



**REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
March 13, 2024, 6:00 PM**

**AGENDA**

All public members seeking to observe and/or to address the local legislative body in person or otherwise electronically can do so in the manner described below.

**HOW TO OBSERVE THE MEETING:**

**In-person:** *Regular meetings* of the Board of Trustees shall be held on the 2<sup>nd</sup> Wednesday of each calendar month at 6:00 p.m. in the Board Room of the San Mateo County Mosquito and Vector Control District, 1351 Rollins Road, Burlingame, California.

**All Trustees must attend the meeting in person unless a valid exception applies under AB 2449 or existing Brown Act requirements.**

**Telephone:** Listen to the meeting via Zoom at (408) 636-0968 or (669) 900-6833.

Enter the **Meeting ID# 650-344-8592** followed by the pound (#) key. If the line is busy, more phone numbers can be found on Zoom's website at <https://zoom.us/u/abb4GNs5xM>.

**Computer:** Watch the live streaming of the meeting from a computer by navigating to <https://zoom.us/j/6503448592> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

**Mobile:** Log in through the Zoom mobile app on a smartphone and enter **Meeting ID# 650-344-8592**.

**HOW TO SUBMIT PUBLIC COMMENTS:**

**Live Participation:** Public comments may be made by members of the public via Zoom. During the meeting, the Board President or designee will publicly announce the opportunity to comment. Use the "raise hand" feature (or press \*9 to "raise hand" on the phone) during the public comment period for the agenda item you wish to address. The Zoom host will call on people to speak by the name provided or the last four digits of the phone number for dial-in attendees.

**Written Comments:** Public comments may be submitted by email to [comments@smcmvcd.org](mailto:comments@smcmvcd.org), write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you want your comment read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before 12:00 PM, the day of the meeting, will be included as an agenda supplement on the District's website under the relevant meeting

date and provided to the Trustees at the meeting. Comments received after this time will be read aloud at the meeting.

**ACCESSIBILITY INFORMATION:**

Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Brian Weber, District Manager, at least 48 hours before the meeting at (650) 344-8592 or [bweber@smcmvcd.org](mailto:bweber@smcmvcd.org). Advanced notification will enable the District to resolve such requests swiftly to ensure accessibility.

**PUBLIC RECORDS:**

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District's website at <https://www.smcmvcd.org/board-meetings> as the place to make those public records available for inspection. The documents may also be obtained by calling the District Manager.

**CEQA NOTICE:**

Unless expressly stated otherwise on the agenda (that an MND or EIR is being considered), discretionary actions taken on agenda items will include a finding by the Board that the action is exempt under CEQA. More information about the CEQA determination can be found in the corresponding staff report.

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

- Announcements/Consideration and Approval of Requests by Trustees to Participate Remotely Pursuant to AB 2449 (Government Code 54943(f)). Information about the requirements of AB-2449 can be found at the following link.

[Bill Text - AB-2449 Open meetings: local agencies: teleconferences.](#)

- The Secretary of the Board will take roll call.

**4. PUBLIC COMMENTS AND ANNOUNCEMENTS: This time is reserved for public members to address the Board relative to matters of the District that are not on the agenda. No action may be taken on non-agenda items unless authorized by**

law. Comments will be limited to three minutes per person (or six minutes where a translator is used). Speaker cards are available for those making a public comment.

**5. CONSENT CALENDAR**

All items on the Consent Calendar will be considered by one (or more) action(s) of the Board unless any Trustee would like to discuss any item listed, in which case, it may be pulled from the Consent Calendar.

**A. Meeting Minutes**

1. Minutes from February 14, 2024

**B. Purchases**

1. Approve having the Operations Director purchase 3,000 gallons of BVA 2 larvicide oil from Azelis Solutions, not to exceed \$38,000

**ACTION:** Motion to approve the Consent Calendar

**REGULAR AGENDA**

**6. BOARD COMMITTEE REPORTS**

The Chair of each committee listed below will provide a report on the committee's actions and present any recommendations to the Board.

**A. Finance Committee Report**

1. Finance Committee Report – March 4, 2024

**Report by:** Ron Collins, Committee Chair

**B. Review the Financial Report for FY 2023-24 as of January 31, 2024**

**Report by:** Finance Director, Richard Arrow, CPA

**ACTION:** Motion to approve Financial Report FY 2023-24 as of January 31, 2024, as recommended by the Finance Committee.

### **C. Ad Hoc Committee on Real Estate**

**Report by:** Paul Norton, Committee Chair

**ACTION:** No action, information only

### **7. COMMITTEE ASSIGNMENTS**

- Manager Weber will discuss the current committees, and President Brutschy will consider any new requests for assignments.

### **8. STAFF REPORTS**

- A. Operations Director Casey Stevenson will provide an update on Field Operations.
- B. Laboratory Director Angie Nakano will provide a presentation on Laboratory activities.
- C. Public Health Education and Outreach Officer Rachel Curtis-Robles will provide a presentation on the District Public Outreach Program.
- D. Information & Technology Director Matthew Nienhuis will provide an update on District technology matters.

### **9. MANAGER'S REPORT**

Manager Weber will provide an update on relevant District information.

### **10. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

### **11. ADJOURNMENT**



**REGULAR MEETING OF THE BOARD OF TRUSTEES  
February 14, 2024, 6:00 P.M.**

A meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on February 14, 2024. Location: **1351 Rollins Road Burlingame, CA 94010**

**TRUSTEES PRESENT:**

Mason Brutschy	Town of Atherton
Chuck Cotten	City of Belmont
Rena Gilligan	City of Burlingame
Laura Walsh	Town of Colma
Glenn R. Sylvester	City of Daly City
Donna Rutherford	City of East Palo Alto
Kati Martin	City of Half Moon Bay
Muhammad Baluom	City of Millbrae
D. Scott Smith	Town of Hillsborough
Catherine Carlton	City of Menlo Park (LATE: 6:51 PM)
Ray Williams	Town of Portola Valley
Kat Lion	City of Redwood City
Robert Riechel	City of San Bruno
Ron Collins	City of San Carlos
Michael Yoshida	City of South San Francisco
Paul Fregulia	Town of Woodside

**TRUSTEES ABSENT:**

Desiree LaBeaud	County-at-Large
Paul Norton	City of Foster City
Peter DeJarnatt	City of Pacifica
Vacant	City of San Mateo

**OTHERS PRESENT:**

District Manager, Brian Weber  
 Finance Director, Richard Arrow  
 General Counsel, Alexandra Barnhill  
 Assistant Manager, Casey Stevenson  
 Operation Director, Casey Stevenson  
 Public Health Education and Outreach Officer, Rachel Curtis-Robles  
 IT Director, Matthew Nienhuis



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**1. CALL TO ORDER**

The meeting was called to order by Mason Brutschy at 6:00 P.M.

**2. PLEDGE OF ALLEGIANCE**

President Mason Brutschy led the Pledge of Allegiance.

**3. ROLL CALL**

The roll call indicated that 16 Trustees were present, including 15 Trustees in the boardroom and one on Zoom, constituting a quorum. Trustee Riechel relied on the just cause basis under AB 2449. It was his first time appearing remotely in this calendar year, and he affirmed there were no other adults present at his location. The remote Trustee Riechel kept his camera on throughout the meeting. 3 Trustees were absent. Trustee Carlton arrived in person at 6:51pm.

**4. PUBLIC COMMENTS AND ANNOUNCEMENTS**

**Public Comment:** None. No members of the public were present at any time during the meeting.

**Board Comment:** None

**5. CONSENT CALENDAR**

A. Approval of Minutes from Jan 10, 2024

**Public Comment:** None

**Board Comment:** None

**ACTION:** Consent Calendar was approved by 15 votes

B. A vote to consider the approval for Trustee Riechel's request to participate remotely was motioned by Trustee Martin and seconded by Trustee Rutherford.

**ACTION:** Riechel's participation was approved 14 yeas and 0 noes and 1 abstention (Riechel himself abstained)



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## **REGULAR AGENDA**

### **6. Resolutions**

#### **A. Resolution M-001-2024 Honoring President Kati Martin**

#### **B. Resolution M-002-2024 Honoring Carolyn Parker**

There was a motion to approve the 2 resolutions together by Kat Lion. Trustee Laura Walsh seconded this motion.

**Public Comments:** None

**Board Comment:** None

**ACTION:** Both Resolutions were voted on together and approved by 15 yeas, 0 noes.

### **7. BOARD COMMITTEE REPORTS**

#### **A. Finance Committee Report**

The Finance Committee members met on Feb 5, 2024. Richard Arrow, Finance Director presented the report and Committee Chair, Ron Collins, provided a written report.

#### **B. Review the Financial Report for FY 2023-24 for FY 2023-24 as of December 31, 2023**

**Public Comment:** None

**Board Comment:** None

**ACTION:** Motion by Trustee Glenn to approve Motion 7B as recommended by the finance committee, with 2<sup>nd</sup> by Trustee Rutherford and approved by 15 yeas, 0 noes

#### **C. Consider transferring funds from the Debt Service Repayment Reserve held by the San Mateo County Treasury to the District's alternate fund depository, CalCLASS in the amount of 1 million dollars.**

Reported by Finance Director Richard Arrow, CPA

**Public Comments:** None

**Board Comments:** None



**ACTION: MOTION by Trustee Cotton, second by Trustee Fregulia to approve the transfer of \$1 M to Cal CLASS for an advantageous interest rate of 5.34%. Passed by 15 yeas, 0 noes.**

**8. STAFF REPORTS**

- A. Operation Director Casey Stevenson provided a written report in the Board Packet on Field Operations.
- B. Laboratory Director Angie Nakano provided a PowerPoint presentation reviewing the Laboratory activities for the year 2023.
- C. Public Health Education and Outreach Officer Rachel Curtis-Robles provided an update on the District Public Outreach Program.
- D. Informational & Technology Director Matthew Nienhuis provided a report on District technology matters.

**Public Comments:** None

**Board Comment:** None

**9. MANAGER'S REPORT**

District Manager Brian Weber reported the district update.

**10. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

Members of the Board who attended the MCVAC Meeting in Monterey on Jan 22-25, 2024, reported their impressions and experiences, including Kati Martin, Chuck Cotten, Ray Williams, and Scott Smith.

**Next Meeting is March 13, 2024, at 6:00 p.m., the 2<sup>nd</sup> Wednesday of the Month.**

**11. ADJOURNMENT: 7:21 P.M.**

\_\_\_\_\_  
Mason Brutschy, Board President

\_\_\_\_\_  
Dr. D. Scott Smith, Board Secretary

I certify that the above minutes were approved as read or corrected at a meeting of the Board held on February 14, 2024.

\*\* All reports provided to the trustees at the board meeting will be available upon request.

**Approved:**

\_\_\_\_\_  
District Manager

\_\_\_\_\_  
Board President



Agenda Item 5B

**SUBJECT: Consider recommending the Board approve having the Operations Director purchase 3,000 gallons of BVA 2 larvicide oil from Azelis Solutions not to exceed \$38,000**

**BACKGROUND AND STATUS**

The operations director proposes buying 3,000 gallons of BVA 2 mosquito larvicide oil (BVA). BVA is a highly refined oil used primarily to control immature mosquitoes. When applied evenly over the water surface, it rapidly interrupts the air-water interface and suffocates the larvae and pupae. This quick action makes it an effective larvicide for the seasonal Jeep program that targets larvae in underground storm drains. This purchase will last approximately 12-18 months and be stored in the district’s large holding tanks onsite.

BVA is sold by two distributors, Azelis Solutions and Target Specialty Products. The table below summarizes their quotes. By using Adapco, the district can split the shipping cost with another mosquito control district at a prorated savings of \$7,500 in freight costs.

<u>Vendor</u>	<u>Unit price per GL</u>	<u>Shipping Cost</u>	<u>Total cost with shipping cost and tax</u>
Adapco	\$8.65 @ 3,000 gal	\$7,500	\$35,850.38
Target	\$11.10@ 3,000 gal	Cost built-in	\$36,380.25

**This purchase was budgeted and accounted for in the approved FY 23-24 budget and recommended by the Finance Committee at their March 4, 2024 meeting.**

**RECOMMENDATION**

Approve having the Operations Director purchase 3,000 gallons of BVA 2 mosquito larvicide oil from Azelis for **\$35,850.38**, with an additional **\$2,149.62** added in the event of increased delivery charges for a total recommended amount of **\$38,000**.

**REFERENCE MATERIALS ATTACHED:**

1. Azelis Solutions Bid
2. Target Specialty Bid



**Agricultural &  
Environmental  
Solutions**

Innovation  
through  
formulation



Date: **March 1, 2024**  
 Quotation #: 030124-1  
 Valid through: **April 1, 2024**  
 Prepared by: Dennis Candito

ADAPCO, LLC d/b/a/ Azelis Agricultural & Environmental Solutions is pleased to provide the following quotation to:  
**SAN MATEO COUNTY MVCD**  
**BURLINGAME CA**

Comments or special instructions:

**Applicable sales tax will be added to invoice, based on the Tax Rate at the delivery location at the time of delivery.  
 Prices quoted include CDPR Pesticide Mil Tax assessment.**

Bulk Oil volume is determined by weight, not by meter. Therefore, the actual gallons you receive and are invoiced for will not be the exact amount ordered. The actual volume received may be more or less than the amount ordered.  
 The district will be invoiced for the actual volume delivered as determined by the manufacturer's shipping documents.

Item Description	Qty	Pkg Size	Unit Price/ Unit	Estimated Subtotal
BVA 2 LARVOIL Not to exceed 3000 gal	3,000	BULK GAL.	\$ 8.65 GL	\$ 25,950.00
ESTIMATED TAX	9.625%			\$ 2,497.69
			Subtotal	\$ 28,447.69
			Estimated Freight*	\$ 7,500.00
			<b>Estimated Total**</b>	<b>\$ 35,947.69</b>

\* ESTIMATED FREIGHT is based on San Mateo County MVCD splitting a full tanker load with another district.  
 ESTIMATED FREIGHT is an estimate of freight cost based on recent and similar shipments. Actual freight cost may be more or less than what is estimated because actual tanker rates are not available until time of shipment.  
 \*\* ESTIMATED TOTAL is based on San Mateo County MVCD splitting a full tanker load with another district.

**Freight will be Prepaid & Added to Invoice. Payment Terms Net 30 days.**

Please visit our website at [www.azelisaes-us.com](http://www.azelisaes-us.com) to view Labels, request SDS, and get other product information.  
 Should you have any questions or immediate needs, please contact me at 877-875-6353.  
 Thank you for the opportunity to serve you.  
 Best regards,

*Dennis Candito* [electronic signature]

Dennis Candito  
 Key Account Representative

**Azelis Agricultural & Environmental Solutions**  
 Email: [Dennis.Candito@azelis.com](mailto:Dennis.Candito@azelis.com)  
 Direct: 877-875-6353



# TARGET

## SPECIALTY PRODUCTS

524 Galveston St  
 West Sacramento, CA  
 95691  
 916-374-9900  
 800-533-0816  
 FAX 916-374-0900

## Quotation

Contact: Casey Stevenson  
 Customer: San Mateo MVCD  
 Address: 1351 Rollins Rd  
 City, State: Burlingame, CA  
 Zip: 94010

Quotation #:   
 Date: 3/1/2024  
 Customer ID:

PO #	TSP Order #	Sales Rep	FOB	Ship Via	Terms	Shipping Date
		J. Camacho			Net 30	

Item #	Quantity	Description	UOM	Unit Price	Total
I512442	3,000	BVA 2 Larv Oil (BULK)	Gal	\$13.40	\$40,200.00
		One Drop Shipment -			
I512442	3,000	BVA 2 Larv Oil (BULK)	Gal	\$11.10	\$33,300.00
		Two Drop Shipment -			

Subtotal  
 Shipping FREE  
 Taxes 0  
 Misc  
 Balance \$0.00

### Special Notes and Instructions

This quote is valid for 90 days. Free shipping on orders greater than \$700. The prices quoted do not include any sales tax. Sale tax will be added at time of invoicing.

Quote Prepared By:

*Joe Camacho*

Vector Specialist

916-291-3173

Sales Representative

joe.camacho@target-specialty.com

Agenda Item 6A

**BOARD COMMITTEE REPORTS**

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**SUBJECT: Finance Committee Meeting of the Board of Trustees**

Finance Committee members attended a meeting on March 4, 2024. Attendees included Committee Chair Ron Collins, Robert Riechel, Mason Brutschy, Ray Williams, and Kati Martin. Staff attending included District Manager Brian Weber, Finance Director Richard Arrow, Information and Technology Director Matthew Nienhuis, and Operations Director Casey Stevens on. Guest presenters included Jennifer Meza, PARS, Andrew Brown, PFM, and Will Rogers, PFM.

- Finance Director Richard Arrow presented the preliminary Financial Report for FY 23-24 as of January 31, 2024. After a brief discussion highlighting the financial condition and results of operations for those periods, it was unanimously approved to forward the financial reports to the District's Board of Trustees for approval.
  
- District Manager Brian Weber provided an update on the North Carolan construction project during the meeting. The following items were discussed:
  - A review of the project objectives
  - Meetings with Capital Project Management and Aetypic
  - Prioritization of the project list
  - Submission of the final project for construction drawings
  - Project costs spent to date for Phase 2 totaled \$11,246.50.
  - District Manager indicated that a meeting will be scheduled for the Real Estate Committee to discuss project plans and timelines.
  
- District Manager shared the results of an anonymous poll to the full Board of Trustees. Of those responding the results were mixed on whether Trustee members were favorable or unfavorable in the District pursuing this matter. It was agreed that staff would provide some alternatives on the nature of amounts and mechanics of such a policy on providing health care benefits to Trustees. It was agreed that Staff would place an item on the Finance Committee agenda next month (April).

- A discussion was presented by PARS (Public Agency Retirement Services) on the status of the District OPEB and Pension Rate Stabilization programs. The following highpoints the program is as follow:
  - The District is currently funded at 160% of our funding liability. This is an optimal level of funding.
  - The District uses a moderately conversative funding portfolio that produced year end yields (December 31, 2023) of 7.63%
  - There is currently no reason to change our asset allocation percentages unless there are any extraordinary economic events that occur in the future.
  - Staff and our portfolio managers will continue to monitor on a periodic basis to discuss future economic or portfolio performance.
  
- Operations Director Casey Stevenson requested the Finance Committee to forward approval of the purchase of 3,000 gallons of BVA 2 from Azelis Solutions not to exceed \$38,000. Finance Committee recommended to forward request to the Board of Trustees for action on March 13, 2024

The meeting adjourned at 6:34 P.M. on March 4, 2024.



**Item 6B**

**Preliminary  
Monthly Financial Report  
Month Ending January 2024**

**Staff Recommendation:** Motion to recommend approval of the January 31, 2024, preliminary Financial Report.

**Statement of Revenues, Expenditures and Change in Fund Balance**

Total revenues received from July 1 through January 31, 2024 (YTD) were \$ 4.6 million, total expenditures YTD were \$ 3.8 million; and the change in fund balance was \$ 791 thousand. The District had \$ 7.4 million in cash available in County Treasury and \$ 2.8 million in Cal CLASS.

	<b>General</b>	<b>Capital</b>	<b>Total</b>
	<b>Fund</b>	<b>Fund</b>	<b>Funds</b>
<b>Beginning Fund Balance 7/1/2023:</b>	\$ 9,062,890	\$ 754,020	\$ 9,816,910
Revenues/Resources	\$ 4,576,148	\$ 12,493	\$ 4,588,641
Due To (From) Funds	\$ -	\$ -	\$ -
Prior Year Adjustment	\$ 3,606	\$ -	\$ 3,606
Expenditures	\$ 3,741,963	\$ 55,935	\$ 3,797,898
<b>Change in Fund Balance</b>	834,185	(43,442)	\$ 790,743
<b>* Ending Fund Balance</b>	\$ 9,900,681	\$ 710,578	\$ 10,611,259

<b>* Components of Fund Balance:</b>			
<b>Nonspendable (Inventory)</b>	\$ 143,930	\$ -	\$ 143,930
<b>Pension Rate Stabilization Reserve</b>	\$ 110,183		\$ 110,183
<b>Assigned (Capital Improvements)</b>	\$ -	\$ 710,578	\$ 710,578
<b>Public Health Emergency Fund</b>	\$ 800,000	\$ -	\$ 800,000
<b>Natural Disaster Emergency Fund</b>	\$ 650,000	\$ -	\$ 650,000
<b>Real Property Acquisiton Fund</b>	\$ 2,434,670	\$ -	\$ 2,434,670
<b>Debt Service Repayment Fund</b>	\$ 1,000,000	\$ -	\$ 1,000,000
<b>Unrestricted Fund Balance</b>	\$ 4,761,898	\$ -	\$ 4,761,898
<b>Total</b>	\$ 9,900,681	\$ 710,578	\$ 10,611,259



**Budget Variances**

Revenues

Actual revenues received through January 31, 2024, were over budget by \$ 387,357 resulting from Other Revenue (\$157,184); Program Revenue (\$-30,420); Property Tax Revenue (-\$59,926); Other Tax Revenue (\$320,519). These variances are the result of timing differences between the monthly estimates used for the budget and actual receipts of revenue on a monthly basis.

Expenditures

Expenditures through January 31, were under budget by \$ 770,977, primarily due to the timing of expenditures contained in the table below:

Budget Category	Over/ Under	Variance	% of YTD Budget	Explanation
Salaries & Wages	Under	\$55,840	96.9%	Timing of expenditures both permanent and seasonal employees
Employee Benefits	Over	\$41,948	104.9%	Increased use of employee fringe benefits
Administration	Under	\$24,994	87.5%	Timing of PEIR expenditures
Insurance	Under	\$10,457	94.5%	Budgetary savings of insurance premiums
Facility Maintenance	Under	\$15,674	50.8%	Timing of facility maintenance expenditures
Operations	Under	\$35,927	73.9%	Timing of pesticide and helicopter exp.
Capital Improvements	Under	\$679,264	7.6%	Timing of expend. related to N. Carolan
Fleet Maintenance	Under	\$13,357	63.7%	Timing of Fleet Maint. Exp.
Public Outreach	Over	\$15,275	128.9%	Timing of Public Outreach Exp.

The Board’s budget level of control is at the category level, for example Salaries, Benefits, Admin., Operations, etc. The above table provides explanations for variances over \$ 10,000.

**Questions**

Please direct all inquiries related to this financial reporting package to the District Manager, Brian Weber, before the board meeting to allow for adequate research. He can be reached at the District office at (650) 344-8592 or via email at [bweber@smcmvcd.org](mailto:bweber@smcmvcd.org).

**Approval**

This month’s financial statements are fairly presented. The District Manager and Finance Director approved all disbursements and the monthly bank reconciliation. A Board Officer and the District Manager signed all checks.



**Attachments:**

1. Statement of Financial Position/Balance Sheet

2. Statement of Revenues, Expenditures and Change in Fund Balance

3. Budget Variance Reports

Month

YTD

YTD compared with adopted budget

4. Accounts Receivable Aging Summary

On the January 31, 2024 summary, accounts receivable outstanding greater than 90 days total is \$ 65,315 from the California Invasive Plant Council (\$33,591), City of Redwood City Public Works department \$3,752), San Francisco Parks Dept. (\$11,459), San Francisco Airport (\$563), and Stanford University – Jasper Ridge (\$15,949). As of February 28, 2024, total receivables outstanding from all sources over 90 days is \$ 13,635, principally from the California Invasive Plant Council. Staff are currently contacting agencies to ensure collections.

5. Cash Activity & Reconciliation to County

The District's accounting system is fully reconciled with the County statement.

6. Payroll Disbursement

All payroll disbursements were made to employees and trustees for their monthly stipends. All employees were paid per District salary and wage schedule and longevity policies.

7. Check Detail

This month, the District wrote General Fund checks numbers from 2474 to 2558. Last month's check number ended at 2473. All checks written were to vendors on account, retired employees, or reimbursements to current employees, per District policy. In January 2024, 85 checks written from the General Fund totaled \$ 271,096.80. In addition, the District wrote 2 check from the Capital Fund totaling \$13,192.27 (check numbers 1267 & 1268).

8. Purchase Card Report and Bank Statement

All card purchases for the month were from commercial vendors and met the District purchase card policy. A copy of the purchase card bank statement is attached. Also, descriptions of all purchases from Amazon are included in the attached detailed purchase card transactions report.

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San Mateo County Mosquito & Vector Control District  
Balance Sheet  
As of Jan 31, 2024

	Total Jan 31, 24	General Fund	Capital Fund
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
1010 · Cash-County Treasury-GF x2706	6,715,308	6,715,308	
1013 · Checking -US Bank - GF x3353	(43,379)	(43,379)	
1018 · Cash-Cal CLASS	2,751,855	2,751,855	
1020 · Cash-County Treasury-CPF x2705	710,516		710,516
1023 · Checking -US Bank - CPF x4183	-		-
1026 · County Funds - FMV	(262,567)	(263,017)	450
1030 · Petty Cash	400	400	
1035 · PARS Pension Rate Stabilization	114,879	114,879	
<b>Total Checking/Savings</b>	<b>9,987,012</b>	<b>9,276,046</b>	<b>710,966</b>
<b>Accounts Receivable</b>			
1100 · Accounts Receivable	68,075	68,075	
1105 · Interest Receivable	-	-	-
<b>Total Accounts Receivable</b>	<b>68,075</b>	<b>68,075</b>	<b>-</b>
<b>Other Current Assets</b>			
1220 · VCJPA-Member Contingency Fund	494,980	494,980	
1230 · Pesticide Inventory	160,226	160,226	
<b>Total Other Current Assets</b>	<b>655,206</b>	<b>655,206</b>	<b>-</b>
<b>Total Current Assets</b>	<b>10,710,293</b>	<b>9,999,327</b>	<b>710,966</b>
<b>TOTAL ASSETS</b>	<b>10,710,293</b>	<b>9,999,327</b>	<b>710,966</b>
<b>LIABILITIES &amp; FUND BALANCE</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
2000 · Accounts Payable	99,035	98,646	388
<b>Total Accounts Payable</b>	<b>99,035</b>	<b>98,646</b>	<b>388</b>
<b>Credit Cards</b>			
1040 · US Bank Purchase Card	-	-	
<b>Total Credit Cards</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Current Liabilities</b>			
2200 · Accrued Wages	-	-	
<b>Total Other Current Liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Current Liabilities</b>	<b>99,035</b>	<b>98,646</b>	<b>388</b>
<b>Total Liabilities</b>	<b>99,035</b>	<b>98,646</b>	<b>388</b>
<b>Fund Balance</b>			
Beginning Fund Balance, 7/1/2023	9,816,910	9,062,890	754,020
Due To (From) Funds	-	-	-
Prior Year Adjustment	3,606	3,606	-
Revenues Over Expenditures	790,743	834,185	(43,442)
<b>Ending Fund Balance *</b>	<b>10,611,259</b>	<b>9,900,681</b>	<b>710,578</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>10,710,293</b>	<b>9,999,327</b>	<b>710,966</b>
<b>* COMPONENTS OF ENDING FUND BALANCE</b>			
Nonspendable (Inventory)	143,930	143,930	-
Pension Rate Stabilization Reserve	110,183	110,183	
Assigned (Capital Improvements)	710,578	-	710,578
Public Health Emergency Fund	800,000	800,000	-
Natural Disaster Emergency Fund	650,000	650,000	-
Real Property Acquisition Fund	2,434,670	2,434,670	-
Debt Service Repayment Fund	1,000,000	1,000,000	-
Unrestricted Fund Balance (Includes Working Capital)	4,761,898	4,761,898	-
<b>Total Fund Balance</b>	<b>10,611,259</b>	<b>9,900,681</b>	<b>710,578</b>

	General	Capital	Total
	Fund	Fund	Funds
<b>Beginning Fund Balance 7/1/2023:</b>	\$ 9,062,890	\$ 754,020	\$ 9,816,910
Revenues/Resources	\$ 4,576,148	\$ 12,493	\$ 4,588,641
Due To (From) Funds	\$ -	\$ -	\$ -
Prior Year Adjustment	\$ 3,606	\$ -	\$ 3,606
Expenditures	\$ 3,741,963	\$ 55,935	\$ 3,797,898
<b>Change in Fund Balance</b>	834,185	(43,442)	\$ 790,743
<b>* Ending Fund Balance</b>	\$ 9,900,681	\$ 710,578	\$ 10,611,259

<b>* Components of Fund Balance:</b>			
Nonspendable (Inventory)	\$ 143,930	\$ -	\$ 143,930
Pension Rate Stabilization Reserve	\$ 110,183		\$ 110,183
Assigned (Capital Improvements)	\$ -	\$ 710,578	\$ 710,578
Public Health Emergency Fund	\$ 800,000	\$ -	\$ 800,000
Natural Disaster Emergency Fund	\$ 650,000	\$ -	\$ 650,000
Real Property Acquisiton Fund	\$ 2,434,670	\$ -	\$ 2,434,670
Debt Service Repayment Fund	\$ 1,000,000	\$ -	\$ 1,000,000
Unrestricted Fund Balance	\$ 4,761,898	\$ -	\$ 4,761,898
<b>Total</b>	<b>\$ 9,900,681</b>	<b>\$ 710,578</b>	<b>\$ 10,611,259</b>

Statement of Revenues, Expenditures Budget vs. Actual  
July 2023 through June 2024

Month of Report:  
**January, 2024**

**GENERAL FUND:**

**Ordinary Revenues/Expenditures**

**Revenues**

	Annual Budget	YTD Actual	Annual Variance	%	YTD Budget	YTD Variance	%	Monthly Budget	Monthly Actual	Monthly Variance	%
Total 4000 · PROGRAM REVENUES	2,506,718	1,516,427	(990,291)	60.5%	1,546,847	(30,420)	98.0%	239,662	221,970	(17,692)	92.6%
Total 4100 · PROPERTY TAX REVENUES	3,592,034	2,068,782	(1,523,252)	57.6%	2,128,708	(59,926)	97.2%	304,436	275,952	(28,484)	90.6%
Total 4200 · OTHER TAX REVENUES	799,499	794,302	(5,197)	99.3%	473,783	320,519	167.7%	67,763	332,649	264,886	490.9%
Total 4300 · OTHER REVENUES	115,848	196,637	80,789	169.7%	51,946	144,691	378.5%	33,797	77,094	43,297	228.1%

**Total Revenues**

	7,014,099	4,576,148	(2,437,951)	65.2%	4,201,284	374,864	108.9%	645,658	907,665	262,007	140.6%
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**Expenditures**

Total 5000 · SALARIES & WAGES	3,277,706	1,774,676	1,503,030	54.1%	1,830,516	(55,840)	96.9%	264,092	231,433	(32,659)	87.6%
Total 5100 · EMPLOYEE BENEFITS	1,344,973	892,793	452,180	66.4%	850,845	41,948	104.9%	97,284	106,530	9,246	109.5%
Total 5200 · TRAINING - BOARD & STAFF	73,010	49,330	23,680	67.6%	49,027	303	100.6%	10,265	4,138	(6,127)	40.3%
Total 5300 · ADMINISTRATION	412,667	174,957	237,710	42.4%	200,358	(25,401)	87.3%	21,479	20,441	(1,038)	95.2%
Total 5400 · INSURANCE	188,516	178,059	10,457	94.5%	188,516	(10,457)	94.5%	-	-	-	0.0%
Total 5450 · COMPUTER HARDWARE & SOFTWARE	102,816	46,227	56,589	45.0%	45,401	826	101.8%	6,483	6,291	(192)	97.0%
Total 5500 · FACILITIES MAINTENANCE	54,640	16,201	38,439	29.7%	31,875	(15,674)	50.8%	4,553	2,271	(2,282)	49.9%
Total 5550 · UTILITIES	64,264	43,453	20,811	67.6%	38,048	5,405	114.2%	5,914	9,006	3,092	152.3%
Total 5600 · FLEET MAINTENANCE	64,650	23,443	41,207	36.3%	36,800	(13,357)	63.7%	4,470	940	(3,530)	21.0%
Total 5700 · OPERATIONS	284,821	101,601	183,220	35.7%	137,529	(35,928)	73.9%	32,741	9,480	(23,261)	29.0%
Total 5800 · LABORATORY	95,653	55,161	40,492	57.7%	54,378	783	101.4%	11,693	4,704	(6,989)	40.2%
Total 5900 · PUBLIC OUTREACH	133,369	67,969	65,400	51.0%	52,695	15,274	129.0%	9,583	16,549	6,966	172.7%
Total 6500 · DEBT SERVICE	318,094	318,094	(0)	100.0%	318,094	(0)	100.0%	-	-	-	0.0%

**Total Expenditures**

	6,415,179	3,741,963	(2,673,216)	58.3%	3,834,082	(92,119)	97.6%	468,557	411,784	(56,773)	87.9%
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**General Fund Net Revenues Over Expenditures**

	598,920	834,185	235,265		367,202	466,983		177,101	495,881	318,780	
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**CAPITAL IMPROVEMENT FUND:**

Total 6000 · CAPITAL IMPROVEMENTS REVENUE	-	12,493	(12,493)	0.0%	-	12,493	0.0%	-	6,371	6,371	0.0%
Total 6000 · CAPITAL IMPROVEMENTS EXPENDITURES	2,599,626	55,935	2,543,691	2.2%	734,793	(678,858)	7.6%	5,827	3,600	(2,227)	61.8%

**Capital Improvement Fund Net Revenue Over Expenditures**

	(2,599,626)	(43,442)	2,556,184		(734,793)	691,351		(5,827)	2,771	8,598	
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**San Mateo County Mosquito & Vector Control District**

01/31/2024

**A/R Aging Summary**

As of January 31, 2024

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
California Invasive Plant Council	0.00	0.00	0.00	0.00	33,591.18	33,591.18
City of Foster City	0.00	0.00	80.20	0.00	0.00	80.20
City of Pacifica Public Works Wastewater	0.00	0.00	78.08	0.00	0.00	78.08
City of Redwood City, Public Works	0.00	0.00	510.01	0.00	3,752.30	4,262.31
City of San Francisco, Parks	70.43	0.00	0.00	70.43	11,458.79	11,599.65
City of San Francisco, Public Utilities	449.75	0.00	264.11	0.00	0.00	713.86
City of San Mateo, Wastewater Treatment	87.43	0.00	0.00	0.00	0.00	87.43
City of South San Francisco Water Quality	84.03	0.00	0.00	0.00	0.00	84.03
San Francisco Int'l Airport	743.25	0.00	70.43	0.00	563.44	1,377.12
Sewer Authority Mid-Coastside	0.00	0.00	78.08	0.00	0.00	78.08
Silicon Valley Clean Water	173.50	0.00	0.00	0.00	0.00	173.50
Stanford University - Jasper Ridge	0.00	0.00	0.00	0.00	15,949.47	15,949.47
<b>TOTAL</b>	<u><b>1,608.39</b></u>	<u><b>0.00</b></u>	<u><b>1,080.91</b></u>	<u><b>70.43</b></u>	<u><b>65,315.18</b></u>	<u><b>68,074.91</b></u>

**San Mateo County Mosquito & Vector Control District**

02/28/2024

**A/R Aging Summary**

As of February 28, 2024

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
California Invasive Plant Council	0.00	0.00	0.00	0.00	13,071.43	13,071.43
City of San Francisco, Public Utilities	0.00	449.75	0.00	0.00	0.00	449.75
San Francisco Int'l Airport	0.00	743.25	70.43	0.00	563.44	1,377.12
<b>TOTAL</b>	<u><b>0.00</b></u>	<u><b>1,193.00</b></u>	<u><b>70.43</b></u>	<u><b>0.00</b></u>	<u><b>13,634.87</b></u>	<u><b>14,898.30</b></u>

**San Mateo County Mosquito and Vector Control District**  
**Cash Activity & Reconciliation to County Statement**  
**General Fund**  
**January 31, 2024**

<b>GF-Jan</b> <b>2024</b>
------------------------------

**Beginning Cash per District as of Dec 31, 2023** 6,250,675

<b>Reductions</b>	
Payroll Related (ADP)	(207,932)
Checks Written	(271,097)
Transfer out to Calif CLASS Investment	-
Bank Fee	(64)
<b>Total Reductions</b>	<b>(479,093)</b>

<b>Additions</b>	
Abatement Services	7,377
Property Tax Revenue	275,952
Quarterly Interest	42,392
ERAF Rebate	332,649
Special Benefit Assessment	175,139
Special Mosquito Tax	45,222
Misc Deposit	21,948
<b>Total Additions</b>	<b>900,680</b>

**Ending Cash per District as of Jan 31, 2024** **6,672,262**

**Cash per County General Fund Statement** 6,672,262

Difference -

COUNTY OF SAN MATEO      Verbose      [ D E T A I L E D    T R I A L    B A L A N C E ]      01/01/2024-01/31/2024      Page 2  
 FRI, FEB 09, 2024, 10:59 AM --req: EASRANIN--leg: GL JL--loc: CONTROL---job:16833555 J5463---prog: GL501 <1.86>--report id: GLTBAL01

SORT ORDER: SUB ACCT within SUB UNIT

SELECT ORG SUB UNIT: 02705-02706

Lg SUB UNIT Title	Director	St Tr	FDGP	FUND	SUB FUND	DEPT	DIVISION	SECTION	PROGRAM	BUDGET
GL 02706 County Mosquito Abatemen	Controller	A	07	02706	02706	00140	00000	00000	00000	00000

SUB ACCT	Date	Primary Ref.	Transaction Description	Debit	Credit	Balance
0111 Claim on Cash			Prior to 01/01/24	12,089,062.08	5,838,387.53	6,250,674.55
	01/01/24	RJ15INTA	AutoID: JXG109C4 Job: 16765 JE	42,392.01	0.00	6,293,066.56
	01/04/24	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	801.10	0.00	6,293,867.66
	01/11/24	HOE1114	AutoID: ITX111A4 Job: 16771 JE	3,446.63	0.00	6,297,314.29
	01/17/24	ER01174	AutoID: ITX117A4 Job: 16781 JE	332,649.34	0.00	6,629,963.63
	01/17/24	JE549156	AutoID: JVD117F4 Job: 16787 JE	0.00	63.82	6,629,899.81
	01/23/24	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	27,320.19	0.00	6,657,220.00
	01/24/24	JE549904	AutoID: JNE131B4 Job: 16816 JE	0.00	479,029.04	6,178,190.96
	01/25/24	SPR1254	AutoID: ITX125E4 Job: 16797 JE	2,758.72	0.00	6,180,949.68
	01/25/24	SPS1254	AutoID: ITX125C4 Job: 16797 JE	15,762.76	0.00	6,196,712.44
	01/25/24	SPU1254	AutoID: ITX125A4 Job: 16800 JE	11.32	0.00	6,196,723.76
	01/30/24	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	1,203.80	0.00	6,197,927.56
	01/31/24	SEC1314	AutoID: ITX131C4 Job: 16805 JE	474,083.29	0.00	6,672,010.85
	01/31/24	REF1314	AutoID: ITX131F4 Job: 16806 JE	5.68	0.00	6,672,016.53
	01/31/24	UNC1314	AutoID: ITX131A4 Job: 16815 JE	245.29	0.00	6,672,261.82
		DR	* SUB ACCT Total *	12,989,742.21*	6,317,480.39*	6,672,261.82*

**San Mateo County Mosquito and Vector Control District**  
**Cash Activity & Reconciliation to County Statement**  
**Capital Project Fund**  
**January 31, 2024**

<b>CPF-Jan 2024</b>
-------------------------

<b>Beginning Cash per District as of Dec 31, 2023</b>	717,395
<b>Reductions</b>	
Checks Written	(13,192)
Bank Fee	(57)
Transfer-Out to General Fund	-
<b>Total Reductions</b>	(13,250)
<b>Additions</b>	
Quarterly Interest	6,371
Transfer-In from General Fund	-
<b>Total Additions</b>	6,371
<b>Ending Cash per District as of Jan 31, 2024</b>	<b>710,516</b>
<b>Cash per County Capital Project Fund Statement</b>	710,516
Difference	-

COUNTY OF SAN MATEO      Verbose      [D E T A I L E D   T R I A L   B A L A N C E]      01/01/2024-01/31/2024      Page 1  
 FRI, FEB 09, 2024, 10:59 AM --req: EASRANIN--leg: GL JL--loc: CONTROL---job:16833555 J5463---prog: GL501 <1.86>--report id: GLTBAL01

SORT ORDER: SUB ACCT within SUB UNIT

SELECT ORG SUB UNIT: 02705-02706

Lg SUB UNIT Title	Director	St Tr	FDGP	FUND	SUB FUND	DEPT	DIVISION	SECTION	PROGRAM	BUDGET
=====										
GL 02705 SMC Mosq Abate-CP Proj F	Controller	A	07	02705	02705	00140	00000	00000	00000	00000
=====										
SUB ACCT	Date	Primary Ref.	Transaction Description	Debit	Credit	Balance				
=====							=====			
0111 Claim on Cash			Prior to 01/01/24	774,277.27	56,882.17	717,395.10				
	01/01/24	RJ15INTA	AutoID: JXG109C4 Job: 16765 JE	6,370.57	0.00	723,765.67				
	01/17/24	JE549156	AutoID: JVD117F4 Job: 16787 JE	0.00	57.30	723,708.37				
	01/24/24	JE549904	AutoID: JNE131B4 Job: 16816 JE	0.00	13,192.27	710,516.10				
		DR	* SUB ACCT Total *	780,647.84*	70,131.74*	710,516.10*				
=====							=====			

**San Mateo County Mosquito and Vector Control District**  
**ADP Payroll Disbursement**  
 January 31, 2024

<b>Jan 2024</b>
---------------------

January 5, 2024

January 19, 2024

Footnotes:

**Payroll ACH Disbursement (including Net Pay & Taxes )**

Total Net Pay	73,225	74,336	
Federal W/H Tax	14,329	14,422	
Social Security Tax	-	198	← A
Medicare	3,311	3,348	
CA W/H Tax	6,063	6,074	
CA SUI/DI	8,158	3,774	
<b>Total</b>	<b>105,086</b>	<b>102,152</b>	
<b>ADP Process Fee PPE 12/2 &amp; 12/16</b>	<b>255</b>	<b>301</b>	
<b>ADP Time &amp; Attendance</b>	<b>139</b>	<b>-</b>	
<b>Total amount for the period</b>	<b>105,480</b>	<b>102,452</b>	
<b>Total amount for the month:</b>		<b>207,932</b>	

**Footnotes:**

A. Social Security expenditure incurred for seasonal employees and Trustees stipends

**San Mateo County Mosquito & Vector Control District  
Check Detail**

<b>GF-Jan 2024</b>
------------------------

January 2024

Num	Date	Name	Memo	Account	Original Amount
2474	01/02/2024	Charles P. Hansen	Retiree Health Insurance Reimb-Jan '24	1013 · Checking - US Bank - GF x3353	-580.68
01012024	01/01/2024		Retiree Health Insurance Reimb-Jan '24	5160 · Retirees - HRA & Medical Reimb	580.68
TOTAL					580.68
2475	01/02/2024	Dennis J Jewell	Retiree Health Insurance Reimb-Jan '24	1013 · Checking - US Bank - GF x3353	-580.68
01012024	01/01/2024		Retiree Health Insurance Reimb-Jan '24	5160 · Retirees - HRA & Medical Reimb	580.68
TOTAL					580.68
2476	01/02/2024	Great-West Life & Annuity Co	Group No. 98368	1013 · Checking - US Bank - GF x3353	-6,293.35
12162023	12/16/2023		Employee Deferred Comp PPE 12/16/2023	5185 · Actives - Deferred Compensation	6,293.35
TOTAL					6,293.35
2477	01/02/2024	San Mateo County Retirement As SM M.A.D.		1013 · Checking - US Bank - GF x3353	-37,087.18
12162023	12/16/2023		Employee Contribution Pay Period 12/03/2023-12/16/2023	5115 · Retirement - Employee Contribut	9,676.88
			Employer Contribution Pay Period 12/03/2023-12/16/2023	5110 · Retirement - Employer Contribut	27,410.30
TOTAL					37,087.18
2478	01/02/2024	U.S. Bank PARS Account # 67461	Agency Name: San Mateo County Mosquito & Vector Control District PPE	1013 · Checking - US Bank - GF x3353	-606.51
6746022400-P	12/16/2023		Alternate Retirement System for Richard Arrow PPE 12/16/2023	5116 · Alternate Retire-Employee Contr	606.51
TOTAL					606.51
2479	01/02/2024	Angelle Desiree LaBeaud	Jul & Sep thru Dec 2023 Board Meeting Exp Reimb	1013 · Checking - US Bank - GF x3353	-500.00
Jul&Sep-Dec'2	12/29/2023		Jul & Sep thru Dec 2023 Board Meeting Exp Reimb	5305 · Board Meeting Expenses	500.00
TOTAL					500.00
2480	01/02/2024	Irena Gilligan	Jul-Dec 2023 Board Meeting Exp Reimb	1013 · Checking - US Bank - GF x3353	-600.00
Jul-Dec'23	12/29/2023		Jul-Dec 2023 Board Meeting Exp Reimb	5305 · Board Meeting Expenses	600.00
TOTAL					600.00
2481	01/02/2024	Mason Brutschy		1013 · Checking - US Bank - GF x3353	-1,225.61



**San Mateo County Mosquito & Vector Control District**  
**Check Detail**  
**January 2024**

<b>GF-Jan 2024</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
AMCA&CSFM	12/18/2023		Reimb Air Tickets to AMCA & CSFMO Conf 2024	5210 · Conferences / Workshops Board	625.61
Jul-Dec2023 E	12/29/2023		Jul thru Dec 2023 Board Meeting Exp Reimbursement	5305 · Board Meeting Expenses	600.00
TOTAL					1,225.61
<b>2482</b>	<b>01/02/2024</b>	<b>Michael D. Yoshida</b>	<b>Jul thru Dec 2023 Board Meeting Exp Reimbursement</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-600.00</b>
Jul-Dec'23 Reim	12/29/2023		Jul thru Dec 2023 Board Meeting Exp Reimbursement	5305 · Board Meeting Expenses	600.00
TOTAL					600.00
<b>2483</b>	<b>01/02/2024</b>	<b>Airgas Dry Ice</b>	<b>4317638</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-268.54</b>
9145036400	12/12/2023		Dry Ice (200 lbs)	5820 · Dry Ice	268.54
TOTAL					268.54
<b>2484</b>	<b>01/02/2024</b>	<b>American Fidelity Assurance</b>	<b>Payor: 56840</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-457.98</b>
D670263	12/20/2023		Life/Acc/Cancer EE Insurance for Dec-2023	5170 · Actives - Other Benefits	457.98
TOTAL					457.98
<b>2485</b>	<b>01/02/2024</b>	<b>California Animal Health &amp; Food Billing ID: SAN297</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-135.00</b>
D2315689	12/01/2023		Dead chicken necropsy exam	5810 · Sentinel Chicken Flocks/Supply	135.00
TOTAL					135.00
<b>2486</b>	<b>01/02/2024</b>	<b>California Assoc of Public Info O Invoice #19899</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-275.00</b>
19899	12/28/2023		Membership renewal-Professional (thru 2/10/2025)	5910 · Media and Network	275.00
TOTAL					275.00
<b>2487</b>	<b>01/02/2024</b>	<b>Flyers Energy, LLC</b>	<b>Account 700895</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,617.52</b>
CFS-3666924	12/15/2023		Fuels 12/01/2023-12/15/2023	5735 · Fuel	1,617.52
TOTAL					1,617.52
<b>2488</b>	<b>01/02/2024</b>	<b>Fusion, LLC</b>	<b>Customer No. 3789973</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-530.47</b>

**San Mateo County Mosquito & Vector Control District**  
**Check Detail**

<b>GF-Jan 2024</b>
------------------------

January 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
9806063	12/20/2023		Phone System Jan-2024	5570 · Phone - VOIP - Fusion/MegaPath	530.47
TOTAL					530.47
2489	01/02/2024	Grainger	809934680	1013 · Checking - US Bank - GF x3353	-430.94
7116104519	12/05/2023		Fleet repair & maintenance	5620 · Auto, Hotsy, Plug, Boat, Traile	164.43
			Ops field equip & supplies	5630 · Ops Equipment & Repairs	119.60
			Ops field safety supplies	5720 · Safety Equipment	146.91
TOTAL					430.94
2490	01/02/2024	Jarvis Fay LLP	Invoice 18274	1013 · Checking - US Bank - GF x3353	-4,185.00
18274	11/30/2023		Board Matters (.9 hr) - Legal Services thru Nov-2023	5350 · Legal Services	270.00
			Contracts (6.2 hrs)	5350 · Legal Services	1,860.00
			Manager's Review Committee (1.8 hrs)	5350 · Legal Services	540.00
			Trustee Benefits (5.7hrs)	5350 · Legal Services	1,515.00
TOTAL					4,185.00
2491	01/02/2024	Lampire Biological Laboratories, A/C # SANMAT		1013 · Checking - US Bank - GF x3353	-349.00
580001	12/05/2023		Chicken Blood (PO# 02076-1847)	5815 · Mosquito Blood	349.00
TOTAL					349.00
2492	01/02/2024	Life Technologies Corporation	Invoice #84056844	1013 · Checking - US Bank - GF x3353	-2,044.38
84056844	10/25/2023		Restocking disease surveillance supplies (P.O.#02706-1916)	5845 · Lab PCR Supplies	2,044.38
TOTAL					2,044.38
2493	01/02/2024	Public Agency Retirement Servic Customer #SAN400		1013 · Checking - US Bank - GF x3353	-318.36
54536	12/11/2023		PARS Alternate Retirement System Fees PE 10/31/2023	5325 · HR & Finance Consultant	318.36
TOTAL					318.36
2494	01/02/2024	Quench USA, Inc.	A/C #D322868	1013 · Checking - US Bank - GF x3353	-205.00
INV06729108	01/01/2024		Dinking Water Dispenser Rental - Jan 2024	5335 · Office Expense	205.00
TOTAL					205.00

**San Mateo County Mosquito & Vector Control District**  
**Check Detail**  
**January 2024**

<b>GF-Jan 2024</b>
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Num	Date	Name	Memo	Account	Original Amount
2495	01/02/2024	Rachel Curtis	Reimb Dental for Self (Max reached for FY23-24)	1013 · Checking - US Bank - GF x3353	-260.00
	Reimb-Dental 12/29/2023		Reimb Dental for Self (Max reached for FY23-24)	5140 · Actives - Dental Reimbursement	260.00
TOTAL					260.00
2496	01/02/2024	Regional Government Services	Inv #16088	1013 · Checking - US Bank - GF x3353	-78.00
	16088 11/30/2023		Nov '23-HR consulting (.5hr)	5325 · HR & Finance Consultant	78.00
TOTAL					78.00
2497	01/02/2024	SCI Consulting Group	Invoice #SBS10930	1013 · Checking - US Bank - GF x3353	-16,227.00
	SBS10930 09/28/2023		Special Assessment-North & West SM Cty Mosq Abatement Dist 2023-24	5345 · Prof. Services - Engineer Rpt	14,827.00
			Special Benefit Assessment Administration FY 2023-24 (Max Limit)	5345 · Prof. Services - Engineer Rpt	1,400.00
TOTAL					16,227.00
2498	01/02/2024	Standard Insurance Company	142979	1013 · Checking - US Bank - GF x3353	-1,458.77
	142979-0001 12/19/2023		Long term disability due 01/01/2024	5165 · Long Term Disability - Standard	1,458.77
TOTAL					1,458.77
2499	01/02/2024	Target Specialty Products	Customer ID 5005852	1013 · Checking - US Bank - GF x3353	-8,971.71
	INVP5013595 12/14/2023		Altosid SR Slim Ingot, 48cs/pllt 220 White Briquet/cs (Qty:10 cs) PO#02706-192 5705 · Pesticides		8,971.71
TOTAL					8,971.71
2500	01/11/2024	Arielle Crews	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
	MVCAC-01-20: 01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00
2501	01/11/2024	Brian Weber	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
	MVCAC-01-20: 01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00

**San Mateo County Mosquito & Vector Control District**  
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<b>GF-Jan 2024</b>
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January 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
2502	01/11/2024	Casey Stevenson	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
MVCAC-01-20:	01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					<u>259.00</u>
2503	01/11/2024	Kim Keyser	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
MVCAC-01-20:	01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					<u>259.00</u>
2504	01/11/2024	Matthew Nienhuis	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
MVCAC-01-20:	01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					<u>259.00</u>
2505	01/11/2024	Rachel Curtis	Per Diem to MVCAC Conf at Monterey 1/21-1/23/24	1013 · Checking - US Bank - GF x3353	-185.00
MVCAC-01-20:	01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/23/24	5215 · Conferences / Workshops Staff	185.00
TOTAL					<u>185.00</u>
2506	01/11/2024	Richard Arrow	Per Diem to CSFMO Conf in Anaheim 1/30-2/2/24	1013 · Checking - US Bank - GF x3353	-259.00
CSFMO-1/30-2	01/03/2024		Per Diem to CSFMO Conf in Anaheim 1/30-2/2/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					<u>259.00</u>
2507	01/11/2024	Sean Jones	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
MVCAC-01-20:	01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					<u>259.00</u>
2508	01/11/2024	Tara Roth	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
MVCAC-01-20:	01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					<u>259.00</u>
2509	01/11/2024	Theresa Shelton	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00

# San Mateo County Mosquito & Vector Control District Check Detail

<b>GF-Jan 2024</b>
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January 2024

Num	Date	Name	Memo	Account	Original Amount
MVCAC-01-20	01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00
2510	01/11/2024	Waldemar Bruj	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
MVCAC-01-20	01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00
2511	01/11/2024	Great-West Life & Annuity Co	Group No. 98368	1013 · Checking - US Bank - GF x3353	-6,869.48
12302023	12/30/2023		Employee Deferred Comp PPE 12/30/2023	5185 · Actives - Deferred Compensation	6,869.48
TOTAL					6,869.48
2512	01/11/2024	San Mateo County Retirement As	SM M.A.D.	1013 · Checking - US Bank - GF x3353	-36,140.91
12302023	12/30/2023		Employee Contribution Pay Period 12/17/2023-12/30/2023	5115 · Retirement - Employee Contribut	9,470.25
			Employer Contribution Pay Period 12/17/2023-12/30/2023	5110 · Retirement - Employer Contribut	26,670.66
TOTAL					36,140.91
2513	01/11/2024	U.S. Bank PARS Account # 67461	Agency Name: San Mateo County Mosquito & Vector Control District PPE	1013 · Checking - US Bank - GF x3353	-606.51
6746022400-P	12/30/2023		Alternate Retirement System for Richard Arrow PPE 12/30/2023	5116 · Alternate Retire-Employee Contr	606.51
TOTAL					606.51
2514	01/11/2024	Aim To Please Janitorial Service	Invoice #68 - Dec 2023	1013 · Checking - US Bank - GF x3353	-1,633.25
68	12/31/2023		1351 Rollins Janitorial Services-Dec 2023	5340 · Janitorial/Household Expense	1,200.00
			1415 N Carolan Janitorial Services	5340 · Janitorial/Household Expense	325.00
			1415 N Carolan Restroom Cleaning	5340 · Janitorial/Household Expense	108.25
TOTAL					1,633.25
2515	01/11/2024	Amazon Capital Services	Account # ARX6UTA334C06	1013 · Checking - US Bank - GF x3353	-891.11
1TJN-RN6D-V	12/31/2023		iPhone case/screen/lens protector	5335 · Office Expense	53.51
			Computer cables & USB dock	5460 · Computer Hardware	127.22
			Fleet maintenance supplies	5620 · Auto, Hotsy, Plug, Boat, Traile	207.17
			Traps for invasive aedes	5805 · Disease Surveillance	260.40

# San Mateo County Mosquito & Vector Control District

## Check Detail

<b>GF-Jan</b> <b>2024</b>
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January 2024

Num	Date	Name	Memo	Account	Original Amount
			Public outreach supplies	5910 · Media and Network	242.81
TOTAL					891.11
<b>2516</b>	<b>01/11/2024</b>	<b>American Fidelity Assurance Cor</b>	<b>Payor: 56840</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,669.16</b>
2363125B, Voi	01/05/2024		Flexible Spending Account (Employee Contrib)	5170 · Actives - Other Benefits	1,669.16
TOTAL					1,669.16
<b>2517</b>	<b>01/11/2024</b>	<b>Bay Area Digital Solutions</b>	<b>Invoice #667</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-6,000.00</b>
3667	01/04/2024		Outreach campaign for ticks service 1/1-2/29/24 (PO#02706-1925)	5910 · Media and Network	6,000.00
TOTAL					6,000.00
<b>2518</b>	<b>01/11/2024</b>	<b>CA Society Municipal Officers</b>	<b>2024 CSMFO Membership for Richard Arrow</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-135.00</b>
300014352-Ric	01/10/2024		2024 CSMFO Membership for Richard Arrow	5330 · Memberships & Subscriptions	135.00
TOTAL					135.00
<b>2519</b>	<b>01/11/2024</b>	<b>Cintas</b>	<b>Customer #11322412</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-219.96</b>
5191047118	01/02/2024		First Aid-Kit refill (2)	5720 · Safety Equipment	219.96
TOTAL					219.96
<b>2520</b>	<b>01/11/2024</b>	<b>Cintas Corporation #0464</b>	<b>Payer #15914933</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-559.35</b>
15914933 Dec	12/31/2023		Uniform Services 12/06/23 Inv #4176130704	5725 · Apparel - Uniforms & Boots	139.63
			Uniform Services 12/13/23 Inv #4176849952	5725 · Apparel - Uniforms & Boots	134.06
			Uniform Services 12/20/23 Inv #4177598858	5725 · Apparel - Uniforms & Boots	151.60
			Uniform Services 12/27/23 Inv #4178206054	5725 · Apparel - Uniforms & Boots	134.06
TOTAL					559.35
<b>2521</b>	<b>01/11/2024</b>	<b>City of Burlingame, Water</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,174.39</b>
53-310176-Dec	12/27/2023		Fireline 10/24/23-12/19/23	5565 · Water	13.15
53-310184-Dec	12/27/2023		3/4 Inch 10/24/23-12/19/23	5565 · Water	153.94
53-133346-Dec	12/27/2023		1 1/2 Inch 10/24/23-12/19/23	5565 · Water	529.44
53-485494-Dec	12/27/2023		1 Inch meter 10/24/23-12/19/23-1415 N. Carolan Ave	5565 · Water	477.86

**San Mateo County Mosquito & Vector Control District**  
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<b>GF-Jan 2024</b>
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Num	Date	Name	Memo	Account	Original Amount
TOTAL					1,174.39
2522	01/11/2024	Eco Medical Inc.	Invoice #23008	1013 · Checking - US Bank - GF x3353	-104.00
23008	12/31/2023		28 Gal. Bio-waste container pick-up - Dec 2023	5830 · Lab Biowaste Disposal	104.00
TOTAL					104.00
2523	01/11/2024	Flyers Energy, LLC	Account 700895	1013 · Checking - US Bank - GF x3353	-823.10
CFS-3684491	12/31/2023		Fuels 12/16/2023-12/31/2023	5735 · Fuel	823.10
TOTAL					823.10
2524	01/11/2024	FRMS	51 - SMCMVCD Billing Period Feb-2024	1013 · Checking - US Bank - GF x3353	-36,185.85
FRMS0224-SM	01/08/2024		Medical Insurance for Feb-2024	5125 · Actives - Medical Insurance	32,845.15
			Dental Insurance	5135 · Actives - Dental Insurance	2,754.18
			Vision	5145 · Actives - Vision Insurance	482.02
			Hartford Group Life	5150 · Group Life Insurance	104.50
TOTAL					36,185.85
2525	01/11/2024	Government Finance Officers As Invoice #00018798; Membership #300208318		1013 · Checking - US Bank - GF x3353	-1,265.00
00018798	12/31/2023		Cert. of Achievement Application Fee FY2023	5375 · Audit	1,265.00
TOTAL					1,265.00
2526	01/11/2024	Grainger	809934680	1013 · Checking - US Bank - GF x3353	-50.52
7117261649	01/05/2024		Wasp killer aerosol spray	5705 · Pesticides	50.52
TOTAL					50.52
2527	01/11/2024	O'Reilly Automotive, Inc.	Customer #1275593	1013 · Checking - US Bank - GF x3353	-158.84
1275593 Stmt1	11/29/2023		Batteries for Sienna Van	5620 · Auto, Hotsy, Plug, Boat, Traile	158.84
TOTAL					158.84
2528	01/11/2024	ODP Business Solutions, LLC	A/C #36568593	1013 · Checking - US Bank - GF x3353	-671.62

**San Mateo County Mosquito & Vector Control District**  
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<b>GF-Jan 2024</b>
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January 2024

Num	Date	Name	Memo	Account	Original Amount
29161496	12/25/2023		Wall calendars & misc off supplies	5335 · Office Expense	671.62
TOTAL					671.62
<b>2529</b>	<b>01/11/2024</b>	<b>PG&amp;E</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-3,325.57</b>
5594119880-0	12/27/2023		PGE Elec & Gas for 1415 N Carolan 11/29/23-12/27/2023	5560 · Gas & Electricity - PG&E	767.44
5584709654-6	12/27/2023		1351 Rollins Site 11/29/2023-12/27/2023	5560 · Gas & Electricity - PG&E	2,558.13
TOTAL					3,325.57
<b>2530</b>	<b>01/11/2024</b>	<b>RankPlus SEO</b>	<b>Invoice 000799</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-742.00</b>
000799	01/01/2024		Google Ads Services (Jan)	5910 · Media and Network	742.00
TOTAL					742.00
<b>2531</b>	<b>01/11/2024</b>	<b>Recology San Mateo County</b>	<b>A/C #731001072</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-482.22</b>
52091725	01/03/2024		Garbage Service - Dec 2023	5340 · Janitorial/Household Expense	482.22
TOTAL					482.22
<b>2532</b>	<b>01/11/2024</b>	<b>San Mateo Daily Journal</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-3,660.60</b>
12336	11/17/2023		Ad to raise awareness of District's rodent inspection (PO#02706-1926)	5910 · Media and Network	2,440.40
12338	11/17/2023		Ad to raise awareness of District's rodent inspection (PO#02706-1926)	5910 · Media and Network	1,220.20
TOTAL					3,660.60
<b>2533</b>	<b>01/11/2024</b>	<b>Streamline</b>	<b>Invoice No: 112D6F75-0035</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-431.00</b>
112D6F75-003	01/01/2024		Streamline Web 1/1/2024-1/31/2024	5475 · Website Hosting / Microsoft	431.00
TOTAL					431.00
<b>2534</b>	<b>01/11/2024</b>	<b>Verizon Wireless</b>	<b>A/C #271667168-00002</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-2,158.67</b>
9952725982	01/09/2024		Services for period 11/27/23-12/26/23 (CalNet)	5580 · Phone - Mobile Devices-Verizon	1,808.43
			Upgrade iPhone for Mary	5580 · Phone - Mobile Devices-Verizon	350.24
TOTAL					2,158.67
<b>2535</b>	<b>01/11/2024</b>	<b>U.S. Bank</b>	<b>4246-0445-5564-6391</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-15,600.83</b>



**San Mateo County Mosquito & Vector Control District  
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January 2024

Num	Date	Name	Memo	Account	Original Amount
12222023	12/22/2023		District Credit Card Payment	1040 · US Bank Purchase Card	15,600.83
TOTAL					15,600.83
2536	01/24/2024	Comcast	A/C #8155200280283815	1013 · Checking - US Bank - GF x3353	-79.70
815520028070	01/17/2024		Business Internet 01/22/24-02/21/24 (1351 Rollins) Apply credit memo from cancellation of the old account	5575 · Phone - Land Line-AT&T/Comcast 5575 · Phone - Land Line-AT&T/Comcast	171.08 -91.38
TOTAL					79.70
2537	01/24/2024	Charles P. Hansen	Retiree Prescription Drug Reimbursemt PE 12-31-23	1013 · Checking - US Bank - GF x3353	-158.60
Drug-12-31-23	12/31/2023		Retiree Prescription Drug Reimbursemt PE 12-31-23	5155 · Retirees - HRA & Prescrip Reimb	158.60
TOTAL					158.60
2538	01/24/2024	Great-West Life & Annuity Co	Group No. 98368	1013 · Checking - US Bank - GF x3353	-6,800.88
01132024	01/13/2024		Employee Deferred Comp PPE 01/13/2024	5185 · Actives - Deferred Compensation	6,800.88
TOTAL					6,800.88
2539	01/24/2024	San Mateo County Retirement As SM M.A.D.		1013 · Checking - US Bank - GF x3353	-36,014.13
01132024	01/13/2024		Employee Contribution Pay Period 12/31/2023-01/13/2024 Employer Contribution Pay Period 12/31/2023-01/13/2024	5115 · Retirement - Employee Contribut 5110 · Retirement - Employer Contribut	9,443.96 26,570.17
TOTAL					36,014.13
2540	01/24/2024	U.S. Bank PARS Account # 67461	Agency Name: San Mateo County Mosquito & Vector Control District PPE	1013 · Checking - US Bank - GF x3353	-606.51
6746022400-P	01/13/2024		Alternate Retirement System for Richard Arrow PPE 01/13/2024	5116 · Alternate Retire-Employee Contr	606.51
TOTAL					606.51
2541	01/24/2024	Airgas Dry Ice	4317638	1013 · Checking - US Bank - GF x3353	-280.62
9145803216	01/09/2024		Dry Ice (200 lbs)	5820 · Dry Ice	280.62
TOTAL					280.62
2542	01/24/2024	Airgas USA, LLC	Payer #3148591	1013 · Checking - US Bank - GF x3353	-40.54

**San Mateo County Mosquito & Vector Control District**  
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January 2024

Num	Date	Name	Memo	Account	Original Amount
9145576612	01/03/2024		Dry Ice (10 LB)	5820 · Dry Ice	40.54
TOTAL					40.54
<b>2543</b>	<b>01/24/2024</b>	<b>American Fidelity Assurance</b>	<b>Payor: 56840</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-457.98</b>
D680158	01/19/2024		Life/Acc/Cancer EE Insurance for Jan-2024	5170 · Actives - Other Benefits	457.98
TOTAL					457.98
<b>2544</b>	<b>01/24/2024</b>	<b>American Fidelity Assurance Co</b>	<b>Payor: 56840 Pay Period 2/4/2024</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,669.16</b>
2363126	01/17/2024		Flexible Spending Account (Employee Contrib) PP 2/4/2024	5170 · Actives - Other Benefits	1,669.16
TOTAL					1,669.16
<b>2545</b>	<b>01/24/2024</b>	<b>Bay Alarm</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-2,001.00</b>
21112477	01/02/2024		Security Alarm Monitoring 02/01/2024-04/30/2024 (1415 N Carolan Ave)	5385 · Security and fire alarm	540.00
21116160	01/02/2024		Fire Alarm Monitoring 02/01/2024-04/30/2024 (1351 Rollins Rd)	5385 · Security and fire alarm	445.20
			Sprinkler Inspection Services 02/01/2024-04/30/2024	5385 · Security and fire alarm	160.80
21149306	01/05/2024		Access Control System 02/01/24-04/30/24 (1351 Rollins Rd)	5385 · Security and fire alarm	855.00
TOTAL					2,001.00
<b>2546</b>	<b>01/24/2024</b>	<b>Colorprint</b>	<b>Inv #35566</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-316.95</b>
35566	01/05/2024		Rodent Control Booklets (Qty: 100)	5920 · Promotion & Printing	316.95
TOTAL					316.95
<b>2547</b>	<b>01/24/2024</b>	<b>Daily Post</b>	<b>Cust# 7987; Invoice #97938</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-945.00</b>
97938	01/16/2024		Newspaper ads 1/13-1/29/2024 (Promoting District Services)	5920 · Promotion & Printing	945.00
TOTAL					945.00
<b>2548</b>	<b>01/24/2024</b>	<b>Dennco</b>	<b>Inv #38147</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,147.16</b>
38147	01/22/2024		Jan-2024 Inspection Service Contract & Repairs HVAC	5505 · Facility - Repairs & Maint	770.00
			Merv 13 filters	5505 · Facility - Repairs & Maint	377.16
TOTAL					1,147.16

**San Mateo County Mosquito & Vector Control District**  
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January 2024

Num	Date	Name	Memo	Account	Original Amount
2549	01/24/2024	Erika Eugenia Alor Vazquez	San Mateo County Mosquito	1013 · Checking - US Bank - GF x3353	-140.00
00006	01/24/2024		Spanish translation for District Services	5910 · Media and Network	140.00
TOTAL					140.00
2550	01/24/2024	Flyers Energy, LLC	Account 700895	1013 · Checking - US Bank - GF x3353	-1,159.96
CFS-3712225	01/15/2024		Fuels 01/01/2024-01/15/2024	5735 · Fuel	1,159.96
TOTAL					1,159.96
2551	01/24/2024	Jarvis Fay LLP	Invoice 18366	1013 · Checking - US Bank - GF x3353	-3,247.50
18366	12/31/2023		Trustees Compensation/Benefits (7 hrs) - Legal Services thru Dec-2023 Policy 6030 Purchasing Exp (3.9hrs)	5350 · Legal Services 5350 · Legal Services	2,077.50 1,170.00
TOTAL					3,247.50
2552	01/24/2024	Lampire Biological Laboratories, A/C # SANMAT		1013 · Checking - US Bank - GF x3353	-349.00
581292	01/02/2024		Chicken Blood (PO# 02076-1847)	5815 · Mosquito Blood	349.00
TOTAL					349.00
2553	01/24/2024	MidAmerica Admin & Retirement Cust ID: SANMA002 (Admin Fees Oct-Dec '23)		1013 · Checking - US Bank - GF x3353	-648.00
HRA-Admin-Or	12/29/2023		Admin Fees for Actives HRA (Oct thru Dec '23) Admin Fees for Retirees HRA (Oct thru Dec '23)	5130 · Actives - HRA Health Reimb Acct 5160 · Retirees - HRA & Medical Reimb	528.00 120.00
TOTAL					648.00
2554	01/24/2024	Pacific Office Automation	Customer #446374	1013 · Checking - US Bank - GF x3353	-271.14
937708	01/08/2024		Maintenance for 1 Color & 2 Blk/Wht Copiers 01/02/24-02/02/24	5380 · Copier and postage	271.14
TOTAL					271.14
2555	01/24/2024	Public Agency Retirement Servic Customer #SAN400		1013 · Checking - US Bank - GF x3353	-318.36
54737	01/09/2024		PARS Alternate Retirement System Fees PE 11/30/2023	5325 · HR & Finance Consultant	318.36
TOTAL					318.36

**San Mateo County Mosquito & Vector Control District**  
**Check Detail**

<b>GF-Jan 2024</b>
------------------------

January 2024

Num	Date	Name	Memo	Account	Original Amount
2556	01/24/2024	RMT Landscape Contractors, Inc Customer #M332		1013 · Checking - US Bank - GF x3353	-869.00
20240132	01/10/2024		Landscape Maintenance Jan-2024 (1351 Rollins Rd)	5505 · Facility - Repairs & Maint	544.50
			Landscape Maintenance (1415 N Carolan Ave)	5505 · Facility - Repairs & Maint	324.50
TOTAL					<u>869.00</u>
2557	01/24/2024	San Mateo County Environment Invoice #00101485		1013 · Checking - US Bank - GF x3353	-82.00
00101485	01/14/2024		Hazardous waste disposal fee (Used oil filters)	5620 · Auto, Hotsy, Plug, Boat, Traile	82.00
TOTAL					<u>82.00</u>
2558	01/24/2024	Technical Safety Services, LLC Customer #14050		1013 · Checking - US Bank - GF x3353	-3,272.99
IN0367573	12/29/2023		Replacement of BSC Motor and recalibration	5840 · Lab Equip. Maintenance	3,272.99
TOTAL					<u>3,272.99</u>
<b>CHECK TOTAL</b>					<b><u><u>271,096.80</u></u></b>

Note: Previous month's check numbers were 2421-2473. Current month's check numbers are 2474-2558 (85 checks).

**San Mateo County Mosquito & Vector Control District  
Check Detail**

<b>CPF-Jan 2024</b>
-------------------------

January 2024

Num	Date	Name	Memo	Account	Original Amount
1267	01/02/2024	F/S Manufacturing	Invoice No. 153275	1023 · Checking - US Bank - CPF x4183	-9,649.94
153275	11/16/2023		Pro GF Guardian 300 Gal Skid Mount (PO #02706 6020 · Equipment - Operations & Admin		9,649.94
TOTAL					9,649.94
1268	01/11/2024	Enterprise FM Trust	Customer No. 458563	1023 · Checking - US Bank - CPF x4183	-3,542.33
458563-010524	01/05/2024		22NCN8-2018 NISS Frontier- Jan 2024	6030 · Vehicle Leases	248.89
			22NCNB-2018 NISS Frontier	6030 · Vehicle Leases	248.89
			22NCNF-2018 NISS Frontier	6030 · Vehicle Leases	32.89
			22NCNJ-2018 NISS Frontier	6030 · Vehicle Leases	32.89
			23CDWF-2020 Subaru Forester	6030 · Vehicle Leases	318.64
			23LVXF-2019 NISS Frontier (Kim)	6030 · Vehicle Leases	405.59
			23LW6S-2019 NISS Frontier (Lab)	6030 · Vehicle Leases	455.33
			23MNV2-2020 NISS Frontier	6030 · Vehicle Leases	391.87
			23MNV3-2020 NISS Frontier	6030 · Vehicle Leases	391.88
			25QSHX-2022 FORD Explorer	6030 · Vehicle Leases	492.81
			266LKM-2021 RAM 2500	6030 · Vehicle Leases	522.65
TOTAL					3,542.33
<b>CHECK TOTAL</b>					<b>13,192.27</b>

Note: Previous month's check number was 1266. Current month's check number are 1267-1268 (2 checks).



P.O. BOX 8343  
FARGO ND 58125-8343



000001028 01 SP 106481944046022 P  
SMCMVCD  
ATTN DISTRICT MANAGER  
1351 ROLLINS RD  
BURLINGAME CA 94010-2409

ACCOUNT NUMBER [REDACTED]  
STATEMENT DATE 01-22-2024  
AMOUNT DUE \$9,855.05  
NEW BALANCE \$9,855.05  
PAYMENT DUE ON RECEIPT

Jan  
2024

AMOUNT ENCLOSED  
\$

Please make check payable to U.S. Bank

U.S. BANK CORPORATE PAYMENT SYSTEMS  
P.O. BOX 790428  
ST. LOUIS, MO 63179-0428

[REDACTED] 000985505 000985505

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY									
SMCMAD	Previous Balance	Purchases And Other + Charges	Cash Advances +	Cash Advance Fees +	Late Payment Charges	- Credits	- Payments	New Balance	
Company Total	\$30,427.66	\$9,855.05	\$0.00	\$0.00	\$0.00	\$0.00	\$30,427.66	\$9,855.05	

CORPORATE ACCOUNT ACTIVITY					
SMCMAD					TOTAL CORPORATE ACTIVITY
					\$30,427.66CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-26	12-22	7479826336000000001338	PAYMENT - THANK YOU 00000 C		14,826.83 PY
01-22	01-21	74798264022000000000254	PAYMENT - THANK YOU 00000 C		15,600.83 PY

NEW ACTIVITY					
ANGELA NAKANO		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$66.24	\$0.00	\$66.24
Post Date	Tran Date	Reference Number	Transaction Description		Amount
01-18	01-16	24943014017010183588756	THE HOME DEPOT #0839 COLMA CA		66.24

<b>CUSTOMER SERVICE CALL</b>  800-344-5696	ACCOUNT NUMBER		ACCOUNT SUMMARY	
	[REDACTED]		PREVIOUS BALANCE	30,427.66
STATEMENT DATE 01/22/24	DISPUTED AMOUNT	.00	PURCHASES & OTHER CHARGES	9,855.05
			CASH ADVANCES	.00
SEND BILLING INQUIRIES TO: U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 8335 Fargo, ND 58125-8335	AMOUNT DUE		CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	.00
			PAYMENTS	30,427.66
		9,855.05	ACCOUNT BALANCE	9,855.05



Company Name: SMCMVCD
Corporate Account Number: [REDACTED]
Statement Date: 01-22-2024

Jan  
2024

**NEW ACTIVITY**

<b>CASEY STEVENSON</b>					<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
██████████					\$0.00	\$440.00	\$0.00	\$440.00
Post Date	Tran Date	Reference Number	Transaction Description		Amount			
01-04	01-04	24492154004713943456313	EB VERTEBRATE PEST CO 801-413-7200 CA		440.00			

<b>SMCMVCD ADMIN</b>					<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
██████████					\$0.00	\$5,111.80	\$0.00	\$5,111.80
Post Date	Tran Date	Reference Number	Transaction Description		Amount			
12-29	12-29	24492153363743948772304	LIFETECHCORP 11273141 800-955-6288 CA		120.48			
01-02	01-01	24204294001001381912088	GOOGLE ADS3907138857 850-2530000 CA		125.21			
01-02	12-30	24492153364745125710238	LIFETECHCORP 11273141 800-955-6288 CA		19.30			
01-02	12-31	24492153365717407577667	GOVERNMENT FINANCE OFFICE 312-977-9700 IL		1,265.00			
01-02	01-01	24492164001000025667880	MOSYLE BUS' MOSYLE BUS HTTPSBUSINESS FL		37.50			
01-02	12-29	24493983385207710802126	CAL CHAMBER OF COMMERCE 800-331-8877 CA		82.94			
01-02	01-01	24692164001103132994508	YELPINC'855 380 9357 855-380-9357 CA		90.00			
01-08	01-06	24692164006107184018370	TST* LIMON - BURLINGAME 650-727-0050 CA		682.80			
01-08	01-05	24717054005170054968398	BIO RAD LABORATORIES 800-2248723 CA		248.19			
01-09	01-08	24692164008108661725382	COSTCO DELIVERY 854 800-788-9968 CA		569.84			
01-10	01-09	24427334009740270242373	LUNARDI'S MKT #8 BURLINGAME CA		8.72			
01-11	01-10	24492154010715057666241	EB VERTEBRATE PEST CO 801-413-7200 CA		410.00			
01-11	01-10	24692164011100729432452	TST* LIMON - BURLINGAME BURLINGAME CA		87.70			
01-12	01-10	24231684011837001324429	SAFEWAY #1547 BURLINGAME CA		13.98			
01-15	01-12	24426294014018018722711	MOSQUITO & VECTOR CONTROL 916-440-0826 CA		75.00			
01-15	01-12	24426294014018018722729	MOSQUITO & VECTOR CONTROL 916-440-0826 CA		75.00			
01-18	01-17	24009584018600111843836	SCHOLASTIC EDUCATION 573-632-1834 MO		964.59			
01-19	01-17	24207854018177400597289	CAPIO - CA ASSOCIATION OF 530-9245444 CA		30.00			
01-22	01-18	24692164019107210536727	THE HOME DEPOT 628 SAN CARLOS CA		215.75			

<b>BRIAN WEBER</b>					<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
██████████					\$0.00	\$4,237.01	\$0.00	\$4,237.01
Post Date	Tran Date	Reference Number	Transaction Description		Amount			
01-09	01-08	24431064009091844000781	BURLINGAME ACE BURLINGAME CA		37.01			
01-22	01-19	247933840190000905692032	DOCUSIGN INC. 800-3799973 DE		4,200.00			

Department: 00000 Total:  
Division: 00000 Total:

\$9,855.05  
\$9,855.05

**San Mateo County Mosquito & Vector Control District**  
**Credit Card Transaction Detail by Account**  
**January 2024**

<b>Jan 2024</b>
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Type	Date	Name	Memo	Split	Amount
<b>1040 · US Bank Purchase Card</b>					
<b>1045 · US Bank Visa Brian x2315</b>					
Credit Card Charge	01/08/2024	Ace Hardware	Ant bait for the office	5335 · Office Expense	37.01
Credit Card Charge	01/19/2024	Docusign	DocuSign Annual Subscription	5465 · Computer Software	4,200.00
Total 1045 · US Bank Visa Brian x2315					4,237.01
<b>1050 · US Bank Visa Admin x5992</b>					
Credit Card Charge	12/29/2023	CAL Chamber of Commerce	CA labor law posters for both offices	5335 · Office Expense	82.94
Credit Card Charge	12/30/2023	ThermoFisher Scientific	Primers for conventional assay & sample ID caps	5845 · Lab PCR Supplies	139.78
Credit Card Charge	12/31/2023	Government Finance Officers As:	Certificate of Achievement Review Fee FY2023	5375 · Audit	1,265.00
Credit Card Charge	01/01/2024	Google Inc.	Custom google ads when searching the web	5910 · Media and Network	125.21
Credit Card Charge	01/01/2024	Mosyle Business	Premium license	5465 · Computer Software	37.50
Credit Card Charge	01/01/2024	Misc- Outreach	Yelp-add-ins to the District's yelp business acct	5910 · Media and Network	90.00
Credit Card Charge	01/05/2024	Bio-Rad Laboratories, Inc.	Mix for wolbachia assay	5845 · Lab PCR Supplies	248.19
Credit Card Charge	01/06/2024	Misc-Admin	Limon - Dinner for the January Board Meeting	5305 · Board Meeting Expenses	770.50
Credit Card Charge	01/08/2024	Costco	Misc office supplies	5335 · Office Expense	56.29
			Misc janitorial paper supplies	5340 · Janitorial/Household Expense	463.47
			Misc board meeting supplies	5305 · Board Meeting Expenses	39.88
Credit Card Charge	01/09/2024	Misc-Admin	Lunardi's - card for staff member	5335 · Office Expense	8.72
Credit Card Charge	01/10/2024	Misc-Admin	Eventbrite-vertebrate pest conf. registr for Rachel	5215 · Conferences / Workshops Staff	410.00
Credit Card Charge	01/10/2024	Safeway Store	Cookies for the January Board Meeting	5305 · Board Meeting Expenses	13.98
Credit Card Charge	01/12/2024	MVCAC	MVCAC Trustee session for Trustees Dr. Scott & Ray	5210 · Conferences / Workshops Board	150.00
Credit Card Charge	01/17/2024	Misc- Outreach	CAPIO-'Communicating solo' webinar for Rachel	5910 · Media and Network	30.00
Credit Card Charge	01/17/2024	Scholastic Inc.	Books for elementary school for classrm educ. program	5910 · Media and Network	964.59
Credit Card Charge	01/18/2024	Home Depot	New garden hose reel and supplies/hardware	5630 · Ops Equipment & Repairs	215.75
Total 1050 · US Bank Visa Admin x5992					5,111.80
<b>1052 · US Bank Visa Angie x8413</b>					
Credit Card Charge	01/16/2024	Home Depot	Ant bait and damp-rid for insectary	5825 · Lab Supplies	66.24
Total 1052 · US Bank Visa Angie x8413					66.24
<b>1053 · US Bank Visa Casey x8447</b>					
Credit Card Charge	01/04/2024	Misc-Admin	Eventbrite-Tickets for staff for Vertebrate Pest Cntrl Conf (4)	5215 · Conferences / Workshops Staff	440.00
Total 1053 · US Bank Visa Casey x8447					440.00
<b>TOTAL 1040 · US Bank Purchase Card</b>					<b>9,855.05</b>





**1415 N. Carolan Ave. Project Management Report**

**Reporting date**

2/1/24-2/29/24

**Project objective(s)**

1. Eliminate the need for leased property
2. Meet District staff, parking, and equipment storage space short and long-term needs
3. Develop a financial strategy that pays for construction and associated costs
4. Prioritize building projects based on need and cost

**Work completed in February**

1. Submitted the final project and got Aetypic started on construction drawings
2. Held two meetings with Aetypic and CPM

**Work planned to be completed in March**

1. Work with CPM and Aetypic to ensure the construction drawings stay on schedule.

**Outlook for the remainder of 2024**

1. Work with Aetypic and CPM to get construction drawings completed
2. Work with the Real Estate/Finance Committee and Aetypic to ensure accurate project costs.
3. Create and present a financial plan with implementation and funding options to the Committees and Board.

**Budget status and outlook**

Total budget approved for Phase 2:	<b>\$555,923</b>
Budget spent for Phase 2 (construction plans):	<b>\$11,246.50</b>
Total budget spent for Phase 1 & 2:	<b>\$146,551.08</b>



Task Name	Duration	Start Date	End Date	Q1			Q2			Q3			Q4			Q1			Q2			
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
District RFI Responses Due	0	Tue 09/03/2024	Tue 09/03/2024																			
<input type="checkbox"/> D.1: 65% Construction Documents	77d	Wed 08/21/2024	Tue 11/05/2024																			
Preparation of Design Submittal	42d	Wed 08/21/2024	Tue 10/01/2024																			
Design Submittal Due to District	0	Tue 10/01/2024	Tue 10/01/2024																			
Preparation of Cost Estimate	14d	Wed 10/02/2024	Tue 10/15/2024																			
Cost Estimate Due to District	0	Tue 10/15/2024	Tue 10/15/2024																			
District Review of Design Submittal	14d	Wed 10/02/2024	Tue 10/15/2024																			
District Review Comments Due	0	Tue 10/15/2024	Tue 10/15/2024																			
Comments Review / Schedule Review Meeting	7d	Wed 10/16/2024	Tue 10/22/2024																			
Design Review Meeting	0	Tue 10/22/2024	Tue 10/22/2024																			
Meeting Minutes & RFI Preparation	7d	Wed 10/23/2024	Tue 10/29/2024																			
Meeting Minutes & RFIs Due	0	Tue 10/29/2024	Tue 10/29/2024																			
District RFI Review	7d	Wed 10/30/2024	Tue 11/05/2024																			
District RFI Responses Due	0	Tue 11/05/2024	Tue 11/05/2024																			
<input type="checkbox"/> D.2: 95% Construction Documents	63d	Wed 10/23/2024	Tue 12/24/2024																			
Preparation of Design Submittal	28d	Wed 10/23/2024	Tue 11/19/2024																			
Design Submittal Due to District	0	Tue 11/19/2024	Tue 11/19/2024																			
Preparation of Cost Estimate	14d	Wed 11/20/2024	Tue 12/03/2024																			
Cost Estimate Due to District	0	Tue 12/03/2024	Tue 12/03/2024																			
District Review of Design Submittal	14d	Wed 11/20/2024	Tue 12/03/2024																			
District Review Comments Due	0	Tue 12/03/2024	Tue 12/03/2024																			
Comments Review / Schedule Review Meeting	7d	Wed 12/04/2024	Tue 12/10/2024																			
Design Review Meeting	0	Tue 12/10/2024	Tue 12/10/2024																			
Meeting Minutes & RFI Preparation	7d	Wed 12/11/2024	Tue 12/17/2024																			
Meeting Minutes & RFIs Due	0	Tue 12/17/2024	Tue 12/17/2024																			
District RFI Review	7d	Wed 12/18/2024	Tue 12/24/2024																			
District RFI Responses Due	0	Tue 12/24/2024	Tue 12/24/2024																			
<input type="checkbox"/> D.3: Final Construction Documents	118d	Wed 12/11/2024	Mon 04/07/2025																			
Preparation of Design Submittal	35d	Wed 12/11/2024	Tue 01/14/2025																			
Design Submittal Due to City for Building Permit Review	0	Tue 01/14/2025	Tue 01/14/2025																			
Preparation of Cost Estimate	14d	Wed 01/15/2025	Tue 01/28/2025																			
Cost Estimate Due to District	0	Tue 01/28/2025	Tue 01/28/2025																			
City Permit Review of Design Submittal	48d	Wed 01/15/2025	Mon 03/03/2025																			
City Permit Review Comments Complete	0	Mon 03/03/2025	Mon 03/03/2025																			
City Permit Comments Review	7d	Tue 03/04/2025	Mon 03/10/2025																			
Design Review Meeting	0	Mon 03/10/2025	Mon 03/10/2025																			
Preparation of Design Resubmittal	14d	Tue 03/11/2025	Mon 03/24/2025																			
Design Resubmittal Due to City for Building Permit Approval	0	Mon 03/24/2025	Mon 03/24/2025																			
City Building Permit Approval	14d	Tue 03/25/2025	Mon 04/07/2025																			

Agenda Item 7

**SUBJECT: REPORT COMMITTEE ASSIGNMENTS**

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**BACKGROUND**

The District encourages Trustee participation at committee meetings. The Board's standing committees provide the analysis necessary to consider important governance positions and to develop policies and budgets that direct the District's mission and functions. The recommendations made by the standing committees are reported to the full Board for final action.

**STATUS**

District policies direct the Board President to appoint and publicly announce the chairs and members of the standing committee at the beginning of each year. To help with this process, President Brutschy asks all SMCMVCD trustees to review the descriptions attached as Agenda item 7.2 and consider if they would like to participate in one or more committees before attending the March 13 Board meeting. You are not required to take any action to remain on a committee in which you already serve. The list of current assignments is attached as **Agenda item 7.1**.

**ATTACHMENTS:**

1. SMCMVCD committee assignments as of March 1, 2024
2. SMCMVCD committee descriptions



# Trustee Board Officers and Committee Assignments

*As of March 1, 2024*

## **Board Officers**

**President – Mason Brutschy**

Vice President – Kati Martin

Secretary – Dr. Scott Smith

Assistant Secretary – Donna  
Rutherford

## **Strategic Planning**

**Currently vacant- Chair**

Catherine Carlton

Ray Williams

Laura Walsh

## **Manager Review**

**Kat Lion – Chair**

Mason Brutschy

Paul Fregulia

Kati Martin

Muhammad Baluom

## **Environmental/Public Outreach**

**D. Scott Smith - Chair**

Catherine Carlton

Kat Lion

Peter DeJarnatt

## **Ad Hoc EV Committee**

**Catherine Carlton- Chair**

Glenn Sylvester

Ron Collins

Paul Norton

## **Finance**

**Ron Collins - Chair**

Robert Riechel

Muhammad Baluom

Ray Williams

Mason Brutschy

Kati Martin

Michael Yoshida

## **Policy**

**Robert Riechel – Chair**

Kati Martin

Donna Rutherford

Kat Lion

Laura Walsh

## **Legislative**

Donna Rutherford

Robert Riechel

Kati Martin

## **Ad Hoc Real Estate Committee**

**Paul Norton - Chair**

Kat Lion

Ray Williams

Paul Fregulia

Michael Yoshida

Rena Gilligan



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## SMCMVCD TRUSTEE COMMITTEE DESCRIPTIONS

The District encourages Trustee participation at committee meetings. The Board's standing committees provide the analysis necessary to consider important governance positions and to develop policies and budgets that direct the District's mission and functions. The recommendations made by the standing committees are reported to the full Board for final action.

District policies direct the Board President to appoint and publicly announce the chairs and members of the standing committees for the ensuing year. To help with this selection process, please consider which committee(s) you would like to participate in for this coming year. You are not required to take any action to remain on a committee in which you already serve.

1. **Finance Committee.** Governs the financial management of the District. This committee oversees the annual budget preparation, sometimes coordinates salary negotiations with staff, and reviews the monthly financial statements and expenditures provided for each Board meeting. All negotiated agreements and budgetary recommendations are brought to the Board for approval.
  2. **Environmental and Public Relations Committee.** This committee is under review for consolidation with the Strategic Planning Committee. If needed, the committee will be formed as an Ad Hoc.
  3. **Strategic Planning Committee.** Governs the development of the strategic course for the District. This committee oversees the production and review of the District Strategic Plan. This Plan includes the District Mission, long-range planning strategies, and strategic and tactical plans for each department and the Board. All recommendations for action are brought to the Board for approval.
  4. **Managers Evaluation Committee.** Directs the evaluation of the District Manager every year. The evaluation is performed by each Trustee, and the evaluation assessment by the committee is provided to the District Manager by the Board President when completed. Also, recommendations on salary adjustments are made when necessary. All recommendations for action are brought to the Board for approval.
  5. **Policy Committee.** The Policy Committee drafts, analyzes, and recommends district policies for the approval of the Board of Trustees. With the Policy Committee's guidance, the District strives to thoroughly review and update the District Policy Manual regularly. All recommendations for action are brought to the Board for approval.
-

6. **Legislative.** Legislative Committee members independently analyze and track pending legislation impacting District operations or governance. Committee members also work with District staff on suggested actions on bills that may affect the District and whether Board notification is appropriate. The committee does not meet but would do so if necessary.
7. The **Ad Hoc Committee on Real Estate** collaboratively works with staff to provide expertise, make recommendations, and execute decisions related to real estate acquisition and construction projects. This committee will be dissolved upon the completion of the designated 1415 N. Carolan Ave update project.
8. The **Ad Hoc Committee on Electric Vehicles (EVs)** is a temporary committee assembled to address specific issues related to electric vehicles. Its purpose is to conduct research, gather information, and formulate recommendations to support the integration and advancement of EVs within the jurisdiction. This committee will likely resume when EVs are available that suit the District's needs.

Please consider a committee(s) you would like to work with. The District's efficient operation and ultimate success depend largely upon your participation.

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# Agenda Item 8.A. - Operations Staff Program Reports

## Field Operations March 2024

### Utility Vaults and Mosquito Control in San Mateo County

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What is a utility vault? A utility vault is an underground room that provides access to public utility equipment, such as water valves and cables for electrical, telephone, and fiber optics industries. These vaults are usually located outside in landscaping and along sidewalks, which makes them susceptible to rain and irrigation runoff. These vaults have small openings that mosquitoes can easily fly in and out of. Due to the lack of sunlight, these vaults can hold water year-round, which provides an ideal habitat for mosquitoes that can transmit West Nile virus.

Currently, the District has inventoried 580 utility vaults throughout San Mateo County that are inspected regularly for juvenile mosquitoes. These vaults were identified as habitat for mosquitoes during inspections related to calls from the public about increases in mosquitoes in neighborhoods. During these inspections, District staff conduct adult mosquito surveillance, inspect residential properties, and look for anything unusual in a neighborhood, such as storm drains, utility vaults, and anything that could hold water. Over the last month, district staff have been busy locating these vaults and recording in our database which utility vaults belong to which utility agencies. Over time, this could help us come to some conclusions about which vaults produce mosquitoes and which don't. Having that knowledge could help our staff more quickly respond to mosquito issues in the area.

Throughout California, utility vaults have become a big problem in districts with invasive mosquitoes. These mosquitoes only need small amounts of water to lay their eggs, and they thrive in cryptic sources where they can go undetected. Even though mosquitoes can access these habitats effortlessly, it is very labor-intensive for Vector Control Technicians to access these sites, and sometimes they cannot even open the vaults to inspect because it takes a unique drill bit to open them that only the utility companies have. Fortunately for the residents of San Mateo County, we do not have any invasive mosquitoes at the moment, and the District is typically able to access these cryptic sources. We will continue to monitor these sites and stay current on any design modifications to utility vaults that help reduce water retention and mosquito production.







# Agenda Item 8.A. - Operations Staff Program Reports

*Vector Control Technician Devon Macdonald opening and inspecting a utility vault in Redwood City.*

## Staff Working Around the County

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*District staff working with a UAS (Unmanned Aircraft System) in Brisbane.*



# Agenda Item 8.A. - Operations Staff Program Reports



*Vector Control Technician Vanessa Hernandez Pacheco is inspecting a storm drain in San Mateo that could potentially breed mosquitoes.*



*Vector Control Technician Walter Bruj conducting a larvicide treatment in East Palo Alto*



# Agenda Item 8.A. - Operations Staff Program Reports

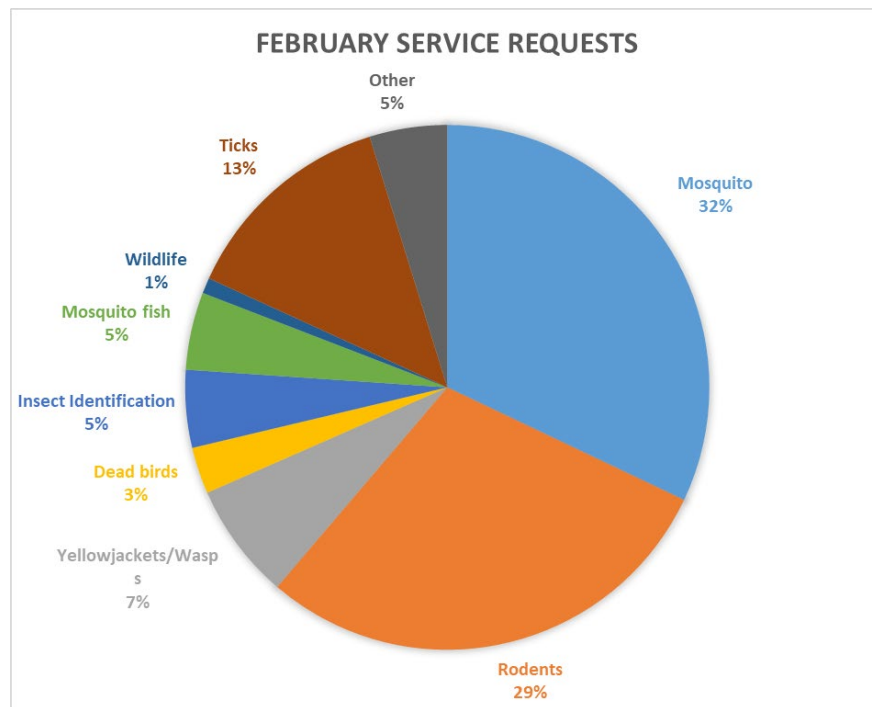
## February 2024 Service Requests

<u>Type of Request</u>	<b>February 2024</b>	<b>5-year February average</b>
<b>Mosquito</b>	67	52
<b>Rodents</b>	61	39
<b>Ticks</b>	28	17
<b>Yellowjackets/wasps</b>	15	10
<b>Insect identification</b>	10	8
<b>Mosquito fish</b>	10	6
<b>Dead birds</b>	6	6
<b>Wildlife</b>	2	4
<b>Other</b>	10	7
<b>Total</b>	<b>209</b>	<b>149</b>

*This table contains the number of each type of service request in February 2024 compared to the five-year averages in February.*

Total service requests are higher this February than the five-year average (209 requests compared to an average of 149 requests). All categories except wildlife are above or at average for the month. Mosquito service requests were the most numerous, perhaps because some warm sunny days following rainy weather brought people and mosquitoes into contact. Rodent service requests are exceptionally high and have been going on all winter. A public outreach campaign focused on rats may have increased the number of rodent-related requests over the past three months. Tick service requests are also high (28 in February compared to a five-year average of seventeen). This is because of an ongoing residential tick study in its second season.

The “other” category included a variety of insect-related requests regarding midges, bees, and crane flies.



*Service requests by type in February 2024. Mosquito and rodent service requests are the most numerous, each accounting for almost 1/3 of the monthly requests.*



# Agenda Item 8.B. – Laboratory Staff Program Reports

## Lab Activities in February 2024

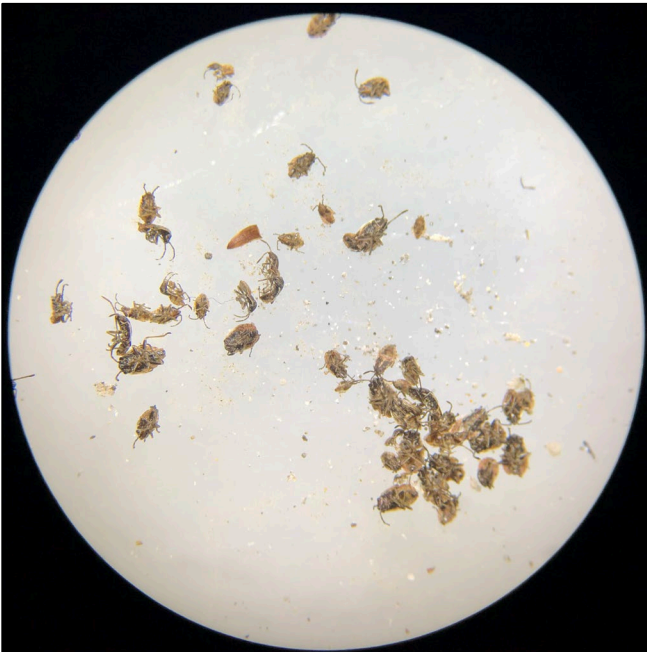
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### False Chinch Bugs

In spring and summer, the District often receives identification requests and questions regarding the false chinch bug, a small insect in the seed bug family, Lygaeidae. They are grey or brown with reddish markings on nymphs and only 1/8-1/16 inches long. This insect doesn't bite and isn't a threat to public health, but it can be a huge nuisance in some years. Depending largely on spring temperature and rainfall (or watering in yards), false chinch bugs can have a population explosion. If this happens, they can be seen in abundance resting on exterior walls, vehicles, and wandering into homes.



*Nysius raphanus*, false chinch bug (nymph).



False chinch bugs are occasional invaders of yards and homes.

False chinch bugs feed on fluids in plants. As members of the order Hemiptera (true bugs), they have piercing-sucking mouthparts, which they will use to penetrate plant tissue and suck out fluid. Usually, chinch bugs don't cause much plant damage; however, in years of high population they can be a concern for tree loss, particularly in orchards. Seedlings are most susceptible to damage. Cool spring temperatures and above-average rainfall lead to more vegetation growth and survival, which can support a larger population of false chinch bugs.

If false chinch bugs enter your home, they can be removed by vacuuming. Be sure door and window screens are in good condition and that there is a good seal around other doorways to limit the entry of bugs. Pesticides are not recommended, as they have a very short-term effect. These infestations typically last only a week or two.

For more information on these insects, visit the false chinch bug page from the University of California's Integrated Pest Management program: <https://ipm.ucanr.edu/PMG/PESTNOTES/pn74153.html>.



# Agenda Item 8.B. – Laboratory Staff Program Reports

## Tick Surveillance for Water Year 2023-2024

In February, laboratory staff continued winter surveillance for adult *Ixodes pacificus* (Western black-legged ticks). Ticks are collected by dragging a one-meter square sheet of white flannel over the vegetation alongside trails: a technique called “flagging.” *Ixodes pacificus* ticks will be tested for the presence of *Borrelia burgdorferi* (the causative agent of Lyme disease), as well as *Borrelia miyamotoi* (the agent of hard-tick relapsing fever) and *Anaplasma phagocytophilum* (the agent of granulocytic anaplasmosis).

In February, District staff focused on inspecting the front and backyards of homes for ticks as part of an ongoing study of ticks on residential properties. This season, the District is focusing on homes in Hillsborough, but residential properties in other areas are surveyed upon request. Throughout the study, which started in 2022, District staff have inspected over 200 residential properties. In February, a total of 28 yards were inspected. This included 22 houses in Hillsborough, two (2) in Woodside, one (1) in Emerald Hills, and one (1) in Atherton.



Vector ecologist Tara Roth pulls ticks off a sampling flag.

While the District’s mission is primarily focused on the control and surveillance of vector-borne diseases, we also have a strong scientific program focused on engaging with industries, universities, or schools to further the development of new tools and techniques, advance integrative pest management (IPM) practices, and the share information with the scientific community. This year, District vector ecologist Tara Roth is mentoring a high school senior-year student from the Marin Academy Research Collaborative who is interested in studying ticks. Her project focuses on the distribution of ticks over different habitat types to determine if and why ticks have strong preferences for the habitats in which they are found. Tara and the student are also developing techniques for sampling ticks from rodent burrows and nests. The project is slated to be wrapped up in May.

Tick Collections from parks and open space areas, 2023-2024 Winter Season (through February 2024)

Park/Neighborhood	Nearest City/Town	Number of <i>Ix. pacificus</i>
Hillsborough South	Hillsborough	114
Sign Hill Park	South San Francisco	0
Hillside Park	Daly City	0
Garrett Park	Redwood City	3
Twin Pines Park	Belmont	0
Mussel Rock	Daly City	1

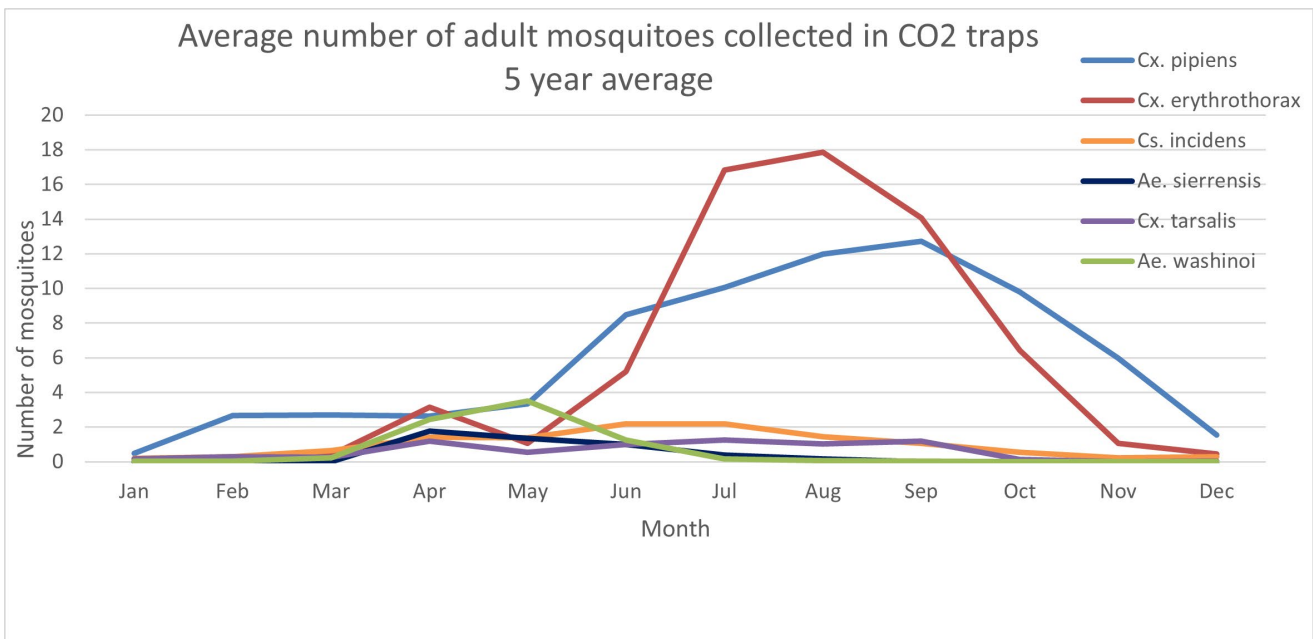
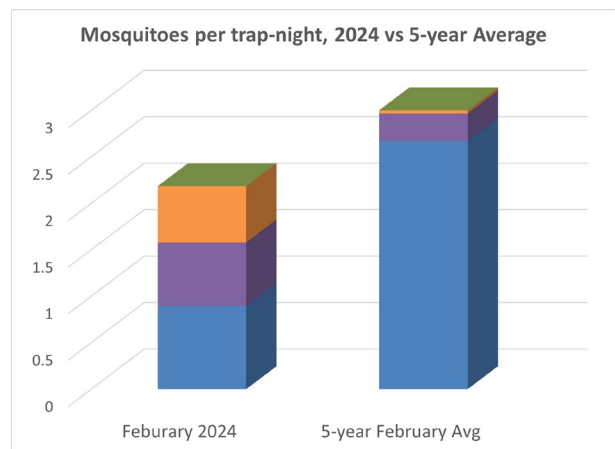


# Agenda Item 8.B. – Laboratory Staff Program Reports

## CO<sub>2</sub> Traps – Average adult mosquitoes collected per trap per night

The table and accompanying graph illustrate the average nightly collection of mosquitoes per CO<sub>2</sub> trap throughout February 2024. All species exhibited low counts, with an average of fewer than one mosquito of any species captured per trap per night. Low numbers are expected at this time of year. Notably, the count for *Culex pipiens* was 0.90, far below the five-year February average of 2.67. In February, *Culex tarsalis* and *Culiseta incidens* displayed slightly increased numbers, whereas *Culex erythrothorax*, *Aedes sierrensis*, and *Aedes washinoi* remained consistent with the 5-year average.

Species	February 2024	5-year February average
<i>Culex pipiens</i>	0.90	2.67
<i>Culex tarsalis</i>	0.68	0.30
<i>Culiseta incidens</i>	0.601	0.30
<i>Culex erythrothorax</i>	0	0.13
<i>Aedes sierrensis</i>	0	0
<i>Aedes washinoi</i>	0	0.04



Average number of adult mosquitoes collected in CO<sub>2</sub> traps per trap per night over the past five years. The graph shows the six most common species of mosquitoes trapped in San Mateo County.

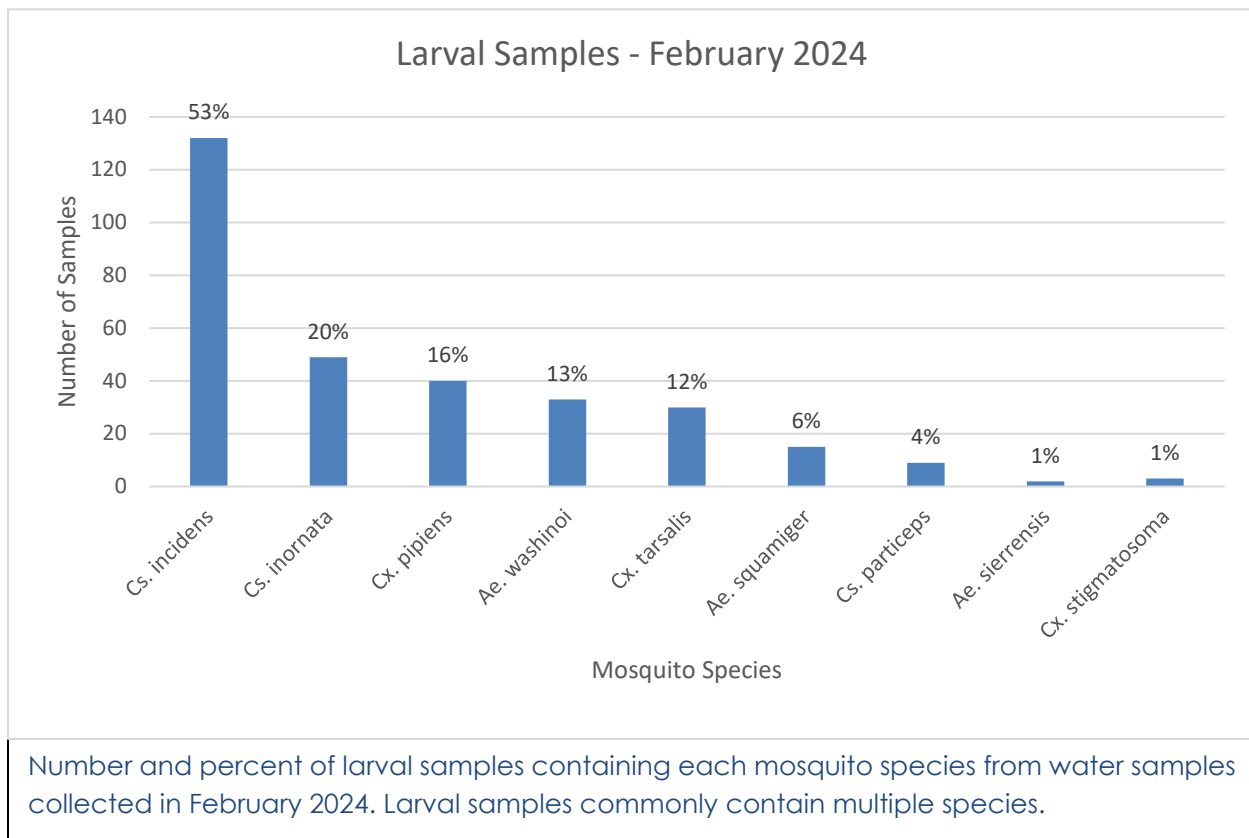


# Agenda Item 8.B. – Laboratory Staff Program Reports

## Larval Surveillance

The wet weather in February has led to an increase in breeding sources for certain species of local mosquitoes. This time of year, rainfall accumulates in depressions within natural landscapes, forming what District personnel term "seasonal impounds." This pooled water may persist for extended periods, ranging from weeks to months, providing ideal breeding grounds for opportunistic mosquito species during this duration. During February, larval surveillance focused on monitoring these seasonal impounds and marshes while continuing to check backyard sources. To do so, technicians use a dipper to take a water sample and visually inspect it for mosquito larvae. If larvae are present, the sample is taken back to the District laboratory for species identification.

District staff collected 248 larval samples in February. The most frequently occurring species was *Culiseta incidens*, detected in 53% of larval samples. This mosquito is found year-round in San Mateo County in a variety of sources, especially backyard fountains, and fishponds. The larvae of these mosquito species are abundant in winter months after rainfall fills their breeding sources. They are not known to transmit human disease. Other commonly collected species in February were a marsh-breeding mosquito, *Culiseta inornata* (20%), and the common house mosquito, *Culex pipiens* (16%).





# Agenda Item 8.C. Staff Program Reports

## Public Health Education & Outreach, February 2024

### *Outreach and Website Analytics*

#### Outreach

- Rachel presented at Susan B. Anthony Elementary and Bayshore Elementary in Daly City, Spruce Elementary and Martin Elementary in South San Francisco, Fiesta Gardens Elementary in San Mateo, North Star Elementary in Redwood City, Tierra Linda Middle School in San Carlos, and Thorton High School in Daly City. Materials were also loaned to Ormondale Elementary in Portola Valley.
- Rachel presented to the Burlingame Woman's Club. Attendees were pleased to learn about the history of the District and District services.
- Rachel gave two 'tick talks' to staff at local organizations - Grassroots Ecology and Marine Science Institute. Many of the Grassroots Ecology staff had attended the same talk last year; they had enjoyed last year's talk and found it useful, and they returned to learn more.
- Rachel and Brian attended MVCAC's Legislative Day at the State Capitol. They visited with staff from all of the legislators representing residents of San Mateo County – Assemblymembers Berman, Papan, and Ting, as well as Senators Becker and Weiner.

#### Website Analytics

- In February 2024, there were approximately 5,519 visits to the website, which is about the same as January 2024 (5,527 visits) and greater than the number of visits for February 2023 (2,733 visits).
- Top pages for February 2024 included mosquito-like insects, checking for ticks, the District homepage, rodent identification, the service request page, biting mites, rabies, mystery bites, our contact page, and preventing tick bites.
- The higher numbers for February are likely partially driven by an online ad campaign to educate people about tick bite prevention.



*After a 'Tick Talk,' attendees can drag for ticks. They typically really enjoy this activity!*



*Rachel and Brian attended Legislative Day at the State Capitol.*





# Agenda Item 8.D. – Information Technology Staff Program Reports

## Information Technology March 2024

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### *QR Codes and cyber hygiene*

#### **Summary**

- QR code security and awareness

#### **QR Codes, technological convenience opens avenues for attacks**

With the increase of conveniences in technology, it is essential to recognize the risk factors involved with some of these conveniences. While there are many examples, let's look at one example: QR Codes. You see QR Codes everywhere: brochures, restaurant menus, advertisements, apps, and even token authorization for MFA. Its uses range from trivial to critical, and while this is convenient, it's essential to recognize what you are doing when you scan one of these QR codes.

Dynamic QR codes are a popular choice as they can be pointed to new domains if, for whatever reason, your organization changed domains and thus wanted to redirect all known instances of that code to the new site. Keeping this in mind, many QR codes are essentially redirected to a website or web address, automatically executing in your browser after scanning. Because of this, you can be led to credential farming sites or other sites if those QR code providers were breached. Another avenue is QR code stickers, where someone superimposes their own QR code over a legitimate QR code to redirect traffic to their malicious website.

While some threats are more critical, with how widely we use QR codes, it's worth reminding ourselves of the risks involved in performing these operations. The best advice is to be mindful that not every QR code will be bad, but it's a possibility that we need to be aware of and consider how prominent it is in our modern lives.

Agenda Item 9

**MANAGER'S REPORT**

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**Upcoming Meetings**

CSDA's Special District Leadership Academy, required for all new Board members and those who have never attended, will hold their second of three 2024 Leadership conferences in San Rafael November 3-6.

Please contact Devina Walker at [dwalker@smcmvcd.org](mailto:dwalker@smcmvcd.org) or 650-344-8592 if you want to attend either meeting.

**Legislative**

Manager Weber and Outreach Coordinator Curtis-Robles attended the Mosquito and Vector Association of California (MVCAC) Legislative Days on Wednesday, February 20. The group accomplished its intended purpose of meeting with the three Assemblymember offices and two Senator offices whose constituents receive District services. Some of the primary messages were:

- In 2023, California experienced record-breaking West Nile virus activity after experiencing heavy precipitation in the winter and spring. There were 402 human cases, and 17 were fatal.
- This summer, for the first time in California, there were two cases of locally transmitted dengue in southern California. Dengue is transmitted by invasive Aedes mosquitoes, which continue to spread throughout the state and are now in 24 counties. While there have been travel-associated dengue cases in the state, local transmission is now a new reality that mosquito districts must contend with.
- Large weather events such as hurricanes, heavy precipitation, and flooding create additional habitats for mosquitoes to develop. Warming temperatures also facilitate the spread of invasive Aedes mosquitoes, which are difficult to control with existing mosquito control methods.

- Surveillance and treatment for invasive Aedes mosquitoes are costly and labor-intensive, and mosquito and vector control districts throughout the state are saddled with skyrocketing costs.
- CalSurv is recognized in statute as the statewide surveillance database critical to preventing the spread of mosquito-borne diseases. Housed at UC Davis, CalSurv provides real-time data collection, visualization, and analysis to enable over 80 mosquito and vector control and public health agencies to make informed decisions on public health interventions.

Attached as **Agenda Items 9.1, 9.2, 9.3, and 9.4** are some materials provided to the legislative offices during the February 20 meetings.

### **VCJPA Workshop**

An insurance Joint Power Authority (JPA) is an arrangement where public agencies jointly establish and administer an insurance program. This collaborative approach allows the participating entities to pool their resources and risk exposures, potentially reducing costs and gaining access to broader coverage options. By sharing the risks and administrative responsibilities, JPAs aim to achieve greater efficiency and cost-effectiveness than individual insurance arrangements.

Manager Weber and Finance Director Arrow attended the Vector Control Joint Powers Agency (VCJPA) Workshop on February 29 and March 1, 2024. The VCJPA is a legal entity created by California mosquito control agencies in the 1990s to manage their insurance needs collectively. This was necessary due to the limited number of carriers providing insurance to pesticide applicators and government agencies.

The San Mateo County Mosquito and Vector VCJPA provides various insurance coverage tailored to the participating mosquito districts. This coverage includes insurance such as general liability, property, workers' compensation, automobile insurance, and other specialized coverages as requested by member districts.

### **Form 700**

The Form 700 Annual Statement of Economic Interest filing is due April 1, 2023. Investments, interests in real property, and business positions held on the date you joined the SMCMVCD Board must be reported. In addition, income (including loans, gifts, and travel payments) received during the annual filing period is reportable.

## San Mateo County MVCD

Board of Trustees Meeting

March 13, 2024

For questions about your filing requirement, please contact Devina Walker at 650-344-8592 or [dwalker@smcmvcd.org](mailto:dwalker@smcmvcd.org). Devina has graciously offered to help any trustee who would like to come before the March 8 Board meeting. You must be able to get into your District email to gain access. Below are additional ways you can get help with filing.



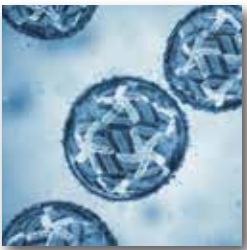
# STATE OF MOSQUITO CONTROL IN CALIFORNIA

California mosquito and vector control districts remain vigilant in protecting residents from mosquito-transmitted diseases. Despite this ongoing commitment to safeguarding public health, mosquito districts throughout the state face mounting challenges year after year.



## INTENSE WEST NILE VIRUS ACTIVITY

In 2023, California experienced record-breaking West Nile virus activity after experiencing heavy precipitation in the winter and spring. There were 402 human cases and 17 were fatal. A dormant lake in Tulare County refilled and controlled flooding of nearby residential parcels resulted in hundreds of new mosquito sources creating a public health emergency. State and federal funding and assistance with surveillance and control were needed as the majority of the area was not within a mosquito control district boundary and the scale of the emergency exceeded available local resources.



## INVASIVE MOSQUITOES CREATE NEW PUBLIC HEALTH RISKS

Climate change has created more favorable environments for invasive mosquitoes to develop and they continue to spread throughout the state rapidly. This past summer, for the first time, there were two cases of locally transmitted dengue in southern California. While there have been travel-associated cases of dengue in the state, local transmission is now a new reality that mosquito districts have to contend with. Malaria is also a public health threat as last year, for the first time since 2003, the U.S. had locally acquired cases of malaria that were reported in Florida, Texas, Maryland, and Arkansas.



## INNOVATIVE TECHNOLOGIES LAG

Mosquito districts need new innovative technologies to augment traditional control efforts but they cost hundreds of thousands of dollars. In the past 10 years, no new tools have been approved in our state to assist mosquito control districts in fighting the spread of invasive *Aedes* mosquitoes. The timeframe it takes for disease-spreading mosquitoes to invade new regions is not in line with current regulatory standards for approval and these delays put our state very far behind.

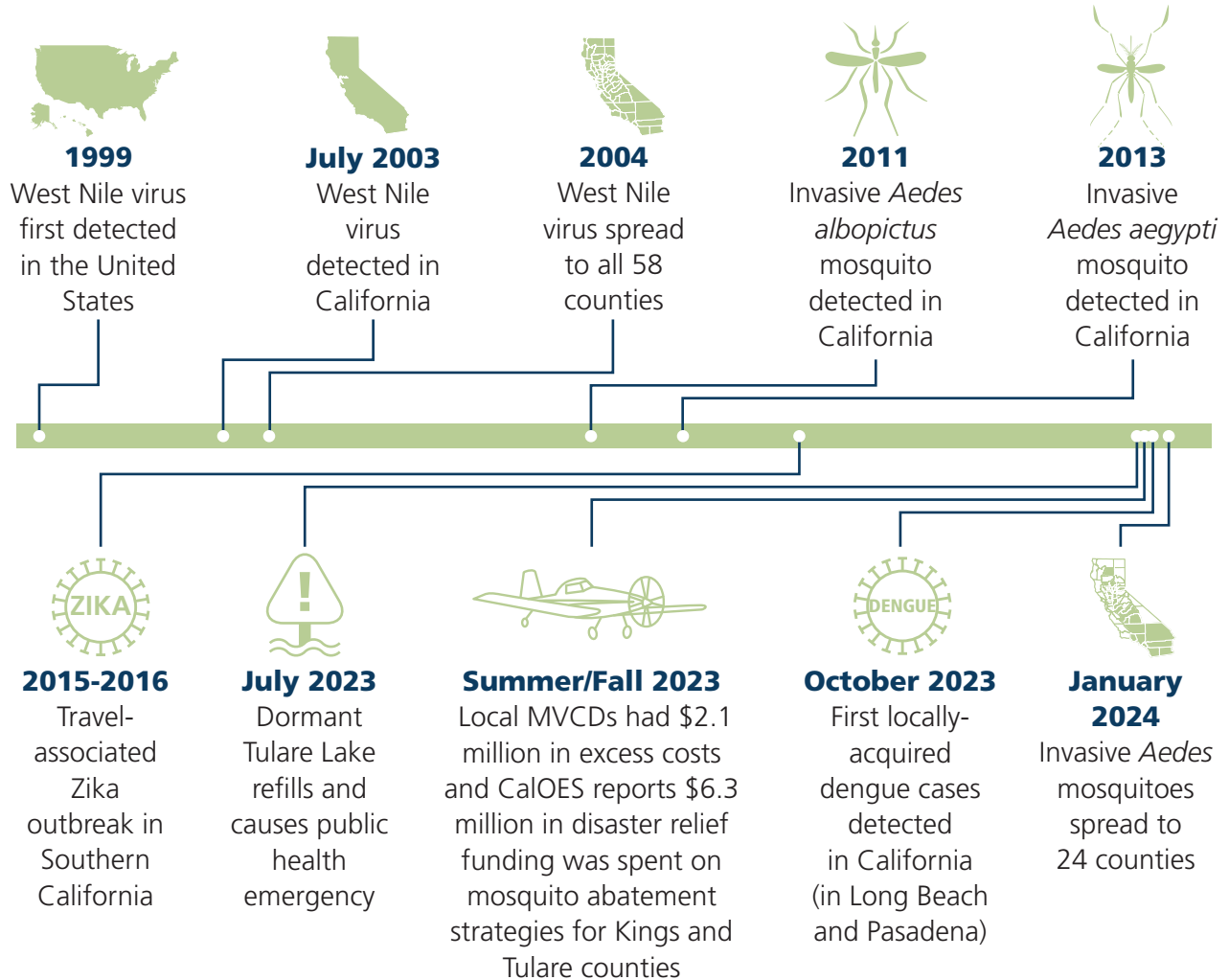


## FINANCIAL CONSTRAINTS SQUEEZING MOSQUITO DISTRICTS

Surveillance and treatment for invasive *Aedes* mosquitoes are very expensive and labor-intensive, and mosquito and vector control districts throughout the state are saddled with skyrocketing costs. While mosquito and vector control districts maintain reserves, some districts with invasive *Aedes* activity report spending nearly a half million dollars to control the spread of invasive mosquitoes and protect public health.

# TIMELINE OF IMPORTANT MOSQUITO AND VECTOR CONTROL NEWS

Over 100 years ago, in 1915, the state enacted legislation (the Mosquito Abatement Act) to combat mosquito threats in California. The threats continue to grow and California mosquito and vector control districts are on the front lines protecting public health.



## WHAT'S NEXT FOR MOSQUITO CONTROL IN CALIFORNIA?

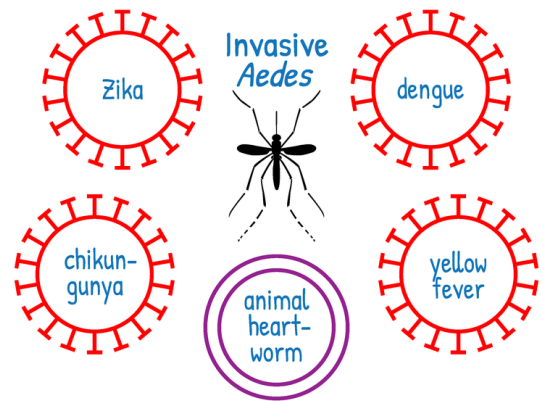
Climate change is creating weather whiplash that facilitates the spread of invasive mosquitoes and intensifies the transmission of mosquito-borne diseases. Mosquito and vector control districts throughout the state are preparing for this new normal but anticipate that state funding and assistance will be needed to keep pace with increasing mosquito-related public health threats. We look forward to partnering with the state to ensure that we can respond to public health emergencies and keep residents throughout California protected.



# BEYOND THE BASICS: INNOVATIVE TECHNIQUES NEEDED FOR INVASIVE MOSQUITO CONTROL

Invasive *Aedes* mosquitoes are rapidly spreading across California although they are not native to the state and don't have a place in our ecosystem. These mosquitoes are hard to control and can become resistant to commonly-used insecticides. Female *Aedes* mosquitoes lay their eggs in small water sources in front yards, backyards, and patios, areas where mosquito control agencies can't easily inspect or control. Also, their eggs are resistant to drying out and can survive for many months.

**Invasive *Aedes* mosquitoes are more than a nuisance - they are a serious public health threat and California's mosquito and vector control agencies need new ways to control them.**



There are three different innovative technologies being considered in California: self-limiting mosquitoes, *Wolbachia*, and irradiation. These technologies will be used as part of an overall Integrated Vector Management program.



**INTEGRATED VECTOR  
MANAGEMENT PROGRAM**

Finding environmentally friendly mosquito control tools is a priority. Innovative technologies will not replace traditional mosquito control methods but will be another Integrated Vector Management tool used to protect public health.

**To learn more please visit:  
[mvacac.org](http://mvacac.org)**

# LEARN HOW THE DIFFERENT TECHNOLOGIES WORK



## Self-limiting mosquitoes

**Self-limiting mosquitoes** are produced in a laboratory and carry two types of genes:

- A self-limiting gene that prevents female mosquito larva from surviving to adulthood.
- A fluorescent marker that glows under a special red light. This allows researchers to identify self-limiting mosquitoes in the wild.

Only male *Aedes* mosquitoes that have a self-limiting gene are released because male mosquitoes don't bite. When they mate with wild females their offspring inherit a copy of the self-limiting gene. This prevents female offspring from surviving to adulthood, ultimately reducing the number of biting female mosquitoes. These mosquitoes only mate with their own species, and their self-limiting gene can't establish in the ecosystem.



## Wolbachia

**Wolbachia** are bacteria naturally found in about 60 percent of insects around the world like butterflies, dragonflies, moths, and beetles.

There are different types of *Wolbachia* associated with different types of insects. This bacteria can be used to reduce disease-spreading mosquitoes.

Male *Aedes* mosquitoes are raised in a lab with a specific type of *Wolbachia* that they do not normally have. All male mosquitoes do not bite. These male *Aedes* mosquitoes are released to mate with wild female *Aedes* mosquitoes that have a different type of *Wolbachia* or none at all.

During mating, the mismatched *Wolbachia* bacteria causes the eggs not to hatch.



## Irradiation

**Irradiated mosquitoes** are raised in a laboratory where the male mosquitoes are separated from the females. Male mosquitoes, which don't bite, are sterilized using the same radiation found in x-rays and Gamma rays. The sterile male mosquitoes are released to mate with wild females. The resulting eggs do not hatch. This can reduce the overall number of mosquitoes over time.





# FROM DATA TO ACTION: CALSURV CONTINUES TO REVOLUTIONIZE MOSQUITO CONTROL

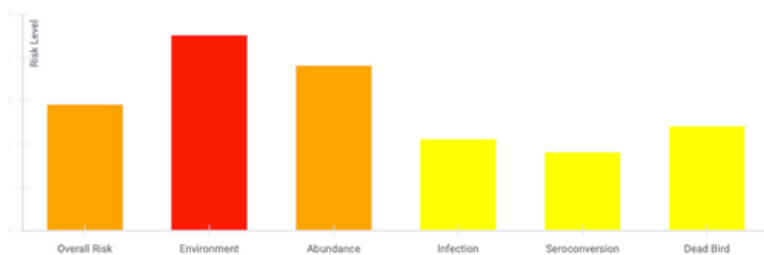
The **California Vectorborne Disease Surveillance Gateway (CalSurv)** is an essential tool in fighting vector-borne diseases. It is recognized in statute (AB 320 – Quirk) as the statewide surveillance database critical to preventing the spread of mosquito-borne diseases. The platform was included in the 2022-23 state budget as an annual appropriation. The state's ongoing support for this online interactive platform is critical as it enables real-time collection, visualization, and analysis of data on vector-borne diseases. CalSurv, housed at UC Davis, curates local and statewide data to enable 81 mosquito and vector control and public health agencies to make informed decisions on public health interventions.

## State funding has sustained CalSurv and enabled the addition of new capabilities

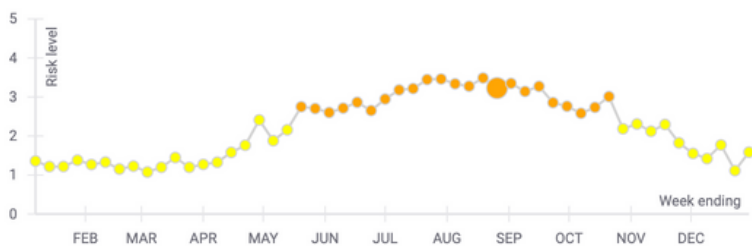
- New data tools to support surveillance for the vectors of Lyme and other tick-borne diseases.
- Open-data portal to accelerate research on the spread of invasive species and climate change-related impacts.
- Support for Integrated Vector Management practices through immediate reporting of mosquito and tick surveillance and pathogen test results.
- Improved local, state, and national interoperability.

**On top of the ongoing threat of West Nile virus, invasive *Aedes* mosquitoes, which can transmit Zika, dengue, chikungunya, and yellow fever, continue to spread throughout the state. CalSurv is an important part of controlling invasive mosquitoes as it helps identify pesticide resistance and visualize disease outbreak risks.**

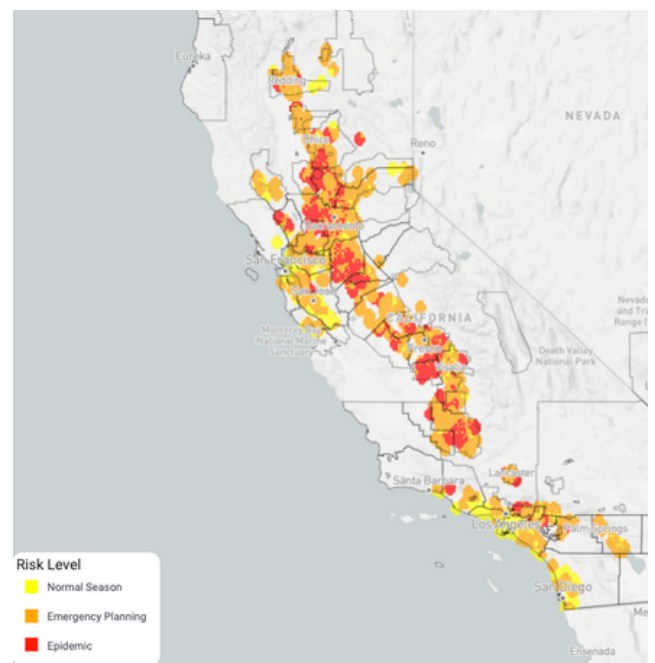
### Risk Components for Week Ending July 22, 2023



### Overall Risk Levels for 2023



### West Nile Virus Human Infection Risk Assessment for Week Ending July 22, 2023



# LEARN HOW CALSURV WORKS

## Turns data into evidence for public-health decision-makers.

- Tracks the spread of invasive mosquitoes.
- Enables real-time control decisions based on surveillance data to prevent the spread of vector-borne diseases.

## Supports cutting-edge research.

- Provides data that supports research to enhance surveillance and control strategies and predict new disease outbreaks.

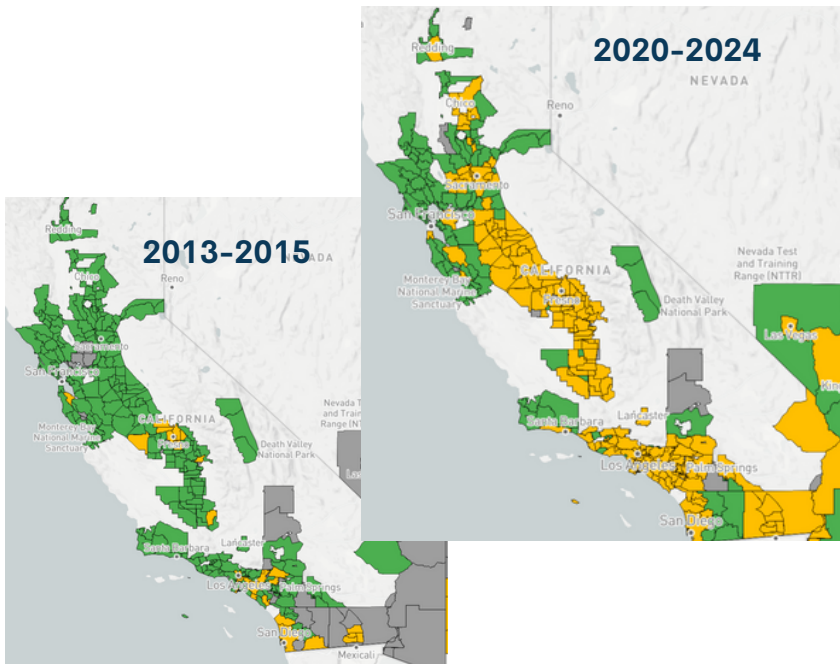
## Enables state and national reporting and risk assessment.

- CA Dept. of Public Health uses CalSurv data on mosquito abundance, mosquito infection rates, dead birds, sentinel chickens, and weather to provide statewide reports and assess transmission risk for vector-borne diseases.

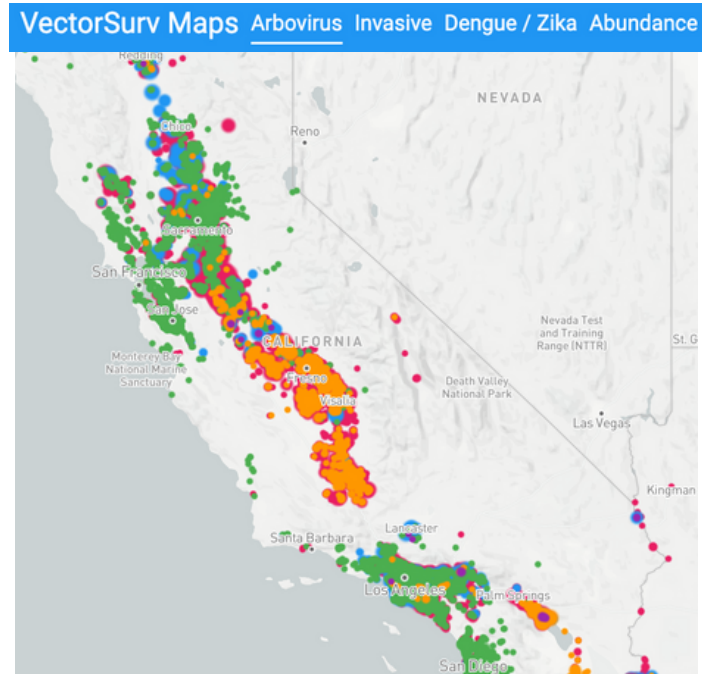
## Reduces health disparities.

- Local vector control programs vary greatly in funding and operational capacity.
- CalSurv provides a software solution for surveillance data in smaller rural communities that have a higher risk of arbovirus transmission but limited vector control resources.

## *Aedes aegypti* Detections Based on Surveillance



## Mosquito-Borne Virus Activity Detected by Surveillance January 2013 - January 2024



Surveillance *Aedes aegypti*

 WNV Mosquitoes  
 WNV Sentinels  
 WNV Dead Birds  
 SLEV Mosquitoes  
 SLEV Sentinels

# CALIFORNIA UTILITY VAULTS ARE A MOSQUITO PRODUCTION SOURCE

## WATER RETENTION IN UTILITY VAULTS PROMOTES THE DEVELOPMENT OF MOSQUITOES THAT CAN SPREAD WEST NILE VIRUS

- Utility vaults have long been recognized as problematic sources for mosquito production, particularly in residential areas.
- In a majority of regions, landscape irrigation or rain may deposit directly into vaults or pool and flow into vaults.
- Often covered by partial or complete shade, the standing water in vaults is protected from evaporation, providing an ideal habitat for mosquitoes to develop and emerge.
- Utility vaults are known to produce the common house mosquito which transmits West Nile virus and St. Louis Encephalitis viruses each year in California.

## THE SPREAD OF INVASIVE AEDES MOSQUITOES THROUGHOUT THE STATE HAS EXACERBATED THE UTILITY VAULT PROBLEM

- With the emergence of invasive mosquitoes, vector control districts identified utility vaults as a major source for these mosquitoes.
- Invasive mosquitoes are a major concern to mosquito and vector control districts because they have the ability to transmit viruses such as yellow fever, dengue, chikungunya, and Zika.
- Even small amounts of water in utility vaults can produce large numbers of mosquitoes.

## UTILITY PROVIDERS AND MOSQUITO CONTROL DISTRICTS HAVE AN OBLIGATION TO PROTECT PUBLIC HEALTH

- Inconsistent access to utility vault information limits mosquito and vector control districts' ability to inspect and apply mosquito control products to the vaults.



# CALIFORNIA UTILITY VAULTS ARE A MOSQUITO PRODUCTION SOURCE

## STEPS TO PREVENT MOSQUITO PRODUCTION IN CALIFORNIA UTILITY VAULTS

1. Facilitate statewide collaboration between mosquito and vector control districts and utility providers to reduce the production of mosquitoes and the threat of mosquito-transmitted diseases.
2. Establish a standardized protocol for utility providers to enable mosquito and vector control districts to identify, access and treat problem sources.
3. Evaluate and incorporate design modifications to utility vaults to reduce water retention and prevent mosquito production.

## CALIFORNIA MOSQUITO AND VECTOR CONTROL DISTRICTS RESPONDED TO A SURVEY ABOUT MOSQUITO PRODUCTION IN UTILITY VAULTS



**75%** reported mosquito production issues in utility vaults



Electrical vaults are the **most** problematic source for mosquito production because of access issues



**31%** have sufficient access to utility vaults for their operational needs



**50%** have active relationships with utility vault providers to address issues



**44%** are able to obtain the locations of utility vaults within their district



**80%** of districts that treat utility vaults use expensive residual products to achieve adequate control