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## **BOARD OF TRUSTEES**

**\*\*MONDAY, MAY 9, 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 Vacant • Brentwood JON ELAM • Clayton PEGGIE HOWELL • 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 Vacant • 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 Gov. Code 54953 (e)(3) 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.

### 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. PRESENTATION

Michael Krieg, for 10 years of service

### 6.\* 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 April 4, 2022 Board of Trustees Special Meeting
- B. Expenditures for March 2022
- C. Payroll Expenditures March 2022
- D. Investment Activity for March 2022
- E. Financial Report
- F. Excess Vehicles & Equipment

### 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 7 days before the noted meeting.

\_\_\_\_\_  
Natalie Martini, Administrative Analyst II

4/29/2022

\_\_\_\_\_  
Date

# CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

## MAY 9, 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 Gov. Code 54953 (e)(3) 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 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.

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 April 27, 2022, 72% of Californians are fully vaccinated.

Those who become infected with COVID-19 are at risk of serious illness and death. As of April 27, 2022, approximately 984,686 Americans have died from the virus. Many more have been hospitalized with serious illness. Currently, in Contra Costa County, there are 2,226 active COVID-19 cases and 31 people are 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. Conducting 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.

Some Trustees have expressed the desire to meet in-person. In order to accommodate these requests, the District is proposing to open the Boardroom 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. PRESENTATION**

Michael Krieg, for 10 years of service

**6.\* CONSENT CALENDAR**

A. Minutes of the April 4, 2022 Board of Trustees Special Meeting (**Pages 7-10**).  
Approval of Minutes 22-4, Board Special Meeting held on April 4, 2022.

B. Check Expenditures for payroll & accounts payable for March 2022 (**Pages 11-21**) – Approval of expenditures of March 1, 2022 through March 31, 2022 including:

Accounts payable March 15th checks No. XXXX51 through No. XXXX58  
Payroll March 30<sup>th</sup> check No. XXXX59 through No. XXXX65  
Accounts payable March 30<sup>th</sup> checks No. XXXX66 through No. XXXX81

Accounts Payable Total: \$72,406.78                      Payroll Total: \$601.45

C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of March 1, 2022 through March 31, 2022, including:

Payroll March 15<sup>th</sup> No. D000018204 through No. D000018234  
Payroll March 30<sup>th</sup> No. D000018235 through No. D000018276  
Accounts payable March 3<sup>rd</sup> E000002718  
Accounts payable March 11<sup>th</sup> E000002719  
Accounts payable March 15<sup>th</sup> E000002720 through E000002728  
Accounts payable March 15<sup>th</sup> E000002729 through E000002734

Accounts Payable Total: \$117,333.68

Payroll Total: \$181,768.21

- D. Investment Activity for March 2022 (*Pages 22-23*)
- E. Financial Report (*Pages 24*)
- 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 GMC truck with 67,7000 miles (#2)
  - 2) 2005 Year model Chevrolet truck with 77,000 miles (#24)
  - 3) 2004 Year model Chevrolet truck with 111,320 miles (#53)
  - 4) 2006 Year model GMC truck with 87,727 miles (#57)
  - 5) 2003 Year model Argo Conquest with 407.7 hours (#33)
  - 6) 1994 Trailer (#T-6)

***Recommendation*** – Approval of the Consent Calendar

**7. BOARD AND STAFF REPORTS**

- A. Board
- B. General Manager
- C. Staff – staff reports have been submitted (*Pages 25-40*)
- 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. 22-4

A special meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, April 4, 2022, via teleconference.

TRUSTEES PRESENT	Michael Krieg, President Perry Carlston, Vice President Daniel Pellegrini, Secretary Richard Ainsley Warren Clayton Jon Elam Jim Fitzsimmons James Frankenfield Jennifer Hogan Kevin Marker James Murray Peter Pay Jim Pinckney Damian Wong Darryl Young
TRUSTEES ABSENT	Chris Cowen Randall Diamond Peggie Howell
VACANCIES	Antioch 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 Doug Coty, Bold Polisner Maddow Nelson & Judson, Legal Counsel

**1. CALL TO ORDER**

Vice President Carlston called the meeting to order at 7:00 p.m.  
Roll Call: A roll call indicated that 15 Trustees were present, three 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 Pinckney and seconded by Trustee Clayton 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. CONSENT CALENDAR**

- A. MINUTES – Approval of Minutes of the March 14, 2022 Board of Trustees Meeting
- B. Approval of expenditures of February 2022, including:  
Accounts payable February 15<sup>th</sup> checks No. XXXX24 through No. XXXX32  
Payroll February 28<sup>th</sup> check No. XXXX33 through No. XXXX39  
Accounts payable February 28<sup>th</sup> checks No. XXX40 through No. XXXX50  
Accounts Payable Total: \$65,395.80 Payroll Total: \$601.45
- C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of February 1, 2022 through February 28, 2022, including:  
Payroll February 4-7<sup>th</sup> No. D18130 through No. D18132  
Payroll February 15<sup>th</sup> No. D18133 through No. D18163  
Payroll February 28<sup>th</sup> No. D18164 through No. D18203  
Accounts payable February 15<sup>th</sup> No. E02698 through E02705  
Accounts payable February 16<sup>th</sup> No. E02706  
Accounts payable February 28<sup>th</sup> No. E02707 through No. E02717  
Accounts Payable Total: \$99,818.21 Payroll Total: \$175,452.80
- D. Investment Activity for February 2022
- E. Financial Report

Trustee Clayton asked about the status of the 457 account with Nationwide. Administrative Analyst II Martini explained that the transfer of funds to the new Empower accounts took place in March, and that the expenses presented in this report occurred in February.

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

**6. BOARD AND STAFF REPORTS**

- A. BOARD – None



- B. GENERAL MANAGER – General Manager Macedo spoke to the Board about the mutual aid agreement currently signed among the mosquito and vector control agencies in Alameda, Marin-Sonoma and San Mateo counties, and stated that she will be bringing it to the Board for consideration at a future meeting.

General Manager Macedo indicated Legislative Days with assembly members were scheduled virtually again this year and that she and Public Affairs Director Woods have met with staff from the offices of Assembly member Grayson and Senator Skinner so far. She asked that if any Trustees are interested in participating in these meetings, to please reach out to her. The next meeting is scheduled for April 20, 2022, with Senator Steve Glazer. General Manager Macedo was invited by the Pacific Southwest Center of Excellence in Vector-Borne Diseases to attend their Annual Meeting on April 5-6, 2022 in Sacramento. In addition, on April 22, 2022, she will be giving a presentation at the Lyme Disease Advisory Committee meeting.

Lastly, California Department of Public Health staff was on site and conducted their annual inspection of District facilities and programs. They looked at technician vehicles/trucks, calibration records and pesticide application data, as well as conducted a full program review. General Manager Macedo also mentioned that we have a few positions open for Vector Control Technician I and Vector Control Aide (seasonal).

- B. STAFF – Public Affairs Director Woods provided an update on the Innovative Mosquito Technology (IMT) as seen recently in the media. The non-native mosquito species (*Aedes albopictus* and *Aedes aegypti*) entered California more than 11 years ago, and over time they have started to expand throughout the state, all the way to Shasta County. Controlling these invasive species will take innovative solutions. She explained that IMT has been part of Integrated Vector Management programs for over 60 years, although recently there are (3) IMT options being considered in California: *Wolbachia*, irradiated mosquitoes and self-limiting mosquitoes. The U.S. EPA has approved the pilot project from Oxitec in Florida (on-going), and has recently approved the addition of California, specifically in Northern Tulare County. Oxitec has submitted a research authorization application to the Department of Pesticide Regulation and, if approved, they will work with Delta Mosquito & Vector Control District to reduce the population of invasive *Aedes* mosquitoes. Public Affairs Director Woods answered questions from the Board.

Administrative Analyst II Martini thanked Trustees for successfully filing their 2021 Statement of Economic Interests and indicated all trustees are in compliance with the 2021 annual requirement for Form 700 filing.

- C. LEGAL – None

**7. BOARD CONSIDERATION AND APPROVAL OF THE RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE** – The Contra Costa County Administrators Office issues a Biennial Notice for revisions to our Conflict of Interest Code and the District may make additions or changes to the list of designated positions when appropriate. Recommended updates revolved around title changes to designated positions on Appendix A, as well as adding new positions to include Administrative Analyst I and Human Resources and Risk Manager. Legal counsel reviewed the resolution and concludes the requirements of the law are met with the proposed Resolution 22-1. Trustee Clayton asked for clarification on the difference between categories 1 and 2. Legal Counsel Coty added that these are defined by the FPPC and they refer to what interest each position is required to report.

\*\* A motion was made by Trustee Pellegrini and seconded by Trustee Ainsley to adopt Resolution 22-1 Conflict of Interest Code. *Motion passed unanimously.*

**8. BOARD COMMITTEES REPORT**

A. Executive Committee Report – The Executive Committee met on March 24, 2022 to discuss the opportunities to implement a hybrid meeting schedule for future Board of Trustee meetings. Executive Committee Chair Krieg provided a summary of the committee’s meeting and asked General Manager Macedo to create a policy regarding the possibility of the Board meeting either in person or via Zoom, in a hybrid meeting setting. Discussion ensued regarding the hybrid meeting format.

**9. CLOSING COMMENTS** – Trustee Pinckney noted a significant increase in legal invoices and asked the Executive Committee to review these expenses and report back to the Board. Trustee Clayton stated he had the same concern. Board President Krieg stated the Executive Committee will meet and discuss.

**10. ADJOURNMENT** – 7:48 p.m.

I certify the above minutes were approved as read or corrected at the meeting of the Board held on May 9, 2022.

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

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

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

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

\_\_\_\_\_  
Daniel Pellegrini  
2022 Secretary, Board of Trustees

Check Register

Journal Posting Date: 3/3/2022

Register Number: CD-000088

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002718	3/3/2022	0000452	U.S. BANK CORPORATE PAYMENT SYSTEMS					<b>Check Entry Number: 001</b>
			1/24/2022	1/24/2022	110.87	0.00	110.87	
		<b>G/L Account:</b> 504005-25		I.T Subscriptions:Public Affairs				14.00
		<b>G/L Account:</b> 505039-00		Utilities Internet:General				96.87
			1/25/2022	1/25/2022	228.54	0.00	228.54	
		<b>G/L Account:</b> 500113-00		Medical Services - General:General				217.30
		<b>G/L Account:</b> 504005-00		I.T Subscriptions:General				11.24
			1/26/2022	1/26/2022	59.98	0.00	59.98	
		<b>G/L Account:</b> 505018-05		Office Furniture:Administration				44.99
		<b>G/L Account:</b> 504005-16		I.T Subscriptions:Operations				14.99
			1/27/2022	1/27/2022	134.30	0.00	134.30	
		<b>G/L Account:</b> 500115-00		Permits & Fees:General				24.95
		<b>G/L Account:</b> 500115-00		Permits & Fees:General				109.35
			1/28/2022	1/28/2022	190.40	0.00	190.40	
		<b>G/L Account:</b> 502013-16		Equipment Repair:Operations				190.40
			1/31/2022	1/31/2022	338.94	0.00	338.94	
		<b>G/L Account:</b> 504005-00		I.T Subscriptions:General				323.64
		<b>G/L Account:</b> 502019-16		Tools & Instruments:Operations				15.30
			2/1/2022	2/1/2022	503.97	0.00	503.97	
		<b>G/L Account:</b> 502004-16		Automotive - Supplies:Operations				223.51
		<b>G/L Account:</b> 502005-16		Building & Grounds Materials / Supplies:Operations				114.14
		<b>G/L Account:</b> 502016-16		Safety & PPE:Operations				105.82
		<b>G/L Account:</b> 502019-16		Tools & Instruments:Operations				71.17
		<b>G/L Account:</b> 502013-16		Equipment Repair:Operations				6.45
		<b>G/L Account:</b> 502013-16		Equipment Repair:Operations				4.61
		<b>G/L Account:</b> 500113-00		Medical Services - General:General				21.73
			2/10/2022	2/10/2022	900.95	0.00	900.95	
		<b>G/L Account:</b> 502013-16		Equipment Repair:Operations				254.38
		<b>G/L Account:</b> 502001-25		Automotive - Gasoline:Public Affairs				25.19
		<b>G/L Account:</b> 504000-16		Computer Equipment Supplies < \$100:Operations				55.75
		<b>G/L Account:</b> 505029-00		Trustee - Lodging:General				486.14
		<b>G/L Account:</b> 502001-00		Automotive - Gasoline:General				79.49
			2/11/2022	2/11/2022	5,915.99	0.00	5,915.99	
		<b>G/L Account:</b> 502013-16		Equipment Repair:Operations				1,702.72
		<b>G/L Account:</b> 501006-25		Marketing - Business Cards:Public Affairs				34.89
		<b>G/L Account:</b> 505009-25		Employee - Travel:Public Affairs				75.00
		<b>G/L Account:</b> 505005-25		Employee - Lodging:Public Affairs				729.21
		<b>G/L Account:</b> 505005-25		Employee - Lodging:Public Affairs				261.00
		<b>G/L Account:</b> 504000-05		Computer Equipment Supplies < \$100:Administration				3.82
		<b>G/L Account:</b> 504004-16		GPS Tracking:Operations				57.00
		<b>G/L Account:</b> 504004-10		GPS Tracking:Lab				9.00
		<b>G/L Account:</b> 502005-16		Building & Grounds Materials / Supplies:Operations				81.73
		<b>G/L Account:</b> 502010-16		Control Materials - Vertebrate:Operations				176.86
		<b>G/L Account:</b> 505005-05		Employee - Lodging:Administration				729.21
		<b>G/L Account:</b> 505006-05		Employee - Meal:Administration				47.47
		<b>G/L Account:</b> 505030-00		Trustee - Meal:General				47.46
		<b>G/L Account:</b> 505009-05		Employee - Travel:Administration				96.00
		<b>G/L Account:</b> 505030-00		Trustee - Meal:General				31.15
		<b>G/L Account:</b> 505029-00		Trustee - Lodging:General				547.77
		<b>G/L Account:</b> 505033-00		Trustee - Travel:General				96.00

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>	505030-00	Trustee - Meal:General			26.10
		<b>G/L Account:</b>	505029-00	Trustee - Lodging:General			547.77
		<b>G/L Account:</b>	505029-00	Trustee - Lodging:General			577.67
		<b>G/L Account:</b>	502019-16	Tools & Instruments:Operations			38.16
			2/12/2022	2/12/2022	15.96	0.00	15.96
		<b>G/L Account:</b>	504005-25	I.T Subscriptions:Public Affairs			15.96
			2/13/2022	2/13/2022	36.93	0.00	36.93
		<b>G/L Account:</b>	502004-16	Automotive - Supplies:Operations			36.93
			2/14/2022	2/14/2022	72.85	0.00	72.85
		<b>G/L Account:</b>	502019-16	Tools & Instruments:Operations			72.85
			2/15/2022	2/15/2022	1,417.91	0.00	1,417.91
		<b>G/L Account:</b>	505008-25	Employee - Training:Public Affairs			445.00
		<b>G/L Account:</b>	505008-25	Employee - Training:Public Affairs			695.00
		<b>G/L Account:</b>	502019-16	Tools & Instruments:Operations			22.30
		<b>G/L Account:</b>	502015-16	Equipment Small:Operations			3.20
		<b>G/L Account:</b>	502017-16	Safety Boots:Operations			252.41
			2/17/2022	2/17/2022	109.03	0.00	109.03
		<b>G/L Account:</b>	502019-16	Tools & Instruments:Operations			109.03
			2/2/2022	2/2/2022	528.85	0.00	528.85
		<b>G/L Account:</b>	504005-00	I.T Subscriptions:General			512.40
		<b>G/L Account:</b>	504000-05	Computer Equipment Supplies < \$100:Administration			16.45
			2/21/2022	2/21/2022	907.65	0.00	907.65
		<b>G/L Account:</b>	502002-16	Automotive - Repairs:Operations			250.51
		<b>G/L Account:</b>	502010-16	Control Materials - Vertebrate:Operations			358.88
		<b>G/L Account:</b>	502010-16	Control Materials - Vertebrate:Operations			298.26
			2/4/2022	2/4/2022	150.38	0.00	150.38
		<b>G/L Account:</b>	501007-25	Marketing - Design:Public Affairs			101.47
		<b>G/L Account:</b>	505020-25	Office Supplies - General:Public Affairs			4.91
		<b>G/L Account:</b>	504005-05	I.T Subscriptions:Administration			44.00
			2/7/2022	2/7/2022	1,723.96	0.00	1,723.96
		<b>G/L Account:</b>	502005-16	Building & Grounds Materials / Supplies:Operations			182.27
		<b>G/L Account:</b>	502005-16	Building & Grounds Materials / Supplies:Operations			48.63
		<b>G/L Account:</b>	502015-16	Equipment Small:Operations			987.72
		<b>G/L Account:</b>	502016-16	Safety & PPE:Operations			125.25
		<b>G/L Account:</b>	505003-25	District Membership & Subscription Dues:Public Aff			335.00
		<b>G/L Account:</b>	505006-05	Employee - Meal:Administration			11.11
		<b>G/L Account:</b>	505030-00	Trustee - Meal:General			33.98
			2/8/2022	2/8/2022	422.56	0.00	422.56
		<b>G/L Account:</b>	502002-16	Automotive - Repairs:Operations			106.29
		<b>G/L Account:</b>	505009-10	Employee - Travel:Lab			21.00
		<b>G/L Account:</b>	505009-25	Employee - Travel:Public Affairs			6.00
		<b>G/L Account:</b>	505006-25	Employee - Meal:Public Affairs			31.53
		<b>G/L Account:</b>	505009-16	Employee - Travel:Operations			16.00
		<b>G/L Account:</b>	505006-05	Employee - Meal:Administration			111.00
		<b>G/L Account:</b>	505030-00	Trustee - Meal:General			105.00
		<b>G/L Account:</b>	504009-00	Software:General			12.49
		<b>G/L Account:</b>	505030-00	Trustee - Meal:General			5.00
		<b>G/L Account:</b>	505006-05	Employee - Meal:Administration			8.25
			2/9/2022	2/9/2022	1,166.97	0.00	1,166.97
		<b>G/L Account:</b>	502004-16	Automotive - Supplies:Operations			877.99

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>	505009-10	Employee - Travel:Lab			21.00
		<b>G/L Account:</b>	505006-25	Employee - Meal:Public Affairs			23.51
		<b>G/L Account:</b>	505009-16	Employee - Travel:Operations			16.00
		<b>G/L Account:</b>	505006-16	Employee - Meal:Operations			22.90
		<b>G/L Account:</b>	505006-05	Employee - Meal:Administration			50.00
		<b>G/L Account:</b>	505030-00	Trustee - Meal:General			70.40
		<b>G/L Account:</b>	505006-05	Employee - Meal:Administration			7.50
		<b>G/L Account:</b>	505006-10	Employee - Meal:Lab			15.37
		<b>G/L Account:</b>	505006-16	Employee - Meal:Operations			62.30
<b>Check E00002718 Total:</b>					14,936.99	0.00	14,936.99
<b>Printed Check Total:</b>							0.00
<b>Electronic Payment Total:</b>							14,936.99
<b>Report Total:</b>					14,936.99	0.00	14,936.99
<b>Printed Check Total:</b>							0.00
<b>Electronic Payment Total:</b>							14,936.99

**Check Register**  
**Journal Posting Date: 3/11/2022**  
**Register Number: CD-000089**

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

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002719	3/11/2022	0001072	Mt. Diablo Resource Recovery-Concord					<b>Check Entry Number: 001</b>
			MT DIABLO RESOURCE R	2/28/2022	656.85	0.00	656.85	
		<b>G/L Account: 505037-00</b>	Utilities Garbage:General					656.85
			<b>Report Total:</b>		656.85	0.00	656.85	
			<b>Printed Check Total:</b>				0.00	
			<b>Electronic Payment Total:</b>				656.85	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
XXXX51	3/15/2022	0000313	Contra Costa Water District					<b>Check Entry Number: 001</b>
			INVH305518	2/23/2022	30.48	0.00	30.48	
		<b>G/L Account:</b>	505041-00	Utilities Water:General				30.48
			INVH305519	2/23/2022	344.09	0.00	344.09	
		<b>G/L Account:</b>	505041-00	Utilities Water:General				344.09
			<b>Check 000029551 Total:</b>		374.57	0.00	374.57	
XXXX52	3/15/2022	0000328	PG&E					<b>Check Entry Number: 001</b>
			ELECTRIC UTILITIES B	3/3/2022	1,091.94	0.00	1,091.94	
		<b>G/L Account:</b>	505036-00	Utilities Electric:General				1,091.94
XXXX53	3/15/2022	0000608	ADAPCO, Inc.					<b>Check Entry Number: 001</b>
			130649	2/28/2022	6,020.26	0.00	6,020.26	
		<b>G/L Account:</b>	503004-10	Lab Equipment:Lab				3,796.06
		<b>G/L Account:</b>	503008-10	Surveillance:Lab				2,224.20
XXXX54	3/15/2022	0000943	Vector-Borne Disease Account					<b>Check Entry Number: 001</b>
			CDPH EXAMS	3/7/2022	144.00	0.00	144.00	
		<b>G/L Account:</b>	505008-10	Employee - Training:Lab				72.00
		<b>G/L Account:</b>	505008-16	Employee - Training:Operations				72.00
XXXX55	3/15/2022	0000991	BOLD, POLISNER, MADDOW, NELSON & JUDSON					<b>Check Entry Number: 001</b>
			18251	3/7/2022	112.50	0.00	112.50	
		<b>G/L Account:</b>	500110-00	Legal - Counsel General:General				112.50
XXXX56	3/15/2022	0001061	KBA DOCUMENT SOLUTIONS, LLC					<b>Check Entry Number: 001</b>
			55Y1255485	3/1/2022	124.59	0.00	124.59	
		<b>G/L Account:</b>	504008-00	Printing Supplies:General				124.59
XXXX57	3/15/2022	0001082	Heluna Health					<b>Check Entry Number: 001</b>
			1702024	3/1/2022	1,760.00	0.00	1,760.00	
		<b>G/L Account:</b>	503005-10	Lab Testing:Lab				1,760.00
XXXX58	3/15/2022	0001113	Comcast					<b>Check Entry Number: 001</b>
			141922894	3/1/2022	393.41	0.00	393.41	
		<b>G/L Account:</b>	505039-00	Utilities Internet:General				393.41
			141922900	3/1/2022	366.24	0.00	366.24	
		<b>G/L Account:</b>	505040-00	Utilities Landline:General				366.24
			<b>Check 000029558 Total:</b>		759.65	0.00	759.65	
E000002720	3/15/2022	0000015	Health Care Dental Trust					<b>Check Entry Number: 001</b>
			311124 & 311125	3/7/2022	2,935.52	0.00	2,935.52	
		<b>G/L Account:</b>	600136-00	Dental Insurance: Operations				2,935.52
			311126	3/7/2022	1,884.48	0.00	1,884.48	
		<b>G/L Account:</b>	600135-00	Dental Insurance - Active Employees Gneral				1,884.48
			<b>Check E000002720 Total:</b>		4,820.00	0.00	4,820.00	
			<b>Printed Check Total:</b>				0.00	
			<b>Electronic Payment Total:</b>				4,820.00	
E000002721	3/15/2022	0000232	Nearmap US Inc.					<b>Check Entry Number: 001</b>
			INV00529504	3/8/2022	15,000.00	0.00	15,000.00	
		<b>G/L Account:</b>	504009-00	Software:General				15,000.00
E000002722	3/15/2022	0000335	Concur Technologies, Inc					<b>Check Entry Number: 001</b>
			1.015E+11	3/2/2022	733.82	0.00	733.82	
		<b>G/L Account:</b>	504005-00	I.T Subscriptions:General				733.82
E000002723	3/15/2022	0000793	AFLAC					<b>Check Entry Number: 001</b>
			INV593385	3/10/2022	52.84	0.00	52.84	
		<b>G/L Account:</b>	202100-00	Other Disability Insurance - Employee				52.84
E000002724	3/15/2022	0000913	Guardian Security Agency					<b>Check Entry Number: 001</b>

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			INV61578	3/2/2022	418.60	0.00	418.60
		<b>G/L Account:</b> 500116-00		Security Service:General			418.60
			INV61623	3/9/2022	523.25	0.00	523.25
		<b>G/L Account:</b> 500116-00		Security Service:General			523.25
			<b>Check E00002724 Total:</b>		941.85	0.00	941.85
			<b>Printed Check Total:</b>				0.00
			<b>Electronic Payment Total:</b>				941.85
E000002725	3/15/2022	0000925	iSolved Benefit Services				<b>Check Entry Number:</b> 001
			I118319192	3/9/2022	96.64	0.00	96.64
		<b>G/L Account:</b> 600175-00		FSA Admin Fee:General			96.64
E000002726	3/15/2022	0000956	Waterlogic Americas LLC				<b>Check Entry Number:</b> 001
			INV1261003	2/27/2022	88.80	0.00	88.80
		<b>G/L Account:</b> 505042-00		Water - Drinking:General			88.80
E000002727	3/15/2022	0001077	Banksia Landscape, Inc.				<b>Check Entry Number:</b> 001
			INV12422	3/1/2022	513.00	0.00	513.00
		<b>G/L Account:</b> 500109-00		Landscaping Services:General			513.00
E000002728	3/15/2022	0011125	CC Real Green Clean				<b>Check Entry Number:</b> 001
			MAR2022 CCM-202201	3/11/2022	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>		34,134.46	0.00	34,134.46
			<b>Printed Check Total:</b>				10,387.51
			<b>Electronic Payment Total:</b>				23,746.95



Check Register

Journal Posting Date: 3/30/2022

Register Number: CD-000091

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
XXXX66	3/30/2022	0000011	Vision Service Plan					<b>Check Entry Number: 001</b>
			VSP_STMT814693315_AP	3/19/2022	560.50	0.00	560.50	
		<b>G/L Account:</b> 600140-00		Vision Insurance - Active Employees				560.50
XXXX67	3/30/2022	0000328	PG&E					<b>Check Entry Number: 001</b>
			GAS CHARGES 2/15-3/1	3/17/2022	1,357.22	0.00	1,357.22	
		<b>G/L Account:</b> 505038-00		Utilities Gas:General				1,357.22
XXXX68	3/30/2022	0000373	FP MAILING SOLUTIONS					<b>Check Entry Number: 001</b>
			RI105255460	3/18/2022	155.47	0.00	155.47	
		<b>G/L Account:</b> 505023-00		Postage:General				155.47
XXXX69	3/30/2022	0000399	Contra Costa County - Fleet					<b>Check Entry Number: 001</b>
			704798	3/14/2022	16,277.74	0.00	16,277.74	
		<b>G/L Account:</b> 502001-16		Automotive - Gasoline:Operations				4,089.68
		<b>G/L Account:</b> 502004-16		Automotive - Supplies:Operations				1,649.09
		<b>G/L Account:</b> 502002-16		Automotive - Repairs:Operations				10,538.97
XXXX70	3/30/2022	0000514	Bio Quip Products					<b>Check Entry Number: 001</b>
			193151	3/17/2022	1,644.10	0.00	1,644.10	
		<b>G/L Account:</b> 503008-10		Surveillance:Lab				1,644.10
XXXX71	3/30/2022	0000600	Veseris (ES OPCO USA LLC)					<b>Check Entry Number: 001</b>
			VESERIS IN-0426955	3/18/2022	8,081.55	0.00	8,081.55	
		<b>G/L Account:</b> 502008-16		Control Materials - Mosquito Larviciding:Operation				6,050.74
		<b>G/L Account:</b> 502008-16		Control Materials - Mosquito Larviciding:Operation				548.75
		<b>G/L Account:</b> 502008-16		Control Materials - Mosquito Larviciding:Operation				656.74
		<b>G/L Account:</b> 502008-16		Control Materials - Mosquito Larviciding:Operation				825.32
XXXX72	3/30/2022	0000696	KBA DOCUMENT SOLUTIONS, LLC					<b>Check Entry Number: 001</b>
			8819199	3/21/2022	205.23	0.00	205.23	
		<b>G/L Account:</b> 505027-00		Service & Leasing Contracts:General				205.23
XXXX73	3/30/2022	0000713	Mission Linen Supply					<b>Check Entry Number: 001</b>
			1835143629	3/10/2022	1,147.74	0.00	1,147.74	
		<b>G/L Account:</b> 502021-16		Uniform Rental:Operations				948.15
		<b>G/L Account:</b> 502021-16		Uniform Rental:Operations				199.59
XXXX74	3/30/2022	0000814	Staples Business Advantage					<b>Check Entry Number: 001</b>
			3501773307	3/3/2022	786.76	0.00	786.76	
		<b>G/L Account:</b> 505020-00		Office Supplies - General:General				549.55
		<b>G/L Account:</b> 505018-00		Office Furniture:General				19.96
		<b>G/L Account:</b> 505018-00		Office Furniture:General				140.89
		<b>G/L Account:</b> 505018-00		Office Furniture:General				38.18
		<b>G/L Account:</b> 505018-00		Office Furniture:General				38.18
XXXX75	3/30/2022	0000899	Sun Life Financial					<b>Check Entry Number: 001</b>
			SUNLIFE_INVAPR2022	3/20/2022	1,427.33	0.00	1,427.33	
		<b>G/L Account:</b> 202085-00		Employee Voluntary Life Ins - General				545.11
		<b>G/L Account:</b> 600155-00		Life Insurance - General				882.22
XXXX76	3/30/2022	0000916	Spark Creative Design					<b>Check Entry Number: 001</b>
			2563	3/23/2022	1,387.89	0.00	1,387.89	
		<b>G/L Account:</b> 501007-25		Marketing - Design:Public Affairs				462.63
		<b>G/L Account:</b> 501005-25		Marketing - Brochures:Public Affairs				925.26
XXXX77	3/30/2022	0000975	Reliance Standard Life In					<b>Check Entry Number: 001</b>
			RELIANCE_LTD123580_A	3/17/2022	502.45	0.00	502.45	
		<b>G/L Account:</b> 600150-00		Disability Insurance - General				502.45
			RELIANCE_STD162561_A	3/17/2022	600.81	0.00	600.81	
		<b>G/L Account:</b> 600150-00		Disability Insurance - General				600.81

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
<b>Check 000029577 Total:</b>					1,103.26	0.00	1,103.26
XXXX78	3/30/2022	0000981	Colonial Life				<b>Check Entry Number: 001</b>
			4.13508E+13	3/13/2022	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
XXXX79	3/30/2022	0001057	Leading Edge Associates, Inc.				<b>Check Entry Number: 001</b>
			8674	3/30/2022	24,999.00	0.00	24,999.00
	<b>G/L Account:</b>	504009-00		Software:General			24,999.00
XXXX80	3/30/2022	0001063	OSCA				<b>Check Entry Number: 001</b>
			CBT2202528	3/18/2022	120.00	0.00	120.00
	<b>G/L Account:</b>	505008-16		Employee - Training:Operations			120.00
XXXX81	3/30/2022	0001088	Verizon Wireless				<b>Check Entry Number: 001</b>
			9901487513	3/10/2022	2,308.22	0.00	2,308.22
	<b>G/L Account:</b>	505035-00		Utilities Cell Phone:General			2,308.22
E000002729	3/30/2022	0000007	SEIU UPE LOCAL 1021-Union Dues				<b>Check Entry Number: 001</b>
			MAR-22	3/25/2022	2,267.52	0.00	2,267.52
	<b>G/L Account:</b>	202150-00		SEIU Local 1021			2,267.52
E000002730	3/30/2022	0000010	CalPERS				<b>Check Entry Number: 001</b>
			APR-22	3/14/2022	60,426.48	0.00	60,426.48
	<b>G/L Account:</b>	600165-00		CalPers Medical Admin Fee - Active Employees Gener			115.98
	<b>G/L Account:</b>	600170-00		CalPers Medical Admin Fee - Retirees			34.71
	<b>G/L Account:</b>	202050-00		CalPers Medical - Employee Contribution			7,886.81
	<b>G/L Account:</b>	202040-00		CalPers Medical - Employer Contribution			38,506.20
	<b>G/L Account:</b>	600145-00		Medical Insurance - Retirees			9,865.42
	<b>G/L Account:</b>	202045-00		CalPers Medical - Retiree Contribution			4,017.36
E000002731	3/30/2022	0000610	Liebert Cassidy Whitmore				<b>Check Entry Number: 001</b>
			213598	2/28/2022	704.50	0.00	704.50
	<b>G/L Account:</b>	500110-00		Legal - Counsel General:General			704.50
			214348	2/28/2022	225.00	0.00	225.00
	<b>G/L Account:</b>	500110-00		Legal - Counsel General:General			225.00
			214373	2/28/2022	2,573.00	0.00	2,573.00
	<b>G/L Account:</b>	500110-00		Legal - Counsel General:General			2,573.00
<b>Check E000002731 Total:</b>					3,502.50	0.00	3,502.50
<b>Printed Check Total:</b>							0.00
<b>Electronic Payment Total:</b>							3,502.50
E000002732	3/30/2022	0000956	Waterlogic Americas LLC				<b>Check Entry Number: 001</b>
			1327618	3/24/2022	102.81	0.00	102.81
	<b>G/L Account:</b>	505042-00		Water - Drinking:General			102.81
			1331760	3/27/2022	406.88	0.00	406.88
	<b>G/L Account:</b>	505042-00		Water - Drinking:General			406.88
<b>Check E000002732 Total:</b>					509.69	0.00	509.69
<b>Printed Check Total:</b>							0.00
<b>Electronic Payment Total:</b>							509.69
E000002733	3/30/2022	0001077	Banksia Landscape, Inc.				<b>Check Entry Number: 001</b>
			12888	4/1/2022	513.00	0.00	513.00
	<b>G/L Account:</b>	500109-00		Landscaping Services:General			513.00
<b>Report Total:</b>					129,238.46	0.00	129,238.46
<b>Printed Check Total:</b>							62,019.27
<b>Electronic Payment Total:</b>							67,219.19

Check Register

Journal Posting Date: 3/30/2022

Register Number: CD-000092

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002734	3/30/2022	0000452	U.S. BANK CORPORATE PAYMENT SYSTEMS					<b>Check Entry Number: 001</b>
			2/12/2022	2/12/2022	25.00	0.00	25.00	
		<b>G/L Account:</b> 504005-25		I.T Subscriptions:Public Affairs				15.96
		<b>G/L Account:</b> 505009-00		Employee - Travel:General				25.00
			2/22/2022	2/22/2022	13.57	0.00	13.57	
		<b>G/L Account:</b> 504005-00		I.T Subscriptions:General				2.33
		<b>G/L Account:</b> 504005-00		I.T Subscriptions:General				11.24
			2/23/2022	2/23/2022	96.87	0.00	96.87	
		<b>G/L Account:</b> 505039-00		Utilities Internet:General				96.87
			2/24/2022	2/24/2022	364.75	0.00	364.75	
		<b>G/L Account:</b> 502016-16		Safety & PPE:Operations				109.70
		<b>G/L Account:</b> 502016-16		Safety & PPE:Operations				215.10
		<b>G/L Account:</b> 504005-25		I.T Subscriptions:Public Affairs				14.00
		<b>G/L Account:</b> 505008-05		Employee - Training:Administration				15.00
		<b>G/L Account:</b> 502019-16		Tools & Instruments:Operations				10.95
			2/25/2022	2/25/2022	2,586.36	0.00	2,586.36	
		<b>G/L Account:</b> 502019-16		Tools & Instruments:Operations				98.78
		<b>G/L Account:</b> 505018-25		Office Furniture:Public Affairs				745.85
		<b>G/L Account:</b> 505018-05		Office Furniture:Administration				1,151.16
		<b>G/L Account:</b> 505018-16		Office Furniture:Operations				575.58
		<b>G/L Account:</b> 504005-16		I.T Subscriptions:Operations				14.99
			2/28/2022	2/28/2022	652.24	0.00	652.24	
		<b>G/L Account:</b> 505004-00		Employee - Development:General				652.24
			3/1/2022	3/1/2022	426.53	0.00	426.53	
		<b>G/L Account:</b> 502002-16		Automotive - Repairs:Operations				168.72
		<b>G/L Account:</b> 502016-05		Safety & PPE:Administration				200.97
		<b>G/L Account:</b> 505021-00		Office Supplies - Janitorial:General				56.84
			3/10/2022	3/10/2022	69.94	0.00	69.94	
		<b>G/L Account:</b> 505006-00		Employee - Meal:General				6.54
		<b>G/L Account:</b> 505006-00		Employee - Meal:General				63.40
			3/11/2022	3/11/2022	417.69	0.00	417.69	
		<b>G/L Account:</b> 502016-16		Safety & PPE:Operations				43.80
		<b>G/L Account:</b> 502016-16		Safety & PPE:Operations				39.36
		<b>G/L Account:</b> 505006-00		Employee - Meal:General				166.01
		<b>G/L Account:</b> 505006-10		Employee - Meal:Lab				60.66
		<b>G/L Account:</b> 505006-16		Employee - Meal:Operations				35.39
		<b>G/L Account:</b> 505006-05		Employee - Meal:Administration				60.67
		<b>G/L Account:</b> 505006-25		Employee - Meal:Public Affairs				11.80
			3/12/2022	3/12/2022	15.96	0.00	15.96	
		<b>G/L Account:</b> 504005-25		I.T Subscriptions:Public Affairs				15.96
			3/15/2022	3/15/2022	192.05	0.00	192.05	
		<b>G/L Account:</b> 502016-16		Safety & PPE:Operations				192.05
			3/16/2022	3/16/2022	119.55	0.00	119.55	
		<b>G/L Account:</b> 504001-16		:Operations				109.68
		<b>G/L Account:</b> 504000-16		Computer Equipment Supplies < \$100:Operations				9.87
			3/17/2022	3/17/2022	1,300.00	0.00	1,300.00	
		<b>G/L Account:</b> 504009-10		Software:Lab				1,300.00
			3/18/2022	3/18/2022	117.45	0.00	117.45	
		<b>G/L Account:</b> 502005-16		Building & Grounds Materials / Supplies:Operations				117.45
			3/19/2022	3/19/2022	109.75	0.00	109.75	

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>	502016-16	Safety & PPE:Operations			109.75
	3/20/2022			3/20/2022	677.39	0.00	677.39
		<b>G/L Account:</b>	503004-10	Lab Equipment:Lab			88.29
		<b>G/L Account:</b>	505018-05	Office Furniture:Administration			589.10
	3/21/2022			3/21/2022	188.70	0.00	188.70
		<b>G/L Account:</b>	502013-16	Equipment Repair:Operations			29.02
		<b>G/L Account:</b>	503008-10	Surveillance:Lab			159.68
	3/22/2022			3/22/2022	208.47	0.00	208.47
		<b>G/L Account:</b>	503007-10	Sentinel Bird:Lab			208.47
	3/3/2022			3/3/2022	700.19	0.00	700.19
		<b>G/L Account:</b>	504005-00	I.T Subscriptions:General			512.40
		<b>G/L Account:</b>	505018-05	Office Furniture:Administration			87.79
		<b>G/L Account:</b>	505021-00	Office Supplies - Janitorial:General			100.00
	3/4/2022			3/4/2022	1,566.25	0.00	1,566.25
		<b>G/L Account:</b>	500115-16	Permits & Fees:Operations			7.00
		<b>G/L Account:</b>	500115-16	Permits & Fees:Operations			7.00
		<b>G/L Account:</b>	500115-16	Permits & Fees:Operations			14.00
		<b>G/L Account:</b>	502019-16	Tools & Instruments:Operations			21.93
		<b>G/L Account:</b>	502019-16	Tools & Instruments:Operations			9.94
		<b>G/L Account:</b>	504005-05	I.T Subscriptions:Administration			44.00
		<b>G/L Account:</b>	505018-05	Office Furniture:Administration			1,357.08
		<b>G/L Account:</b>	505018-16	Office Furniture:Operations			73.78
		<b>G/L Account:</b>	505018-25	Office Furniture:Public Affairs			31.52
	3/7/2022			3/7/2022	109.46	0.00	109.46
		<b>G/L Account:</b>	502002-16	Automotive - Repairs:Operations			109.46
	3/8/2022			3/8/2022	815.53	0.00	815.53
		<b>G/L Account:</b>	503002-10	General Lab Supplies & Materials:Lab			171.72
		<b>G/L Account:</b>	502020-25	Uniform Professional Branded Wear:Public Affairs			602.42
		<b>G/L Account:</b>	505004-00	Employee - Development:General			28.90
		<b>G/L Account:</b>	504005-00	I.T Subscriptions:General			12.49
<b>Check E00002734 Total:</b>					10,773.70	0.00	10,773.70
<b>Printed Check Total:</b>							0.00
<b>Electronic Payment Total:</b>							10,773.70
<b>Report Total:</b>					10,773.70	0.00	10,773.70
<b>Printed Check Total:</b>							0.00
<b>Electronic Payment Total:</b>							10,773.70

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>
March 15, 2022	E000002721	\$15,000.00	Nearmap US Inc.- Software: General
March 30, 2022	XXXX69	\$16,277.74	Contra Costa County Fleet: Automotive Gasoline & Repairs
March 30, 2022	XXXX70	\$1,644.10	Bio Quip Products - Surveillance: Lab
March 30, 2022	XXXX73	\$1,147.74	Mission Linen Supply – New Uniform Rental Supply Company
March 30, 2022	XXXX79	\$24,999.00	Leading Edge Associates, Inc.- Software: General

## TRANSACTION ACTIVITY REPORT

Month of March 2022

Transaction Number	Date	Wells Fargo	LAIF	Bank of the West	
	<b>Balance</b>	<b>3/1/2022</b>	<b>389,590.50</b>	<b>10,446,096.91</b>	<b>455,718.61</b>
1	3/10/2022	9,058.77			
2	3/14/2022	1,799.55			
3	3/15/2022		(170,000.00)	170,000.00	
4	3/22/2022	961.90			
5	3/29/2022		(340,000.00)	340,000.00	
6	3/31/2022	3.37			(503,823.59)
	<b>Balance</b>	<b>401,414.09</b>	<b>9,936,096.91</b>	<b>461,895.02</b>	

### Transaction Number & Brief Description

- 1 MISC Deposits Wells Fargo (Redevelopment, Medical etc.)
- 2 MISC Deposits Wells Fargo (Redevelopment, Medical etc.)
- 3 Transfer from LAIF to Bank of the West for Payroll & Vendor Checks - 4Q Int Earned LAIF
- 4 MISC Deposits Wells Fargo (Redevelopment, Medical etc.)
- 5 Transfer from LAIF to Bank of the West
- 4 Interest Earned Wells Fargo, Bank of the West 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

April 06, 2022

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

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

[Tran Type Definitions](#)

March 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
3/15/2022	3/14/2022	RW	1699012	N/A	PAULA MACEDO	-170,000.00
3/29/2022	3/29/2022	RW	1699831	N/A	PAULA MACEDO	-340,000.00

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	10,446,096.91
Total Withdrawal:	-510,000.00	Ending Balance:	9,936,096.91

## Contra Costa Mosquito and Vector Control District

### FY22 Budget Year

(July 1 2021 - June 30 2022)

### Board Packet

75% of the Year  
completed

	FY22 <i>As of 3/31/22</i>	FY22 Budget	YTD FY22 VS Adopted Budget	ADOPTED FY22 VS FY22 \$
<b>Personnel Costs</b>				
Payroll & OT	2,682,888	3,835,140	70.0%	1,152,252
<b>Retirement</b>	<b>1,357,846</b>	<b>1,357,846</b>	<b>100.0%</b>	<b>0</b>
OASDI	155,579	249,284	62.4%	93,705
<b>Medicare</b>	<b>37,592</b>	<b>55,610</b>	<b>67.6%</b>	<b>18,017</b>
Health Insurance (Dental / Vision Etc)	435,864	599,415	72.7%	163,550
<b>Unemployment</b>	<b>16,307</b>	<b>21,168</b>	<b>77.0%</b>	<b>4,861</b>
Disability Ins	9,632	12,482	77.2%	2,851
<b>Other Post Employment Benefits</b>	<b>-</b>	<b>215,000</b>	<b>0.0%</b>	<b>215,000</b>
District Paid Health Retiree Cost & Fees	62,992	94,741	66.5%	31,750
<b>Subtotal Personnel Costs</b>	<b>4,695,709</b>	<b>6,440,686</b>	<b>72.9%</b>	<b>1,744,977</b>
<b>Operational Costs</b>				
Professional Services - Legal includes Settlements	169,615	73,000	232.3%	(96,615)
<b>Professional Services - Building &amp; Grounds Maint</b>	<b>3,106</b>	<b>25,000</b>	<b>12.4%</b>	<b>364,068</b>
Professional Services - All Other	136,348	270,850	50.3%	134,502
<b>Public Affairs</b>	<b>2,675</b>	<b>88,000</b>	<b>3.0%</b>	<b>85,325</b>
Lab Services	31,988	45,421	70.4%	13,433
<b>Information &amp; Technology</b>	<b>80,489</b>	<b>206,200</b>	<b>39.0%</b>	<b>125,711</b>
Operations - Control Materials	55,750	122,500	45.5%	66,750
<b>Operations - Aerial</b>	<b>3,532</b>	<b>20,000</b>	<b>17.7%</b>	<b>16,468</b>
Operation and Facilities - All Other	153,102	634,617	24.1%	481,515
<b>General Office Administration - Insurance</b>	<b>347,277</b>	<b>340,811</b>	<b>101.9%</b>	<b>(6,466)</b>
General Office Administration - Trustee Expense	6,725	15,800	42.6%	9,075
<b>General Office - Research</b>	<b>0</b>	<b>20,000</b>	<b>0.0%</b>	<b>20,000</b>
General Office Administration - Employee Travel & Training	20,513	66,500	30.8%	45,987
<b>General Office Administration - Utilities</b>	<b>51,710</b>	<b>111,400</b>	<b>46.4%</b>	<b>59,690</b>
General Office Administration - All Other	221,722	445,800	49.7%	224,078
<b>Subtotal Operational Cost</b>	<b>1,284,551</b>	<b>2,485,899</b>	<b>51.7%</b>	<b>1,201,347</b>
<b>Capital</b>				
<b>Land</b>				-
Structures and Improvements	0	2,500,000	0.0%	2,500,000
<b>Vehicles</b>	<b>51,842</b>	<b>186,000</b>	<b>27.9%</b>	<b>134,158</b>
Heavy Equipment	0	74,000	0.0%	74,000
<b>Subtotal Capital</b>	<b>51,842</b>	<b>2,760,000</b>	<b>1.9%</b>	<b>2,708,158</b>
<b>Total Expenditures</b>	<b>6,032,102</b>	<b>11,686,584</b>		
<b>Revenues</b>				
<b>Property Taxes</b>	<b>3,716,550</b>	<b>6,538,745</b>	<b>56.8%</b>	<b>2,822,195</b>
Benefit Assessment	1,141,131	2,073,724	55.0%	932,593
<b>Contract Billing</b>	<b>21,138</b>	<b>50,000</b>	<b>42.3%</b>	<b>28,862</b>
Interest Income (LAIF)	19,899	51,265	38.8%	31,366
<b>Medical Reimbursement</b>	<b>0</b>	<b>82,000</b>	<b>0.0%</b>	<b>82,000</b>
Fixed Asset Disposal	5,650	30,600	18.5%	24,950
<b>Miscellaneous</b>	<b>15,118</b>	<b>66,300</b>	<b>22.8%</b>	<b>51,182</b>
Grant Funds:General	0	-	0.0%	-
<b>Subtotal Revenue</b>	<b>4,919,486</b>	<b>8,892,634</b>	<b>55.3%</b>	<b>3,973,148</b>
<b>Estimate Ending Balance</b>	<b>-1,112,616</b>	<b>-2,793,950</b>		
<b>Designated Reserves POLICY FY 22 (July 21 - Jun 22)</b>				
Bond Reserve	-			
Public Health Emergency	2,500,000			
Capital Improvement	2,314,407			
Emergency Reconstruction Response	500,000			
Operations	-			
Vehicle & Equipment Replacement	150,000			
IT Equipment Replacement	200,000			
	<b>5,664,407</b>			



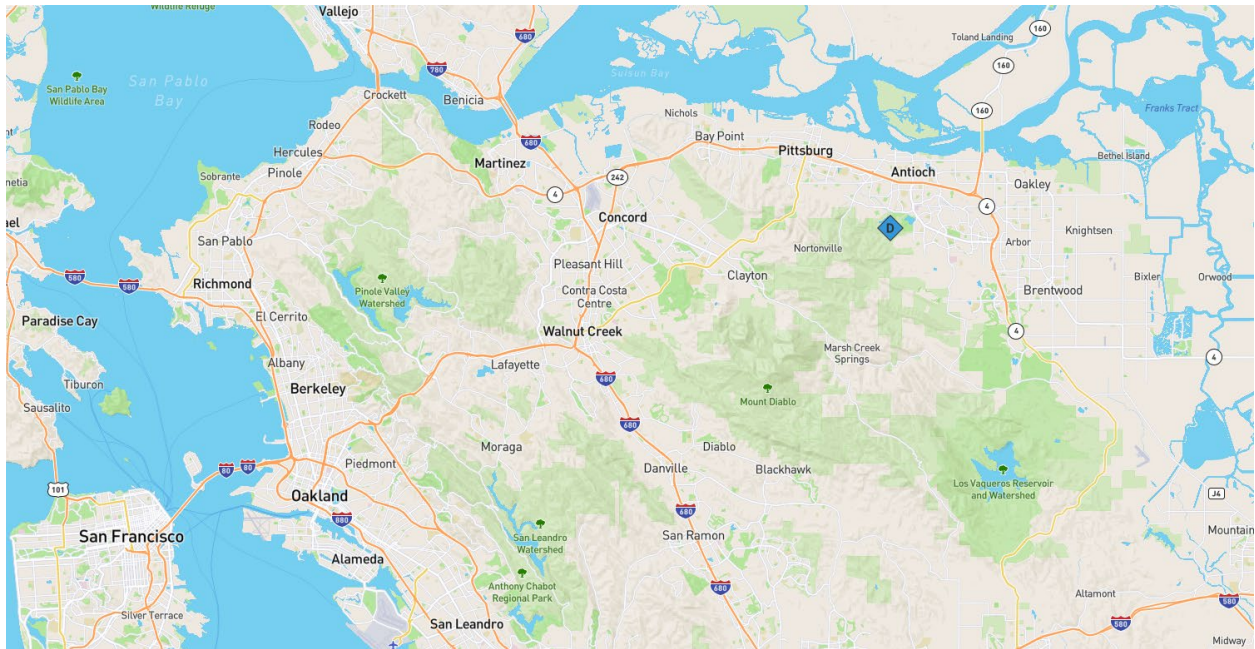
## April 2022 Mosquito and Arbovirus Surveillance Report

Updated April 27<sup>th</sup> by Steve Schutz, Ph.D., Scientific Programs Manager

**Human cases:** No human cases of West Nile virus have been reported in California yet in 2022. One locally acquired case (non-resident) and two non-locally acquired cases (residents) were reported in Contra Costa County last year, and 127 cases were reported statewide, with 12 fatalities.

**Equine cases:** Thirteen equine WNV cases were reported statewide last year. An effective vaccine is available for horses; most affected horses are unvaccinated.

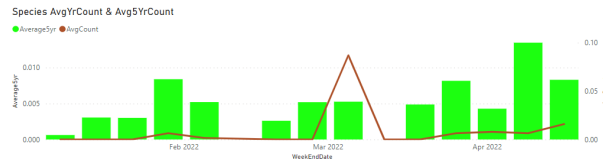
**Dead birds:** The Statewide West Nile Virus call center resumed operation on April 11<sup>th</sup>. During April, 15 dead birds were reported in Contra Costa County, and one was submitted for testing (crow, Antioch; preliminary test result was negative). Statewide, no positive dead birds had been reported as of April 27<sup>th</sup>. A new RAMP reader has been purchased for rapid in-house WNV screening of dead birds (the older machine was no longer being supported by the manufacturer and was not compatible with currently available test kits).



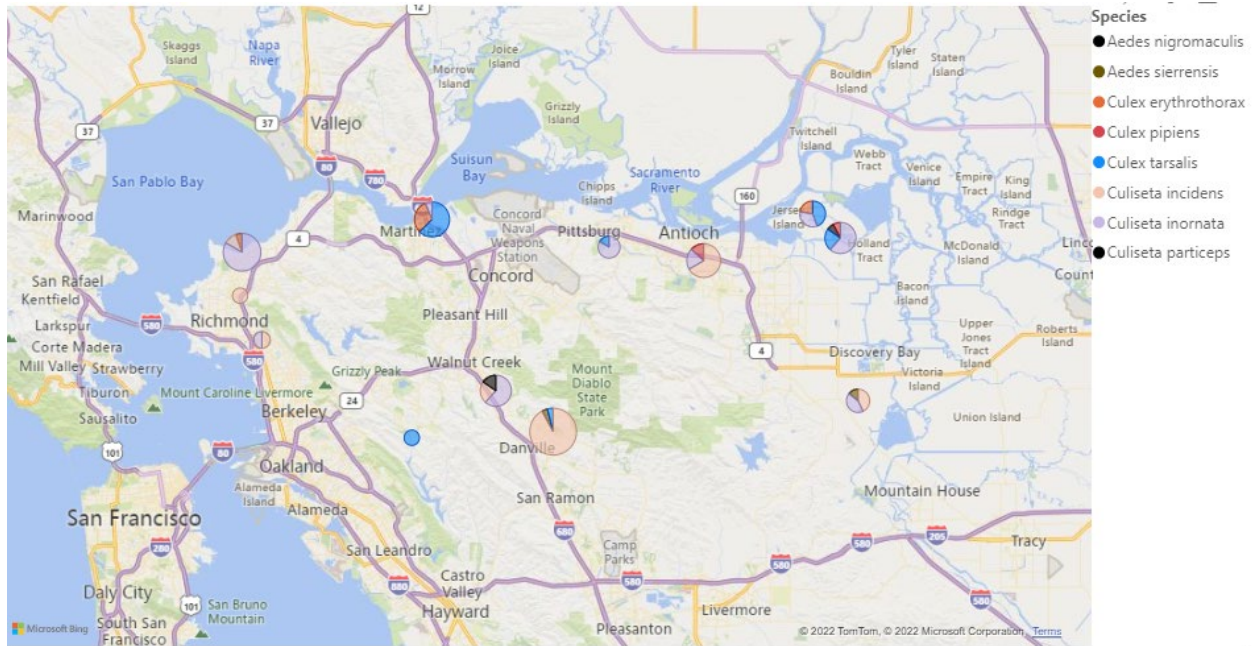
**Light trap counts:** Twenty-two traps are currently being operated daily year-round, with collections made weekly by field technicians. Countywide *Culex tarsalis* and *Culex pipiens* counts have been mostly below average so far.



*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 in April (through 4/27)

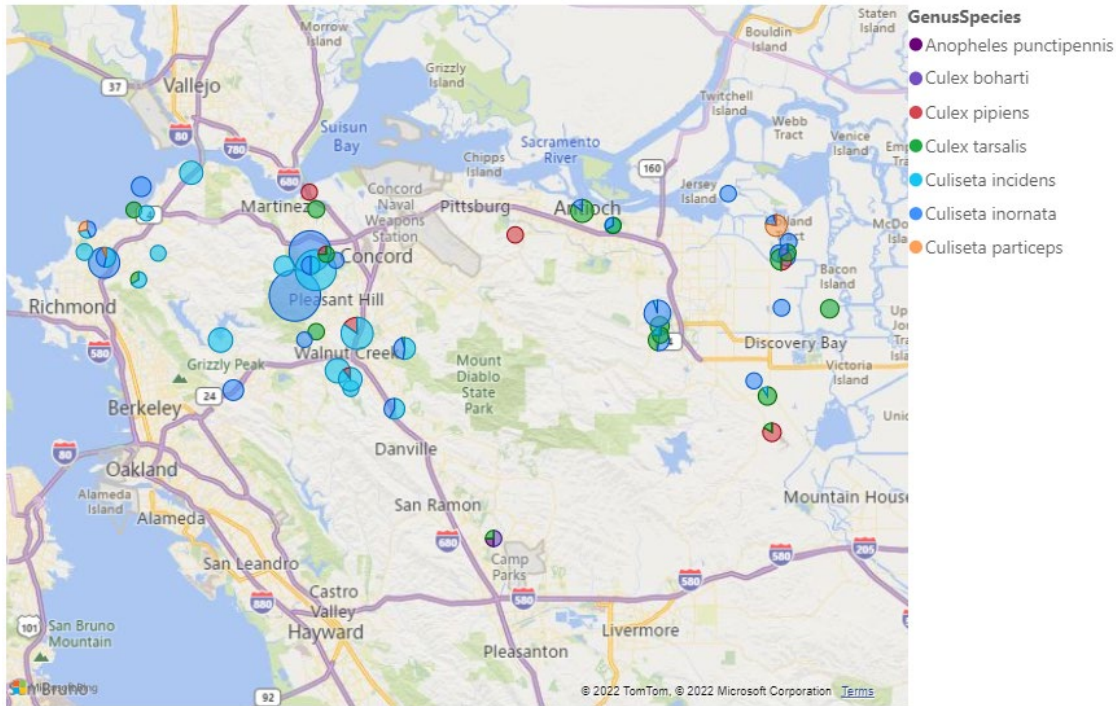
**CO<sub>2</sub> traps:** Weekly CO<sub>2</sub> trapping at 23 locations is scheduled to resume in May.

**'Random' traps:** 'Random' trapping will be conducted throughout the surveillance season by Operations employees and Lab staff in selected areas, as needed.

**Mosquito testing:** Mosquito testing will resume in May or June, depending on trap catches.

**Larval samples:** Lab staff continues to process larval samples collected by field employees daily, year-round. In addition to species identification, larval samples are also used to monitor the effectiveness of our larval control program (pre- and post- treatment sampling).

### Larval Count by Species



Map showing larval sample locations and relative species counts in April 2022.

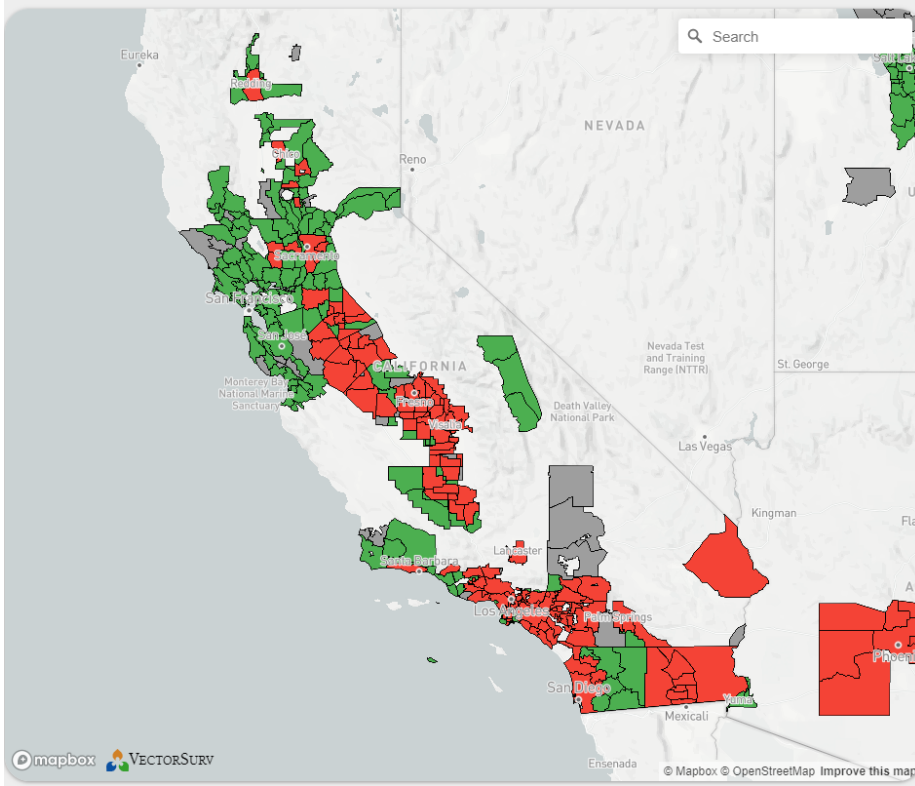
**Sentinel chickens:** Statewide, 90 chickens were seropositive last season, none in Contra Costa County. Our four sentinel flocks (Martinez, Walnut Creek, Oakley, Knightsen) were reinstated in April and biweekly blood collection/testing will resume in May.

**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 mostly still below the 55 degree incubation threshold for West Nile virus. Rainfall totals have been well below average and we are back to drought conditions for the season to date.

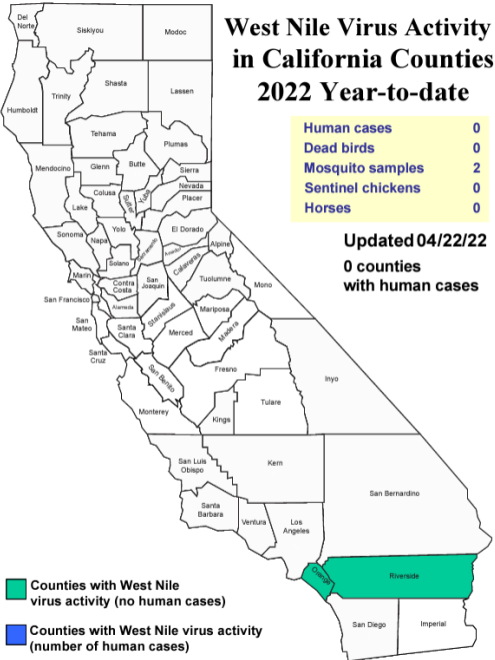
**Invasive *Aedes*:** We will continue to set 'BG Sentinel' traps at suspect locations as needed, but have not yet seen any evidence of invasive *Aedes* species in Contra Costa County. Statewide, *Aedes aegypti* continued to spread last year, with new reports in 2021 from Santa Barbara and as far north as Shasta, and new areas in Sacramento, Yolo and Solano Counties. Map shows locations where *Aedes aegypti* (red) have been detected.





**Regional:** Through April 27th, no West Nile virus activity had been detected in our region.

**Statewide:** Two WNV positive mosquito samples have been reported this year in southern California.



## April 2022 Operations Report

Prepared on April 27<sup>th</sup>, 2022 by David Wexler, Terry Davis, and Jeremy Shannon,

Program Supervisors

**General:** This report is being prepared with a few working days remaining in April, so it may not be totally reflective of all work performed for the entire month. Supervisors have been working on discussing annual performance appraisals with employees, preparing equipment for the upcoming season, continuing annual training, coordinating additional training opportunities, Personal Protective Equipment (PPE), and safety needs for employees. This included a presentation by an inspector from the Contra Costa County Department of Agriculture who oversees the District's compliance with pesticide handling and applications, followed by a question and answer session.

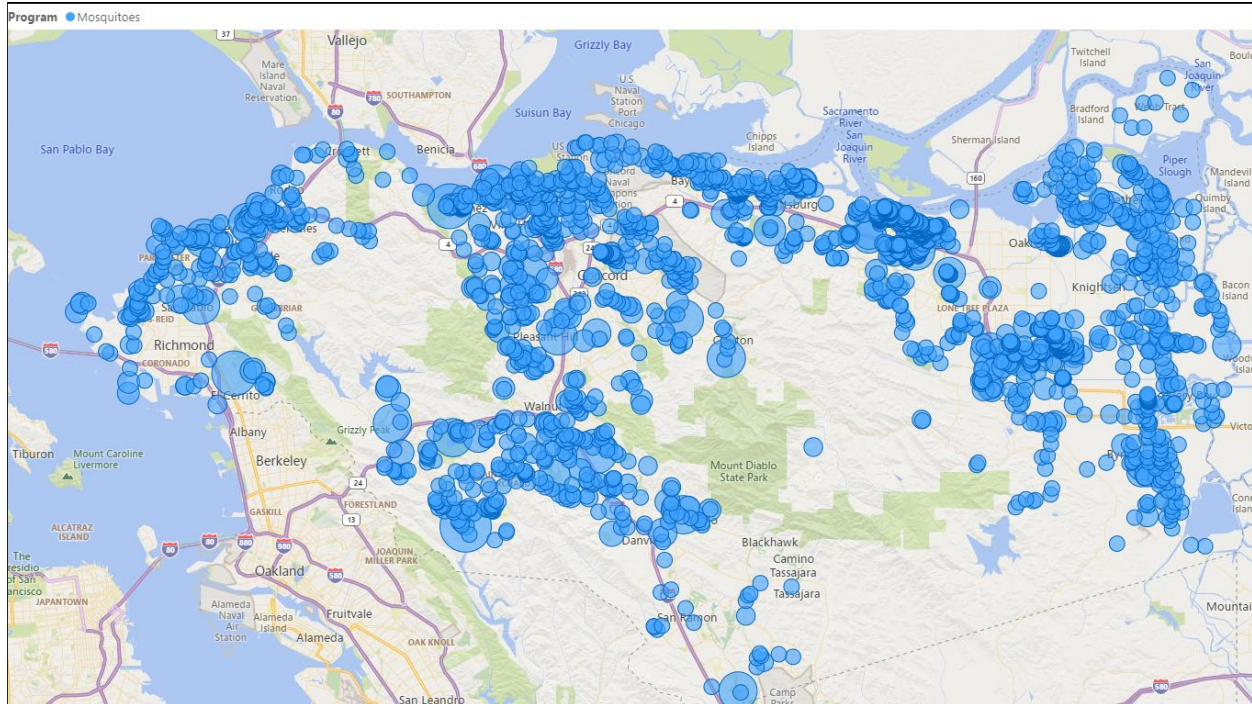


Left to right: VCT Heidi Budge, Agricultural Biologist Karen Adler, VCT Olivia Zaragoza, VCI Brandon French

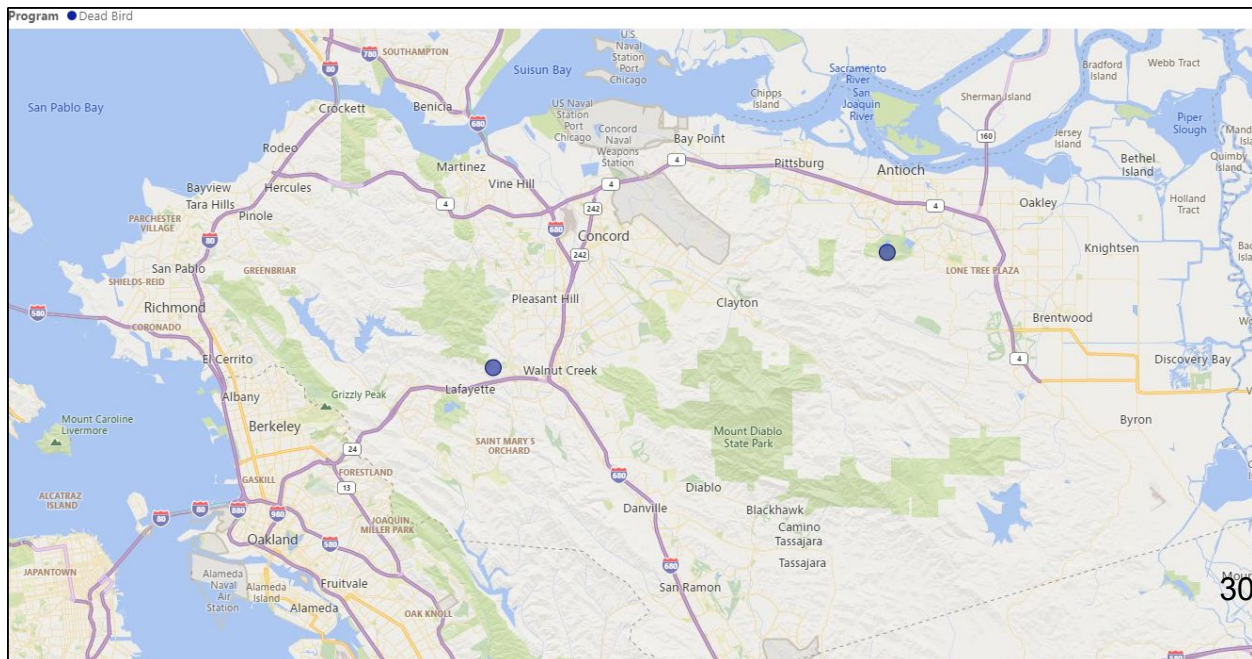


**Mosquitoes:** In April 2022 we received 58 service requests for mosquitoes and 57 requests for mosquitofish in the county, compared to April 2021, when we received 72 service requests for mosquitoes and 44 for mosquitofish. In addition to service requests, technicians and inspectors recorded 1248 inspection activities, 206 larval surveillance actions, and collected 92 adult trap samples. Warming temperatures mean mosquitoes are beginning to become more active. Field staff recorded 608 site treatments to address mosquito production.

### Mosquito Program Actions 4/1/22-4/27/22



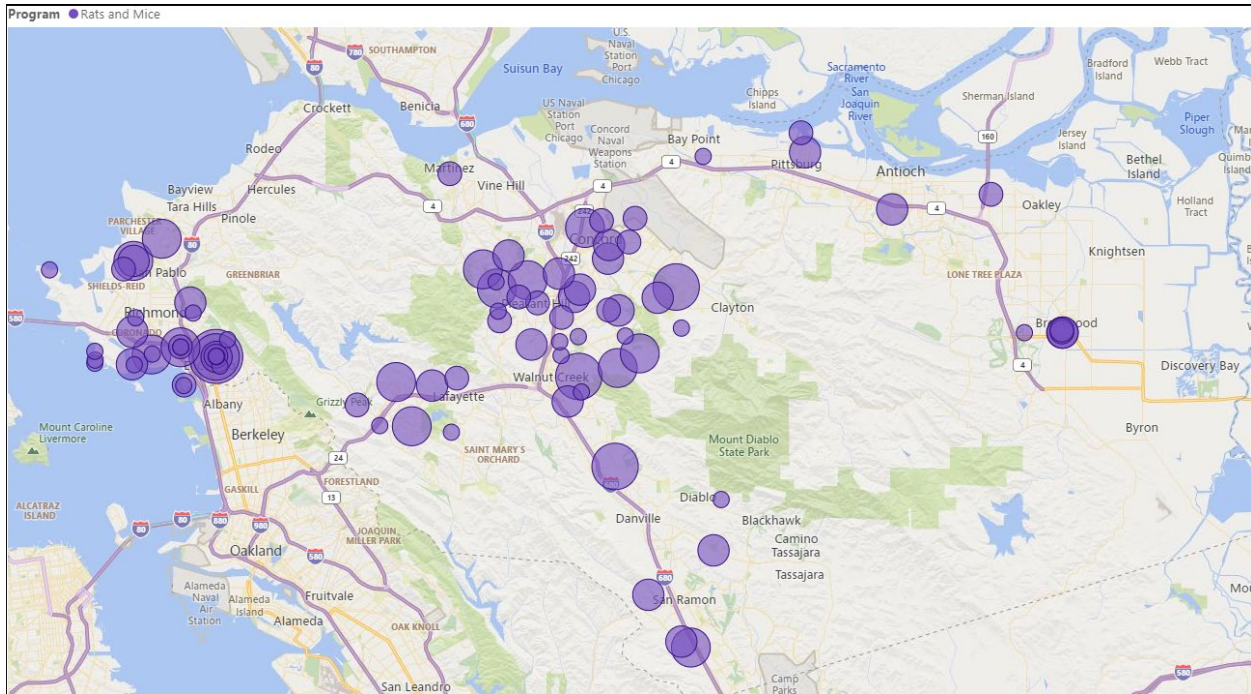
**Dead Birds:** The State dead bird hotline became active last week, we have picked up 2 dead birds (one crow and one scrub jay) so far in April.





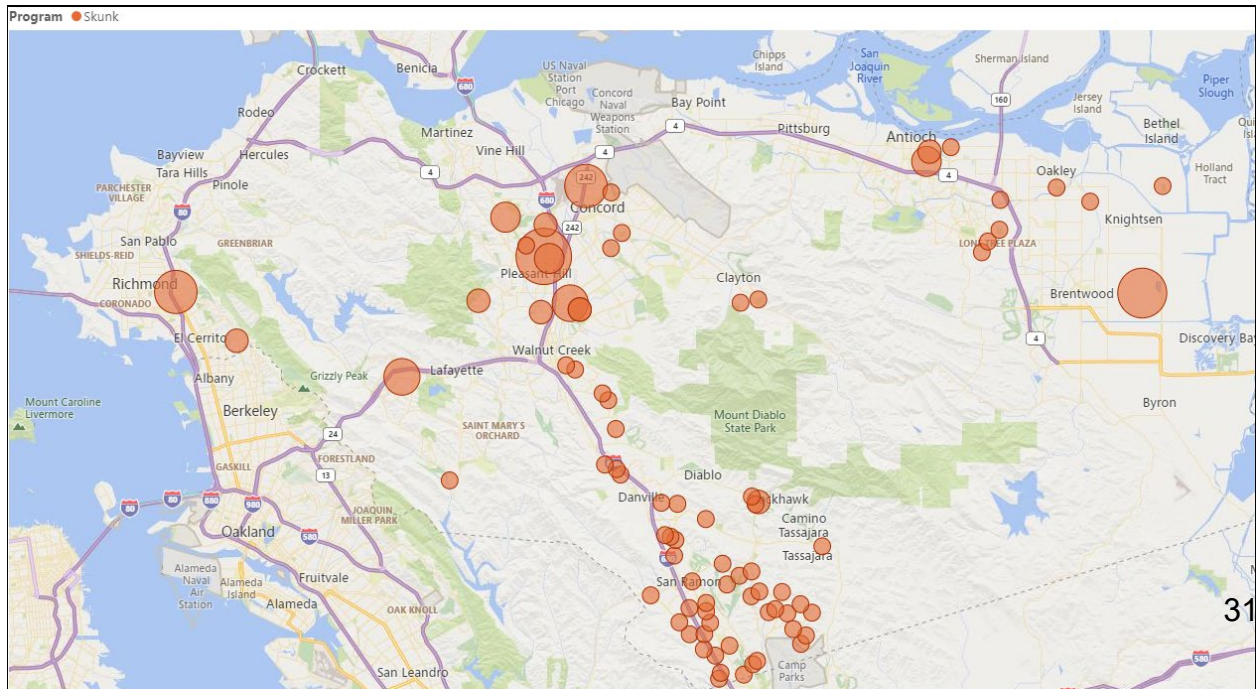
**Rodents:** In April 2022 we received 52 requests for service for rats and mice, a drop compared to the 71 we received in April 2021. Rodent inspection training continues in the field with individual inspectors. In addition to service requests, technicians and inspectors recorded 59 inspection activities and continue to evaluate sites within their geographic boundaries for future baiting activities.

**Rodent Actions 4/1/22-4/27/22**



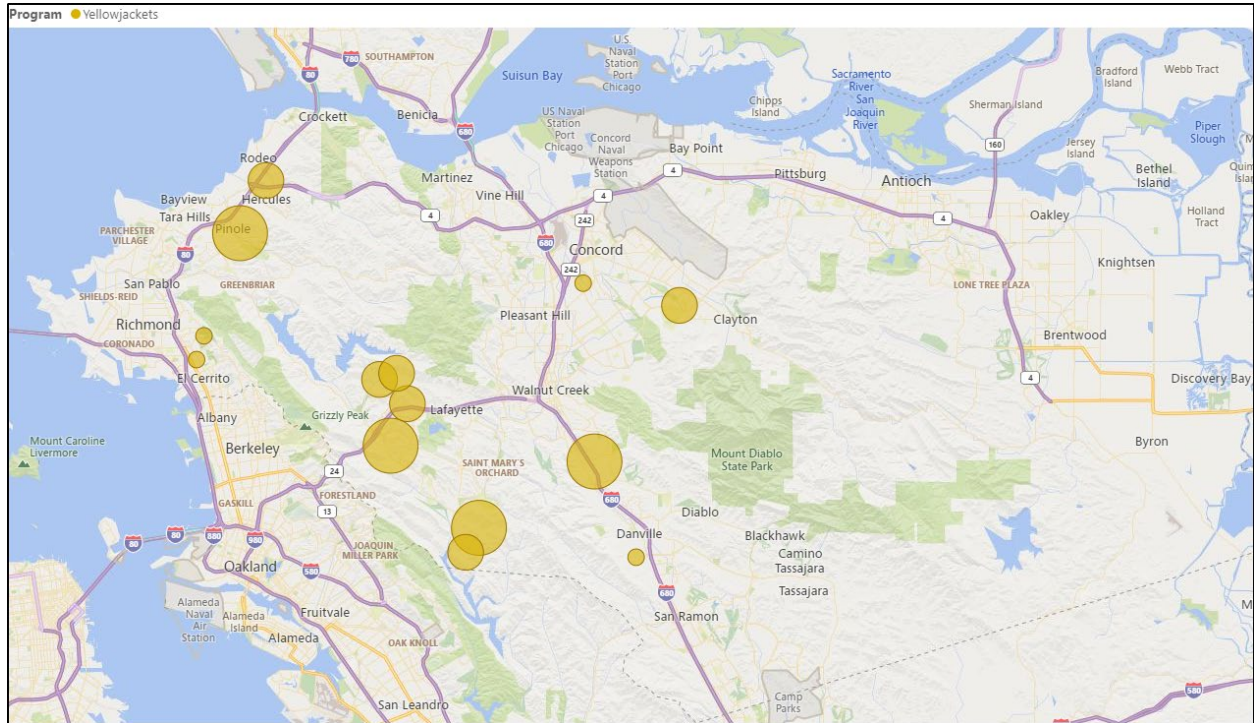
**Skunks:** The District received 10 service requests for skunks in April 2022, whereas we received 33 in April 2021. Females are likely in their gestation period, generally seeking a sheltered location at this time.

**Skunk Actions 4/1/22-4/27/22**



**Yellowjackets:** Fertilized queens hibernate during colder winter months. Workers and males usually do not survive winter, so at this time of the year, the District does not receive many service requests for yellowjackets. We received 15 requests in April 2022 (7 warranted treatment), compared to responding and treating 9 in-ground nests in April 2021. As the weather warms up, we anticipate yellowjacket requests to increase.

### Yellowjacket Actions 4/1/22-4/27/22





**April 2022 Public Affairs Report to the Board of Trustees**  
Prepared April 25, 2022 by Nola Woods, Public Affairs Director

**Presentations & Events**

- Public Information and Technology Officer Andrew Pierce provided a presentation to the Richmond Rotary Club on April 8, 2022.
- The Public Affairs department received requests to participate in a few community events in the upcoming months and an invitation to present to the El Cerrito City Council on May 17, 2022.

**Advertising**

Public Affairs Department staff began working with the District’s graphic designer and looking into potential vendors for the 2022 advertising campaign.



**Social Media**

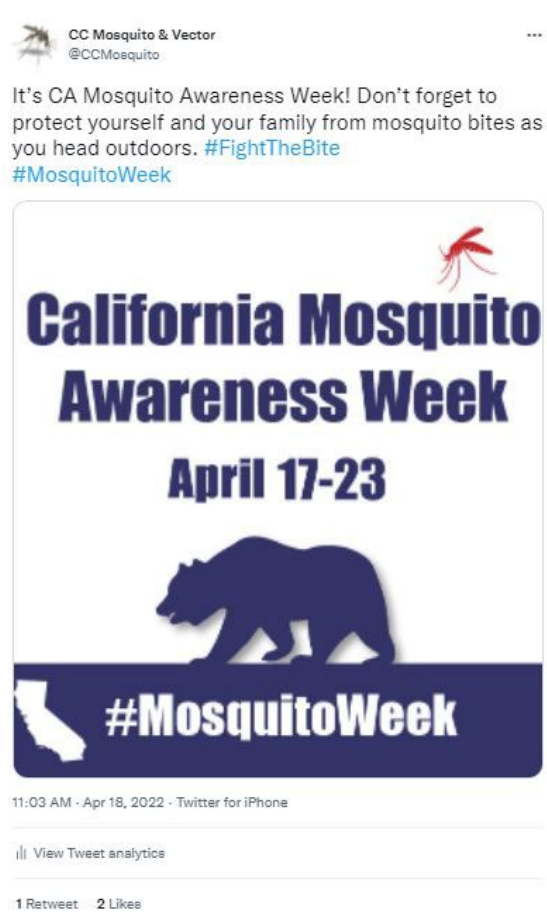
The District uses a combination of Twitter, Nextdoor, and Facebook to conduct District outreach on social media.

**Twitter Activity — Account @CCMosquito**

**Yearly Comparisons**

<b>April 2022 Twitter Activity</b>	<b>April 2021 Twitter Activity</b>
1415 Followers	1377 Followers
11 Tweets	13 Tweets
1788 Impressions	4447 Impressions
2 Media Engagements	18 Media Engagements
5 Retweets	10 Retweets
12 Likes	5 Likes
0 Replies	0 Replies
6 Link Clicks	22 Link Clicks
4 Detail Expands	53 Detail Expands
1 Profile Clicks	2 Profile Clicks
0 Profile Visits	0 Profile Visits

## Most Popular @ccmosquito tweet April 18, 2022



- 54 Impressions
- 5 Engagements
- 2 Detail Expands
- 2 Likes
- 1 Retweet

### Nextdoor Activity

Public Affairs Department staff are evaluating the options available from Nextdoor to the District to disseminate information. Specifically, the Public Affairs Department is looking more closely at paid targeted messaging as needed, as the plan to use free accounts has not come to fruition in the manner that had been described by Nextdoor.

- 179 Recommendations (Concord, Martinez, Richmond, Walnut Creek, San Ramon)
- Reach: 61 Neighborhoods (Concord & Martinez)
- Reach: 20,956 Neighbors (Concord & Martinez)

## Facebook Activity — Account @CCMosquito

### April 2022 Facebook Activity

9 Followers

11 Posts

54 People Reached

4 Link Clicks

### Most Popular @ccmosquito Facebook Post April 18, 2022

9 Followers

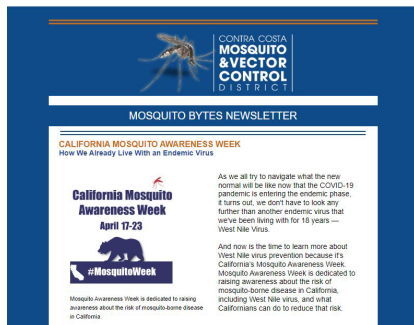
1 Post

7 People Reached



## Publications

- **Mosquito Bytes Newsletter**



- Public Affairs staff distributed a Mosquito Bytes newsletter in April 2022.

The messages included:

- Information on California's Mosquito Awareness Week
- Information on living with an endemic disease, as Contra Costa County residents have lived with West Nile virus for 18 years.

- **Total Constant Contact Subscribers**

- Constant Contact is how the District distributes Mosquito Bytes newsletters, Employee Newsletters, Adult Mosquito Control Notifications, and News Releases.

- April 2022
  - 2860 Subscribers
- March 2021
  - 2702 Subscribers

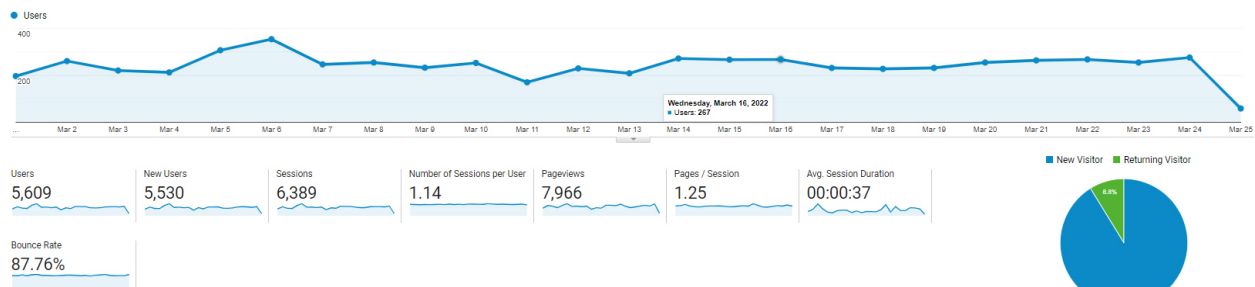
## Website:

### Terms - Website Statistics

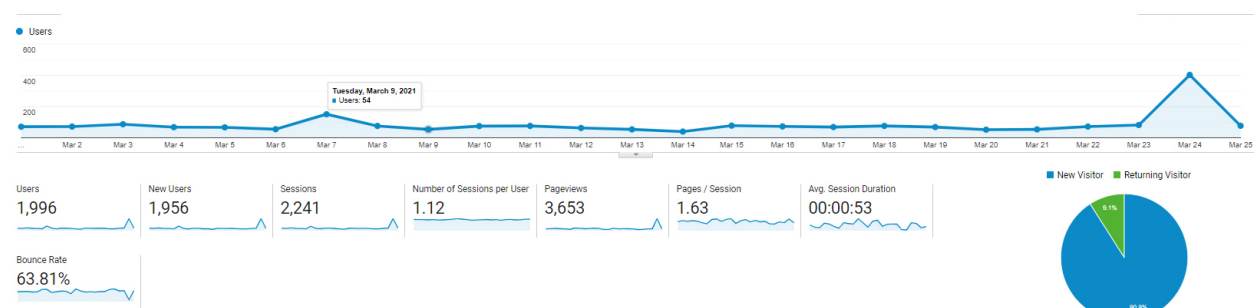
- **Users:** Person visiting the website
- **New Users:** New person who, according to the website data, has never visited the website before
- **Sessions:** A group of user interactions with the website that take place within a given time frame.
- **Number of Sessions per User:** The total number of 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 (March 1-25, 2022)



### ● Overview of website visitors (March 1-25, 2021)



- **Top 10 web pages viewed (March 1-25, 2022)**

<input type="checkbox"/>	Page ?	Pageviews ?	Unique Pageviews ?	Avg. Time on Page ?
		<b>7,966</b> % of Total: 100.00% (7,966)	<b>7,079</b> % of Total: 100.00% (7,079)	<b>00:02:31</b> Avg for View: 00:02:31 (0.00%)
<input type="checkbox"/>	1. /rodents_virus_risk.htm	<b>4,183</b> (52.51%)	<b>3,894</b> (55.01%)	00:05:33
<input type="checkbox"/>	2. /index.html	<b>1,150</b> (14.44%)	<b>859</b> (12.13%)	00:01:06
<input type="checkbox"/>	3. /surefire_ways_article.htm	<b>349</b> (4.38%)	<b>335</b> (4.73%)	00:04:41
<input type="checkbox"/>	4. /service_request.htm	<b>230</b> (2.89%)	<b>199</b> (2.81%)	00:03:42
<input type="checkbox"/>	5. /mites.htm	<b>214</b> (2.69%)	<b>199</b> (2.81%)	00:07:21
<input type="checkbox"/>	6. /asian_tiger_mosquito.htm	<b>131</b> (1.64%)	<b>120</b> (1.70%)	00:07:53
<input type="checkbox"/>	7. /free_mosquitofish.htm	<b>69</b> (0.87%)	<b>65</b> (0.92%)	00:01:26
<input type="checkbox"/>	8. /invasive_mosquito_species.htm	<b>66</b> (0.83%)	<b>64</b> (0.90%)	00:00:51
<input type="checkbox"/>	9. /agendas_minutes.htm	<b>63</b> (0.79%)	<b>39</b> (0.55%)	00:00:54
<input type="checkbox"/>	10. /contact.htm	<b>61</b> (0.77%)	<b>58</b> (0.82%)	00:00:32

- **Top 10 web pages viewed (March 1-25, 2021)**

<input type="checkbox"/>	Page ?	Pageviews ?	Unique Pageviews ?	Avg. Time on Page ?
		<b>3,653</b> % of Total: 100.00% (3,653)	<b>2,848</b> % of Total: 100.00% (2,848)	<b>00:01:24</b> Avg for View: 00:01:24 (0.00%)
<input type="checkbox"/>	1. /index.html	<b>1,318</b> (36.08%)	<b>833</b> (29.25%)	00:00:36
<input type="checkbox"/>	2. /rodents_virus_risk.htm	<b>565</b> (15.47%)	<b>533</b> (18.71%)	00:05:50
<input type="checkbox"/>	3. /mites.htm	<b>166</b> (4.54%)	<b>158</b> (5.55%)	00:07:20
<input type="checkbox"/>	4. /service_request.htm	<b>117</b> (3.20%)	<b>103</b> (3.62%)	00:04:40
<input type="checkbox"/>	5. /employment_opportunities.htm	<b>103</b> (2.82%)	<b>82</b> (2.88%)	00:05:04
<input type="checkbox"/>	6. /contact.htm	<b>78</b> (2.14%)	<b>66</b> (2.32%)	00:00:58
<input type="checkbox"/>	7. /transparency.htm	<b>77</b> (2.11%)	<b>52</b> (1.83%)	00:00:09
<input type="checkbox"/>	8. /agendas_minutes.htm	<b>71</b> (1.94%)	<b>53</b> (1.86%)	00:02:34
<input type="checkbox"/>	9. /staff.htm	<b>69</b> (1.89%)	<b>58</b> (2.04%)	00:02:00
<input type="checkbox"/>	10. /trustees.htm	<b>64</b> (1.75%)	<b>54</b> (1.90%)	00:04:04

- **Website device preference (March 1-25, 2022)**

<input type="checkbox"/>	Device Category <sup>?</sup>	Acquisition		
		Users <sup>?</sup> ↓	New Users <sup>?</sup>	Sessions <sup>?</sup>
		5,612 % of Total: 100.00% (5,612)	5,535 % of Total: 100.04% (5,533)	6,392 % of Total: 100.00% (6,392)
<input type="checkbox"/>	1. mobile	3,934 (70.10%)	3,897 (70.41%)	4,522 (70.74%)
<input type="checkbox"/>	2. desktop	1,576 (28.08%)	1,539 (27.80%)	1,762 (27.57%)
<input type="checkbox"/>	3. tablet	102 (1.82%)	99 (1.79%)	108 (1.69%)

- **Website device preference (March 1-25, 2021)**

<input type="checkbox"/>	Device Category <sup>?</sup>	Acquisition		
		Users <sup>?</sup> ↓	New Users <sup>?</sup>	Sessions <sup>?</sup>
		1,996 % of Total: 100.00% (1,996)	1,956 % of Total: 100.00% (1,956)	2,241 % of Total: 100.00% (2,241)
<input type="checkbox"/>	1. mobile	1,040 (52.10%)	1,029 (52.61%)	1,144 (51.05%)
<input type="checkbox"/>	2. desktop	900 (45.09%)	872 (44.58%)	1,034 (46.14%)
<input type="checkbox"/>	3. tablet	56 (2.81%)	55 (2.81%)	63 (2.81%)

## 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 March 2022 Online “Contact Us” submitted comments**

- Inquiry re: Best practices regarding aquaculture for remediation of highway runoff in relation to mosquito control.
- Inquiry re: Identifying/trapping a snake

- Inquiry re: Neighbor over-watering their yard/runoff entering adjacent properties.

All submitted inquiries were answered accordingly.

- **Examples of March 2022 Survey Card Responses:**

*“Friendly, knowledgeable, and professional - they were great!”*

*“I can’t remember their names but they were experts!”*

*“You were the only people who cared to give truthful information. I’ve learned a lot.”*

*“It will be good when you can provide inside rat and mouse inspections again.”*

## **April Administration Department Report**

Prepared April 27, 2022 by Maria Bagley, Administrative Services Manager

- **457 transition completed**

The Administrative team met with Empower Retirement and Impact Financial for months during the transition of the 457 deferral plans from Nationwide and TD Ameritrade into one account with Empower Retirement. Paul Romo, Impact Financial Advisor, presented a live demonstration to staff during the April Safety/Operations meeting and met with individual staff members as requested to address their financial situations. The meeting was very successful.

- **IT & Software**

IT is currently working to transition our internet to high-speed and change providers. The District is going into VoIP with our phones. The high-speed internet is expected to go in effect by the end of April. The VoIP will be implemented towards the end of May.

IT is working on implementing Budget SAP Concur so that Department managers can check the spending against the budget.

- **Human Resources & Benefits**

In the past month, Human Resources has met individually with each employee in order to assess perceptions of the District and begin opening communication. HR has also been reviewing employee evaluations, and supporting supervisors as they deliver them as well as revamping the District's internal checklist for separating employees, retirees and reviewing internal policies. HR has also been involved on the safety committee and in monitoring COVID compliance and protocols as the Risk Manager.

- **COVID -19**

With the recent surge in COVID cases in the County and State population the District has also experienced some related leaves of absence. The District is continuing to keep up to date on all COVID-related regulations and inform employees of them.

- **Budget**

The Administrative Services Manager has been working with the managers and supervisors on their department requests and is preparing the budget for the upcoming fiscal year.

- **General**

The District continues to dispose of records based on the approved record retention policy. The District is still working to digitalize all records and files.