



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

***BOARD OF TRUSTEES
SPECIAL MEETING
MONDAY, MAY 15, 2023***

TIME: 7:00 PM

LOCATION: Hybrid meeting of the Board of Trustees
Physically held at the District office located at
155 Mason Circle, Concord, CA 94520
By teleconference at:

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

Meeting ID: 940 9516 2206
Passcode: 866980

Members of the public may participate in the meeting via teleconference or in-person. Public comments may be submitted in advance of the meeting by emailing Paula Macedo at 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 an 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.

Protecting Public Health Since 1927

BOARD OF TRUSTEES

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

AGENDA

1. CALL TO ORDER

- Roll Call
- Pledge of Allegiance

2.* AGENDA MANAGEMENT

3. 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.

4.* 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 March 13, 2023 Board of Trustees Meeting
- B. Expenditures for February & March 2023
- C. Payroll Expenditures February & March 2023
- D. Investment Activity for February & March 2023
- E. Financial Report
- F. 2023 District Organizational Chart

5. BOARD AND STAFF REPORTS

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

6.* BOARD COMMITTEE REPORTS

A. Budget Committee Report

*i**. Consider approval of the change in the long range forecasting for property tax and benefit assessment revenues, to apply the formula of 60% of the moving 5-year average to the current year estimate at the end of April each year.

*ii**. Consider approval of revisions to the District's Reserve Policy.

B. Ad Hoc Committee Report - Building Remodel

- 7.* **BOARD CONSIDERATION AND APPROVAL OF THE RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE**
- 8. **FUTURE BOARD MEETING FORMAT DISCUSSION**
- 9. **CLOSING COMMENTS**
This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.
- 10. **ADJOURNMENT**

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

Natalie Martini, Financial Administrator

5/08/2023

Date

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

**MAY 15, 2023 BOARD SPECIAL MEETING
STAFF REPORT**

1. No comment
- 2.* **AGENDA MANAGEMENT** – Consider order of items.
3. **PUBLIC INPUT ON NON-AGENDA ITEMS**
- 4.* **CONSENT CALENDAR**
 - A. Minutes of the March 13, 2023 Board of Trustees Meeting (*Pages 7-11*).
Approval of Minutes 23-3, Board Special Meeting held on March 13, 2023.
 - B. Check Expenditures for payroll & accounts payable for February & March 2023 (*Pages 12-30*) – Approval of expenditures of February 1, 2023 through March 31, 2023, including:

Accounts payable February 15th checks No. XXXX86 through No. XXXX91
Payroll February 15th check No. XXXX92 through XXXX98
Accounts payable February 28th checks No. XXXX99 through No. XXXX10
Accounts payable March 15th checks No. XXXX11 through No. XXXX19
Payroll March 15th check No. XXXX20 through XXXX25
Accounts payable March 30th checks No. XXXX26 through No. XXXX38

Accounts Payable Total: \$55,652.40 Payroll Total: \$1,110.55
 - C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of February 1, 2023 through March 31, 2023, including:

Payroll February 15th No. D000019019 through No. D000019050
Payroll February 28th No. D000019051 through No. D000019090
Accounts payable February 15th E000002934 through E000002944
Accounts payable February 28th E000002945 through E000002953
Payroll March 15th No. D000019091 through No. D000019122
Payroll March 30th No. D000019123 through No. D000019165
Accounts payable March 15th E000002954 through E000002964
Accounts payable March 30th E000002965 through E000002975

Accounts Payable Total: \$224,133.57 Payroll Total: \$356,362.29
 - D. Investment Activity for February & March 2023 (*Pages 31-33*)
 - E. Financial Report (*Page 34*)

- F. 2023 District Organizational Chart (*Page 35*)

Recommendation – Approve the Consent Calendar.

5. 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 36-51*).
- D. Legal Counsel

6.* BOARD COMMITTEE REPORTS

- A. **Budget Committee Report** – Budget Committee Chair Darryl Young will report on the Budget Committee meeting held on April 24, 2023. The committee reviewed the status of the current fiscal year budget, and discussed reserves and revenue sources. The committee reviewed the District’s Reserve Policy and is recommending adjustments to account for inflation since the policy was adopted in 2019, and for the planned capital improvement plans. (*Pages 52-55*)

In addition, the committee reviewed the methodology used for long range financial forecast as it applies to property tax and benefit assessment revenues, and is recommending that the approved formula of 60% of the moving 5-year average be applied to the current year estimate at the end of April each year, instead of being applied to the approved budgeted amount.

The committee also discussed the current investment and banking options used by the District. CSDA Finance & Administrator Director Rick Wood, was present at the meeting and provided information to the committee regarding the safety of those options and answered questions from the committee members. In addition, Wood continued to recommend CLASS as another investment option for the District. Wood is not available to attend the meeting this time but General Manager Macedo and Financial Administrator Martini will present the information to the Board.

During the Budget Committee meeting, Financial Administrator Martini and Consultant Wood provided information regarding the proposed improvements to the District’s financial reports with the addition of a balance sheet. Martini will present a sample balance sheet and explain why staff and the consultant are strongly recommending it (*Pages 56-57*).

- i**. Consider approval of the change in the long range forecasting for property tax and benefit assessment revenues, to apply the formula of 60% of the

moving 5-year average to the current year estimate at the end of April each year.

Recommendation – Approval of the change in the long range forecasting for property tax and benefit assessment revenues

ii*. Consider approval of revisions to the District’s Reserve Policy.

Recommendation – Pleasure of the Board

B. Ad Hoc Building Remodel Committee Report – The Ad Hoc committee met on April 17, 2023 using a hybrid meeting format. Trustees Murray and Dolgonas attended in-person and Trustees Pay and Young attended remotely. Staff present included General Manager Macedo, Human Resources and Administration Manager Stark, and Operations Manager Wexler. The committee discussed initial plans, needs, expectations, and timelines for the building remodel, and gave direction to staff.

7.* **BOARD CONSIDERATION AND APPROVAL OF THE RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE POLICY**– 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. Due to the recent organizational changes in the District, the policy, which had been approved in 1986, was revised and staff is bringing it to the Board for approval (*Pages 58-64*).

Recommendation – Approve updated policy and Resolution 23-2 updating the District’s Conflict of Interest Code

8. **FUTURE BOARD MEETING FORMAT DISCUSSION** – At the March meeting trustees requested that an item be included at the May agenda for discussion of the format for future meetings, more specifically whether to keep the hybrid format and give more opportunities for staff and public attendance, or to go back to the previous in-person only format.

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

10. **ADJOURNMENT**

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 23-3

A special meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, March 13, 2023, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT	James Murray, President Darryl Young, Vice President Daniel Pellegrini, Secretary Richard Ainsley Perry Carlston Warren Clayton Chris Cowen Jim Dolgonas Chris Dupin Wade Finlinson Jim Fitzsimmons James Frankenfield Jennifer Hogan Michael Krieg Peter Pay Jim Pinckney Damian Wong
TRUSTEES ABSENT	Randall Diamond Kevin Marker
VACANCIES	Brentwood Clayton San Pablo
OTHERS PRESENT	Paula Macedo, General Manager Natalie Martini, Administrative Analyst II Stacy Stark, Human Resources & Risk Manager Steve Schutz, Scientific Program Manager David Wexler, Operations Manager Nola Woods, Public Affairs Director Terry Davis, Program Supervisor Christine Widger, Customer Service Specialist Wayne Shieh, IT Systems Administrator Miaja McCauley, Vector Control Technician Douglas Coty, Bartkiewicz, Kronick & Shanahan, Legal Counsel

1. CALL TO ORDER

President Murray called the meeting to order at 7:04 p.m.

President Murray introduced Jim Dolgonas as the newly appointed Trustee representing the City of El Cerrito. Trustee Dolgonas stated he has been a resident of Contra Costa County since 1977 and actively serves on a variety of committees within El Cerrito, including the Crime and Fire Prevention Committees. Most of his career had been involved in the telecommunications and IT industries and Dolgonas is excited to bring the information from the District back to his city constituents regarding mosquito and vector control.

President Murray also notified the Board that the District received a letter from the City of Brentwood and Trustee Elam has resigned from his position as Trustee on the Board.

Roll Call: A roll call indicated that 17 Trustees were present, two Trustees were absent, and there are three vacancies. Administrative Analyst II Martini mentioned that Trustee Pinckey had been reappointed by Contra Costa County to another four-year term.

2.* AGENDA MANAGEMENT – Agenda was adopted by rule.

3. PUBLIC INPUT ON NON-AGENDA ITEMS – None

4.* CONSENT CALENDAR

A. Minutes – Approval of Minutes 23-2, of the February 13, 2023 Board of Trustees Special Meeting.

** Motion was made by Trustee Krieg and seconded by Trustee Fitzsimmons to approve item 4.A. Minutes from the February 13, 2023 Board of Trustees Special Meeting.
Motion passed 16:1.

Ayes: Ainsley, Carlston, Clayton, Cowen, Dupin, Finlinson, Fitzsimmons, Frankenfield, Hogan, Krieg, Murray, Pay, Pellegrini, Pinckney, Wong, Young. Abstain: Dolgonas.
Absent: Diamond, Marker

B. Approval of expenditures of January 1, 2023 through January 31, 2023 including:

Accounts payable January 13th checks No. XXXX59 through No. XXXX66
Payroll January 31st check No. XXXX67 through XXXX72
Accounts payable January 31st checks No. XXXX73 through No. XXXX85
Accounts Payable Total: \$25,514.58 Payroll Total: \$509.10

C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of January 1, 2023 through January 31, 2023, including:

Payroll January 13th No. D000018940 through No. D000018977
Payroll January 31st No. D000018978 through No. D000019018
Accounts payable January 13th E000002917 through E000002924
Accounts payable January 31st E000002925 through E000002933
Accounts Payable Total: \$104,910.55 Payroll Total: \$194,908.66

D. Investment Activity for January 2023

E. Financial Report

** Motion was made by Trustee Fitzsimmons and seconded by Trustee Pellegrini to approve items 4.B. to 4.E of the consent calendar. *Motion passed unanimously.*

5. **ANNUAL OPERATIONS REPORT** - Scientific Program Manager Schutz presented the Annual Operations Report, which was included in the packet, and answered questions from Trustees. He explained that, in March 2016, in order to ensure the fullest possible compliance with CEQA, the District completed a full Programmatic Environmental Impact Report (PEIR) which included a comprehensive review of all District practices and policies, potential environmental impacts, and mitigation measures used to minimize or eliminate potential impacts. Although CEQA regulations do not mandate annual updates unless there are significant changes in our program, the District continues to produce an annual Operations Report and presents it to the Board every year. District use of pesticides were higher in 2022 than the previous year due to a few larger areas that needed to be treated, particularly within the marsh area of Martinez, and due to the flooding in Pittsburg from the large peat fire along the waterfront.

6. **BOARD AND STAFF REPORTS**

A. **BOARD** – President Murray noted that he had called for volunteers to join the Ad Hoc committee for reviewing and proposing changes to the Trustee Manual and that so far there have been no responses. He stated that if there are no volunteers, he will ask the Personnel Committee to work on the Trustee Manual. General Manager Macedo added that as an Ad Hoc committee, because it is not a standing committee of the Board, members may meet virtually. Regarding the Ad Hoc committee for the District building remodel, one Trustee has volunteered so far, and President Murray asked for additional volunteers to notify the General Manager of their interest.

B. **GENERAL MANAGER** – General Manager Macedo mentioned she will be on vacation from April 1-10, 2023 but she will have her computer and phone with her during the trip if anyone needs to reach her.

The General Manager evaluation is coming up and General Manager Macedo will be distributing the evaluation form and letter at the May Board meeting, which should then be returned to President Murray by the deadline.

General Manager Macedo and Public Affairs Director Woods will be traveling to Sacramento for Legislative Day, to speak with the offices of assemblymembers and senators.

Lastly, General Manager Macedo mentioned that the new District organizational chart will be presented to the Board at the next meeting, once the action items in the March meeting have been approved.

- C. STAFF – Administrative Analyst II Martini reminded Trustees that the due date for Form 700 Statement of Economic Interest 2022 filings is April 3, 2023, via the NetFile website. Martini also noted that the Board now has vacancies with the City of Brentwood, Clayton and San Pablo.

Vector Control Technician McCauley presented the District’s first drone aerial larvicide application in East County, which was conducted as part of the seasonal efforts to control *Aedes washinoi* mosquito populations. Leading Edge was hired to use their drone to apply larvicide over selected areas on Bethel Island that were extremely difficult to access on foot or with equipment due to the density of trees, blackberry bushes, fallen branches and other obstacles. The drone used in this operation had the ability to carry 40 pounds of product and needed to have batteries switched out approximately every 15 minutes of fly time. The application was a success and McCauley noted that using a drone will be a great addition to District services and allow staff to better protect the residents of Contra Costa County from the mosquito population. McCauley and staff answered questions from the Board.

- D. LEGAL COUNSEL – None.

7.* BOARD COMMITTEE REPORTS

- A. **Personnel Committee Report** – The Personnel Committee met on February 27, 2023 and reviewed the job descriptions of the Vector Control Technician I, II and Vector Control Inspector positions, which were three (3) separate job descriptions, which have now been combined into one job description with all 3 titles and steps. The committee also reviewed the updated job descriptions, titles and salary ranges for the previously titled Administrative Analyst II and Human Resources and Risk Manager positions (proposed Financial Administrator and Human Resources and Administrative Manager, respectively).

*i**. Board consideration and approval of updated combined job description for Vector Control Technician I, II, and Vector Control Inspector to one job description.

** Motion was made by Trustee Carlston and seconded by Trustee Clayton to approve the combination of the job descriptions of Vector Control Technician I, II, and Vector Control Inspector. *Motion passed unanimously.*

*ii**. Board consideration and approval of updated job descriptions, titles and salary ranges for the previously titled Administrative Analyst II and Human Resources and Risk Manager positions (proposed Financial Administrator and Human Resources and Administration Manager, respectively).

** Motion was made by Trustee Pellegrini and seconded by Trustee Krieg to approve the positions of Financial Administrator and Human Resources and Administration Manager, job description and salary ranges. *Motion passed unanimously.*

8. CLOSING COMMENTS – Trustee Carlston suggested the Board reads the book “The Mosquito: A Human History of Our Deadliest Predator” by Timothy Winegard.

9. ADJOURNMENT – 8:14 p.m.

I certify the above minutes were approved as read or corrected at the meeting of the Board held on May 8, 2023.

Ayes: _____

Noes: _____

Abstain: _____

Absent: _____

Daniel Pellegrini
2023 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
XXXXX86	2/15/2023	0000328	PG&E				Check Entry Number: 001
			JAN 2023 ELECTRIC	2/1/2023	2,694.98	0.00	2,694.98
		G/L Account: 505036-00		Utilities Electric:General			2,694.98
XXXXX87	2/15/2023	0000373	FP MAILING SOLUTIONS				Check Entry Number: 001
			RI105639791	1/27/2023	153.58	0.00	153.58
		G/L Account: 505023-00		Postage:General			153.58
XXXXX88	2/15/2023	0000814	Staples Business Advantage				Check Entry Number: 001
			3528142293	1/19/2023	40.48	0.00	40.48
		G/L Account: 505020-00		Office Supplies - General:General			40.48
XXXXX89	2/15/2023	0000993	Bartkiewics, Kronick & Shanahan				Check Entry Number: 001
			BKS JAN 2023	2/6/2023	1,425.00	0.00	1,425.00
		G/L Account: 500110-00		Legal - Counsel General:General			1,425.00
XXXXX90	2/15/2023	0001040	WAVE				Check Entry Number: 001
			129389201-0009966	2/1/2023	2,300.59	0.00	2,300.59
		G/L Account: 505039-00		Utilities Internet:General			1,195.00
		G/L Account: 505040-00		Utilities Landline:General			1,105.59
XXXXX91	2/15/2023	0001061	KBA DOCUMENT SOLUTIONS, LLC				Check Entry Number: 001
			55Y1341955	2/1/2023	209.03	0.00	209.03
		G/L Account: 504008-00		Printing Supplies:General			209.03
E000002934	2/15/2023	0000015	Health Care Dental Trust				Check Entry Number: 001
			ADMIN DENTAL MARCH	2/9/2023	1,766.70	0.00	1,766.70
		G/L Account: 600135-00		Dental Insurance - Active Employees General			1,766.70
			OPS/RETIREES MARCH 2	2/9/2023	3,040.36	0.00	3,040.36
		G/L Account: 600136-00		Dental Insurance: Operations			3,040.36
			Check E000002934 Total:		4,807.06	0.00	4,807.06
			Printed Check Total:				0.00
			Electronic Payment Total:				4,807.06
E000002935	2/15/2023	0000198	Jeremy Shannon				Check Entry Number: 001
			20230201	2/1/2023	5.00	0.00	5.00
		G/L Account: 500115-16		Permits & Fees:Operations			5.00
E000002936	2/15/2023	0000246	Perry Carlston				Check Entry Number: 001
			2023 MVCAC TRUSTEE E	2/7/2023	64.22	0.00	64.22
		G/L Account: 505033-00		Trustee - Travel:General			19.65
		G/L Account: 505033-00		Trustee - Travel:General			26.99
		G/L Account: 505030-00		Trustee - Meal:General			13.23
		G/L Account: 505033-00		Trustee - Travel:General			4.35
E000002937	2/15/2023	0000335	Concur Technologies, Inc				Check Entry Number: 001
			1.018E+11	2/3/2023	714.10	0.00	714.10
		G/L Account: 504005-00		I.T Subscriptions:General			733.82
		G/L Account: 504005-00		I.T Subscriptions:General			714.10
		G/L Account: 504005-00		I.T Subscriptions:General			714.10
		G/L Account: 504005-00		I.T Subscriptions:General			714.10
E000002938	2/15/2023	0000608	ADAPCO, Inc.				Check Entry Number: 001
			133422	1/27/2023	7,438.31	0.00	7,438.31
		G/L Account: 502008-16		Control Materials - Mosquito Larviciding:Operation			528.45
		G/L Account: 502008-16		Control Materials - Mosquito Larviciding:Operation			1,369.68
		G/L Account: 502008-16		Control Materials - Mosquito Larviciding:Operation			1,369.68
		G/L Account: 502008-16		Control Materials - Mosquito Larviciding:Operation			4,170.50
E000002939	2/15/2023	0000713	Mission Linen Supply				Check Entry Number: 001
			518659703	1/31/2023	210.38	0.00	210.38

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		G/L Account: 502021-10		Uniform Rental:Lab			33.66
		G/L Account: 502021-16		Uniform Rental:Operations			176.72
			518700223	2/7/2023	210.93	0.00	210.93
		G/L Account: 502021-16		Uniform Rental:Operations			177.18
		G/L Account: 502021-10		Uniform Rental:Lab			33.75
			Check E00002939 Total:		421.31	0.00	421.31
			Printed Check Total:				0.00
			Electronic Payment Total:				421.31
E000002940	2/15/2023	0000925	iSolved Benefit Services				Check Entry Number: 001
			1126024922	2/9/2023	107.78	0.00	107.78
		G/L Account: 600175-00		FSA Admin Fee:General			107.78
E000002941	2/15/2023	0001073	Paula A. Macedo				Check Entry Number: 001
			FEB 2023 EXPENSE REP	2/9/2023	1,579.67	0.00	1,579.67
		G/L Account: 505009-05		Employee - Travel:Administration			40.95
		G/L Account: 505005-05		Employee - Lodging:Administration			314.73
		G/L Account: 505009-05		Employee - Travel:Administration			40.95
		G/L Account: 505006-05		Employee - Meal:Administration			12.00
		G/L Account: 505005-05		Employee - Lodging:Administration			314.73
		G/L Account: 505009-05		Employee - Travel:Administration			40.95
		G/L Account: 505006-05		Employee - Meal:Administration			18.00
		G/L Account: 505005-05		Employee - Lodging:Administration			314.73
		G/L Account: 505009-05		Employee - Travel:Administration			40.95
		G/L Account: 505009-05		Employee - Travel:Administration			3.00
		G/L Account: 505005-05		Employee - Lodging:Administration			314.73
		G/L Account: 505009-05		Employee - Travel:Administration			40.95
		G/L Account: 505006-05		Employee - Meal:Administration			12.00
		G/L Account: 505006-05		Employee - Meal:Administration			18.00
		G/L Account: 505006-05		Employee - Meal:Administration			18.00
		G/L Account: 505006-05		Employee - Meal:Administration			35.00
E000002942	2/15/2023	0011125	CC Real Green Clean				Check Entry Number: 001
			CCM-202301	1/28/2023	1,425.00	0.00	1,425.00
		G/L Account: 500107-00		Janitorial Services:General			1,425.00
			Report Total:		23,386.11	0.00	23,386.11
			Printed Check Total:				6,823.66
			Electronic Payment Total:				16,562.45

Check Register

Journal Posting Date: 2/15/2023

Register Number: CD-000151

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002943	2/15/2023	0000375	Great-West Trust Company, LLC (Empower)					Check Entry Number: 001
			2/15/23 401A DEFERRA	2/9/2023	700.89	0.00	700.89	
		G/L Account: 611300-00	401a- In Lieu of OASDI:General					700.89
			2/15/23 457 DEFERRAL	2/9/2023	8,035.71	0.00	8,035.71	
		G/L Account: 202140-00	457 Deferred Savings Plan					8,035.71
			Check E000002943 Total:		8,736.60	0.00	8,736.60	
			Printed Check Total:				0.00	
			Electronic Payment Total:				8,736.60	
E000002944	2/15/2023	0001072	Mt. Diablo Resource Recovery-Concord					Check Entry Number: 001
			MDRR GARBAGE JAN 202	1/31/2023	715.95	0.00	715.95	
		G/L Account: 505037-00	Utilities Garbage:General					715.95
			Report Total:		9,452.55	0.00	9,452.55	
			Printed Check Total:				0.00	
			Electronic Payment Total:				9,452.55	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
XXXXX99	2/28/2023	0000011	Vision Service Plan				Check Entry Number: 001
			MARCH 2023 STMT81729	2/19/2023	584.40	0.00	584.40
		G/L Account: 600140-00	Vision Insurance - Active Employees				584.40
XXXXX00	2/28/2023	0000033	FedEx				Check Entry Number: 001
			8-042-12374	2/17/2023	174.81	0.00	174.81
		G/L Account: 503003-10	Insectary:Lab				174.81
XXXXX01	2/28/2023	0000324	Diablo Trophies & Awards				Check Entry Number: 001
			17710	2/17/2023	125.12	0.00	125.12
		G/L Account: 505004-00	Employee - Development:General				125.12
XXXXX02	2/28/2023	0000328	PG&E				Check Entry Number: 001
			2152023	2/15/2023	2,135.23	0.00	2,135.23
		G/L Account: 505038-00	Utilities Gas:General				2,135.23
XXXXX03	2/28/2023	0000378	Empower Trust Company, LLC				Check Entry Number: 001
			365560	1/30/2023	4,000.00	0.00	4,000.00
		G/L Account: 600185-00	Retirement Fees Other:General				4,000.00
XXXXX04	2/28/2023	0000399	Contra Costa County - Fleet				Check Entry Number: 001
			705667	2/21/2023	9,645.09	0.00	9,645.09
		G/L Account: 502001-16	Automotive - Gasoline:Operations				4,498.26
		G/L Account: 502002-16	Automotive - Repairs:Operations				5,146.83
XXXXX05	2/28/2023	0000696	KBA DOCUMENT SOLUTIONS, LLC				Check Entry Number: 001
			9404643	2/21/2023	205.23	0.00	205.23
		G/L Account: 505027-00	Service & Leasing Contracts:General				205.23
XXXXX06	2/28/2023	0000814	Staples Business Advantage				Check Entry Number: 001
			3530427898	2/11/2023	730.07	0.00	730.07
		G/L Account: 505020-00	Office Supplies - General:General				465.22
		G/L Account: 505020-16	Office Supplies - General:Operations				218.26
		G/L Account: 505022-00	Office Supplies - Kitchen:General				46.59
XXXXX07	2/28/2023	0000899	Sun Life Financial				Check Entry Number: 001
			MAR-23	2/20/2023	1,404.66	0.00	1,404.66
		G/L Account: 202085-00	Employee Voluntary Life Ins - General				532.17
		G/L Account: 600155-00	Life Insurance - General				872.49
XXXXX08	2/28/2023	0000975	Reliance Standard Life In				Check Entry Number: 001
			LTD MAR2023	2/17/2023	488.10	0.00	488.10
		G/L Account: 600150-00	Disability Insurance - General				488.10
			STD MAR2023	2/17/2023	89.94	0.00	89.94
		G/L Account: 600150-00	Disability Insurance - General				89.94
			Check 000029908 Total:		578.04	0.00	578.04
XXXXX09	2/28/2023	0001063	OSCA				Check Entry Number: 001
			CBT2303670	2/20/2023	120.00	0.00	120.00
		G/L Account: 505008-16	Employee - Training:Operations				120.00
XXXXX10	2/28/2023	0001088	Verizon Wireless				Check Entry Number: 001
			9927346242	2/10/2023	1,872.34	0.00	1,872.34
		G/L Account: 505035-00	Utilities Cell Phone:General				1,872.34
E000002945	2/28/2023	0000007	SEIU UPE LOCAL 1021-Union Dues				Check Entry Number: 001
			FEB-23	2/22/2023	2,465.46	0.00	2,465.46
		G/L Account: 202150-00	SEIU Local 1021				2,465.46
E000002946	2/28/2023	0000010	CalPERS				Check Entry Number: 001
			MAR-23	2/14/2023	58,934.12	0.00	58,934.12
		G/L Account: 600165-00	CalPers Medical Admin Fee - Active Employees Gener				149.62
		G/L Account: 600170-00	CalPers Medical Admin Fee - Retirees				44.22

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		G/L Account:	202050-00	CalPers Medical - Employee Contribution			7,707.63
		G/L Account:	202040-00	CalPers Medical - Employer Contribution			37,631.38
		G/L Account:	600145-00	Medical Insurance - Retirees			8,872.22
		G/L Account:	202045-00	CalPers Medical - Retiree Contribution			4,529.05
E000002947	2/28/2023	0000486	Bay Alarm Company				Check Entry Number: 001
			20334958	2/15/2023	85.00	0.00	85.00
		G/L Account:	500116-00	Security Service:General			85.00
			20343344	2/15/2023	482.91	0.00	482.91
		G/L Account:	500116-00	Security Service:General			482.91
			20373148	2/15/2023	190.85	0.00	190.85
		G/L Account:	500116-00	Security Service:General			190.85
			Check E000002947 Total:		758.76	0.00	758.76
			Printed Check Total:				0.00
			Electronic Payment Total:				758.76
E000002948	2/28/2023	0000713	Mission Linen Supply				Check Entry Number: 001
			518746744	2/14/2023	210.10	0.00	210.10
		G/L Account:	502021-16	Uniform Rental:Operations			176.48
		G/L Account:	502021-10	Uniform Rental:Lab			33.62
			518791200	2/21/2023	231.78	0.00	231.78
		G/L Account:	502021-16	Uniform Rental:Operations			194.70
		G/L Account:	502021-10	Uniform Rental:Lab			37.08
			Check E000002948 Total:		441.88	0.00	441.88
			Printed Check Total:				0.00
			Electronic Payment Total:				441.88
E000002949	2/28/2023	0000793	AFLAC				Check Entry Number: 001
			855687	2/23/2023	52.84	0.00	52.84
		G/L Account:	202100-00	Other Disability Insurance - Employee			52.84
E000002950	2/28/2023	0001077	Banksia Landscape, Inc.				Check Entry Number: 001
			16097	2/1/2023	513.00	0.00	513.00
		G/L Account:	500109-00	Landscaping Services:General			513.00
E000002951	2/28/2023	0011125	CC Real Green Clean				Check Entry Number: 001
			JANITORIAL SERVICES	2/3/2023	1,200.00	0.00	1,200.00
		G/L Account:	500107-00	Janitorial Services:General			1,200.00
			Report Total:		85,941.05	0.00	85,941.05
			Printed Check Total:				21,574.99
			Electronic Payment Total:				64,366.06

Check Register

Journal Posting Date: 2/28/2023

Register Number: CD-000153

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002952	2/28/2023	0000375	Great-West Trust Company, LLC (Empower)					Check Entry Number: 001
			2/28/23 401A DEFERRA	2/22/2023	700.89	0.00	700.89	
		G/L Account: 611300-00		401a- In Lieu of OASDI:General				700.89
			2/28/23 457 DEFERRAL	2/22/2023	8,035.71	0.00	8,035.71	
		G/L Account: 202140-00		457 Deferred Savings Plan				8,035.71
			Check E000002952 Total:		8,736.60	0.00	8,736.60	
			Printed Check Total:				0.00	
			Electronic Payment Total:				8,736.60	
			Report Total:		8,736.60	0.00	8,736.60	
			Printed Check Total:				0.00	
			Electronic Payment Total:				8,736.60	

Check Register

Journal Posting Date: 2/28/2023

Register Number: CD-000154

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002953	2/28/2023	0000452	U.S. BANK CORPORATE PAYMENT SYSTEMS					Check Entry Number: 001
			1/23/2023	1/23/2023	99.67	0.00	99.67	
		G/L Account: 504005-00		I.T Subscriptions:General				11.24
		G/L Account: 505039-00		Utilities Internet:General				99.67
			1/24/2023	1/24/2023	561.98	0.00	561.98	
		G/L Account: 503003-10		Insectary:Lab				143.00
		G/L Account: 505003-25		District Membership & Subscription Dues:Public Aff				14.00
		G/L Account: 504009-16		Software:Operations				404.98
			1/25/2023	1/25/2023	343.84	0.00	343.84	
		G/L Account: 504008-05		Printing Supplies:Administration				267.66
		G/L Account: 504000-00		Computer Equipment Supplies < \$100:General				19.15
		G/L Account: 504000-00		Computer Equipment Supplies < \$100:General				57.03
			1/26/2023	1/26/2023	59.42	0.00	59.42	
		G/L Account: 502010-16		Control Materials - Vertebrate:Operations				59.42
			1/27/2023	1/27/2023	579.94	0.00	579.94	
		G/L Account: 502010-16		Control Materials - Vertebrate:Operations				579.94
			1/28/2023	1/28/2023	48.78	0.00	48.78	
		G/L Account: 502016-00		Safety & PPE:General				48.78
			1/29/2023	1/29/2023	60.56	0.00	60.56	
		G/L Account: 505006-25		Employee - Meal:Public Affairs				27.32
		G/L Account: 505006-25		Employee - Meal:Public Affairs				8.24
		G/L Account: 505006-05		Employee - Meal:Administration				25.00
			1/30/2023	1/30/2023	1,208.47	0.00	1,208.47	
		G/L Account: 502016-10		Safety & PPE:Lab				906.73
		G/L Account: 502002-16		Automotive - Repairs:Operations				112.45
		G/L Account: 502002-16		Automotive - Repairs:Operations				134.26
		G/L Account: 505006-10		Employee - Meal:Lab				7.81
		G/L Account: 505006-25		Employee - Meal:Public Affairs				8.08
		G/L Account: 505009-25		Employee - Travel:Public Affairs				29.94
		G/L Account: 505006-16		Employee - Meal:Operations				6.20
		G/L Account: 505009-16		Employee - Travel:Operations				3.00
			1/31/2023	1/31/2023	1,822.55	0.00	1,822.55	
		G/L Account: 500115-00		Permits & Fees:General				24.95
		G/L Account: 505006-16		Employee - Meal:Operations				48.37
		G/L Account: 505006-10		Employee - Meal:Lab				7.81
		G/L Account: 505006-25		Employee - Meal:Public Affairs				6.47
		G/L Account: 505006-25		Employee - Meal:Public Affairs				63.57
		G/L Account: 505006-25		Employee - Meal:Public Affairs				23.00
		G/L Account: 502019-16		Tools & Instruments:Operations				37.89
		G/L Account: 505029-00		Trustee - Lodging:General				629.46
		G/L Account: 505029-00		Trustee - Lodging:General				629.46
		G/L Account: 505030-00		Trustee - Meal:General				70.00
		G/L Account: 505006-00		Employee - Meal:General				214.97
		G/L Account: 505006-16		Employee - Meal:Operations				33.94
		G/L Account: 505006-16		Employee - Meal:Operations				16.50
		G/L Account: 505006-16		Employee - Meal:Operations				16.16
			2/1/2023	2/1/2023	4,827.47	0.00	4,827.47	
		G/L Account: 505006-10		Employee - Meal:Lab				7.81
		G/L Account: 505005-10		Employee - Lodging:Lab				629.46
		G/L Account: 505009-25		Employee - Travel:Public Affairs				40.97

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		G/L Account:	505005-25	Employee - Lodging:Public Affairs			629.46
		G/L Account:	505006-25	Employee - Meal:Public Affairs			6.47
		G/L Account:	505006-25	Employee - Meal:Public Affairs			28.34
		G/L Account:	505005-25	Employee - Lodging:Public Affairs			629.46
		G/L Account:	504000-05	Computer Equipment Supplies < \$100:Administration			12.12
		G/L Account:	504005-00	I.T Subscriptions:General			512.40
		G/L Account:	502019-16	Tools & Instruments:Operations			231.12
		G/L Account:	502005-00	Building & Grounds Materials / Supplies:General			4.15
		G/L Account:	502015-16	Equipment Small:Operations			987.72
		G/L Account:	505009-16	Employee - Travel:Operations			163.80
		G/L Account:	505005-16	Employee - Lodging:Operations			944.19
			2/10/2023	2/10/2023	628.13	0.00	628.13
		G/L Account:	502011-16	Control Materials - Yellowjacket & Bees:Operations			529.13
		G/L Account:	505008-16	Employee - Training:Operations			99.00
			2/11/2023	2/11/2023	27.72	0.00	27.72
		G/L Account:	505003-25	District Membership & Subscription Dues:Public Aff			27.72
			2/13/2023	2/13/2023	334.30	0.00	334.30
		G/L Account:	504009-00	Software:General			19.99
		G/L Account:	505008-05	Employee - Training:Administration			200.00
		G/L Account:	502010-16	Control Materials - Vertebrate:Operations			114.31
			2/15/2023	2/15/2023	2,050.00	0.00	2,050.00
		G/L Account:	502000-16	Aerial Services:Operations			2,050.00
			2/16/2023	2/16/2023	49.37	0.00	49.37
		G/L Account:	504000-05	Computer Equipment Supplies < \$100:Administration			21.82
		G/L Account:	503008-10	Surveillance:Lab			27.55
			2/17/2023	2/17/2023	542.50	0.00	542.50
		G/L Account:	501001-25	Community Event Registration Fees:Public Affairs			25.00
		G/L Account:	501001-25	Community Event Registration Fees:Public Affairs			517.50
			2/2/2023	2/2/2023	137.57	0.00	137.57
		G/L Account:	502002-16	Automotive - Repairs:Operations			110.02
		G/L Account:	503008-16	Surveillance:Operations			27.55
			2/21/2023	2/21/2023	138.23	0.00	138.23
		G/L Account:	500103-00	B&G Maint Major <\$10K:General			138.23
			2/3/2023	2/3/2023	1,118.13	0.00	1,118.13
		G/L Account:	505005-16	Employee - Lodging:Operations			944.19
		G/L Account:	505009-10	Employee - Travel:Lab			9.15
		G/L Account:	502016-16	Safety & PPE:Operations			69.64
		G/L Account:	502005-16	Building & Grounds Materials / Supplies:Operations			95.15
			2/4/2023	2/4/2023	207.02	0.00	207.02
		G/L Account:	502005-00	Building & Grounds Materials / Supplies:General			207.02
			2/6/2023	2/6/2023	99.68	0.00	99.68
		G/L Account:	503003-10	Insectary:Lab			47.82
		G/L Account:	501006-25	Marketing - Business Cards:Public Affairs			51.86
			2/7/2023	2/7/2023	93.70	0.00	93.70
		G/L Account:	502005-00	Building & Grounds Materials / Supplies:General			93.70
			2/8/2023	2/8/2023	597.42	0.00	597.42
		G/L Account:	505021-00	Office Supplies - Janitorial:General			28.17
		G/L Account:	502016-16	Safety & PPE:Operations			227.81
		G/L Account:	504005-00	I.T Subscriptions:General			12.49
		G/L Account:	502010-16	Control Materials - Vertebrate:Operations			298.26

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		G/L Account:	505021-00	Office Supplies - Janitorial:General			30.69
			2/9/2023	2/9/2023	1,970.39	0.00	1,970.39
		G/L Account:	504004-16	GPS Tracking:Operations			1,448.37
		G/L Account:	502005-00	Building & Grounds Materials / Supplies:General			94.32
		G/L Account:	502010-16	Control Materials - Vertebrate:Operations			129.44
		G/L Account:	502010-16	Control Materials - Vertebrate:Operations			298.26
			Check E000002953 Total:		17,606.84	0.00	17,606.84
			Printed Check Total:				0.00
			Electronic Payment Total:				17,606.84
			Report Total:		17,606.84	0.00	17,606.84
			Printed Check Total:				0.00
			Electronic Payment Total:				17,606.84

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
XXXXX11	3/15/2023	0000159	David Wexler EE DEVELOPMENT	3/3/2023	51.85	0.00	51.85
			G/L Account: 505006-00	Employee - Meal:General			51.85
XXXXX12	3/15/2023	0000313	Contra Costa Water District ACCT 3049128 - METER	2/16/2023	27.51	0.00	27.51
			G/L Account: 505041-00	Utilities Water:General			27.51
			ACCT 3059069 - METER	2/16/2023	336.01	0.00	336.01
			G/L Account: 505041-00	Utilities Water:General			336.01
			Check 000029912 Total:		363.52	0.00	363.52
XXXXX13	3/15/2023	0000352	California Special Districts Association 64934	2/27/2023	692.77	0.00	692.77
			G/L Account: 500104-00	Consulting - General:General			692.77
XXXXX14	3/15/2023	0000378	Empower Trust Company, LLC 367470	2/28/2023	4,000.00	0.00	4,000.00
			G/L Account: 600185-00	Retirement Fees Other:General			4,000.00
XXXXX15	3/15/2023	0000386	US POSTAL SERVICE CMRS-FP USPS POSTAL METER RE	3/7/2023	1,000.00	0.00	1,000.00
			G/L Account: 505023-00	Postage:General			1,000.00
XXXXX16	3/15/2023	0000981	Colonial Life FEB-23	2/13/2023	457.26	0.00	457.26
			G/L Account: 202100-00	Other Disability Insurance - Employee			457.26
XXXXX17	3/15/2023	0000993	Bartkiewics, Kronick & Shanahan FEB-23	3/6/2023	1,425.00	0.00	1,425.00
			G/L Account: 500110-00	Legal - Counsel General:General			1,425.00
XXXXX18	3/15/2023	0001040	WAVE 129389201-0010023	3/1/2023	2,300.59	0.00	2,300.59
			G/L Account: 505039-00	Utilities Internet:General			1,195.00
			G/L Account: 505040-00	Utilities Landline:General			1,105.59
XXXXX19	3/15/2023	0001061	KBA DOCUMENT SOLUTIONS, LLC 55Y1349601	3/1/2023	140.67	0.00	140.67
			G/L Account: 504008-00	Printing Supplies:General			140.67
E000002954	3/15/2023	0000015	Health Care Dental Trust ADMIN APRIL 2023	3/7/2023	1,766.70	0.00	1,766.70
			G/L Account: 600135-00	Dental Insurance - Active Employees General			1,766.70
			OPS/RETIREEES APRIL 2	3/7/2023	3,040.36	0.00	3,040.36
			G/L Account: 600136-00	Dental Insurance: Operations			3,040.36
			Check E00002954 Total:		4,807.06	0.00	4,807.06
			Printed Check Total:				0.00
			Electronic Payment Total:				4,807.06
E000002955	3/15/2023	0000335	Concur Technologies, Inc 101200233099	3/3/2023	677.71	0.00	677.71
			G/L Account: 504005-00	I.T Subscriptions:General			677.71
E000002956	3/15/2023	0000713	Mission Linen Supply 518840069	2/28/2023	213.27	0.00	213.27
			G/L Account: 502021-16	Uniform Rental:Operations			179.15
			G/L Account: 502021-10	Uniform Rental:Lab			34.12
			518875086	3/7/2023	212.99	0.00	212.99
			G/L Account: 502021-16	Uniform Rental:Operations			178.91
			G/L Account: 502021-10	Uniform Rental:Lab			34.08
			Check E00002956 Total:		426.26	0.00	426.26

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
Printed Check Total:							0.00
Electronic Payment Total:							426.26
E000002957	3/15/2023	0000925	iSolved Benefit Services				Check Entry Number: 001
			I126791982	3/9/2023	107.78	0.00	107.78
		G/L Account: 600175-00		FSA Admin Fee:General			107.78
E000002958	3/15/2023	0000952	Target Specialty Products				Check Entry Number: 001
			INV501045072	2/6/2023	3,415.42	0.00	3,415.42
		G/L Account: 502008-16		Control Materials - Mosquito Larviciding:Operation			3,415.42
E000002959	3/15/2023	0000956	Quench USA, Inc.				Check Entry Number: 001
			INV05478999	3/1/2023	425.96	0.00	425.96
		G/L Account: 505042-00		Water - Drinking:General			425.96
E000002960	3/15/2023	0001073	Paula A. Macedo				Check Entry Number: 001
			2023 MVCAC TRAVEL EX	2/28/2023	718.61	0.00	718.61
		G/L Account: 505009-05		Employee - Travel:Administration			265.28
		G/L Account: 505009-05		Employee - Travel:Administration			2.62
		G/L Account: 505009-05		Employee - Travel:Administration			266.59
		G/L Account: 505009-05		Employee - Travel:Administration			184.12
E000002961	3/15/2023	0001077	Banksia Landscape, Inc.				Check Entry Number: 001
			16318	3/1/2023	513.00	0.00	513.00
		G/L Account: 500109-00		Landscaping Services:General			513.00
E000002962	3/15/2023	0001086	Sage Software Inc.				Check Entry Number: 001
			A-S00112409-2023	3/7/2023	2,691.70	0.00	2,691.70
		G/L Account: 504009-00		Software:General			2,691.70
Report Total:					24,215.16	0.00	24,215.16
Printed Check Total:							10,431.66
Electronic Payment Total:							13,783.50

Check Register

Journal Posting Date: 3/15/2023

Register Number: CD-000156

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002963	3/15/2023	0000375	Great-West Trust Company, LLC (Empower)					Check Entry Number: 001
			3/15/23 401A DEFERRA	3/9/2023	700.89	0.00	700.89	
		G/L Account: 611300-00		401a- In Lieu of OASDI:General				700.89
			3/15/23 457 DEFERRAL	3/9/2023	8,367.88	0.00	8,367.88	
		G/L Account: 202140-00		457 Deferred Savings Plan				8,367.88
			Check E000002963 Total:		9,068.77	0.00	9,068.77	
			Printed Check Total:				0.00	
			Electronic Payment Total:				9,068.77	
E000002964	3/15/2023	0001072	Mt. Diablo Resource Recovery-Concord					Check Entry Number: 001
			MDRR GARBAGE FEBRUAR	2/28/2023	715.95	0.00	715.95	
		G/L Account: 505037-00		Utilities Garbage:General				715.95
			Report Total:		9,784.72	0.00	9,784.72	
			Printed Check Total:				0.00	
			Electronic Payment Total:				9,784.72	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
XXXXX26	3/30/2023	0000011	Vision Service Plan					Check Entry Number: 001
			817508567	3/19/2023	584.40	0.00	584.40	
		G/L Account:	600140-00	Vision Insurance - Active Employees				584.40
XXXXX27	3/30/2023	0000231	Richard W. Ainsley	*****VOIDED*****				Check Entry Number: 001
VOIDED			AINSLEY_MVCAC EXPENS	3/9/2023	142.60	0.00	142.60	
		G/L Account:	505033-00	Trustee - Travel:General				4.65
		G/L Account:	505030-00	Trustee - Meal:General				25.05
		G/L Account:	505030-00	Trustee - Meal:General				20.74
		G/L Account:	505030-00	Trustee - Meal:General				8.74
		G/L Account:	505030-00	Trustee - Meal:General				20.74
		G/L Account:	505030-00	Trustee - Meal:General				8.74
		G/L Account:	505030-00	Trustee - Meal:General				20.67
		G/L Account:	505033-00	Trustee - Travel:General				28.62
		G/L Account:	505033-00	Trustee - Travel:General				4.65
XXXXX28	3/30/2023	0000328	PG&E					Check Entry Number: 001
			FEB 2023 ELECTRIC	3/3/2023	1,116.05	0.00	1,116.05	
		G/L Account:	505036-00	Utilities Electric:General				1,116.05
			FEB 2023 GAS	3/17/2023	1,839.61	0.00	1,839.61	
		G/L Account:	505038-00	Utilities Gas:General				1,839.61
		Check 000029928 Total:			2,955.66	0.00	2,955.66	
XXXXX29	3/30/2023	0000399	Contra Costa County - Fleet					Check Entry Number: 001
			705762	3/22/2023	5,930.71	0.00	5,930.71	
		G/L Account:	502001-16	Automotive - Gasoline:Operations				4,052.85
		G/L Account:	502002-16	Automotive - Repairs:Operations				1,877.86
XXXXX30	3/30/2023	0000696	KBA DOCUMENT SOLUTIONS, LLC					Check Entry Number: 001
			9451486	3/21/2023	205.23	0.00	205.23	
		G/L Account:	505027-00	Service & Leasing Contracts:General				205.23
XXXXX31	3/30/2023	0000814	Staples Business Advantage					Check Entry Number: 001
			3532691738	3/10/2023	221.39	0.00	221.39	
		G/L Account:	505020-00	Office Supplies - General:General				34.78
		G/L Account:	505022-00	Office Supplies - Kitchen:General				43.58
		G/L Account:	505020-00	Office Supplies - General:General				143.03
XXXXX32	3/30/2023	0000899	Sun Life Financial					Check Entry Number: 001
			APR-23	3/20/2023	1,404.68	0.00	1,404.68	
		G/L Account:	202085-00	Employee Voluntary Life Ins - General				536.67
		G/L Account:	600155-00	Life Insurance - General				868.01
XXXXX33	3/30/2023	0000916	Spark Creative Design					Check Entry Number: 001
			2745	3/17/2023	1,533.00	0.00	1,533.00	
		G/L Account:	501007-25	Marketing - Design:Public Affairs				672.37
		G/L Account:	501005-25	Marketing - Brochures:Public Affairs				860.63
XXXXX34	3/30/2023	0000943	Vector-Borne Disease Account					Check Entry Number: 001
			CDPH EXAMS 5/18/23	3/24/2023	390.00	0.00	390.00	
		G/L Account:	505008-16	Employee - Training:Operations				312.00
		G/L Account:	505008-25	Employee - Training:Public Affairs				78.00
XXXXX35	3/30/2023	0000975	Reliance Standard Life In					Check Entry Number: 001
			LTD APR2023	3/16/2023	488.10	0.00	488.10	
		G/L Account:	600150-00	Disability Insurance - General				488.10
			STD APR2023	3/16/2023	729.12	0.00	729.12	
		G/L Account:	600150-00	Disability Insurance - General				729.12
		Check 000029935 Total:			1,217.22	0.00	1,217.22	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
XXXXX36	3/30/2023	0000981	Colonial Life				Check Entry Number: 001
			COLONIAL LIFE MARCH	3/13/2023	457.26	0.00	457.26
		G/L Account: 202100-00		Other Disability Insurance - Employee			457.26
XXXXX37	3/30/2023	0001088	Verizon Wireless				Check Entry Number: 001
			9929748398	3/10/2023	1,814.90	0.00	1,814.90
		G/L Account: 505035-00		Utilities Cell Phone:General			1,814.90
E000002965	3/30/2023	0000007	SEIU UPE LOCAL 1021-Union Dues				Check Entry Number: 001
			MAR-23	3/24/2023	2,460.48	0.00	2,460.48
		G/L Account: 202150-00		SEIU Local 1021			2,460.48
E000002966	3/30/2023	0000010	CalPERS				Check Entry Number: 001
			APR-23	3/15/2023	58,934.12	0.00	58,934.12
		G/L Account: 600165-00		CalPers Medical Admin Fee - Active Employees Gener			149.62
		G/L Account: 600170-00		CalPers Medical Admin Fee - Retirees			44.22
		G/L Account: 202050-00		CalPers Medical - Employee Contribution			7,707.63
		G/L Account: 202040-00		CalPers Medical - Employer Contribution			37,631.38
		G/L Account: 600145-00		Medical Insurance - Retirees			8,872.22
		G/L Account: 202045-00		CalPers Medical - Retiree Contribution			4,529.05
E000002967	3/30/2023	0000171	Nola Woods Potter				Check Entry Number: 001
			1	3/21/2023	8.00	0.00	8.00
		G/L Account: 505009-25		Employee - Travel:Public Affairs			8.00
E000002968	3/30/2023	0000486	Bay Alarm Company				Check Entry Number: 001
			20436722	3/15/2023	85.00	0.00	85.00
		G/L Account: 500116-00		Security Service:General			85.00
E000002969	3/30/2023	0000610	Liebert Cassidy Whitmore				Check Entry Number: 001
			236264	2/28/2023	216.00	0.00	216.00
		G/L Account: 500111-00		Legal - Counsel Labor:General			216.00
E000002970	3/30/2023	0000684	Clarke				Check Entry Number: 001
			0000159678/S	3/21/2023	1,424.23	0.00	1,424.23
		G/L Account: 503008-10		Surveillance:Lab			1,424.23
E000002971	3/30/2023	0000713	Mission Linen Supply				Check Entry Number: 001
			518916092	3/14/2023	213.82	0.00	213.82
		G/L Account: 502021-16		Uniform Rental:Operations			179.61
		G/L Account: 502021-10		Uniform Rental:Lab			34.21
E000002972	3/30/2023	0000793	AFLAC				Check Entry Number: 001
			214290	3/27/2023	52.84	0.00	52.84
		G/L Account: 202100-00		Other Disability Insurance - Employee			52.84
E000002973	3/30/2023	0011129	Bill's Ace Hardware & Truckbox				Check Entry Number: 001
			727084	3/1/2023	1,810.85	0.00	1,810.85
		G/L Account: 502002-16		Automotive - Repairs:Operations			987.74
		G/L Account: 502002-16		Automotive - Repairs:Operations			823.11
			Report Total:		82,062.39	0.00	82,062.39
			Printed Check Total:				16,857.05
			Electronic Payment Total:				65,205.34

Check Register

Journal Posting Date: 3/30/2023

Register Number: CD-000158

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002974	3/30/2023	0000375	Great-West Trust Company, LLC (Empower)					Check Entry Number: 001
			3/30/23 401A DEFERRA	3/24/2023	700.89	0.00	700.89	
		G/L Account: 611300-00		401a- In Lieu of OASDI:General				700.89
			3/30/23 457 DEFERRAL	3/24/2023	8,367.88	0.00	8,367.88	
		G/L Account: 202140-00		457 Deferred Savings Plan				8,367.88
			Check E000002974 Total:		9,068.77	0.00	9,068.77	
			Printed Check Total:				0.00	
			Electronic Payment Total:				9,068.77	
			Report Total:		9,068.77	0.00	9,068.77	
			Printed Check Total:				0.00	
			Electronic Payment Total:				9,068.77	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
XXXXXX38	3/30/2023	0000231	Richard W. Ainsley				Check Entry Number: 001
			AINSLEY_MVCAC EXPENS	3/9/2023	107.64	0.00	107.64
		G/L Account: 505033-00		Trustee - Travel:General			4.65
		G/L Account: 505030-00		Trustee - Meal:General			25.05
		G/L Account: 505030-00		Trustee - Meal:General			20.74
		G/L Account: 505030-00		Trustee - Meal:General			8.74
		G/L Account: 505030-00		Trustee - Meal:General			20.74
		G/L Account: 505030-00		Trustee - Meal:General			8.74
		G/L Account: 505030-00		Trustee - Meal:General			20.67
		G/L Account: 505033-00		Trustee - Travel:General			28.62
		G/L Account: 505033-00		Trustee - Travel:General			4.65
		G/L Account: 505033-00		Trustee - Travel:General			4.65
		G/L Account: 505030-00		Trustee - Meal:General			25.05
		G/L Account: 505030-00		Trustee - Meal:General			12.00
		G/L Account: 505030-00		Trustee - Meal:General			12.00
		G/L Account: 505030-00		Trustee - Meal:General			20.67
		G/L Account: 505033-00		Trustee - Travel:General			28.62
		G/L Account: 505033-00		Trustee - Travel:General			4.65
				Report Total:	<u>107.64</u>	<u>0.00</u>	<u>107.64</u>

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002975	3/30/2023	0000452	U.S. BANK CORPORATE PAYMENT SYSTEMS					Check Entry Number: 001
			2/22/2023	2/22/2023	104.65	0.00	104.65	
		G/L Account: 502016-00		Safety & PPE:General				7.02
		G/L Account: 502003-16		Automotive - Services:Operations				12.00
		G/L Account: 504005-00		I.T Subscriptions:General				2.39
		G/L Account: 505006-05		Employee - Meal:Administration				72.00
		G/L Account: 504005-00		I.T Subscriptions:General				11.24
			2/23/2023	2/23/2023	99.67	0.00	99.67	
		G/L Account: 505039-00		Utilities Internet:General				99.67
			2/24/2023	2/24/2023	609.34	0.00	609.34	
		G/L Account: 502013-16		Equipment Repair:Operations				98.69
		G/L Account: 502002-16		Automotive - Repairs:Operations				247.87
		G/L Account: 502013-16		Equipment Repair:Operations				115.40
		G/L Account: 505003-25		District Membership & Subscription Dues:Public Aff				26.00
		G/L Account: 504009-05		Software:Administration				99.00
		G/L Account: 505006-05		Employee - Meal:Administration				22.38
			2/28/2023	2/28/2023	296.54	0.00	296.54	
		G/L Account: 502002-16		Automotive - Repairs:Operations				110.02
		G/L Account: 502017-16		Safety Boots:Operations				186.52
			3/1/2023	3/1/2023	883.89	0.00	883.89	
		G/L Account: 502017-16		Safety Boots:Operations				148.16
		G/L Account: 502017-16		Safety Boots:Operations				181.37
		G/L Account: 503002-10		General Lab Supplies & Materials:Lab				10.96
		G/L Account: 504005-00		I.T Subscriptions:General				512.40
		G/L Account: 502019-16		Tools & Instruments:Operations				31.00
			3/10/2023	3/10/2023	1,668.71	0.00	1,668.71	
		G/L Account: 502002-16		Automotive - Repairs:Operations				338.75
		G/L Account: 502002-16		Automotive - Repairs:Operations				1,305.96
		G/L Account: 500103-00		B&G Maint Major <\$10K:General				24.00
			3/11/2023	3/11/2023	139.82	0.00	139.82	
		G/L Account: 502017-16		Safety Boots:Operations				143.16
		G/L Account: 501001-25		Community Event Registration Fees:Public Affairs				180.25
		G/L Account: 505003-25		District Membership & Subscription Dues:Public Aff				27.72
		G/L Account: 504000-05		Computer Equipment Supplies < \$100:Administration				17.01
		G/L Account: 504000-05		Computer Equipment Supplies < \$100:Administration				58.00
			3/12/2023	3/12/2023	19.59	0.00	19.59	
		G/L Account: 505022-00		Office Supplies - Kitchen:General				19.59
			3/13/2023	3/13/2023	768.97	0.00	768.97	
		G/L Account: 503007-10		Sentinel Bird:Lab				252.00
		G/L Account: 505030-00		Trustee - Meal:General				75.34
		G/L Account: 502010-16		Control Materials - Vertebrate:Operations				441.63
			3/14/2023	3/14/2023	504.19	0.00	504.19	
		G/L Account: 502013-16		Equipment Repair:Operations				26.88
		G/L Account: 505019-00		Office Keys & Locks:General				23.05
		G/L Account: 503002-10		General Lab Supplies & Materials:Lab				342.51
		G/L Account: 503002-10		General Lab Supplies & Materials:Lab				29.46
		G/L Account: 505021-00		Office Supplies - Janitorial:General				82.29
			3/15/2023	3/15/2023	145.58	0.00	145.58	
		G/L Account: 500102-00		B&G Maint Minor <\$10K:General				31.30
		G/L Account: 505006-16		Employee - Meal:Operations				14.98

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		G/L Account:	503002-10	General Lab Supplies & Materials:Lab			31.29
		G/L Account:	503002-10	General Lab Supplies & Materials:Lab			35.80
		G/L Account:	505006-05	Employee - Meal:Administration			32.21
			3/16/2023	3/16/2023	215.92	0.00	215.92
		G/L Account:	503002-10	General Lab Supplies & Materials:Lab			117.87
		G/L Account:	502019-16	Tools & Instruments:Operations			74.52
		G/L Account:	502019-16	Tools & Instruments:Operations			23.53
			3/17/2023	3/17/2023	1,354.26	0.00	1,354.26
		G/L Account:	502013-16	Equipment Repair:Operations			1,222.78
		G/L Account:	502019-16	Tools & Instruments:Operations			131.48
			3/2/2023	3/2/2023	131.79	0.00	131.79
		G/L Account:	500103-00	B&G Maint Major <\$10K:General			131.79
			3/20/2023	3/20/2023	8.00	0.00	8.00
		G/L Account:	502003-00	Automotive - Services:General			8.00
			3/21/2023	3/21/2023	26.72	0.00	26.72
		G/L Account:	505006-25	Employee - Meal:Public Affairs			8.21
		G/L Account:	505006-25	Employee - Meal:Public Affairs			2.50
		G/L Account:	505006-05	Employee - Meal:Administration			16.01
			3/3/2023	3/3/2023	781.80	0.00	781.80
		G/L Account:	500103-00	B&G Maint Major <\$10K:General			384.66
		G/L Account:	503008-10	Surveillance:Lab			189.02
		G/L Account:	503004-10	Lab Equipment:Lab			26.23
		G/L Account:	505004-00	Employee - Development:General			172.05
		G/L Account:	502015-16	Equipment Small:Operations			9.84
			3/4/2023	3/4/2023	15.31	0.00	15.31
		G/L Account:	502021-16	Uniform Rental:Operations			15.31
			3/6/2023	3/6/2023	273.71	0.00	273.71
		G/L Account:	502017-10	Safety Boots:Lab			273.71
			3/7/2023	3/7/2023	692.33	0.00	692.33
		G/L Account:	503002-10	General Lab Supplies & Materials:Lab			253.35
		G/L Account:	503002-10	General Lab Supplies & Materials:Lab			368.05
		G/L Account:	502021-16	Uniform Rental:Operations			8.77
		G/L Account:	502015-16	Equipment Small:Operations			45.78
		G/L Account:	502016-16	Safety & PPE:Operations			16.38
			3/8/2023	3/8/2023	506.45	0.00	506.45
		G/L Account:	502002-16	Automotive - Repairs:Operations			167.60
		G/L Account:	502010-16	Control Materials - Vertebrate:Operations			298.26
		G/L Account:	502016-16	Safety & PPE:Operations			40.59
			3/9/2023	3/9/2023	319.50	0.00	319.50
		G/L Account:	502013-16	Equipment Repair:Operations			289.75
		G/L Account:	502019-16	Tools & Instruments:Operations			29.75
		Check E00002975 Total:			9,566.74	0.00	9,566.74
		Printed Check Total:					0.00
		Electronic Payment Total:					9,566.74
		Report Total:			9,566.74	0.00	9,566.74
		Printed Check Total:					0.00
		Electronic Payment Total:					9,566.74

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*

DATE	CHECK #	AMOUNT OF CHECK	VENDOR & DESCRIPTION
February 15, 2023	E000002935	\$5.00	Jeremy Shannon – Employee reimbursement for Permits & Fees for Operations Gate Access Key
March 15, 2023	XXXXXX11	\$51.85	David Wexler – Employee reimbursement for employee meals for Safety Lunch
March 30, 2023	E000002935	\$8.00	Nola Woods – Employee reimbursement for employee travel/parking
March 30, 2023	E000002973	\$1,810.85	Bills Ace Hardware & Truckbox – New vendor or automotive supplies

INVESTMENT ACTIVITY REPORT

Month of February 2023						
Transaction Number	Date	Wells Fargo	LAIF	Bank of the West	Five Star Checking	Five Star Money Market
Balance	2/1/2023	720,479.56	12,404,648.28	238,776.25	0	0
1	2/7/2023	5,660.19				
2	2/7/2023	(700,030.00)			700,000.00	
3	2/14/2023		(165,000.00)	165,000.00		
4	2/22/2023	388.09				
5	2/27/2023		(280,000.00)	280,000.00		
6	2/28/2023	12.63		(443,733.25)		
Balance		26,510.47	11,959,648.28	240,043.00	700,000.00	0

Transaction Number & Brief Description

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

Month of March 2023						
Transaction Number	Date	Wells Fargo	LAIF	Bank of the West	Five Star Checking	Five Star Money Market
Balance	3/1/2023	26,510.47	11,959,648.28	240,043.00	700,000.00	0
1	3/8/2023				(500,000.00)	500,000.00
2	3/15/2023		(157,000.00)	157,000.00		
3	3/21/2023	388.09				
4	3/29/2023				25,925.95	
5	3/30/2023		(322,000.00)	322,000.00		
6	3/31/2023	1.13		(442,151.55)		904.89
Balance		26,899.69	11,480,648.28	276,891.45	225,925.95	500,904.89

Transaction Number & Brief Description

- 1 Transfer from Five Star Checking to Five Star Money Market Account
- 2 Transfer from LAIF to Bank of the West for Payroll & Vendor Checks
- 3 Misc Deposits into Wells Fargo Account
- 4 Misc Deposits into Five Star Checking
- 5 Transfer from LAIF to Bank of the West for Payroll & Vendor Checks
- 6 Interest Earned Wells Fargo, Bank of the West clearing of checks from Bank of the West for Payroll & Vendor Checks & Interest Earned Five Star Money Market

Designated Reserves POLICY FY 23 (July 2022 - June 2023)	
Bond Reserve	0
Public Health Emergency	2,500,000
Capital Improvement	2,702,246
Emergency Reconstruction Response	500,000
Operations	4,501,967
Vehicle & Equipment Replacement	150,000
IT Equipment Replacement	200,000
	10,554,213

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

March 14, 2023

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[PMIA Average Monthly Yields](#)

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

[Tran Type Definitions](#)

February 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
2/14/2023	2/14/2023	RW	1723892	N/A	PAULA MACEDO	-165,000.00
2/27/2023	2/27/2023	RW	1724330	N/A	PAULA MACEDO	-280,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	12,404,648.28
Total Withdrawal:	-445,000.00	Ending Balance:	11,959,648.28

California State Treasurer
Fiona Ma, CPA



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

April 17, 2023

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

[Tran Type Definitions](#)

March 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
3/15/2023	3/14/2023	RW	1724876	N/A	PAULA MACEDO	-157,000.00
3/30/2023	3/30/2023	RW	1725444	N/A	PAULA MACEDO	-322,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	11,959,648.28
Total Withdrawal:	-479,000.00	Ending Balance:	11,480,648.28

Contra Costa Mosquito and Vector Control District

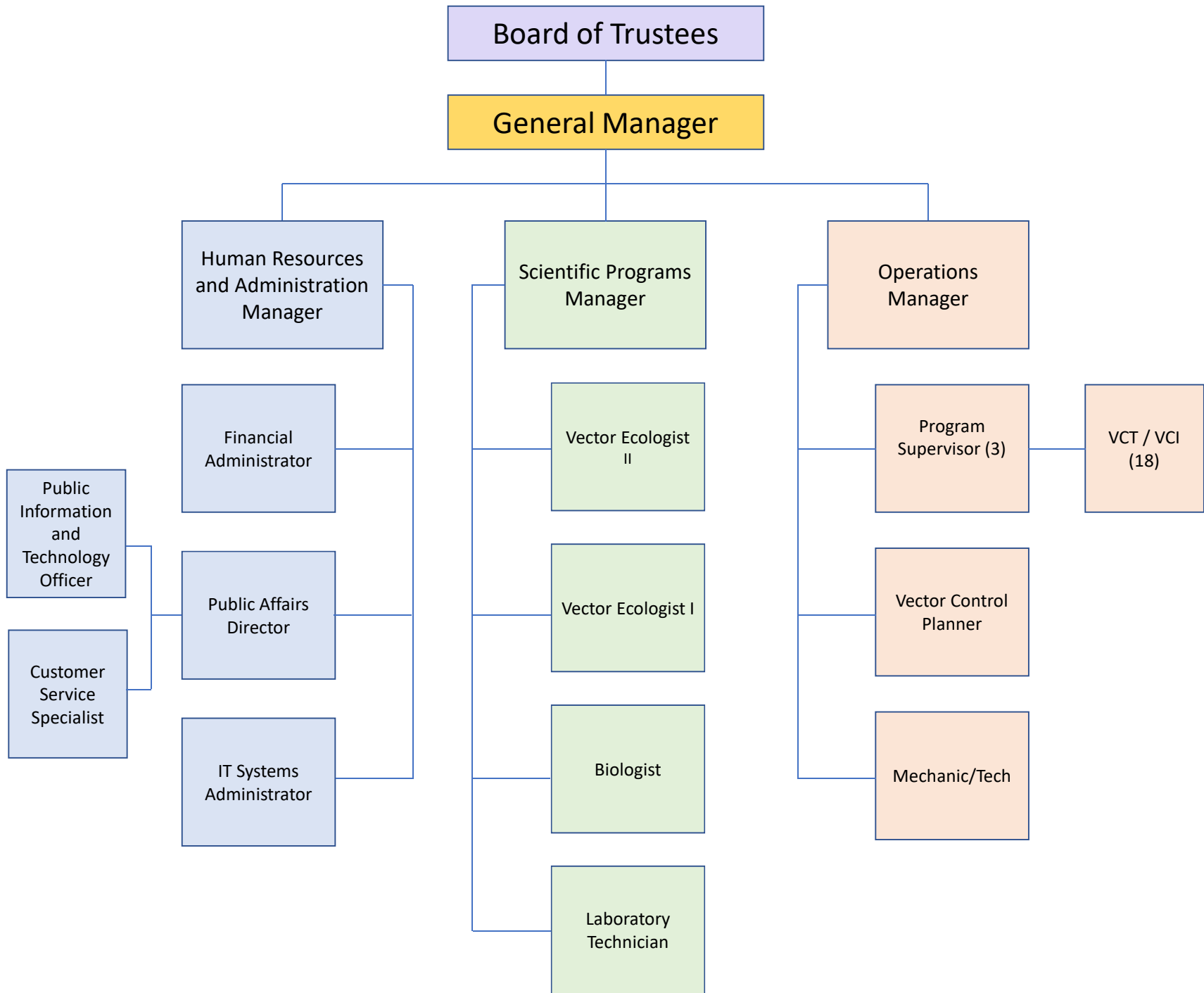
FY22 Budget Year

(July 1 2022 - June 30 2023)

Board Packet

75% of the Year
completed

	FY23 <i>As of 3/31/23</i>	FY23 Budget	YTD FY23 VS Adopted Budget	ADOPTED FY23 VS FY23 \$
Personnel Costs				
Payroll & OT	2,785,699	3,925,348	71.0%	1,139,649
Retirement	918,599	1,341,013	68.5%	422,414
OASDI	161,494	235,521	68.6%	74,027
Medicare	39,238	52,992	74.0%	13,754
Health Insurance (Dental / Vision Etc)	387,638	585,745	66.2%	198,107
Unemployment	16,307	25,900	63.0%	9,593
Disability Ins	10,125	13,614	74.4%	3,489
Other Post Employment Benefits	0	215,000	0.0%	215,000
District Paid Health Retiree Cost & Fees	43,288	143,000	30.3%	99,712
Subtotal Personnel Costs	4,362,387	6,538,133	66.7%	2,175,746
Operational Costs				
Professional Services - Legal includes Settlements	44,861	168,000	26.7%	123,139
Professional Services - Building & Grounds Maint	6,000	25,000	24.0%	19,000
Professional Services - All Other	66,978	204,600	32.7%	137,622
Public Affairs	10,283	108,000	9.5%	97,717
Lab Services	24,098	47,871	50.3%	23,773
Information & Technology	38,403	153,200	25.1%	114,797
Operations - Control Materials	106,922	113,000	94.6%	6,078
Operations - Aerial	2,050	10,000	20.5%	7,950
Operation and Facilities - All Other	127,152	442,000	28.8%	314,848
General Office Administration - Insurance	345,875	388,429	89.0%	42,554
General Office Administration - Trustee Expense	4,689	23,500	20.0%	18,811
General Office - Research	0	0	0.0%	0
General Office Administration - Employee Travel & Training	22,671	44,000	51.5%	21,329
General Office Administration - Utilities	68,266	117,500	58.1%	49,234
General Office Administration - All Other	211,413	332,700	63.5%	121,287
Subtotal Operational Cost	1,079,663	2,177,800	49.6%	1,098,137
Capital				
Land				
Structures and Improvements	0	0	0.0%	0
Vehicles	124,191	203,000	61.2%	78,809
Heavy Equipment	30,508	85,000	35.9%	54,492
Subtotal Capital	154,699	288,000	53.7%	133,301
Total Expenditures	5,596,749	9,003,933		
Revenues				
Property Taxes	4,088,712	6,801,654	60.1%	2,712,942
Benefit Assessment	1,145,474	2,080,111	55.1%	934,637
Contract Billing	9,571	51,000	18.8%	41,429
Interest Income (LAIF)	109,046	52,291	208.5%	(56,755)
Medical Reimbursement	0	0	0.0%	0
Fixed Asset Disposal	30,300	20,000	151.5%	(10,300)
Miscellaneous	12,762	25,000	51.0%	12,238
Grant Funds:General	0	0	0.0%	0
Subtotal Revenue	5,395,866	9,030,056	59.8%	3,634,190
Estimate Ending Balance	-200,883	26,123		
Designated Reserves POLICY FY 23 (July 2022 - June 2023)				
Bond Reserve	0			
Public Health Emergency	2,500,000			
Capital Improvement	2,702,246			
Emergency Reconstruction Response	500,000			
Operations	4,501,967			
Vehicle & Equipment Replacement	150,000			
IT Equipment Replacement	200,000			
	10,554,213			



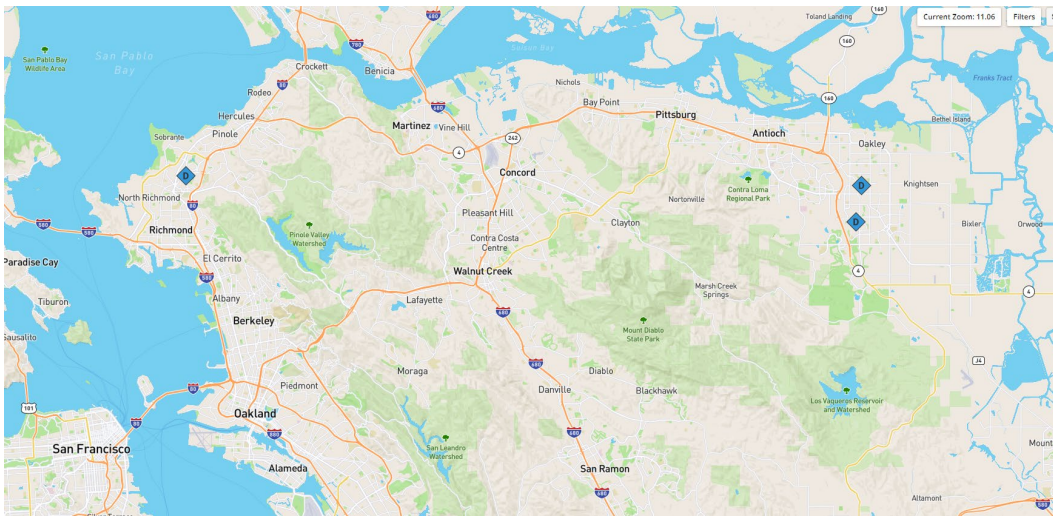
April 2023 Mosquito and Arbovirus Surveillance Report

Updated May 1st by Steve Schutz, Ph.D., Scientific Programs Manager

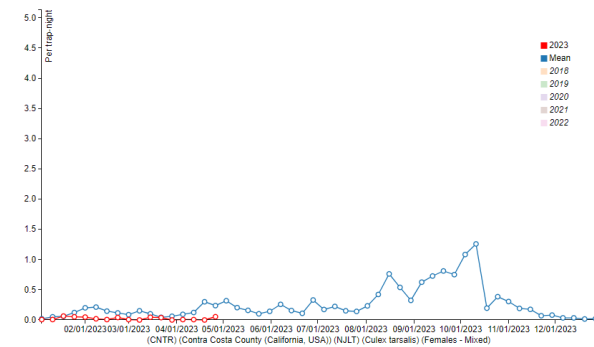
Human cases: As of April 30th, no human cases of West Nile virus had been reported in California this year. We were recently informed of an antibody-positive patient (resident of Concord) who was probably infected last year (but unreported at the time), based on the test result.

Horses: No equine cases of WNV have been reported statewide so far. An effective vaccine is available for horses; most affected horses have been unvaccinated.

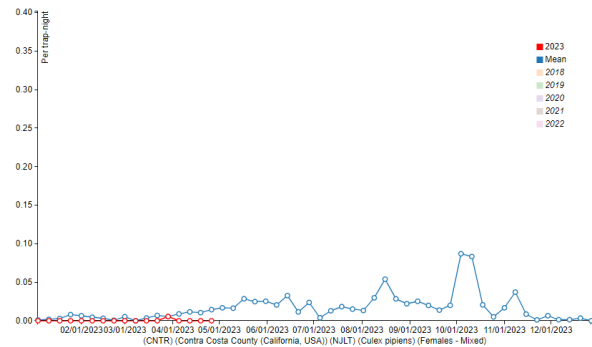
Dead birds: The Statewide hotline opened for the season on April 10th. 144 dead birds have been reported so far this year, 3 collected, 2 birds were submitted for testing, (blue icons on map), both negative for WNV (3rd one was a species not accepted for testing).



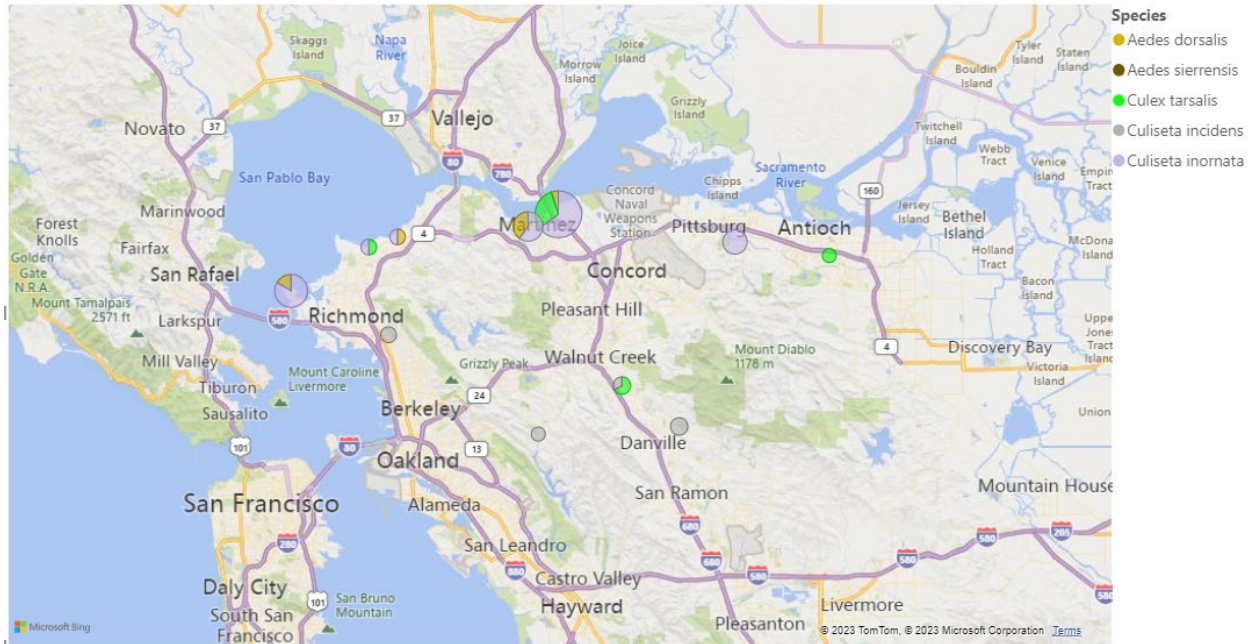
Light trap counts: Twenty-three traps are currently being operated daily year-round, with collections made weekly by field technicians. Countywide *Culex tarsalis* and *Culex pipiens* counts are currently below average for this time of year due to cool, rainy weather.



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



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



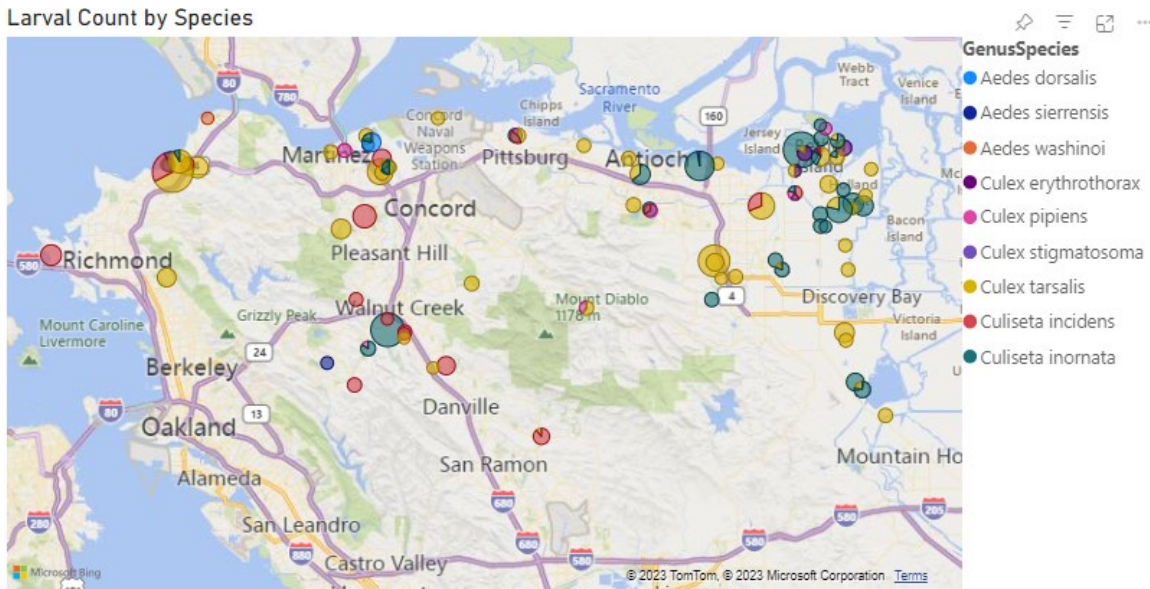
Map showing light trap locations and relative average species counts from April 1st-30th

CO₂ traps: Weekly CO₂ trapping at 23 fixed locations will resume in May.

Mosquito testing: None submitted yet this season.

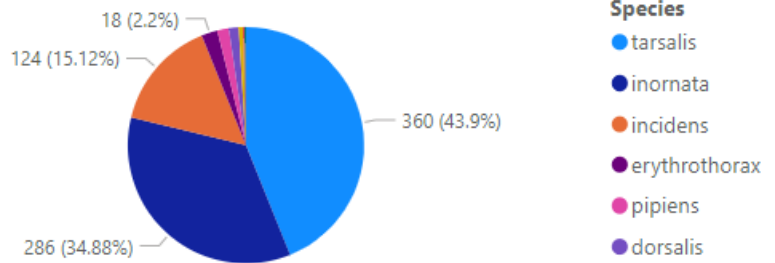
Larval samples: Lab staff continues to process larval samples collected by field employees daily, year-round. *Culex tarsalis* and *Culiseta inornata* were the most abundant species in larval samples

Larval Count by Species



Larval samples, April 1st-30th 2023.

Larval Count by Species



Invasive *Aedes* surveillance: We have begun weekly surveillance trapping for *Aedes aegypti* in the area of Martinez where we found them last year; so far, none have been collected.

Sentinel chickens: New chickens were picked up and installed at existing flock locations on April 27th (same flock locations, Martinez, Walnut Creek, Oakley (ISD), Knightsen, Holland Tract Marina).

Other projects: Samples of *Aedes aegypti* larvae and adults collected in Martinez were sent to a UC researcher for a genetic study attempting to trace the relationship between populations in different geographic areas, which may help to explain how they are spreading. We also continue to work with Leading Edge staff on troubleshooting and refining the MapVision database and field software. The Scientific Programs Manager also created a script for a training video on BG-Sentinel traps (to be filmed later) and a Lab Safety Manual section on biosafety procedures for sentinel chicken flocks for the MVCAC Laboratory Technologies Committee, attended the PacVec (Pacific Southwest Center of Excellence in Vector-Borne Diseases) conference at UC Davis, in lieu of our General Manager, and had an extended abstract of his MVCAC Annual Conference presentation on our *Aedes aegypti* response in Martinez accepted for publication in the Proceedings of the MVCAC.

Weather conditions: Current average overnight low temperatures have mostly been below the 55 degree incubation threshold for West Nile virus transmission. Rainfall has been well above average.

Regional: So far this year, one WNV positive mosquito sample has been reported in Alameda County, and one WNV positive dead bird was reported in Santa Clara County.

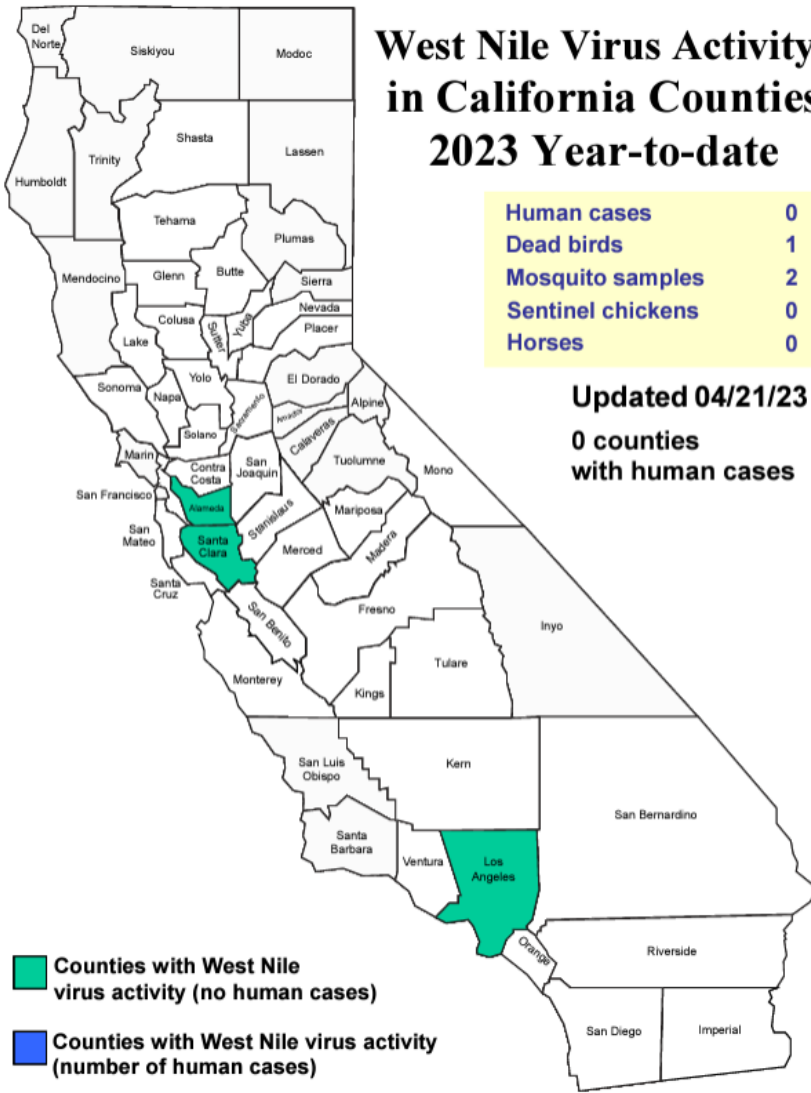
Statewide: So far this year, one WNV-positive dead bird (Santa Clara) and 2 WNV-positive mosquito samples (Alameda and Los Angeles) have been reported.

West Nile Virus Activity in California Counties 2023 Year-to-date

Human cases	0
Dead birds	1
Mosquito samples	2
Sentinel chickens	0
Horses	0

Updated 04/21/23

0 counties
with human cases

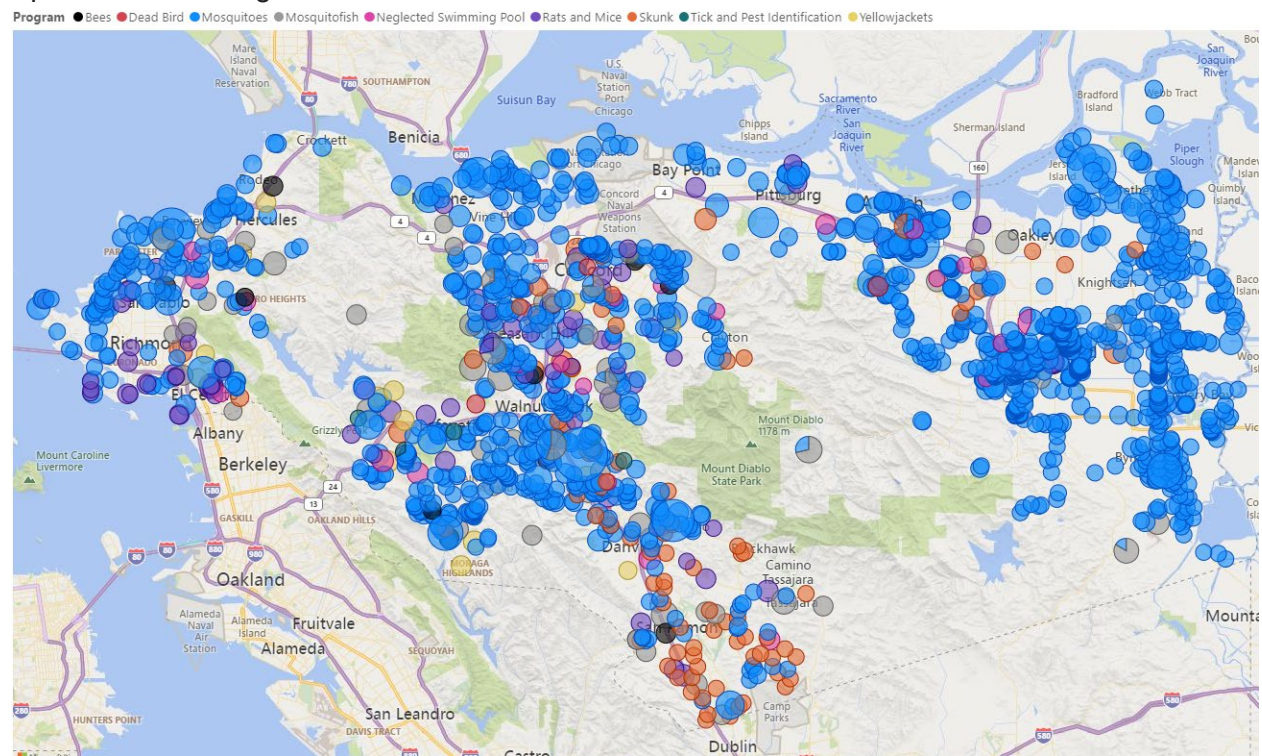


April 2023 Operations Report

Prepared on May 1, 2023 by Terry Davis and Jeremy Shannon, Program Supervisors and David Wexler, Operations Manager

General: Vector control technicians have prioritized inspections/treatments of *Aedes squamiger*, *washinoi*, and *sierrensis*, but also of *Culex spp* as their populations are increasing along with the warming weather conditions and extensive water present throughout the county. New employees continue to prepare for the next round of CDPH examinations to be held on May 18, 2023.

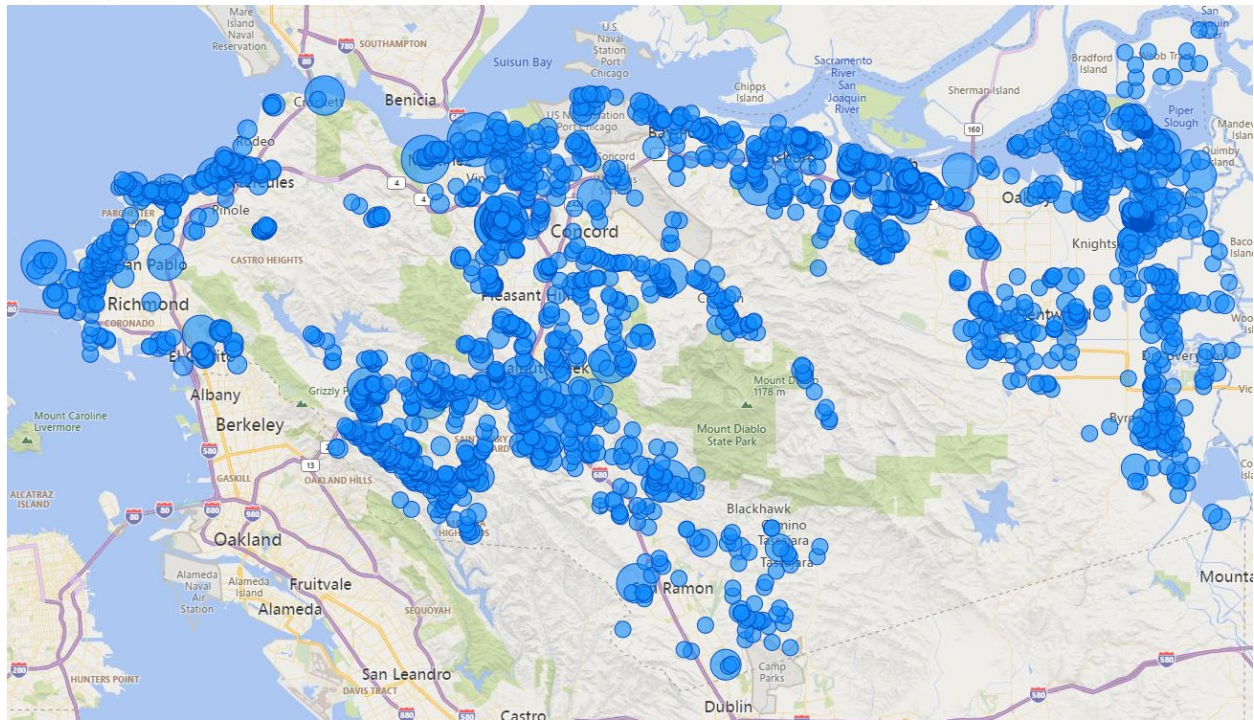
April 2023 - All Program Actions



Mosquitoes: In April 2023, there were a total of 127 mosquito service requests and 87 requests for mosquitofish, an 89.6% and 33.8% increase respectively compared to April 2022 (67 mosquito SRs, 65 mosquitofish SRs). With the extensive rains this winter, an increase in requests from the public is expected. In addition to service requests, technicians and inspectors recorded 1980 site visits (resulting in 571 needing treatment), 272 larval surveillance actions, and collected 177 adult trap samples.

April 2023 Mosquito Program Actions

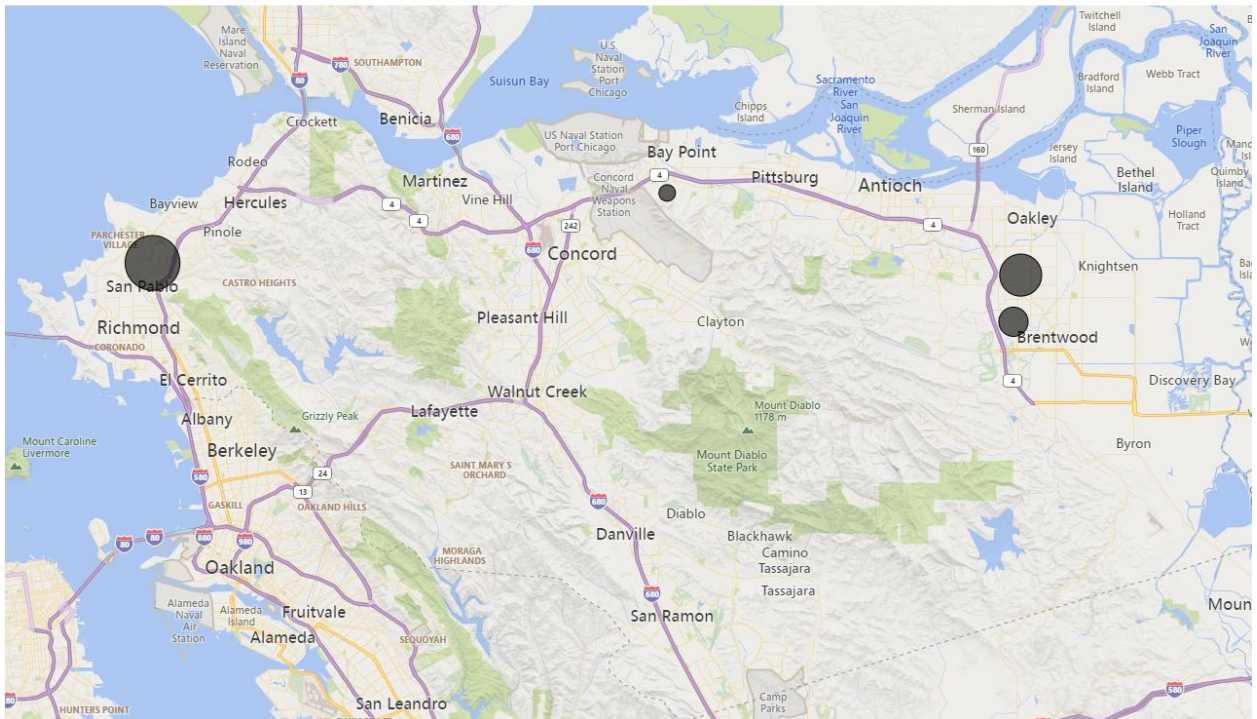
Program ● Mosquitoes



Dead Birds: In April 2023, we received 4 dead bird service requests, one more than received in April 2022. The Dead Bird hotline resumed taking calls on Monday, April 10, 2023.

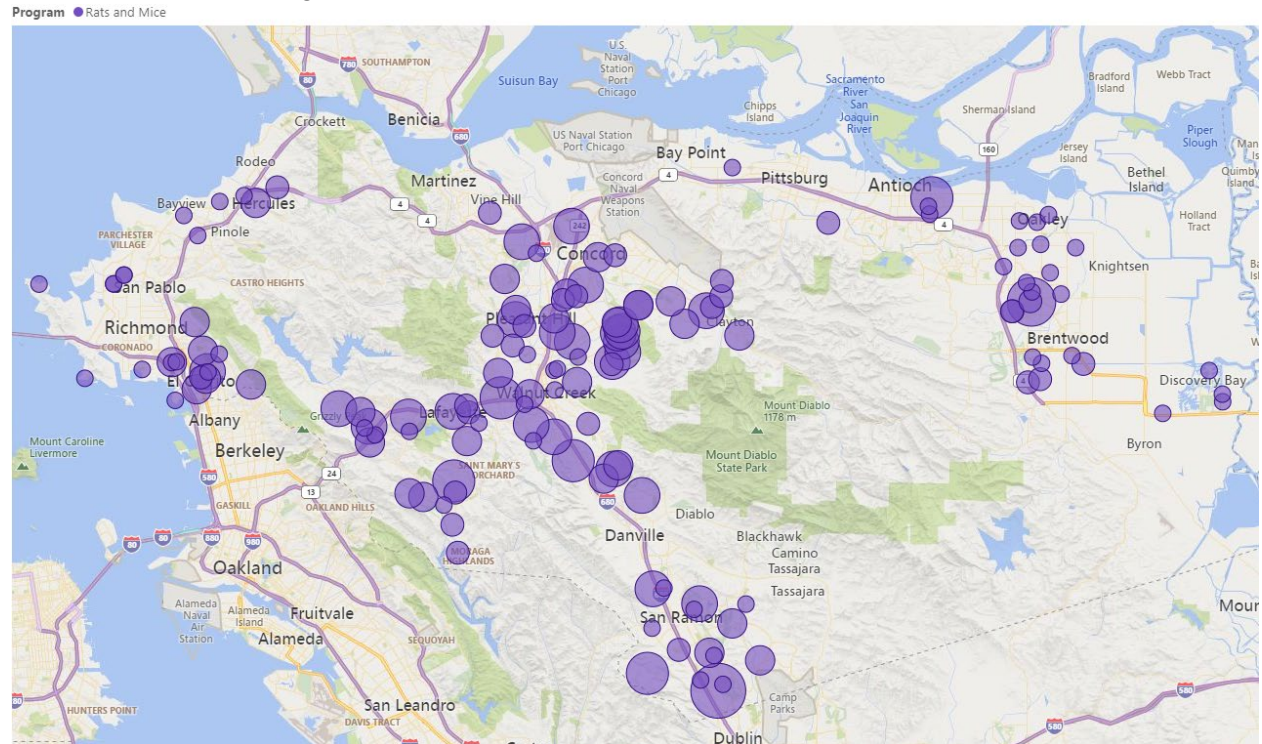
April 2023 Dead Bird Program Actions

Program ● Dead Bird



Rodents: In April 2023, we received 68 requests for service for rats and mice, a 21.4% increase compared to the 56 we received in April 2022. Rodent inspection training continues in the field with individual inspectors as needed. Monitoring stations have been placed within each zone after evaluating service request history and determining the likely location of rodent activity, with 146 active monitoring sites throughout the county as of 5/1/2023.

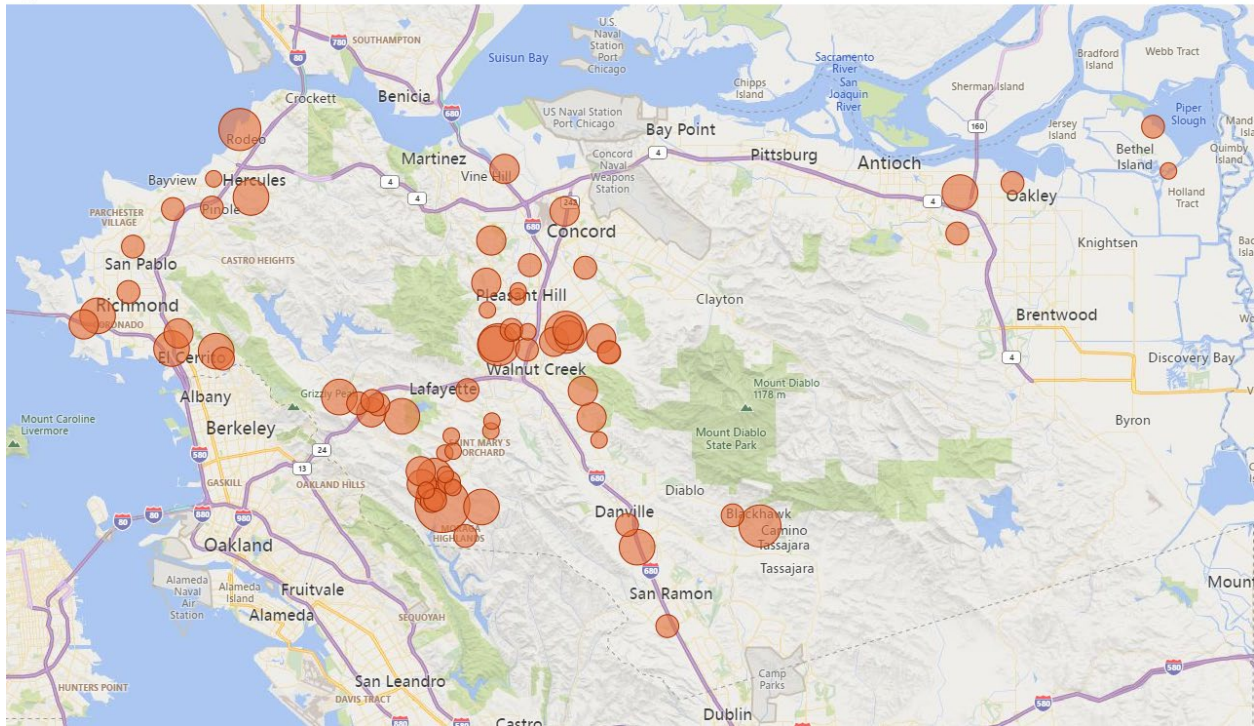
April 2023 Rodent Program Actions



Skunks: The District received 35 service requests for skunks in April 2023, more than triple the 11 requests received in April 2022. 148 site visits were performed. We completed evaluations of the skunk literature and are planning for future hands-on education of all employees in this program.

April 2023 Skunk Program Actions

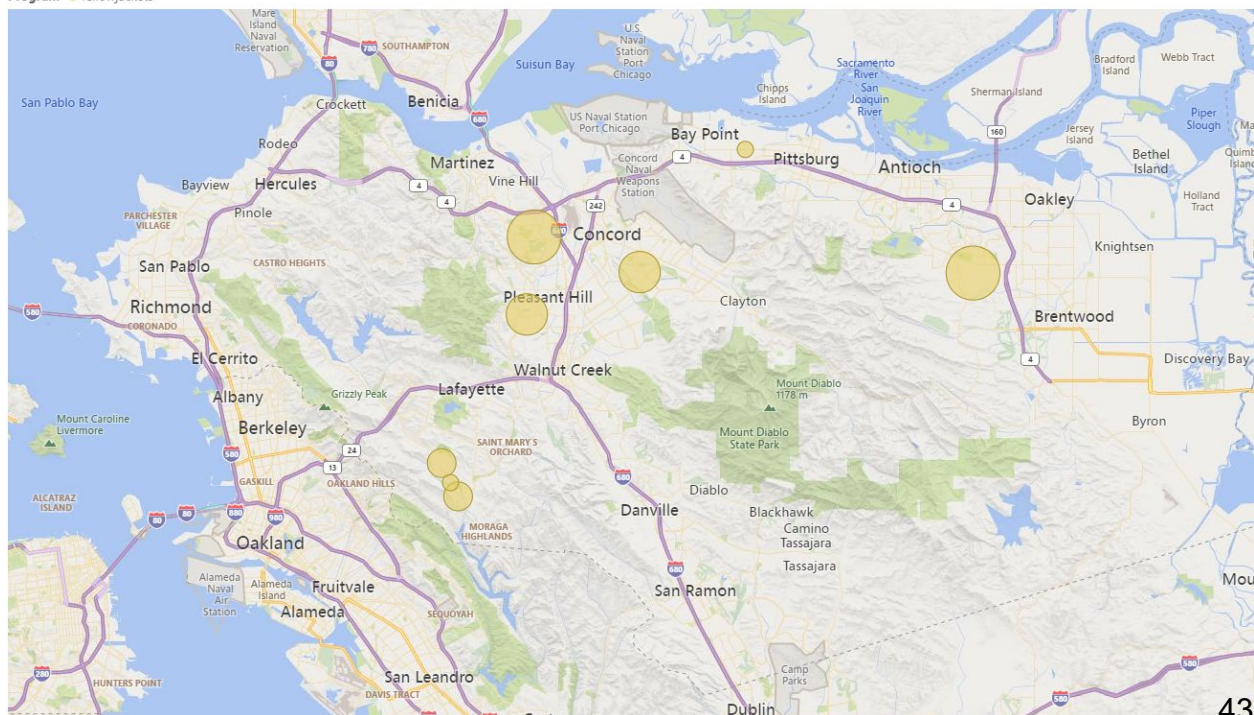
Program ● Skunk



Yellowjackets: We received 16 requests in April 2023 (no treatments warranted), one more than the 15 requests received in April 2022 with 7 nest treatments at that time. Recent rains and wet soil conditions are not conducive to effective treatments for in-ground yellowjacket nests. Cold weather may help to provide control of some overwintering yellowjacket queens.

April 2023 Yellowjacket Actions

Program ● Yellowjackets



Facility Report:

- Cal Recycle Waste Tire Facility Inspection conducted by Contra Costa Environmental Health; passed/in compliance
- Water dispensers (District office and shop) serviced and filters replaced
- Preventive maintenance was conducted on the District elevator

April 2023 Public Affairs Report to the Board of Trustees

Prepared May 1, 2023 by Nola Woods, Public Affairs Director

Presentations & Events

In April 2023, Public Affairs Department staff provided two presentations. One presentation was to a preschool class at George Miller Head Start in Concord. The other presentation was by the Public Affairs Director virtually to members of the Northwest Mosquito and Vector Control Association during their association’s annual conference.



Andrew Pierce educates students at George Miller Head Start about mosquitoes.

Advertising

Public Affairs Department staff began entering into contracts with several advertising vendors in April 2023, in preparation for this year’s advertising campaign. The campaign will consist of 12 months of banner internet advertising across all of Contra Costa County, a digital billboard along Highway 4 (July - September) print ads in Brentwood Press (June - January), Your Town Monthly (July - December), and Contra Costa Marketplace (July - December), and bus advertising on all three Contra Costa County transit lines (June - August).

In addition to the District’s planned advertising, an opportunity became available in April, thanks to District technician Miaja McCauley. Miaja’s zone includes Bethel Island where, due to the four months of rain, she has found several boats full of rainwater.

Public Affairs staff created a flyer that Miaja placed on bulletin boards in the area, but also found an area with a cyclone fence where she made arrangements to post a larger banner with the same messaging, “Boats Belong ON Water. Water Does Not Belong IN Boats.” Public Affairs staff created the banner, and Miaja placed it in a location where boat owners are bound to see it. At the end of April/beginning of May, Miaja says there will be construction on the adjacent road, and so traffic will be moving very slowly past the sign, with ample time to read the messaging.



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 in the Invasive Species Report.

Twitter Activity — Account @CCMosquito Yearly Comparisons

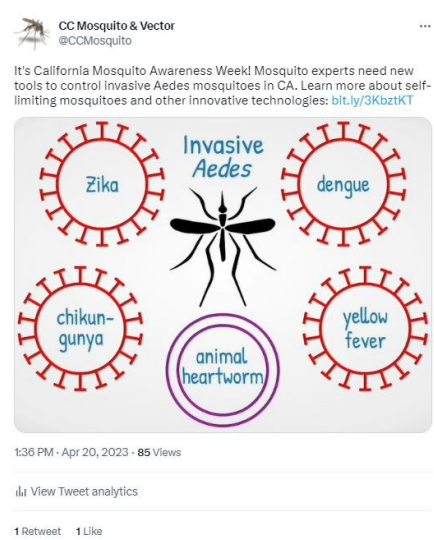
April 2023 Twitter Activity	April 2022 Twitter Activity
1429 Followers	1407 Followers
12 Tweets	11 Tweet
528 Impressions	2086 Impressions

14 Media Views
 9 Media Engagements
 2 Retweets
 2 Likes
 2 Replies
 0 Link Clicks
 6 Detail Expands
 2 Profile Clicks
 0 Profile Visits
 0 Mentions
 0 Follows

1 Media Views
 4 Media Engagements
 5 Retweets
 12 Likes
 0 Replies
 6 Link Clicks
 9 Detail Expands
 3 Profile Clicks
 0 Profile Visits
 0 Mentions
 0 Follows

Most Popular @CCMosquito Tweet — April 20, 2023

93 Impressions
 1 Retweets
 1 Like
 1 Profile Click



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

Overall, as of May 1, 2023, there are:
 532,481 members
 292,132 claimed household
 1006 neighborhoods

The District's Nextdoor activity April 2023

10 Posts
157 Reactions
89,911 Impressions

Most Popular t Nextdoor Post — April 4, 2023

40 Reactions
12,661 Impressions



Facebook Activity — Account @CCMosquito

April 2023 Facebook Activity

25 Followers
10 Posts
13 Likes
1191 Post Reach
33 Post Engagement
1247 Post Impressions
25 3-Second Video Views
2 Link Clicks
12 Share
9 Other Clicks

Most Popular @CCMosquito Facebook Post — April 27, 2023

833 Impressions
798 Post Reach
5 Likes
1 Comment
7 Shares
5 Other Clicks



Mosquitoes develop from egg to biting adults in water and when the weather is warmer, they can actually...

April 27 at 10:27 AM · 🌐

Post Impressions ⓘ

833

Post reach ⓘ

798

Post Engagement ⓘ

33

Publications

- **Total Constant Contact Subscribers**
 - Constant Contact is how the District distributes Mosquito Bytes newsletters, Employee Newsletters, Adult Mosquito Control Notifications, and News Releases.
 - April 2023 - 2929 Subscribers
 - April 2022 - 2866 Subscribers

Apr 18, 2023 News Release for California Mosquito Awareness Week

- 1339 Sent
- 45.1% Opened
- 1.3% Click Rate
- 91.6% Desktop Opens
- 8.4% Mobile Opens



News Coverage

In conjunction with the news release about increased water due to four months of storms around Contra Costa County that could produce mosquitoes and California Mosquito Awareness Week, the District received news coverage in April 2023 from KGO-TV, KTVU-TV, Telemundo, San Francisco Chronicle, Concord and San Ramon Patch publications, and Contra Costa News.



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

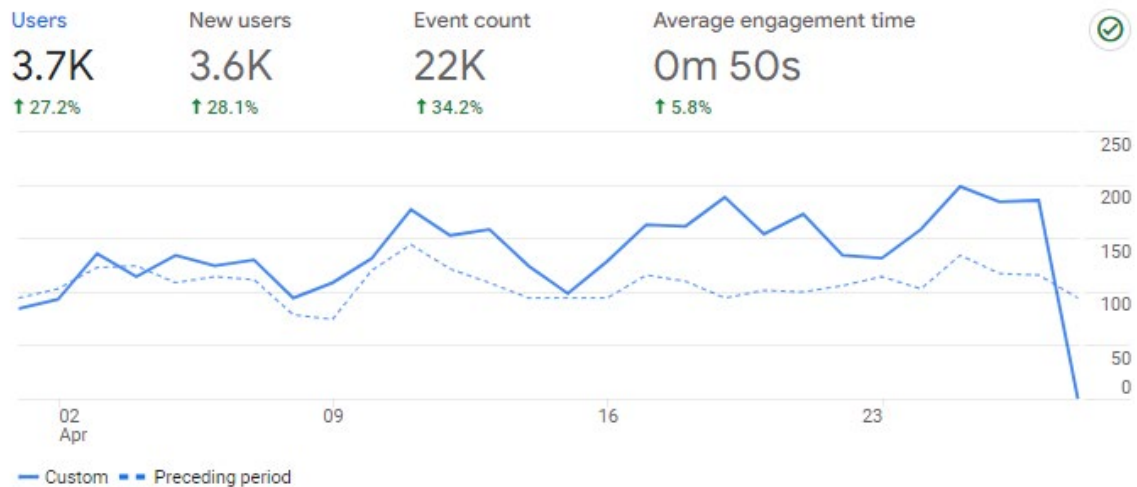
Please note:

Due to the newly implemented Google Analytics, the appearance of statistics has changed.

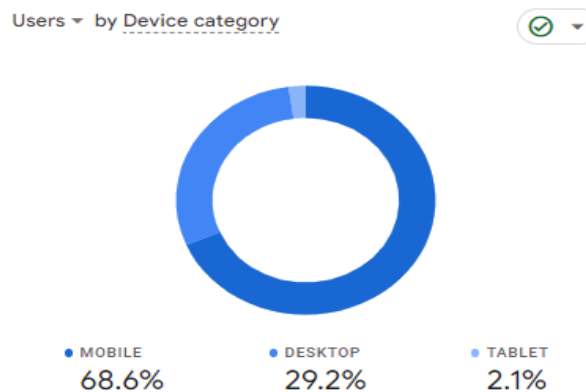
Also, we are no longer able to do a comparison of 2022 to 2023 due to recent Google Analytics update which erased all previous data.

Lastly, there appears to be an issue regarding the Top 10 Pages report in the new version of Analytics. For now, we've replaced that statistic with information pertaining to "How Visitors Get to Our Site," which can be more relevant, particularly with the implementation of the District's Facebook and Nextdoor pages as ways to direct people to our website.

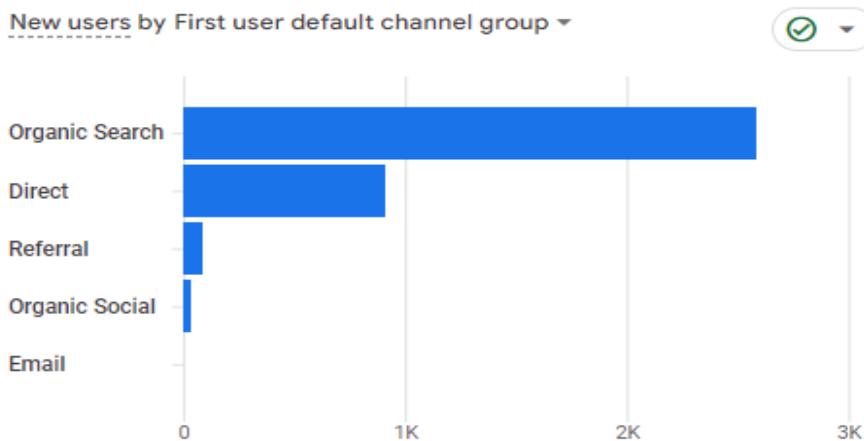
• Overview of Website Usage April 1-28, 2023



- **Device Preference April 1-28, 2023** (On what device do people visit the website)



- **How Visitors Arrive at the District’s Website - April 1-28, 2023**



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 April, 2023 Online “Contact Us” submitted comments**

- Inquiry re: Norway Rats and how to obtain service
- Inquiry re: Tick bites. Resident asked for testing site referral
- Inquiry re: Standing water at Blackhawk Plaza

- **Examples of April, 2023 Survey Card Responses:**

“I thought the technician was excellent. Knowledgeable and gave good advice.”

“Joe and Cameron were thorough and offered useful suggestions. They were professional and courteous.”

“Service was fine but I would have preferred to pick up the fish myself at your North Concord office.”

Contra Costa Mosquito and Vector Control District
Reserve Policy

Overview

Contra Costa Mosquito and Vector Control (the “District”) is committed to ensuring that the District will, at all times, have sufficient funding available to meet its operating and capital needs. Reserve Policy (the “Policy”) commits the District and every individual to having a fiscal responsibility to ensure that funds are spent in a prudent manner. In compliance to the California Health & Safety Code §2070, it is the Board of Trustees’ responsibility to adopt a final budget by August 1 of each year, and that the Board of Trustees may divide the annual budget into categories, which is hereby established by this policy. The Reserve Policy covers all reserve funds of the District. At the end of each fiscal year, compliance with the Reserve Policy will be reported to the District’s Board of Trustees as part of each Fiscal Year-End Financial Report. This Reserve Policy shall be:

- Compliant with laws, regulations and the District’s policies and procedures
- Accountable and auditable

Purpose/Objectives

The purpose of the Policy is to establish guidelines for cash reserves.

Reserve Fund Types Definitions

There are three major types of reserve funds: Legally Restricted Reserves, Board Designated Reserves and Unassigned Reserves. Legally Restricted Reserves have restrictions imposed by an outside source, such as bond covenants, contractual obligations, etc. Board Designated Reserves are set aside for a specific purpose as determined by the Board of Trustees. The Board of Trustees has the authority to redirect the use of these reserves as the needs of the District change.

Legally Restricted Reserves

- Bond Reserve:
This fund is governed by legal bond covenants for any of the District’s bonds. Bond covenants require that this fund be maintained at a level sufficient to fund maximum annual debt service payments. These funds are held by the bond trustee during the term of the bonds and are to be used in the event that the District is unable to meet its required semi-annual debt service obligation.
Currently the District does not have any bond issuance.
- Board Designated Specific Purposes Reserves:
Per California Health & Safety Code §2070 the Board has authority to establish restricted reserves for the District on categories including, but not limited to: Maintenance and operation, Employee compensation, Capital outlay, Interest and redemption for indebtedness, Restricted reserve for public health emergencies, Restricted reserve for capital and asset preservation, Restricted reserve for contingencies, Unallocated general reserve.

Restricted reserve for public health emergencies:

This fund is established for public health emergencies planning and dealing with epidemic risks. This can include, but is not limited to: Africanized honey bee, emerging disease surveillance, enhanced mosquito-borne virus surveillance and testing, response planning, aerial control in Contra Costa County, and potentially additional labor to cover

the additional public health emergencies. Recommended amount for this reserve is set at \$2,500,000. The fund balance will be re-evaluated against future requirements annually, and any proposed adjustments will be presented to the Board of Trustees for consideration.

Capital Improvement Reserve:

This fund is established by the Board of Trustees to fund capital improvement projects. This Reserve is for Future Construction or remodeling and is an assigned fund balance category for construction projects that have been identified in the District Capital Improvement Plan but have only reached the planning stage. These projects are not yet approved by the Board of Trustees but will be identified and singularly approved during the budgeting process and brought before the Board in a Public Meeting. The recommended ~~amount for this reserve is \$5,000,000 on July 1, 2023, with an increase of \$1,000,000 on July 1, 2024. After that date, the recommended \$6,000,000 fund balance will be re-evaluated against the planned projects and any proposed adjustments will be presented to the Board of Trustees for consideration. minimum funding for this reserve item is \$1,200,000, with a 2.5% of prior Audit year's property taxes and benefit assessment revenue set aside yearly increasing the balance.~~

Reserve for IT Equipment Replacements:

The District will maintain a "Reserve for Replacements" for replacing District IT Equipment and Software. The District shall endeavor to maintain in each Reserve for Replacements a minimum amount equal to the accumulated amount of depreciation for that particular capital item. The funds in this reserve will be used for replacement of IT and GIS capital items. The recommended maximum funding for this reserve item is the amount equal to the original purchase cost plus CPI. Estimated at ~~\$200~~250,000.

Vehicle & Equipment Replacement Reserve (General Fund):

This fund is established by the Board of Trustees to fund planned replacement of vehicles and heavy equipment that have reached the end of their useful lives. The recommended minimum funding for this reserve item is ~~\$150~~250,000. The fund balance will be re-evaluated against future requirements annually, and any proposed adjustments presented to the Board of Trustees for consideration. This fund will be drawn down annually as replacement vehicles are purchased, consistent with the adopted budget. At the beginning of each fiscal year, funds will be deposited in this sinking fund as provided for in the adopted fiscal year budget. Budget levels will be based generally on annualized deposit requirements as determined by the District's Financial Plan. If any additional deposits are needed, Management will provide proposed adjustments that will be presented to the Board of Trustees for consideration.

Emergency Reconstruction Response Reserve:

The purpose of this reserve is to provide funding for events the Board may deem as "emergency". The reserve shall fund repairs to critical facilities or assets damaged from emergency events. Use of this reserve shall be approved by the Board of Trustees. This fund shall be maintained at a minimum level of \$500,000. The balance in this reserve

shall be evaluated annually and may be increased or decreased as authorized by the Board.

Reserve for Operations (General Fund):

The District shall maintain a minimum Reserve for Operations equal to 50% of budget expenditures. These funds are set aside because the District receives the majority of its funding from the property taxes and benefit assessment collected by the County of Contra Costa. These funds do not reach the District until December or January, six months into the fiscal year. This is a ~~six months~~^{six-month} delay in receiving revenue from the beginning of the fiscal year. Therefore, it is imperative that the District has an operating fund to fulfill its general operating expenditures.

OPEB Trust Reserve:

To comply with Government Accounting Standards Board (GASB) Standard ~~4575~~, the District established a trust fund in early FY12 to fund the actuarial value of other post-employment benefits (OPEB) for retirees, primarily medical insurance premiums. This fund is an irrevocable Trust and will be noted on the Audited financials as such. The District will strive to maintain full actuarial payments into the Trust during the fiscal year. At the end of each fiscal year, the fund balance will ~~reviewed~~^{be reviewed} and budgeted with this target.

Unassigned Balances

Unassigned fund balance is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. These reserves are unassigned balances.

Reserve Fund	Amount
Bond Reserve	\$0
Public Health Emergencies	\$2.5M
Capital Improvement	\$1.2M + 3.5% FY17-18 Rev = \$1.4 ^{\$5M} on July 1, 2023; \$6M on July 1, 2024
IT Equipment	\$.2M ^{25M}
Vehicle & Equipment -Replacement	\$.45M ^{25M}
Emergency Reconstruction	\$.50M
Reserve for Operations FY19/20	\$4.0M ^{50% budgeted expenditures}

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Adopted: ~~July 8th, 2019~~ ^{May 15th, 2023}

Revised: July 8th, 2019

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**Balance Sheet
As of (Month) 2023**

(Month)
2023

ASSETS	
Current Assets	
Five Star Checking:General	0.00
Money Market: General	0.00
Bank of the West-checking:General	208,016.84
LAIF	12,427,151.67
VCJPA	1,217,683.00
Wells Fargo Bank - checking	526,067.53
Pre-Paid Retirement - CCCERA	931,934.83
Pre-Paid Expense	6,211.00
Total Current Assets:	15,317,064.87
Fixed Assets	
Asset Nondepreciable (Land):General	778,640.00
Asset Depreciable:General	581,339.00
Total Fixed Assets:	1,359,979.00
Other Assets	
Net Pension Asset:General	643,711.00
Pension out GASB 68:General	1,232,405.00
OPEB outflow GASB 75:General	1,026,250.00
Total Other Assets:	2,902,366.00
Total Assets:	19,579,409.87
LIABILITIES & EQUITY	
Current Liabilities	
Accrued Payroll Liabilities	14,018.84
Total Current Liabilities:	14,018.84
Long-Term Liabilities	
Net Pension Liability	4,328,728.00
Total Long-Term Liabilities:	4,328,728.00
Total Liabilities:	4,342,746.84
Accrued Equity & Designated Reserves	14,473,391.53
Current Year Net Income	763,271.50
Total Equity:	15,236,663.03
Total Liabilities & Equity:	19,579,409.87

Contra Costa Mosquito and Vector Control District

FY23 Budget Year

(July 1, 2022 - June 30, 2023)

Board Packet

As of XX/XX/XX

XX% of the Year completed

	FY23	FY23 Budget	YTD FY23 VS Adopted Budget	YTD FY23 VS Adopted Budget
Personnel Costs				
Payroll & OT	2,167,509	3,925,348	55.2%	1,757,839
Retirement	711,315	1,341,013	53.0%	629,698
OASDI	124,555	235,521	52.9%	110,966
Medicare	30,599	52,992	57.7%	22,393
Health Insurance (Medical / Dental / Vision, Etc.)	290,455	585,745	49.6%	295,290
Unemployment	15,851	25,900	61.2%	10,049
Disability Ins	8,329	13,614	61.2%	5,285
Other Post Employment Benefits	0	215,000	0.0%	215,000
District Paid Benefits (LI, 401a & Retirement Fees)	58,410	13,614	429.0%	(44,796)
District Paid Health Retiree Cost & Fees	69,458	143,000	48.6%	73,542
Subtotal Personnel Costs	3,476,482	6,551,747	53.1%	3,075,266
Operational Costs				
Professional Services - Legal includes Settlements	56,740	168,000	33.8%	111,260
Professional Services - Building & Grounds Maint	5,321	25,000	21.3%	19,679
Professional Services - All Other	61,761	204,600	30.2%	142,839
Public Affairs	7,975	108,000	7.4%	100,025
Lab Services	20,597	47,871	43.0%	27,274
Information & Technology	30,494	153,200	19.9%	122,706
Operations - Control Materials	93,599	113,000	82.8%	19,401
Operations - Aerial	0	10,000	0.0%	10,000
Operation and Facilities - All Other	99,567	442,000	22.5%	342,433
General Office Administration - Insurance	342,374	388,429	88.1%	46,055
General Office Administration - Trustee Expense	3,260	23,500	13.9%	20,240
General Office - Research	0	0	0.0%	0
General Office Administration - Employee Travel & Training	14,811	44,000	33.7%	29,189
General Office Administration - Utilities	49,889	117,500	42.5%	67,611
General Office Administration - All Other	211,440	332,700	63.6%	121,260
Subtotal Operational Cost	997,828	2,177,800	45.8%	1,179,972
Capital				
Land	0	0	0.0%	0
Structures and Improvements	0	0	0.0%	0
Vehicles	124,191	203,000	61.2%	78,809
Heavy Equipment	30,508	85,000	35.9%	54,492
Subtotal Capital	154,699	288,000	53.7%	133,301
Total Expenditures	4,629,009	9,017,547		
Revenues				
Property Taxes	4,088,712	6,801,654	60.1%	2,712,942
Benefit Assessment	1,145,474	2,080,111	55.1%	934,637
Contract Billing	9,071	51,000	17.8%	41,929
Interest Income	110,323	52,291	211.0%	(56,755)
Fixed Asset Disposal	30,300	20,000	151.5%	(10,300)
Miscellaneous	8,400	25,000	33.6%	15,323
Grant Funds:General	0	0	0.0%	0
Subtotal Revenue	5,392,281	9,030,056	59.7%	3,637,775
Total Revenue	5,392,281	9,030,056		
Net Income				
Net Income	763,272			

Contra Costa Mosquito and Vector Control District
Conflict of Interest Code

Purpose

Pursuant to the provisions of Government Code Sections 87300, et seq., the Contra Costa Mosquito & Vector Control District hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code Section 81000 et seq.). The provisions of this Code are additional to Government Code Section 87100 et. seq. and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Code shall be interpreted in a manner consistent therewith.

Designated Positions

The positions on Exhibit "A" are designated positions. Officers and employees holding those positions are designated employees and are deemed to make or participate in the making of decisions which may foreseeably have a material effect on a financial interest.

Disclosure Statements

Designated positions shall be assigned to one or more of the disclosure categories also set forth on Exhibit "A". Each designated employee shall file an annual statement disclosing that employee's interest in investments, real property, and income, designated as reportable under the category to which the employee's position is assigned.

Place and Time of Filing

- a) All designated employees required to submit a statement of financial interests shall file using the guideline required by Contra Costa County.
- b) In the case of agency heads and the members of the boards and commissions, the District's filing information will be held by the Clerk of the Board of Supervisors of Contra Costa County.
- c) All designated employees employed by the agency on the effective date of this Code, as originally adopted, promulgated, and approved by the code reviewing body, shall file statements within 30 days after the effective date of this code. Thereafter, each person already in a position when it is designated by an amendment to this Code shall file an initial statement within thirty days after the effective date of the amendment. Employees appointed, promoted, or transferred to designated positions shall file initial statements within 30 days after the date of employment.
- d) Annual statements shall be filed by all designated employees. Such statements shall cover the period of the preceding calendar year. Closing statements shall be filed within 30 days of leaving a designated position. Such statements shall cover the period from the closing date of the last statement filed to the date of leaving the position.
- e) A designated employee required to file a statement of financial interest with any other agency, which is within the same territorial jurisdiction, may comply with the provisions of this Code by filing a duplicate copy of the statement filed with the other agency, in lieu of an entirely separate document.

Contents of Disclosure Statements

Disclosure statements shall be made on the required form by the Clerk of Contra Costa County, and shall contain the following information:

A. Contents of Investment and Real Property Reports:

When an investment, or an interest in real property, is required to be reported, the statement shall contain:

- 1) A statement of the nature of the investment or interest;
- 2) The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;
- 3) The address or other precise location of the real property;
- 4) A statement whether the fair market value of the investment, or interest in real property, equals or exceeds one thousand dollars (\$1,000), ten thousand dollars (\$10,000), or one hundred thousand dollars (\$100,000).

This information need not be provided with respect to an interest in real property which is used principally as the residence of the filer.

B. Contents of Personal Income Reports:

When personal income is required to be reported, the statement shall contain:

- 1) The name and address of each source of income aggregating two hundred and fifty dollars (\$250) or more in value, or fifty dollars (\$50) or more in value if the income was a gift, and a general description of the business activity, if any of each source. In the case of a gift received through an intermediary, the name, address, and business activity of both the donor and the intermediary must be disclosed.
- 2) A statement whether the aggregate value of income from each source was greater than one thousand dollars (\$1,000), and whether it was greater than ten thousand dollars (\$10,000):
- 3) A description of the consideration, if any, for which the income was received:
- 4) In the case of a gift, the amount, and the date on which the gift was received:
- 5) In the case of a loan, the annual interest rate, and the security if any, given for the loan.

C. Contents of Business Entity Income Reports:

When income of a business entity, including income of a sole proprietorship, is required to be reported, the statement shall contain:

- 1) The name, address, and a general description activity of the business entity;
- 2) The name of every person from whom the business entity received payments of the filer's pro rata share of gross receipts from such person was equal to or greater than ten thousand dollars (\$10,000) during a calendar year.

D. Contents of Management Positions Reports:

When management positions are required to be reported, designated employees shall list the name of each business entity not specified above in which they are a director, officer, partner, trustee, employee, or in which they hold any position of management.

E. Initial Statement:

The initial statement filed by an employee appointed to a designated position shall disclose any reportable investments and interests in real property.

F. Acquisition or Disposal During Reporting Period:

In the case of a statement filed under Section 400(d), if the investment, or interest in real property, was partially or wholly acquired or disposed of during the period covered by the statement, the date of acquisition or disposal.

Disqualification

Designated employees must disqualify themselves from making or participating in the making of or using their official position to influence the making of any decisions in which they have a reportable financial interest, when it is reasonably foreseeable that such interest may be materially affected by the decision. No designated employee shall be required to disqualify himself with respect to any matter which could not be legally acted upon or decided without their participation.

**CONTRA COSTA MOSQUITO & VECTOR CONTROL DISTRICT
CONFLICT OF INTEREST CODE**

EXHIBIT 'A'

<u>Designated Positions</u>	<u>Required Disclosure Category</u>
Member, Board of Trustees	1
General Manager	1
District Counsel	1
Operations Manager	1
Scientific Programs Manager	1
Human Resources & Administration Manager	1
Public Affairs Director	1
Program Supervisor	1
Financial Administrator	2

Disclosure Categories:

Category 1

- Investments in businesses doing business in Contra Costa County
- Business positions
- Sources of income, including gifts, loans and travel payments
- Interests in real property in Contra Costa County

Category 2

- All disclosures included in Category 1, except "Interests in real property in Contra Costa County"

BEFORE THE BOARD OF TRUSTEES OF
CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

**Resolution of the Contra Costa Mosquito and
Vector Control District Adopting a Conflict of
Interest Code**

RESOLUTION 23-2

At a meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District, a special district organized and existing under the laws of the State of California, held on the 15th day of May 2023, at 155 Mason Circle, Concord, California, a quorum being present, the following Resolution was adopted:

WHEREAS, the Political Reform Act, California Government Code Section 81000, *et seq.* requires that state and local government agencies adopt a conflict of interest code; and

WHEREAS, incorporation by reference of 2 California Code of Regulations Section 18730 along with the designation of employees (“Designated Positions”) and the formulation of disclosure categories (“Disclosure Categories”) constitutes the adoption and promulgation of a conflict of interest code within the meaning of California Government Code Section 87300 or the amendment of a conflict of interest code within the meaning of California Government Code Section 87306; and

WHEREAS, designated employees are required to file statements of economic interests as set forth in 2 California Code of Regulations Section 18730.

WHEREAS, a conflict of interest code so amended or adopted and promulgated requires the reporting of reportable items in a manner substantially equivalent to the requirements of article 2 of chapter 7 of the Political Reform Act, California Government Code Section 81000, *et seq.*; and

WHEREAS, the requirements of a conflict of interest code are in addition to other requirements of the Political Reform Act, such as the general prohibition against conflicts of interest contained in California Government Code Section 87100, and to other state or local laws pertaining to conflicts of interest,

WHEREAS, the Political Reform Act requires every regulated government agency to review its conflict-of-interest code biennially to determine if it is accurate or, alternatively, that the code must be amended.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF
THE CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT:**

1. The Board of Trustees hereby adopts, and incorporates by reference, terms of 2 California Code of Regulations Section 18730 and as such regulation may be duly amended by the Fair Political Practices

Commission, along with the designation of employees (“Designated Positions”) and disclosure categories (“Disclosure Categories”) set forth in the attached Exhibit ‘A’.

- 2. Once approved by the County of Contra Costa, as the code reviewing body, this May 15, 2023 Conflict of Interest Code Policy shall constitute the Conflict of Interest Code of the Contra Costa Mosquito & Vector Control District and shall supersede any previously adopted Conflict of Interest Code Policy of the Contra Costa Mosquito & Vector Control District.
- 3. The General Manager, or his/her designee, is hereby authorized to do all things necessary and proper to implement this Resolution.

I, DANIEL PELLEGRINI, the undersigned Secretary of the said Board of Trustees of the Contra Costa Mosquito and Vector Control District, a special district, hereby certify that I am the Secretary of said special district, the foregoing is a full, true and correct copy of the Resolution passed by the Board of Trustees thereof at a meeting of said Board held on the day and at the place therein specified, and that said Resolution has never been revoked, rescinded, or set aside, and is now in full force and effect.

PASSED AND ADOPTED by the Board of Trustees of the Contra Costa Mosquito and Vector Control District May 15, 2023, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

 Daniel Pellegrini
 2023 Secretary, Board of Trustees