

MINUTES

1089th MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT April 14th, 2021

TIME: 5:00 P.M.
PLACE: *Zoom Teleconference Only*
TRUSTEES: P. Robert Beatty, President, City of Berkeley
Betsy Cooley, Vice-President, City of Emeryville
Subru Bhat, Secretary, City of Union City
Cathy Roache, County-at-Large
Wendi Poulson, City of Alameda
Preston Jordan, City of Albany
Shawn Kumagai, City of Dublin
George Young, City of Fremont
Elisa Marquez, City of Hayward
Steven Cox, City of Livermore
Eric Hentschke, City of Newark
Jan O. Washburn, City of Oakland
Andrew Mingst, City of Piedmont
Julie Testa, City of Pleasanton
Victor Aguilar, City of San Leandro

1. Board President Beatty called the regularly scheduled board meeting to order at 5:01 P.M. Vector Biologist Jeremy Sette noted in the general chat that his webcam was not functioning but could still take minutes.
2. Trustees Beatty, Cooley, Bhat, Roache, Poulson, Jordan, Young, Marquez, Cox, Hentschke, Washburn, Mingst, and Aguilar were present on the Zoom conference. Trustee Testa was absent. Trustee Kumagai arrived at 5:20 P.M.
3. Board President Beatty invited members of the public to speak on any issue relevant to the District. Mechanical Specialist Mark Wieland was present to review bids for the exterior painting project. Accounting Associate Michelle Robles was present to comment on the draft budget. Vector Biologist Jeremy Sette was present to record the minutes.
4. Approval of the minutes of the 1088th meeting held March 10th, 2021. The General Manager added a comment regarding a typo in the draft minutes related to the manager evaluation committee that has been corrected in the final version of minutes.
Motion: Trustee Aguilar moved to approve the minutes
Second: Trustee Roache
Vote: motion carries: unanimous.
5. Review of bids and awarding of contract for the exterior painting project.
Discussion: The General Manager introduced Mechanical Specialist Mark Wieland to present the bids for the exterior painting project. Mr. Wieland greeted the Trustees, gave

background of project, recommended awarding the contract to D & H Painting of Rancho Cordova, and fielded the following discussion. President Beatty asked what the budget was (\$39,000). Trustee Cox asked what criteria was used in the recommendation (found in the report). The General Manager added that each contractor had to be registered with the Department of Industrial Relations and noted that the contractor would bring their own restroom per COVID-19 protocol. Trustee Cox asked if contractors not awarded the bid had a formal protest period (the General Manager answered that bidders were aware that the staff recommendation was publicly posted on Friday but there is no formal protest policy). Trustee Hentschke asked if there were any possible areas that needed painting not addressed in bid and how ACMAD would address that (the 10% contingency should cover any unforeseen areas but ACMAD was very thorough in the RFP and during the subsequent walk-throughs) and asked about will happen with the chicken wire used for bird suppression (it will just be painted over). President Beatty complimented Mr. Wieland on his good work.

Motion: Trustee Washburn moved to award the contract to D & H Painting of Rancho Cordova

Second: Trustee Hentschke

Vote: motion carries: unanimous

6. First draft of the 2021-22 budget for discussion.

Discussion:

Trustee Jordan spoke on behalf of the Finance Committee and addressed specifics of the first draft of the 2021-22 budget while fielding the following discussion. President Beatty asked for clarification on Reserve Account Allocations (the summary page is described in detail on the following pages). The General Manager addressed noteworthy specifics of the budget and fielded the rest of the discussion. President Beatty asked for clarification on the calculations for the cash carried over (the current bank balances are used along with likely cash outflows). The General Manager noted a missing footnote on the reserve allocation page was accidentally omitted but will be in the next draft of the budget (it referred to the timing of reserve fund allocations). Trustee Marquez asked for the clarification between the Repair and Replace Fund and Capital Reserve Funds (Repair and Replace is for current capital assets, Capital Reserve is for non-capital large projects, like painting, and new asset acquisitions). President Beatty asked if there would be a vote next month to approve the budget (yes).

7. Presentation of the Financial Reports as of March 31st, 2021.

Discussion:

The General Manager presented the Financial Reports as of March 31st, 2021 and fielded the following discussion. The General Manager thanked Secretary Bhat for coming to the District to sign checks. President Beatty asked for clarification on the difference on the year-to-year balance sheet in the LAIF fund (Accounting Associate Michelle Robles answered that this is likely tied to the timing of transfers but will look into it and get back to the Board). Vice-President Cooley suggested that timing should not increase the assets as the transfers are only from one asset to another (staff will look into the cause of the increase and follow-up with the Board).

8. Presentation of the Monthly Staff Report.

Discussion:

The General Manager presented the Monthly Staff Report and fielded the following discussion. Trustee Jordan asked if there could be a timeline added to the "Mosquitoes grow up so fast!" social media post explaining how long each part of the mosquito life cycle took (Trustee Washburn noted the difficulty with adding specifics of life cycles due to the high

variability of different mosquito life cycles but complimented Trustee Jordan on making a good point). The General Manager noted a typo in the “Channels Used for Service Requests” pie chart. Trustee Aguilar asked about the property tax referral item in “Service Request Referral Summary for March” (the item was referring to property owners informing the District that they reached out for service after noticing ACMAD on their property bill).

9. Presentation of the Manager’s Report.

Discussion:

The General Manager presented the Manager’s Report and fielded the following discussion. The General Manager congratulated President Beatty, Accounting Associate Michelle Robles, and Vector Biologist Tom McMahon for 5, 5, and 7 years of ongoing service and noted that Tom McMahon had more than 10 additional years of service before leaving the District and returning for the current 7 years of service. The General Manager noted that President Beatty will be receiving the District Anniversary Belt Buckle for his anniversary in the mail. President Beatty asked when meetings will be in-person (it depends on when Governor Newsom cancels his emergency resolution allowing for remote meeting). President Beatty asked if the ad-hoc Manager Evaluation Committee could talk to each other outside of meetings in accordance with the Brown Act (yes).

10. Board President Beatty asked for reports on conferences and seminars attended by Trustees. Trustee Cox attended and enjoyed attending two of the four modules of the Special District Leadership Academy.

11. Board President Beatty asked for announcements from the Board. The General Manager congratulated Trustee Cox on the recent birth of his son. Trustee Cox thanked him and noted that he was also looking forward to meeting the Board in person when meetings returned in person.

12. Board President Beatty asked trustees for items to be added to the agenda for the next Board meeting. None.

13. The meeting adjourned at 6:17 P.M.

Respectfully submitted,

Approved as written and/or corrected
at the 1090th meeting of the Board of
Trustees held May 12th, 2021.

DocuSigned by:

Robert Beatty

P. Robert Beatty, President
BOARD OF TRUSTEES

DocuSigned by:

Subru Bhat

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Subru Bhat, Secretary
BOARD OF TRUSTEES