

MINUTES

1065th MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

February 13th, 2018

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

1. Board President Hentschke called the regularly scheduled board meeting to order at 5:37 P.M.
2. Trustees Hentschke, Poulson, Roache, Brown, Cooley, Young, Marquez, Washburn, Narum and Aguilar were present. Trustees Beatty, Doggett, Dickinson and Bhat were absent.
3. Board President Hentschke invited members of the public to speak on any issue relevant to the District. Mosquito Control Technician Jeremy Sette was present to record the minutes. David Alvey of Maze & Associates was present to report on the Financial Audit and Memorandum on Internal Controls for Fiscal Year 2017-18. Mechanical Specialist Mark Weiland was present to report on the solar energy and District remodel project. Accounting Associate Michelle Matthes was present to augment the Financial Audit discussion.
4. The General Manager introduced new Board Members Ms. Cathy Roach, representing Alameda County, and Mr. Victor Aguilar representing the City of San Leandro.
5. Approval of minutes of the 1064th meeting held January 9th, 2019.
Motion: Trustee Narum moved to approve the minutes
Second: Trustee Washburn
Vote: motion carries: unanimous.
6. Presentation of the Financial Audit and Memorandum on Internal Controls for Fiscal Year 2017-18 by Maze & Associates.
Discussion:

David Alvey of Maze & Associates presented the Financial Audit and Memorandum on Internal Controls for Fiscal Year 2017-18 and fielded the following questions. Trustee Narum asked where to find the unfunded pension liability (p40). The General Manager asked if the District's pension stabilization fund will count towards the pension's funding status? (not at this time).

Motion: Trustee Narum moved to approve the Financial Audit and Memorandum on Internal Controls for Fiscal Year 2017-18 by Maze & Associates

Second: Trustee Aguilar

Vote: motion carries: unanimous.

7. Review of bids and awarding of contract for the solar energy project.

Discussion:

The General Manager gave a brief background pertaining to bids and contract for the solar energy project. Mechanical Specialist Mark Weiland presented the review of bids and awarding of contract to Solar Technologies for the solar energy project and fielded the following questions. Trustee Narum asked if this company is reputable and have references? (yes, yes). Trustee Washburn agreed that this company was the best choice.

Motion: Trustee Washburn moved to approve contract for the solar energy project

Second: Trustee Aguilar

Vote: motion carries: unanimous.

8. Review of bids and awarding of contract for the District remodel project.

Discussion:

The General Manager and Mechanical Specialist Mark Weiland gave a review of bids and awarding of contract to JCR Custom/ Paul Builders for the District remodel project and fielded the following questions. Trustee Narum asked for clarification regarding the California Building Structure's bid (it did not follow the bid requirements).

Motion: Trustee Narum moved to approve the awarding of the District remodel project to JCR Custom/ Paul Builders

Second: Trustee Marquez

Vote: motion carries: unanimous.

9. Closed session – Conference of Labor Negotiators Pursuant to Government Code 54957.6. Under Negotiation – Terms and Conditions of Employment

Discussion:

Accounting Associate Michelle Matthes passed out forms for direct deposit for Trustee payment before closed session. The Board went in to closed session. The Board came out of closed session and voted to recommend a 3.5% salary increase with 0.5% contributed to Calpers 457 Deferred Compensation for the first year of the 3-year MOU contract and 4% salary increase for each of the subsequent two years.

Motion: Trustee Washburn moved to approved recommendation of a 3.5% salary increase with 0.5% contributed to Calpers 457 Deferred Compensation for the first year of MOU contract and 4% salary increase for each of the subsequent two years.

Second: Trustee Marquez

Vote: motion carries: unanimous

10. Report from the Finance Committee regarding OPEB trust allocation and policy changes

Discussion:

Trustee Narum, representing the Finance Committee, reported on the OPEB trust allocation and policy changes which include lessening the amount invested in stocks to 50% max in investment policy.

Motion: Trustee Cooley moved to approve the changes in the OPEN investment policy

Second: Trustee Aguilar


Vote: motion carries: unanimous

11. District reserve policy proposed revisions to appendices
Discussion: The General Manager presented the reserve policy proposed revisions to appendices and fielded the following discussion. Trustee Cooley asked if putting only 50% of the annual funding needs will cause our OPEB fund to be depleted (Trustee Narum answered that the Finance Committee had discussed this option that the fund is fully funded, and this policy will ensure that the fund is safe and will not fall below 80% during future Board discussions). The General Manager reminded the Board that this is only the first reading. Trustee Aguilar asked if target level for OPEB will be revisited in two years (yes, based on the actuarial report). Trustee Narum recognized that Trustees should pay attention to the OPEB especially since it will now be placed on the balance sheet.
12. The President's Award Plaque was presented to Past Board President Elisa Marquez by President Eric Hentschke and the General Manager. The General Manager and the Board expressed their gratitude to Trustee Marquez for her dedication and hard work while serving as Board President.
13. Presentation of the Financial Reports as of January 31st, 2019.
Discussion:
The General Manager presented the Financial Reports as of January 31st, 2019 and fielded the following discussion. Trustee Narum commented on the positive health of the district's finances, specifically its cash flow.
14. Presentation of the Monthly Staff Report for January 2019.
Discussion:
The General Manager presented the Monthly Staff Report for January 2019.
15. Presentation of the Manager's Report for January 2019.
Discussion:
The General Manager presented the Manager's Report for January 2019 and fielded the following discussion. Trustee Washburn attended the MVCAC Annual Conference and commented on the high quality of the conference and how it has only gotten better over the years. Trustee Washburn also commended the District's employee's presence at the conference as well giving excellent talks and poster presentations, especially noting the significance of the KDR resistance testing poster. Trustee Washburn asked when the upcoming Oakland City Council meeting will start (around 7pm). The General Manager noted and thanked Jeremy Sette for his participation in the Union City council meeting. Trustee Narum added that Information Technology Director Robert Ferdan attended the Pleasanton City Council meeting. Trustee Marquez asked how many trustees need to participate in the SDLF training (a quorum). Trustee Washburn asked what the time frame is to finish the SDLF training (at least 6 months). Trustee Marquez suggested having the training happen on an afternoon where Board members could take a half day off work or a Saturday.
16. Board President Hentschke asked for reports on conferences and seminars attended by Trustees. Trustee Washburn addressed his attendance to the MVCAC.
17. Board President Hentschke asked for announcements from the Board. The General Manager apologized for omitting item 10b from the printed packet (it was in electronic version sent through email and posted online).
18. Board President Hentschke asked trustees for items to be added to the agenda for the next Board meeting. None.

19. The meeting adjourned at 6:56 P.M.

Respectfully submitted,

Approved as written and/or corrected
at the 1066nd meeting of the Board of
Trustees held March 13th, 2019



Eric Hentschke, President
BOARD OF TRUSTEES



P. Robert Beatty, Secretary
BOARD OF TRUSTEES