



155 Mason Circle
Concord CA 94520
phone (925) 685-9301
fax (925) 685-0266
www.contracostamosquito.com

BOARD OF TRUSTEES

****MONDAY, NOVEMBER 4, 2019****

DISTRICT OFFICE

155 Mason Circle

Concord, CA 94520

7:00 PM

AGENDA

CALL TO ORDER:

Roll Call

Pledge of Allegiance

1. APPROVAL OF THE AGENDA AS POSTED (OR AMENDED)

2. PUBLIC INPUT ON NON AGENDA ITEMS

Public Participation: Members of the public may address the Board of Trustees regarding items of interest that are within the subject matter jurisdiction of the Board of Trustees. Generally, the Board will not enter into a dialogue during this period.

Speakers should have a "Speaker Card" completed and presented to the Clerk of the Board prior to the start of the Board meeting. Public input on agenda items will be taken at the beginning of the discussion of those agenda items.

Comments shall be limited to **three minutes per person**, unless different time limits are set by the Chairperson.

3. CONSENT CALENDAR

Any item may be pulled from the Consent Calendar and separately considered at the request of any Trustee.

- A. Minutes of the Trustee training (special meeting) and the regular Board of Trustees Meeting on September 9, 2019
- B. Expenditures for August 2019 and September 2019
- C. Payroll Expenditures
- D. Transaction Activity Report for August 2019 and September 2019
- E. Financial Report – FY 2019/2020 Expenses to Date

Protecting Public Health Since 1927

BOARD OF TRUSTEES

President **MICHAEL KRIEG** Oakley • Vice President **PERRY CARLSTON** Concord • Secretary **DANIEL PELLEGRINI** Martinez

Antioch **LOLA ODUNLAMI** • Brentwood **MARSHON THOMAS** • Clayton **PEGGIE HOWELL** • Contra Costa County **JIM PINCKNEY** • **CHRIS COWEN & DARRYL YOUNG**
Danville **RANDALL DIAMOND** • El Cerrito **Vacant** • Hercules **Vacant** • Lafayette **JAMES FITZSIMMONS** • Moraga **ROBERT LUCACHER** • Orinda **KEVIN MARKER** • Pinole **WARREN CLAYTON**
Pittsburg **RICHARD AINSLEY PhD** • Pleasant Hill **RICHARD MEANS** • Richmond **SOHEILA BANA PhD** • San Pablo **Vacant** • San Ramon **PETER PAY** • Walnut Creek **JAMES MURRAY**

4. REPORTS

- A. Board Members
- B. General Manager
- C. Staff
- D. Legal Counsel

5. INFORMATION ITEMS

- A. Ad Hoc Trustee Manual Committee Report
- B. Personnel Committee Report
- C. Audit Committee Report

6. ACTION ITEMS

- A. Ad Hoc Vision & Mission Statements Committee Report
 - i. Approval of the District's Mission Statement **

7. ADJOURNMENT

I hereby certify that the District Board of Trustee Agenda was posted 7 days, before the noted meeting.



Natalie Martini, Administrative Analyst II

10/28/2019

Date

The Contra Costa Mosquito & Vector Control District will provide reasonable accommodations for persons with disabilities planning to attend CCMVCD meetings who contact Natalie Martini at least 24 hours before the meeting, at (925) 771-6100.

Agenda materials are available to the public for inspection at no charge during business hours at our administrative office located at 155 Mason Circle, Concord, California.

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

NOVEMBER 4, 2019 BOARD MEETING

1-2. No comment

3. CONSENT CALENDAR

- A. Minutes of the September 9, 2019 Trustee training (special meeting) and regular Board of Trustees Meetings (*Pages 5-9*) – Approval of Minutes 19-5, Special Meeting for Board of Trustee training and Minutes 19-6, the regular Board Meeting, held on September 9, 2019.
- B. Expenditures for August 2019 and September 2019 (*Pages 10-14*) – Approval of expenditures of August 1, 2019 through September 30, 2019 including checks No. 028154 through No. 028246, in the amount of \$304,011.93.
- C. Payroll Expenditures – Approval of payroll expenditures of August 1, 2019 through September 30, 2019, including checks No. 016152 through No. 016160 and Direct Deposit No. D03734 through No. D03894, in the amount of \$353,772.56.
- D. Transaction Activity Report for August 2019 and September 2019 (*Pages 15-17*)
- E. Financial Report – FY 2019/2020 Expenses to Date (*Pages 18-19*)

4. REPORTS

- A. Board Members
- B. General Manager
- C. Staff – Staff reports have been submitted (*Pages 20-34*) and *staff will be present to answer any questions.*
- D. Legal Counsel

5. INFORMATION ITEMS

- A. Ad Hoc Trustee Manual Committee Report – Committee Chair Murray will report on the committee meeting held on September 12, 2019.
- B. Personnel Committee Report – Trustee Carlston will report on the committee meeting that was held on September 23, 2019.
- C. Audit Committee – Trustee Howell and Administrative Services Manager Bagley will report on the committee meeting that was held October 22, 2019.

6. ACTION ITEMS

A. Ad Hoc Vision & Mission Statements Committee Report

Recommendation – Select and approve the District’s Mission Statement based on the following suggestions:

i. “The Contra Costa Mosquito & Vector Control District is a public health agency dedicated to protecting the community from mosquitoes and other vectors of disease”

ii. “The Contra Costa Mosquito & Vector Control District is a public health agency dedicated to reducing the threat from mosquitoes and other vectors of disease”

7. ADJOURNMENT

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
SPECIAL BOARD MEETING
MINUTES NO. 19-5

A special meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, September 23, 2019, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Richard Ainsley
 Soheila Bana
 Warren Clayton
 Peggie Howell
 Robert Lucacher
 James Murray
 Daniel Pellegrini
 Jim Pinckney

TRUSTEES ABSENT Perry Carlston
 Chris Cowen
 Randall Diamond
 Jim Fitzsimmons
 Michael Krieg, President
 Kevin Marker
 Richard Means
 Lola Odunlami
 Peter Pay
 Marshon Thomas
 Darryl Young

OTHERS PRESENT Natalie Martini, Administrative Analyst II
 Jenine Smith, CPS HR Consulting

There being no quorum present at 4:33 p.m., the AB1825, AB2053 & AB1343 Harassment, Retaliation & Discrimination Prevention training proceeded as scheduled for the Trustees in attendance.

The training session adjourned at 6:35 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board held on November 4, 2019.

Ayes: _____
Noes: _____
Abstain: _____
Absent: _____

Michael Krieg
2019 President, Board of Trustees

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 19-6

A meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, September 23, 2019, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT	Michael Krieg, President Perry Carlston, Vice President Richard Ainsley Soheila Bana Warren Clayton Chris Cowen Randall Diamond Jim Fitzsimmons Peggie Howell Robert Lucacher Kevin Marker James Murray Lola Odunlami Peter Pay Daniel Pellegrini Jim Pinckney Darryl Young
TRUSTEES ABSENT	Marshon Thomas Richard Means
VACANCIES	El Cerrito, Hercules & San Pablo
OTHERS PRESENT	Paula Macedo, General Manager Maria Bagley, Administrative Services Manager Steve Schutz, Scientific Program Manager Sheila Currier, Program Supervisor David Wexler, Program Supervisor Terry Davis, Program Supervisor Natalie Martini, Administrative Analyst II Douglas Coty, Legal Counsel

CALL TO ORDER

President Krieg called the meeting to order at 7:00 p.m.

ROLL CALL

A roll call indicated that 17 Trustees were present, two were absent, and there are three vacancies.

1. APPROVAL OF THE AGENDA AS POSTED

** Motion was made by Trustee Pellegrini and seconded by Trustee Diamond to approve the agenda as posted. *Motion passed unanimously.*

2. PUBLIC INPUT ON NON AGENDA ITEMS – None

3. CONSENT CALENDAR

A. MINUTES – Approval of Minutes 19-4, Regular Board Meeting, held on July 8, 2019.

B. EXPENDITURES – Approval of expenditures of June 1, 2019 through July 31, 2019 including checks No. 0279993 through No. 028153, in the amount of \$2,143,127.29.

C. PAYROLL FOR APRIL 2019 & MAY 2019 – Approval of payroll expenditures of June 1, 2019 through July 31, 2019, including checks No. 016143 through No. 016146 and Direct Deposit No. D03527 through No. D03610, and D03649 through No. D003733, in the amount of \$362,150.70.

D. TRANSACTION ACTIVITY REPORT FOR JUNE 2019 & JULY 2019

E. FINANCIAL REPORT

** Motion was made by Trustee Pellegrini and seconded by Trustee Fitzsimmons to approve the consent calendar. *Motion passed unanimously.*

4. ACTION ITEMS

A. ANNUAL REPORT OF 2018/2019 INVESTMENT PORTFOLIO PERFORMANCE – Administrative Services Manager Bagley presented the Board with the 2018/2019 Investment Portfolio Performance.

** A motion was made by Trustee Pellegrini and seconded by Trustee Pinckney to approve the 2018/2019 Investment Portfolio Performance. *Motion passed unanimously.*

B. APPROVAL FOR ADDITIONAL BUDGET FOR NEW VEHICLE PURCHASE – Initially during the budgeting period in April/May the District estimated the cost of the trucks, and the Board approved the budget request for two new vehicles at \$78,400.00. Management requested an additional \$5,600.00, which brought the total approved budget for the two vehicles to \$84,000.00.

** A motion was made by Trustee Pellegrini and seconded by Trustee Bana to approve additional expenses for new vehicle purchase and amend FY 2019/2020 Budget. *Motion passed unanimously.*

- C. AMENDMENT TO THE GENERAL MANAGER'S PROCUREMENT AUTHORITY – management asked for approval of the inclusion of interagency agreements in the General Manager's Procurement Authority.

** A motion was made by Trustee Pellegrini and seconded by Trustee Carlston to approve the inclusion of interagency agreements in the General Manager's Procurement Authority. *Motion passed unanimously.*

5. INFORMATION ITEMS

- A. ADVANCE PLANNING COMMITTEE REPORT – Committee Chair Clayton updated the Board on the August 22, 2019 Advance Planning Committee meeting when the committee started the discussion of an Emergency Preparedness Plan. The committee will be meeting on December 9, 2019 for continue the discussion on how to prepare for emergency situations.
- B. COASTAL REGION MUTUAL AID AGREEMENT REVIEW – General Manager Macedo presented the Board with the proposed mutual aid agreement between Coastal Region agencies and answered questions. The agreement will be submitted to general and labor legal counsel for review and comments before Board approval at a future meeting.

6. REPORTS

- A. BOARD MEMBERS – Board President Krieg advised the Board he will be out of town during the January 2020 Board meeting and requested that Vice President Carlston hold the meeting in the his absence. Secretary Pellegrini mentioned the Contra Costa County Fish & Wildlife committee would be hosting a BBQ/forum on Thursday, September 19, 2019 at 5:00 p.m. at the Martinez Sportsman's Club on Embarcadero, and invited anyone interested in the event to join.
- B. GENERAL MANAGER – General Manager Macedo noted that the best way to reach her, if needed is via cell phone or email, as she may be out of the office at times. She mentioned that she has received multiple requests from Trustees attempting to get contact information from other Trustees recently, thus a form will be provided at the next Board meeting for Trustees to provide authorization to share their contact information.

General Manager Macedo notified the Board that she was invited to give a presentation to a group of delegates from European countries that are part of the European Centre for Disease Prevention and Control (ECDC). The meeting will take place at the ECDC Headquarters in Sweden on December 2-3, 2019 and will review vector control practices and strategies against West Nile virus. Expenses will be paid for by ECDC.

General Manager Macedo updated the Board on the invasive mosquito *Aedes aegypti* found recently in Placer and Sacramento counties, in addition to the detections of the same mosquito in San Joaquin county earlier in the summer.

General Manager Macedo called the attention of the Board to the additions of Department reports to the current Board packet. She mentioned that it is her goal to have these reports added to the packet each time to better inform Trustees on District's activities and operations. She added that she will also try to provide a summarized report on the months that the Board does not meet. Reports reflect activity from the previous month.

- C. STAFF – Scientific Program Manager Schutz gave an update on WNV activity, noting that at the time that the meeting's agenda was distributed there was no WNV activity noted throughout the County, however that has changed within the previous week. The District received the first WNV positive of the season for a sentinel chicken on August 26, 2019 in Holland Tract, along with the first WNV positive dead bird found in Danville on September 3, 2019. These are the latest reports of WNV in the county since it first showed up in 2005. He stated that dead bird reports are significantly lower statewide this season.

Program Supervisor Wexler mentioned to the Board that he is the only District employee certified to fly the drone (UAS), and has been utilizing it for surveillance efforts this season. He reminded the Board of how useful this type of surveillance was last year during the fire and subsequent flooding of Quimby Island. Wexler also updated the Board on the status of the Digital Maps operational software, and stated that several employees have been testing the various workflows within the system to make sure any updates needed are completed before going live with the product.

- D. LEGAL COUNSEL – None

- 7. ADJOURNMENT There being no further business, the meeting was adjourned at 8:00 p.m.

I certify the above minutes were approved as read or corrected at the meeting of the Board held on November 4, 2019.

Ayes: _____

Noes: _____

Abstain: _____

Absent: _____

Daniel Pellegrini
2019 Secretary, Board of Trustees

Check History Report

CHECK	DATE	Vendor	GL Account and Description	Total	
28154 Total	28154	8/15/2019	Bank of the West - Federal Income Taxes	202010-00 Federal Income Tax W/H	\$ 12,753.17
	28155	8/15/2019	Employment Development Dept - State Income Tax	202015-00 State Income Tax W/H	\$ 4,843.66
28155 Total					\$ 4,843.66
	28156	8/15/2019	Bank of the West - FICA/Medicare Taxes	202020-00 FICA Tax - Employer	\$ 8,396.28
				202025-00 FICA Tax - Employee	\$ 8,396.28
				202030-00 MEDICARE Tax - Employer	\$ 1,963.67
				202035-00 MEDICARE Tax - Employee	\$ 1,963.67
28156 Total					\$ 20,719.90
	28157	8/15/2019	Employment Development Dept - State Disability Ins	202095-00 State Disability - SDI Employee	\$ 769.38
28157 Total					\$ 769.38
	28158	8/15/2019	Nationwide Retirement Solutions - 457 Plan	202140-00 457 Deferred Savings Plan	\$ 654.00
28158 Total					\$ 654.00
	28159	8/15/2019	Univar USA Inc.	502016-15 Safety & PPE: Mosquito Program	\$ 99.36
28159 Total					\$ 99.36
	28160	8/15/2019	TD Ameritrade Institution	202140-00 457 Deferred Savings Plan	\$ 5,105.23
28160 Total					\$ 5,105.23
	28161	8/15/2019	DMV	500115-00 Permits & Fees: General	\$ 1,549.00
28161 Total					\$ 1,549.00
	28162	8/15/2019	Fred Loux	505034-00 Uncategorized Expenses: General	\$ 323.74
28162 Total					\$ 323.74
	28163	8/15/2019	Guardian Security Agency	500116-00 Security Service: General	\$ 950.00
28163 Total					\$ 950.00
	28164	8/15/2019	Bank of the West	202110-00 Health FSA - Employee	\$ 553.36
				202115-00 Dependent Care - Employee	\$ 791.69
28164 Total					\$ 1,345.05
	28165	8/15/2019	Vector-Borne Disease Account	505008-00 Employee - Training: General	\$ 143.00
28165 Total					\$ 143.00
	28166	8/15/2019	Waterlogic Americas LLC	505042-00 Water - Drinking: General	\$ 79.39
28166 Total					\$ 79.39
	28167	8/15/2019	Flyers Energy, LLC	502001-00 Automotive - Gasoline: General	\$ 3,576.16
28167 Total					\$ 3,576.16
	28168	8/15/2019	BOLD, POLISNER, MADDOW, NELSON & JUDSON	500110-00 Legal - Counsel General: General	\$ 1,901.60
28168 Total					\$ 1,901.60
	28169	8/15/2019	MVCAC	505003-00 District Membership & Subscription Dues: General	\$ 11,000.00
28169 Total					\$ 11,000.00
	28170	8/15/2019	Golden State Overnight	505023-10 Postage: Lab	\$ 26.67
28170 Total					\$ 26.67
	28171	8/15/2019	ALSCO	502021-10 Uniform Rental: Lab	\$ 282.70
				502021-15 Uniform Rental: Mosquito Program	\$ 895.22
				502021-20 Uniform Rental: Vertebrate Program	\$ 392.64
28171 Total					\$ 1,570.56
	28172	8/15/2019	KBA DOCUMENT SOLUTIONS, LLC	504008-00 Printing Supplies: General	\$ 98.11
28172 Total					\$ 98.11
	28173	8/15/2019	Mt. Diablo Resource Recovery-Concord	505037-00 Utilities Garbage: General	\$ 567.85
28173 Total					\$ 567.85
	28174	8/15/2019	Banksia Landscape, Inc.	500109-00 Landscaping Services: General	\$ 475.00
28174 Total					\$ 475.00
	28175	8/15/2019	Kirk Thill	505034-00 Uncategorized Expenses: General	\$ 323.74
28175 Total					\$ 323.74
	28176	8/30/2019	CCC Employees Retirement - Employees Contribution	202135-00 Retirement - CCCERA Employee	\$ 28,838.98
28176 Total					\$ 28,838.98
	28177	8/30/2019	SEIU UPE LOCAL 1021-Union Dues	202150-00 SEIU Local 1021	\$ 2,301.53
28177 Total					\$ 2,301.53
	28178	8/30/2019	Nationwide Retirement Solutions - 457 Plan	202140-00 457 Deferred Savings Plan	\$ 654.00
28178 Total					\$ 654.00
	28179	8/30/2019	CalPERS	202040-00 CalPers Medical - Employer Contribution	\$ 35,001.66
				202050-00 CalPers Medical - Employee Contribution	\$ 7,030.54
				600130-00 CalPers Medical Insurance - Active Employees	\$ 768.00
				600145-00 Medical Insurance - Retirees	\$ 9,961.21
				600165-00 CalPers Medical Admin Fee - Active Employees Gener	\$ 115.56
				600170-00 CalPers Medical Admin Fee - Retirees	\$ 26.90
28179 Total					\$ 52,903.87
	28180	8/30/2019	Vision Service Plan	600140-00 Vision Insurance - Active Employees	\$ 670.35
28180 Total					\$ 670.35
	28181	8/30/2019	Health Care Dental Trust	600135-00 Dental Insurance - Active Employees General	\$ 2,090.24
				600136-00 Dental Insurance: Operations	\$ 2,092.86
28181 Total					\$ 4,183.10
	28182	8/30/2019	PG&E	505036-00 Utilities Electric: General	\$ 20.77
				505038-00 Utilities Gas: General	\$ 104.29
28182 Total					\$ 125.06
	28183	8/30/2019	U.S. BANK CORPORATE PAYMENT SYSTEMS	500103-00 B&G Maint Major <\$10K: General	\$ 97.86
				500103-25 B&G Maint Major >\$10K Public Affairs	\$ 506.70
				501006-25 Marketing - Business Cards: Public Affairs	\$ 41.76
				502003-00 Automotive - Services: General	\$ 629.08
				502004-00 Automotive - Supplies: General	\$ 89.15
				502010-20 Control Materials - Vertebrate: Vertebrate Program	\$ 1,666.23
				502013-00 Equipment Repair: General	\$ 65.54
				502015-00 Equipment Small: General	\$ 172.49
				502015-15 Equipment Small: Mosquito Program	\$ 1,515.54
				502016-00 Safety & PPE: General	\$ 250.50
				502016-20 Safety & PPE: Vertebrate Program	\$ 99.36
				503001-10 Aquaculture: Lab	\$ 591.80
				503002-10 General Lab Supplies & Materials: Lab	\$ 21.65
				503002-25 General Lab Supplies & Materials: Public Affairs	\$ 28.50
				503004-10 Lab Equipment: Lab	\$ 49.35
				503007-10 Sentinel Bird: Lab	\$ 170.00
				503008-10 Surveillance Lab	\$ 895.41
				504000-00 Computer Equipment Supplies < \$100: General	\$ 105.73
				504000-05 Computer Equipment Supplies < \$100: Administration	\$ 91.50
				504000-25 Computer Equipment Supplies < \$100: Public Affairs	\$ 147.69

Check History Report

CHECK	DATE	Vendor	GL Account and Description	Total		
28183	43707	U.S. BANK CORPORATE PAYMENT SYSTEMS	504001-00 :General	\$ 135.89		
			504001-05 Administration	\$ 150.00		
			504004-00 GPS Tracking:General	\$ 1,670.25		
			504005-00 I.T Subscriptions:General	\$ 259.33		
			505006-00 Employee - Meal:General	\$ 535.56		
			505006-05 Employee - Meal Administration	\$ 20.57		
			505008-05 Employee - Training:Administration	\$ 80.09		
			505008-10 Employee - Training:Lab	\$ 80.09		
			505009-05 Employee - Travel:Administration	\$ 10.00		
			505018-25 Office Furniture:Public Affairs	\$ 230.44		
			505026-00 Safety Program - Tangible Materials:General	\$ 162.01		
			505026-20 Safety Program - Tangible Materials:Vertebrate Pro	\$ 80.09		
			28183 Total			\$ 10,650.16
			28184	8/30/2019	TD Ameritrade Institution	202140-00 457 Deferred Savings Plan
28184 Total			\$ 5,105.23			
28185	8/30/2019	KBA DOCUSYS, INC	500115-00 Permits & Fees:General	\$ 123.67		
			505027-00 Service & Leasing Contracts:General	\$ 203.36		
28185 Total			\$ 327.03			
28186	8/30/2019	AFLAC	202100-00 Other Disability Insurance - Employee	\$ 52.84		
28186 Total			\$ 52.84			
28187	8/30/2019	Sun Life Financial	202085-00 Employee Voluntary Life Ins - General	\$ 446.28		
			600155-00 Life Insurance - General	\$ 754.66		
28187 Total			\$ 1,200.94			
28188	8/30/2019	Guardian Security Agency	500116-00 Security Service:General	\$ 1,425.00		
28188 Total			\$ 1,425.00			
28189	8/30/2019	INFINISOURCE, Inc.	600175-00 FSA Admin Fee:General	\$ 80.00		
28189 Total			\$ 80.00			
28190	8/30/2019	Bank of the West	202110-00 Health FSA - Employee	\$ 553.36		
			202115-00 Dependent Care - Employee	\$ 791.69		
28190 Total			\$ 1,345.05			
28191	8/30/2019	Flyers Energy, LLC	502001-00 Automotive - Gasoline:General	\$ 2,919.78		
28191 Total			\$ 2,919.78			
28192	8/30/2019	Reliance Standard Life In	600150-00 Disability Insurance - General	\$ 772.12		
28192 Total			\$ 772.12			
28193	8/30/2019	Colonial Life	202100-00 Other Disability Insurance - Employee	\$ 514.14		
28193 Total			\$ 514.14			
28194	8/30/2019	Mosquito Vector Control Association of California	503005-10 Lab Testing Lab	\$ 1,180.00		
28194 Total			\$ 1,180.00			
28195	8/30/2019	Golden State Overnight	505023-10 Postage:Lab	\$ 24.90		
28195 Total			\$ 24.90			
28196	8/30/2019	RKL eSolutions LLC	500104-00 Consulting - General:General	\$ 6,800.00		
28196 Total			\$ 6,800.00			
28197	8/30/2019	Comcast	505040-00 Utilities Landline:General	\$ 1,356.48		
28197 Total			\$ 1,356.48			
28198	8/30/2019	Mobile Living Truck Tops and More	502016-00 Safety & PPE:General	\$ 2,648.58		
28198 Total			\$ 2,648.58			
28199	8/30/2019	R&M Enterprise	502013-00 Equipment Repair:General	\$ 1,877.35		
28199 Total			\$ 1,877.35			
28200	8/30/2019	U.S. BANK CORPORATE PAYMENT SYSTEMS	505020-00 Office Supplies - General:General	\$ 3.32		
28200 Total			\$ 3.32			
28201	9/13/2019	CalPERS	500115-00 Permits & Fees:General	\$ 400.00		
28201 Total			\$ 400.00			
28202	9/13/2019	Contra Costa Water District	505041-00 Utilities Water:General	\$ 1,248.74		
28202 Total			\$ 1,248.74			
28203	9/13/2019	VCJPA	700102-00 Vehicles:General	\$ 850.00		
28203 Total			\$ 850.00			
28204	9/13/2019	PG&E	505036-00 Utilities Electric:General	\$ 21.03		
28204 Total			\$ 21.03			
28205	9/13/2019	SP Automotive	502013-15 Equipment Repair:Mosquito Program	\$ 99.91		
28205 Total			\$ 99.91			
28206	9/13/2019	City of Antioch Marina	500115-15 Permits & Fees:Mosquito Program	\$ 104.00		
28206 Total			\$ 104.00			
28207	9/13/2019	Guardian Security Agency	500116-00 Security Service:General	\$ 1,062.00		
28207 Total			\$ 1,062.00			
28208	9/13/2019	Spark Creative Design	501005-25 Marketing - Brochures Public Affairs	\$ 314.07		
28208 Total			\$ 314.07			
28209	9/13/2019	Waterlogic Americas LLC	505042-00 Water - Drinking:General	\$ 79.39		
28209 Total			\$ 79.39			
28210	9/13/2019	Flyers Energy, LLC	502001-00 Automotive - Gasoline:General	\$ 3,176.02		
28210 Total			\$ 3,176.02			
28211	9/13/2019	BOLD, POLISNER, MADDOW, NELSON & JUDSON	500110-00 Legal - Counsel General:General	\$ 483.00		
28211 Total			\$ 483.00			
28212	9/13/2019	Golden State Overnight	505023-10 Postage:Lab	\$ 17.78		
28212 Total			\$ 17.78			
28213	9/13/2019	ALSCO	502021-10 Uniform Rental:Lab	\$ 202.69		
			502021-15 Uniform Rental:Mosquito Program	\$ 897.64		
			502021-20 Uniform Rental:Vertebrate Program	\$ 347.47		
28213 Total			\$ 1,447.80			
28214	9/13/2019	Mt. Diablo Resource Recovery-Concord	505037-00 Utilities Garbage:General	\$ 567.85		
28214 Total			\$ 567.85			
28215	9/13/2019	Comcast	505040-00 Utilities Landline:General	\$ 341.95		
28215 Total			\$ 341.95			
28216	9/13/2019	Calderon Janitorial Services	500107-00 Janitorial Services:General	\$ 650.00		
28216 Total			\$ 650.00			
28217	9/30/2019	SEIU UPE LOCAL 1021-Union Dues	202150-00 SEIU Local 1021	\$ 2,388.98		
28217 Total			\$ 2,388.98			
28218	9/30/2019	Nationwide Retirement Solutions - 457 Plan	202140-00 457 Deferred Savings Plan	\$ 1,308.00		
28218 Total			\$ 1,308.00			
28219	9/30/2019	CalPERS	202040-00 CalPers Medical - Employer Contribution	\$ 40,802.75		
			600130-00 CalPers Medical Insurance - Active Employees	\$ 110.17		
			600145-00 Medical Insurance - Retirees	\$ 9,961.21		

Check History Report

CHECK	DATE	Vendor	GL Account and Description	Total
28219 Total	28219	43738 CalPERS	600170-00 CalPers Medical Admin Fee - Retirees	\$ 26.90
				\$ 50,901.03
28220 Total	28220	9/30/2019 Vision Service Plan	600140-00 Vision Insurance - Active Employees	\$ 621.30
				\$ 621.30
28221 Total	28221	9/30/2019 FP MAILING SOLUTIONS	505023-00 Postage:General	\$ 133.08
				\$ 133.08
28222 Total	28222	9/30/2019 U.S. BANK CORPORATE PAYMENT SYSTEMS	500103-00 B&G Maint Major <\$10K:General	\$ 264.08
			500115-00 Permits & Fees:General	\$ 132.75
			501008-25 Marketing - Displays Public Affairs	\$ 25.97
			502002-00 Automotive - Repairs:General	\$ 1,715.81
			502002-15 Automotive - Repairs Mosquito Program	\$ 294.50
			502002-20 Automotive - Repairs:Vertebrate Program	\$ 189.08
			502003-00 Automotive - Services:General	\$ 285.06
			502004-00 Automotive - Supplies:General	\$ 80.00
			502005-00 Building & Grounds Materials / Supplies:General	\$ 14.31
			502005-25 Building & Grounds Materials / Supplies:Public Aff	\$ 1,195.46
			502010-20 Control Materials - Vertebrate:Vertebrate Program	\$ 736.22
			502013-15 Equipment Repair:Mosquito Program	\$ 605.14
			502015-20 Equipment Small:Vertebrate Program	\$ 40.69
			502016-15 Safety & PPE:Mosquito Program	\$ 1,928.89
			502016-20 Safety & PPE:Vertebrate Program	\$ 146.14
			502017-15 Safety Boots:Mosquito Program	\$ 147.86
			502019-15 Tools & Instruments:Mosquito Program	\$ 9.48
			502020-25 Uniform Professional Branded Wear Public Affairs	\$ 360.63
			503001-00 Aquaculture:General	\$ 97.86
			503002-10 General Lab Supplies & Materials:Lab	\$ 74.67
			503007-10 Sentinel Bird:Lab	\$ 92.90
			503008-10 Surveillance Lab	\$ 2,431.59
			504000-00 Computer Equipment Supplies < \$100:General	\$ 93.43
			504000-25 Computer Equipment Supplies < \$100:Public Affairs	\$ 33.69
			504005-00 I.T Subscriptions:General	\$ 261.24
			504007-00 Phone Accessories:General	\$ 79.74
			505003-25 District Membership & Subscription Dues:Public Aff	\$ 44.00
			505006-00 Employee - Meal:General	\$ 20.43
			505008-15 Employee - Training:Mosquito Program	\$ 80.09
			505009-20 Employee - Travel:Vertebrate Program	\$ 463.00
			505019-00 Office Keys & Locks:General	\$ 9.24
			505022-00 Office Supplies - Kitchen:General	\$ 100.20
			505023-00 Postage:General	\$ 21.40
			505028-00 Trustee - Expense General:General	\$ 6.40
			505030-00 Trustee - Meal:General	\$ 195.24
			505034-25 Uncategorized Expenses Public Affairs	\$ 11.59
			505039-00 Utilities Internet:General	\$ 89.90
				\$ 12,378.68
28223 Total	28223	9/30/2019 Bay Alarm Company	500116-00 Security Service:General	\$ 267.75
				\$ 267.75
28224 Total	28224	9/30/2019 Liebert Cassidy Whitmore	500111-00 Legal - Counsel Labor:General	\$ 3,461.50
				\$ 3,461.50
28225 Total	28225	9/30/2019 TD Ameritrade Institution	202140-00 457 Deferred Savings Plan	\$ 9,366.96
				\$ 9,366.96
28226 Total	28226	9/30/2019 KBA DOCUSYS, INC	505027-00 Service & Leasing Contracts:General	\$ 203.36
				\$ 203.36
28227 Total	28227	9/30/2019 AFLAC	202100-00 Other Disability Insurance - Employee	\$ 52.84
				\$ 52.84
28228 Total	28228	9/30/2019 Staples Business Advantage	505021-00 Office Supplies - Janitorial:General	\$ 715.21
				\$ 715.21
28229 Total	28229	9/30/2019 Sun Life Financial	600155-00 Life Insurance - General	\$ 1,228.58
				\$ 1,228.58
28230 Total	28230	9/30/2019 Guardian Security Agency	500116-00 Security Service:General	\$ 1,079.00
				\$ 1,079.00
28231 Total	28231	9/30/2019 INFINISOURCE, Inc.	600175-00 FSA Admin Fee:General	\$ 80.00
				\$ 80.00
28232 Total	28232	9/30/2019 Flyers Energy, LLC	502001-00 Automotive - Gasoline:General	\$ 2,698.23
				\$ 2,698.23
28233 Total	28233	9/30/2019 Reliance Standard Life In	600150-00 Disability Insurance - General	\$ 832.71
				\$ 832.71
28234 Total	28234	9/30/2019 Colonial Life	202100-00 Other Disability Insurance - Employee	\$ 514.14
				\$ 514.14
28235 Total	28235	9/30/2019 Mosquito Vector Control Association of California	503005-10 Lab Testing Lab	\$ 1,380.00
				\$ 1,380.00
28236 Total	28236	9/30/2019 Golden State Overnight	505023-10 Postage:Lab	\$ 17.78
				\$ 17.78
28237 Total	28237	9/30/2019 Calderon Janitorial Services	500107-00 Janitorial Services:General	\$ 650.00
				\$ 650.00
28238 Total	28238	9/30/2019 KBA DOCUMENT SOLUTIONS, LLC	505027-00 Service & Leasing Contracts:General	\$ 137.74
				\$ 137.74
28239 Total	28239	9/30/2019 Banksia Landscape, Inc.	500109-00 Landscaping Services:General	\$ 475.00
				\$ 475.00
28240 Total	28240	9/30/2019 Guardian Security Agency	500116-00 Security Service:General	\$ 608.00
				\$ 608.00
28241 Total	28241	9/30/2019 Verizon Wireless	505035-00 Utilities Cell Phone:General	\$ 1,469.38
				\$ 1,469.38
28242 Total	28242	9/30/2019 Cooperative Personnel Services	505008-00 Employee - Training:General	\$ 1,000.00
			505032-00 Trustee - Training:General	\$ 1,200.00
				\$ 2,200.00
28243 Total	28243	9/30/2019 Comcast	505039-00 Utilities Internet:General	\$ 387.62
				\$ 387.62
28244 Total	28244	9/30/2019 Pacific Gas & Electric	505036-00 Utilities Electric:General	\$ 109.66
				\$ 109.66
28245 Total	28245	9/30/2019 Fred Loux	600145-00 Medical Insurance - Retirees	\$ 323.74
				\$ 323.74

Check History Report

CHECK	DATE	Vendor	GL Account and Description	Total
28246	9/30/2019	Kirk Thill	600145-00 Medical Insurance - Retirees	\$ 323.74
28246 Total				\$ 323.74
Grand Total				\$ 304,011.93

CONTRA COSTA MOSQUITO & VECTOR CONTROL DISTRICT
UNUSUAL ITEMS LIST

<i>DATE</i>	<i>CHECK #</i>	<i>AMOUNT OF CHECK</i>	<i>VENDOR & DESCRIPTION</i>
August 15, 2019	028161	\$1,549.00	DMV – out of state transfer sales tax for 2019 Argo
“ “ “	028168	\$1,901.60	Bold, Polisner, Maddow, Nelson & Judson – Professional Legal Services
“ “ “	028169	\$11,000.00	MVCAC – 2020 District membership dues
September 13, 2019	028211	\$483.00	Bold, Polisner, Maddow, Nelson & Judson – Professional Legal Services
September 30, 2019	028224	\$3,461.50	Liebert Cassidy Whitmore – Professional Legal Services
“ “ “	028242	\$2,200.00	Cooperative Personnel Services (CPS HR) – Employee & Trustee training

TRANSACTION ACTIVITY REPORT

Months of August & September

Transaction Number	Date	Wells Fargo	LAIF	Bank of the West
	Balance	58,179.30	7,420,968.22	593,087.18
1	8/13/2019	-	(154,000.00)	154,000.00
2	8/26/2019	7,324.52		
3	8/28/2019	-	(220,000.00)	220,000.00
4	8/30/2019	1.52		(693,933.45)
	Balance	65,505.34	7,046,968.22	273,153.73
5	9/3/2019	2,156.83	(43,000.00)	43,000.00
6	9/12/2019	24,504.60	(150,000.00)	150,000.00
7	9/27/2019	3,033.44	(253,000.00)	253,000.00
8	9/30/2019	2.09		(405,966.83)
	Balance	95,202.30	6,600,968.22	313,186.90

Transaction Number & Brief Description

- 1 Transfer from LAIF to Bank of the West for Payroll & Vendor Checks & Deposit
- 2 Misc Deposits into Wells Fargo Account
- 3 Transfer from LAIF to Bank of the West for Payroll & Vendor Checks & Deposit
- 4 Clearing of checks from Bank of the West for Payroll & Vendor & Int Earned in Wells Fargo
- 5 Transfer from LAIF to Bank of the West for Payroll & Vendor Checks & Deposit
- 6 Misc Deposits into Wells Fargo Account (Largest Deposit Grant Fund)
- 7 Transfer from LAIF to Bank of the West for Payroll & Vendor Checks & Deposit
- 8 Clearing of checks from Bank of the West for Payroll & Vendor & Int Earned in Wells Fargo

I certify that this report reflects all cash transactions and is in conformity with District Policy. The cash flow shown provides sufficient cash flow liquidity to meet the next six months expenditures.

Respectfully submitted


Paula Macedo
General Manager

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

October 11, 2019

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CONTRA COSTA MOSQUITO AND VECTOR CONTROL
 DISTRICT
 MANAGER
 155 MASON CIRCLE
 CONCORD, CA 94520

[Tran Type Definitions](#)

Account Number:

//

August 2019 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
8/13/2019	8/12/2019	RW	1615097	PAULA MACEDO	-154,000.00
8/28/2019	8/28/2019	RW	1616261	MARIA BAGLEY	-220,000.00

Account Summary

Total Deposit	0 00	Beginning Balance	7,420,968.22
Total Withdrawal:	-374,000.00	Ending Balance:	7,046,968.22

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

October 11, 2019

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CONTRA COSTA MOSQUITO AND VECTOR CONTROL
 DISTRICT
 MANAGER
 155 MASON CIRCLE
 CONCORD, CA 94520

[Tran Type Definitions](#)

Account Number:

September 2019 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
9/3/2019	8/30/2019	RW	1616514	MARIA BAGLEY	-43,000.00
9/12/2019	9/12/2019	RW	1617176	MARIA BAGLEY	-150,000.00
9/27/2019	9/26/2019	RW	1618241	MARIA BAGLEY	-253,000.00

Account Summary

Total Deposit	0 00	Beginning Balance	7,046,968 22
Total Withdrawal:	-446,000.00	Ending Balance:	6,600,968.22

**Contra Costa Mosquito and Vector Control District
FY20 Budget Year**

(July 1 2019 - June 30 2020)

Board Packet

25% of the Year
completed

	FY20 As of 9/30/19	FY20 Budget	YTD FY19 VS ADOPTED	ADOPTED FY20 VS FY20 \$
Personnel Costs				
Payroll & OT	874,139	3,820,353	22.9%	2,946,214
Retirement	1,186,457	1,267,909	93.6%	81,452
OASDI	52,457	236,862	22.1%	184,405
Medicare	12,366	55,395	22.3%	43,029
Health Insurance (Dental / Vision Etc)	126,402	646,687	19.5%	520,285
Unemployment	1,144	32,202	3.6%	31,058
Disability Ins	-	9,500	0.0%	9,500
Other Post Employment Benefits	-	176,000	0.0%	176,000
Subtotal Personnel Costs	2,252,966	6,244,908	36.1%	3,991,942
Operational Costs				
Professional Services - Legal	19,702	90,000	21.9%	70,298
Professional Services - Building & Grounds Maint	771	10,000	7.7%	9,229
Professional Services - All Other	20,464	98,438	20.8%	77,974
Public Affairs	617	65,330	0.9%	64,713
Lab Services	9,624	53,500	18.0%	43,876
Information & Technology	4,974	353,500	1.4%	348,526
Operations - Control Materials	13,899	62,000	22.4%	48,101
Operations - Aerial	0	22,000	0.0%	22,000
Operation and Facilities - All Other	42,743	339,925	12.6%	297,182
General Office Administration - Insurance	304,328	304,328	100.0%	-
General Office Administration - Trustee Expense	4,178	22,000	19.0%	17,822
General Office - Research	0	25,000	0.0%	25,000
General Office Administration - Employee Travel & Training	4,573	62,000	7.4%	57,427
General Office Administration - Utilities	12,545	83,460	15.0%	70,915
General Office Administration - All Other	25,919	447,000	5.8%	421,081
Subtotal Operational Cost	464,337	2,038,481	22.8%	1,574,144
Capital				
Land				-
Structures and Improvements	0	7,500	0.0%	7,500
Vehicles	42,257	84,000 *	50.3%	41,743
Heavy Equipment	0	30,000	0.0%	30,000
Subtotal Capital	42,257	121,500	34.8%	79,243
Total Expenditures	2,759,559	8,404,889		
Revenues				
Property Taxes	0	5,790,540	0.0%	5,790,540
Benefit Assessment	0	2,045,903	0.0%	2,045,903
Contract Billing	27,007	20,000	135.0%	(7,007)
Interest Income (LAIF)	54,911	135,000	40.7%	80,089
Medical Reimbursement	0	115,000	0.0%	115,000
Fixed Asset Disposal	0	24,000	0.0%	24,000
Miscellaneous	8,107	35,000	23.2%	26,893
Subtotal Revenue	90,026	8,165,443	1.1%	8,075,417
Estimate Ending Balance		-239,446		
Designated Reserves NEW POLICY				
Bond Reserve	-			
Public Health Emergency	2,500,000			
Capital Improvement	1,393,370			
Emergency Reconstruction Response	500,000			
Operations	4,072,118			
Vehicle & Equipment Replacement	150,000			
IT Equipment Replacement	200,000			
8,815,488				

* Revised Budget Per 9/9/19 Board Meeting
Requested additional Budget Allocation
for Vehicles (additional \$5,600)

November 2019 Mosquito and Arbovirus Surveillance Report

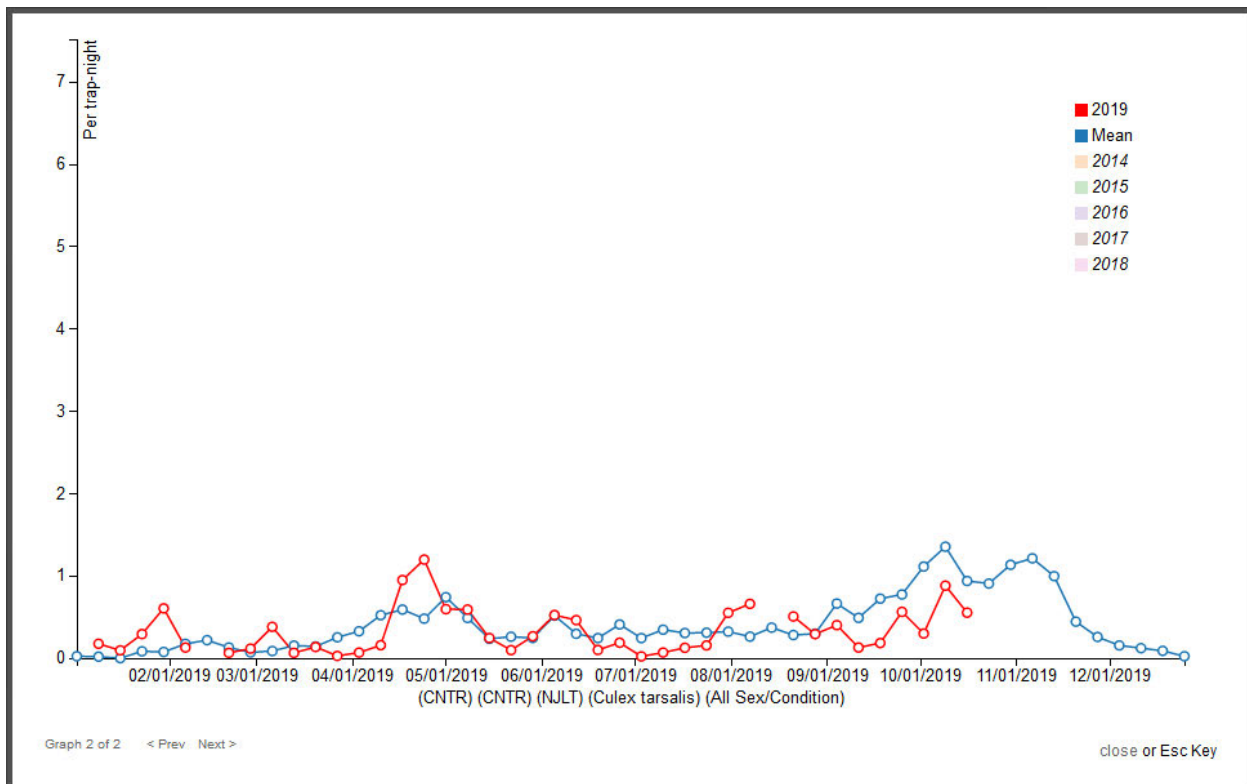
Prepared September 21st by Steve Schutz, Ph.D., Scientific Programs Manager

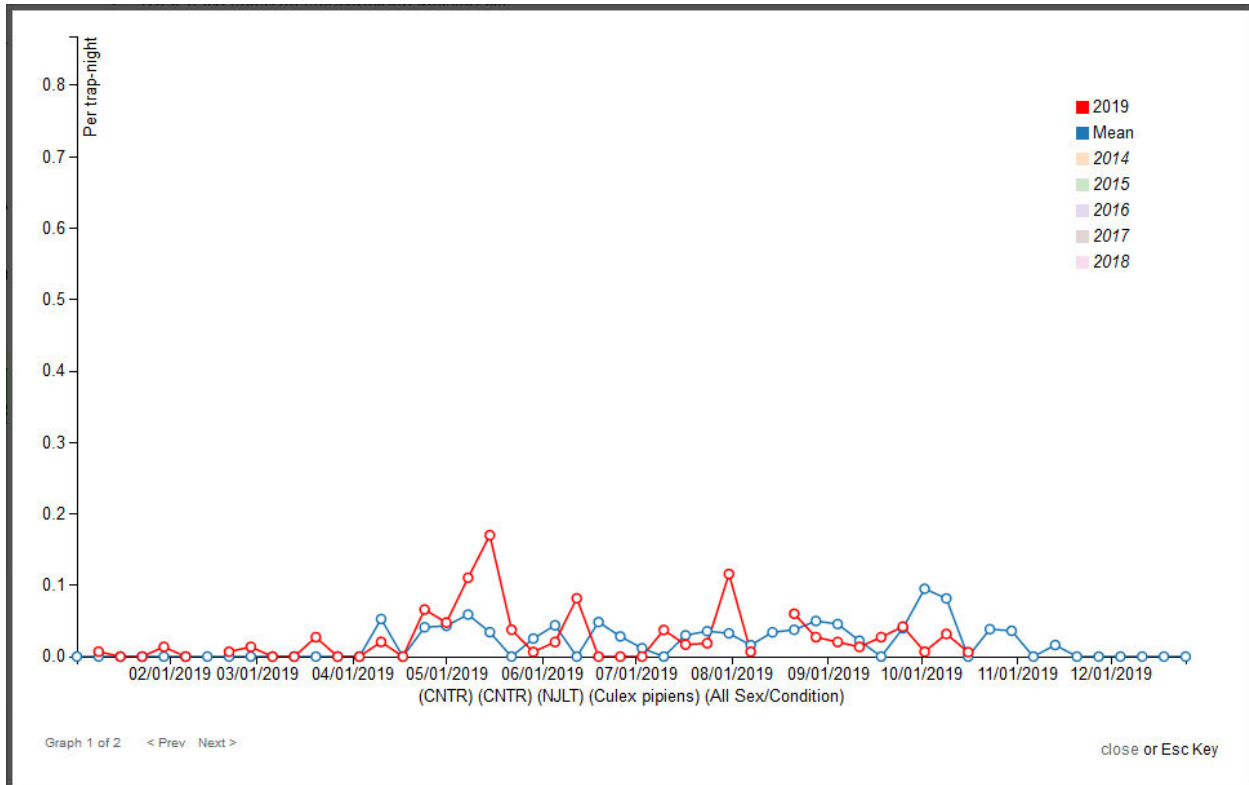
Human cases: As of September 21st, no human cases of West Nile virus have been reported in Contra Costa County this year.

Equine cases: No cases reported in Contra Costa County.

Dead birds: Year to date, 24 dead birds have been submitted for testing, one positive (crow, Danville, September 2nd). The dead bird telephone hotline is now closed for the season, but reports from the public are still being filed online and are being used to target mosquito surveillance.

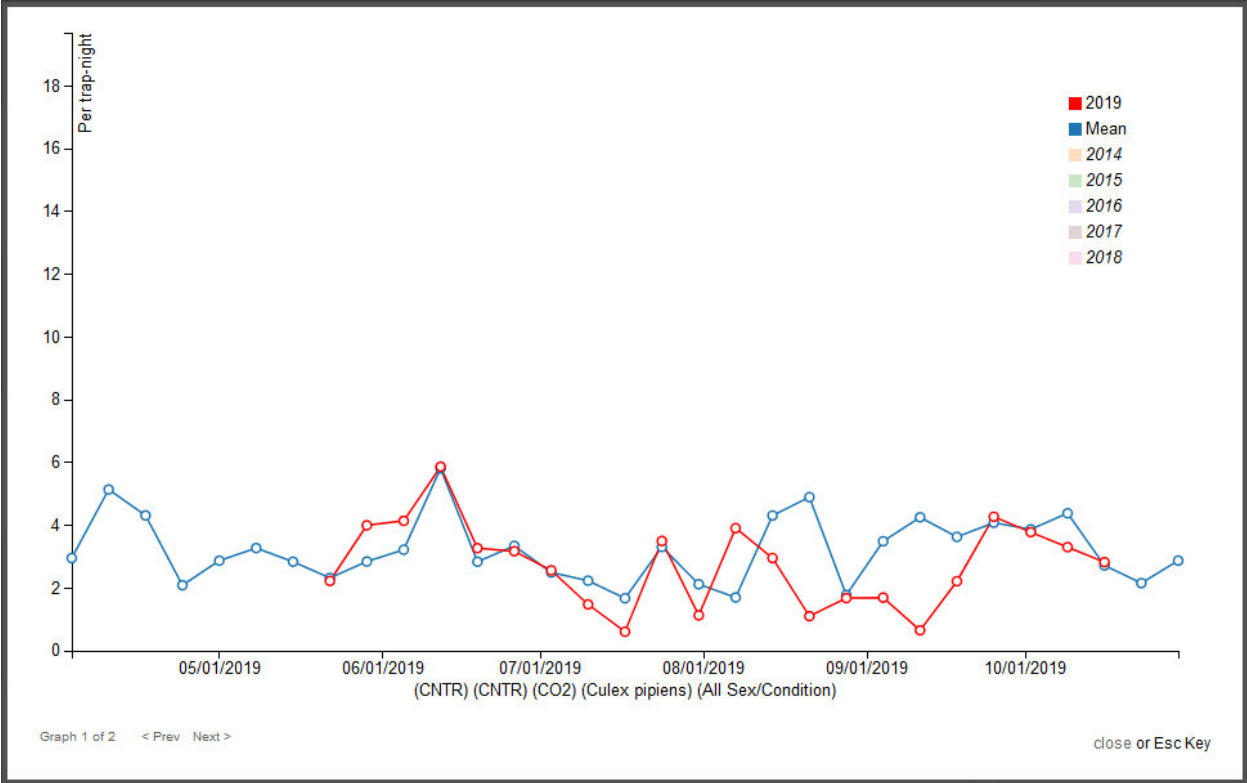
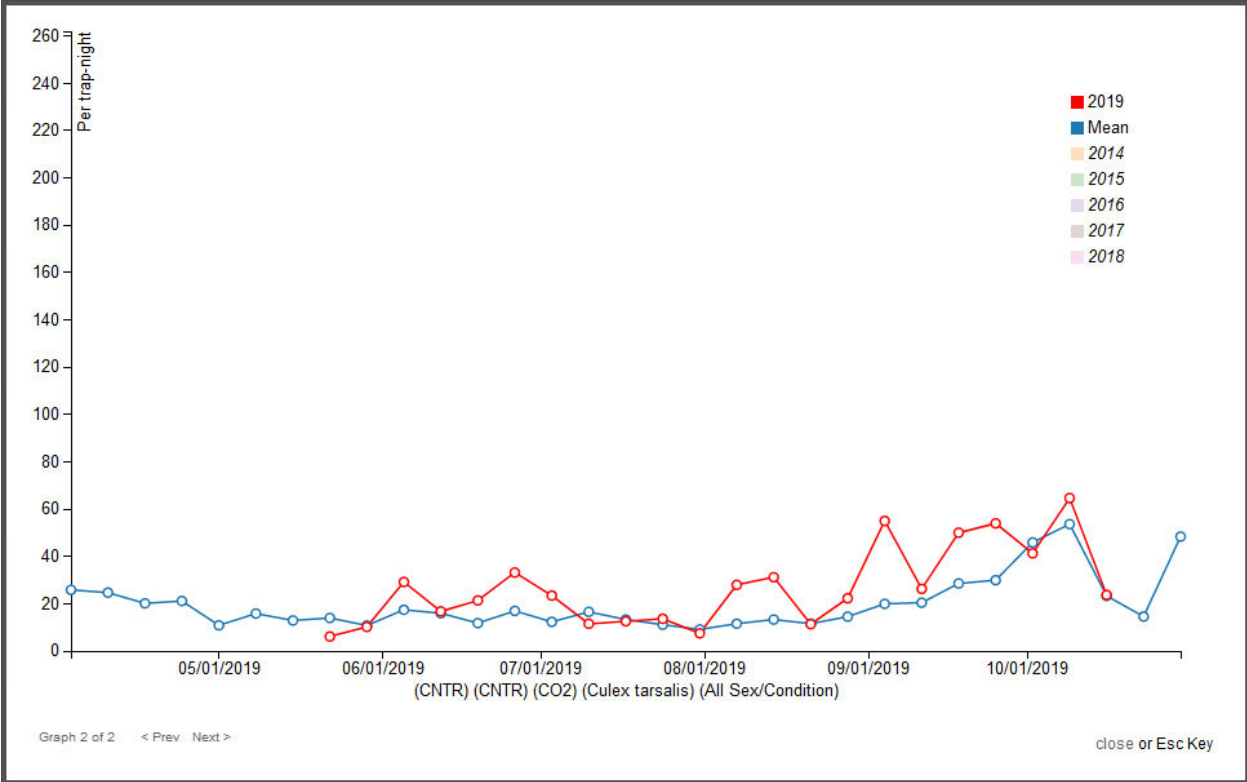
Light trap counts: Twenty-two traps are being operated daily year-round, with collections made weekly by field technicians. District-wide, *Culex tarsalis* counts have been mostly below average this season due to unusually low numbers from our waterfront (refinery) areas. *Culex pipiens* counts have occasionally exceeded the 5-year average. Counts are expressed as numbers of female per trap per night, averaged by week.





Carbon dioxide traps: Twenty-three traps are operated for 24 hours weekly, at fixed locations from June through October. District-wide, *Culex tarsalis* counts have been trending a bit above average, due to higher than usual counts in agricultural areas of East County and a few spots in Central County. Counts have been well below average in waterfront areas where they have historically been highest. Lower counts at the waterfront may be due to changes in water management practices by the refineries and other waterfront property owners. *Culex pipiens* counts have been average or below. We have also seen some higher than average counts of *Aedes melanimon* and *Aedes vexans* in communities adjacent to agricultural areas in the Delta (e.g. Discovery Bay).

'Random' traps: In addition to our 23 fixed trap locations, we typically set 12 or more carbon dioxide traps each week at 'random' or variable locations, based on dead bird reports, public complaints or technician requests. So far this season, 311 'random' traps have been set. Samples from traps collecting ten or more of our West Nile virus vector species (*Culex tarsalis* and *Culex pipiens*) are submitted for virus testing; all have tested negative this year. 'Random' trapping by Operations may continue after October 31st, if needed.



Mosquito pool testing: Year to date, 430 mosquito samples have been submitted for virus testing; all have been negative for West Nile, Western and Saint Louis encephalitis viruses.

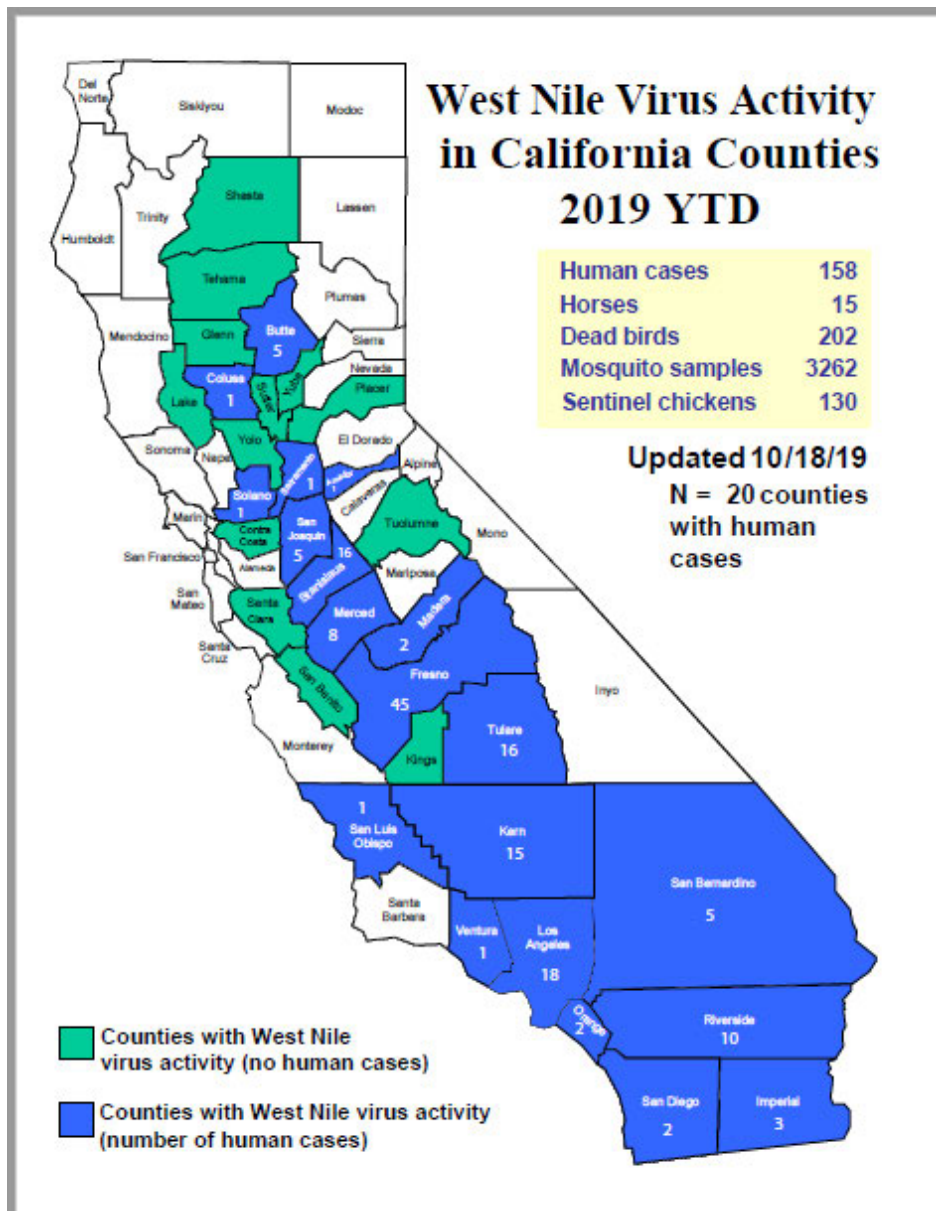
Sentinel chickens: Two sentinel chickens in our Holland Tract flock have tested positive for West Nile virus antibodies, on 8/26 and 9/23. The Hercules flock will be relocated or discontinued next year, due to sale of the property. The last blood sample collection for this year was on 10/21 and all five flocks have been 'retired' for the season.

Weather conditions: Temperatures have fluctuated from below to above average during the season, but an extended rainy season and cool spring weather may have delayed or ameliorated virus transmission this year. By mid-October, overnight low temperatures had begun to drop below the 55 degree F threshold for virus transmission.

Invasive Aedes: *Aedes aegypti* mosquitoes have now been reported in parts of Placer and Sacramento Counties, as well as in San Joaquin County. We continue to set 'BG Sentinel' traps at suspect locations as needed, but have not seen any evidence of invasive *Aedes* species.

Regional: Low levels of West Nile virus activity have been detected in Solano, Santa Clara and Sonoma counties. One human case was reported in Solano County. As is common due to the warmer climate, activity in the Central Valley (Sacramento, San Joaquin) has been higher, but still below average for this season.

Statewide: 158 human cases from 20 counties (see map below) have tested positive for WNV in 2019. There have also been cases of Saint Louis encephalitis reported, from Imperial and Fresno Counties. Four WNV-related fatalities have been reported to CDPH this year: Amador (1), Fresno (1), Los Angeles (1) and Imperial counties (1).

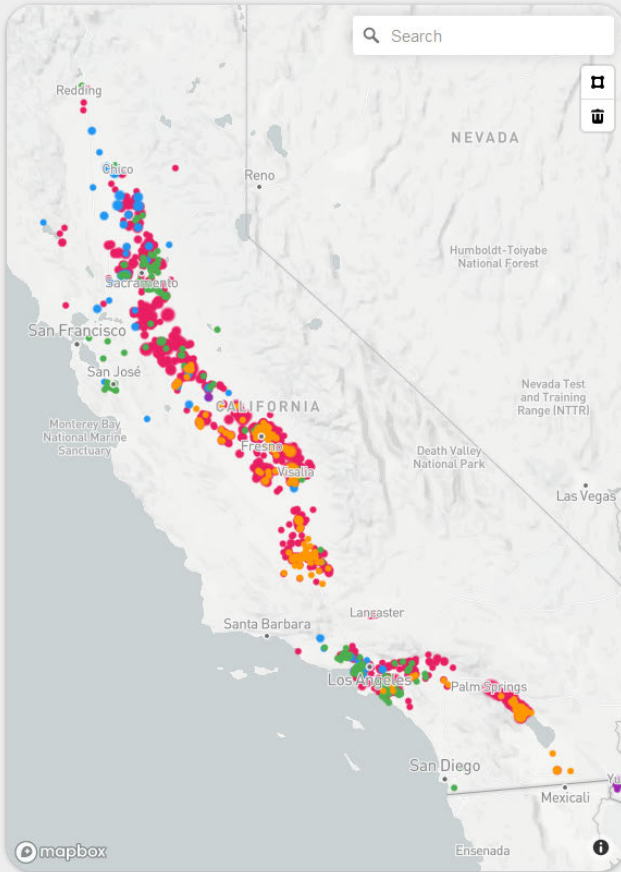


15 horses from 12 counties have tested positive for WNV in 2019.

202 dead birds from 21 counties have tested positive for WNV in 2019. This is well below the five-year average of 1,166, and well below last year's season-to-date count of 491. The dead bird telephone hotline has been closed for the season but reports are still being accepted online. Statewide, reports were down this year.

130 chickens from 16 counties have tested positive for WNV in 2019.

3,262 mosquito samples from 24 counties have tested positive for WNV in 2019. This is above the five-year average of 3,030. The majority have been from Southern California and the Central Valley. In addition, 350 samples have tested positive for Saint Louis encephalitis (SLE) virus. See the map below for details.



- WNV Mosquitoes
- WNV Sentinels
- WNV Dead Birds
- SLEV Mosquitoes
- SLEV Sentinels
- WEEV Mosquitoes
- WEEV Sentinels
- LACV Mosquitoes
- JCV Mosquitoes
- EEEV Mosquitoes

Oct 2018 Jan 2020

How Do I Use This?

My state: CA

Arbovirus visualizations

This map shows positive collections of various virus-tested mosquitoes, dead birds, and sentinel chickens over time.

- Change the time range by using the slider above
- Restrict the data you'd like to see by clicking on appropriate datasets above the slider
- For the detailed information in one city, you can click on a collection on the map **OR** just search for your city in the searchbar
- Click on the polygon in the map to create your own boundaries to chart

November 2019 Mosquito and Yellowjacket Programs Report
Prepared October 24th by David Wexler, Program Supervisor

Mosquito Program:

An area under the jurisdiction of the Department of Water Resources for a marsh restoration project required additional attention after 80 acres were flooded. Two helicopter treatments were made to control mosquitoes at the Gilberts Parcel. First treatment (BVA2) was used to control the pupae and the second treatment (Vectomax FG) was used to control the remaining larval stages and to extend mosquito control through the remainder of the mosquito season.



The hyacinth project in collaboration with USDA and Boating & Waterways has been completed.



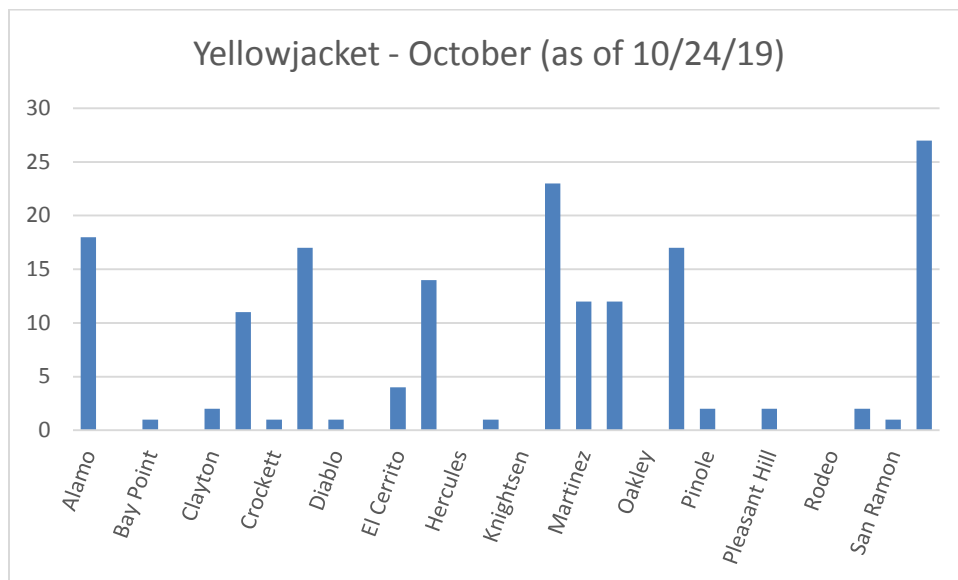
Equipment:

The Operations Department is replacing the forklift due to mechanical failure of steering components and unavailability of parts because of the age of the unit. A replacement has been ordered. Truck maintenance has been performed as needed. One of the District's biggest challenges with equipment used for treatments is that they were never designed to do what we do. Argos were designed in Canada to be used in the snow. With our Honda SXS units we are tasked with finding salt water resist bearings to increase the service interval.

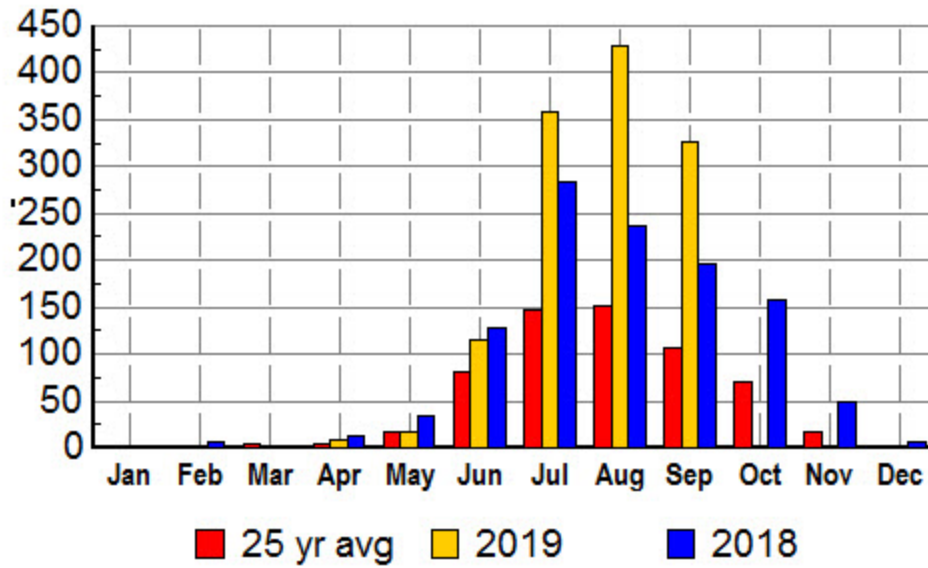


Yellowjacket Program:

Although the number of services requests in October so far have been less than in September (see graph below for October 2019), Yellowjacket service requests have been significantly above 2018 and the average for that service.



Yellowjacket Service Requests 2019 vs. 25 yr avg



November 2019 Vertebrate Program Report
Prepared October 22nd by Terry Davis, Vertebrate Program Supervisor

Product evaluation of sewer baiting products

- Over the last couple of months we have performed side by side comparisons of Ditrac all weather cake and Contrac Super blox to evaluate durability and palatability.
 - Primary objectives were to identify alternatives and confirm proper product selection.
- Preliminary results show that Contrac Super Blox outperformed Ditrac in both acceptance by rodents and weather ability.
- Note consumption of Contrac Blox (blue) vs. Ditrac all weather cake



Skunk Program

- Skunks are currently very active throughout the County as juveniles disperse prior to season and establish new denning sites. The long-term solution to keeping skunks away is to exclude them from your yard where possible.

Rodent Program

- Downtown Walnut Creek rodent surveillance and inspection



- Working with local shop owners to educate them on rodent prevention
- Increasing inspection of public space areas
- Contacting Walnut Creek code enforcement and public works to assist with any known rodent activity locations
- Possible night time inspection of streets and dumpster areas

Downtown Walnut Creek restaurant dumpster lid 10/17/2019

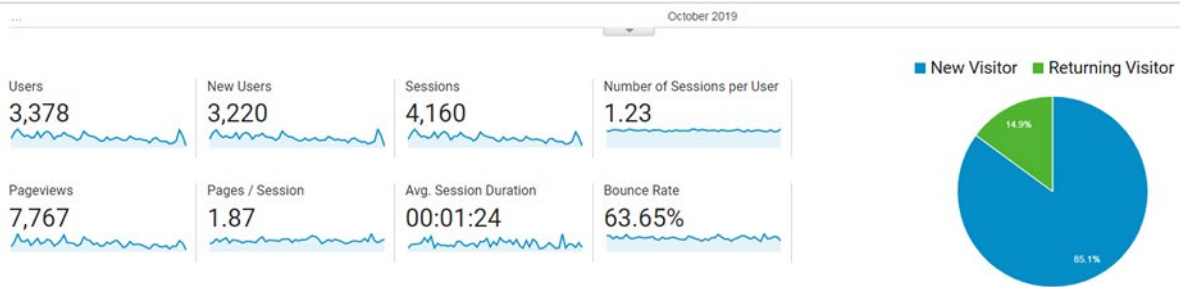
November 2019 Public Affairs Department Report

Prepared October 24th by Nola Woods, Public Affairs Manager

- Presentations & Events
 - West County Forum (General Presentation) October 10, 2019

- Website Views
 - September 1, 2019 – October 24, 2019
 - Top 10 pages viewed:

Page	Pageviews	% Pageviews
1. /index.html	1,881	24.23%
2. /service_request.htm	854	11.00%
3. /services_programs.htm	397	5.11%
4. /yellowjackets.htm	334	4.30%
5. /rodents_virus_risk.htm	263	3.39%
6. /aids_hiv_article.htm	218	2.81%
7. /contact.htm	209	2.69%
8. /propel_2019.htm	204	2.63%
9. /mites.htm	189	2.43%
10./staff.htm	174	2.24%



- Users ↓ 38.58% vs July 1, 2019 – August 28, 2019
- Sessions ↓ 40.57% vs July 1, 2019 – August 28, 2019
- Total Page Views ↓ 37.88% vs July 1, 2019 – August 28, 2019,



Figure 1 Top rated webpage: index.html is the homepage of www.ContraCostaMosquito.com

- Mosquito Bytes Newsletter
 - September 2019 It's Fall. Why Are We Still Seeing Mosquitoes?
 - 1294 Subscribers
 - 10 New Subscribers in September 2019
 - 1290 Sent
 - 29% Recipients opened the email
 - 61% Viewed on a Desktop
 - 39% Viewed on a Phone or Tablet
 - 4.2% Clicked on links
 - Most popular link: How to Properly Apply Mosquito Repellent video
 - Social Promotion: Twitter
 - 2 Engagement (1 Like, 1 Share)
 - 1317 Reach



Figure 2 Most Popular Link: How to Properly Apply Mosquito Repellent

**CONTRA COSTA
MOSQUITO
& VECTOR
CONTROL
DISTRICT**

News Release

For Immediate Release - September 6, 2019

Contact: Nola Woods, Public Affairs Director

Direct: 925.771.6158
 Cell: 925.250.8502
 Email: nwoods@contracostamosquito.com

FIRST SIGN OF WEST NILE VIRUS ACTIVITY OF THE YEAR IN CONTRA COSTA COUNTY

Sentinel chicken indicates the start of West Nile virus Season

CONCORD, CALIFORNIA - The Contra Costa Mosquito & Vector Control District is reporting one chicken from the District's sentinel chicken flock on Holland Tract, near Knightsen has tested positive for antibodies against West Nile virus. This is the first sign of West Nile virus activity in Contra Costa County this year. The District urges county residents to take precautions to prevent mosquito bites including the use of repellents during peak mosquito time -- dawn and dusk.

According to the District's Scientific Programs Manager Steve Schutz, Ph.D., "In the 15 years since West Nile virus arrived in Contra Costa County, this is the latest in the season that we have detected the first evidence of virus transmission. Nevertheless, the risk of human cases tends to be highest at this time of year, because mosquitoes that have previously fed on birds are more likely to bite people. Hot weather also accelerates

Figure 3 News Release: First Sign of West Nile Virus of 2019 in Contra Costa County

- News Release
 - September 6, 2019
 - First Sign of West Nile Virus Activity of 2019 in Contra Costa County
 - 1208 Sent
 - 32.1% Recipients opened the email
 - 59% Viewed on a Desktop
 - 41% Viewed on a Phone or Tablet
 - 2.7% Clicked on links
 - Most popular link: Report a Dead Bird and 2019 West Nile Virus Activity

- Education Center
 - Vector House
 - Construction of the Vector House was completed in September.
 - The current garage door is a façade, not a functioning door. The Public Affairs Department is evaluating options to either install an ADA-compliant ramp or a functioning garage door to allow for an open view of the interior so that the Vector House is accessible to all members of the public.

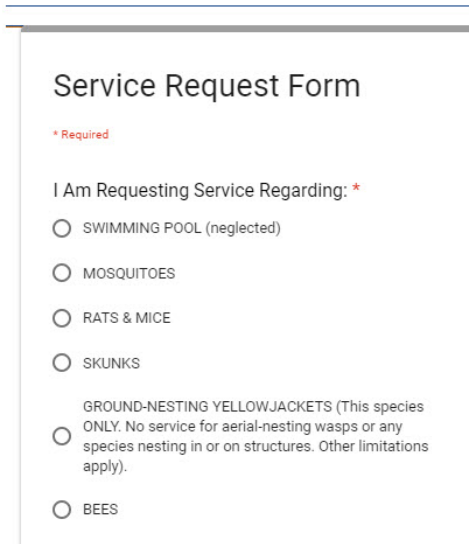


Figure 4 Vector House

- District Voicemail
 - Following six months of review and collaboration with the District's IT Systems Administrator, the District now has an updated and streamlined voicemail system.
 - Changes included:
 - Reduction in the length of time it takes for callers to be able to request service for Mosquitoes, Rats & Mice, Skunks, Ground-nesting Yellowjackets, Bees, and Ticks
 - Clarification of services so that members of the public hear what we provide and what they need to do to facilitate the service

- Continuity of response time so that regardless of the service, a technician will respond to the request within 5 business days

Submit A Request for Service



The screenshot shows a web form titled "Service Request Form". Below the title, there is a red asterisk and the word "Required". The main question is "I Am Requesting Service Regarding: *". There are six radio button options listed vertically: "SWIMMING POOL (neglected)", "MOSQUITOES", "RATS & MICE", "SKUNKS", "GROUND-NESTING YELLOWJACKETS (This species ONLY. No service for aerial-nesting wasps or any species nesting in or on structures. Other limitations apply).", and "BEES".

Figure 5 Residents can request District Services on our website or through the District's new and improved Voicemail system