
620042	Information technology	\$ 921.56	\$ 8,186.36	\$ 73,400.00	\$ 65,213.64	11%
620141	Laboratory total	\$ 12,955.22	\$ 27,713.88	\$ 105,000.00	\$ 77,286.12	26%
620261	Small tools and instruments	\$ 101.37	\$ 310.46	\$ 8,500.00	\$ 8,189.54	4%
650031.1	Capital expenditures	\$ 1,414.22	\$ 85,126.82	\$ 240,000.00	\$ 154,873.18	35%
TOTAL EXPENDITURES		\$ 246,789.80	\$ 1,440,547.70	\$ 4,013,802.28	\$ 2,573,254.58	36%
TOTAL WARRANTS		\$ 296,252.59				
TOTAL RESERVE EXPENDITURES			#REF!			
MONTHLY DEPRECIATION		\$ 18,241.75				
Discrepancy from Expenditures and Warrant list			#REF!			
\$16,954.00 accrual in account 610261.3 for Aerial Pool survey						

¹ Permit overage to be taken from contingency budget

Investments, Reserves, and Cash Balance

Account #		Activity in October	Activity to Date	Beginning Balance 7/1/17	Current Balance
Budget Reserves					
800001	Working Capital (Dry Period Cash)	\$ -	\$ -	\$ 2,391,220.00	\$ 2,391,220.00
800002	Capital Replacement	\$ 32,508.79	\$ 177,532.92	\$ 500,000.00	\$ 322,467.08
800003	Public Health	\$ -	\$ -	\$ 500,000.00	\$ 500,000.00
800004	Contingency		\$ 15,600.00	\$ 25,000.00	\$ 9,400.00

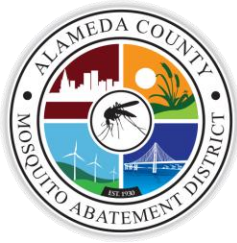


	September Balance	October Balance
Investment Accounts		
800005	LAIF (Public Health & Working Capital) \$ 1,501,234.96	\$ 1,502,955.33
	OPEB Fund \$ 4,323,395.21	\$ 4,181,278.38
800006	VCJPA Contingency \$ 334,557.00	\$ 334,557.00



	September Balance	October Expenditures	Deposits ¹	October Balance
Bank of America (Payroll Account)				\$ 135,665.83
Bank of The West (Transfer account)				\$ 49,632.86
County Account	\$ 3,185,627.44	\$ 296,252.59	\$ (2,828.80)	\$ 2,912,947.93
ACH Transfers		\$ 20,744.28		

1 - Amount Deposited in the County



23187 Connecticut Street
Hayward, CA 94545

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

acmad@mosquitoes.org

MONTHLY STAFF REPORT –October 2017

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District Manager

1. **OPERATIONS**

Operations staff picked up the second West Nile virus positive bird of the season in Castro Valley on the 18th of October. This was uncharacteristically late in the year compared to years past. Field and lab staff responded by checking all potential *Culex* sources and placing CO₂ traps in the area around the bird collection. The numbers of adult *Culex* spp. collected in these traps were very low and not WNV-positive. Another potential WNV case was reported to ACMAD from the Fremont area. This also prompted a significant response from both field operations and lab staff. Again, potential *Culex* breeding sources in both zones near the focal site were inspected by several members of the operations staff and traps were placed out by the lab. Very few adult mosquitoes were collected in these traps and none tested positive for WNV.

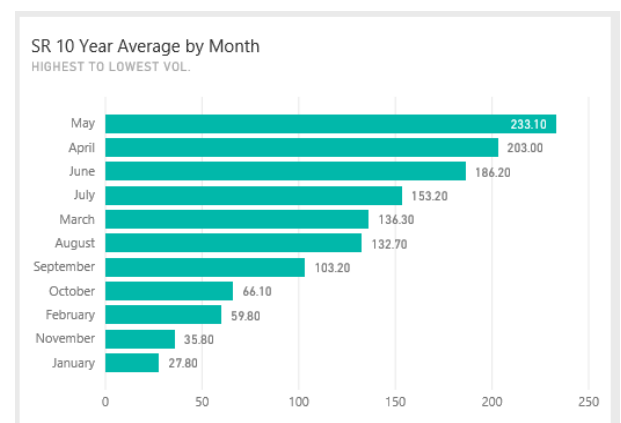
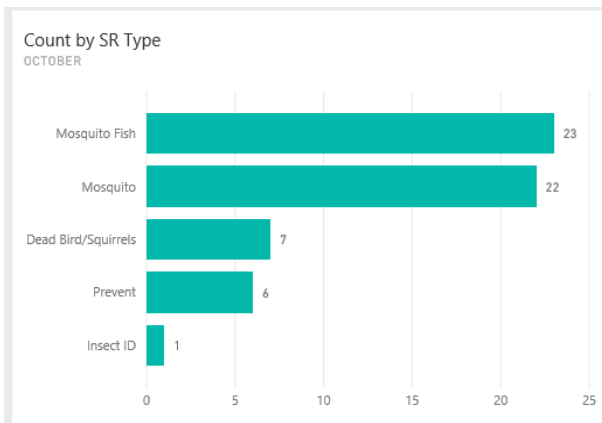
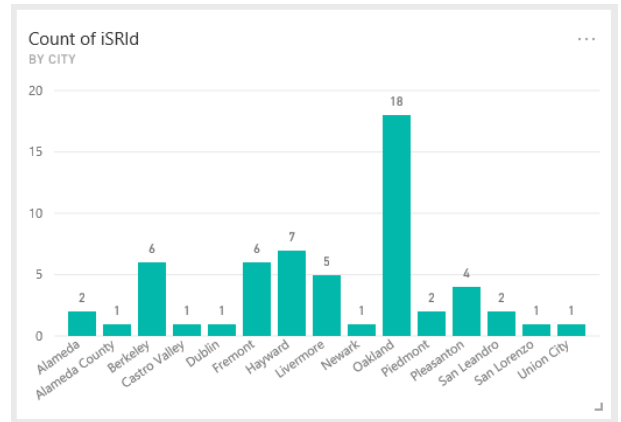
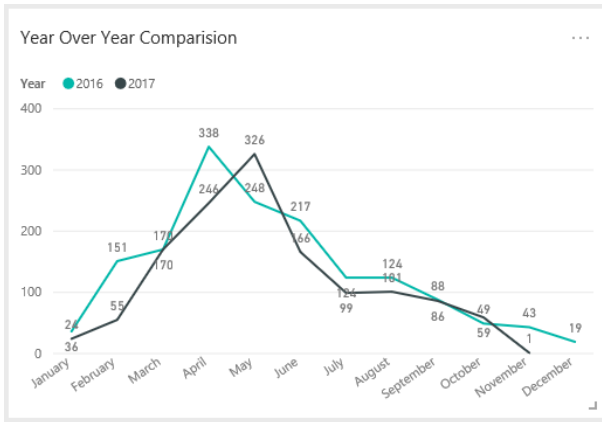
Continued inspections and treatments for *Culex tarsalis* and *Culex pipiens* were conducted throughout the County during the month of October. The numbers of both these species decreased with the onset of cooler weather. This trend will continue especially after the arrival of the first significant rainfall.

These cooler temperatures and a small rain event triggered the emergence of female *Culiseta inornata*. Females of this species sequester themselves as winter transitions to spring. Cooler temperatures, shorter daylight hours, and rain trigger them to come out of hiding and search for locations to lay eggs to start off the next generation. The presence of *Culiseta inornata* was detected by the collection of adult females both in light traps and in CO₂ traps. This species will require more rainfall before they can start their cycle. ACMAD has now entered the traditional transition time between our spring/summer species and our winter/fall species. Operations staff are fully gearing up for this transition but will continue inspecting and treating for all *Culex* species especially considering the late WNV activity.

Joseph Huston
Field Operations Supervisor

A. Operational Data

1. Service Requests



2. Other

Number of all injuries during 2017 = 3

3. Activity Report

Vacation Hours Used	130
Sick Hours Used	76
Workers Comp.	0
ETO Used	62
Total Leave	268
ETO Hours Accrued	48

2. LAB

Arbovirus Surveillance

- One West Nile virus (WNV) containing American crow was collected in the city of Castro Valley during the month of October. This bird was collected approximately 14 miles from the WNV-containing American Crow that was found in Oakland during July of 2017.
 - 19 CO₂ EVS traps were placed in the area around where the bird in Castro Valley was collected. A total of 5 mosquitoes were collected. One mosquito was a WNV vector (*Culex tarsalis*) and when tested, did not contain WNV, Saint Louis encephalitis virus (SLEV), or Western equine encephalitis virus (WEEV).
- One presumptive human case of WNV in Fremont was reported to Alameda County Mosquito Abatement District by Alameda County Public Health Department in October. This case had reported travel to a region of the state with confirmed WNV in mosquitoes and human cases of WNV that did not report travel outside of the region.
 - 44 CO₂ EVS traps were placed in the area around the case. A total of 11 mosquitoes were collected, 4 were vectors of WNV. When tested, none contained WNV, SLEV or WEEV.

Mosquito Abundance

- Mosquito abundance measured using CO₂ EVS traps remained relatively high during the month of October relative to the prior two months (Figure 1A). When abundance was assessed using Light traps, it was substantially lower relative to the prior two months (Figure 1B).
- Higher numbers of mosquitoes were collected in CO₂ EVS traps during October 2017 relative to the prior year (Figure 1A). Earlier than typical rainfall during October 2016 may have suppressed mosquito breeding. Light traps collected substantially fewer mosquitoes in 2017 relative to the prior two years (Figure 1B).
- Annual trends suggest that mosquito abundance will continue to diminish in November (Figure 1A 1B), suggesting a reduced need for adult mosquito trapping effort in the coming months.
- *Culex erythrothorax* was the most abundant mosquito in Alameda County during October 2017 as measured by CO₂ EVS (Figure 1C) and Light traps (Figure 1D). Highest numbers of *Cx. erythrothorax* were collected in marshes habitats that are located in the south west regions of the county (Figure 2A; teal-colored pie charts indicate locations of *Cx. erythrothorax* captured in CO₂ EVS traps).
- *Culex pipiens* was the second most abundant species as measured using CO₂ EVS traps (Figure 1C), with relatively high numbers captured in cities having waste water treatment facilities (Figure 2B; *Cx. erythrothorax* was excluded from the map to highlight locations of other species).

Container inhabiting Aedes surveillance Abundance

- Alameda County Mosquito Abatement District (ACMAD) continues to maintain an invasive *Aedes* trap network throughout the county. This network consists of over 650 oviposition bucket traps that contain Altosid briquettes to prevent breeding. Each trap is inspected once a month for the presence of mosquito eggs. Enhanced *Aedes* surveillance continues at sites reported to ACMAD by Alameda County Public Health Department where travel-related human arbovirus cases resided while potentially viremic. To date, non-native *Aedes* have not been detected in any trap placed in Alameda County.
- Non-native *Aedes* surveillance is conducted by most cities that surround Alameda County, with the exception of those in Contra Costa County (Figure 3). Consequently, we will increase our surveillance efforts in the regions that boarder Contra Costa County.

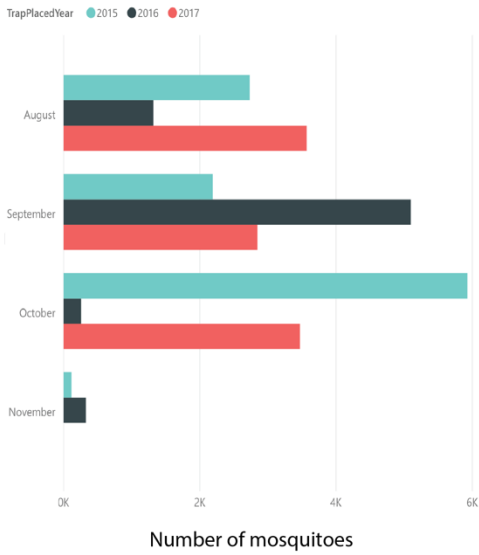
Research

- The collaboration with Chan Zuckerberg Biohub for sequencing the genomes, transcriptomes and metagenomes of mosquitoes in Alameda County has been expanded to include five additional vector control districts that are located throughout the state. We are working with Biohub to finalize the nucleic acid isolation methods, and aim to being more intensive sequencing during the month of November.

Figures

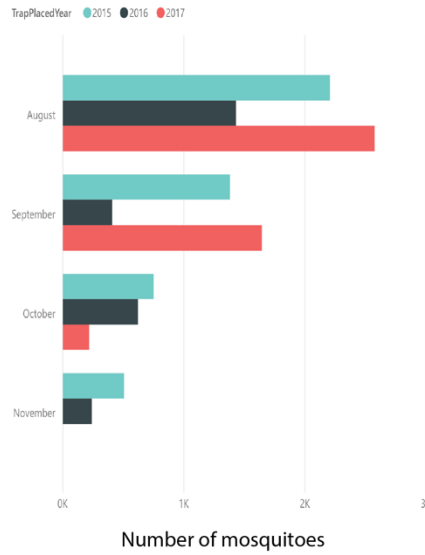
CO₂ Traps

1A

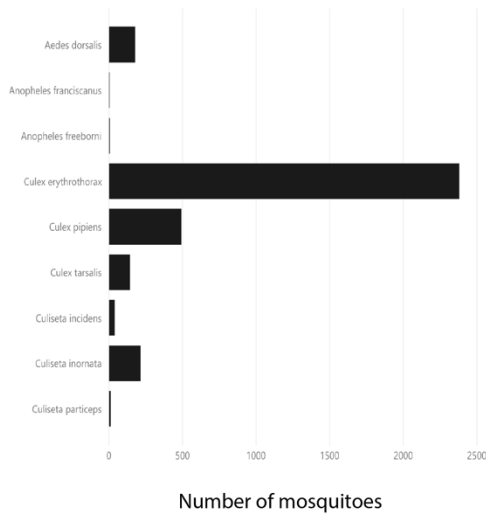


Light Traps

1B



1C



1D

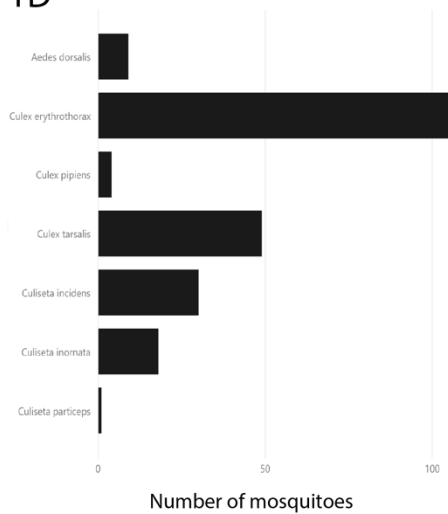
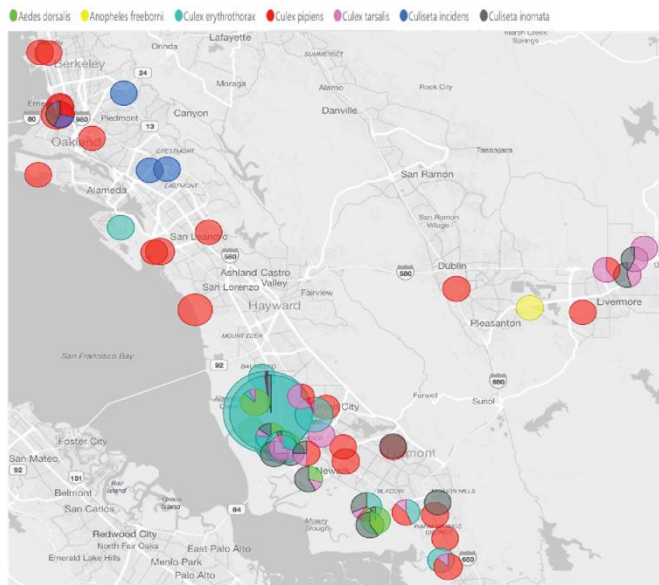


Figure 1. Mosquito abundance by month as measured by CO₂ EVS traps (1A) and Light traps (1B) from 2015 – 2017. Mosquito abundance by species for October 2017 measured using CO₂ EVS traps (1C) and Light traps (1D).

2A



2B

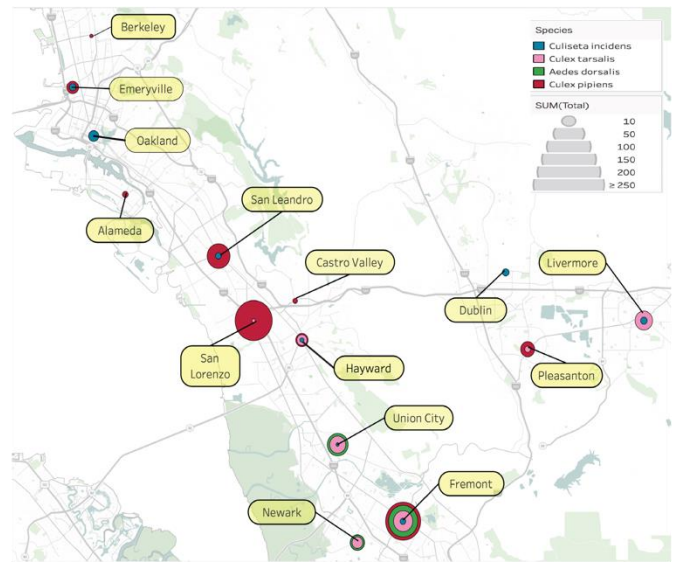


Figure 2. Geographic distribution of mosquitoes collected during October 2017 using CO₂ EVS traps. (2A) Mosquito abundance by trap site and species. Larger circles indicate higher number of mosquitoes, and circle sections reflect the proportion of each mosquito species that was collected in the traps. (2B) Mosquito abundance by species and city where traps were placed (*Cx. erythrothorax* were excluded to highlight abundance of less abundant species). Larger diameter circles indicate higher number of mosquitoes.

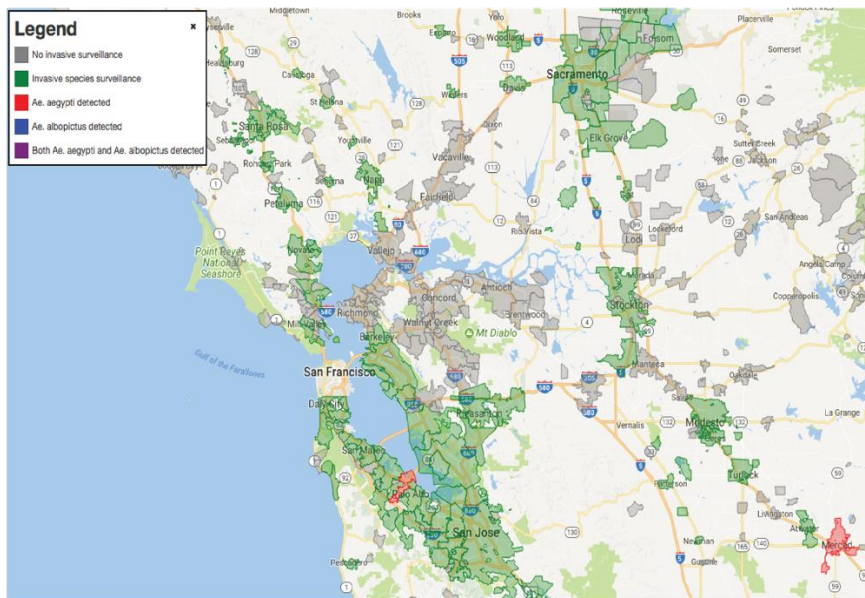


Figure 3. Counties that conduct surveillance for invasive *Aedes* mosquitoes in the areas surrounding Alameda County.

Submitted respectfully by Eric Haas-Stapleton, PhD on November 3, 2017.

3. PUBLIC EDUCATION

A. Events

a. Past

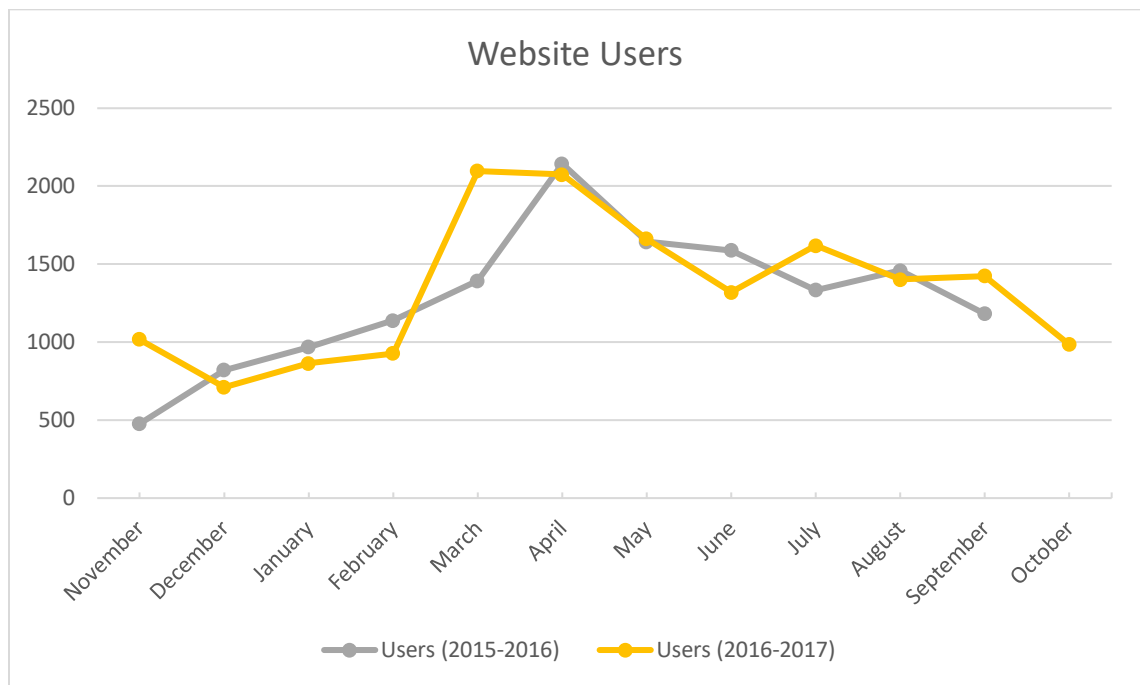
- **Ascend Fall Festival**
 - October 31st
 - K-8 school in Oakland
 - Large Spanish speaking population



b. Upcoming

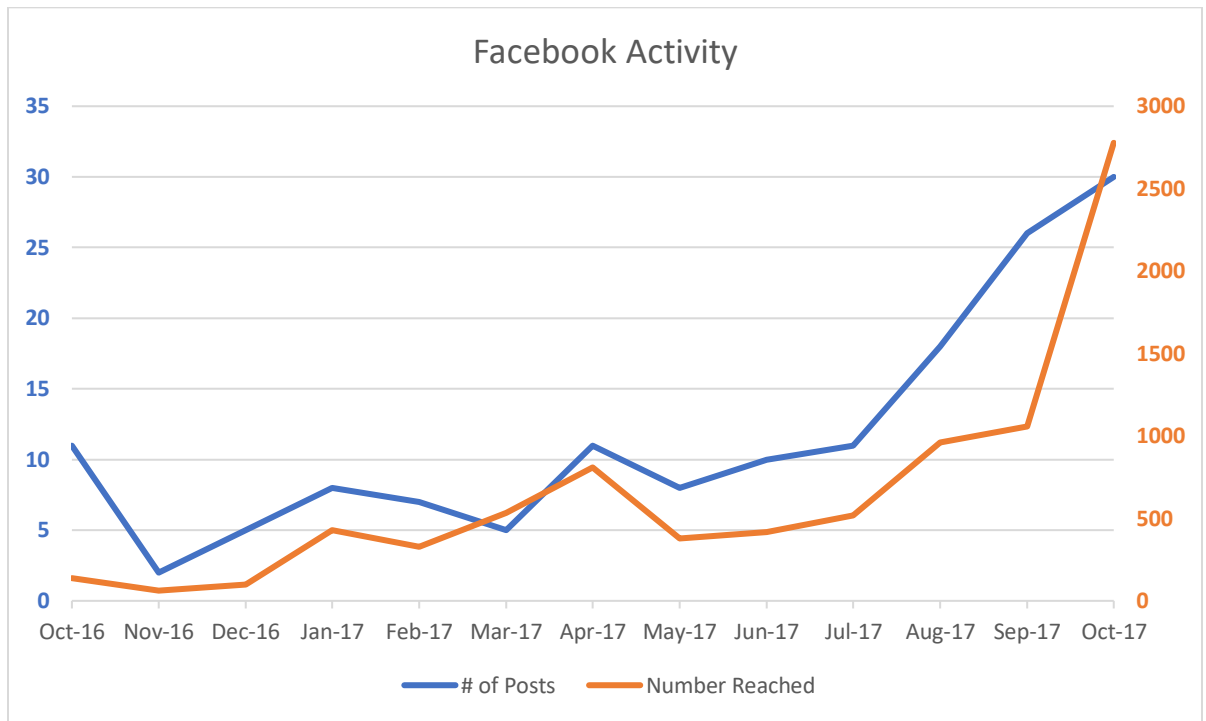
- **STEAM Night** – Thursday, January 18th, 6pm-8pm (Thomas Hart Middle School, Pleasanton)
- **Spring Home & Garden Show** - Friday, February 16th to Sunday, February 18th (Alameda County Fairgrounds, Pleasanton)

B. Google Analytics



	October 2017	September 2017	October 2016
Number of Sessions	1,115	1,637	1,095
Sessions by New Visitors	942 (84.5%)	1,372 (83.8%)	918 (83.8%)
Average Session Duration	1 minute 20 seconds	1 minutes 21 seconds	1 minute 33 seconds
Top Cities	Not Set (5.8%), San Francisco (5.3%), Oakland (4.2%), Los Angeles (3.9%), Hayward (3.2%)	Hayward (6.8%), Los Angeles (5.2%), San Francisco (5.2%), Oakland (4.5%), Not Set (2.9%)	San Francisco (7.8%), Hayward (6.6%), Not Set (3.7%), Oakland (3.7%), Los Angeles (2.5%)
Top Pages	CA Species (18.4%), Homepage (17%), Education (9.4%), Mosquito Life Cycle (8%), Mosquitofish Request (5.2%)	Homepage (21.7%), CA Species (20.6%), Education (7.3%), Mosquito Life Cycle (5.5%), Mosquitofish Request (4.2%)	Homepage (20%), CA Species (15.9%), Education (9.3%), Mosquito Life Cycle (8.1%), Mosquitofish Request (3.1%)

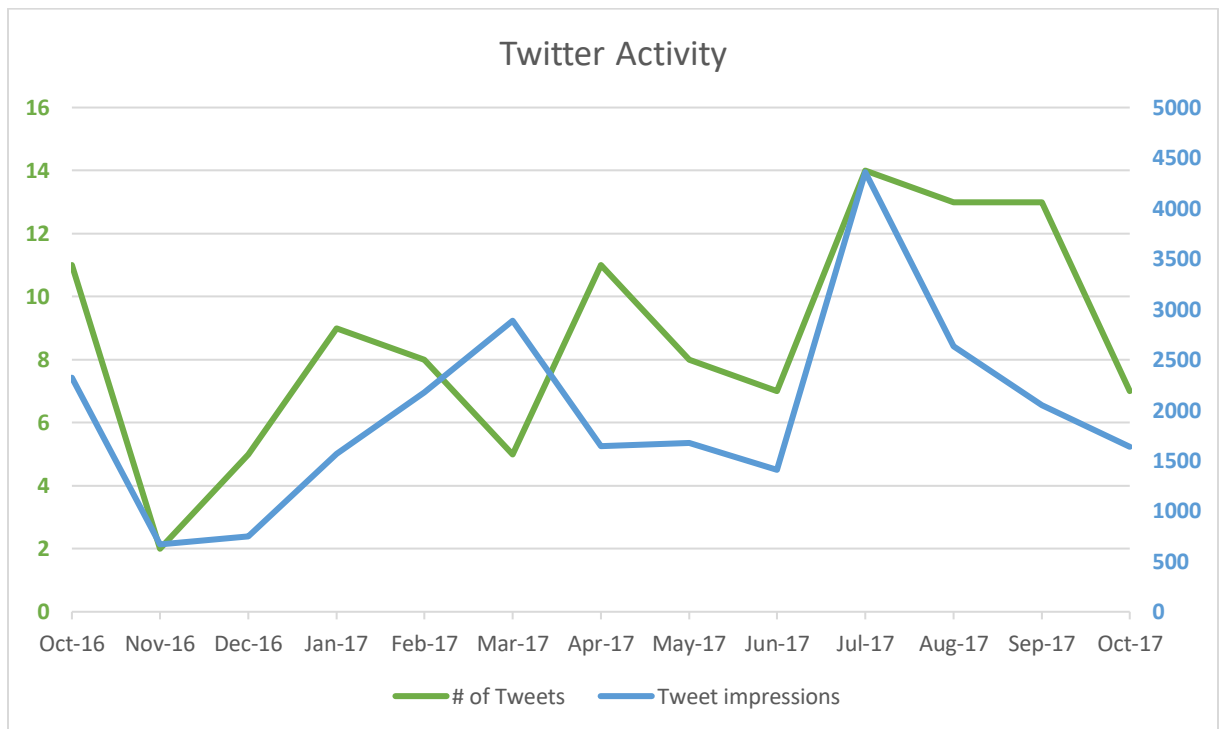
C. Facebook



Total Number of Followers: 142 (up from 139 in September)


October's Most Popular Post: Two complimentary tickets to the Alameda County Fall Home and Garden Show

D. Twitter



Number of Profile Visits in October: 138

Total Number of Followers (New This Month): 541 (9)

Top October Tweet: [#Mosquito](#) eggs hatch into [#larvae](#) about 48 hours after their first contact with water. Mosquito larvae are commonly called "wigglers" for the way they move in the water. They will shed their skin four times before they turn into [#pupae](#).  [Video of mosquito larvae]