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**BOARD OF TRUSTEES  
MEETING  
\*\*MONDAY, NOVEMBER 14, 2022\*\*  
7:00 PM**

**THIS MEETING WILL BE HELD VIA TELECONFERENCE/ZOOM**

To join the meeting please follow the instruction below:

Access via the following link:

<https://us06web.zoom.us/j/94095162206?pwd=amp0UXhCSEt3a0Qxc2ludWJnVmVmZz09>

Audio only: If you do not have internet access, you may join by phone by using the following information, Dial by your location:

- +1 346 248 7799 US (Houston)
- +1 720 707 2699 US (Denver)
- +1 253 215 8782 US (Tacoma)
- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Washington DC)

Meeting ID: 940 9516 2206

Passcode: 866980

Find your local number: <https://us06web.zoom.us/u/kb9DRS36p>

All portions of this meeting will be conducted by teleconferencing pursuant to Agenda Item #2 (if approved), in accordance with Government Code Section 54953(e).

Members of the public may participate in the meeting via Zoom or may listen to the meeting telephonically. No physical location will be available from which members may observe the meeting and offer public comment. Public comments may be submitted in advance of the meeting by emailing Paula Macedo at [pmacedo@contracostamosquito.com](mailto:pmacedo@contracostamosquito.com). Alternatively, members of the public may offer spoken comments when public comment is requested, either at the beginning of the meeting as to non-agenda items, or regarding and agenda item at the time the item is considered. Comments shall be limited to three minutes per person, unless different time limits are set by the Chairperson.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Paula Macedo, General Manager, as early as possible, and at least 48 hours before the meeting at (925) 457-8464 or [pmacedo@contracostamosquito.com](mailto:pmacedo@contracostamosquito.com).

*Protecting Public Health Since 1927*

**BOARD OF TRUSTEES**

President MICHAEL KRIEG Oakley • Vice President PERRY CARLSTON Concord • Secretary DANIEL PELLEGRINI Martinez  
Antioch WADE FINLINSON • Brentwood JON ELAM • Clayton Vacant • Contra Costa County JIM PINCKNEY, CHRIS COWEN & DARRYL YOUNG • Danville RANDALL DIAMOND  
El Cerrito Vacant • Hercules DAMIAN WONG • Lafayette JAMES FITZSIMMONS • Moraga JAMES FRANKENFIELD • Orinda KEVIN MARKER • Pinole WARREN CLAYTON  
Pittsburg RICHARD AINSLEY, PhD • Pleasant Hill JENNIFER HOGAN • Richmond CHRIS DUPIN • San Ramon PETER PAY • San Pablo Vacant • Walnut Creek JAMES MURRAY

## **AGENDA**

**1. CALL TO ORDER**

- Roll Call
- Pledge of Allegiance

**2.\* AUTHORIZATION TO MEET VIA TELECONFERENCE**

- A. Authorization to Meet Via Teleconference Pursuant to Government Code Section 54953, Subdivision (e)(1)(C) – Consider finding by a majority of vote under Government Code 54953(e)(3) that, as result of the COVID-19 emergency, the meeting should be held by teleconference as authorized by and pursuant to Subdivision (e) of Section 54953 of the Government Code.

**3.\* AGENDA MANAGEMENT**

**4. PUBLIC INPUT ON NON-AGENDA ITEMS**

This time is reserved for members of the public to address the Board relative to matters of the District NOT on the agenda. No action may be taken on non-agenda items unless authorized by law. Public comments may be submitted as specified above and will be limited to three minutes per person.

**5.\* CONSENT CALENDAR**

*Any item may be pulled from the Consent Calendar and separately considered at the request of any Trustee. All items may be acted on by a single motion.*

- A. Minutes of the October 10, 2022 Board of Trustees Special Meeting
- B. Expenditures for September 2022
- C. Payroll Expenditures September 2022
- D. Investment Activity for September 2022
- E. Financial Report
- F. Excess Vehicles

**6. \* ACTION ITEMS**

- A.\* BOARD CONSIDERATION AND APPROVAL OF REVISED INVESTMENT POLICY
- B.\* BOARD RATIFICATION OF DISTRICT PURCHASE OF 2023 TOYOTA TACOMA TRD FOR \$45,119.59 (\$1,000 DEPOSIT PAID BY CREDIT CARD AND \$44,119.59 PAID ON OCTOBER 19, 2022)
- C.\* BOARD CONSIDERATION AND APPROVAL OF TRUSTEE ATTENDANCE AT THE CSDA SPECIAL DISTRICT LEADERSHIP ACADEMY VIRTUAL MODULE #1: GOVERNANCE FOUNDATIONS

**7. BOARD AND STAFF REPORTS**

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

**8. CLOSING COMMENTS**

This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.

**9. ADJOURNMENT**

I hereby certify that the District Board of Trustee Agenda was posted 10 days before the noted meeting.

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Natalie Martini, Administrative Analyst II

11/04/2022

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Date

# CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

## NOVEMBER 14, 2022 BOARD MEETING STAFF REPORT

1. No comment

2.\* **AUTHORIZATION TO MEET VIA TELECONFERENCE**

- A. Authorization to Meet Via Teleconference Pursuant to Government Code Section 54953, Subdivision (e)(1)(C) – Consider finding by a majority of vote under Government Code 54953 (e)(3) that, as result of the COVID-19 emergency, the meeting should be held by teleconference pursuant to Subdivision (e) of Section 54953 of the Government Code.

### **BACKGROUND AND STATUS:**

In light of the Governor’s declaration that a state of emergency exists due to the incidence and spread of the novel coronavirus, and the pandemic caused by the resulting disease COVID-19, the Board should consider whether meeting in person would present imminent risks to the health or safety of meeting attendees.

The Centers for Disease Control indicates that COVID-19 is a highly transmissible virus that is spread when an infected person breathes out droplets and very small particles that contain the virus, and such droplets and particles are breathed in by other people. Since June of 2021, a more infectious variant of the virus, known as the Delta Variant, has emerged and now accounts for the vast majority of COVID-19 cases. Since then other variants continue to emerge.

Although effective vaccines have been approved by the U.S. Food and Drug Administration for emergency use, vaccination rates are slow and have not yet reached a point to significantly control community transmission. As of November 3, 2022, 74.8 % of Californians are fully vaccinated.

Those who become infected with COVID-19 are at risk of serious illness and death. As of November 3, 2022, over 1.07M Americans have died from the virus. Many more have been hospitalized with serious illness. Currently, in Contra Costa County, there are 38 people hospitalized with COVID-19.

On September 20, 2021, the Contra Costa County Health Officer issued recommendations for safely holding public meetings that include recommended measures to promote social distancing. Among the Health Officer’s recommendations, online (teleconferencing) meetings are strongly recommended as those meetings present the lowest risk of transmission of SARS-CoV-2, the virus that causes COVID-19. Having the option to attend the meetings by teleconference would directly reduce the risk of transmission among meeting attendees, including members of the public and agency staff, which has the ancillary effect of reducing risk of serious illness and death as well as reducing community spread of the virus.

In order to accommodate the requests from some Trustees who desire to attend in-person, the District is opening the Board room for a limited number of Trustees to participate in-person. Trustees may attend in-person if they wish to do so, while others may continue to participate remotely. The District has documented the vaccination status of Trustees and a pre-meeting health screening checklist for in person attendees will also be required. The number of in-person attendees will also be limited to ensure appropriate social distancing is maintained per County Health Officer recommendations. Since these measures are not practically enforceable for public attendees and allowing public attendees would make contact tracing (in the event of an attendee's testing positive for the virus) impossible, the Boardroom will remain closed to the public at this time.

If the authorization to meet by teleconference is not approved by a majority vote, then the meeting will adjourn after this item and the remaining agenda items will be rescheduled to a future in-person meeting.

**Recommendation** - Move that the Board finds that, as a result of the COVID-19 emergency, meeting in person would present imminent risks to the health or safety of attendees, and the meeting should be held by teleconference as authorized by Subdivision (e) of Section 54943 of the Government Code.

**3.\* AGENDA MANAGEMENT** – Consider order of items.

**4. PUBLIC INPUT ON NON-AGENDA ITEMS**

**5.\* CONSENT CALENDAR**

A. Minutes of the October 10, 2022 Board of Trustees Special Meeting (**Pages 8-12**). Approval of Minutes 22-10, Board Meeting held on October 10, 2022.

B. Check Expenditures for payroll & accounts payable for September 2022 (**Pages 13-23**) – Approval of expenditures of September 1, 2022 through September 30, 2022 including:

Accounts payable September 15<sup>th</sup> checks No. XXXX42 through No. XXXX49  
Payroll September 30<sup>th</sup> check No. XXXX50 through No. XXXX55  
Accounts payable September 30<sup>th</sup> checks No. XXXX56 through No. XXXX68

Accounts Payable Total: \$64,976.98                  Payroll Total: \$509.10

C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of September 1, 2022 through September 30, 2022, including:

Payroll September 15<sup>th</sup> No. D000018644 through No. D000018676  
Payroll September 30<sup>th</sup> No. D000018677 through No. D000018716  
Accounts payable September 15<sup>th</sup> E000002841 through E000002852  
Accounts payable September 30<sup>th</sup> E000002853 through E000002860

Accounts Payable Total: \$119,213.08

Payroll Total: \$172,240.65

- D. Investment Activity for September 2022 (*Pages 24-25*)
- E. Financial Report (*Page 26*)
- F. Excess Vehicles & Equipment – Every year the District evaluates its fleet to determine which vehicle or piece of equipment needs to be replaced, based on criteria that includes useful life, cost of repairs versus value of the vehicle, mileage and age. In addition, the District looks at safety features and tries to balance the cost of preventative maintenance with the warranty offered on a new purchase. The District has updated the Procurement and Disposal Policy in October 2020. The policy describes the process for disposal of fixed assets. The following vehicles have met the criteria for disposal and the District is seeking approval to excess:
  - 1) 2007 Year model Toyota Rav4 SUV with 27,386 miles (#58)
  - 2) 2007 Year model Toyota Rav4 SUV with 22,228 miles (#59)

**Recommendation** – Approval of the Consent Calendar

## 6.\* ACTION ITEMS

- A.\* BOARD CONSIDERATION AND APPROVAL OF REVISED INVESTMENT POLICY (*Pages 27-31*) – the District’s Investment Policy approved in July 2021 has been revised to comply with Board resolution 22-3, wherein the documented absence of either the General Manager or Administrative Services Manager, the President and the Vice President of the Board of Trustees are each authorized to manage designated funds and execute day-to-day investment transactions.

**Recommendation** – Approve the revised Investment Policy.

- B.\* BOARD RATIFICATION OF DISTRICT PURCHASE OF 2023 TOYOTA TACOMA TRD FOR \$45,119.59 (\$1,000 DEPOSIT PAID BY CREDIT CARD AND \$44,119.59 PAID ON OCTOBER 19, 2022 (*Page 32*) – the approved limit for single transactions without additional Board approval for Fixed Assets is \$40,000. Previous attempts to reserve and purchase trucks have not been honored and the District has not been able to purchase the vehicles requested in FY 2021-2022 and now in FY 2022-2023. The shortage of vehicles is due to the shortage of semiconductor chips, which has prompted manufacturers to slow down their production and to use different criteria to select which vehicles go into production. In our search for trucks, we found 2 Toyota trucks available, one of them exceeded the single transaction limit for approved fixed assets. In order to secure the vehicle, the General Manager spoke to the Board President and Board

Secretary and proceeded with the purchase, which needs to be ratified by the Board.

**Recommendation** – Ratify the vehicle purchase.

- C.\* BOARD CONSIDERATION AND APPROVAL OF TRUSTEE ATTENDANCE AT THE CSDA SPECIAL DISTRICT LEADERSHIP ACADEMY VIRTUAL MODULE #1: GOVERNANCE FOUNDATION - this year the CSDA Special Leadership Academy Module #1 is offered virtually: **Governance Foundations**, December 6 & 7, 2022, 9:00 a.m. – 12:00 p.m. each day. Board authorization is needed for any Trustees that would like to attend the virtual meetings, except for the President and Vice President.

**Recommendation** – Pleasure of the Board.

**7. BOARD AND STAFF REPORTS**

- A. Board
- B. General Manager
- C. Staff – staff reports have been submitted and staff will be present to answer any questions (**Pages 33-54**).
- D. Legal Counsel

**8. CLOSING COMMENTS** - This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.

**9. ADJOURNMENT**

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT  
BOARD MEETING  
MINUTES NO. 22-10

A special meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, October 10, 2022, via teleconference.

TRUSTEES PRESENT	Perry Carlston, Vice President Daniel Pellegrini, Secretary Richard Ainsley Warren Clayton Jon Elam Wade Finlinson Jim Fitzsimmons Jennifer Hogan Kevin Marker James Murray Peter Pay Jim Pinckney Damian Wong Darryl Young
TRUSTEES ABSENT	Michael Krieg Chris Cowen Randall Diamond James Frankenfield
VACANCIES	Clayton El Cerrito Richmond San Pablo
OTHERS PRESENT	Paula Macedo, General Manager Natalie Martini, Administrative Analyst II Steve Schutz, Scientific Program Manager Stacy Stark, Human Resources & Risk Manager Nola Woods, Public Affairs Director David Wexler, Program Supervisor Jeremy Shannon, Program Supervisor Miaja McCauley, Vector Control Technician Douglas Coty, Bartkiewicz, Kronick & Shanahan, Legal Counsel Other members of the public were present but did not identify themselves



**1. CALL TO ORDER**

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

Roll Call: A roll call indicated that 14 Trustees were present, four Trustees were absent, and there are four vacancies.

Pledge of Allegiance

**2.\* AUTHORIZATION TO MEET VIA TELECONFERENCE**

A. Authorization to Meet Via Teleconference Pursuant to Government Code Section 54953, Subdivision (e)(1)(C) – Consider finding that, as result of the COVID-19 emergency, meeting in person would present imminent risks to the health or safety of attendees, and the meeting should be held by teleconference as authorized by and pursuant to Subdivision (e) of Section 54953 of the Government Code.

\*\* Motion was made by Trustee Pellegrini and seconded by Trustee Ainsley to approve the authorization to meet via teleconference. *Motion passed unanimously.*

**3.\* AGENDA MANAGEMENT** – Agenda was adopted by rule.

**4. PUBLIC INPUT ON NON-AGENDA ITEMS** – None

**5. PRESENTATION**

Daniel Pellegrini, 25 years of service.

**6. CONSENT CALENDAR**

A. Minutes – Approval of Minutes of the September 12, 2022 Board of Trustees Meeting

B. Approval of expenditures of August 2022, including:

Accounts payable August 15<sup>th</sup> checks No. XXXX05 through No. XXXX20

Payroll August 31<sup>st</sup> check No. XXXX21 through No. XXXX27

Accounts payable August 31<sup>st</sup> checks No. XXXX28 through No. XXXX41

Accounts Payable Total: \$55,610.57 Payroll Total: \$601.45

C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of August 2022, including:

Payroll August 15<sup>th</sup> No. D000018572 through No. D000018603

Payroll August 31<sup>st</sup> No. D000018604 through No. D000018643

Accounts payable August 15<sup>th</sup> E000002820 through E000002827

Accounts payable August 31<sup>st</sup> E000002828 through E000002840

Accounts Payable Total: \$110,852.84 Payroll Total: \$170,575.94

D. Investment Activity for August 2022

E. Financial Report

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

## 7. ACTION ITEMS

### A. BOARD CONSIDERATION AND APPROVAL OF TRUSTEE

**ATTENDANCE AT THE 2023 MVCAC ANNUAL MEETING** - per Board resolution, attendance to the Mosquito and Vector Control Association of California Annual conference is already approved for the Board President and Vice President. In 2023, the conference will be held in Anaheim on January 29 – 31, 2023. Registration and reservation deadlines will be prior to Board elections, which occur at the January meeting, therefore Board authorization is needed for any Trustees that would like to attend the meeting.

\*\* Motion was made by Trustee Murray and seconded by Trustee Elam to approve Trustees requesting travel and attendance to the 2023 MVCAC Annual conference, not to exceed a total of (7) Trustees. *Motion passed unanimously.*

## 8. BOARD AND STAFF REPORTS

### A. BOARD – None

B. GENERAL MANAGER – General Manager Macedo will email Trustees that need to take the AB1234 Ethics Training, which can be conducted online, and must be completed every two years. She also updated Trustees on the progress of the FY22 audit, noting Maze & Associates are also short staffed and the draft should be available for review by the Audit Committee soon.

General Manager Macedo is updating the five-year plan document with the changes recommended by the Advance Planning Committee and will be reaching out to the Committee Chair to schedule a Committee meeting soon. The Personnel Committee will also need to schedule a special meeting to discuss updates to the Employee Handbook and update a few job descriptions.

Lastly, General Manager Macedo reported that she has been working with legal counsel to proceed with the warrants to inspect the Martinez residences who have not granted access to their backyard for the invasive species surveillance and control. The good news is only eight properties have denied access to District's staff request to inspect. Legal counsel has reviewed the prepared warrants and the District will proceed in the following weeks.

C. STAFF – Reports were submitted and provided in the agenda packet.

Scientific Programs Manager Schutz provided a brief update on West Nile Virus (WNV) activity as the season is winding down. No additional WNV activity noted throughout the County except for the sentinel chickens at Holland Tract, which have all tested positive for the virus.

Regarding the invasive *Aedes aegypti* mosquitoes in Martinez, Schutz mentioned that there haven't been any invasive species located outside of that small quarter mile radius in Martinez, however *Aedes aegypti* is still being found within that neighborhood so efforts may include more public education to help eradicate and stop further spread of those mosquitoes.

Trustee Young requested a separate staff report in future Board agendas, to include a summary on the invasive *Aedes aegypti* mosquito surveillance and control efforts.

Public Affairs Director Woods reported that she will be doing a presentation at the upcoming Martinez City Council meeting to update them on the invasive species message from the District, which is now more direct in spreading awareness throughout the communities where the invasive *Aedes aegypti* mosquitoes have been found.

Vector Control Technician Miaja McCauley gave a presentation on the mosquito control efforts in East County, describing the zone she is responsible for, and what her typical day entails. East County is typically a warmer climate than West County, therefore has a higher rate of mosquito development and potential for WNV transmission. There are several agriculture fields and cattle pastures, as well as many duck clubs that need to be regularly inspected. McCauley answered questions from Trustees and the Board thanked her for her great efforts in East County.

Administrative Analyst II Martini reported that the City of Richmond will be appointing a new Trustee to the Board in mid-October and there are still vacancies from the Cities of Clayton, El Cerrito and San Pablo.

D. LEGAL COUNSEL – None.

9. **CLOSING COMMENTS** – Trustee Young inquired about Assembly Bill 2449 regarding teleconferencing ability. Legal Counsel Coty indicated that AB 2449 will go into effect on January 1, 2023 and provides a complex alternative teleconference procedure to allow members of a legislative body to participate remotely, although would still require a quorum. Legal Counsel Coty will provide an update to Trustees at the next Board meeting.

Trustee Young also inquired if the District has been drawing from the Emergency Funds for the invasive species surveillance. General Manager Macedo indicated that the District has been able to absorb the costs within the District's current budget and she would come to the Board in the future if the District needed to dip into the emergency funds.

10. **ADJOURNMENT** – 7:44 p.m.

I certify the above minutes were approved as read or corrected at the meeting of the Board held on November 14, 2022.

Ayes: \_\_\_\_\_

Noes: \_\_\_\_\_

Abstain: \_\_\_\_\_

Absent: \_\_\_\_\_

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Daniel Pellegrini  
2022 Secretary, Board of Trustees

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
XXXXXXXX42	9/15/2022	0000352	California Special Districts Association				<b>Check Entry Number: 001</b>
			61349	9/7/2022	578.76	0.00	578.76
		<b>G/L Account:</b>	500104-00	Consulting - General:General			578.76
XXXXXXXX43	9/15/2022	0000804	Maze & Associates				<b>Check Entry Number: 001</b>
			46536	8/31/2022	11,361.00	0.00	11,361.00
		<b>G/L Account:</b>	500101-00	Auditing Services:General			11,361.00
XXXXXXXX44	9/15/2022	0000916	Spark Creative Design				<b>Check Entry Number: 001</b>
			2639	8/29/2022	566.31	0.00	566.31
		<b>G/L Account:</b>	501009-25	Marketing - Door Hangers:Public Affairs			566.31
			2644	9/2/2022	212.68	0.00	212.68
		<b>G/L Account:</b>	501005-25	Marketing - Brochures:Public Affairs			212.68
			<b>Check 000029744 Total:</b>		778.99	0.00	778.99
XXXXXXXX45	9/15/2022	0000993	Bartkiewics, Kronick & Shanahan				<b>Check Entry Number: 001</b>
			AUG-22	9/8/2022	3,300.00	0.00	3,300.00
		<b>G/L Account:</b>	500110-00	Legal - Counsel General:General			3,300.00
XXXXXXXX46	9/15/2022	0001025	Liewer Enterprises, Inc.				<b>Check Entry Number: 001</b>
			20945	9/10/2022	30,508.30	0.00	30,508.30
		<b>G/L Account:</b>	700102-16	Vehicles:Operations			30,508.30
XXXXXXXX47	9/15/2022	0001040	WAVE				<b>Check Entry Number: 001</b>
			129389201-0009691	9/1/2022	2,298.66	0.00	2,298.66
		<b>G/L Account:</b>	505039-00	Utilities Internet:General			1,195.00
		<b>G/L Account:</b>	505040-00	Utilities Landline:General			1,103.66
XXXXXXXX48	9/15/2022	0001061	KBA DOCUMENT SOLUTIONS, LLC				<b>Check Entry Number: 001</b>
			55Y1303271	9/1/2022	178.68	0.00	178.68
		<b>G/L Account:</b>	504008-00	Printing Supplies:General			178.68
XXXXXXXX49	9/15/2022	0001111	TireHub				<b>Check Entry Number: 001</b>
			29090048	8/17/2022	715.57	0.00	715.57
		<b>G/L Account:</b>	502002-16	Automotive - Repairs:Operations			715.57
E000002841	9/15/2022	0000015	Health Care Dental Trust				<b>Check Entry Number: 001</b>
			OCTOBER 2022 - ADMIN	9/7/2022	2,002.26	0.00	2,002.26
		<b>G/L Account:</b>	600135-00	Dental Insurance - Active Employees General			2,002.26
			OCTOBER 2022 - OPS &	9/7/2022	2,935.52	0.00	2,935.52
		<b>G/L Account:</b>	600136-00	Dental Insurance: Operations			2,935.52
			<b>Check E000002841 Total:</b>		4,937.78	0.00	4,937.78
			<b>Printed Check Total:</b>				0.00
			<b>Electronic Payment Total:</b>				4,937.78
E000002842	9/15/2022	0000335	Concur Technologies, Inc				<b>Check Entry Number: 001</b>
			1.018E+11	9/5/2022	714.10	0.00	714.10
		<b>G/L Account:</b>	504005-00	I.T Subscriptions:General			733.82
		<b>G/L Account:</b>	504005-00	I.T Subscriptions:General			714.10
E000002843	9/15/2022	0000610	Liebert Cassidy Whitmore				<b>Check Entry Number: 001</b>
			1517292	3/31/2021	1,748.00	0.00	1,748.00
		<b>G/L Account:</b>	500111-00	Legal - Counsel Labor:General			1,748.00
			2019556	7/31/2021	93.00	0.00	93.00
		<b>G/L Account:</b>	500111-00	Legal - Counsel Labor:General			93.00
			<b>Check E000002843 Total:</b>		1,841.00	0.00	1,841.00
			<b>Printed Check Total:</b>				0.00
			<b>Electronic Payment Total:</b>				1,841.00
E000002844	9/15/2022	0000684	Clarke				<b>Check Entry Number: 001</b>
			157807/S	9/12/2022	1,751.61	0.00	1,751.61

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		<b>G/L Account:</b> 503008-10		Surveillance:Lab			1,751.61
E000002845	9/15/2022	0000713	Mission Linen Supply				<b>Check Entry Number: 001</b>
		517709628		9/2/2022	181.02	0.00	181.02
		<b>G/L Account:</b> 502021-10		Uniform Rental:Lab			28.96
		<b>G/L Account:</b> 502021-16		Uniform Rental:Operations			152.06
E000002846	9/15/2022	0000793	AFLAC				<b>Check Entry Number: 001</b>
		852600		9/9/2022	52.84	0.00	52.84
		<b>G/L Account:</b> 202100-00		Other Disability Insurance - Employee			52.84
E000002847	9/15/2022	0000925	iSolved Benefit Services				<b>Check Entry Number: 001</b>
		1122474092		9/9/2022	84.56	0.00	84.56
		<b>G/L Account:</b> 600175-00		FSA Admin Fee:General			84.56
E000002848	9/15/2022	0000956	Waterlogic Americas LLC				<b>Check Entry Number: 001</b>
		1691922		8/27/2022	102.55	0.00	102.55
		<b>G/L Account:</b> 505042-00		Water - Drinking:General			102.55
E000002849	9/15/2022	0001028	Red Wing Business Advantage Account				<b>Check Entry Number: 001</b>
		2.02209E+13		9/10/2022	275.00	0.00	275.00
		<b>G/L Account:</b> 502017-16		Safety Boots:Operations			275.00
E000002850	9/15/2022	0011125	CC Real Green Clean				<b>Check Entry Number: 001</b>
		CCM-202209		9/2/2022	1,500.00	0.00	1,500.00
		<b>G/L Account:</b> 500107-00		Janitorial Services:General			1,500.00
<b>Report Total:</b>					61,160.42	0.00	61,160.42
<b>Printed Check Total:</b>							49,719.96
<b>Electronic Payment Total:</b>							11,440.46

**CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)**

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002851	9/15/2022	0000375	Great-West Trust Company, LLC (Empower)					<b>Check Entry Number: 001</b>
			9/15/22 401A DEFERRA	9/8/2022	669.15	0.00	669.15	
		<b>G/L Account: 611300-00</b>		401a- In Lieu of OASDI:General				669.15
			9/15/22 457 DEFERRAL	9/8/2022	8,587.46	0.00	8,587.46	
		<b>G/L Account: 202140-00</b>		457 Deferred Savings Plan				8,587.46
			<b>Check E000002851 Total:</b>		9,256.61	0.00	9,256.61	
			<b>Printed Check Total:</b>				0.00	
			<b>Electronic Payment Total:</b>				9,256.61	
E000002852	9/15/2022	0001072	Mt. Diablo Resource Recovery-Concord					<b>Check Entry Number: 001</b>
			AUG-22	8/31/2022	656.85	0.00	656.85	
		<b>G/L Account: 505037-00</b>		Utilities Garbage:General				656.85
			<b>Report Total:</b>		9,913.46	0.00	9,913.46	
			<b>Printed Check Total:</b>				0.00	
			<b>Electronic Payment Total:</b>				9,913.46	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
XXXXXXXX56			****VOID****					
XXXXXXXX57	9/30/2022	0000894	Quenvold's Safety Shoemobile					<b>Check Entry Number: 001</b>
			67576	8/31/2022	159.07	0.00	159.07	
		<b>G/L Account:</b>	502017-16	Safety Boots:Operations				159.07
XXXXXXXX58	9/30/2022	0000011	Vision Service Plan					<b>Check Entry Number: 001</b>
			OCT 2022 VSP	9/19/2022	575.25	0.00	575.25	
		<b>G/L Account:</b>	600140-00	Vision Insurance - Active Employees				575.25
XXXXXXXX59	9/30/2022	0000315	Van Demyden Makus Law Corporation					<b>Check Entry Number: 001</b>
			22452	9/16/2022	6,180.18	0.00	6,180.18	
		<b>G/L Account:</b>	500111-00	Legal - Counsel Labor:General				6,180.18
XXXXXXXX60	9/30/2022	0000328	PG&E					<b>Check Entry Number: 001</b>
			AUG-SEPT 2022	9/16/2022	106.07	0.00	106.07	
		<b>G/L Account:</b>	505038-00	Utilities Gas:General				106.07
			AUGUST 2022 ELECTRIC	9/1/2022	243.97	0.00	243.97	
		<b>G/L Account:</b>	505036-00	Utilities Electric:General				243.97
			<b>Check 000029760 Total:</b>		350.04	0.00	350.04	
XXXXXXXX61	9/30/2022	0000600	Veseris (ES OPCO USA LLC)					<b>Check Entry Number: 001</b>
			637859	9/14/2022	95.82	0.00	95.82	
		<b>G/L Account:</b>	502005-00	Building & Grounds Materials / Supplies:General				95.82
XXXXXXXX62	9/30/2022	0000696	KBA DOCUMENT SOLUTIONS, LLC					<b>Check Entry Number: 001</b>
			9154987	9/21/2022	252.64	0.00	252.64	
		<b>G/L Account:</b>	505027-00	Service & Leasing Contracts:General				252.64
XXXXXXXX63	9/30/2022	0000814	Staples Business Advantage					<b>Check Entry Number: 001</b>
			3517343055	9/4/2022	830.82	0.00	830.82	
		<b>G/L Account:</b>	505020-00	Office Supplies - General:General				830.82
			3517751470	9/13/2022	15.08	0.00	15.08	
		<b>G/L Account:</b>	505020-16	Office Supplies - General:Operations				15.08
			3518003308	9/16/2022	232.78	0.00	232.78	
		<b>G/L Account:</b>	505020-00	Office Supplies - General:General				102.02
		<b>G/L Account:</b>	505022-00	Office Supplies - Kitchen:General				130.76
			<b>Check 000029763 Total:</b>		1,078.68	0.00	1,078.68	
XXXXXXXX64	9/30/2022	0000899	Sun Life Financial					<b>Check Entry Number: 001</b>
			OCT 2022 SUNLIFE	9/21/2022	1,329.55	0.00	1,329.55	
		<b>G/L Account:</b>	202085-00	Employee Voluntary Life Ins - General				519.54
		<b>G/L Account:</b>	600155-00	Life Insurance - General				810.01
XXXXXXXX65	9/30/2022	0000975	Reliance Standard Life In					<b>Check Entry Number: 001</b>
			OCT 2022 LTD	9/19/2022	465.08	0.00	465.08	
		<b>G/L Account:</b>	600150-00	Disability Insurance - General				465.08
			OCT 2022 STD	9/19/2022	694.67	0.00	694.67	
		<b>G/L Account:</b>	600150-00	Disability Insurance - General				694.67
			<b>Check 000029765 Total:</b>		1,159.75	0.00	1,159.75	
XXXXXXXX66	9/30/2022	0000981	Colonial Life					<b>Check Entry Number: 001</b>
			4.13508E+13	9/13/2022	457.26	0.00	457.26	
		<b>G/L Account:</b>	202100-00	Other Disability Insurance - Employee				602.66
		<b>G/L Account:</b>	202100-00	Other Disability Insurance - Employee				457.26
		<b>G/L Account:</b>	202100-00	Other Disability Insurance - Employee				457.26
		<b>G/L Account:</b>	202100-00	Other Disability Insurance - Employee				457.26
		<b>G/L Account:</b>	202100-00	Other Disability Insurance - Employee				457.26
XXXXXXXX67	9/30/2022	0000992	MVCAC					<b>Check Entry Number: 001</b>
			7363413	9/12/2022	1,694.00	0.00	1,694.00	



CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		<b>G/L Account:</b> 503005-10		Lab Testing:Lab			1,694.00
XXXXXXXX68	9/30/2022	0001088	Verizon Wireless				<b>Check Entry Number: 001</b>
		9915458359		9/10/2022	1,924.78	0.00	1,924.78
		<b>G/L Account:</b> 505035-00		Utilities Cell Phone:General			1,924.78
E000002853	9/30/2022	0000007	SEIU UPE LOCAL	1021-Union Dues			<b>Check Entry Number: 001</b>
		SEP-22		9/26/2022	2,308.79	0.00	2,308.79
		<b>G/L Account:</b> 202150-00		SEIU Local 1021			2,308.79
E000002854	9/30/2022	0000010	CalPERS				<b>Check Entry Number: 001</b>
		OCT-22		9/15/2022	56,915.33	0.00	56,915.33
		<b>G/L Account:</b> 600165-00		CalPers Medical Admin Fee - Active Employees Gener			136.69
		<b>G/L Account:</b> 600170-00		CalPers Medical Admin Fee - Retirees			50.51
		<b>G/L Account:</b> 202050-00		CalPers Medical - Employee Contribution			7,041.75
		<b>G/L Account:</b> 202040-00		CalPers Medical - Employer Contribution			34,380.30
		<b>G/L Account:</b> 600145-00		Medical Insurance - Retirees			10,714.60
		<b>G/L Account:</b> 202045-00		CalPers Medical - Retiree Contribution			4,591.48
E000002855	9/30/2022	0000486	Bay Alarm Company				<b>Check Entry Number: 001</b>
		OCT 2022 59825242209		9/15/2022	85.00	0.00	85.00
		<b>G/L Account:</b> 500116-00		Security Service:General			85.00
E000002856	9/30/2022	0000713	Mission Linen Supply				<b>Check Entry Number: 001</b>
		517697665		9/5/2022	52.00	0.00	52.00
		<b>G/L Account:</b> 502021-16		Uniform Rental:Operations			52.00
		517757108		9/9/2022	181.26	0.00	181.26
		<b>G/L Account:</b> 502021-16		Uniform Rental:Operations			152.26
		<b>G/L Account:</b> 502021-10		Uniform Rental:Lab			29.00
		517797671		9/16/2022	180.54	0.00	180.54
		<b>G/L Account:</b> 502021-10		Uniform Rental:Lab			28.89
		<b>G/L Account:</b> 502021-16		Uniform Rental:Operations			151.65
		517842436		9/23/2022	180.54	0.00	180.54
		<b>G/L Account:</b> 502021-16		Uniform Rental:Operations			151.66
		<b>G/L Account:</b> 502021-10		Uniform Rental:Lab			28.88
		<b>Check E000002856 Total:</b>			594.34	0.00	594.34
		<b>Printed Check Total:</b>					0.00
		<b>Electronic Payment Total:</b>					594.34
		<b>Report Total:</b>			75,160.48	0.00	75,160.48
		<b>Printed Check Total:</b>					15,257.02
		<b>Electronic Payment Total:</b>					59,903.46

**CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)**

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002857	9/30/2022	0000610	Liebert Cassidy Whitmore					<b>Check Entry Number: 001</b>
			223023	7/31/2022	486.00	0.00	486.00	
		<b>G/L Account:</b> 500111-00		Legal - Counsel Labor:General				486.00
			223024A	7/31/2022	5,217.50	0.00	5,217.50	
		<b>G/L Account:</b> 500111-00		Legal - Counsel Labor:General				5,217.50
			223025A	7/31/2022	3,234.00	0.00	3,234.00	
		<b>G/L Account:</b> 500111-00		Legal - Counsel Labor:General				3,234.00
			225091	8/31/2022	540.00	0.00	540.00	
		<b>G/L Account:</b> 500111-00		Legal - Counsel Labor:General				540.00
			225092	8/31/2022	81.00	0.00	81.00	
		<b>G/L Account:</b> 500111-00		Legal - Counsel Labor:General				81.00
			225200A	8/31/2022	93.00	0.00	93.00	
		<b>G/L Account:</b> 500111-00		Legal - Counsel Labor:General				93.00
			225201A	8/31/2022	8,845.00	0.00	8,845.00	
		<b>G/L Account:</b> 500111-00		Legal - Counsel Labor:General				8,845.00
			<b>Check E000002857 Total:</b>		18,496.50	0.00	18,496.50	
			<b>Printed Check Total:</b>				0.00	
			<b>Electronic Payment Total:</b>				18,496.50	
			<b>Report Total:</b>		18,496.50	0.00	18,496.50	
			<b>Printed Check Total:</b>				0.00	
			<b>Electronic Payment Total:</b>				18,496.50	

**Check Register**

**Journal Posting Date: 9/30/2022**

**Register Number: CD-000124**

**CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)**

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002858	9/30/2022	0000375	Great-West Trust Company, LLC (Empower)					<b>Check Entry Number: 001</b>
			9/30/22 401A	9/22/2022	668.59	0.00	668.59	
		<b>G/L Account: 611300-00</b>		401a- In Lieu of OASDI:General				668.59
			9/30/22 457	9/26/2022	8,587.46	0.00	8,587.46	
		<b>G/L Account: 202140-00</b>		457 Deferred Savings Plan				8,587.46
			<b>Check E000002858 Total:</b>		9,256.05	0.00	9,256.05	
			<b>Printed Check Total:</b>				0.00	
			<b>Electronic Payment Total:</b>				9,256.05	
			<b>Report Total:</b>		9,256.05	0.00	9,256.05	
			<b>Printed Check Total:</b>				0.00	
			<b>Electronic Payment Total:</b>				9,256.05	

Check Register

Journal Posting Date: 9/30/2022

Register Number: CD-000125

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002859	9/30/2022	0000956	Waterlogic Americas LLC					Check Entry Number: 001
			1757832	10/24/2022	108.22	0.00	108.22	
		<b>G/L Account:</b> 505042-00		Water - Drinking:General				108.22
		<b>G/L Account:</b> 505042-00		Water - Drinking:General				108.22
				<b>Report Total:</b>	108.22	0.00	108.22	
				<b>Printed Check Total:</b>			0.00	
				<b>Electronic Payment Total:</b>			108.22	

Check Register

Journal Posting Date: 9/30/2022

Register Number: CD-000126

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002860	9/30/2022	0000452	U.S. BANK CORPORATE PAYMENT SYSTEMS					<b>Check Entry Number: 001</b>
			8/22/2022	8/22/2022	748.02	0.00	748.02	
		<b>G/L Account:</b> 502016-16						Safety & PPE:Operations 63.66
		<b>G/L Account:</b> 502002-00						Automotive - Repairs:General 509.35
		<b>G/L Account:</b> 504005-00						I.T Subscriptions:General 2.43
		<b>G/L Account:</b> 505007-05						Employee - Memberships:Administration 70.00
		<b>G/L Account:</b> 504005-00						I.T Subscriptions:General 11.24
		<b>G/L Account:</b> 505007-05						Employee - Memberships:Administration 155.00
			8/23/2022	8/23/2022	1,054.31	0.00	1,054.31	
		<b>G/L Account:</b> 505009-05						Employee - Travel:Administration 306.96
		<b>G/L Account:</b> 502002-16						Automotive - Repairs:Operations 110.02
		<b>G/L Account:</b> 505023-10						Postage:Lab 8.34
		<b>G/L Account:</b> 503008-10						Surveillance:Lab 532.12
		<b>G/L Account:</b> 505039-00						Utilities Internet:General 96.87
			8/24/2022	8/24/2022	14.00	0.00	14.00	
		<b>G/L Account:</b> 505003-25						District Membership & Subscription Dues:Public Aff 14.00
			8/25/2022	8/25/2022	26.66	0.00	26.66	
		<b>G/L Account:</b> 504007-05						Phone Accessories:Administration 26.66
			8/27/2022	8/27/2022	27.72	0.00	27.72	
		<b>G/L Account:</b> 505003-25						District Membership & Subscription Dues:Public Aff 27.72
			8/29/2022	8/29/2022	1,900.53	0.00	1,900.53	
		<b>G/L Account:</b> 502002-16						Automotive - Repairs:Operations 1,782.09
		<b>G/L Account:</b> 504000-00						Computer Equipment Supplies < \$100:General 92.13
		<b>G/L Account:</b> 504007-00						Phone Accessories:General 26.31
			8/30/2022	8/30/2022	1,179.16	0.00	1,179.16	
		<b>G/L Account:</b> 502002-16						Automotive - Repairs:Operations 110.02
		<b>G/L Account:</b> 502002-16						Automotive - Repairs:Operations 1,060.17
		<b>G/L Account:</b> 505023-10						Postage:Lab 8.97
			8/31/2022	8/31/2022	75.00	0.00	75.00	
		<b>G/L Account:</b> 501001-25						Community Event Registration Fees:Public Affairs 75.00
			9/1/2022	9/1/2022	980.00	0.00	980.00	
		<b>G/L Account:</b> 502002-16						Automotive - Repairs:Operations 227.60
		<b>G/L Account:</b> 504005-00						I.T Subscriptions:General 512.40
		<b>G/L Account:</b> 502002-16						Automotive - Repairs:Operations 240.00
			9/10/2022	9/10/2022	725.53	0.00	725.53	
		<b>G/L Account:</b> 502016-00						Safety & PPE:General 460.20
		<b>G/L Account:</b> 502013-16						Equipment Repair:Operations 265.33
			9/11/2022	9/11/2022	27.40	0.00	27.40	
		<b>G/L Account:</b> 502016-16						Safety & PPE:Operations 27.40
			9/12/2022	9/12/2022	1,238.73	0.00	1,238.73	
		<b>G/L Account:</b> 505005-25						Employee - Lodging:Public Affairs 314.73
		<b>G/L Account:</b> 504005-00						I.T Subscriptions:General 924.00
			9/13/2022	9/13/2022	135.14	0.00	135.14	
		<b>G/L Account:</b> 505023-10						Postage:Lab 8.97
		<b>G/L Account:</b> 501008-25						Marketing - Displays:Public Affairs 22.19
		<b>G/L Account:</b> 505009-25						Employee - Travel:Public Affairs 103.98
			9/14/2022	9/14/2022	126.55	0.00	126.55	
		<b>G/L Account:</b> 505020-00						Office Supplies - General:General 19.47
		<b>G/L Account:</b> 505009-25						Employee - Travel:Public Affairs 58.98
		<b>G/L Account:</b> 504000-16						Computer Equipment Supplies < \$100:Operations 48.10

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
	9/15/2022			9/15/2022	54.86	0.00	54.86
<b>G/L Account:</b>	504000-05			Computer Equipment Supplies < \$100:Administration			54.86
	9/16/2022			9/16/2022	276.94	0.00	276.94
<b>G/L Account:</b>	502002-00			Automotive - Repairs:General			244.28
<b>G/L Account:</b>	502002-16			Automotive - Repairs:Operations			32.66
	9/17/2022			9/17/2022	452.35	0.00	452.35
<b>G/L Account:</b>	502016-16			Safety & PPE:Operations			452.35
	9/19/2022			9/19/2022	485.37	0.00	485.37
<b>G/L Account:</b>	503008-10			Surveillance:Lab			485.37
	9/20/2022			9/20/2022	8.97	0.00	8.97
<b>G/L Account:</b>	505023-10			Postage:Lab			8.97
	9/5/2022			9/5/2022	32.91	0.00	32.91
<b>G/L Account:</b>	504007-16			Phone Accessories:Operations			32.91
	9/6/2022			9/6/2022	470.56	0.00	470.56
<b>G/L Account:</b>	503008-10			Surveillance:Lab			470.56
	9/7/2022			9/7/2022	8.97	0.00	8.97
<b>G/L Account:</b>	505023-10			Postage:Lab			8.97
	9/8/2022			9/8/2022	517.34	0.00	517.34
<b>G/L Account:</b>	503008-10			Surveillance:Lab			504.85
<b>G/L Account:</b>	504005-00			I.T Subscriptions:General			12.49
	9/9/2022			9/9/2022	165.99	0.00	165.99
<b>G/L Account:</b>	502016-00			Safety & PPE:General			125.40
<b>G/L Account:</b>	505020-16			Office Supplies - General:Operations			40.59
<b>Check E00002860 Total:</b>					10,733.01	0.00	10,733.01
<b>Printed Check Total:</b>							0.00
<b>Electronic Payment Total:</b>							10,733.01
<b>Report Total:</b>					10,733.01	0.00	10,733.01
<b>Printed Check Total:</b>							0.00
<b>Electronic Payment Total:</b>							10,733.01

CONTRA COSTA MOSQUITO & VECTOR CONTROL DISTRICT  
UNUSUAL ITEMS LIST (*New Policy Effective May 2021*)

- *Any checks or ACH over the amount of \$10,000.00 (excludes Procurement Policy General Manager Authority items: payroll taxes, employee fringe benefit payments, and aggregate corporate credit card amount).*
- *Any vendor that has not been paid by the District in the past 15 months.*
- *All legal fees over \$5,000.00 in one month*

<b>DATE</b>	<b>CHECK #</b>	<b>AMOUNT OF CHECK</b>	<b>VENDOR &amp; DESCRIPTION</b>
September 15, 2022	XXXXXXXXX46	\$30,508.30	Liewer Enterprises, Inc. – Operations Equipment/Argo
“ “	E0000002843	\$1,841.00	Liebert Cassidy Whitmore – Legal Counsel
September 30, 2022	E0000002843	\$18,496.50	Liebert Cassidy Whitmore – Legal Counsel

## TRANSACTION ACTIVITY REPORT

Month of September 2022

Transaction Number	Date	Wells Fargo	LAIF	Bank of the West
<b>Balance</b>	<b>9/1/2022</b>	<b>71,482.57</b>	<b>10,274,106.09</b>	<b>246,466.50</b>
<b>1</b>	9/8/2022	12,459.00		
<b>2</b>	9/12/2022		(200,000.00)	200,000.00
<b>3</b>	9/20/2022	407.37		
<b>4</b>	9/28/2022		(275,000.00)	275,000.00
<b>5</b>	9/30/2022	0.66		(456,978.12)
<b>Balance</b>		<b>84,349.60</b>	<b>9,799,106.09</b>	<b>264,488.38</b>

### Transaction Number & Brief Description

- 1 Misc Deposits into Wells Fargo Account
- 2 Transfer from LAIF to Bank of the West for Payroll & Vendor Checks
- 3 Misc Deposits into Wells Fargo Account
- 4 Transfer from LAIF to Bank of the West for Payroll & Vendor Checks
- 5 Interest Earned Wells Fargo and clearing of checks from Bank of the West for Payroll & Vendor

*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 24, 2022

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

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

[Tran Type Definitions](#)

September 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
9/13/2022	9/12/2022	RW	1713103	N/A	PAULA MACEDO	-200,000.00
9/28/2022	9/28/2022	RW	1713737	N/A	PAULA MACEDO	-275,000.00

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	10,274,106.09
Total Withdrawal:	-475,000.00	Ending Balance:	9,799,106.09

**Contra Costa Mosquito and Vector Control District**  
**FY22 Budget Year**

(July 1 2022 - June 30 2023)

**Board Packet**

25% of the  
Year  
completed  
YTD FY23 VS  
Adopted  
Budget

	FY23 <i>As of 9/30/22</i>	FY23 Budget		ADOPTED FY23 VS FY23 \$
<b>Personnel Costs</b>				
Payroll & OT	917,603	3,925,348	23.4%	3,007,745
<b>Retirement</b>	<b>1,341,013</b>	<b>1,341,013</b>	<b>100.0%</b>	-
OASDI	54,217	235,521	23.0%	181,304
<b>Medicare</b>	<b>13,057</b>	<b>52,992</b>	<b>24.6%</b>	<b>39,935</b>
Health Insurance (Dental / Vision Etc)	126,933	585,745	21.7%	458,812
<b>Unemployment</b>	<b>1,792</b>	<b>25,900</b>	<b>6.9%</b>	<b>24,108</b>
Disability Ins	3,290	13,614	24.2%	10,324
<b>Other Post Employment Benefits</b>	<b>0</b>	<b>215,000</b>	<b>0.0%</b>	<b>215,000</b>
District Paid Health Retiree Cost & Fees	32,152	143,000	22.5%	110,848
<b>Subtotal Personnel Costs</b>	<b>2,490,057</b>	<b>6,538,133</b>	<b>38.1%</b>	<b>4,048,076</b>
<b>Operational Costs</b>				
Professional Services - Legal includes Settlements	43,109	168,000	25.7%	124,891
<b>Professional Services - Building &amp; Grounds Maint</b>	<b>1,845</b>	<b>25,000</b>	<b>7.4%</b>	<b>364,068</b>
Professional Services - All Other	29,922	204,600	14.6%	174,678
<b>Public Affairs</b>	<b>6,001</b>	<b>108,000</b>	<b>5.6%</b>	<b>101,999</b>
Lab Services	12,452	47,871	26.0%	35,419
<b>Information &amp; Technology</b>	<b>19,089</b>	<b>153,200</b>	<b>12.5%</b>	<b>134,111</b>
Operations - Control Materials	12,421	113,000	11.0%	100,579
<b>Operations - Aerial</b>	<b>0</b>	<b>10,000</b>	<b>0.0%</b>	<b>10,000</b>
Operation and Facilities - All Other	39,965	442,000	9.0%	402,035
<b>General Office Administration - Insurance</b>	<b>342,374</b>	<b>388,429</b>	<b>88.1%</b>	<b>46,055</b>
General Office Administration - Trustee Expense	0	23,500	0.0%	23,500
<b>General Office - Research</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	-
General Office Administration - Employee Travel & Training	2,428	44,000	5.5%	41,572
<b>General Office Administration - Utilities</b>	<b>19,922</b>	<b>117,500</b>	<b>17.0%</b>	<b>97,578</b>
General Office Administration - All Other	27,878	332,700	8.4%	304,822
<b>Subtotal Operational Cost</b>	<b>557,407</b>	<b>2,177,800</b>	<b>25.6%</b>	<b>1,620,393</b>
<b>Capital</b>				
<b>Land</b>				-
Structures and Improvements	0	0	0.0%	-
<b>Vehicles</b>	<b>0</b>	<b>203,000</b>	<b>0.0%</b>	<b>203,000</b>
Heavy Equipment	30,508	85,000	35.9%	54,492
<b>Subtotal Capital</b>	<b>30,508</b>	<b>288,000</b>	<b>10.6%</b>	<b>257,492</b>
<b>Total Expenditures</b>	<b>3,077,972</b>	<b>9,003,933</b>		
<b>Revenues</b>				
<b>Property Taxes</b>	<b>0</b>	<b>6,801,654</b>	<b>0.0%</b>	<b>6,801,654</b>
Benefit Assessment	0	2,080,111	0.0%	2,080,111
<b>Contract Billing</b>	<b>3,532</b>	<b>51,000</b>	<b>6.9%</b>	<b>47,468</b>
Interest Income (LAIF)	0	52,291	0.0%	52,291
<b>Medical Reimbursement</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	-
Fixed Asset Disposal	0	20,000	0.0%	20,000
<b>Miscellaneous</b>	<b>4,149</b>	<b>25,000</b>	<b>16.6%</b>	<b>20,851</b>
Grant Funds:General	0	-	0.0%	-
<b>Subtotal Revenue</b>	<b>7,681</b>	<b>9,030,056</b>	<b>0.1%</b>	<b>9,022,374</b>
<b>Estimate Ending Balance</b>	<b>-3,070,291</b>	<b>26,123</b>		
<b>Designated Reserves POLICY FY 23 (July 2022 - June 2023)</b>				
Bond Reserve	-			
Public Health Emergency	2,500,000			
Capital Improvement	2,314,407			
Emergency Reconstruction Response	500,000			
Operations	4,446,317			
Vehicle & Equipment Replacement	150,000			
IT Equipment Replacement	200,000			
	<b>10,110,724</b>			

Contra Costa Mosquito and Vector Control District  
Investment Policy

## Overview

The purpose of the Investment Policy (Policy) is to establish cash management and investment guidelines of the Contra Costa Mosquito and Vector Control District (the “District”) for funds not required for immediate disbursement or use. The District will manage funds in accordance with applicable sections of California Government Code as stated herein. All portfolio activities will be judged by the standards of the Policy and its ranking of investment objectives. This policy is to be accountable and auditable.

### Exclusions:

The regulation codified in this chapter does not apply to the investment of the District's Other Post-Employment Benefits (OPEB) Trust funds.

## Purpose/Objectives

The purpose of the Policy is to establish guidelines for investment of all excess and investable cash reserves.

The objectives of the District's investments are first to provide for the safety and security of all funds; second, to provide sufficient liquidity to meet the District's cash requirements at all times; and third, to maximize yield in a diversified manner to the extent allowable by law, and consistent with prudent fiscal management.

## Investments' Compliance with the Law

The investment and deposit of funds of the District and the sale of bonds, notes and other evidence of indebtedness shall be in accordance with all applicable law, generally including, without limitation, California Government Code sections 53600 - 53692. California Government Code section 53601 provides specific authority for investments that may be made by the District.

## Authority to Invest

The Board of Trustees, acting in its capacity as a fiduciary and Government Code section 53607, delegates the management and control of the District's investments to the General Manager and the Administrative Services Manager, who shall be responsible for the investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing of the public funds placed under their control. The General Manager / Administrative Services Manager shall thereafter make all reports required by law to the Board of Trustees and maintain written procedures for the operation of the investment program. The General Manager / Administrative Services Manager shall be responsible for all transactions undertaken and shall establish controls to regulate the assignments to and activities of subordinates.

In the documented absence of either the General Manager or Administrative Services Manager, the President and the Vice President of the Board of Trustees are each authorized to manage designated funds and execute day-to-day investment transactions.

The General Manager / Administrative Services Manager shall thereafter make all reports required by law to the Board of Trustees and maintain written procedures for the operation of the investment program. The General Manager / Administrative Services Manager shall be responsible for all

transactions undertaken and shall establish controls to regulate the assignments to and activities of subordinates. The General Manager / Administrative Services Manager, with the approval of the Board of Trustees, may engage an investment advisor to assist with the District's investment program. As authorized by the General Manager / Administrative Services Manager, the investment advisor will have responsibility for managing designated funds and executing day-to-day investment transactions. The investment advisor shall follow this investment policy and such other written instructions as are provided.

## **Investment Guidelines- Deposit of Funds**

### Prudence:

When investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, the General Manager and Administrative Services Manager, in accordance with the authority delegated above, shall act with the care, skill, prudence and diligence under the circumstances then prevailing, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal of the funds under their control and to maintain the liquidity needs of the District. (Government Code Section 53600.3 and 53600.5)

### Qualified Institutions:

In selecting depositories, the solvency and credit worthiness of each shall be considered and a review of credit characteristics and financial history will be performed. Annually, the District will review all financial institutions doing business with the District and review their most recent report on their financial condition. If it is a publicly traded entity, the District will look at its credit worthiness using two independent firm ratings. To the extent possible, the District will deposit funds with institutions having offices within the territory of the District, subject to providing for the safety, liquidity, and yield of the deposited funds consistent with this Policy.

Securities dealers and investment brokers utilized by the District must be members of a federally regulated securities exchange. If an investment advisor is authorized to conduct investment transactions on the District's behalf, the investment advisor may use their own list of approved broker/ dealers and financial institutions for investment purposes. All securities dealers and investment brokers shall operate as a fiduciary for the District.

### Collateralization:

For deposit accounts in banks and savings and loans associations, amounts in excess of Federal Deposit Insurance Corporation (FDIC) maximums shall be collateralized in accordance with California Government Code Sections 53630 et seq.

### Investment Instruments:

To diversify the District's investment portfolio to ensure maximum safety of District funds, the District may invest in the instruments below. For those which are limited to a percent of the portfolio, the percentage limits apply as of the date that the investment was purchased.

- Collateralized certificates of deposit with intuitions which are FDIC insured, and limited to twenty percent of the District's investment cash flow portfolio.
- United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
- Federal agency or United States government-sponsored enterprise (GSE) obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or GSE.
- Repurchase agreements collateralized by U.S. Treasury or federal agency/GSE securities with a maximum agreement term of three hundred sixty five days and limited to ten percent of the District's investment cash flow portfolio.
- Commercial paper of the highest quality rated "A1," or its equivalent, with a maximum maturity of three hundred sixty five (365) days and limited to five percent of the District's investment portfolio.
- Medium term notes issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States, rated in a rating category of "A" or its equivalent or better, with a maximum maturity of five years and limited to an overall twenty percent of the District's investment cash flow portfolio. No more than ten percent of the portfolio may be invested in any single corporate issue.
- Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association, or a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank. Purchases are limited to issuers with a short-term debt rating of "A-1" or its equivalent, or a long-term debt rated in a rating category of at least "A" or its equivalent or better with a maximum maturity of five years; and no more than twenty percent of the District's investment cash flow. No more than ten percent of the portfolio may be invested in any single financial institution.
- State of California Local Agency Investment Fund.
- California Asset Management Program.
- PARS or CalPers Investments.
- Other Agencies. once approved by the board.
- Money market funds registered with the Securities and Exchange Commission that invest majority in U.S. Treasuries and federal agency/GSE obligations and repurchase agreements relating to such obligations and limited to twenty percent of the District's investment cash flow.

Maturity Scheduling:

Investment maturities for operating funds shall be scheduled to coincide with projected cash flow needs. Where no maturity limit is stated in this Policy, no investment shall exceed a maturity of five years from the date of purchase unless the Board of Trustees has granted express authority to make that investment either specifically or as a part of an investment program approved by the Board of Trustees no less than three months prior to the investment. Investments shall be made with the intent of holding them to maturity. This policy recognizes that in a diversified portfolio, investments may be sold prior to maturity provided that such sales are consistent with the District's overall investment objectives.

Investment Rating Changes:

Should an investment subject to minimum acceptable ratings fall below that minimum rating prior

to maturity, parameter shall be obtained from the Board of Trustees to establish the conditions under which that investment would be sold prior to maturity. The intent of the parameter would be to and mitigate any potential loss to the District funds.

## **Annual Review of District Investment Policy and Compliance / Controls**

The Budget Committee is responsible for reviewing the Investment Policy annually and for recommending approval or policy changes to the full Board of Trustees at a subsequent Board meeting.

Management will provide the Board of Trustees investment statements and accounting of cash flow in all accounts at each Board meeting (Bi-Monthly). The Administrative Services Manager will be the primary individual responsible for monitoring cash balances and monitoring of investment transactions. Reporting will be done by a member of the Administration staff other than the manager, enabling a check and balance control method. In addition, the District will annually seek and receive a third party review of all investment activities from an independent professional auditing firm.

**CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)**

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
XXXXXXXX81	10/19/2022	0000439	Concord Toyota					<b>Check Entry Number: 001</b>
			105814	10/18/2022	44,119.59	0.00	44,119.59	
		<b>G/L Account:</b> 700102-00	Vehicles:General					44,119.59
		105978		10/18/2022	38,073.47	0.00	38,073.47	
		<b>G/L Account:</b> 700102-00	Vehicles:General					38,073.47
			<b>Check 000029781 Total:</b>		82,193.06	0.00	82,193.06	
			<b>Report Total:</b>		82,193.06	0.00	82,193.06	



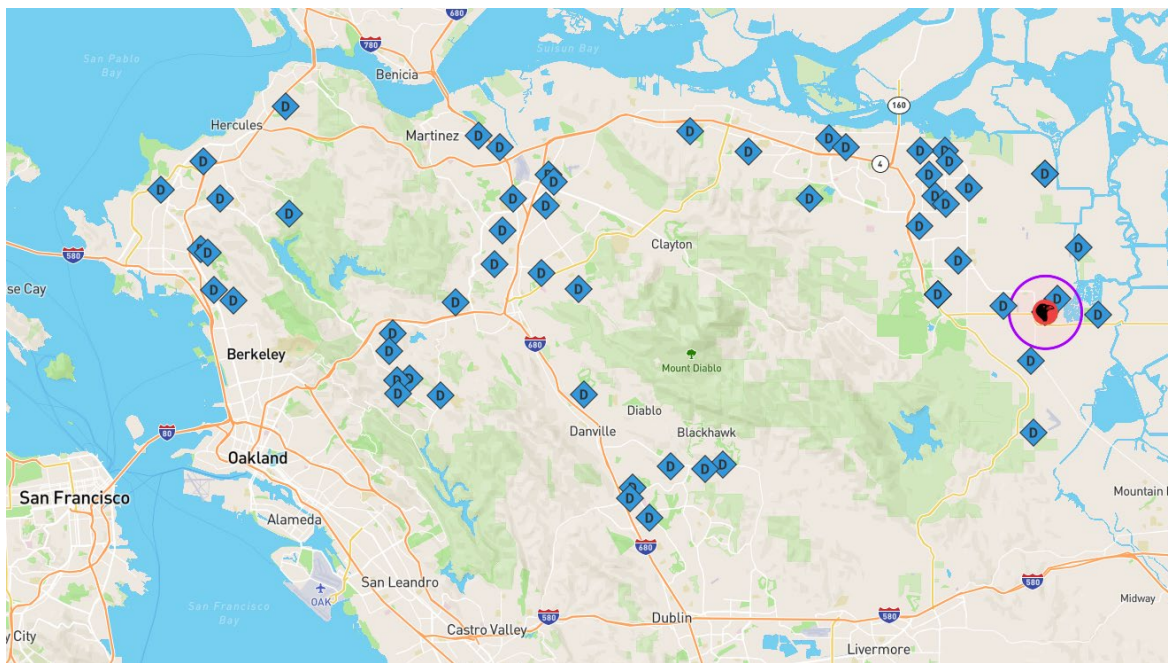
# November 2022 Mosquito and Arbovirus Surveillance Report

Updated October 31<sup>st</sup> by Steve Schutz, Ph.D., Scientific Programs Manager

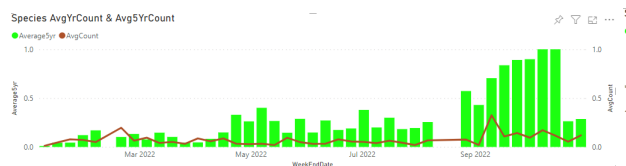
**Human cases:** As of October 31<sup>st</sup>, 106 human cases of West Nile virus (WNV) had been reported in California in 2022. Two un-attributed cases were reported in Contra Costa County (Discovery Bay and Bay Point; primary residence was outside the County)

**Horses:** Sixteen equine cases of WNV have been reported statewide. An effective vaccine is available for horses; most affected horses have been unvaccinated.

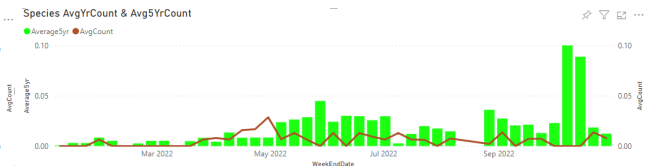
**Dead birds:** As of October 31<sup>st</sup>, 342 dead birds had been reported, 38 birds had been submitted for testing, (blue icons on map), and one was confirmed positive for WNV (Discovery Bay, red icon on map). No positive birds since May. The Statewide hotline closed for the season on Friday, October 14, but online dead bird reports are encouraged year-round at <https://westnile.ca.gov/report>



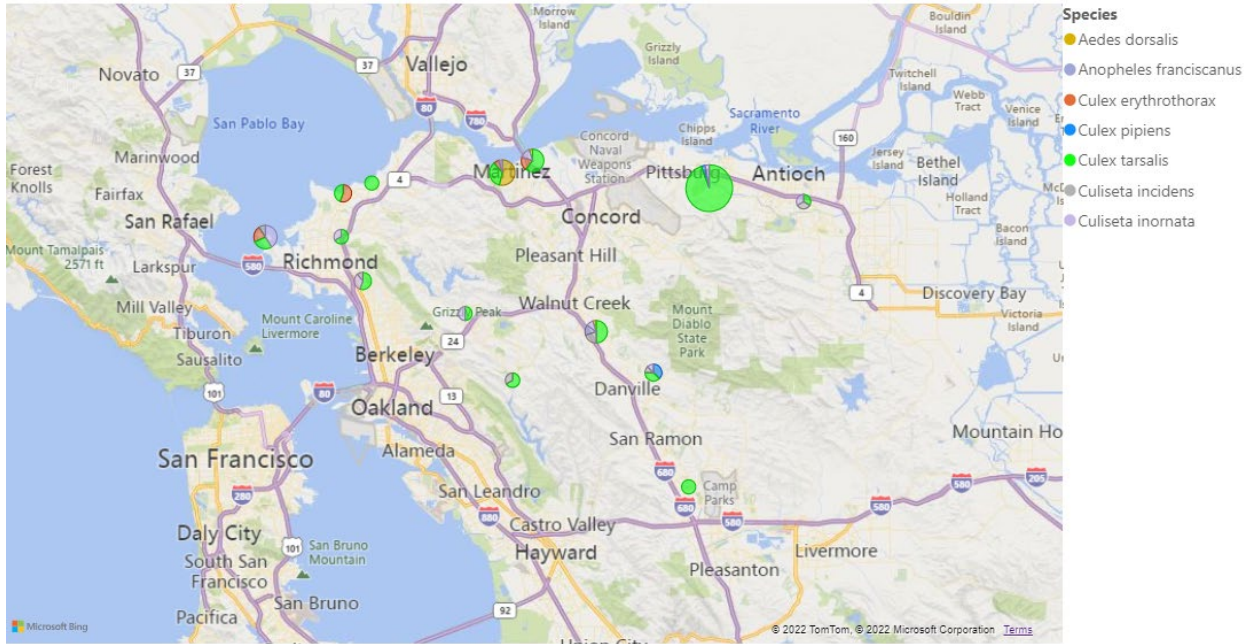
**Light trap counts:** Twenty-two traps are currently being operated daily year-round, with collections made weekly by field technicians. Countywide *Culex tarsalis* and *Culex pipiens* counts are currently below average. Note: 2 collection weeks were skipped in August due to *Aedes aegypti* response.



*Culex tarsalis* counts (red) vs. 5 year average

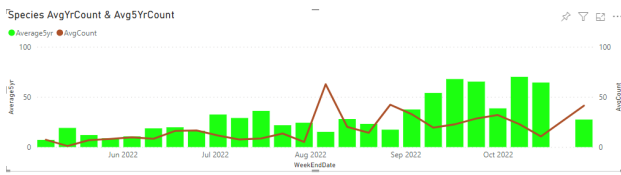


*Culex pipiens* counts (red) vs. 5 year average

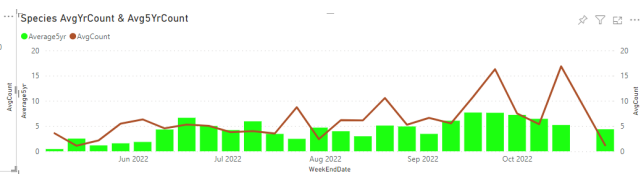


Map showing light trap locations and relative average species counts from October 1-31<sup>st</sup>

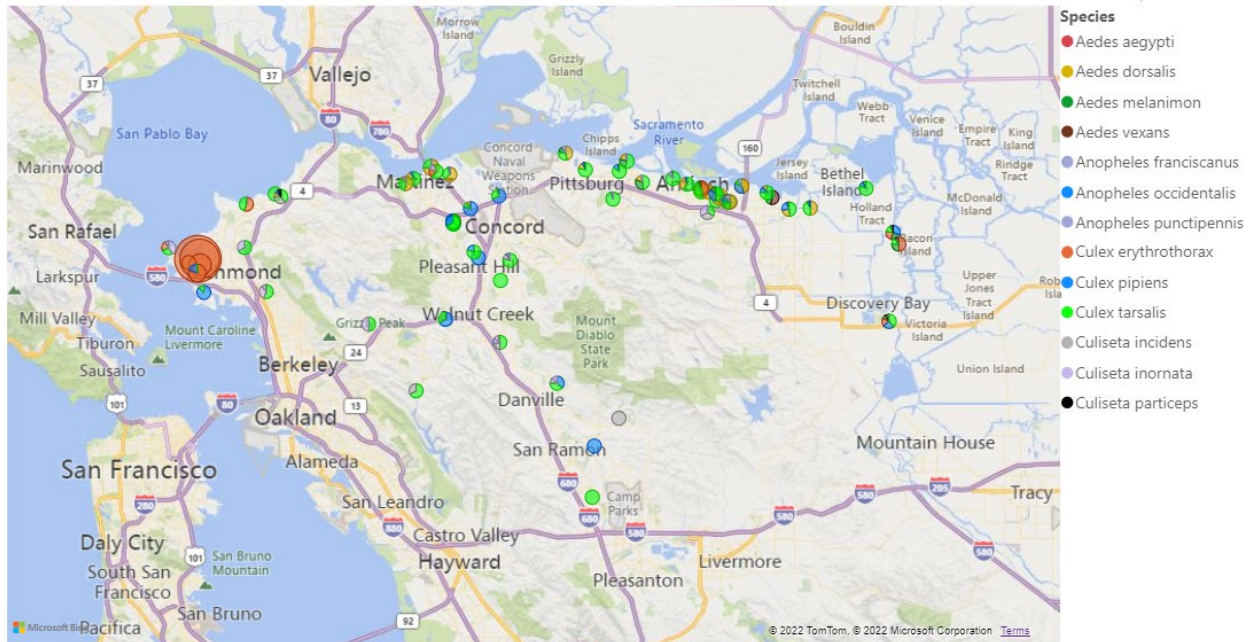
**CO<sub>2</sub> traps:** Weekly CO<sub>2</sub> trapping has been suspended for the season. Trap counts for *Culex tarsalis* were mostly below average, while *Culex pipiens* counts have been running somewhat above average for much of the season. Unusually high *Aedes dorsalis* counts in waterfront areas have continued following peak high tides and adult mosquito control operations have been conducted. These unusually high counts may be due to changes in salinity of marshlands due to low rainfall, in addition to intermittent access restrictions to some critical sites in coastal areas. Wetland areas on the Chevron Refinery in Richmond also produced high numbers of *Culex erythrothorax* in October.



*Culex tarsalis* counts (red) vs. 5 year average



*Culex pipiens* counts (red) vs. 5 year average

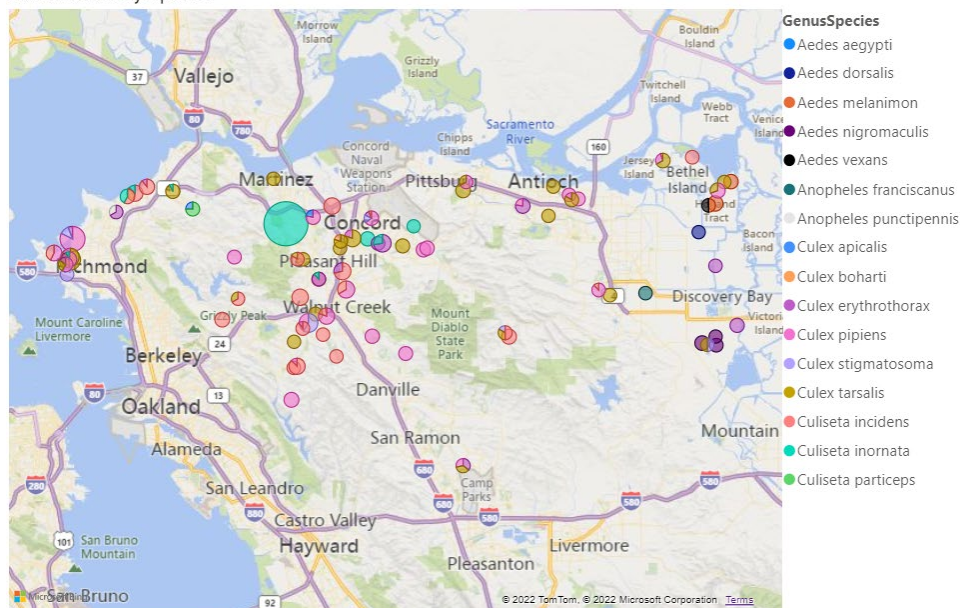


Map showing CO<sub>2</sub> trap locations and relative average species counts October 1-31<sup>st</sup> (note: map includes traps set at 'random' sites in Richmond and Antioch/Oakley in October).

**Mosquito testing:** 307 pooled samples were tested, two were positive for WNV (7/25, *Culex tarsalis*, Oakley; 8/8, *Culex pipiens*, Palm Tract-Orwood).

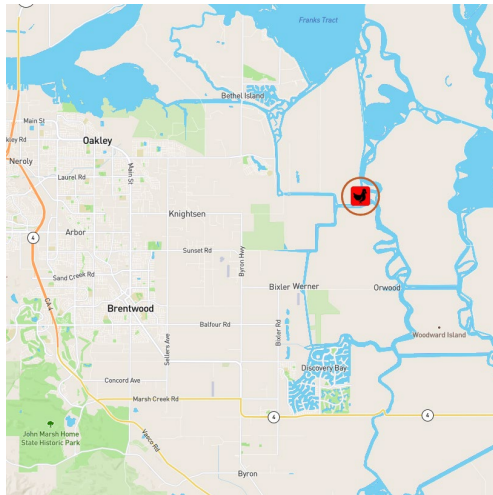
**Larval samples:** Lab staff continues to process larval samples collected by field employees daily, year-round.

Larval Count by Species



Map showing larval sample locations and relative species counts, October 1-31<sup>st</sup> 2022.

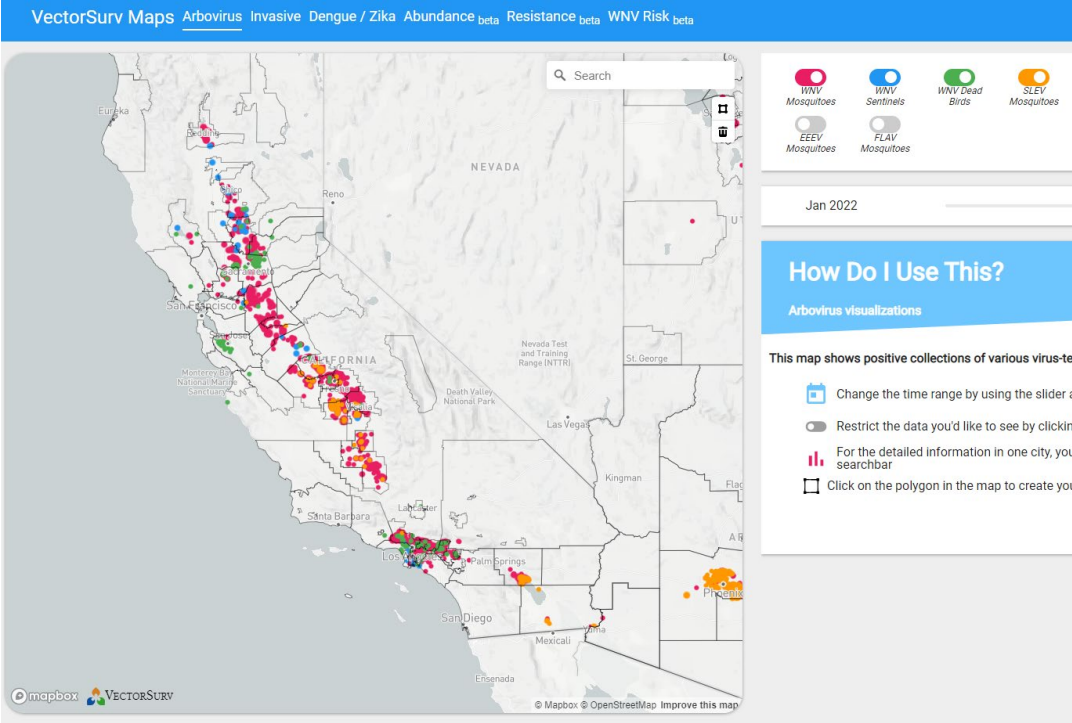
**Sentinel chickens:** Five of six chickens from our flock at Holland Tract (Knightsen) tested positive for WNV antibodies, bleed dates 8/22, 9/6 and 9/19. All four sentinel flocks have been discontinued for the season as of October 10<sup>th</sup>.



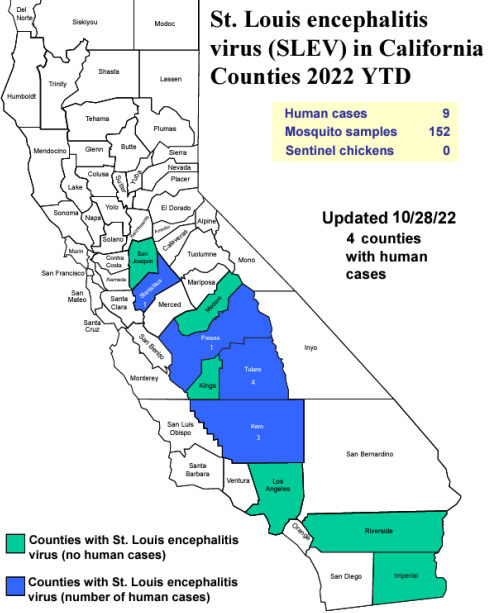
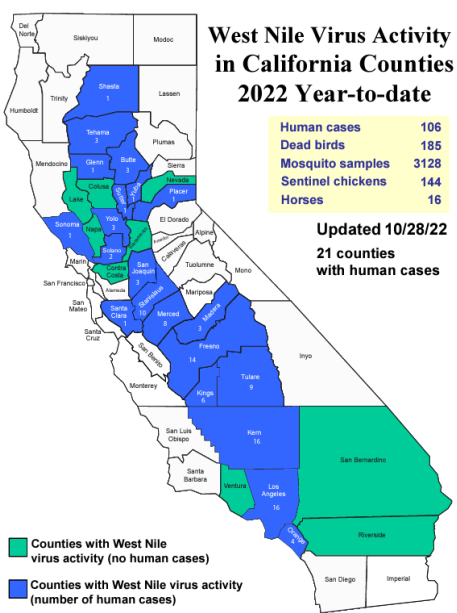
**Other projects:** Lab staff has collected ticks for CDPH, University of California and University of Nevada-Reno projects on *Rickettsia* and has also provided *Culicoides* (biting midges) to a researcher at UC Riverside studying the distribution of species in California. We are also continuing to work with Leading Edge staff on troubleshooting and refining the MapVision database and field software. Our Scientific Programs Manager completed a revision of the identification guide to Mosquitoes of California for the MVCAC, to include larvae and adults of invasive *Aedes* species, which has been made available online to all member agencies. The MVCAC Lab Technologies Committee is currently collecting high-resolution photographs of key characteristics of California mosquito species from vector control districts statewide, for eventual inclusion in a shared MVCAC photographic library and will also be collecting photographs of other pest/vector species.

**Weather conditions:** Current average overnight low temperatures are below the 55 degree incubation threshold for WNV transmission.

**Regional:** Through October 31<sup>st</sup>, West Nile virus activity had been detected in Contra Costa (1 positive dead bird, 2 mosquito samples, five sentinel chickens), Sacramento, Solano, Santa Clara, Yolo, Napa and San Joaquin Counties, with human cases reported in Yolo, Solano, San Joaquin, Sonoma and Santa Clara Counties.



**Statewide:** 106 human cases of WNV have been reported statewide (see map below). 3,128 WNV positive mosquito samples, 185 positive dead birds and 144 positive sentinel chickens have been reported this year through October 31<sup>st</sup>. In addition, 152 mosquito samples have tested SLE (Saint Louis Encephalitis) positive (including one in San Joaquin County) and 9 human cases were reported in Stanislaus, Fresno, Kern and Tulare County. We are currently above the 5-year average in terms of WNV positive mosquito samples but below average in other categories.



## October 2022 Operations Report

Prepared on November 3, 2022, by David Wexler, Terry Davis, and Jeremy Shannon,  
Program Supervisors

### General:

Invasive *Aedes aegypti* mosquitoes were confirmed to be present in a Martinez neighborhood in early August. Revisiting known production sites continued in October, paired with trapping to assess activity. Sites with confirmed activity were treated as needed. Within our ¼-mile area of focus, we are down to **seven** locations (out of approximately 460 sites). More information will be provided in a separate report, as requested.

An aerial application was carried out on October 21 at the Chevron Refinery in Richmond. Approximately 80 acres of tule-covered ponds were treated via helicopter to control mosquito production within the bounds of the refinery.



Over the weekend of October 22-23, the District perimeter was breached, fence cut, and the rear end (rear differential, axle, brakes) of a work truck were removed and stolen. A report was filed with Concord PD.



Repairs were made to the damaged chain link fence and additional security measure were added to the rear gate for the time being. Contractors have been contacted to provide bids for repairs and additional security measures.



New vehicle(s) and equipment have arrived!



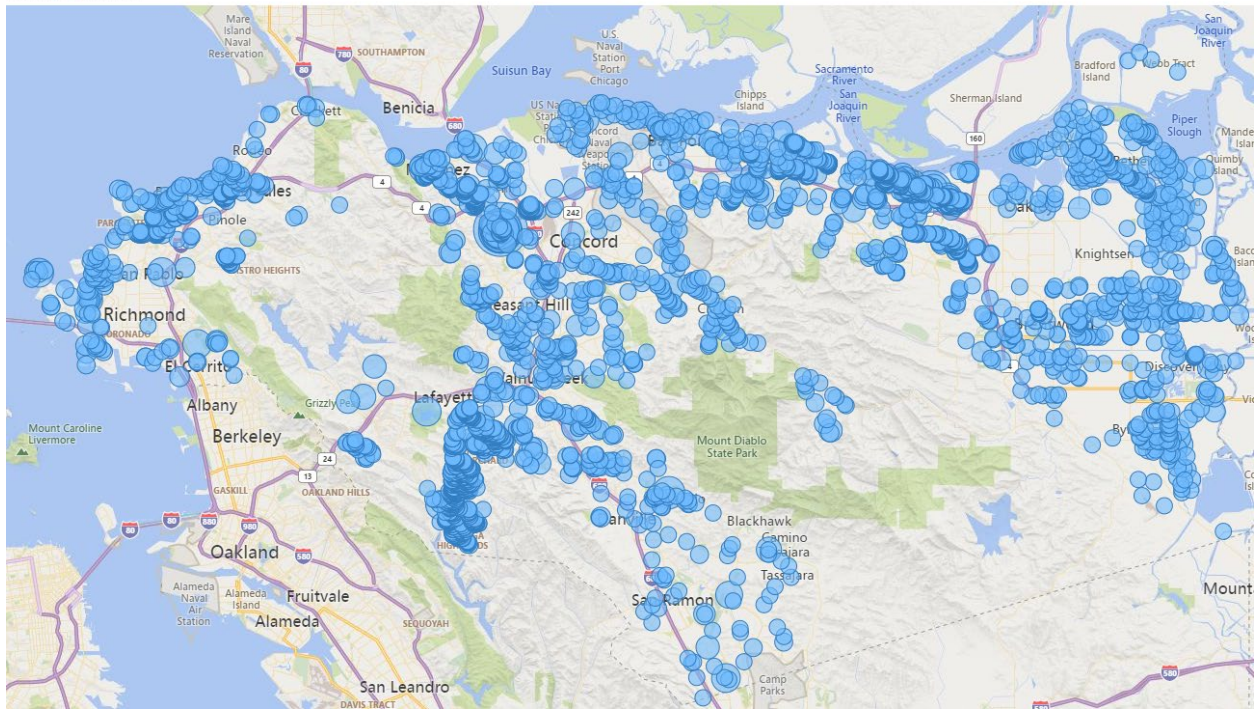
New employees are fully active in the field performing Yellowjacket, Rodent, and Mosquito service requests along with inspections and treatments of known mosquito sources. Training will continue through the winter along with becoming familiar with their new geographic areas of responsibility.

**Mosquitoes:** In October 2022 there were a total of 61 mosquito service requests and 14 requests for mosquitofish, compared to October 2021, when we received 20 service requests for mosquitoes and 18 for mosquitofish. In addition to service requests, technicians and inspectors recorded 10,392 inspection activities, 146 larval surveillance actions, and collected 240 adult trap samples. Field staff recorded 850 site treatments during this time to address mosquito production.



## Mosquito Program Actions 10/1/22-10/31/22

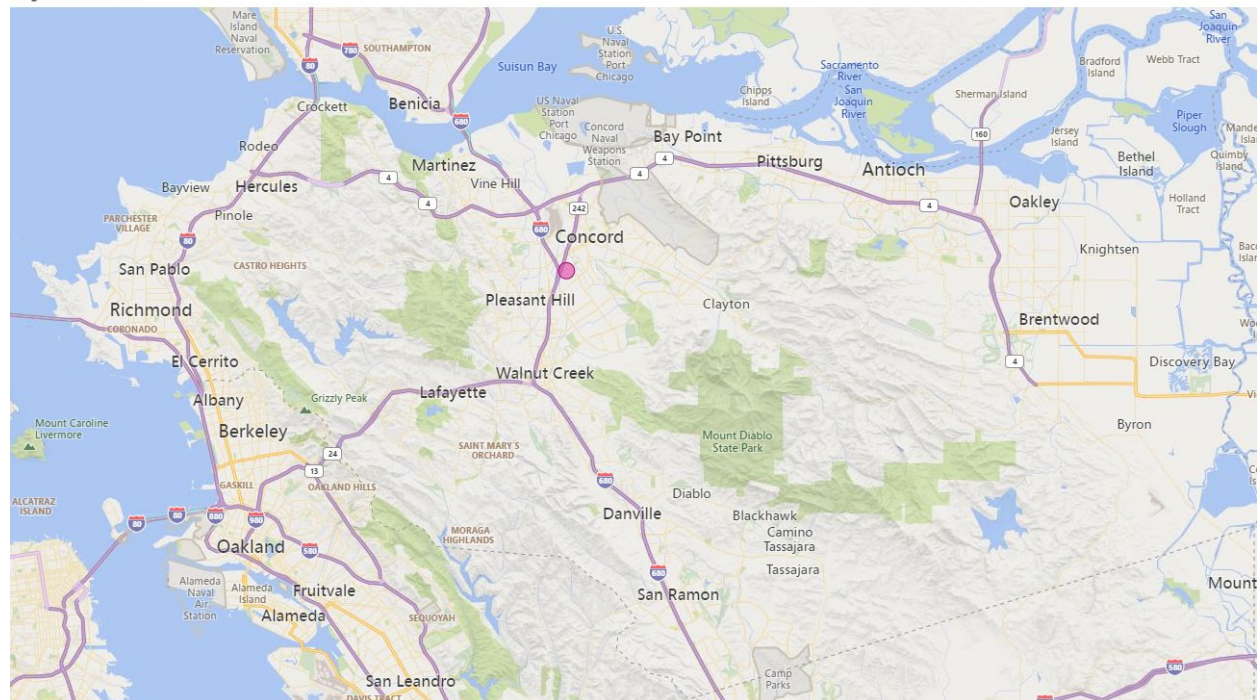
Program ● Mosquitoes



**Dead Birds:** In October 2022 we had 1 dead bird service request, while we received 4 in October 2021. Year to date, one bird collected 5/4/22 in Brentwood (American crow) has tested positive for West Nile virus.

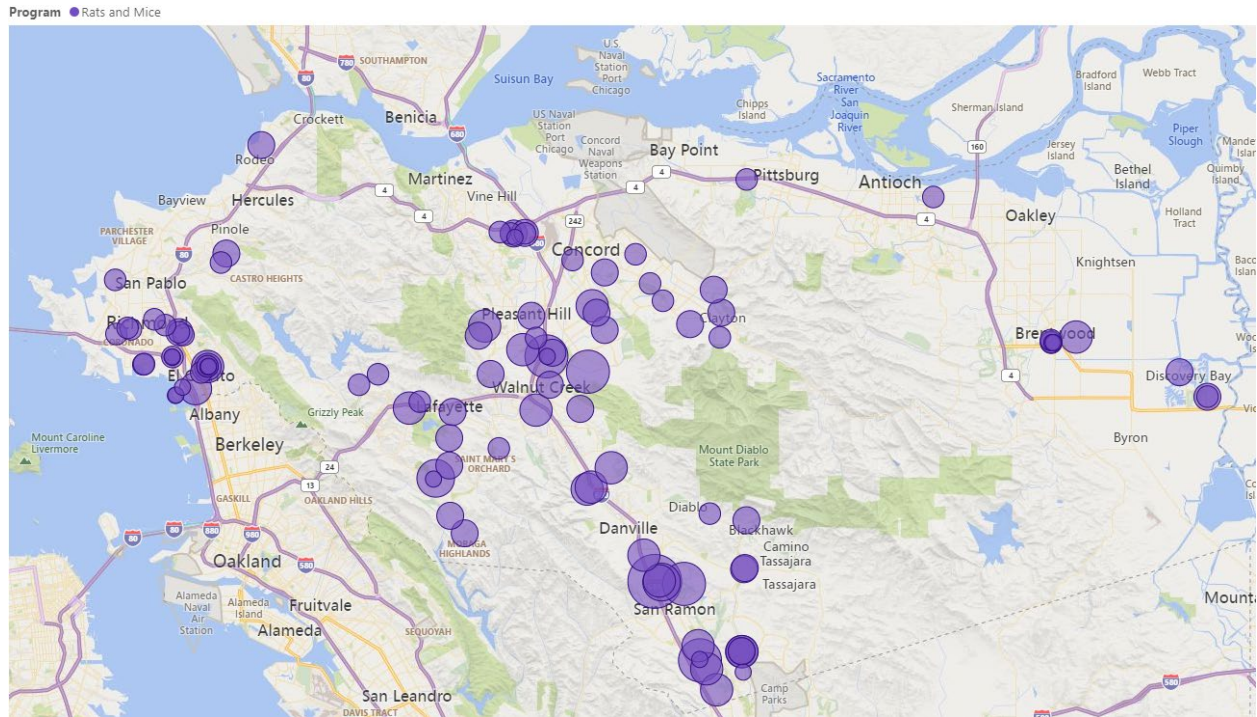
## Dead Bird Program Actions 10/1/22-10/31/22

Program ● Dead Bird



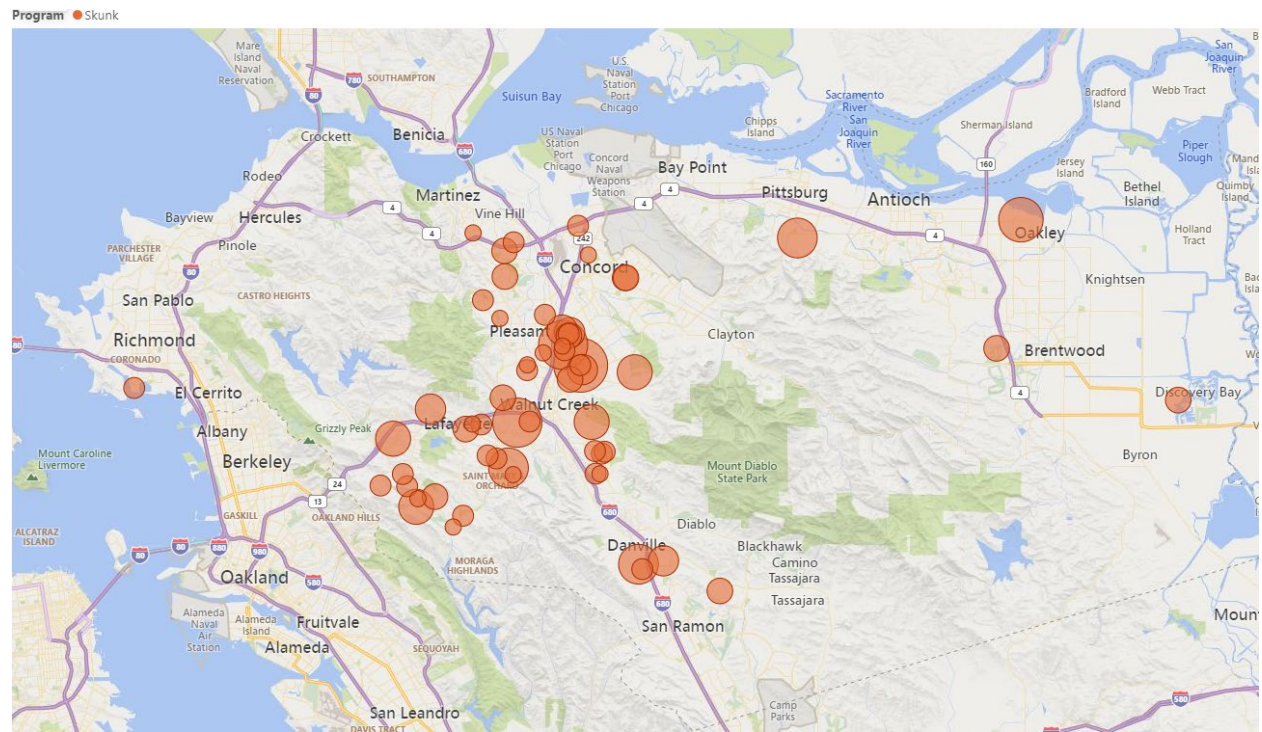
**Rodents:** In October 2022 we received 83 requests for service for rats and mice, an increase compared to the 62 we received in October 2021. Rodent inspection training continues in the field with individual inspectors as needed, focusing on new technicians gaining experience performing inspections. In addition to service requests, technicians and inspectors recorded 66 inspection activities and continue to evaluate sites within their geographic boundaries for future baiting activities.

### Rodent Program Actions 10/1/22-10/31/22



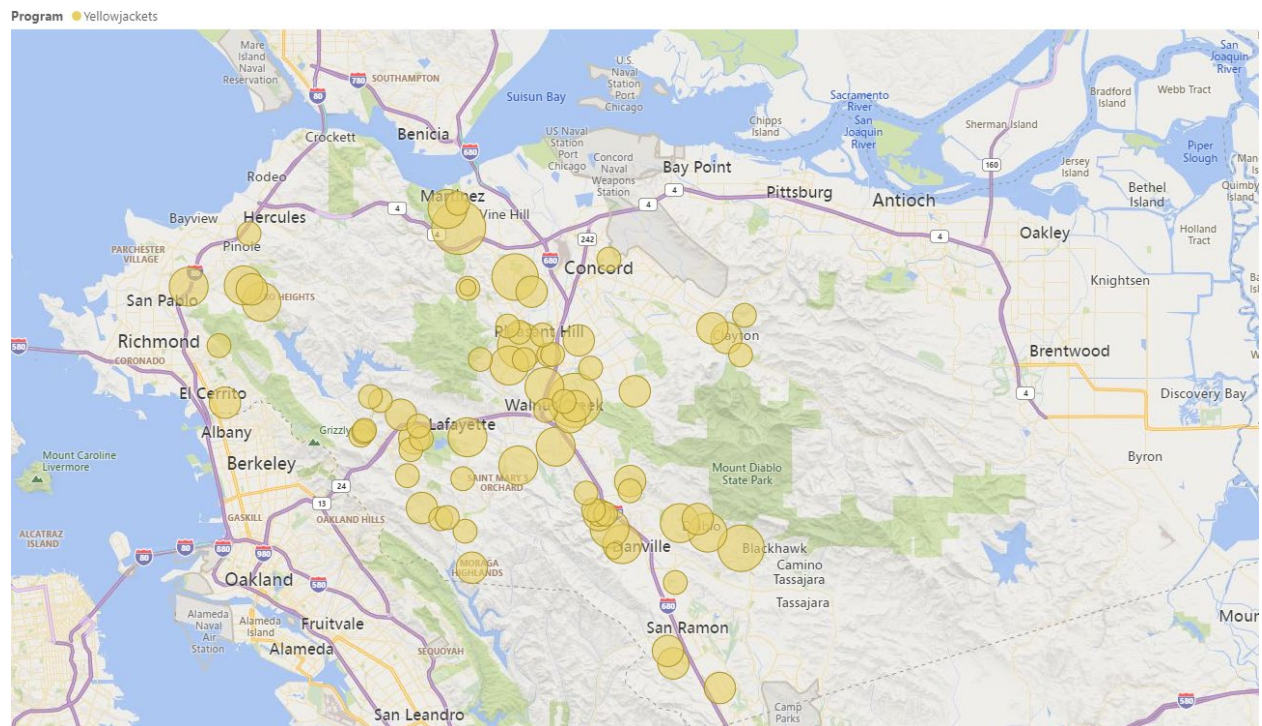
**Skunks:** The District received 43 service requests for skunks in October 2022, an increase from the 30 we received in October 2021. 41 inspection activities were recorded and 12 skunks were picked up in October 2022, whereas 26 inspections and 7 skunk pickups were recorded in October 2021.

## Skunk Program Actions 10/1/22-10/31/22



**Yellowjackets:** We received 74 requests in October 2022 (63 warranted treatment), a significant drop from the 112 requests received in October 2021, with 93 treatments at that time. The District is looking into the viability of utilizing Thermal imaging to aid in location of Yellowjacket nests in dense vegetation such as, ice plant, juniper or ivy.

## Yellowjacket Actions 10/1/22-10/31/22



**October 2022 Public Affairs Report to the Board of Trustees**  
Prepared October 31, 2022 by Nola Woods, Public Affairs Director

**Presentations & Events**

- **In October 2022, Public Affairs Department staff participated in the following presentation:**
  - Provided an updated presentation on *Aedes aegypti* to the Martinez City Council
    - Also present for Trustee Pellegrini’s reappointment to the Board of Trustees by the Martinez City Council.



**Advertising**

The Public Affairs Department’s 2022 Advertising campaign focuses on the District’s services in print, digital and vehicle advertising. Specific, service-related advertising appears in digital advertising while larger advertising options feature one ad with multiple vectors to represent all of the District’s services. During October, the District’s advertising focused on the District’s ground-nesting yellowjacket service.



*The District’s 2022 Advertising Campaign on Digital products, such as websites.*

**Social Media**

The District uses a combination of Twitter, Nextdoor, and Facebook to conduct District outreach on social media. In this report, when it comes to specific posts, we will focus on the social media posts that did not involve invasive *Aedes aegypti*. Information pertaining to those posts appear on the Invasive Species Report.

## Twitter Activity — Account @CCMosquito

### Yearly Comparisons

#### October 2022 Twitter Activity

1430 Followers  
 8 Tweets  
 1821 Impressions  
 2 Media Engagements  
 6 Retweets  
 7 Likes  
 0 Replies  
 0 Link Clicks  
 10 Detail Expands  
 1 Profile Clicks  
 0 Profile Visits  
 0 Mentions  
 0 Follows

#### October 2021 Twitter Activity

1387 Followers  
 4 Tweets  
 712 Impressions  
 0 Media Engagements  
 0 Retweets  
 1 Likes  
 0 Replies  
 6 Link Clicks  
 3 Detail Expands  
 0 Profile Clicks  
 0 Profile Visits  
 0 Mentions  
 0 Follows

### Most Popular @ccmosquito tweet October 11,2022

Details in the Invasive Species Report



### Nextdoor Activity - Contra Costa Mosquito and Vector Control District Local Agency

Overall, as of October 31, there are:

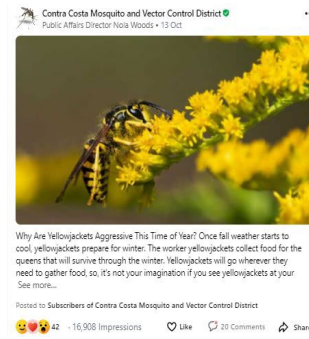
- 512,349 members
- 286,087 claimed household
- 1002 neighborhoods

The District's Nextdoor activity October 2022

- 8 Posts
- 142 Reactions
- 40 Comments
- 97,701 Impressions

## Most Popular Contra Costa Mosquito and Vector Control District Nextdoor Post October 13, 2022

- 42 Reactions
- 20 Comments
- 16,908 Impressions



## Facebook Activity — Account @CCMosquito

### October 2022 Facebook Activity

- 15 Followers
- 11 Likes
- 8 Posts
- 55 Impressions
- 74 People Reached
- 5 Engagement
- 1 Share

### Most Popular @ccmosquito Facebook Post October, 2022

Statistics available in Invasive Species Report

## Publications

- **2022 Annual Report Preparations**
  - Board of Trustee Pictures
    - We will use individual pictures again (hopefully group pictures will return in 2023.)
    - Please email a color picture of yourself to me by December 1, 2022. Your picture should be of your head and shoulders in front of a solid colored background.
- **Mosquito Bytes Newsletter**
  - Why Am I Being Bitten By Mosquitoes Near Contra Costa County's Shoreline?
    - Is It My Imagination or Are There More Coastal Mosquitoes, This Year?
      - A comparison of the 23 established species of mosquitoes in Contra Costa County to the *Aedes dorsalis* along the shoreline and what the District is doing to mitigate the issue.
      - 1434 Subscribers (gained 9 new subscribers to the Mosquito Bytes Newsletter since September)
    - 45% opened the Release
    - 1% clicked on the links within the Release



- **Total Constant Contact Subscribers**

- Constant Contact is how the District distributes Mosquito Bytes newsletters, Employee Newsletters, Adult Mosquito Control Notifications, and News Releases.
  - October 2022
    - 2882 Subscribers
  - October 2021
    - 2840 Subscribers

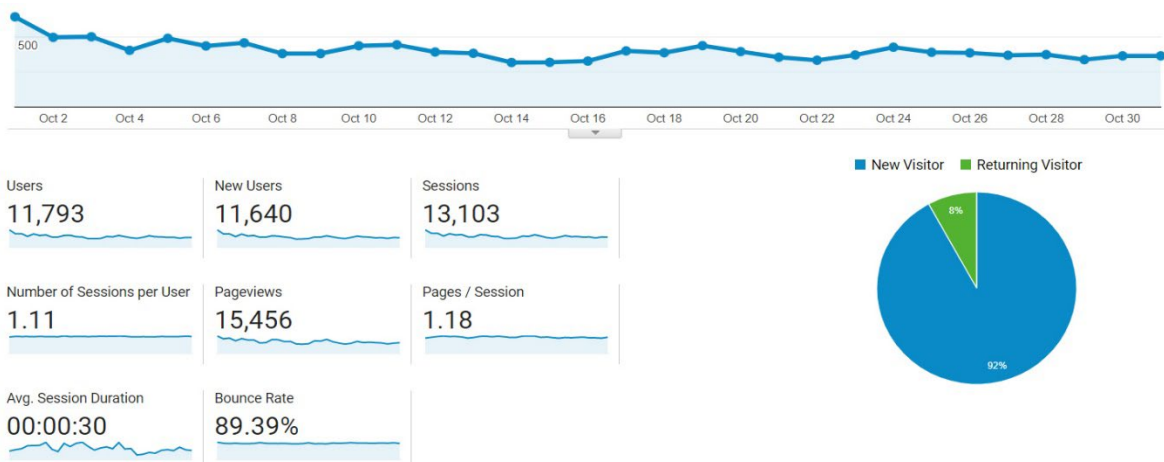
**Website:**

**Terms - Website Statistics**

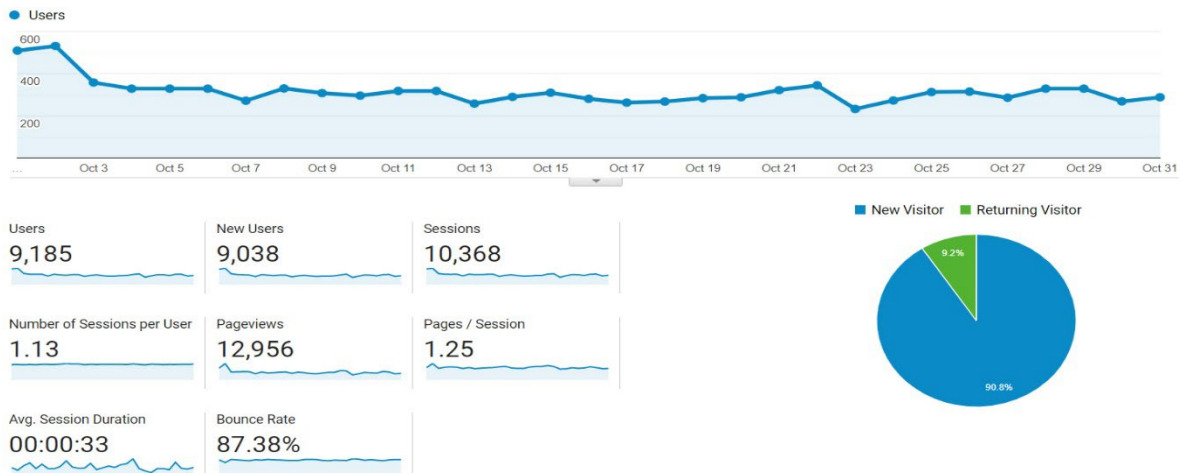
- **Users:** Person visiting the website
- **New Users:** New person who, according the website data, has never visited the website before
- **Sessions:** A group of user interactions with the website that take place within a given time frame.
- **Number of Sessions per User:** The total number of sessions divided by the total number of users.
- **Pageviews:** An instance of a page being loaded (or reloaded) in a browser. Pageviews is a metric defined as the total number of pages viewed.
- **Pages/Sessions:** Average of individual pages visited and individual sessions per user.
- **Avg. Session Duration:** Average length of each session
- **Bounce Rate:** Single-page sessions divided by all sessions, or the percentage of all sessions on the website in which users viewed only a single page.

**Website Statistics**

- **Overview of website visitors (October 1-31, 2022)**



- **Overview of website visitors (October 1-31, 2021)**



● **Top 10 web pages viewed (October 1-31, 2022)**











Page ?	Pageviews ? ↓	Unique Pageviews ?	Avg. Time on Page ?	Entrances ?	Bounce Rate ?
	15,456 % of Total: 100.00% (15,456)	14,131 % of Total: 100.00% (14,131)	00:02:48 Avg for View: 00:02:48 (0.00%)	13,103 % of Total: 100.00% (13,103)	89.39% Avg for View: 89.39% (0.00%)
1. /rodents_virus_risk.htm	6,104 (39.49%)	5,749 (40.68%)	00:06:44	5,738 (43.79%)	94.16%
2. /index.html	1,892 (12.24%)	1,468 (10.39%)	00:01:08	1,233 (9.41%)	61.15%
3. /asian_tiger_mosquito.htm	1,796 (11.62%)	1,706 (12.07%)	00:06:21	1,705 (13.01%)	94.55%
4. /yj2022.htm*	1,660 (10.74%)	1,589 (11.24%)	00:02:14	1,589 (12.13%)	94.27%
5. /mites.htm	485 (3.14%)	453 (3.21%)	00:05:35	450 (3.43%)	92.00%
6. /service_request.htm	378 (2.45%)	305 (2.16%)	00:03:44	112 (0.85%)	69.64%
7. /surefire_ways_article.htm	337 (2.18%)	325 (2.30%)	00:03:51	325 (2.48%)	95.08%
8. /invasive_mosquito_species.htm	287 (1.86%)	267 (1.89%)	00:05:03	258 (1.97%)	92.64%
9. /contact.htm	145 (0.94%)	131 (0.93%)	00:01:11	77 (0.59%)	77.92%
10. /rt2022.htm**	105 (0.68%)	100 (0.71%)	00:00:13	100 (0.76%)	44.00%

\* **Yellowjacket online banner advertising**

\*\* **Rodent online banner advertising**



- **Top 10 web pages viewed (October 1-31, 2021)**

Page ?	Pageviews ? ↓	Unique Pageviews ?	Avg. Time on Page ?	Entrances ?	Bounce Rate ?
	<b>12,956</b> % of Total: 100.00% (12,956)	<b>11,678</b> % of Total: 100.00% (11,678)	<b>00:02:10</b> Avg for View: 00:02:10 (0.00%)	<b>10,368</b> % of Total: 100.00% (10,368)	<b>87.38%</b> Avg for View: 87.38% (0.00%)
1. /rodents_virus_risk.htm 	<b>5,602</b> (43.24%)	5,275 (45.17%)	00:05:37	5,267 (50.80%)	94.48%
2. /index.html 	<b>1,930</b> (14.90%)	1,497 (12.82%)	00:01:05	1,310 (12.64%)	58.78%
3. /asian_tiger_mosquito.htm 	<b>1,061</b> (8.19%)	1,002 (8.58%)	00:05:12	1,001 (9.65%)	94.51%
4. /yellowjackets_iq_2021.htm 	<b>761</b> (5.87%)	715 (6.12%)	00:01:17	715 (6.90%)	93.99%
5. /service_request.htm 	<b>510</b> (3.94%)	428 (3.67%)	00:02:04	120 (1.16%)	52.50%
6. /mites.htm 	<b>342</b> (2.64%)	316 (2.71%)	00:03:22	314 (3.03%)	91.40%
7. /surefire_ways_article.htm 	<b>321</b> (2.48%)	309 (2.65%)	00:03:18	309 (2.98%)	96.76%
8. /staff.htm 	<b>187</b> (1.44%)	180 (1.54%)	00:00:33	66 (0.64%)	59.09%
9. /directions.htm 	<b>121</b> (0.93%)	121 (1.04%)	<00:00:01	50 (0.48%)	52.00%
10. /rats_mice.htm 	<b>114</b> (0.88%)	95 (0.81%)	00:02:08	80 (0.77%)	38.75%

- **Website device preference (October 1-31, 2022)**

Device Category ?	Acquisition			Behavior
	Users ? ↓	New Users ?	Sessions ?	Bounce Rate ?
	<b>11,793</b> % of Total: 100.00% (11,793)	<b>11,645</b> % of Total: 100.04% (11,640)	<b>13,103</b> % of Total: 100.00% (13,103)	<b>89.39%</b> Avg for View: 89.39% (0.00%)
1. mobile	<b>8,357</b> (70.78%)	8,257 (70.91%)	9,343 (71.30%)	91.02%
2. desktop	<b>3,087</b> (26.15%)	3,028 (26.00%)	3,376 (25.77%)	85.55%
3. tablet	<b>363</b> (3.07%)	360 (3.09%)	384 (2.93%)	83.59%

- **Website device preference (October 1-31, 2021)**

Device Category ?	Acquisition			Behavior
	Users ? ↓	New Users ?	Sessions ?	Bounce Rate ?
	9,185 % of Total: 100.00% (9,185)	9,041 % of Total: 100.03% (9,038)	10,368 % of Total: 100.00% (10,368)	87.38% Avg for View: 87.38% (0.00%)
1. mobile	6,259 (67.93%)	6,158 (68.11%)	7,124 (68.71%)	90.89%
2. desktop	2,727 (29.60%)	2,658 (29.40%)	2,985 (28.79%)	79.50%
3. tablet	228 (2.47%)	225 (2.49%)	259 (2.50%)	81.85%

## Customer Service Program

- **Physical survey cards**
  - Up to 30 are sent out each week, year-round to county residents at random
  - The postage-paid cards are sent two weeks after the initial service request
- **“Contact Us” form via the District website**
  - Residents can provide questions, comments, and concerns at any time via [the District website](#). Messages are received in real time. The Public Affairs staff review all incoming online comments from residents and respond as deemed appropriate.
- **Examples of October, 2022 Online “Contact Us” submitted comments**
  - Inquiry re: mosquito issues in Pleasant Hill apartment complex
  - Inquiry re: mosquito issues at soccer fields in Martinez
  - Inquiry re: rat and mouse issues; questions regarding our services
- **Examples of October, 2022 Survey Card Responses:**

*“Performed service when I was out of town, exceeded my expectation.”*

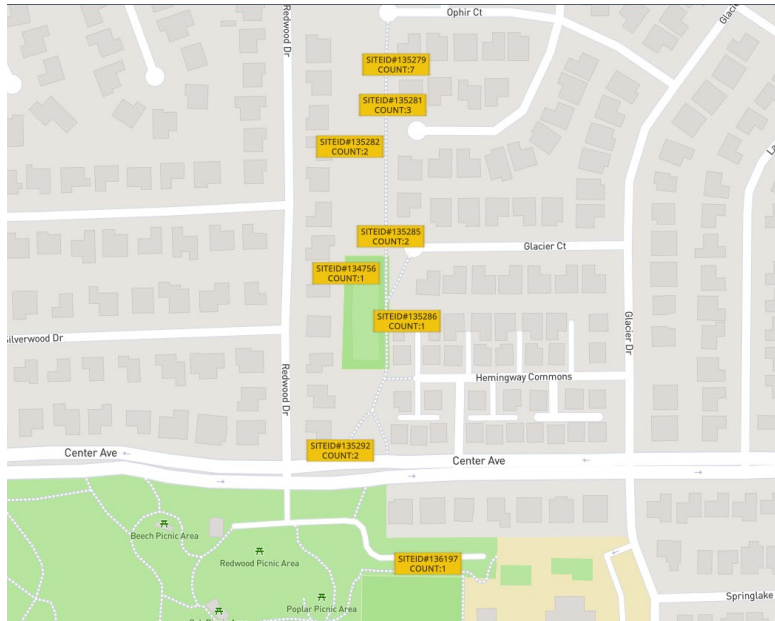
*“We were very pleased with the prompt follow up by Charles. He resolved our yellowjacket issue efficiently and thoroughly.”*

*“The service was top notch. She was knowledgeable and very personable/friendly.”*

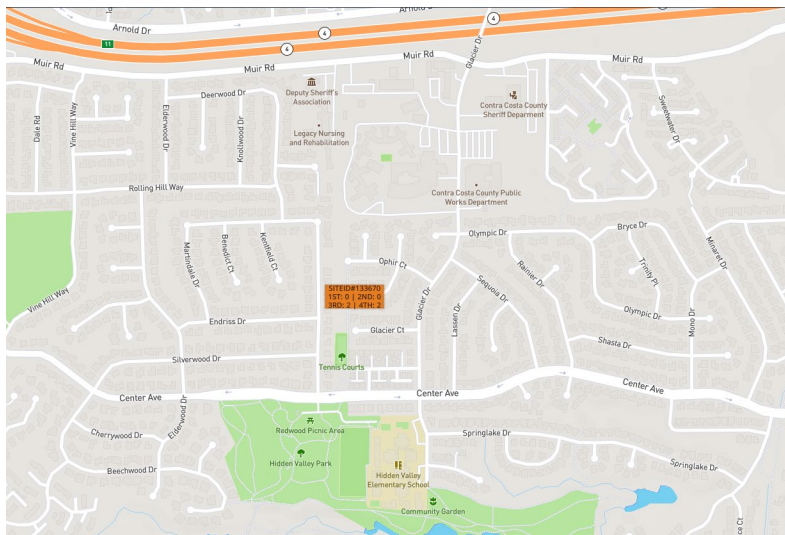
*“He (Shaun) was very patient and explained the mosquito situation in my area; said I could call back if I had any other questions.”*

## October 2022 Invasive Aedes Report

**Surveillance:** We are continuing to conduct weekly surveillance for the invasive species *Aedes aegypti* in Martinez by setting 2 types of adult traps, BG-Sentinel and BG-GAT traps, near locations of previous adult and larval finds. During October we continued to recover adults at several locations (map below) and had one larval sample collected in the same area. The adult population appears to be persistent at two sites close to the initial find in early August.

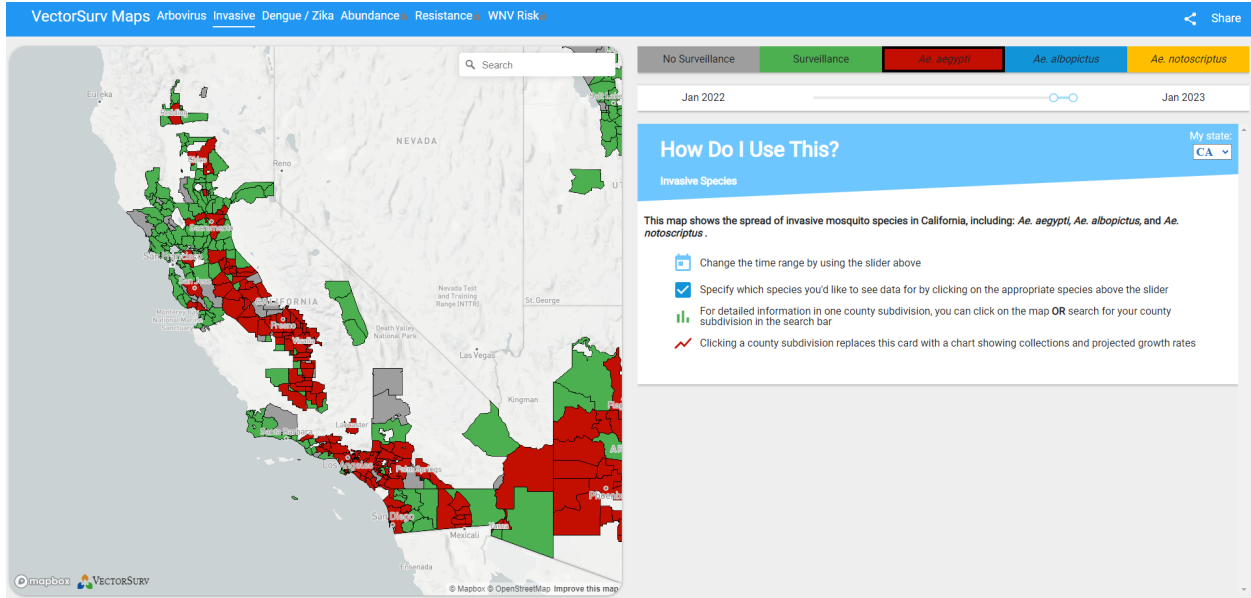


*Aedes aegypti* adult collections, October 1-31

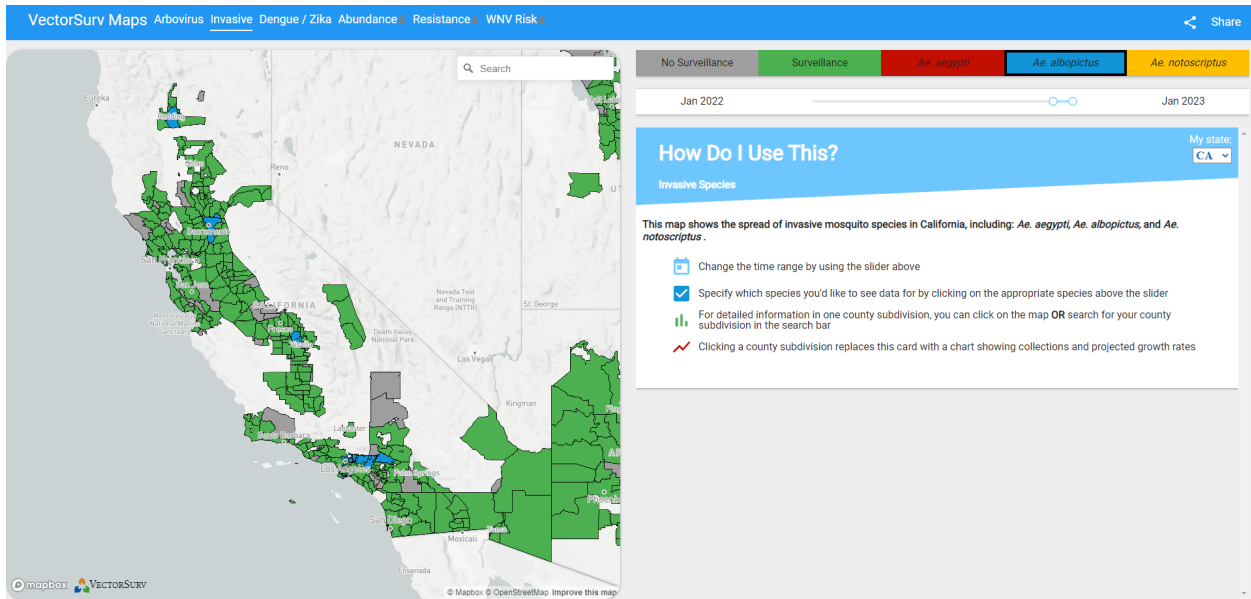


*Aedes aegypti* larval collections, October 1-31

Statewide, *Aedes aegypti* continues to expand its range in the Central Valley and southern California, with recent finds reported in Santa Clara and Santa Cruz Counties, and *Aedes albopictus* (Asian tiger mosquito), another invasive species, was recently reported in Sacramento County.



Areas where *Aedes aegypti* has been reported in 2022 (red)



Areas where *Aedes albopictus* has been reported in 2022 (blue)

**Operations:** Field staff are returning to perform inspections at the locations where we have previously found *Aedes aegypti* larvae. So far, two locations previously inspected have been found to be producing invasive *Aedes* after our initial inspections. One of these locations has been found to be producing on at least three separate occasions, most recently on October 12 (an example of a plant saucer that contained mosquito larvae is below). Breeding sites were emptied and treated during this most recent visit. The home has been door-tagged requesting communication and an abatement warning letter has been sent to the owner, which was delivered on October 19.



Inspections have been conducted in public spaces along the southern boundary of the area in an attempt to locate larvae with no positive results.

Inspection warrants for seven locations were filed and approved on November 2. Staff will be contacting law enforcement to proceed with the inspections.

**Public Affairs:**

**Social Media Outreach:**

Most Popular @ccmosquito Tweet October 11, 2022

- 818 Impressions
- 4 Detail Expands
- 4 Likes
- 3 Retweets

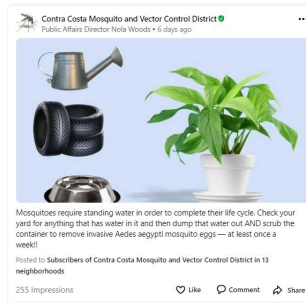


Total Tweets on *Aedes aegypti* in October 2022

- 3 Tweets
- 1591 Impressions
- 6 Retweets
- 8 Detail Expands
- 6 Likes
- 1 Profile Clicks

Total Nextdoor Posts on *Aedes aegypti* in October 2022 (2 Countywide/1 Neighborhood of Original Discover (NOD))

- 3 Post
- 27,678 Impressions
- 23 Reactions
- 1 Post to NOD
- 255 Impressions to 1 Post to NOD
- 0 Reactions to 1 Post to NOD



Most Popular Facebook post October 11, 2022

- 48 People Reached
- 1 Engagement
- 1 Share

Total Facebook posts on *Aedes aegypti* in October 2022

- 3 Posts
- 59 People Reached
- 2 Engagement
- 1 Share

