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ACMAD Finance Committee Minutes

3/12/2025

23187 Connecticut Street, Hayward, CA 94545 and
Remotely via teleconference

Committee Members:

Tyler Savage, Chair

Eric Hentschke

Kashef Qaadri *from 120 Vista Ave, Piedmont, CA*

Cathy Roache

Preston Jordan

Topics:

Chair Savage called the meeting to order at 3:47 P.M.

1. Trustees Savage, Hentschke, and Roache were present at the District. Trustee Qaadri was present remotely from the publicly posted location above. Trustee Jordan was absent. Ryan Clausnitzer and Michelle Robles were present representing the District and recording the minutes.

2. Public Comment: None

3. Approval of April 10th, 2024, meeting minutes.

Motion: Hentschke

Second: Roache

Vote: motion carries: unanimous

4. Review 1st draft of 2025-2026 ACMAD Budget

Discussion:

After a presentation by the General Manager and Financial & HR Specialist, Chair Savage inquired whether using the VCJPA Member Contingency Fund to pay for insurance would result in any savings (this would allow us to benefit from the market earnings while reducing the burden on our operational fund). Trustee Hentschke asked if the line in the revenue section is intended as a placeholder (yes, we will not be utilizing the VCJPA fund this year). Trustee Savage asked if the surplus is what is being designated to the reserve funds (yes), and asked for clarification regarding the process for overfunded reserves (The CA CLASS: Public Health Emergency Fund is overfunded, to maintain the target level of \$500,000, we will withdraw \$24,945 from the fund, the OPEB fund is restricted for only costs associated with retiree health benefits). Trustee Qaadri asked for clarification regarding the enhanced services being provided to raise the benefit assessment (the benefit assessment is based on increased property value rather than measured costs. It cannot be used to fund

pensions or structures but is strictly designated for enhanced services. This is our budget first dealing with the invasive *Aedes* mosquitoes and additional services are required to control this species. Trustee Savage asked if the new enhanced services are being provided by the new Community Liaison position (yes) and asked if the new lab position is replacing a seasonal position (with an additional full-time position, the lab will be requesting one less seasonal). Trustee Savage inquired whether a reduction in the Community Outreach budget would impact the services provided by the new position (no, software was moved out of the Community Outreach account, into IT). Trustee Roache asked whether the lab position conducting door-to-door work would have its salary split between the Lab and Community Liaison roles (no, the employee will remain in the lab under the supervision of the Lab Director; it is better to have two people conduct door-to-door inspections) and asked if the door-to-door inspections will take the employee from the lab (yes, we are hiring for another lab position to take on the roles). Trustee Qaadri asked which gate is up for replacement (the north side gate is currently manual only and thus difficult to open in case of an emergency). Trustee Hentschke inquired about the total number of units related to the benefit assessment (referring to our Engineers Report for last year, the total SFE units amounted to 472,859).

5. Discuss Reserve Fund name changes for referral to future Ad Hoc Policy Committee
The General Manager gave background and explained the proposed changes to the finance policy. Trustee Hentschke asked if a decision needs to be made now (we are only asking the Finance Committee to make a recommendation to the Ad-Hoc Policy Committee when that committee is reviewing all policy changes).
6. Adjourn at 4:47 P.M.

Respectfully submitted,

Approved as written and/or corrected at the Finance Committee meeting held 4/9/2025.

Trustee Cathy Roache
Finance Committee Member

Signature: Cathy Roache
Cathy Roache (Apr 14, 2025 11:28 PDT)

Email: cathy.roache@acgov.org






3 - Finance Meeting Minutes.3.12.25

Final Audit Report

2025-04-14

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