



**REGULAR MEETING
OF THE BOARD OF TRUSTEES
LOCATION: TELECONFERENCE – SEE BELOW**

September 14, 2022, 6:00 PM

AGENDA

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:

Based on the authority under AB 361 and the guidance from the County Public Health Officer and the CDC to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District's Board Room is not open to the public at this time.
- The meeting will be conducted via teleconference using Zoom.
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

HOW TO OBSERVE THE MEETING:

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

Enter the **Meeting ID# 650-344-8592** followed by the pound (#) key. More phone numbers can be found on Zoom's website at <https://zoom.us/j/6503448592> if the line is busy.

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**.

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. Advanced notification will enable the District to swiftly resolve such requests 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 that are 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 located at <https://www.smcmvcd.org/board-meetings> as the place for making those public records available for inspection. The documents may also be obtained by calling the District Manager.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

- Secretary of the Board will take roll call

4. PUBLIC COMMENTS AND ANNOUNCEMENTS

- This time is reserved for members of the public to address the Board relative to matters of the District not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to three minutes per person (or six minutes where a translator is being 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. Approval of Minutes

1. Minutes for the Regular Board Meeting July 13, 2022

B. Approval of bid in response to paving and striping (1351 Rollins Road) RFP

C. Approval of Resolutions

Resolution 015-22 Consider continuing a resolution authorizing continued remote teleconference meetings of the legislative bodies of the San Mateo County Mosquito and Vector Control District pursuant to Brown Act Provisions to continue conducting District meetings remotely to protect the health or safety of attendees in accordance with Assembly Bill 361

ACTION: Motion to approve 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 Reports

1. Finance Committee Meeting Report – September 6, 2022

Report by: Mason Brutschy, Committee Chair

B.1 Review Financial Report for FY 2021-22 as of June 30, 2022

Report by: Finance Director, Richard Arrow, CPA

ACTION: Motion to approve Financial Report for FY 2021-22 as of June 30, 2022.

B.2 Review Financial Report for FY 2022-23 as of July 31, 2022

Report by: Finance Director, Richard Arrow, CPA

ACTION: Motion to approve Financial Report for FY 2022-23 as of July 31, 2022.

C. Ad hoc Committee on Real Estate

Receive a progress report on work completed by architectural firm Aetypic.

Report by: District Manager, Brian Weber

D. Inactive Committees

7. STAFF REPORTS

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

8. Manager's Report

9. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

10. ADJOURNMENT



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
JULY 13, 2022
6:00 P.M.**

A meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on July 13, 2022. Location: **Teleconference**

TRUSTEES PRESENT:

Mason Brutschy	Town of Atherton
Carolyn Parker	City of Brisbane
Rena Galligan	City of Burlingame
Laura Walsh	Town of Colma
Desiree LaBeaud, MD, MS	San Mateo County – At Large
Glenn R. Sylvester	City of Daly City
Donna Rutherford	City of East Palo Alto
Paul Norton	City of Foster City
Kati Martin	City of Half Moon Bay
Dr. D. Scott Smith	Town of Hillsborough
Catherine Carlton	City of Menlo Park
Muhammad Baluom	City of Millbrae
Peter DeJarnatt	City of Pacifica
Ray Williams	Town of Portola Valley
Kat Lion	City of Redwood City
Robert Riechel	City of San Bruno
Michael Yoshida	City of South San Francisco
Paul Fregulia	Town of Woodside

TRUSTEES ABSENT:

Wade Leschyn	City of Belmont
Ed Degliantoni	City of San Mateo

OTHERS PRESENT:

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



1. CALL TO ORDER

The meeting was called to order at 6:03 p.m.

2. PLEDGE OF ALLEGIANCE

Trustee Kat Lion led the Pledge of Allegiance.

3. ROLL CALL

The roll call indicated that 17 Trustees were present on Teleconference, constituting a quorum. Trustee Parker arrived at 6:15. Trustee Carlton did not vote on Item 6 matters. Trustee Baluom did not vote on Item 6 C.

4. PUBLIC COMMENTS AND ANNOUNCEMENTS

Public Comment: None

Board Comment: None

President Martin reviewed the process to be used going forward during the Teleconference of the Meeting to the Board of Trustees, Staff, and Public.

5. CONSENT CALENDAR

A. 1. Approval of June 10, 2022, Minutes.

B. 1. Approval of the purchase of a Quant Studio 5 Real-Time PCR System.

C. Approval of Resolution 014-22 to continued remote teleconference meetings.

**Public Comment: on Consent Calendar items 5.A.1, B.1, C.
None.**

Board Comment: Trustee Riechel pulled 5. C. He expressed concern about the new COVID Variant. He supports continued teleconferences for the health and safety of Board members, staff, and the public.

ACTION: MOTION by Trustee Peter DeJarnett, second by Trustee Scott Smith to Approve Consent Calendar items 5. A and B. Motion passed 17 yeas, 0 noes.

ACTION: MOTION by Trustee Robert Riechel, second by Trustee Glenn Sylvester to approve 5. C. Resolution 014-22. Passed by 18 yeas, 0 noes.



REGULAR AGENDA

6. BOARD COMMITTEE REPORTS

A. Finance Committee Reports

Committee Chair Mason Brutschy reported that the Committee met on July 5, 2022, via teleconference. The Chair provided a written report in the Board Packet. The Committee received the Financial Report from FY 21-22 as of May 31, 2022 and discussed the purchase of the Quant-Studio 5 Real-Time PCR System. The Committee recommends forwarding approvals to the Board of Trustees for the July 13, 2022, meeting. District Manager Brian Weber provided the Committee with an oral report on architectural plans for the 1415 N. Carolan property in Burlingame.

B. Financial Report

Finance Director, Richard Arrow provided a written report in the Board Packet. He indicated that there were no surprises with the budget numbers; it is stable and strong and very similar to the April budget. The revenues for May 2022, were overbudgeted by \$314,878, this increase resulted from increased ERAF Rebate and Redevelopment Pass Through (\$259,628), decreased interest and other Revenue (\$43,771), decreased Program Revenues (\$46,848) and increased Property tax Revenue (\$63,615). Mr. Arrow reported good news regarding the Trailer Bill. All cities and special districts will continue receiving ERAF funding.

Public Comment on 6. A and B. None

ACTION: Motion by Trustee Mason Brutschy, second by Trustee Paul Norton to approve the financial report FY 2021-22 as of May 31, 2022. Passed by 17 yeas, 0 noes.

C. Ad hoc Committee on Real Estate

Trustee Paul Norton, Chair of the Ad hoc Real Estate Committee met with members and staff in July to review a Proposal from the Architectural Firm Aetypic. This Firm will establish a revised scope of services and cost estimates for "phrase 1 of the 1415 N. Carolan property. Trustee Norton detailed the scope of work to be done on the property. The proposed budget for Phase 1 of the project is \$150,028.



District Manager Brian Weber provided details for the financial aspect of the project. The Committee is recommending the board approve the firm Aetypic and authorize District Manager Weber the spending authority in the amount of \$150,028 to complete Phase 1 of the 1415 N. Carolan Ave improvement project

Public Comments on 6.C. None

Board Comments:

President Martin requested District Manager Weber to keep the Board as the project moves forward.

Trustee Riechel inquired about General Counsel Barnhill's legal opinion on the Districts' RFP process.

**Trustee Paul Fregulia commented on the project's Shopping List.
Trustee Kat Lion made comments on the project's environmental impacts.**

ACTION: Motion by Trustee Scott Smith, second by Trustee Laura Walsh to Approve the proposal from Aetypic and authorize the District Manager to spend the amount of \$150,028 to complete Phase 1 of the 1415 N. Carolan Ave. Passed by 16 yeas, 0 noes.

D. Inactive Committees

7. STAFF REPORTS

- A. Operations Director Casey Stevenson provided a written report in the Board Packet. He gave an update on the Districts COVID-19 protocol and data. The District has a COVID-19 Plan and uses the Center for Disease Control and Prevention and the California Department of Public Health protocols. He detailed workplace changes that enabled staff to continue working to keep themselves safe as well as keep the public safe.
- B. Laboratory Director Angie Nakano provided a written report in the Board Packet. She indicated the Lab has been very busy. They have not detected any Aedes Aegypti. Ms. Nakano reported that the Ovitraps set found eggs that resembled the Aedes Aegypti egg. The eggs were brought to the lab and tested with the new Quant Studio 5 Real-Time PCR system. The eggs were identified as the Marsh Crane Fly. Ms. Nakano reported it has been a quiet year for detected WNV. West Nile Virus in San Mateo County. **But** in Santa Clara County they

C. SPECIAL PRESENTATION



Public Health Education and Outreach Office Rachel Curtis-Robles provided a written report in the Board Packet. Highlights of her report are Ms. Curtis-Robles has a high school student named Janelle interning in the District's Public Health and Education Outreach program for 4 weeks. Janelle will be assisting with programs for elementary students this summer, has hosted at each branch of the San Mateo Library, given presentations about mosquitoes and ticks to families, and staff is teaching the mosquito life cycle to early elementary students at Big Lift sites throughout the County. Ms. Curtis-Robles expressed that for the last 2 ½ years she has been working in the District to build trust and collaboration with other agencies and organizations in San Mateo County. What she wants to do is ramp up doing more COVID-19 presentations in the elementary schools.

- D. Information & Technology and Outreach Director Matthew Nienhuis provided a written report in the Board Packet. He reported the San Mateo County Grand Jury requested for Government Agencies to be mindful of their Cybersecurity posture and implement changes to address cybersecurity risk. Mr. Nienhuis's response to the Grand Jury the District has taken the necessary steps to decrease our cybersecurity risk and will continue to make improvements.

Public Comment on A, B, C, and D. None

Board Comment:

Several Board members congratulated Ms. Curtis-Robles on her presentation. Trustee Glenn Sylvester said Ms. Curtis-Robles's presentation was succinct, understandable and impressive

8. Manager's Report

District Manager Brian Weber provided a Written report in the Board Packet. He reported the District management attended a Statewide Pesticide application Notification System Workshop hosted by the California Department of Pesticide Regulation. The purpose of this workshop is to provide transparent and equitable access to information in advance of pesticide applications to enable the public to make decisions about actions they may take to protect their health. Mr. Weber also informed the Board of pending legislation. AB 2449 (Blanca Rubio) authorizes until January 1, 2026, for members of the legislative body of a local agency to meet via teleconferencing without noticing their teleconference locations and making them publicly accessible under certain conditions. This bill seems simply extend the current law beyond January 1, 2024, during the state of emergency, however, requirements have been added that make the bill less appealing.

General Counsel Alexandra Barnhill has worked with California Special District



Associations (CSDA) and expressed this is not the bill the industry groups had hoped for. She will monitor it as the bill is changed.

Public Comment: None

Board Member Comment: None

9. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

The next San Mateo County Mosquito Control Vector District Board Meeting is September 14, 2022, at 6:00 p.m.

10. ADJOURNMENT: 7:25 p.m.

Agenda Item 5B

Consent Calendar

SUBJECT: Approval of bid in response to paving and striping (1351 Rollins Road) RFP

RECOMMENDATION

Authorize the District Manager to accept the RFP response from Bay Area Paving Company in the amount of \$8,971.00. To reseal and stripe 16,000 square feet of asphalt at 1351 Rollins Rd.

BACKGROUND AND STATUS

District staff seeks approval to reseal and stripe the parking lot at 1351 Rollins Rd in Burlingame. Given its longevity, industry standards suggest that asphalt be sealed every three years as part of a property's preventative maintenance. The Rollins Rd. parking lot has not been sealed since 2018 and, due to projected cost, required the release of an RFP.

The paving and striping RFP was posted for over one month and closed on July 22nd, 2022. The District received three proposals, including submittals from Bay Area Paving Company, El Camino General Engineering Inc, and Cato's Paving. The project includes filling all cracks at one-fourth inch or more, cleaning the entire parking lot area of debris, applying two coats of asphalt seal, and striping the property to the prior layout.

At their September 6, 2022, meeting, this RFP bid was reviewed and unanimously recommended by the Finance Committee

REFERENCE MATERIALS ATTACHED

1. RFP proposals from:
 - Bay Area Paving Company
 - Cato's Paving
 - El Camino General Engineering Inc.

2. Striping and Resealing RFP

REFERENCE MATERIALS AVAILABLE UPON REQUEST

1. Public Works Contract for Projects up to \$60,000

Job No. SM COUNTY

BAY AREA PAVING COMPANY

P.O. Box 340 · San Carlos, CA 94070 · Tel (650)341-0351 · bayareapaving@comcast.net

License #250290 Class A

TO: Job Owner SN MATEO COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

Address 1351 ROLLINS ROAD
BURLINGAME, CA 94010
PAUL WEBER 344-8592 pweber@smcmvcd.org

PROPOSAL · CONTRACT · WORK ORDER

We hereby agree to furnish all labor, materials and equipment for the completion, in a good workmanlike manner, of the following described work:

Job Location: 1351 ROLLINS ROAD BURLINGAME, CA

BLOW CLEAN THE SURFACE (APPROX 16,000 SF) AND APPLY TWO COATS OF SEAL AND RESTRIPE. PRICE INCLUDES HOT APPLIED CRACK FILL FOR ALL CRACKS 1/4" WIDE OR WIDER. PLEASE NOTE THE CRACK FILL DOES NOT ELIMINATE CRACKS THAT ARE FILLED WITH THIS MATERIAL. PRICE ALOS INCLUDES NO DUMPING MARKERS AT STORM DRAIN.....\$ 8,971.00

Work Not Included:

Our price for the above is:AS SHOWN ABOVE

The amount to be payable as follows:UPON COMPLETION

BAY AREA PAVING COMPANY

Dated: JUNE 16, 2022

By: _____

Acceptance

We accept the above proposal. You are authorized to perform the work described herein, and we agree to pay the stated amount in accordance with the terms set forth. Terms and conditions on the reverse side are deemed to be incorporated herein and made a part hereof.

Owner's P.O. No. _____

(Owner) (Prime Contractor)

Dated: _____ 20____

By: _____

Phone No. _____

Terms and Conditions

1. All plans and specifications for the job are made a part of this agreement. Compliance by Bay Area Paving Company with such plans shall constitute full performance. No deviation from these plans and specifications and/or terms shall be made by either party except by mutual agreement which shall be in writing. Prices for extra work and allowance for omissions shall be fixed in advance and shall be set forth in writing. Both parties agree that the plans and specifications may be changed without impacting the validity of the contract.
2. This agreement contains the entire agreement between the parties and there are no other agreements or warranties, either express or implied, except as contained herein. This may only be amended in writing signed by both parties or their authorized agents.
3. Both parties agree that the contract may not be cancelled prior to commencement of work without consent of Bay Area Paving Company unless at the time of cancellation a sum equal to twenty percent of contract price shall be paid to Bay Area Paving Company by owner or contractor being party to this contract.
4. Bay Area Paving Company shall not be liable for damage to underground pipe, conduit, or installations which are not marked for workmen on the property and owner shall hold Bay Area Paving Company harmless against any such claim.
5. If asphalt or concrete encountered is thicker and total depth bid, cost for further excavation and replacement shall be negotiated on site by Bay Area Paving Company representative and owner or owner's representative.
6. Unless otherwise specified the contract price shall be paid as follows: Total price for that portion of work completed shall be paid with 10 days after receipt of statement for completed work. Failure to make such payments shall constitute a substantial breach of this agreement and shall authorize Bay Area Paving Company to cease all further work and may recover for a breach of the entire agreement.
7. In the event Bay Area Paving is required to institute any action to collect any amounts due or to enforce any of the terms of this contract, owner agrees to pay the additional sum, not to exceed twenty percent of the contract price, and in any event not less than \$500.00 as reasonable attorney's fees or collection fees, and agrees that such sum is a reasonable fee for same.
8. Delay caused by strike, labor disputes, acts of God, or other causes beyond the reasonable control of Bay Area Paving Company, shall excuse or extend the time for performance of this contract. Any loss to Bay Area Paving Company caused from delays caused by owner or his agents or contractors shall be chargeable to owner for the additional work or materials caused by such delay.
9. This bid is based on current prices and if not accepted within 30 days we reserve the right to submit a new bid. This proposal becomes a contract binding upon both parties when acceptable by you and the signed original delivered to us.

CATO'S PAVING

22302 Hathaway Ave.
Hayward, CA 94541

Phone # 510-397-2677
www.catospaving.com



LIC. # 1000087 GENERAL ENGINEERING INC.

Proposal & Contract

Proposal # 8623

Date 6/20/2022

Estimator RM

Job Name:

1351 Rollins Rd

Address:

1351 Rollins Rd.
Burlingame

Client:

San Mateo Cnty Mosquito & Vector Ctl Dist
Paul Weber
1351 Rollins Rd.
Burlingame, CA 94010

650-344-8592

pweber@smcmvd.org

SCOPE OF WORK	Qty./SF	Unit	Total
Cato's Paving will repair, construct, or do the maintenance to the above referenced project as follows:			
<p>Item 01 - Crack Filler:</p> <p>Hot Crack Filler: Clean and prepare by any method necessary, all linear cracks wider than 1/4 inch and install hot rubberized asphalt crack filler. Cracks will reappear over time.</p> <p>NOTE: Linear cracks only; one move-in during weekday work schedule.</p>	6	335.00	2,010.00
<p>Item 02 - Seal Coat:</p> <p>Seal Coat: Clean entire designated area using power brooms or power blowers, clean and treat all oil spots, mask all utility boxes, monuments, manholes and covers and apply two coats of asphalt seal coat.</p> <p>This work to be completed in one move-in during weekday work schedule. Includes sand and latex, estimated area at 16,000 sqft.</p> <p>Note: Shut down of landscape irrigation (24 hours prior to and after seal dates), notification and vehicle removal by owners and/or owner representatives.</p> <p>Note: After seal coat is done you will see tire marks on the new seal, this will happen for a few months and/or when it's very hot.</p> <p>Note: If asphalt repairs and or crack filler are not done prior to seal coat, seal coat will not make cracking go away. Cracks will appear back through the sealer again."</p>	1	13,525.00	13,525.00
<p>Item 03 - Striping</p> <p>Re-stripe to previous layout.</p> <p>Spec: Sherwin Williams / SET FAST TM 5626 Traffic Marking Paint.</p> <p>NOTE: One move-in during weekday work schedule.</p>	1	5,275.00	5,275.00

TOTAL PAYMENT DUE UPON COMPLETION

Total

\$20,810.00

As a California Contractor, work is warranted against failure due to poor workmanship or faulty material, for a period of 1 year.

Acceptance of Proposal All the terms and conditions set forth on the second page of this Proposal and Contract are incorporated herein by reference and have been read and understood by the undersigned. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Prices quoted are valid for 30 days.

Authorized Customer Signature

Date

Cato's Paving Signature

Date

PROPOSAL AND CONTRACT



El Camino General Engineering Inc.
 1212 Camellia Dr., East Palo Alto, CA 94303
 Website: www.ElCaminoGeneral.com
 Email: elcaminogeneral@gmail.com
 Phone: (650)690-6759 LIC#: 1026472

PROPOSAL	119-22
DATE	6/14/22

COSTOMER INFORMATION:		PROJECT LOCATION:		
Paul Weber, Facilities Manager Coordinator 650-344-85-92, pweber@smcmvcd.org 1351 Rollins Rd., Burlingame, CA 94010		1351 Rollins Rd., Burlingame, CA 94010		
PROJECT SCOPE:		TOTAL:		
<u>HOT APPLIED CRACK SEALING (ADDITIONAL OPTION):</u>		QTY	UNIT	TOTAL \$
<ol style="list-style-type: none"> 1. Thoroughly clean cracks which are ¼” to 1” wide to remove settlement (soil) and debris 2. Apply sealant to 500 feet of cracks with Crafcro Superflex, hot rubberized crack sealer 3. Cover newly sealed cracks with sand to prevent tracking and promote adhesion of compound 		550	LF	3,000
<u>SEAL COAT:</u>		13,850	SF	14,200
<ol style="list-style-type: none"> 4. Thoroughly clean asphaltic concrete (AC, Pavement) within designated area by using wire brooms / power brooms / power blowers. Mask utility boxes, monuments, manholes and covers. Apply 2 coat(s) of Asphalt Seal Coat. <ul style="list-style-type: none"> o Add 2 percent Latex Rubber and coarse Sand per gallon in sealcoat. o This Latex Rubber additive mixture will give the new sealcoat surface extra durability to resist tire friction. It allows the coat to look darker and shiny giving it nice color contrast with striping. This allows material to dry faster, which will allow our striping team to delineate the parking stalls and markings quicker 				
<u>STRIPING</u>				
<ol style="list-style-type: none"> 5. Striping to match existing configuration, including ADA stall. 6. Add “ No Dumping” markers at storm drains 		1	LS	1,700
<u>NOTES:</u>				
<ol style="list-style-type: none"> A. Reference document titled “San Mateo County Mosquito and Vector Control District” RFP for Parking lot re-seal and re-stripe B. Work will be done during “non business hours” as specified on sheet 3 of 5 in document Scope of work C. <u>Not responsible for facilities his during construction that were not delineated by USA (811)</u> D. Weather to be at least 60°F or greater for proper bond. Bonding may take longer in shaded areas. E. Landscape irrigation and running water to be <u>shut down</u> 12 hours PRIOR, DURING and 12 hours AFTER. F. In grossly grease/oil damaged locations, Seal Coat may not adhere to surface properly. G. After Seal Coat has been applied, you will see tire marks on new seal, and this will happen for a few months and/or when it is very hot. H. Cost of proposal shall not exceed \$22,700.00 				
TOTAL PAYMENT DUE UPON COMPLETION:		18,900.00		
In California, work is warranted against failure due to poor workmanship or faulty material for a period of 1 year after completion.				

Acceptance of Proposal and Contract: All the terms and conditions set forth on sheets 1-4 of this Proposal and Contract are incorporated herein by reference and have been read and understood by the undersigned. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Prices quoted are good for 7 days from the date referenced above. **PAYMENT TO BE MADE AS FOLLOWS: FULL PAYMENT UPON COMPOLETION**

AUTHORIZED CUSTOMER SIGNATURE & DATE	
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PROPOSAL AND CONTRACT

1. **NOTICE TO OWNER:** (Section 7019-Contractors License Law): Under the Mechanic's Lien Law, any contractor, subcontractor, laborer, materialman, or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property. "Under the law, you may protect yourself against such claims by filing, before such work or improvement, an original contract for the work or improvement or a modification thereof, in the office of the County recorder of the county where the property is situated and requiring that a contractor's payment bond be recorded in such office. Said bond shall be in the amount not less than fifty percent (50%) Of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, service and equipment or materials for the work described in said contract. Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor maybe referred to the registrar. Contractor's State License Board, <http://www.cslb.ca.gov/>
2. Your attention is directed to sections 3097, 3098 and 3111, California Civil Code which requires us to notify you by way of a California Preliminary Notice "that if bills are not paid in full for labor, service, Equipment or materials furnished, or to be furnished, the improved property (which is described hereon) may be subject to liens. "This statement is applicable to private work only. This is not a reflection on the integrity of you or any contractor or subcontractor.
3. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices.
4. If set out in this contract, El Camino General Engineering Inc. agrees to seal coat the asphalt pavement, as outlined by this agreement, with the product specified herein.
5. The intended use of seal coating materials is to resurface existing asphalt pavements and is not intended to restore badly cracked or broken base pavement, not to permanently seal cracks subject to base movement. Cracks sealed and filled may open again.
6. **SPECIAL NOTE:** Due to California soil conditions, El Camino General Engineering Inc. is not liable for cracks which may occur in your pavement, concrete, interlocking pavers and flagstone surfaces due to earth movement, soil expansion and/or contraction or tree roots.
7. Extra work. Should the owner, their design professional, or any public agency, direct or request additional work not noted on the Proposal and Contract (page 1), or on the present plans and specifications for the project, the cost of the additional work shall be added to the contract price and paid by the owner upon completion of such additional work. The term "cost" as used in this paragraph, means the actual cost of the labor, materials, or subcontracts required for such additional work increased by 10% for overhead and 5% for profits. All extra work shall be set forth in a written change order to the contract.
8. If asphalt or concrete encountered is thicker than the total depth bid, cost for further excavation and replacement shall be negotiated on site by El Camino General Engineering Inc.'s representative and the owner or owner's representative. If the subsurface is wet and sub-base will not stabilize after compaction, then any additional cost for further excavation and replacement to stabilize the subsurface shall be negotiated on site by El Camino General Engineering Inc.'s representative and the owner or owner's representative.
9. El Camino General Engineering Inc., at its own cost and expense, shall procure and maintain during the continuance of this contract, a policy of worker's compensation or employer's liability insurance for the protection of the employees, including executive, managerial and supervisory employees, engaged in work on the project.
10. At owner's own cost and expense, shall procure promptly after execution of this contract, and maintain during the continuance of this contract, a policy of fire insurance with course of construction, vandalism, and malicious mischief clauses attached, insuring the project and all materials delivered to the site of the project for their full insurable value, with loss there under payable to owner and El Camino General Engineering Inc., as their interest may appear.
11. El Camino General Engineering Inc. will not be responsible for damage to any underground utilities unless said utilities are specifically marked on a furnished blueprint.
12. El Camino General Engineering Inc. shall not be liable for any damage or expense due to breakage of electric, gas, waterlines or any other objects not clearly marked or indicated at job site on job maps. This must be the Owner/Manager responsibility to advise contractors of said obstacles.
13. Arbitration. Should any dispute arise concerning the project, any provision of this contract, or any provision of the subcontract which is subject to this contract, the dispute shall be settled by arbitration. Each party, within ten (10) days of being notified of the dispute, shall appoint an arbitrator, and the arbitrator shall agree and appoint another arbitrator within ten days thereafter. The dispute shall be arbitrated within twenty (20) days after appointment of the arbitrators. All arbitrators so selected shall hold an active license as a general contractor or civil engineer in the State of California. The decision in writing of the arbitrator or arbitrators shall be final and conclusive as to parties of the dispute. Should any party fail or refuse to appear or participate in the arbitration proceedings, or fail to timely appoint an arbitrator, the arbitrator or arbitrators may deem proper. Judgment may be entered on the award in any court of competent jurisdiction. This provision shall be binding on owner, contractor, and any subcontractor who shall sign this contract or shall sign a contract that shall incorporate this contract by reference.
14. Attorney's Fees. Should any litigation or arbitration be commenced between the parties to this agreement, concerning the project, any provision of this contract, or the rights and obligations of either in relation thereto, the party prevailing in the litigation shall be entitled, in addition to such relief as may be granted, to the reasonable sum as and for the party's attorney's fees in the litigation or arbitration.
15. If the owner shall fail to pay the payment due under this contract when due, a service charge will be charged on the unpaid balance at the rate of 25% per month from the date of such delinquency.
16. This instrument constitutes the sole and only agreement of the parties to this contract relating to the project and correctly sets for the rights, duties and obligations of each to the other as of its date. Any prior agreements, promises, negotiations, or representations, not expressly set forth in this contract, are of no force and effect.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. El Camino General Engineering Inc		
	2 Business name/disregarded entity name, if different from above El Camino General Engineering Inc		
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate		
	<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.		
	5 Address (number, street, and apt. or suite no.) See instructions. 1212 Camellia Dr		Requester's name and address (optional)
	6 City, state, and ZIP code East Palo Alto, CA 94303		
7 List account number(s) here (optional)			

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
8	2		2	4	0	3	4	0	3

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ <i>Edgar Arteaga</i>	Date ▶ 04/25/2022
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/10/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Pacific Pro's Insurance Agency 8700 Warner Ave Suite 220 Fountain Valley CA 92708		CONTACT NAME: Kimberly Harding PHONE (A/C. No. Ext): 714-909-0755 E-MAIL ADDRESS: service@pacificproins.com		FAX (A/C. No.):
INSURED El Camino General Engineering, Inc. 1212 Camellia Dr East Palo Alto CA 94303-2627		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Scottsdale Insurance Co		41297
		INSURER B: Sirius America Insurance Company		38776
		INSURER C: Infinity Insurance Company		22268
		INSURER D: Navigators Insurance Co.		42307
		INSURER E:		
		INSURER F:		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		RBS0080423	01/23/2022	01/23/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			504-61013-8434-001	05/15/2021	05/15/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						OCCUR CLAIMS-MADE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	WC3058402	02/20/2022	02/20/2023	<input checked="" type="checkbox"/> PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Inland Marine			04-IM035753	08/31/2021	08/31/2022	Scheduled Equipment \$51,900 Unscheduled Misc. \$5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The certificate holder is named as additional insured.

Subject to policy terms, conditions and exclusions.

CERTIFICATE HOLDER**CANCELLATION**

Floorcraft Home Improvement Store
dkelsey@floorcrafthome.com
470 Bayshore Blvd
San Francisco CA 94124

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Rhonda Holt

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[Home](#) | [Online Services](#) | License Details

▶ Contractor's License Detail for License # 1026472

DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.

- ▶ CSLB complaint disclosure is restricted by law ([B&P 7124.6](#)) If this entity is subject to public complaint disclosure click on link that will appear below for more information. Click [here](#) for a definition of disclosable actions.
- ▶ Only construction related civil judgments reported to CSLB are disclosed ([B&P 7071.17](#)).
- ▶ Arbitrations are not listed unless the contractor fails to comply with the terms.
- ▶ Due to workload, there may be relevant information that has not yet been entered into the board's license database.

Business Information

EL CAMINO GENERAL ENGINEERING INC
 1212 CAMELLIA DR
 EAST PALO ALTO, CA 94303
 Business Phone Number:(510) 314-9301

Entity Corporation
Issue Date 05/04/2017
Reissue Date 03/09/2018
Expire Date **03/31/2024**

License Status

Contractor Information

Registration History

Legal Entity Name
EL CAMINO GENERAL ENGINEERING INC

Legal Entity Type
Corporation

Status
Active

Registration Number
1000059345

Registration effective date
7/1/2021

Registration expiration date
6/30/2022

Mailing Address
1212 CAMELLIA DR EAST PALO ALTO 94303 CA ...

Physical Address
1212 CAMELLIA DR EAST PALO ALTO 94303 CA ...

Email Address

Trade Name/DBA
EL CAMINO GENERAL ENGINEERING INC

License Number(s)
CSLB:1026472
CSLB:1026472

Effective Date	Expiration Date
7/11/2018	6/30/2019
7/1/2019	6/30/2020
7/1/2020	6/30/2021
7/1/2021	6/30/2022

Legal Entity Information

Corporation Number:
C4046002

Federal Employment Identification Number:

President Name:
EDGAR JOEL ARTEAGA

Vice President Name:

Treasurer Name:

Secretary Name:
ISRAEL ARTEAGA

CEO Name:
EDGAR JOEL ARTEAGA

Agent of Service Name:
EDGAR JOEL ARTEAGA

Agent of Service Mailing Address:
1162 SARATOGA AVE EAST PALO ALTO 94303 CA United States of America

Workers Compensation

Do you lease employees through Professional Employer Organization (PEO)?: Yes

Please provide your current workers compensation insurance information below:

PEO Name: AUtomatic Data Processing Insurance Agency, Inc
PEO Information:

PEO Phone: (866) 712-8226
PEO Email: jason.x.figueroa@adp.com

Insured by Carrier:

Policy Holder Name: EL CAMINO GENERAL ENGINEERING INC
Insurance Carrier: SIRIUS AMERICA INSURANCE COMPANY
Policy Number: WC3058401
Inception date: 2/20/2021
Expiration Date: 2/20/2022



**SAN MATEO COUNTY
MOSQUITO & VECTOR
CONTROL DISTRICT**

Protecting public health since 1916

1351 Rollins Road
Burlingame, CA 94010

phone (650) 344-8592
fax (650) 344-3843

www.smcmvcd.org

SAN MATEO COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

REQUEST FOR PROPOSAL

Parking Lot Re-seal / Re-stripe

Date of Issuance: 6/13/2022

Submittal Deadline: 7/15/2022

Project Description:

Re-seal and re-stripe parking lot. Approximately 16,000 sq/ft

Bidding Contractors:

- **Must** possess and maintain a valid **C-32** Contractors License issued by the California Department of Consumer Affairs State Licensing Board
- **Must** be Registered with the Department of Industrial Relations in accordance with Labor Code 1725.5 and 1770 at the time of Bid Opening.
- **Must** Meet California Department of Industrial Relations ‘Public Works 100’ requirements.

Review Process

During the evaluation process the District reserves the right to request additional information, and/or to allow corrections of errors or omissions.

The District reserves the right to retain all proposals submitted and the usage of any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the District and the firm selected.

Government Code Sections 6550 et. seq., the “Public Record Act” defines public record as any writing containing information relating to the conduct of the public business. The Public Record Act provides that public records shall be disclosed upon written request, and that any citizen has a right to inspect any public record, unless the document is exempted from disclosure.

The District cannot represent or guarantee that any information submitted in response to this RFP will be confidential. If the District receives a request for any document submitted in response to this request, it will not assert any privileges that may exist on behalf of the person or business entity submitting the proposal. It is the responsibility of the person or business entity submitting the proposal to assert any applicable privileges or reasons why the document should not be produced.

Terms of Engagement

Contracts executed pursuant to this RFP will require the selected contractor to defend (by counsel reasonably satisfactory to District), indemnify and hold harmless the District, its officers, its Board of Trustees and its employees, from and against all liability, claims, and demands, on account of any injury, loss, or damage, which arise out of or are connected with the consultant’s performance of the contract, if such injury, loss, or damage, or any portion thereof, is caused by, or claims to be caused by, the negligent act, omission, or other fault of

the contractor or any subcontractor of the contractor, or any officer, employee, or agent of the contractor or any subcontractor, or any person for whom the contractor is responsible.

The District may conduct investigations, as it deems necessary, to assist in the evaluation of any proposal. The District Manager will make the final selection and award.

Scope of Work

- Clean and prepare the surface to be coated. Including filling cracks.
- Contractor to provide all materials.
- Apply (2) Coats of high-quality oil emulsion sealer with 2% latex.
- Re-stripe existing layout. Disabled Stall. Plus include no dumping markers at storm drains

Work must be performed during non-business hours. Parking lot must be useable the next business day.

The firm that is selected must be technically and professionally capable of providing the services and must be free from actual conflicts of interest not only at the time of selection, but also throughout the term of the contract.

RFP Schedule

- Distribution of RFP on 6/13/2022.
- Bidding contractors may contact Paul Weber, Facility Maintenance Coordinator, at pweber@smcmvcd.org or 650-344-8592 to schedule a visit of the facilities.
- Sealed RFP Responses due to District by 7/15/2022, 4:30 p.m. PST.
- Selection Committee will forward recommendation to Board of Trustees for final approval during the regular meeting of the Board of Trustees on 9/14/2022.

Selection Process and Criteria

The selection process will involve the review of the proposals for compliance with the requirements of the RFP. In addition, they will be evaluated for experience of assigned personnel with similar engagements, qualifications of the firm, and approach to the engagement. Cost will also be considered; however, this will not be a sole selection criterion. Based upon the review of the written proposals, those determined to most closely meet the needs of the District will be interviewed. A final recommendation will be made to the full Board of Trustees, which may award the agreement.

Responding Proposal Information Requirements

- Full description of work to be performed
- Current License issued by the State of California Dept. of Consumer Affairs Contractors State License Board
- **Ability to Register with The State of California Department of Industrial Relations as a PWC 100 Contractor (prior to start date)**
- Current Liability/Workers Comp Insurance Certificate \$1,000,000 minimum
- Total Project Cost
- Billing Practice/Schedule
- Project Timeframe

Administrative Requirements

Bidding Contractors will comply with the following nondiscrimination employment requirements:

- No Person shall, on the grounds of Race, Creed, Color, National Origin, Religious affiliation or non-affiliation, Sex, Sexual orientation, Marital Status, Age (over forty), Disability, Medical Condition (including but not limited to AIDS, HIV Positive Diagnosis, or Cancer), Political Affiliation or Union Membership Be Excluded from Participating in, be Denied the Benefits of, or be subjected to discrimination under this Agreement.
- Contractor shall ensure equal employment opportunity based on objective standards of recruitment, selection, promotion, classification, compensation, performance evaluations, and management relations, for all employment under this agreement. Contractor's personnel policies shall be made available to the District upon request.
- Contractor agrees to fully comply with local, state, and federal laws, regulations, and ordinances in the submittal of its proposal and the performance of contractual services required hereunder.

Right to Reject All Proposals

This RFP does not commit the District to award an agreement or to contract for services. The District reserves the right to reject any and all proposals, to waive minor irregularities in any proposal, to negotiate with qualified sources, or cancel this request in total or in part. The proposer must bear the cost of preparing and submitting their proposals and the District will not reimburse those cost.

Proposals may be withdrawn at anytime

**Awarded bidder must consent to San Mateo County Mosquito and
Vector Control District Contract titled Public Works Projects up to
\$60,000.00**

Agenda Item 5C

**SUBJECT: CONSIDER ADOPTING A RESOLUTION M-015-2022
AUTHORIZING REMOTE TELECONFERENCE
MEETINGS OF THE LEGISLATIVE BODIES OF THE
SAN MATEO COUNTY MOSQUITO AND VECTOR
CONTROL DISTRICT PURSUANT TO BROWN ACT
PROVISIONS**

SUMMARY

Approve Resolution **M-15-22** Authorizing Remote Teleconference Meetings of the Legislative Bodies of the San Mateo County Mosquito and Vector Control District Pursuant to Brown Act Provisions.

BACKGROUND

On March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple State agencies and departments, and help the State prepare for a broader spread of COVID-19.

On March 17, 2020, the Governor issued Executive Order N-29-20 which authorized meetings of local legislative bodies to be held by teleconference as long as specified notice and comment provisions were followed. Given the state of emergency and authority to meet remotely, on March 23, 2020, the Board President issued a declaration altering the regular meeting location to be held via teleconference only. The Board ratified this declaration at its regular meeting on April 8, 2020. For the past year and a half, the District has been meeting remotely via Zoom. Meeting remotely has allowed the District to ensure the public's continued access to government meetings while also ensuring the public's safety.

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which rescinded his prior Executive Order N-29-20 and set a date of October 1, 2021, for agencies to transition back to public meetings held in full compliance with the Brown Act. However, the Delta variant has emerged, causing a spike in cases throughout the State. As a result, the County Public Health Departments across the Bay Area, including San Mateo County, have issued a Health Order requiring masks indoors in public places, regardless of vaccination status.

On January 1, 2022, the Governor approved Executive Order N-1-22, in response to the Omicron COVID-19 variant. Data suggest that the Omicron variant is more transmissible than the Delta variant. Therefore, considering the present surge in cases due to the Omicron variant, and to protect the public health and safety, the Governor temporarily extend the flexibilities for state bodies to conduct teleconferences under AB 361 beyond January 31, 2022, to provide state bodies the option of conducting public meetings remotely to reduce the risk of in-person exposure to members of the

staff body, staff, and members of the public.

DISCUSSION

The California Legislature recently approved AB 361, which was signed as an urgency statute by the Governor on September 16, 2021 and is effective immediately. This law allows local legislative bodies to continue to meet remotely after the October 1 deadline under specified circumstances.

A local agency will be allowed to continue to meet remotely when:

- The legislative body holds a meeting during a proclaimed state of emergency, and State or local officials have imposed or recommended measures to promote social distancing.
- The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote whether because of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
- The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, because of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

To meet remotely agencies must make certain findings demonstrating the requirements to continue to hold remote meetings apply. Staff is recommending that Resolution **M-15-22** be adopted as these findings can be made. Specifically, the District meets the requirements to continue holding meetings remotely to ensure the health and safety of the public because:

- The District is still under a state of emergency as declared by the Governor.
- County Health Orders require that all individuals in indoor public spaces wear masks, regardless of vaccination status.
- County Public Health officers have issued various health orders, recommendations and updates designed to slow the spread of COVID-19, including recommendations for social distancing and directing that public meeting continue to be held remotely to protect public health.¹
- The District cannot maintain social distancing requirements for the public, staff, and Directors in their meeting spaces.

The District staff is concerned about protecting the health and safety of attendees, particularly given that even fully vaccinated people have contracted the Delta variant, people may have and transmit the virus before knowing they are infected and/or if they are asymptomatic, meetings can last several hours, and the District has a large Board of Trustees, its meeting facilities are limited in space, with seats close together and as of June 7, 2022 a new COVID-19 surge has begun.

Under AB 361, if the state of emergency remains active for more than 30 days, a local agency must make the following findings by majority vote every 30 days to continue using the bill's exemption to the Brown Act teleconferencing rules.

- The legislative body has reconsidered the circumstances of the emergency; and
-

September 14, 2022

- Either of the following circumstances exist: The state of emergency continues to directly impact the ability of members to meet safely in person, or State or local officials continue to impose or recommend social distancing measures

For these reasons, Staff anticipates that if the pandemic continues, the District Board will be asked to approve a resolution on every agenda making findings regarding the circumstances of the emergency and vote to continue using the law's exemptions. AB 361 sunsets on January 1, 2024.

RECCOMENDATION

Consider Adopting Resolution **M-15-22** Authorizing Remote Teleconference Meetings of the Legislative Bodies of the San Mateo County Mosquito and Vector Control District Pursuant to Brown Act Provisions

REFERENCE MATERIALS

1. RESOLUTION M-015-22

AYES:

NOES:

ABSENT:

ABSTAIN

ATTEST:

Board Secretary

Board President

RESOLUTION NO. M015-22

A RESOLUTION OF THE SAN MATEO COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT AUTHORIZING CONTINUED REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE SAN MATEO COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT PURSUANT TO BROWN ACT PROVISIONS

WHEREAS, on March 4, 2020, the Governor of the State of California issued a Proclamation of a State of Emergency due to COVID-19. Such Proclamation remains and is in effect as of the date of this Resolution, as are the facts, circumstances, and emergency under which it was issued; and

WHEREAS, the San Mateo County Mosquito and Vector Control District (“District”) ordinarily holds its regular meetings on the second Wednesday of the month at 6 p.m. at the Board Chambers, 1351 Rollins Road, Burlingame, California 94010; and

WHEREAS, the District officially closed its meeting room as of April, 2020 due to the coronavirus pandemic, making the Board Chambers unavailable to the public; and

WHEREAS, on March 23, 2020 the District’s Board President issued a Declaration altering the regular meeting location to be held via teleconference only pursuant to Executive Order N-29-20. The Board ratified this Declaration at its regular meeting on April 8, 2020; and

WHEREAS, the Health Officer of the County of San Mateo and other Bay Area counties (“Health Officers”) have issued various health orders and updates designed to slow the spread of COVID-19 (including variants thereof) such as vaccinations, quarantines, face covering requirements, and social distancing recommendations designed to protect public health; and

WHEREAS, on September 20, 2021, Health Officers issued recommendations for safely holding public meetings, including strongly recommending teleconferencing meetings as those meetings present the lowest risk of transmission of SARS-CoV-2, the virus that causes COVID-19, and further recommended social distancing and face masking of all attendees; and

WHEREAS, in light of the present surge in cases due to the Omicron variant, and to protect the public health and safety, it is necessary to temporarily extend the flexibilities for state bodies to conduct teleconferences under AB 361 beyond January 31, 2022, to provide state bodies the option of conducting public meetings remotely to reduce the risk of in-person exposure to members of the staff body, staff, and members of the public; and

WHEREAS, COVID-19 poses imminent health and safety concerns. The risk of exposure to COVID-19 depends on the likelihood of coming into close physical contact with people who may be infected and through contact with contaminated surfaces and objects. The severity of the illness varies. Per the US Centers for Disease Control and Prevention about 14% of the cases are severe (meaning, they required hospitalization), with an infection that affects both lungs and has the potential to lead to severe medical complications (such as respiratory failure, shock, or multi organ dysfunction) that can cause death in some people. The

number of cases of infections and deaths occurring locally can be determined by viewing the dashboards of the Health Officers; and

WHEREAS, on June 11, 2021, the Governor issued Executive Order N-08-21, which placed an end date of September 30, 2021 on such authority; and

WHEREAS, due the rise in COVID-19 cases, including due to the Delta variant and now Omicron variant, the District continues to be deeply concerned about protecting the health and safety of attendees, particularly given that even fully vaccinated people have contracted the Delta variant, people may contract and transmit the virus before knowing they are infected and/or if they are asymptomatic; meetings of the District can last several hours, the District has a large board of Trustees, its meeting facilities are limited in space with seats that are close together, and have restricted air flow; and as of June 7, 2022 a new local surge of COVID-19 is underway; and

WHEREAS, the California State legislature adopted AB 361 as an urgency measure that was signed by the Governor on September 16, 2021. AB 361 amends the Brown Act to allow local governments to use teleconferencing and virtual meeting technology as long as there is a gubernatorial “proclaimed state of emergency” upon the local legislative body finding that State or local officials have imposed or recommended measures to promote social distancing or that meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, the Board desires to continue holding public meetings of the District using teleconferencing and virtual meeting technology in order to avoid the imminent risk to the health and safety of attendees; and

WHEREAS, the District found that conducting its meetings using virtual meeting technology allowed the equivalent, if not improved, access to the meetings for Trustees, staff, and the public based on the ease of use and flexibility of technology. This experience has been confirmed by the Little Hoover Commission, which evaluated the effectiveness of remote meetings statewide; and

WHEREAS, the Board held a duly noticed public meeting on September 29, 2021; and

WHEREAS, at such public meeting, the Board considered all pertinent oral and written information, exhibits, testimony, and comments received during the public review process, including, without limitation, information received at the public hearing, the oral report from District staff, the written report from staff, this Resolution, and all other information on which each of the Trustees has based their decision (collectively, “Remote Meeting Information”); and

WHEREAS, the Board found that a state of emergency remained active due to the coronavirus pandemic, which affects the ability of attendees to meet safely in person; and

WHEREAS, the Board desires to make the findings necessary to continue to meet remotely in light of the fact that there remains a significant portion of the population that is not eligible for vaccination or booster shots and that even fully vaccinated people may contract and transmit the virus and it is not possible to socially distance within the District’s Board meeting room.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the District as follows:

Section 1. Recitals. The Board hereby finds and determines that the foregoing recitals are true and correct; the recitals are hereby incorporated by reference into each of the findings as though fully set forth therein. The recitals and the information below constitute findings in this matter, and together with the Remote Meeting Information, serve as an adequate and appropriate evidentiary basis for the findings and actions set forth herein.

Section 2. AB 361 Findings. The Board, on behalf of itself and its legislative bodies, hereby further finds the following: A state of emergency in California remains active due to the coronavirus pandemic, which continues to directly impact the ability of attendees to meet safely in person. Federal, state, and/or local officials have imposed and/or recommended measures to promote social distancing and use face coverings in indoor settings to help stop the spread of the virus. They have strongly recommended public agencies hold their meetings online because doing so presents the lowest risk of transmission of SARS-CoV-2, the virus that causes COVID-19. COVID-19 continues to pose an imminent risk to the health and safety of attendees to meet in person because it can be contracted and transmitted by people without symptoms and regardless of vaccination status and has the potential to lead to severe disease and death.

Section 4. Remote Meetings. Meetings of the District and its legislative bodies will continue to be conducted remotely using teleconferencing for the next 30 days in compliance with AB 361.

Section 5. CEQA. This action does not constitute a “project” within the meaning of Public Resources Code Section 21065, 14 Cal Code Reg. Section 15060(c)(2), 15060(c)(3), and/or 15378 because it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. In addition, this action is categorically exempt pursuant to Section 15061(b)(3), “Review for Exemptions” of the CEQA Guidelines because there is no possibility that it may have a significant effect on the environment, and no further environmental review is required. No unusual circumstances exist and none of the exceptions under CEQA Guidelines Section 15300.2 apply. This determination reflects the Board’s independent judgment and analysis.

DULY AND REGULARLY ADOPTED by the District’s Board of Trustees this 14 day of September 2022 by the following vote:

AYES:
NOES:
ABSENT:

Kati Martin, Chair

ATTEST: _____
Brian Weber, District Manager

Agenda Item 6A

BOARD COMMITTEE REPORTS

SUBJECT: Finance Committee Meeting of the Board of Trustees

Finance Committee members attended a meeting on September 6, 2022. Attendees included Committee Chair, Mason Brutschy, Robert Riechel, Ray Williams, Muhammad Baluom, and Kati Martin. Staff attending included District Manager, Brian Weber, Finance Director, Richard Arrow, Information Services Director, Matthew Nienhis, Operations Director Casey Stevenson, and Facilities Manager, Paul Weber.

1. Review of second quarter results of PARS investments. Andrew Brown of High Mark Securities, Anthony Armas, PARS, and Mitch Barker of PARS presented a power point discussion on the Districts OPEB and Pension Stabilization Trust as of June 30 and July 31, 2022. This item was informational only and no action was taken.
2. Reviewed the Financial Report for FY 21-22 as of June 30, 2022. Highlights were discussed with the committee by Finance Director, Richard Arrow. Finance Committee recommended approval of the report to be submitted to the Board of Trustees for consideration at their meeting of September 14, 2022.
3. Reviewed the Financial Report for FY 22-23 as of July 31, 2022. Highlights were discussed with the committee by Finance Director, Richard Arrow. Finance Committee recommended approval of the report to be submitted to the Board of Trustees for consideration at their meeting of September 14, 2022.
4. District Manager gave an oral report on architectural plans relative to property located at 1415 N. Carolan, Burlingame. Timing of the completion of the contract work is expected to occur by October 2022.
5. Finance Director gave a report on the recently completed analysis of PG&E costs relative to the District's Solar Project. Discussion ensued as to the amounts of cost and kilowatt hour savings realized in a year-to-year analysis. It was agreed that additional information and analysis is required and will be brought back to the next Finance Committee meeting to be scheduled on October 3, 2022.
6. District Manager requested the Finance Committee recommend the approval of the award of bid for the repaving and striping of 1351 Rollins Road. Finance Committee recommended forwarding the approval to the Board of Trustees for final action on the September 14, 2022, meeting.
7. Committee member Robert Riechel requested a review of pending legislation received from the California Special Districts Association that may affect District's interest. It was agreed that any issues relating to pending or adopted legislation will be included in the District Managers report to be delivered at the September 14 Board meeting.

Submitted by Mason Brutschy, Chair of the Finance Committee



Item 6B.1

**Preliminary
Monthly Financial Report
Month Ending June
2022**

Staff Recommendation: Motion to recommend approval of the June 30, 2022, preliminary Financial Report.

Statement of Revenues, Expenditures and Change in Fund Balance

Total revenues received from July 1 through June 30, 2022 (YTD) were \$ 10.4 million; total expenditures YTD were \$ 12.6 million; and the change in fund balance was \$2.2 million. The District had \$ 8.3 million in cash available in County Treasury.

	General	Capital	Total
	Fund	Fund	Funds
Beginning Fund Balance 7/1/2021:	\$ 10,260,379	\$ 1,022,269	\$ 11,282,647
Revenues/Resources	\$ 10,361,821	\$ 8,883	\$ 10,370,704
Due To (From) Funds	\$ (7,538,838)	\$ 7,538,838	\$ -
Inter Funds Transfer	\$ (248,000)	\$ 248,000	\$ -
Expenditures	\$ 4,817,641	\$ 7,792,002	\$ 12,609,643
Change in Fund Balance	(2,242,658)	3,719	\$ (2,238,939)
* Ending Fund Balance	\$ 8,017,720	\$ 1,025,988	\$ 9,043,708

* Components of Fund Balance:			
Nonspendable (Inventory)	\$ 155,369.00	\$ -	\$ 155,369.00
Assigned (Capital Improvements)	-	1,025,988	1,025,988
Public Health Emergency Fund	800,000	-	800,000
Natural Disaster Emergency Fund	650,000	-	650,000
Real Property Acquisiton Fund	1,134,670	-	1,134,670
Debt Service Repayment Reserve Fund	1,000,000	-	1,000,000
Unrestricted Fund Balance	4,277,681	-	4,277,681
Total	\$ 8,017,720	\$ 1,025,988	\$ 9,043,708

Budget Variances

Revenues

Actual revenues received through June 2022 were over budget by \$ 155,279 resulting from increased ERAF Rebate and Redevelopment Pass Through of \$ 164,380 and decreased all other revenue of \$ 9,101.



Expenditures

Expenditures through June 2022 were under budget by \$ 2,611,111 primarily due to the timing of expenditures contained in the table below:

Administration	Under	\$44,571	92.1%	Unspent professional and legal services
Computer Hardware & Software	Under	\$19,788	74.9%	Unspent consulting services and Licensing expenditures
Utilities	Under	\$29,050	68.3%	Unspent PG&E, Water and Phone lines.
Operations	Under	\$18,345	94.2%	Unspent pesticide, helicopter, apparel and and fuel Costs
Capital	Under	\$2,054,238	79.1%	Timing of Capital Project expenditures

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 \$15,000.

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.

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 June 2022 summary, accounts receivable outstanding greater than 90 days total is \$ 1,872 primarily consisting of amounts due San Francisco International Airport (\$ 1,020), City of San Francisco Parks (\$708) and Silicon Valley Clean Water (\$145). Staff is actively pursuing collection activities.

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 21919 to 22005. Last month's check number ended at 21918. All checks written were to vendors on account, retired employees, or reimbursements to current employees, per District policy. In June 2022, 87 checks written from the General Fund totaled \$ 254,699.69 In addition, the District wrote 5 check from the Capital Fund totaling \$ 50,622.83 (check numbers 1084 through 1088).

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.

San Mateo County Mosquito & Vector Control District
 Balance Sheet
 As of Jun 30, 2022

	Total Jun 30, 22	General Fund	Capital Fund
ASSETS			
Current Assets			
Checking/Savings			
1010 · Cash-County Treasury-GF x2706	7,290,399	7,290,399	
1015 · Checking -Union Bank - GF x9757	(61,348)	(61,348)	
1020 · Cash-County Treasury-CPF x2705	1,023,183		1,023,183
1025 · Checking -Union Bank - CPF x6913	-		-
1016 · County Funds - FMV	38,952	38,412	540
1030 · Petty Cash	400	400	
1035 · PARS Pension Rate Stabilization	125,133	125,133	
Total Checking/Savings	8,416,719	7,392,995	1,023,723
Accounts Receivable			
1100 · Accounts Receivable	106,602	106,602	
1105 · Interest Receivable	22,793	20,528	2,265
Total Accounts Receivable	129,395	127,130	2,265
Other Current Assets			
1106 · Other Receivable	38,397	38,397	
1220 · VCJPA-Member Contingency Fund	475,622	475,622	
1230 · Pesticide Inventory	155,369	155,369	
1300 · Prepaid Items	26,198	26,198	
Total Other Current Assets	695,586	695,586	-
Total Current Assets	9,241,699	8,215,711	1,025,988
TOTAL ASSETS	9,241,699	8,215,711	1,025,988
LIABILITIES & FUND BALANCE			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	81,831	81,831	-
Total Accounts Payable	81,831	81,831	-
Credit Cards			
1040 · US Bank Purchase Card	9,295	9,295	
Total Credit Cards	9,295	9,295	-
Other Current Liabilities			
2200 · Accrued Wages	106,865	106,865	
Total Other Current Liabilities	106,865	106,865	-
Total Current Liabilities	197,991	197,991	-
Total Liabilities	197,991	197,991	-
Fund Balance			
Beginning Fund Balance, 7/1/2021	11,282,647	10,260,379	1,022,269
Due To (From) Funds	-	(7,538,838)	7,538,838
Inter Funds Transfer		(248,000)	248,000
Revenues Over Expenditures	(2,238,939)	5,544,180	(7,783,119)
Ending Fund Balance *	9,043,708	8,017,720	1,025,988
TOTAL LIABILITIES & FUND BALANCE	9,241,699	8,215,711	1,025,988
* COMPONENTS OF ENDING FUND BALANCE			
Nonspendable (Inventory)	155,369	155,369	-
Assigned (Capital Improvements)	1,025,988	-	1,025,988
Public Health Emergency Fund	800,000	800,000	-
Natural Disaster Emergency Fund	650,000	650,000	-
Real Property Acquisiton Fund	1,134,670	1,134,670	-
Debt Service Repayment Reserve Fund	1,000,000	1,000,000	-
Unrestricted Fund Balance (Includes Working Capital)	4,277,681	4,277,681	-
Total Fund Balance	9,043,708	8,017,720	1,025,988

Statement of Revenues, Expenditures Budget vs. Actual
July 2021 through June 2022

Month of Report:

Jun, 2022

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	2,345,910	2,396,016	50,106	102.1%	2,345,910	50,106	102.1%	61,819	115,481	53,662	186.8%
Total 4100 · PROPERTY TAX REVENUES	3,049,097	3,103,640	54,543	101.8%	3,049,097	54,543	101.8%	52,649	43,577	(9,072)	82.8%
Total 4200 · OTHER TAX REVENUES	690,000	854,380	164,380	123.8%	690,000	164,380	123.8%	95,554	306	(95,248)	0.3%
Total 4300 · OTHER REVENUES	4,085,968	3,916,487	(169,481)	95.9%	4,085,968	(169,481)	95.9%	133,185	14,093	(119,092)	10.6%
Total 4800 · GRANT REVENUE	44,450	91,298	46,848	205.4%	44,450	46,848	205.4%	-	-	-	

Total Revenues

	10,215,425	10,361,821	146,396	101.4%	10,215,425	146,396	101.4%	343,207	173,457	(169,750)	50.5%
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Expenditures

Total 5000 · SALARIES & WAGES	2,861,515	2,617,765	243,750	91.5%	2,861,515	(243,750)	91.5%	301,895	322,733	20,838	106.9%
Total 5100 · EMPLOYEE BENEFITS	852,839	834,552	18,287	97.9%	852,839	(18,287)	97.9%	62,737	25,576	(37,161)	40.8%
Total 5200 · TRAINING - BOARD & STAFF	60,200	49,463	10,737	82.2%	60,200	(10,737)	82.2%	2,267	2,605	338	114.9%
Total 5300 · ADMINISTRATION	566,678	521,662	45,016	92.1%	566,678	(45,016)	92.1%	27,185	23,405	(3,780)	86.1%
Total 5400 · INSURANCE	125,282	125,230	53	100.0%	125,282	(53)	100.0%	-	-	-	0.0%
Total 5450 · COMPUTER HARDWARE & SOFTWARE	78,772	58,984	19,788	74.9%	78,772	(19,788)	74.9%	6,866	3,778	(3,088)	55.0%
Total 5500 · FACILITIES MAINTENANCE	48,175	47,756	419	99.1%	48,175	(419)	99.1%	4,015	4,743	728	118.1%
Total 5550 · UTILITIES	91,519	62,469	29,050	68.3%	91,519	(29,050)	68.3%	7,626	4,766	(2,860)	62.5%
Total 5600 · FLEET MAINTENANCE	62,365	45,547	16,818	73.0%	62,365	(16,818)	73.0%	5,197	2,479	(2,718)	47.7%
Total 5700 · OPERATIONS	314,975	296,540	18,435	94.1%	314,975	(18,435)	94.1%	109,277	71,763	(37,514)	65.7%
Total 5800 · LABORATORY	77,900	74,922	2,978	96.2%	77,900	(2,978)	96.2%	6,491	6,891	400	106.2%
Total 5900 · PUBLIC OUTREACH	79,460	82,751	(3,291)	104.1%	79,460	3,291	104.1%	6,622	22,617	15,995	341.5%
Total 6500 · DEBT SERVICE	-	-	-	0.0%	-	-	0.0%	-	-	-	0.0%

Total Expenditures

	5,219,680	4,817,641	(402,039)	92.3%	5,219,680	(402,039)	92.3%	540,178	491,355	(48,823)	91.0%
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General Fund Net Revenues Over Expenditures

	4,995,745	5,544,180	548,435		4,995,745	548,435		(196,971)	(317,898)	(120,927)	
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CAPITAL IMPROVEMENT FUND:

Total 6000 · CAPITAL IMPROVEMENTS REVENUE	-	8,883	(8,883)	0.0%	-	8,883	0.0%	-	2,265	2,265	0.0%
Total 6000 · CAPITAL IMPROVEMENTS EXPENDITURES	9,845,795	7,792,002	2,053,793	79.1%	9,845,795	(2,053,793)	79.1%	981,231	42,497	(938,734)	4.3%
Capital Improvement Fund Net Revenue Over Expenditures	(9,845,795)	(7,783,119)	2,062,676		(9,845,795)	2,062,676		(981,231)	(40,233)	940,998	

San Mateo County Mosquito & Vector Control District
A/R Aging Summary
As of June 30, 2022

06/30/2022

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
City of Foster City	5,019.32	0.00	0.00	0.00	0.00	5,019.32
City of Pacifica Public Works Wastewater	141.02	0.00	0.00	70.51	0.00	211.53
City of Redwood City, Public Works	3,834.71	4,445.50	0.00	2,139.55	0.00	10,419.76
City of San Carlos	0.00	7,886.40	0.00	0.00	0.00	7,886.40
City of San Francisco, Parks	0.00	0.00	0.00	7,245.80	707.81	7,953.61
City of San Francisco, Public Utilities	0.00	403.86	0.00	0.00	0.00	403.86
City of San Mateo, Wastewater Treatment	135.92	144.42	0.00	0.00	0.00	280.34
City of South San Francisco Water Quality	231.46	0.00	0.00	0.00	0.00	231.46
Dewey Pest Control	66,080.00	0.00	0.00	0.00	0.00	66,080.00
Mid-Peninsula Regional Open Space District	3,718.86	0.00	0.00	0.00	0.00	3,718.86
San Francisco Int'l Airport	0.00	1,065.09	0.00	763.40	1,020.29	2,848.78
San Francisco Zoological Society	608.74	0.00	0.00	0.00	0.00	608.74
Sewer Authority Mid-Coastside	140.57	70.51	0.00	0.00	0.00	211.08
Silicon Valley Clean Water	284.02	299.38	0.00	0.00	144.42	727.82
TOTAL	<u>80,194.62</u>	<u>14,315.16</u>	<u>0.00</u>	<u>10,219.26</u>	<u>1,872.52</u>	<u>106,601.56</u>

San Mateo County Mosquito & Vector Control District
A/R Aging Summary
As of August 23, 2022

08/23/2022

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
California Invasive Plant Council	0.00	6,861.40	0.00	0.00	0.00	6,861.40
City of Foster City	0.00	6,284.29	0.00	0.00	0.00	6,284.29
City of Pacifica Public Works Wastewater	0.00	156.16	0.00	0.00	0.00	156.16
City of Redwood City, Public Works	0.00	3,647.94	3,834.71	0.00	0.00	7,482.65
City of San Francisco, Parks	0.00	7,411.42	0.00	0.00	7,953.61	15,365.03
City of San Francisco, Public Utilities	0.00	369.76	0.00	0.00	0.00	369.76
City of San Mateo, Wastewater Treatment	0.00	85.42	135.92	0.00	0.00	221.34
City of South San Francisco Water Quality	0.00	161.26	231.46	0.00	0.00	392.72
Dewey Pest Control	0.00	0.00	66,080.00	0.00	0.00	66,080.00
San Francisco Int'l Airport	0.00	7,705.57	0.00	0.00	1,783.69	9,489.26
Sewer Authority Mid-Coastside	0.00	78.08	0.00	0.00	0.00	78.08
Silicon Valley Clean Water	0.00	303.82	0.00	0.00	144.42	448.24
Stanford University - Jasper Ridge	0.00	6,851.10	0.00	0.00	0.00	6,851.10
TOTAL	<u>0.00</u>	<u>39,916.22</u>	<u>70,282.09</u>	<u>0.00</u>	<u>9,881.72</u>	<u>120,080.03</u>

San Mateo County Mosquito and Vector Control District
Cash Activity & Reconciliation to County Statement
General Fund
June 30, 2022

**GF-Jun
2022**

Beginning Cash per District as of May 31, 2022 7,812,282

Reductions	
Payroll Related (ADP)	(189,941)
Checks Written	(254,700)
Bank Fee	(68)
Total Reductions	(444,709)

Additions	
Transfer-In from Capital Fund	4,550
Abatement Services	25,017
Property Tax Revenue	43,577
ERAF Rebate	-
RDA/RPTTF	226
Special Benefit Assessment	27,284
Special Mosquito Tax	8,002
Other In-Lieu Tax Distribution	80
Misc Deposits	740
Total Additions	109,478

Ending Cash per District as of Jun 30, 2022 7,477,051

Cash per County General Fund Statement 7,477,051

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] 06/01/2022-06/30/2022 Page 2
TUE, JUL 26, 2022, 7:48 AM --req: VALENCIR--leg: GL JL--loc: CONTROL---job:15585805 J11026--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 06/01/22	15,931,836.86	8,119,555.11	7,812,281.75
	06/01/22	JE520767	AutoID: JTT614A2 Job: 15486 JE	226.08	0.00	7,812,507.83
	06/09/22	HOE6092	AutoID: ITX609A2 Job: 15455 JE	1,539.97	0.00	7,814,047.80
	06/15/22	JE520837	AutoID: JQB615A2 Job: 15480 JE	0.00	68.41	7,813,979.39
	06/24/22	JE521396	AutoID: JRV624A2 Job: 15521 JE	4,550.00	0.00	7,818,529.39
	06/25/22	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	25,757.85	0.00	7,844,287.24
	06/27/22	FWL6272	AutoID: ITX627A2 Job: 15513 JE	51.37	0.00	7,844,338.61
	06/28/22	SPU6282	AutoID: ITX628A2 Job: 15510 JE	281.63	0.00	7,844,620.24
	06/29/22	SPS6292	AutoID: ITX629A2 Job: 15503 JE	9,302.90	0.00	7,853,923.14
	06/30/22	SEC6302	AutoID: ITX630L2 Job: 15510 JE	57,873.17	0.00	7,911,796.31
	06/30/22	ZZZ6302	AutoID: ITX630D2 Job: 15519 JE	1,783.09	0.00	7,913,579.40
	06/30/22	SPP6302	AutoID: ITX630O2 Job: 15536 JE	316.77	0.00	7,913,896.17
	06/30/22	JE521878	AutoID: JRV701B2 Job: 15543 JE	0.00	444,640.46	7,469,255.71
	06/30/22	SPR6302	AutoID: ITX630Q2 Job: 15548 JE	172.78	0.00	7,469,428.49
	06/30/22	SPU6302	AutoID: ITX630Z2 Job: 15553 JE	78.70	0.00	7,469,507.19
	06/30/22	HPR6302	AutoID: ITX630F2 Job: 15557 JE	28.89	0.00	7,469,536.08
	06/30/22	SPS6302	AutoID: ITX630U2 Job: 15557 JE	7,514.65	0.00	7,477,050.73
	DR		* SUB ACCT Total *	16,041,314.71*	8,564,263.98*	7,477,050.73*

San Mateo County Mosquito and Vector Control District
 Cash Activity & Reconciliation to County Statement
 Capital Project Fund
 June 30, 2022

CPF-Jun
2022

Beginning Cash per District as of May 31, 2022	830,392
Reductions	
Checks Written	(50,623)
Bank Fee	(36)
Transfer-Out to General Fund	(4,550)
Total Reductions	(55,209)
Additions	
Quarterly Interest	-
Transfer-In from General Fund	-
Total Additions	-
Ending Cash per District as of Jun 30, 2022	775,183
Cash per County Capital Project Fund Statement	775,183
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] 06/01/2022-06/30/2022 Page 1
 TUE, JUL 26, 2022, 7:48 AM --req: VALENCIR--leg: GL JL--loc: CONTROL---job:15585805 J11026--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 06/01/22	1,052,638.29	222,246.06	830,392.23
	06/15/22	JE520837	AutoID: JQB615A2 Job: 15480 JE	0.00	36.17	830,356.06
	06/24/22	JE521396	AutoID: JRV624A2 Job: 15521 JE	0.00	4,550.00	825,806.06
	06/30/22	JE521878	AutoID: JRV701B2 Job: 15543 JE	0.00	50,622.83	775,183.23
	DR		* SUB ACCT Total *	1,052,638.29*	277,455.06*	775,183.23*

San Mateo County Mosquito and Vector Control District
ADP Payroll Disbursement
 June 30, 2022

Jun 2022

June 10, 2022

June 24, 2022

Footnotes:

Payroll ACH Disbursement (including Net Pay & Taxes)

Total Net Pay	68,192	72,423
Federal W/H Tax	12,517	12,945
Social Security Tax	1,072	1,727
Medicare	3,066	3,219
CA W/H Tax	5,156	5,321
CA SUI/DI	1,699	1,947
Total	91,701	97,581

— A

ADP Process Fee PPE 5/7/22 & 5/21/22	240	293
ADP Time & Attend Processing Chrg	-	125
Total amount for the period	91,942	97,999
Total amount for the month:		189,941

Footnotes:

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

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

June 2022

GF-Jun 2022

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
21919	06/08/2022	Charles P. Hansen	Retiree Health Insurance Reimb-Jun '22	1015 · Checking -Union Bank - GF x9757	-553.03
06012022	06/01/2022		Retiree Health Insurance Reimb-Jun '22	5160 · Retirees - HRA & Medical Reimb	553.03
TOTAL					553.03
21920	06/08/2022	Dennis J Jewell	Retiree Health Insurance Reimb-Jun '22	1015 · Checking -Union Bank - GF x9757	-553.03
06012022	06/01/2022		Retiree Health Insurance Reimb-Jun '22	5160 · Retirees - HRA & Medical Reimb	553.03
TOTAL					553.03
21921	06/08/2022	Great-West Life & Annuity Co	Group No. 98368	1015 · Checking -Union Bank - GF x9757	-7,517.49
05212022	05/21/2022		Employee Deferred Comp PPE 05/21/2022	5185 · Actives - Deferred Compensation	7,517.49
TOTAL					7,517.49
21922	06/08/2022	San Mateo County Retirement Assoc. SM M.A.D.		1015 · Checking -Union Bank - GF x9757	-19,134.77
05212022	05/21/2022		Employee Contribution Pay Period 05/08/2022-05/21/2022	5115 · Retirement - Employee Contribut	7,877.25
			Employer Contribution Pay Period 05/08/2022-05/21/2022	5110 · Retirement - Employer Contribut	11,257.52
TOTAL					19,134.77
21923	06/08/2022	U.S. Bank PARS Account # 674602240 Agency Name: San Mateo County Mosquito & Vector Control District	PPE	1015 · Checking -Union Bank - GF x9757	-539.78
6746022400-PP5-2	05/21/2022		Alternate Retirement System for Richard Arrow PPE 05/21/2022	5116 · Alternate Retire-Employee Contr	539.78
TOTAL					539.78
21924	06/08/2022	MidAmerica-AUL Health Benefit Trust	VOIDED to pay the 2 invoices in 2 separate checks	1015 · Checking -Union Bank - GF x9757	0.00
TOTAL					0.00
21925	06/08/2022	ADP Screening & Selection Services	Billing A/C: 1466165-8	1015 · Checking -Union Bank - GF x9757	-289.89
1466165-05-2022	05/31/2022		Background check for Seasonal Techs (3)	5310 · Background / drug screening	289.89
TOTAL					289.89

San Mateo County Mosquito & Vector Control District
Check Detail

June 2022

GF-Jun 2022

Num	Date	Name	Memo	Account	Original Amount
21926	06/08/2022	Aim To Please Janitorial Services	Invoice #49 - May 2022	1015 · Checking -Union Bank - GF x9757	-1,525.00
49	05/31/2022		1351 Rollins Janitorial Services-May 2022	5340 · Janitorial/Household Expense	1,200.00
			1415 N Carolan Janitorial Services	5340 · Janitorial/Household Expense	325.00
TOTAL					1,525.00
21927	06/08/2022	Airgas Dry Ice	QAC40	1015 · Checking -Union Bank - GF x9757	-509.96
9125941823	05/17/2022		Dry Ice (250 lbs)	5820 · Dry Ice	249.35
9126184276	05/24/2022		Dry Ice (250 lbs)	5820 · Dry Ice	260.61
TOTAL					509.96
21928	06/08/2022	Amazon Capital Services	Account # ARX6UTA334C06	1015 · Checking -Union Bank - GF x9757	-2,268.57
163G-NJL7-4HV4	06/01/2022		iPhone cases & off supplies	5335 · Office Expense	446.96
			Gas card pouch	5620 · Auto, Hotsy, Plug, Boat, Traile	477.92
			Mat for mister	5630 · Ops Equipment & Repairs	95.35
			Hand soaps	5340 · Janitorial/Household Expense	70.53
			Work boots for Seasonals	5725 · Apparel - Uniforms & Boots	175.33
			Fish pond water test solutions	5730 · Mosquito Fish	21.94
			Lab supplies	5825 · Lab Supplies	86.83
			Outreach program materials	5910 · Media and Network	735.90
			One way door for squirrels	5705 · Pesticides	107.85
			Tools for flea swabbing	5805 · Disease Surveillance	49.96
TOTAL					2,268.57
21929	06/08/2022	American Fidelity Assurance Company Payor: 56840		1015 · Checking -Union Bank - GF x9757	-1,553.82
6053204	06/03/2022		Flexible Spending Account (Employee Contrib)	5170 · Actives - Other Benefits	1,553.82
TOTAL					1,553.82
21930	06/08/2022	Cintas Corporation #464	Payer #15914933	1015 · Checking -Union Bank - GF x9757	-650.19
15914933 May2022	05/31/2022		Uniform Services 05/04/22 Inv #4118358488	5725 · Apparel - Uniforms & Boots	159.73
			Uniform Services 05/11/22 Inv #4119038404	5725 · Apparel - Uniforms & Boots	164.35
			Uniform Services 05/18/22 Inv #4119728087	5725 · Apparel - Uniforms & Boots	164.35

San Mateo County Mosquito & Vector Control District
Check Detail

June 2022

GF-Jun 2022

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
			Uniform Services 05/25/22 Inv #4120416227	5725 · Apparel - Uniforms & Boots	161.76
TOTAL					650.19
21931	06/08/2022	Colorprint		1015 · Checking -Union Bank - GF x9757	-371.17
30322	05/23/2022		Mosq maker kit labels (1,025)	5910 · Media and Network	340.20
30372	05/28/2022		Uniform name badges (Seasonal Tech)	5725 · Apparel - Uniforms & Boots	30.97
TOTAL					371.17
21932	06/08/2022	Comcast	A/C #8155200280283815	1015 · Checking -Union Bank - GF x9757	-164.33
8155200280283815	06/03/2022		Business Internet 06/08/22-07/07/22 (1351 Rollins)	5575 · Phone - Land Line-AT&T/Comcast	164.33
TOTAL					164.33
21933	06/08/2022	Diversified Laboratory Repair	Cust #0000114	1015 · Checking -Union Bank - GF x9757	-450.00
37180	05/20/2022		Preventive maint services for Freezers & Ervion Chamber	5840 · Lab Equip. Maintenance	450.00
TOTAL					450.00
21934	06/08/2022	Eppendorf North America, Inc.	Customer #4100002587	1015 · Checking -Union Bank - GF x9757	-281.74
4001188457	05/20/2022		Replace rotor lid for centrifuge	5835 · Lab Equip. Repair	281.74
TOTAL					281.74
21935	06/08/2022	Flowers Electric & Service Co., Inc.	Customer #1798	1015 · Checking -Union Bank - GF x9757	-913.24
22205018	05/23/2022		Hardware water pump and install timer	5505 · Facility - Repairs & Maint	913.24
TOTAL					913.24
21936	06/08/2022	Harrington Industrial Plastics LLC	Inv #003R5086	1015 · Checking -Union Bank - GF x9757	-482.35
003R5086	05/25/2022		Plastic disc to seal BVA tanks. Replacing vents.	5705 · Pesticides	482.35
TOTAL					482.35
21937	06/08/2022	Life Technologies Corporation		1015 · Checking -Union Bank - GF x9757	-2,469.83

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

GF-Jun 2022

June 2022

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
81298091	05/13/2022		PCR supply restocking (P.O.#02706-1809)	5845 · Lab PCR Supplies	2,126.20
81311425	05/17/2022		PCR supply restocking (P.O.#02706-1809)	5845 · Lab PCR Supplies	343.63
TOTAL					2,469.83
21938	06/08/2022	Mettler-Toledo Rainin, LLC		1015 · Checking -Union Bank - GF x9757	-3,297.66
678821427	05/12/2022		Multi-channel pipettes for disease testing (PO#02706-1808)	5805 · Disease Surveillance	1,695.01
678822075	05/13/2022		Multi-channel pipettes for disease testing (PO#02706-1808)	5805 · Disease Surveillance	1,602.65
TOTAL					3,297.66
21939	06/08/2022	Pacific Office Automation	Customer #446374	1015 · Checking -Union Bank - GF x9757	-246.49
164681	05/18/2022		Maintenance for 1 Color & 2 Blk/Wht Copiers 05/02/22-06/02/22	5380 · Copier and postage	246.49
TOTAL					246.49
21940	06/08/2022	Pitney Bowes Global Financial Service 0076-7976-00-4		1015 · Checking -Union Bank - GF x9757	-209.35
3105524587	05/27/2022		Postage meter rental 04/01/22-06/30/22	5380 · Copier and postage	209.35
TOTAL					209.35
21941	06/08/2022	Quench USA, Inc.	A/C #D322868	1015 · Checking -Union Bank - GF x9757	-205.00
INV04073042	06/01/2022		Water Dispenser Rental - Jun 2022	5335 · Office Expense	205.00
TOTAL					205.00
21942	06/08/2022	Standard Insurance Company	142979	1015 · Checking -Union Bank - GF x9757	-1,204.87
142979-0001 May2	05/19/2022		Long term disability due 06/01/2022	5165 · Long Term Disability - Standard	1,204.87
TOTAL					1,204.87
21943	06/08/2022	Streamline	Invoice No: 112D6F75-0016	1015 · Checking -Union Bank - GF x9757	-370.00
112D6F75-0016	06/01/2022		Streamline Web 6/1/2022-7/1/2022	5475 · Website Hosting / Microsoft	370.00
TOTAL					370.00
21944	06/08/2022	Target Specialty Products		1015 · Checking -Union Bank - GF x9757	-18,012.61

San Mateo County Mosquito & Vector Control District
Check Detail

June 2022

GF-Jun 2022

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
INVP500804278	05/18/2022		Altosid XR Slim Ingot.48/cs/pllt 220 White briquet/cs (20 Cs) (PO #02706-1811	5705 · Pesticides	17,268.13
INVP500808127	05/23/2022		Rodent Bait Stations and Contrac Blox	5705 · Pesticides	744.48
TOTAL					18,012.61
21945	06/08/2022	Vision Service Plan	12 173343 0001	1015 · Checking -Union Bank - GF x9757	-484.08
815197130	05/19/2022		Vision plan - Jun 2022	5145 · Actives - Vision Insurance	484.08
TOTAL					484.08
21946	06/08/2022	Verizon	A/C #271667168-00001	1015 · Checking -Union Bank - GF x9757	-5,498.64
9907440400	05/26/2022		Services for period 04/27-05/26/22 (CalNet)	5580 · Phone - Mobile Devices-Verizon	1,655.73
			Upgrade iPhones for staff (9)	5580 · Phone - Mobile Devices-Verizon	3,842.91
TOTAL					5,498.64
21947	06/08/2022	MidAmerica-AUL Health Benefit Trust	HRA (Actives) Contribution Period 7/1/22-6/30/23	1015 · Checking -Union Bank - GF x9757	-12,600.00
Jul22-Jun23Actives	06/07/2022		Annual HRA (Actives) Contribution (20 Full-time & 2 Part-time)	5130 · Actives - HRA Health Reimb Acct	12,600.00
TOTAL					12,600.00
21948	06/08/2022	MidAmerica-AUL Health Benefit Trust	San Mateo County Mosquito	1015 · Checking -Union Bank - GF x9757	-10,657.20
Jul-Dec'22-HRA Me	06/07/2022		Retiree HRA Medical Premium Reimb (Jul-Dec 2022)	5160 · Retirees - HRA & Medical Reimb	10,657.20
TOTAL					10,657.20
21949	06/16/2022	Airgas Dry Ice	QAC40	1015 · Checking -Union Bank - GF x9757	-526.52
9126402895	05/31/2022		Dry Ice (250 lbs)	5820 · Dry Ice	260.34
9126648166	06/07/2022		Dry Ice (256 lbs)	5820 · Dry Ice	266.18
TOTAL					526.52
21950	06/16/2022	Allied Administrators for Delta Dental	Group No. 7918-7257	1015 · Checking -Union Bank - GF x9757	-2,508.80
07918-07257-Jul22	06/06/2022		Dental Coverage-Jul '22	5135 · Actives - Dental Insurance	2,508.80
TOTAL					2,508.80

San Mateo County Mosquito & Vector Control District
Check Detail

June 2022

GF-Jun 2022

Num	Date	Name	Memo	Account	Original Amount
21951	06/16/2022	Bay Alarm	A/C #4678226	1015 · Checking -Union Bank - GF x9757	-155.16
19651148	05/24/2022		Access Control System 05/20/22-07/31/22 (1351 Rollins-Rear Gate)	5385 · Security and fire alarm	155.16
TOTAL					155.16
21952	06/16/2022	Colorprint		1015 · Checking -Union Bank - GF x9757	-3,643.38
30438	06/02/2022		Print outreach ads for SamTrans buses (PO 02706-1810)	5910 · Media and Network	2,530.28
30457	06/02/2022		2021 District Annual Report Booklets (100)	5910 · Media and Network	1,060.21
30513	06/06/2022		Uniform name badges (Seasonal Techs-3)	5725 · Apparel - Uniforms & Boots	52.89
TOTAL					3,643.38
21953	06/16/2022	Compu-Data, Inc.	Inv #63952	1015 · Checking -Union Bank - GF x9757	-140.00
63952	06/06/2022		Renewed smcmvcd site with Register.com	5455 · IT Consulting - Compu-Data	140.00
TOTAL					140.00
21954	06/16/2022	Dencco	SM County Mosquito & Vector Control Dist.	1015 · Checking -Union Bank - GF x9757	-2,773.69
Stmt 6-10-2022	06/10/2022		8/30/21 Inv#35226; Air condition unit repair	5505 · Facility - Repairs & Maint	420.00
			1/11/22 Inv#35667; Jan-2022 HVAC Inspection & Repairs	5505 · Facility - Repairs & Maint	1,214.80
			5/3/22 Inv#36056; Apr-2022 HVAC Inspection & Repairs	5505 · Facility - Repairs & Maint	1,138.89
TOTAL					2,773.69
21955	06/16/2022	Eco Medical Inc.	Invoice #12419	1015 · Checking -Union Bank - GF x9757	-51.45
12419	05/31/2022		Bio-waste container pick-up - May 2022	5830 · Lab Biowaste Disposal	49.00
			Temporary Fuel Charge 5%	5830 · Lab Biowaste Disposal	2.45
TOTAL					51.45
21956	06/16/2022	FDAC EBA	51 - SMCMVCD Jul-2022	1015 · Checking -Union Bank - GF x9757	-27,983.79
FDAC0722-SMCM	06/08/2022		Medical Insurance for Jul-2022	5125 · Actives - Medical Insurance	27,983.79
TOTAL					27,983.79

San Mateo County Mosquito & Vector Control District
Check Detail

June 2022

GF-Jun 2022

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
21957	06/16/2022	Fisher Scientific	Account No. 058330-001	1015 · Checking -Union Bank - GF x9757	-673.04
3529528	06/08/2022		Lab supplies	5825 · Lab Supplies	673.04
TOTAL					673.04
21958	06/16/2022	Flowers Electric & Service Co., Inc.	Customer #1798	1015 · Checking -Union Bank - GF x9757	-775.00
22205034	06/03/2022		Remove exposed wiring at 1415 N Carolan	5505 · Facility - Repairs & Maint	775.00
TOTAL					775.00
21959	06/16/2022	Flyers Energy, LLC	Account 700895	1015 · Checking -Union Bank - GF x9757	-4,298.01
CFS-3015089	05/31/2022		Fuels 05/16/2022-05/31/2022	5735 · Fuel	4,298.01
TOTAL					4,298.01
21960	06/16/2022	Grainger	809934680	1015 · Checking -Union Bank - GF x9757	-422.29
7101210495	06/05/2022		BVA tanks maint supply	5705 · Pesticides	16.37
			Bldg repair & maint supply	5505 · Facility - Repairs & Maint	43.40
			Lobby clock & suggestion box	5335 · Office Expense	112.37
			Disposable respirators	5720 · Safety Equipment	189.96
			CB Jeep repair	5620 · Auto, Hotsy, Plug, Boat, Traile	60.19
TOTAL					422.29
21961	06/16/2022	Great-West Life & Annuity Co	Group No. 98368	1015 · Checking -Union Bank - GF x9757	-7,517.49
06042022	06/04/2022		Employee Deferred Comp PPE 06/04/2022	5185 · Actives - Deferred Compensation	7,517.49
TOTAL					7,517.49
21962	06/16/2022	James Barry	Inv #209233	1015 · Checking -Union Bank - GF x9757	-120.00
209233	06/06/2022		Fish pond maintenance	5505 · Facility - Repairs & Maint	120.00
TOTAL					120.00
21963	06/16/2022	Kone Inc.	Customer #N191941	1015 · Checking -Union Bank - GF x9757	-1,791.57

San Mateo County Mosquito & Vector Control District
Check Detail

June 2022

GF-Jun 2022

Num	Date	Name	Memo	Account	Original Amount
962229670	06/01/2022		Elevator Maintenance 06/01/2021-08/31/2022	5505 · Facility - Repairs & Maint	1,497.18
			Emergency Monitoring & Wireless Service	5505 · Facility - Repairs & Maint	294.39
TOTAL					1,791.57
21964	06/16/2022	Matthew Nienhuis	Per Diem to IT Leadership Event 6/8-6/10/22	1015 · Checking -Union Bank - GF x9757	-116.00
	IT Leadership/Diem 06/14/2022		Per Diem to IT Leadership Event 6/8-6/10/22	5215 · Conferences / Workshops Staff	116.00
TOTAL					116.00
21965	06/16/2022	Michael D. Yoshida	Jan, Feb, May, Jun 2022 Board Meeting Exp Reimbursement	1015 · Checking -Union Bank - GF x9757	-400.00
	Jan-Jun'22 Reimb 06/09/2022		Jan, Feb, May, Jun 2022 Board Meeting Exp Reimbursement	5305 · Board Meeting Expenses	400.00
TOTAL					400.00
21966	06/16/2022	Napa Auto Parts	A/C #5644	1015 · Checking -Union Bank - GF x9757	-637.95
	138072 06/09/2022		Motor oil for fleet maintenance	5620 · Auto, Hotsy, Plug, Boat, Traile	637.95
TOTAL					637.95
21967	06/16/2022	Occupational Health Centers of Califo Account #N23-1060276454		1015 · Checking -Union Bank - GF x9757	-122.00
	75524411 06/01/2022		Drug test for Seasonal Techs (2)	5310 · Background / drug screening	122.00
TOTAL					122.00
21968	06/16/2022	PG&E		1015 · Checking -Union Bank - GF x9757	-1,002.66
	5594119880-0 May- 05/26/2022		PGE Elec & Gas for 1415 N Carolan 04/28/2022-05/26/2022	5560 · Gas & Electricity - PG&E	632.50
	5584709654-6 May- 05/26/2022		1351 Rollins Site 04/28/2022-05/26/2022	5560 · Gas & Electricity - PG&E	370.16
TOTAL					1,002.66
21969	06/16/2022	Purchase Power	8000-9000-0074-1201	1015 · Checking -Union Bank - GF x9757	-208.99
	17662438-Jun-22 06/14/2022		Postage refill and transaction fee	5380 · Copier and postage	208.99
TOTAL					208.99
21970	06/16/2022	Recology San Mateo County	A/C #731001072	1015 · Checking -Union Bank - GF x9757	-456.00

San Mateo County Mosquito & Vector Control District
Check Detail

June 2022

GF-Jun 2022

Num	Date	Name	Memo	Account	Original Amount
45933348	05/27/2022		Garbage Service - May 2022	5340 · Janitorial/Household Expense	456.00
TOTAL					456.00
21971	06/16/2022	RMT Landscape Contractors, Inc.	Customer #M332	1015 · Checking -Union Bank - GF x9757	-790.00
20220637	06/10/2022		Landscape Maintenance Jun-2022 (1351 Rollins Rd)	5505 · Facility - Repairs & Maint	495.00
			Landscape Maintenance (1415 N Carolan Ave)	5505 · Facility - Repairs & Maint	295.00
TOTAL					790.00
21972	06/16/2022	Ryan Thorndike	Reimb Tuition at College of SM	1015 · Checking -Union Bank - GF x9757	-176.00
ReimbTuition	06/08/2022		Reimb Tuition at College of SM	5215 · Conferences / Workshops Staff	176.00
TOTAL					176.00
21973	06/16/2022	San Mateo County Retirement Assoc.	SM M.A.D.	1015 · Checking -Union Bank - GF x9757	-19,134.77
06042022	06/04/2022		Employee Contribution Pay Period 05/22/2022-06/04/2022	5115 · Retirement - Employee Contribut	7,877.25
			Employer Contribution Pay Period 05/22/2022-06/04/2022	5110 · Retirement - Employer Contribut	11,257.52
TOTAL					19,134.77
21974	06/16/2022	Spark Creative Design	Inv #2598	1015 · Checking -Union Bank - GF x9757	-625.00
2598	06/01/2022		Various re-design, layouts & graphics work	5920 · Promotion & Printing	625.00
TOTAL					625.00
21975	06/16/2022	U.S. Bank PARS Account # 674602240	Agency Name: San Mateo County Mosquito & Vector Control District PPE	1015 · Checking -Union Bank - GF x9757	-539.78
674602240-PP6-0	06/04/2022		Alternate Retirement System for Richard Arrow PPE 06/04/2022	5116 · Alternate Retire-Employee Contr	539.78
TOTAL					539.78
21976	06/16/2022	William Glasspole	Reimb gasoline for Jeep	1015 · Checking -Union Bank - GF x9757	-30.00
Reimb Gasoline	06/10/2022		Reimb gasoline for Jeep	5735 · Fuel	30.00
TOTAL					30.00

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

June 2022

GF-Jun 2022

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
21977	06/16/2022	U.S. Bank	4246-0445-5564-6391	1015 · Checking -Union Bank - GF x9757	-3,781.05
	05/23/2022		District Credit Card Payment	1040 · US Bank Purchase Card	3,781.05
TOTAL					3,781.05
21978	06/28/2022	Great-West Life & Annuity Co	Group No. 98368	1015 · Checking -Union Bank - GF x9757	-7,517.49
06182022	06/18/2022		Employee Deferred Comp PPE 06/18/2022	5185 · Actives - Deferred Compensation	7,517.49
TOTAL					7,517.49
21979	06/28/2022	San Mateo County Retirement Assoc. SM M.A.D.		1015 · Checking -Union Bank - GF x9757	-19,134.78
06182022	06/18/2022		Employee Contribution Pay Period 06/05/2022-06/18/2022	5115 · Retirement - Employee Contribut	7,877.26
			Employer Contribution Pay Period 06/05/2022-06/18/2022	5110 · Retirement - Employer Contribut	11,257.52
TOTAL					19,134.78
21980	06/28/2022	U.S. Bank PARS Account # 674602240 Agency Name: San Mateo County Mosquito & Vector Control District PPE		1015 · Checking -Union Bank - GF x9757	-539.78
674602240-PP6-1:	06/18/2022		Alternate Retirement System for Richard Arrow PPE 06/18/2022	5116 · Alternate Retire-Employee Contr	539.78
TOTAL					539.78
21981	06/28/2022	Aim To Please Janitorial Services	Invoice #50 - Jun 2022	1015 · Checking -Union Bank - GF x9757	-1,525.00
50	06/27/2022		1351 Rollins Janitorial Services-Jun 2022	5340 · Janitorial/Household Expense	1,200.00
			1415 N Carolan Janitorial Services	5340 · Janitorial/Household Expense	325.00
TOTAL					1,525.00
21982	06/28/2022	Airgas Dry Ice	QAC40	1015 · Checking -Union Bank - GF x9757	-521.70
9126890403	06/14/2022		Dry Ice (250 lbs)	5820 · Dry Ice	260.85
99127129946	06/21/2022		Dry Ice (250 lbs)	5820 · Dry Ice	260.85
TOTAL					521.70
21983	06/28/2022	American Fidelity Assurance	Payor: 56840	1015 · Checking -Union Bank - GF x9757	-457.98
D469844	06/19/2022		Life/Acc/Cancer EE Insurance for Jun-2022	5170 · Actives - Other Benefits	457.98

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

June 2022

GF-Jun 2022

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
TOTAL					457.98
21984	06/28/2022	Asbury Environmental Services	Invoice # I500-00835132	1015 · Checking -Union Bank - GF x9757	-95.00
I500-00835132	06/17/2022		Used oil disposal service 6/7/2022	5620 · Auto, Hotsy, Plug, Boat, Traile	95.00
TOTAL					95.00
21985	06/28/2022	Black Mountain Properties, LLC	Acct. t0000505 San Mateo County-1323 Rollins Rd., Burlingame	1015 · Checking -Union Bank - GF x9757	-11,230.88
Jul Rent/CAM	06/22/2022		Jul-2022 Rent-1323 Rollins Rd., Burlingame,CA	5399 · Facility Lease	7,944.00
			Est CAM	5399 · Facility Lease	3,232.00
			PGE 4/28-5/26/22	5399 · Facility Lease	54.88
TOTAL					11,230.88
21986	06/28/2022	Castaway Creative LLC	Invoice # 4014	1015 · Checking -Union Bank - GF x9757	-994.00
4014	06/21/2022		30 Second TV Summer 2022 District Ad	5920 · Promotion & Printing	994.00
TOTAL					994.00
21987	06/28/2022	Clarke Mosquito Control Products, Inc Customer # 002486		1015 · Checking -Union Bank - GF x9757	-15,738.58
5100964	06/13/2022		Natural XRT Tablet (10 Cs) (P.O. #02706-1813)	5705 · Pesticides	11,790.78
			Natural G30 Granule 40lb bag (5 Bags)	5705 · Pesticides	3,947.80
TOTAL					15,738.58
21988	06/28/2022	Colorprint		1015 · Checking -Union Bank - GF x9757	-2,350.21
30537	06/09/2022		Uniform name badges (Seasonal Techs-2)	5725 · Apparel - Uniforms & Boots	41.93
30558	06/17/2022		Business cards for Matthew Nienhuis (IT Director)	5335 · Office Expense	118.67
30544	06/17/2022		District Business Card Magnets-English (2,500)	5910 · Media and Network	859.59
30563	06/17/2022		District Business Card Magnets-Spanish (2,500)	5910 · Media and Network	859.59
30606	06/20/2022		Tick Rack Cards-2 Versions (600 x 2shts)	5910 · Media and Network	273.10
30664	06/21/2022		Regional Protected Lands Posters (1 foam core & 1 laminated)	5910 · Media and Network	197.33
TOTAL					2,350.21
21989	06/28/2022	Comcast	A/C #8155200280658818	1015 · Checking -Union Bank - GF x9757	-174.28

San Mateo County Mosquito & Vector Control District
Check Detail

June 2022

GF-Jun 2022

Num	Date	Name	Memo	Account	Original Amount
815520028065881E	06/15/2022		Business Internet 06/20/22-07/19/22 (1415 N Carolan)	5575 · Phone - Land Line-AT&T/Comcast	174.28
TOTAL					174.28
21990	06/28/2022	Compu-Data, Inc.	Inv #63952	1015 · Checking -Union Bank - GF x9757	-140.00
63964	06/21/2022		Connected Devina with QuickBooks (1hr)	5455 · IT Consulting - Compu-Data	140.00
TOTAL					140.00
21991	06/28/2022	Erika Eugenia Alor Vazquez	Invoice #00002	1015 · Checking -Union Bank - GF x9757	-100.00
00002	06/26/2022		Spanish translation for outreach materials	5910 · Media and Network	100.00
TOTAL					100.00
21992	06/28/2022	Fisher Scientific	Account No. 058330-001	1015 · Checking -Union Bank - GF x9757	-267.98
3574830	06/09/2022		Lab supplies	5825 · Lab Supplies	267.98
TOTAL					267.98
21993	06/28/2022	Flyers Energy, LLC	Account 700895	1015 · Checking -Union Bank - GF x9757	-4,718.93
CFS-3028937	06/15/2022		Fuels 06/01/2022-06/15/2022	5735 · Fuel	4,718.93
TOTAL					4,718.93
21994	06/28/2022	Fusion Cloud Company, LLC	Customer No. 3789973	1015 · Checking -Union Bank - GF x9757	-500.05
9519193	06/18/2022		Phone System Jul-2022	5570 · Phone - VOIP - Fusion/MegaPath	500.05
TOTAL					500.05
21995	06/28/2022	Jarvis Fay LLP		1015 · Checking -Union Bank - GF x9757	-6,402.00
16533	05/31/2022		VLF/Excess ERAF Matter (.4hr) - Legal Services thru May-2022	5350 · Legal Services	140.00
16523	05/31/2022		Board Matter (10.2hrs) - Legal Services thru May-2022	5350 · Legal Services	2,703.00
			HR MOU & Contract Matters (4hrs)	5350 · Legal Services	1,060.00
			Architectural RFP (.9hr)	5350 · Legal Services	193.50
			VLF/Excess ERAF Matter (8.7hrs)	5350 · Legal Services	2,305.50
					2,305.50

San Mateo County Mosquito & Vector Control District
Check Detail
June 2022

GF-Jun 2022

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
TOTAL					6,402.00
21996	06/28/2022	Lampire Biological Laboratories, Inc.	A/C # SANMAT	1015 · Checking -Union Bank - GF x9757	-316.00
446103	06/08/2022		Chicken Blood (PO# 02076-1779)	5815 · Mosquito Blood	316.00
TOTAL					316.00
21997	06/28/2022	Mettler-Toledo Rainin, LLC	Customer No. 700025193	1015 · Checking -Union Bank - GF x9757	-389.68
678834068	06/07/2022		Lab supplies-pipettor	5825 · Lab Supplies	389.68
TOTAL					389.68
21998	06/28/2022	Moser Carpet Repairs Inc,	Invoice #510	1015 · Checking -Union Bank - GF x9757	-300.00
510	06/20/2022		Repaired carpet at the receptionist desk area.	5335 · Office Expense	300.00
TOTAL					300.00
21999	06/28/2022	Pacific Office Automation	Customer #446374	1015 · Checking -Union Bank - GF x9757	-246.49
210072	06/08/2022		Maintenance for 1 Color & 2 Blk/Wht Copiers 06/02/22-07/02/22	5380 · Copier and postage	246.49
TOTAL					246.49
22000	06/28/2022	Public Agency Retirement Services (P. Customer #SAN400		1015 · Checking -Union Bank - GF x9757	-306.00
50841	06/08/2022		PARS Alternate Retirement System Fees PE 04/30/2022	5325 · HR & Finance Consultant	306.00
TOTAL					306.00
22001	06/28/2022	Redwood Trading Post	Customer ID CU00001000007751	1015 · Checking -Union Bank - GF x9757	-140.07
1000256072	05/13/2022		Work boots for Seasonal Lab (Grace Shaw)	5725 · Apparel - Uniforms & Boots	140.07
TOTAL					140.07
22002	06/28/2022	Standard Insurance Company	142979	1015 · Checking -Union Bank - GF x9757	-1,204.87
142979-0001 Jun22	06/21/2022		Long term disability due 07/01/2022	5165 · Long Term Disability - Standard	1,204.87
TOTAL					1,204.87

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

June 2022

GF-Jun 2022

Num	Date	Name	Memo	Account	Original Amount
22003	06/28/2022	Target Specialty Products	Customer ID 5005852	1015 · Checking -Union Bank - GF x9757	-941.38
					941.38
INVP500839321	06/22/2022		Delta Dust (1lb) - 24/cs. 30cs/Plit (Qty:48)	5705 · Pesticides	941.38
TOTAL					941.38
22004	06/28/2022	Tick Key International	Invoice #4043582	1015 · Checking -Union Bank - GF x9757	-3,500.00
					3,500.00
4043582	06/02/2022		Tick Keys & logo engraving (Qty 1000) (P.O. #02706-1814)	5910 · Media and Network	3,500.00
TOTAL					3,500.00
22005	06/28/2022	Vision Service Plan	12 173343 0001	1015 · Checking -Union Bank - GF x9757	-532.08
					508.08
815424795	06/19/2022		Vision plan - Jul 2022	5145 · Actives - Vision Insurance	508.08
			A. Crews-Jun 2022 Retro Adj	5145 · Actives - Vision Insurance	24.00
TOTAL					532.08
CHECK TOTAL					<u>254,699.69</u>

Note: Previous month's check numbers were 21849-21918. Current month's check numbers are 21919-22005 (87 checks).

Check Detail
Check Detail
June 2022

CPF-Jun 2022

Num	Date	Name	Memo	Account	Original Amount
1084	06/08/2022	Enterprise FM Trust	Customer No. 458563	1025 · Checking -Union Bank -CPF x6913	-3,933.16
FBN4474410	06/03/2022		22NCN8-2018 NISS Frontier- May 2022	6030 · Vehicle Leases	298.49
			22NCNB-2018 NISS Frontier	6030 · Vehicle Leases	298.49
			22NCNF-2018 NISS Frontier	6030 · Vehicle Leases	33.70
			22NCNJ-2018 NISS Frontier	6030 · Vehicle Leases	33.70
			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
			23MWW2-2020 NISS Frontier	6030 · Vehicle Leases	391.88
			23MWW3-2020 NISS Frontier	6030 · Vehicle Leases	391.88
			23MWW8-2020 NISS Frontier	6030 · Vehicle Leases	129.32
			25QSHX-2022 FORD Explorer	6030 · Vehicle Leases	745.52
			DMV Reg Fee-25QSHX-2022 FORD Explorer	6030 · Vehicle Leases	30.00
			CA Tire Tax-25QSHX-2022 FORD Explorer	6030 · Vehicle Leases	8.75
TOTAL					<u>3,933.16</u>
1085	06/16/2022	Bay Alarm	1351 Rollins-Access Control for Rear Gate-2nd 1/2 Dep	1025 · Checking -Union Bank -CPF x6913	-1,825.00
19651509	05/31/2022		1351 Rollins-Access Control for Rear Gate-2nd 1/2 Deposit	6010 · Building Improvements	1,825.00
TOTAL					<u>1,825.00</u>
1086	06/16/2022	Enterprise FM Trust	Customer No. 458563; UNIT 25QSHX	1025 · Checking -Union Bank -CPF x6913	-15,500.00
UNIT 25QSHX	06/14/2022		25QSHX- Down Payment on 2022 FORD Explorer	6030 · Vehicle Leases	14,139.11
			25QSHX- Tax on Down Payment for 2022 FORD Explorer	6030 · Vehicle Leases	1,360.89
TOTAL					<u>15,500.00</u>
1087	06/16/2022	Hotsy Pacific	Customer No.: SMC MOSQUITO	1025 · Checking -Union Bank -CPF x6913	-10,886.75
86215	05/31/2022		Replaced Hotsy Pressure Washer (PO#02076-1775) FA-0515	6020 · Equipment - Operations & Admin	10,886.75
TOTAL					<u>10,886.75</u>

Check Detail
Check Detail
June 2022

CPF-Jun 2022

Num	Date	Name	Memo	Account	Original Amount
1088	06/17/2022	Enterprise FM Trust	Cust No. 458563; Unit 23MVW2 & Unit 23MVW8 PAY OFF	1025 · Checking -Union Bank -CPF x6913	-18,477.92
	Pay Off		Unit 23MVW2-2020 NISS Frontier Lease Payoff	6030 · Vehicle Leases	14,391.45
	06/17/2022		Unit 23MVW8-2020 NISS Frontier Lease Payoff	6030 · Vehicle Leases	4,086.47
TOTAL					18,477.92
CHECK TOTAL					50,622.83

Note: Previous month's check number was 1083. Current month's check number are 1084-1088 (5 checks).

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

Jun 2022

June 2022

Type	Date	Name	Memo	Split	Amount
1040 · US Bank Purchase Card					
1045 · US Bank Visa Brian x8037					
Credit Card Charge	06/07/2022	Misc-Admin	Grammerly - 12-month subscription	5330 · Memberships & Subscriptions	540.00
Credit Card Charge	06/08/2022	Microsoft	Online Email services	5475 · Website Hosting / Microsoft	33.29
Credit Card Charge	06/08/2022	Microsoft	Online Email services	5475 · Website Hosting / Microsoft	24.98
Credit Card Charge	06/15/2022	Misc- Outreach	The Ink Spot - Pencils with mosq prevention info for children at outreach events	5910 · Media and Network	810.00
Credit Card Charge	06/16/2022	Tap Plastics Inc	Aquaria used in classrms & other settings to teach children & public about mosq	5910 · Media and Network	4,129.57
Credit Card Charge	06/17/2022	Scholastic Inc.	Insect themed books with District logo sticker and handed out at youth programs	5910 · Media and Network	992.55
Credit Card Charge	06/21/2022	Misc- Ops	American AED - AED for main office at 1351 Rollins Road	5720 · Safety Equipment	1,849.00
Total 1045 · US Bank Visa Brian x8037					8,379.39
1050 · US Bank Visa Admin x5992					
Credit Card Charge	05/24/2022	Misc- Outreach	Etsy.com-Boxes for building educ tick displays for County Park locations	5910 · Media and Network	164.44
Credit Card Charge	05/24/2022	Misc- Outreach	AP Stylebook Online - Media language stylebook for public relations reference	5910 · Media and Network	22.00
Credit Card Charge	05/24/2022	FasTrak	Replenish bridge toll	5215 · Conferences / Workshops Staff	25.00
Credit Card Charge	05/24/2022	Misc- Outreach	Rite in the Rain - JL Darling - for educ outreach in collaboration with SM Cnty	5910 · Media and Network	797.36
Credit Card Charge	05/24/2022	Cresco Equipment Rental	Propane for forklift	5735 · Fuel	37.27
Credit Card Charge	05/24/2022	Misc- Outreach	McMaster-Carr-Leveling feet for display table in lobby for outreach materials	5910 · Media and Network	16.88
Credit Card Charge	05/26/2022	Outdoor Supply Hardware	Concrete sleeve anchors for wheel balancer	5620 · Auto, Hotsy, Plug, Boat, Traile	21.59
Credit Card Charge	05/27/2022	Peninsula Feed	Restocking chicken feed	5810 · Sentinel Chicken Flocks/Supply	101.36
Credit Card Charge	05/31/2022	Misc- Ops	Worx Gloves - Gloves for staff for pesticide treatments	5720 · Safety Equipment	154.30
Credit Card Charge	06/01/2022	Mosyle Business	Manage Apple iPads & Mac-Jun '22 Subscriptn	5465 · Computer Software	28.75
Credit Card Charge	06/03/2022	Misc-Lab	The Container Store - Boxes for YJ baiting project	5825 · Lab Supplies	87.59
Credit Card Charge	06/03/2022	Misc-Admin	Register Website - Website domain name	5475 · Website Hosting / Microsoft	77.75
Credit Card Charge	06/06/2022	Mettler-Toledo Rainin, LLC	Restocking pipette tips	5845 · Lab PCR Supplies	631.35
Credit Card Charge	06/07/2022	Misc- Ops	Worx Gloves - Gloves for staff for pesticide applications	5720 · Safety Equipment	318.07
Credit Card Charge	06/08/2022	Misc- Ops	Play it Koi - Annual service kit for PF750UV	5730 · Mosquito Fish	99.98
Credit Card Charge	06/09/2022	Costco	Water bottles for seasonals	5720 · Safety Equipment	92.05
Credit Card Charge	06/10/2022	Misc-Admin	Lake Tahoe Resort Hotel - Hotel reservation for Matthew Nienhuis - IT Conf	5215 · Conferences / Workshops Staff	440.54
Credit Card Charge	06/10/2022	Costco	Tables and chairs for special events	5335 · Office Expense	827.13
Credit Card Charge	06/14/2022	Misc- Ops	Play it Koi - Replacement UV lamp transformer for PF750UV pond filter in fish rm	5730 · Mosquito Fish	114.98
Credit Card Charge	06/15/2022	GoToMyPC.Com	Annual subscription - Finance Director Richard Arrow	5465 · Computer Software	420.00
Credit Card Charge	06/17/2022	West Marine Pro	Grease for trailers, argos, boats, and trucks	5620 · Auto, Hotsy, Plug, Boat, Traile	164.32
Credit Card Charge	06/20/2022	Misc-Lab	BEI Resources - Shipping testing for plague	5845 · Lab PCR Supplies	20.00
Credit Card Charge	06/21/2022	Life Technologies Corporati	Misc lab supplies	5845 · Lab PCR Supplies	82.29
Credit Card Charge	06/21/2022	Intuit	Quickbooks Annual Support	5465 · Computer Software	249.95
Total 1050 · US Bank Visa Admin x5992					4,994.95

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

June 2022

Jun 2022

Type	Date	Name	Memo	Split	Amount
TOTAL 1040 · US Bank Purchase Card					13,374.34



P.O. BOX 6343
FARGO ND 58125-6343

Jun
2022



000000938 01 SP 0.530 106481518641538 P
SMCMVCD
ATTN DISTRICT MANAGER
1351 ROLLINS RD
BURLINGAME CA 94010-2409

ACCOUNT NUMBER [REDACTED]
STATEMENT DATE 06-22-2022
AMOUNT DUE \$17,155.39
NEW BALANCE \$17,155.39
PAYMENT DUE ON RECEIPT

AMOUNT ENCLOSED
\$ 13,374.34

Please make check payable to "U.S. Bank"

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

[REDACTED] 001715539 001715539

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	\$20,288.76	\$13,374.34	\$0.00	\$0.00	\$0.00	\$0.00	\$16,507.71	\$17,155.39	

CORPORATE ACCOUNT ACTIVITY				
SMCMAD				TOTAL CORPORATE ACTIVITY
				\$16,507.71 CR
Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-26	05-24	7479826214600000000663	PAYMENT - THANK YOU 00000 C	16,507.71 PY

NEW ACTIVITY					
BRIAN WEBER		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$8,379.39	\$0.00	\$8,379.39
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
06-07	06-07	24482152158717725281821	GRAMMARLY COVPU1CFQ GRAMMARLY.COM CA	540.00	
06-09	06-08	24430982159400813015301	MSFT * E0100IX8B9 MSBILL INFO WA	33.29	
06-09	06-08	24430982159400813015327	MSFT * E0100IXEXZ MSBILL INFO WA	24.08	
06-18	06-15	24682182186100582849971	THE INK SPOT 823-780-3204 AZ	405.00	
06-18	06-15	24682182186100582849989	THE INK SPOT 823-780-3204 AZ	405.00	

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER [REDACTED]		ACCOUNT SUMMARY	
	STATEMENT DATE 06/22/22	DISPUTED AMOUNT .00	PREVIOUS BALANCE	20,288.76
SEND BILLING INQUIRIES TO: U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	AMOUNT DUE 17,155.39		PURCHASES & OTHER CHARGES	13,374.34
			CASH ADVANCES	.00
			CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	.00
		PAYMENTS	16,507.71	
		ACCOUNT BALANCE	17,155.39	



Company Name: SMCMVCD
Corporate Account Number: [REDACTED]
Statement Date: 06-22-2022

NEW ACTIVITY				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-17	06-16	24275392167900014000235	TAP PLASTICS #16 650-3447127 CA	4,129.57
06-20	06-17	24009582169600112536265	SCHOLASTIC EDUCATION 573-632-1834 MO	992.55
06-22	06-21	24489932172300616257959	AMERICAN AED LLC 954-458-6618 FL	1,849.00
SMCMVCD ADMIN				
			CREDITS	
			\$0.00	
			PURCHASES	
			\$4,994.95	
			CASH ADV	
			\$0.00	
			TOTAL ACTIVITY	\$4,994.95
Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-25	05-24	24204292144357127160131	ETSY.COM - RUSTICANDCHARR 718-8557955 NY	164.44
05-25	05-24	24426292144027016490939	APSTYLEBOOK.COM 833-240-6020 CA	22.00
05-25	05-24	24431082144075321278333	FASTRAK CSC 415-486-8655 CA	25.00
05-26	05-24	24251382145017023312117	JL DARLING 253-922-5000 WA	797.36
05-26	05-24	24323042145046400193992	CRESCO EQUIPMENT RENTALS BURLINGAME CA	37.27
05-26	05-24	24789302145299200220623	MCMMASTER-CARR 830-834-9600 IL	16.88
05-27	05-26	24231682147091003953295	OUTDOOR SUPPLY MILLBRAE MILLBRAE CA	21.59
05-30	05-27	24692162147100840253028	SQ *PENINSULA FEED STORE REDWOOD CITY CA	101.36
06-02	05-31	24000972152328005956934	WORXGLOVES.COM 999-9999999 CA	154.30
06-02	06-01	24492162152000036186806	MOSYLE BUS* MOSYLE BUS HTTPSBUSINESS FL	28.75
06-06	06-03	24692162154100445314480	CONTAINERSTORE.COM 800-733-3532 TX	87.59
06-06	06-03	24906412154148800804339	WEB*REGISTERWEBSITE 800-8999723 FL	77.75
06-07	06-06	24906412157149040601084	METTLER TOLEDO 800-4724648 CA	631.35
06-09	06-07	24000972159357906425627	WORXGLOVES.COM 999-9999999 CA	318.07
06-09	06-08	24492162159000030179891	SP PLAY IT KOI PLAYITKOILLC WA	99.98
06-09	06-09	24692162160100202708397	WWW.COSTCO.COM 800-955-2292 WA	62.05
06-13	06-10	24000972163371110351275	LAKE TAHOE RESORT LODG SOUTH LAKE TA CA 0000013426 ARRIVAL: 06-08-22	440.54
06-13	06-11	24692162162100630673203	WEST MARINE #300 800-937-2628 CA	16.43
06-13	06-11	24692162162100630674433	WEST MARINE #300 800-937-2628 CA	16.43
06-13	06-12	24692162163100420814941	WEST MARINE #300 800-937-2628 CA	65.73
06-13	06-12	24692162163100420815229	WEST MARINE #300 800-937-2628 CA	32.87
06-13	06-12	24692162163100420815245	WEST MARINE #300 800-937-2628 CA	16.43
06-13	06-10	24943002162898000087707	COSTCO WHSE#654 SOUTH SAN FRA CA	827.13
06-15	06-14	24492162165000028573370	SP PLAY IT KOI PLAYITKOILLC WA	114.88
06-16	06-15	24692162166100756900402	GOTOCOM*GOTOMYPC GOTO.COM MA	420.00
06-20	06-17	24692162168100547736121	WEST MARINE #300 800-937-2628 CA	16.43
06-21	06-21	24492162172717597207654	LIFETECH CORPORATION 800-955-6288 CA	82.29
06-21	06-20	24493982172026892541368	ATCC 703-365-2700 VA	20.00
06-22	06-21	24692162172100324841114	INTUIT *QUICKBOOKS CL.INTUIT.COM CA	249.95

Department: 00000 Total:
Division: 00000 Total:

\$13,374.34
\$13,374.34



Item 6B.2

**Preliminary
Monthly Financial Report
Month Ending July
2022**

Staff Recommendation: Motion to recommend approval of the July 31, 2022, preliminary Financial Report.

Statement of Revenues, Expenditures and Change in Fund Balance

Total revenues received from July 1 through July 31, 2022 (YTD) was \$ 39,916 total expenditures YTD was \$ 954,071; and the change in fund balance was \$ 914,154. The District had \$ 7.4 million in cash available in

	General	Capital	Total
	Fund	Fund	Funds
Beginning Fund Balance 7/1/2022:	\$ 8,017,720	\$ 1,025,988	\$ 9,043,708
Revenues/Resources	\$ 39,916	\$ -	\$ 39,916
Due To (From) Funds	\$ -	\$ -	\$ -
Expenditures	\$ 900,931	\$ 53,140	\$ 954,070
Change in Fund Balance	(861,014)	(53,140)	\$ (914,154)
* Ending Fund Balance	\$ 7,156,706	\$ 972,848	\$ 8,129,554

* Components of Fund Balance:			
Nonspendable (Inventory)	\$ 143,930.00	\$ -	\$ 143,930.00
Assigned (Capital Improvements)	-	972,848	972,848
Public Health Emergency Fund	800,000	-	800,000
Natural Disaster Emergency Fund	650,000	-	650,000
Real Property Acquisiton Fund	1,134,670	-	1,134,670
Debt Service Repayment Fund	1,000,000	-	1,000,000
Unrestricted Fund Balance	3,428,106	-	3,428,106
Total	\$ 7,156,706	\$ 972,848	\$ 8,129,554

Budget Variances

Revenues

Actual revenues received through July 2022 were over budget by \$ 15,153 resulting from increased service abatement revenue.



**SAN MATEO COUNTY
MOSQUITO & VECTOR
CONTROL DISTRICT**

Protecting public health since 1916

1351 Rollins Road
Burlingame, CA 94010

phone (650) 344-8592
fax (650) 344-3843

www.smcmvcd.org

Expenditures

Expenditures through July 2022 were under budget by \$ 59,618 primarily due to the timing of expenditures contained in the table below:

Salaries & Wages	Under	\$33,869	79.2%	Includes reversal of accrued salaries at 6/30/2022. Also timing difference between bi-weekly and monthly flow of salaries.

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 \$15,000.

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.

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 July 2022 summary, accounts receivable outstanding greater than 90 days total is \$ 9,881 primarily consisting of amounts due San Francisco International Airport (\$ 1,783), City of San Francisco Parks (\$ 7,954) and Silicon Valley Clean Water (\$144). Staff is actively pursuing collection activities.

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 22006 to 22074. Last month's check number ended at 22005 All checks written were to vendors on account, retired employees, or reimbursements to current employees, per District policy. In July 2022, 69 checks written from the General Fund totaled \$ 765,909.41. In addition, the District wrote 1 check from the Capital Fund totaling \$ 3,120.50 (check number 1089).

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.

San Mateo County Mosquito & Vector Control District
 Balance Sheet
 As of Jul 31, 2022

	Total Jul 31, 22	General Fund	Capital Fund
ASSETS			
Current Assets			
Checking/Savings			
1010 · Cash-County Treasury-GF x2706	6,369,599	6,369,599	
1015 · Checking -Union Bank - GF x9757	(82,046)	(82,046)	
1020 · Cash-County Treasury-CPF x2705	1,022,289		1,022,289
1025 · Checking -Union Bank - CPF x6913	-		-
1016 · County Funds - FMV	38,952	38,412	540
1030 · Petty Cash	400	400	
1035 · PARS Pension Rate Stabilization	125,133	125,133	
Total Checking/Savings	7,474,327	6,451,498	1,022,829
Accounts Receivable			
1100 · Accounts Receivable	138,944	138,944	
1105 · Interest Receivable	-	-	-
Total Accounts Receivable	138,944	138,944	-
Other Current Assets			
1106 · Other Receivable	38,397	38,397	
1220 · VCJPA-Member Contingency Fund	475,622	475,622	
1230 · Pesticide Inventory	155,369	155,369	
1300 · Prepaid Items	-	-	
Total Other Current Assets	669,388	669,388	-
Total Current Assets	8,282,659	7,259,830	1,022,829
TOTAL ASSETS	8,282,659	7,259,830	1,022,829
LIABILITIES & FUND BALANCE			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	153,106	103,125	49,981
Total Accounts Payable	153,106	103,125	49,981
Credit Cards			
1040 · US Bank Purchase Card	-	-	
Total Credit Cards	-	-	-
Other Current Liabilities			
2200 · Accrued Wages	-	-	
Total Other Current Liabilities	-	-	-
Total Current Liabilities	153,106	103,125	49,981
Total Liabilities	153,106	103,125	49,981
Fund Balance			
Beginning Fund Balance, 7/1/2022	9,043,708	8,017,720	1,025,988
Due To (From) Funds	-	-	-
Revenues Over Expenditures	(914,154)	(861,014)	(53,140)
Ending Fund Balance *	8,129,554	7,156,706	972,848
TOTAL LIABILITIES & FUND BALANCE	8,282,659	7,259,830	1,022,829
* COMPONENTS OF ENDING FUND BALANCE			
Nonspendable (Inventory)	143,930	143,930	-
Assigned (Capital Improvements)	972,848	-	972,848
Public Health Emergency Fund	800,000	800,000	-
Natural Disaster Emergency Fund	650,000	650,000	-
Real Property Acquisiton Fund	1,134,670	1,134,670	-
Debt Service Repayment Fund	1,000,000	1,000,000	-
Unrestricted Fund Balance (Includes Working Capital)	3,428,106	3,428,106	-
Total Fund Balance	8,129,554	7,156,706	972,848

Statement of Revenues, Expenditures Budget vs. Actual
July 2022 through June 2023

Month of Report:

Jul, 2022

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	2,452,750	39,916	(2,412,834)	1.6%	24,763	15,153	161.2%	24,763	39,916	15,153	161.2%
Total 4100 · PROPERTY TAX REVENUES	3,197,480	-	(3,197,480)	0.0%	-	-	0.0%	-	-	-	0.0%
Total 4200 · OTHER TAX REVENUES	841,578	-	(841,578)	0.0%	-	-	0.0%	-	-	-	0.0%
Total 4300 · OTHER REVENUES	187,848	-	(187,848)	0.0%	-	-	0.0%	-	-	-	0.0%

Total Revenues

	6,679,656	39,916	(6,639,740)	0.6%	24,763	15,153	161.2%	24,763	39,916	15,153	161.2%
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Expenditures

Total 5000 · SALARIES & WAGES	3,031,167	128,731	2,902,436	4.2%	162,600	(33,869)	79.2%	252,600	128,731	(123,869)	51.0%
Total 5100 · EMPLOYEE BENEFITS	887,416	219,652	667,764	24.8%	207,033	12,619	106.1%	207,033	219,652	12,619	106.1%
Total 5200 · TRAINING - BOARD & STAFF	87,973	3,436	84,537	3.9%	2,704	732	127.1%	2,704	3,436	732	127.1%
Total 5300 · ADMINISTRATION	593,988	46,226	547,762	7.8%	44,507	1,719	103.9%	44,507	46,226	1,719	103.9%
Total 5400 · INSURANCE	143,254	138,306	4,948	96.5%	143,254	(4,948)	96.5%	143,254	138,306	(4,948)	0.0%
Total 5450 · COMPUTER HARDWARE & SOFTWARE	70,365	1,927	68,438	2.7%	3,043	(1,116)	63.3%	3,043	1,927	(1,116)	63.3%
Total 5500 · FACILITIES MAINTENANCE	51,547	3,737	47,810	7.2%	4,291	(554)	87.1%	4,291	3,737	(554)	87.1%
Total 5550 · UTILITIES	77,617	3,726	73,891	4.8%	6,458	(2,732)	57.7%	6,458	3,726	(2,732)	57.7%
Total 5600 · FLEET MAINTENANCE	59,891	6,632	53,259	11.1%	4,990	1,642	132.9%	4,990	6,632	1,642	132.9%
Total 5700 · OPERATIONS	262,067	16,457	245,610	6.3%	21,838	(5,381)	75.4%	21,838	16,457	(5,381)	75.4%
Total 5800 · LABORATORY	85,668	3,699	81,969	4.3%	8,305	(4,606)	44.5%	8,305	3,699	(4,606)	44.5%
Total 5900 · PUBLIC OUTREACH	125,820	10,307	115,513	8.2%	10,491	(184)	98.2%	10,491	10,307	(184)	98.2%
Total 6500 · DEBT SERVICE	330,000	318,094	11,906	96.4%	330,000	11,906	96.4%	330,000	318,094	(11,906)	96.4%

Total Expenditures

	5,806,773	900,931	(4,905,843)	15.5%	949,514	(48,584)	94.9%	1,039,514	900,931	(138,584)	86.7%
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General Fund Net Revenues Over Expenditures

	872,883	(861,014)	(1,733,897)		(924,751)	63,737		(1,014,751)	(861,014)	153,737	
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CAPITAL IMPROVEMENT FUND:

Total 6000 · CAPITAL IMPROVEMENTS REVENUE	-	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
Total 6000 · CAPITAL IMPROVEMENTS EXPENDITURES	2,007,554	53,140	1,954,414	2.6%	64,174	(11,034)	82.8%	64,174	53,140	(11,034)	82.8%

Capital Improvement Fund Net Revenue Over Expenditures

	(2,007,554)	(53,140)	1,954,414		(64,174)	11,034		(64,174)	(53,140)	11,034	
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San Mateo County Mosquito & Vector Control District
A/R Aging Summary
As of July 31, 2022

07/31/2022

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
California Invasive Plant Council	6,861.40	0.00	0.00	0.00	0.00	6,861.40
City of Foster City	6,284.29	0.00	5,019.32	0.00	0.00	11,303.61
City of Pacifica Public Works Wastewater	156.16	0.00	141.02	0.00	0.00	297.18
City of Redwood City, Public Works	3,647.94	0.00	3,834.71	0.00	0.00	7,482.65
City of San Carlos	0.00	0.00	0.00	7,886.40	0.00	7,886.40
City of San Francisco, Parks	7,411.42	0.00	0.00	0.00	7,953.61	15,365.03
City of San Francisco, Public Utilities	369.76	0.00	0.00	0.00	0.00	369.76
City of San Mateo, Wastewater Treatment	85.42	0.00	135.92	0.00	0.00	221.34
City of South San Francisco Water Quality	161.26	0.00	231.46	0.00	0.00	392.72
Dewey Pest Control	0.00	0.00	66,080.00	0.00	0.00	66,080.00
Mid-Peninsula Regional Open Space District	0.00	0.00	3,718.86	0.00	0.00	3,718.86
San Francisco Int'l Airport	7,705.57	0.00	0.00	1,065.09	1,783.69	10,554.35
San Francisco Zoological Society	0.00	0.00	608.74	0.00	0.00	608.74
Sewer Authority Mid-Coastside	78.08	0.00	140.57	0.00	0.00	218.65
Silicon Valley Clean Water	303.82	0.00	284.02	0.00	144.42	732.26
Stanford University - Jasper Ridge	6,851.10	0.00	0.00	0.00	0.00	6,851.10
TOTAL	<u>39,916.22</u>	<u>0.00</u>	<u>80,194.62</u>	<u>8,951.49</u>	<u>9,881.72</u>	<u>138,944.05</u>

San Mateo County Mosquito & Vector Control District
A/R Aging Summary
As of August 30, 2022

08/30/2022

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
California Invasive Plant Council	0.00	6,861.40	0.00	0.00	0.00	6,861.40
City of Foster City	0.00	6,284.29	0.00	0.00	0.00	6,284.29
City of Pacifica Public Works Wastewater	0.00	156.16	0.00	0.00	0.00	156.16
City of Redwood City, Public Works	0.00	3,647.94	0.00	3,834.71	0.00	7,482.65
City of San Francisco, Parks	0.00	7,411.42	0.00	0.00	7,953.61	15,365.03
City of San Francisco, Public Utilities	0.00	369.76	0.00	0.00	0.00	369.76
City of San Mateo, Wastewater Treatment	0.00	85.42	0.00	0.00	0.00	85.42
City of South San Francisco Water Quality	0.00	161.26	0.00	231.46	0.00	392.72
Dewey Pest Control	0.00	0.00	0.00	66,080.00	0.00	66,080.00
San Francisco Int'l Airport	0.00	7,705.57	0.00	0.00	1,020.29	8,725.86
Silicon Valley Clean Water	0.00	303.82	0.00	0.00	144.42	448.24
Stanford University - Jasper Ridge	0.00	6,851.10	0.00	0.00	0.00	6,851.10
TOTAL	<u>0.00</u>	<u>39,838.14</u>	<u>0.00</u>	<u>70,146.17</u>	<u>9,118.32</u>	<u>119,102.63</u>

San Mateo County Mosquito and Vector Control District
Cash Activity & Reconciliation to County Statement
General Fund
July 31, 2022

GF-Jul 2022

Beginning Cash per District as of Jun 30, 2022 7,477,051

Reductions	
Payroll Related (ADP)	(203,589)
Checks Written	(765,909)
Bank Fee	(100)
Total Reductions	(969,599)

Additions	
Quarterly Interest	20,528
Abatement Services	7,574
Property Tax Revenue	-
ERAF Rebate	-
RDA/RPTTF	-
Special Benefit Assessment	-
Special Mosquito Tax	-
Other In-Lieu Tax Distribution	-
Misc Deposits	-
Total Additions	28,102

Ending Cash per District as of Jul 31, 2022 6,535,554

Cash per County General Fund Statement 6,535,554

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] 07/01/2022-07/31/2022 Page 2
 FRI, AUG 12, 2022, 10:48 AM --req: VALENCIR--leg: GL JL--loc: CONTROL---job:15630745 J5755---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 07/01/22	7,477,050.73	0.00	7,477,050.73
	07/01/22	RJNYINRV	AutoID: JXG725D2 Job: 15584 JE	20,528.33	0.00	7,497,579.06
	07/16/22	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	7,573.73	0.00	7,505,152.79
	07/18/22	JE523202	AutoID: JVD718A2 Job: 15579 JE	0.00	100.28	7,505,052.51
	07/31/22	JE524689	AutoID: JRV803C2 Job: 15617 JE	0.00	969,498.88	6,535,553.63
		DR	* SUB ACCT Total *	7,505,152.79*	969,599.16*	6,535,553.63*

San Mateo County Mosquito and Vector Control District
 Cash Activity & Reconciliation to County Statement
 Capital Project Fund
 July 31, 2022

CPF-Jul
2022

Beginning Cash per District as of Jun 30, 2022	775,183
Reductions	
Checks Written	(3,121)
Bank Fee	(38)
Transfer-Out to General Fund	-
Total Reductions	(3,159)
Additions	
Quarterly Interest	2,265
Transfer-In from General Fund	-
Total Additions	2,265
Ending Cash per District as of Jul 31, 2022	774,289
Cash per County Capital Project Fund Statement	774,289
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] 07/01/2022-07/31/2022 Page 1
 FRI, AUG 12, 2022, 10:48 AM --req: VALENCIR--leg: GL JL--loc: CONTROL---job:15630745 J5755--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 07/01/22	775,183.23	0.00	775,183.23				
	07/01/22	RJNYINRV	AutoID: JXG725D2 Job: 15584 JE	2,264.62	0.00	777,447.85				
	07/18/22	JE523202	AutoID: JVD718A2 Job: 15579 JE	0.00	38.40	777,409.45				
	07/31/22	JE524689	AutoID: JRV803C2 Job: 15617 JE	0.00	3,120.50	774,288.95				
	DR		* SUB ACCT Total *	777,447.85*	3,158.90*	774,288.95*				

San Mateo County Mosquito and Vector Control District
ADP Payroll Disbursement
 July 31, 2022

Jul 2022

July 8, 2022

July 22, 2022

Footnotes:

Payroll ACH Disbursement (including Net Pay & Taxes)

Total Net Pay	74,383	76,226
Federal W/H Tax	13,797	14,008
Social Security Tax	1,420	1,570
Medicare	3,337	3,372
CA W/H Tax	5,781	5,810
CA SUI/DI	1,697	1,658
Total	100,415	102,644

— A

ADP Process Fee PPE 6/4/22 & 6/18/22	240	289
ADP Time & Attend Processing Chrg	-	-
Total amount for the period	<u>100,656</u>	<u>102,934</u>
Total amount for the month:		<u><u>203,589</u></u>

Footnotes:

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

San Mateo County Mosquito & Vector Control District
Check Detail
July 2022

GF-Jul 2022

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
22006	07/13/2022	Great-West Life & Annuity Co	Group No. 98368	1015 · Checking -Union Bank - GF x9757	-7,799.29
07022022	07/02/2022		Employee Deferred Comp PPE 07/02/2022	5185 · Actives - Deferred Compensation	7,799.29
TOTAL					<u>7,799.29</u>
22007	07/13/2022	San Mateo County Retirement Assoc SM M.A.D.		1015 · Checking -Union Bank - GF x9757	-20,408.31
07022022	07/02/2022		Employee Contribution Pay Period 06/18/2022-07/02/2022	5115 · Retirement - Employee Contribut	8,428.15
			Employer Contribution Pay Period 06/18/2022-07/02/2022	5110 · Retirement - Employer Contribut	11,980.16
TOTAL					<u>20,408.31</u>
22008	07/13/2022	U.S. Bank PARS Account # 67460224 Agency Name: San Mateo County Mosquito & Vector Control District		1015 · Checking -Union Bank - GF x9757	-572.18
6746022400-PP7-2-;	07/02/2022		Alternate Retirement System for Richard Arrow PPE 07/02/2022	5116 · Alternate Retire-Employee Contr	572.18
TOTAL					<u>572.18</u>
22009	07/13/2022	Charles P. Hansen	Retiree Health Insurance Reimb-Jul '22	1015 · Checking -Union Bank - GF x9757	-553.03
07012022	07/01/2022		Retiree Health Insurance Reimb-Jul '22	5160 · Retirees - HRA & Medical Reimb	553.03
TOTAL					<u>553.03</u>
22010	07/13/2022	Dennis J Jewell	Retiree Health Insurance Reimb-Jul '22	1015 · Checking -Union Bank - GF x9757	-553.03
07012022	07/01/2022		Retiree Health Insurance Reimb-Jul '22	5160 · Retirees - HRA & Medical Reimb	553.03
TOTAL					<u>553.03</u>
22011	07/13/2022	Irena Gilligan	Dec '21, Jan-Mar, May, Jun '22 Board Meeting Exp Reimb	1015 · Checking -Union Bank - GF x9757	-600.00
Dec21/Jan-Jun22Re	06/20/2022		Dec '21, Jan-Mar, May, Jun '22 Board Meeting Exp Reimb	5305 · Board Meeting Expenses	600.00
TOTAL					<u>600.00</u>
22012	07/13/2022	Mason S. Brutschy	Jan-Jun 2022 Mthly Board Meeting Exp Reimbursement	1015 · Checking -Union Bank - GF x9757	-600.00
Jan-Jun2022 Exp Re	06/20/2022		Jan-Jun 2022 Mthly Board Meeting Exp Reimbursement	5305 · Board Meeting Expenses	600.00
TOTAL					<u>600.00</u>

San Mateo County Mosquito & Vector Control District
Check Detail
July 2022

GF-Jul 2022

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
22013	07/13/2022	Ross L. Graves	Jan-Mar 2022 Mthly Board Meeting Exp Reimbursement	1015 · Checking -Union Bank - GF x9757	-300.00
Jan-Mar '22 Reimb	06/20/2022		Jan-Mar 2022 Mthly Board Meeting Exp Reimbursement	5305 · Board Meeting Expenses	300.00
TOTAL					<u>300.00</u>
22014	07/13/2022	Airgas Dry Ice	QAC40	1015 · Checking -Union Bank - GF x9757	-598.44
9127366192	06/28/2022		Dry Ice (250 lbs)	5820 · Dry Ice	299.22
9127574976	07/05/2022		Dry Ice (250 lbs)	5820 · Dry Ice	299.22
TOTAL					<u>598.44</u>
22015	07/13/2022	Allied Administrators for Delta Denta Group No. 7918-7257		1015 · Checking -Union Bank - GF x9757	-161.90
07918-07257- Jul Ad	06/30/2022		Dental retro adjmt for Arielle Crews Jun-Jul 2022	5135 · Actives - Dental Insurance	161.90
TOTAL					<u>161.90</u>
22016	07/13/2022	Amazon Capital Services	Account # ARX6UTA334C06	1015 · Checking -Union Bank - GF x9757	-4,965.19
14KQ-YLPX-D11T	06/30/2022		2022 Calendars for 1415 N. Carolan	5335 · Office Expense	26.60
			Rags, bags & hooks	5620 · Auto, Hotsy, Plug, Boat, Traile	110.81
			Drone calibration bag & clip	5630 · Ops Equipment & Repairs	33.97
			Tools & supplies for shop	5610 · Garage Tools	631.43
			Lab color printer replace	5460 · Computer Hardware	821.09
			Restock supplies & trial equipments	5460 · Computer Hardware	1,371.76
			Mosq colony supplies	5825 · Lab Supplies	120.11
			Scouts outreach supplies	5910 · Media and Network	1,052.06
			Sump pump mesh bag	5730 · Mosquito Fish	15.99
			Batteries for CO2 traps	5805 · Disease Surveillance	356.24
			Sunblock, waders & poison oak wipes	5720 · Safety Equipment	425.13
TOTAL					<u>4,965.19</u>
22017	07/13/2022	American Fidelity Assurance Compa	Payor: 56840	1015 · Checking -Union Bank - GF x9757	-1,553.82
6055699	07/04/2022		Flexible Spending Account (Employee Contrib)	5170 · Actives - Other Benefits	1,553.82
TOTAL					<u>1,553.82</u>

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22018	07/13/2022	AVQuest Insurance Service	Invoice #3183	1015 · Checking -Union Bank - GF x9757	-4,625.00
3183	07/05/2022		Non-Owned Commercial Aircraft Insurance 7/6/2022-7/6/2023	5435 · Non-owned Aircraft	4,625.00
TOTAL					<u>4,625.00</u>
22019	07/13/2022	Badawi & Associates	Invoice #1233	1015 · Checking -Union Bank - GF x9757	-9,949.50
1233	07/01/2022		FY21-22 Audit (Progress #1-45% of Contract \$22,110)	5375 · Audit	9,949.50
TOTAL					<u>9,949.50</u>
22020	07/13/2022	Bay Alarm	A/C #4676626; Inv# 19693343	1015 · Checking -Union Bank - GF x9757	-614.25
19693343	07/01/2022		Security Alarm Monitoring 07/01/22-09/30/22 (1351 Rollins Rd)	5385 · Security and fire alarm	614.25
TOTAL					<u>614.25</u>
22021	07/13/2022	Cintas Corporation #464	Payer #15914933	1015 · Checking -Union Bank - GF x9757	-918.38
15914933 Jun2022	06/30/2022		Uniform Services 06/01/22 Inv #4121128634	5725 · Apparel - Uniforms & Boots	164.35
			Uniform Services 06/08/22 Inv #4121778413	5725 · Apparel - Uniforms & Boots	168.97
			Uniform Services 06/15/22 Inv #4122451287	5725 · Apparel - Uniforms & Boots	171.13
			Uniform Services 06/22/22 Inv #4123124721	5725 · Apparel - Uniforms & Boots	242.80
			Uniform Services 06/29/22 Inv #4123810021	5725 · Apparel - Uniforms & Boots	171.13
TOTAL					<u>918.38</u>
22022	07/13/2022	City National Bank	Lease Agreement #21-001 dated 7/1/2021	1015 · Checking -Union Bank - GF x9757	-318,094.12
Lease #21-001	07/01/2022		Principal-Re: Lease Agreement #21-001	6510 · Principal Payments	207,169.12
			Interest Due Date: 7/29/22	6520 · Interest Payments	110,925.00
TOTAL					<u>318,094.12</u>
22023	07/13/2022	City of Burlingame, Water		1015 · Checking -Union Bank - GF x9757	-1,065.40
53-310176-Jun22	06/24/2022		Fireline 04/19/22-06/21/22	5565 · Water	13.15
53-310184-Jun22	06/24/2022		3/4 Inch 04/19/22-06/21/22	5565 · Water	181.44
53-485494-Jun22	06/24/2022		1 Inch meter 04/19/22-6/21/22-1415 N. Carolan Ave	5565 · Water	186.67

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53-133346-Jun22	06/24/2022		1 1/2 Inch 04/19/22-06/21/22	5565 · Water	684.14
TOTAL					<u>1,065.40</u>
22024	07/13/2022	Clarke Mosquito Control Products, Ir Customer # 002486		1015 · Checking -Union Bank - GF x9757	-3,938.72
4125	06/29/2022		Natural 2EC 2.5 Gallon (P.O. #02706-1813)	5705 · Pesticides	3,938.72
TOTAL					<u>3,938.72</u>
22025	07/13/2022	Clarke Mosquito Control Products, Inc.		1015 · Checking -Union Bank - GF x9757	-2,288.99
5101002	06/15/2022		BG-Trap supplies (P.O. #02706-1816)	5805 · Disease Surveillance	864.19
5101487	06/30/2022		BG-Trap supplies (P.O. #02706-1816)	5805 · Disease Surveillance	1,424.80
TOTAL					<u>2,288.99</u>
22026	07/13/2022	Colorprint		1015 · Checking -Union Bank - GF x9757	-554.14
30681	06/27/2022		Tick Removal Cards (1,000)	5920 · Promotion & Printing	163.48
30632	06/28/2022		Please Return Rectangle Labels (500)	5920 · Promotion & Printing	197.33
30634	06/28/2022		Tick Bite Kit Label (600)	5920 · Promotion & Printing	193.33
TOTAL					<u>554.14</u>
22027	07/13/2022	Comcast	A/C #8155200280283815	1015 · Checking -Union Bank - GF x9757	-164.33
8155200280283815	07/03/2022		Business Internet 07/08/22-08/07/22 (1351 Rollins)	5575 · Phone - Land Line-AT&T/Comcast	164.33
TOTAL					<u>164.33</u>
22028	07/13/2022	County of San Mateo LAFCO	San Mateo County Mosquito & Vector Control District	1015 · Checking -Union Bank - GF x9757	-4,285.00
LAFCO-22-23Budge	07/01/2022		Po-rata share of LAFCO's adopted budget for FY 2022-2023	5330 · Memberships & Subscriptions	4,285.00
TOTAL					<u>4,285.00</u>
22029	07/13/2022	Eco Medical Inc.	Invoice #12900	1015 · Checking -Union Bank - GF x9757	-51.45
12900	06/30/2022		Bio-waste container pick-up - Jun 2022	5830 · Lab Biowaste Disposal	49.00
			Temporary Fuel Charge 5%	5830 · Lab Biowaste Disposal	2.45
TOTAL					<u>51.45</u>

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22030	07/13/2022	Flowers Electric & Service Co., Inc.		1015 · Checking -Union Bank - GF x9757	-1,534.78
22206031	07/06/2022		Trouble shoot & repair sump pump	5505 · Facility - Repairs & Maint	620.00
22207006	07/06/2022		Instasl HDMI cable & 120-volt outlets in off area	5505 · Facility - Repairs & Maint	914.78
TOTAL					<u>1,534.78</u>
22031	07/13/2022	Flyers Energy, LLC	Account 700895	1015 · Checking -Union Bank - GF x9757	-4,618.75
CFS-3049870	06/30/2022		Fuels 06/16/2022-06/30/2022	5735 · Fuel	4,618.75
TOTAL					<u>4,618.75</u>
22032	07/13/2022	Grainger	809934680	1015 · Checking -Union Bank - GF x9757	-643.81
7101950421	06/30/2022		Wasp & hornet sprays	5705 · Pesticides	182.07
			Facility light bulbs and switch repair	5505 · Facility - Repairs & Maint	77.81
			Lab supplies	5825 · Lab Supplies	48.59
			Safety signs	5720 · Safety Equipment	163.23
			Ops field equipments	5630 · Ops Equipment & Repairs	172.11
TOTAL					<u>643.81</u>
22033	07/13/2022	Infosec	INV000061931	1015 · Checking -Union Bank - GF x9757	-1,089.00
INV000061931	07/01/2022		Cybersecurity workshop for staff & trustees	5465 · Computer Software	1,089.00
TOTAL					<u>1,089.00</u>
22034	07/13/2022	Lampire Biological Laboratories, Inc. A/C # SANMAT		1015 · Checking -Union Bank - GF x9757	-316.00
447388	07/05/2022		Chicken Blood (PO# 02076-1779)	5815 · Mosquito Blood	316.00
TOTAL					<u>316.00</u>
22035	07/13/2022	MidAmerica Admin & Retirement Soli Cust ID: SANMA002 (Admin Fees Apr-Jun '22)		1015 · Checking -Union Bank - GF x9757	-664.00
HRA-Admin-Apr-Jun:	06/30/2022		Admin Fees for Retirees HRA Apr-22 thru Jun-22	5160 · Retirees - HRA & Medical Reimb	144.00
			Admin Fees for Actives HRA Apr-22 thru Jun-22	5130 · Actives - HRA Health Reimb Acct	520.00
TOTAL					<u>664.00</u>

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22036	07/13/2022	Pacific Office Automation	Customer #446374	1015 · Checking -Union Bank - GF x9757	-246.49
268381	07/05/2022		Maintenance for 1 Color & 2 Blk/Wht Copiers 07/02/22-08/02/22	5380 · Copier and postage	246.49
TOTAL					<u>246.49</u>
22037	07/13/2022	PG&E		1015 · Checking -Union Bank - GF x9757	-1,205.99
5584709654-6 Jun2	06/27/2022		1351 Rollins Site 05/27/2022-06/27/2022	5560 · Gas & Electricity - PG&E	433.65
5594119880-0 Jun-2	06/27/2022		PGE Elec & Gas for 1415 N Carolan 05/27/22-06/27/2022	5560 · Gas & Electricity - PG&E	772.34
TOTAL					<u>1,205.99</u>
22038	07/13/2022	Quench USA, Inc.	A/C #D322868	1015 · Checking -Union Bank - GF x9757	-205.00
INV04158633	07/01/2022		Water Dispenser Rental - Jul 2022	5335 · Office Expense	205.00
TOTAL					<u>205.00</u>
22039	07/13/2022	Rachel Curtis	Reimb purchases	1015 · Checking -Union Bank - GF x9757	-212.03
ReimbExp-May-Jun'	06/30/2022		Reimb outreach supply purchases	5910 · Media and Network	176.03
			Background check for intern	5310 · Background / drug screening	36.00
TOTAL					<u>212.03</u>
22040	07/13/2022	Recology San Mateo County	A/C #731001072	1015 · Checking -Union Bank - GF x9757	-456.00
46258455	06/29/2022		Garbage Service - Jun 2022	5340 · Janitorial/Household Expense	456.00
TOTAL					<u>456.00</u>
22041	07/13/2022	RMT Landscape Contractors, Inc.	Customer #M332	1015 · Checking -Union Bank - GF x9757	-790.00
20220737	07/10/2022		Landscape Maintenance Jul-2022 (1351 Rollins Rd)	5505 · Facility - Repairs & Maint	495.00
			Landscape Maintenance (1415 N Carolan Ave)	5505 · Facility - Repairs & Maint	295.00
TOTAL					<u>790.00</u>
22042	07/13/2022	Streamline	Invoice No: 112D6F75-0017	1015 · Checking -Union Bank - GF x9757	-370.00

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112D6F75-0017	07/01/2022		Streamline Web 7/1/2022-8/1/2022	5475 · Website Hosting / Microsoft	370.00
TOTAL					370.00
22043	07/13/2022	FDAC EBA	51 - SMCMVCD Aug-2022	1015 · Checking -Union Bank - GF x9757	-31,085.35
FDAC0822-SMCM	07/08/2022		Medical Insurance for Aug-2022	5125 · Actives - Medical Insurance	28,320.05
			Dental Insurance	5135 · Actives - Dental Insurance	2,153.22
			Vision	5145 · Actives - Vision Insurance	403.08
			Hartford Group Life (Jul-Aug '22)	5150 · Group Life Insurance	209.00
TOTAL					31,085.35
22044	07/13/2022	Vector Control Joint Powers Agency Customer #SAN002		1015 · Checking -Union Bank - GF x9757	-240,234.00
VCJPA-151	07/01/2022		Worker's Comp Program (2022-23 Program Year)	5182 · Workers Compensation	109,506.00
			Liability Program	5410 · Liability Insurance - VCJPA	98,491.00
			Pooled Auto Physical Damage	5415 · Auto Physical Damage	2,401.00
			Property Program	5420 · Group Property Program	19,768.00
			General Fund Contribution	5425 · VCJPA - General Fund Allocation	3,737.00
			Group Fidelity ACIP Crime Program	5430 · Group Fidelity	6,014.00
			Alliant Deadly Weapons Response Program	5410 · Liability Insurance - VCJPA	317.00
TOTAL					240,234.00
22045	07/13/2022	Verizon	A/C #271667168-00001	1015 · Checking -Union Bank - GF x9757	-1,655.53
9909751476	06/26/2022		Services for period 05/27-06/26/22 (CalNet)	5580 · Phone - Mobile Devices-Verizon	1,655.53
TOTAL					1,655.53
22046	07/13/2022	U.S. Bank	4246-0445-5564-6391	1015 · Checking -Union Bank - GF x9757	-13,374.34
06222022	06/22/2022		District Credit Card Payment	1040 · US Bank Purchase Card	13,374.34
TOTAL					13,374.34
22047	07/28/2022	Great-West Life & Annuity Co	Group No. 98368	1015 · Checking -Union Bank - GF x9757	-6,383.05
07162022	07/16/2022		Employee Deferred Comp PPE 07/16/2022	5185 · Actives - Deferred Compensation	6,383.05
TOTAL					6,383.05

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22048	07/28/2022	San Mateo County Retirement Assoc SM M.A.D.		1015 · Checking -Union Bank - GF x9757	-20,663.82
07162022	07/16/2022		Employee Contribution Pay Period 07/03/2022-07/16/2022	5115 · Retirement - Employee Contribut	8,864.50
			Employer Contribution Pay Period 07/03/2022-07/16/2022	5110 · Retirement - Employer Contribut	11,799.32
TOTAL					20,663.82
22049	07/28/2022	U.S. Bank PARS Account # 67460224 Agency Name: San Mateo County Mosquito & Vector Control District PPE		1015 · Checking -Union Bank - GF x9757	-572.18
6746022400-PP7-16	07/16/2022		Alternate Retirement System for Richard Arrow PPE 07/16/2022	5116 · Alternate Retire-Employee Contr	572.18
TOTAL					572.18
22050	07/28/2022	Alliant Insurance Services, Inc.	Account #SANMATE-10	1015 · Checking -Union Bank - GF x9757	-2,952.95
APIPBBR027	07/15/2022		Cyber Liability Insurance (7/1/2022 to 7/1/2023)	5436 · Cyber Liability	2,952.95
TOTAL					2,952.95
22051	07/28/2022	American Fidelity Assurance	Payor: 56840	1015 · Checking -Union Bank - GF x9757	-457.98
D482469	07/20/2022		Life/Acc/Cancer EE Insurance for Jul-2022	5170 · Actives - Other Benefits	457.98
TOTAL					457.98
22052	07/28/2022	Black Mountain Properties, LLC	Acct. t0000505 San Mateo County-1323 Rollins Rd., Burlingame	1015 · Checking -Union Bank - GF x9757	-11,176.00
Aug Rent/CAM	07/19/2022		Aug-2022 Base Rent-1323 Rollins Rd., Burlingame,CA	5399 · Facility Lease	7,944.00
			Estimated CAM	5399 · Facility Lease	3,232.00
TOTAL					11,176.00
22053	07/28/2022	Brian Weber	Replenish Petty Cash 07/01/21-06/30/22	1015 · Checking -Union Bank - GF x9757	-224.38
PettyCash6-30-22	06/30/2022		Replenish Petty Cash 07/01/21-06/30/22	1030 · Petty Cash	224.38
TOTAL					224.38
22054	07/28/2022	Comcast	A/C #8155200280658818	1015 · Checking -Union Bank - GF x9757	-174.28
8155200280658818,	07/20/2022		Business Internet 07/20/22-08/19/22 (1415 N Carolan)	5575 · Phone - Land Line-AT&T/Comcast	174.28

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TOTAL					174.28
22055	07/28/2022	James Barry	Inv #362356	1015 · Checking -Union Bank - GF x9757	-150.00
362356	07/14/2022		Fish pond maintenance	5505 · Facility - Repairs & Maint	150.00
TOTAL					150.00
22056	07/28/2022	Jarvis Fay LLP	Invoice 16638	1015 · Checking -Union Bank - GF x9757	-6,041.00
16638	06/30/2022		Board Matters (10.2 hrs) - Legal Services thru Jun-2022	5350 · Legal Services	2,703.00
			Architectural RFP for 1415 N Carolan Project (6.4 hrs)	5350 · Legal Services	1,695.00
			District General Matters (6.2 hrs)	5350 · Legal Services	1,643.00
TOTAL					6,041.00
22057	07/28/2022	MVCAC	2022-2023 Corporate Member Dues	1015 · Checking -Union Bank - GF x9757	-11,000.00
7363309	07/19/2022		2022-2023 Corporate Member Dues	5330 · Memberships & Subscriptions	11,000.00
TOTAL					11,000.00
22058	07/28/2022	Napa Auto Parts	A/C #5644	1015 · Checking -Union Bank - GF x9757	-148.44
140065	07/12/2022		Battery for 18' Klamath Boat	5620 · Auto, Hotsy, Plug, Boat, Traile	148.44
TOTAL					148.44
22059	07/28/2022	Public Agency Retirement Services (I Customer #SAN400		1015 · Checking -Union Bank - GF x9757	-306.00
50992	07/11/2022		PARS Alternate Retirement System Fees PE 05/31/2022	5325 · HR & Finance Consultant	306.00
TOTAL					306.00
22060	07/28/2022	Purchase Power	8000-9000-0074-1201	1015 · Checking -Union Bank - GF x9757	-208.99
17662438-Jul-22	07/14/2022		Postage refill and transaction fee	5380 · Copier and postage	208.99
TOTAL					208.99
22061	07/28/2022	ADP Screening & Selection Services Billing A/C: 1466165-8		1015 · Checking -Union Bank - GF x9757	-324.49

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1466165-07-2022	07/25/2022		Background check for Seasonal Techs (2)	5310 · Background / drug screening	324.49
TOTAL					324.49
22062	07/28/2022	Airgas Dry Ice	QAC40	1015 · Checking -Union Bank - GF x9757	-597.69
9127816248	07/12/2022		Dry Ice (250 lbs)	5820 · Dry Ice	298.98
9128057764	07/19/2022		Dry Ice (250 lbs)	5820 · Dry Ice	298.71
TOTAL					597.69
22063	07/28/2022	Alpine Helicopter Service Inc	Acct. No.: 41-19-1996	1015 · Checking -Union Bank - GF x9757	-7,247.50
22-230	07/12/2022		Mills Field - Metalarv S-PT Mosq Regulator Pellet	5715 · Helicopter	7,247.50
TOTAL					7,247.50
22064	07/28/2022	Bay Alarm		1015 · Checking -Union Bank - GF x9757	-1,999.20
19768486	07/15/2022		Security Alarm Monitoring 08/01/2022-10/31/2022 (1415 N Carolan Ave)	5385 · Security and fire alarm	540.00
19775587	07/15/2022		Fire Alarm Monitoring 08/01/2022-10/31/2022 (1351 Rollins Rd)	5385 · Security and fire alarm	445.20
			Sprinkler Inspection Services 08/01/2022-10/31/2022	5385 · Security and fire alarm	159.00
19776432	07/15/2022		Access Control System 08/01/22-10/31/22 (1351 Rollins Rd)	5385 · Security and fire alarm	855.00
TOTAL					1,999.20
22065	07/28/2022	Colorprint		1015 · Checking -Union Bank - GF x9757	-565.34
30798	07/11/2022		Tick Rack Cards-2 Versions (600 x 2shts)	5920 · Promotion & Printing	273.10
30800	07/14/2022		Gift labels (Qty 2,000)	5920 · Promotion & Printing	261.27
30885	07/21/2022		Uniform name badges (Seasonal Cory Brede)	5725 · Apparel - Uniforms & Boots	30.97
TOTAL					565.34
22066	07/28/2022	Compu-Data, Inc.	Inv #63995	1015 · Checking -Union Bank - GF x9757	-420.00
63995	07/22/2022		Remote meeting with Resolute Guard (3hrs)	5455 · IT Consulting - Compu-Data	420.00
TOTAL					420.00
22067	07/28/2022	Flowers Electric & Service Co., Inc.		1015 · Checking -Union Bank - GF x9757	-1,261.74

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1798	07/11/2022		Install wiring for new wheel balancer	5505 · Facility - Repairs & Maint	814.71
22207011	07/20/2022		Install motion sensor to main parking garage door	5505 · Facility - Repairs & Maint	447.03
TOTAL					<u>1,261.74</u>
22068	07/28/2022	Flyers Energy, LLC	Account 700895	1015 · Checking -Union Bank - GF x9757	-4,039.07
CFS-3073982	07/15/2022		Fuels 07/01/2022-07/15/2022	5735 · Fuel	4,039.07
TOTAL					<u>4,039.07</u>
22069	07/28/2022	Fusion Cloud Company, LLC	Customer No. 3789973	1015 · Checking -Union Bank - GF x9757	-513.80
9538703	07/19/2022		Phone System Aug-2022	5570 · Phone - VOIP - Fusion/MegaPath	513.80
TOTAL					<u>513.80</u>
22070	07/28/2022	Life Technologies Corporation		1015 · Checking -Union Bank - GF x9757	-1,762.83
81571991	07/07/2022		PCR supply restocking (P.O.#02706-1825)	5845 · Lab PCR Supplies	1,428.54
81609295	07/14/2022		PCR supply restocking (P.O.#02706-1825)	5845 · Lab PCR Supplies	334.29
TOTAL					<u>1,762.83</u>
22071	07/28/2022	Occupational Health Centers of Calif	Account #N23-1060276454	1015 · Checking -Union Bank - GF x9757	-61.00
76037584	07/20/2022		Drug test for Seasonal Tech- C. Brede	5310 · Background / drug screening	61.00
TOTAL					<u>61.00</u>
22072	07/28/2022	Patch Media	Customer #: 0013m00002fB9nS	1015 · Checking -Union Bank - GF x9757	-1,500.00
SIN052206	07/15/2022		Online advertising of District services to public 7/15-8/14/22	5920 · Promotion & Printing	1,500.00
TOTAL					<u>1,500.00</u>
22073	07/28/2022	San Mateo Lockworks Inc	Invoice #144608	1015 · Checking -Union Bank - GF x9757	-37.27
144608	07/21/2022		Office and building keys duplicates	5335 · Office Expense	37.27
TOTAL					<u>37.27</u>
22074	07/28/2022	Standard Insurance Company	142979	1015 · Checking -Union Bank - GF x9757	-1,204.87

San Mateo County Mosquito & Vector Control District
Check Detail
July 2022

GF-Jul 2022

Num	Date	Name	Memo	Account	Original Amount
142979-0001 Jul22	07/19/2022		Long term disability due 08/01/2022	5165 · Long Term Disability - Standard	1,204.87
TOTAL					1,204.87
CHECK TOTAL					<u>765,909.41</u>

Note: Previous month's check numbers were 21919-22005. Current month's check numbers are 22006-22074 (69 checks).

San Mateo County Mosquito & Vector Control District
Check Detail
July 2022

CPF-Jul 2022

Num	Date	Name	Memo	Account	Original Amount
1089	07/13/2022	Enterprise FM Trust	Customer No. 458563	1025 · Checking -Union Bank -CPF x6913	-3,120.50
FBN4503389	07/06/2022		22NCN8-2018 NISS Frontier- Jul 2022	6030 · Vehicle Leases	298.49
			22NCNB-2018 NISS Frontier	6030 · Vehicle Leases	298.49
			22NCNF-2018 NISS Frontier	6030 · Vehicle Leases	33.70
			22NCNJ-2018 NISS Frontier	6030 · Vehicle Leases	33.70
			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
TOTAL					3,120.50
				CHECK TOTAL	3,120.50

Note: Previous month's check number were 1084-1088. Current month's check number are 1089 (1 check).

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

Jul 2022

July 2022

Type	Date	Name	Memo	Split	Amount
1040 · US Bank Purchase Card					
1045 · US Bank Visa Brian x2315					
Credit Card Charge	06/22/2022	Scholastic Inc.	Mosq. outreach children take home books	5910 · Media and Network	3,712.57
Credit Card Charge	06/22/2022	California Special District Assoc	CSDA conf. reg. Trustees Mason, Rena, and Desiree	5210 · Conferences / Workshops Board	2,175.00
			CSDA conf. reg. Staff Brian and Ryan	5215 · Conferences / Workshops Staff	1,300.00
Credit Card Charge	06/23/2022	Alaska Air	Air fare Brian Weber CSDA conf 8/21-8/24	5215 · Conferences / Workshops Staff	220.21
Credit Card Charge	06/23/2022	Alaska Air	Air fare Ryan Thorndike CSDA conf 8/21-8/24	5215 · Conferences / Workshops Staff	220.21
Credit Card Charge	07/08/2022	Bayshore Transmissions	CB Jeep #36 complete overhaul	5615 · Garage Repairs Outside	3,005.93
Credit Card Charge	07/11/2022	Misc- Ops	Etrailer.com replacement trailer wheels for airboat	5620 · Auto, Hotsy, Plug, Boat, Traile	280.38
Credit Card Charge	07/13/2022	Microsoft	MS 365 Bus Basics Email Subscription	5475 · Website Hosting / Microsoft	12.83
Credit Card Charge	07/21/2022	Misc- Outreach	Etsy custom size boxes tick display	5920 · Promotion & Printing	131.55
Credit Card Charge	07/21/2022	Misc- Outreach	Glowforge Inc. materials for mosq. educ. items	5920 · Promotion & Printing	342.32
Total 1045 · US Bank Visa Brian x8037					11,401.00
1050 · US Bank Visa Admin x5992					
Credit Card Charge	06/22/2022	Misc-Admin	Framework Computer-deposit to reserve laptop	5460 · Computer Hardware	100.00
Credit Card Charge	06/24/2022	ThermoFisher Scientific	Testing for plague	5845 · Lab PCR Supplies	334.29
Credit Card Charge	06/28/2022	California Special District Assoc	Conf. Reg. for Richard Arrow	5215 · Conferences / Workshops Staff	650.00
Credit Card Charge	06/29/2022	Misc- Ops	MCAR Window Tint-tint windows at 1415 N. Carolan	5505 · Facility - Repairs & Maint	196.20
Credit Card Charge	06/29/2022	Alaska Air	Air flight for Richard Arrow CSDA conf. 8/22-8/25	5215 · Conferences / Workshops Staff	248.18
Credit Card Charge	06/30/2022	Costco	Food for all hands staff meeting	5335 · Office Expense	138.80
Credit Card Charge	07/01/2022	Mosyle Business	Manage Apple iPads & Mac-Jul '22 Subscriptn	5465 · Computer Software	28.75
Credit Card Charge	07/06/2022	Shutterstock	Stock photos for outreach	5910 · Media and Network	299.00
Credit Card Charge	07/06/2022	Survey Monkey	Survey service for post SR survey	5910 · Media and Network	384.00
Credit Card Charge	07/08/2022	Register.com Website	Website domain	5475 · Website Hosting / Microsoft	6.00
Credit Card Charge	07/12/2022	Mann Lake Ltd.	Bee gloves for techs	5725 · Apparel - Uniforms & Boots	114.48
Credit Card Charge	07/12/2022	Summit Racing Equipment	Replacement ignition parts for airboat	5620 · Auto, Hotsy, Plug, Boat, Traile	691.60
Credit Card Charge	07/12/2022	JME Ellsworth Company	BVA fill station filters	5620 · Auto, Hotsy, Plug, Boat, Traile	133.41
Credit Card Charge	07/13/2022	Misc- Ops	GTO Perf. parts for airboat	5620 · Auto, Hotsy, Plug, Boat, Traile	790.09
Credit Card Charge	07/13/2022	Misc- Ops	Cummins fuel filters for airboat	5620 · Auto, Hotsy, Plug, Boat, Traile	279.15
Credit Card Charge	07/14/2022	Misc- Ops	Trailer Parts Superstore replace fender support airboat	5620 · Auto, Hotsy, Plug, Boat, Traile	54.51
Credit Card Charge	07/14/2022	Cresco Equipment Rental	Forklift fuel	5735 · Fuel	37.27
Credit Card Charge	07/15/2022	Misc- Outreach	The Reading Bug Books for outreach	5910 · Media and Network	471.81
Credit Card Charge	07/15/2022	Outdoor Supply Hardware	Hardware and anchors for tire machine	5620 · Auto, Hotsy, Plug, Boat, Traile	19.86
Credit Card Charge	07/15/2022	Tap Plastics Inc	Materials for mosq. larvae observation	5910 · Media and Network	130.43
Credit Card Charge	07/15/2022	Misc- Outreach	Usborne Books for outreach educ.	5910 · Media and Network	117.51
Credit Card Charge	07/18/2022	Big 5 Sporting Goods	Boots for seasonal tech	5725 · Apparel - Uniforms & Boots	27.40

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

Jul 2022

July 2022

<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Credit Card Charge	07/18/2022	Entomological Soc of America	2022 Joint Annual Mtg reg. Tara Roth	5215 · Conferences / Workshops Staff	495.00
Credit Card Charge	07/19/2022	Costco	Misc. office supplies	5335 · Office Expense	305.12
			Misc. janitorial supplies	5335 · Office Expense	396.17
Credit Card Charge	07/20/2022	Scholastic Inc.	Insect themed books w/District logo for youth events	5910 · Media and Network	987.24
Credit Card Charge	07/21/2022	Peninsula Feed	Supplies for cleaning chicken coops	5810 · Sentinel Chicken Flocks/Supply	130.22
Total 1050 · US Bank Visa Admin x5992					<u>7,566.49</u>
TOTAL 1040 · US Bank Purchase Card					<u>18,967.49</u>



P.O. BOX 6343
FARGO ND 58125-6343

Jul
2022



000001638 01 SP 0.570 106481530844551 P
SMCMVCD
ATTN DISTRICT MANAGER
1351 ROLLINS RD
BURLINGAME CA 94010-2409

ACCOUNT NUMBER [REDACTED]
STATEMENT DATE 07-22-2022
AMOUNT DUE \$18,967.49
NEW BALANCE \$18,967.49
PAYMENT DUE ON RECEIPT

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] 001896749 001896749

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	\$17,155.39	\$18,967.49	\$0.00	\$0.00	\$0.00	\$0.00	\$17,155.39	\$18,967.49

CORPORATE ACCOUNT ACTIVITY					
SMCMAD					TOTAL CORPORATE ACTIVITY
					\$17,155.39 CR
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
06-23	06-19	74798262174000000000728	PAYMENT - THANK YOU 00000 C	3,781.05	PY
07-19	07-18	74798262200000000000013	PAYMENT - THANK YOU 00000 C	13,374.34	PY

NEW ACTIVITY					
BRIAN WEBER		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$7,627.99	\$0.00	\$7,627.99
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
06-23	06-22	24009582174600085017304	SCHOLASTIC EDUCATION 573-632-1834 MO	3,712.57	
06-23	06-21	24202982173030034604648	CALIFORNIA SPECIAL DISTRI 916-442-7887 CA	3,475.00	

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER		ACCOUNT SUMMARY	
	[REDACTED]		PREVIOUS BALANCE	17,155.39
SEND BILLING INQUIRIES TO: U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	STATEMENT DATE	DISPUTED AMOUNT	PURCHASES & OTHER CHARGES	18,967.49
	07/22/22	.00	CASH ADVANCES	.00
	AMOUNT DUE 18,967.49		CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	.00
			PAYMENTS	17,155.39
		ACCOUNT BALANCE	18,967.49	



Company Name: SMCMVCD
Corporate Account Number: [REDACTED]
Statement Date: 07-22-2022

NEW ACTIVITY						
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
06-27	06-23	24431062175036029800093	ALASKA AIR 0272302980009 SEATTLE WA WEBER/BRIAN 08-21-22	220.21		
06-27	06-23	24431062175036029800101	SFO AS Q PSP AS O SFO ALASKA AIR 0272302980010 SEATTLE WA THORNDIKE/RYAN 08-21-22	220.21		
		SMCMVCD ADMIN	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
			\$0.00	\$7,566.49	\$0.00	\$7,566.49
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
06-23	06-22	24492162174000001791691	FRAMEWORK* R189002725 FRAME WORK CA	100.00		
06-24	06-24	24492152175715639679839	LIFETECHCORPORATION 800-955-6288 CA	334.29		
06-30	06-28	24202982180030035298060	CALIFORNIA SPECIAL DISTRI 916-442-7887 CA	650.00		
06-30	06-29	24431062181400110000017	MCAR SAN MATEO CA	196.20		
07-01	06-29	24431062181036035575830	ALASKA AIR 0272303557583 SEATTLE WA ARROW/RICHARD 08-22-22	197.20		
07-01	06-29	24431062181036120932128	SFO AS O PSP AS O SFO ALASKA AIR SEATTLE WA XXXXXXXXXXXXXXXXXXXX 00-00-00	50.98		
07-01	06-30	24943002182899000098411	COSTCO WHSE #0147 FOSTER CITY CA	138.80		
07-04	07-01	24492162182000043963100	MOSYLE BUS* MOSYLE_BUS HTTPSBUSINESS FL	28.75		
07-07	07-06	24793382187002067984942	STK*SHUTTERSTOCK 866-6633954 NY	299.00		
07-07	07-06	24908412187151245804511	SMK*SURVEYMONKEY.COM 971-2311154 CA	394.00		
07-11	07-09	24892162190100406006030	MANN LAKE LTD 800-880-7894 MN	114.48		
07-11	07-08	24908412189151363365394	WEB*REGISTERWEBSITE 800-8999723 FL	6.00		
07-13	07-12	24445002194600081930580	SUMMIT RACING MAIL ORDER 800-230-3030 OH	691.60		
07-13	07-12	24492152193719319500175	JOHN M ELLSWORTH CO INC 414-354-1414 WI	133.41		
07-14	07-13	24789302194505800133168	CORE SYSTEMS / GTO PERFO 352-4019070 FL	790.09		
07-14	07-13	24943002194700983834992	CUMMINS INC 804-882-5777 CO	279.15		
07-15	07-14	24492152195894721565708	TRAILERPARTS/SUPERSTORE 302-453-7327 DE	54.51		
07-18	07-15	24121572197000196150028	THE READING BUG 000-0000000 CA	471.81		
07-18	07-15	24231682197091004241707	OUTDOOR SUPPLY MILLBRAE MILLBRAE CA	19.86		
07-18	07-15	24275392188900016753685	TAP PLASTICS, INC. 888-8277330 CA	130.43		
07-18	07-14	24323042196046100227892	CRESCO EQUIPMENT RENTALS BURLINGAME CA	37.27		
07-18	07-15	24492152196719713717760	UBAMBOOKS 800-475-4522 OK	117.51		
07-19	07-18	24431062200400015000028	BIG 5 SPORTING GOODS 092 SAN MATEO CA	27.40		
07-19	07-18	24445002199300398104426	FSP*ENTOMOLOGICAL SOCIETY 301-731-4535 MD	495.00		
07-20	07-19	24892162200100852411302	COSTCO DELIVERY 654 800-798-9968 CA	701.29		
07-21	07-20	24009582202600116829152	SCHOLASTIC EDUCATION 573-832-1834 MO	987.24		
07-22	07-21	24892162202100806031501	SQ *PENINSULA FEED STORE REDWOOD CITY CA	130.22		
		BRIAN WEBER	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
			\$0.00	\$3,773.01	\$0.00	\$3,773.01
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
07-11	07-08	24377352190000004859682	BAYSHORE TRANSMISSIONS BURLINGAME CA	3,005.93		
07-12	07-11	24492152192743211539538	ETRAILER CORPORATION 636-887-9300 MO	280.38		
07-14	07-13	24908412194151723001566	MSFT * E0100JB07M MSBILL INFO WA	12.83		
07-22	07-21	24204292202017458520134	ETSY.COM - RUSTICANDCHARR 718-8557955 NY	131.56		
07-22	07-21	24492162202000040484007	SP GLOWFORGE STORE HTTPSGLOWFORG WA	342.32		

Agenda Item 6C

BOARD COMMITTEE REPORTS

SUBJECT: Ad Hoc Committee on Real Estate

The committee chair is Trustee Paul Norton. Members include Trustees Wade Leschyn, Ray Williams, and Kat Lion. The committee did not meet since the last Board meeting, but Manager Weber will provide a 1415 N. Carolan Ave progress report.

Architectural firm Aetypic will commence work at 1415 N. Carolan Ave. on September 19, 2022. The three essential services scheduled include:

1. Preliminary Geotechnical Survey and Report
2. Hazardous Materials Survey / Report
3. Visioning Workshop and Report

The committee will meet in October to review the hazardous materials and geotechnical reports.

Agenda Item 6D

SUBJECT: Inactive Committees

The following committees have not met:

- Environment / Public Outreach Committee
- Policy Committee
- Strategic Planning

Committee reports are only placed on the agenda when there is something to report.



Agenda Item 7.A. - Operations Staff Program Reports

Field Operations August 2022

Invasive *Aedes aegypti* mosquitoes: A Look Back

Although not seen in San Mateo County since 2015, the District continues to actively monitor for the invasive container-breeding mosquito *Aedes aegypti*. As the Contra Costa Mosquito and Vector Control District recently had their first detection of this species in August, a review of San Mateo County's past experience with this mosquito seems timely.

On August 23rd, 2013, the District lab detected *Ae. aegypti* in Menlo Park's Holy Cross Cemetery. This detection spurred a response that forced an evolution in the District's mosquito control program. At the start of this multi-year battle, the District developed an invasive mosquito response plan, created a Public Information Officer position, and hired and trained a team of seasonal employees to help rid San Mateo County of this invasive species. Drawing upon the knowledge of the biology and ecology of *Ae. aegypti*, the District mounted a robust counter-offensive on this invasive species.

Aedes aegypti only needs a small amount of water to breed in, is a day-biting mosquito, and does not usually travel more than 100 meters from its home. Based on this information, technicians meticulously inspected all properties within 100 meters of any new detection. On average, about 100 properties were checked in response to each detection. To conduct these inspections, field staff notified residents of mosquito surveillance activities by placing door hangers on homes the day before conducting property inspections. Residents were extremely understanding, and District staff were highly successful in inspecting as many properties as possible. Every yard that had the potential to breed these mosquitoes was entered into the District's database and was visited every 4-6 weeks for the next two-and-a-half years.



This is an overview of the area where invasive mosquitoes were found in Menlo Park in 2013 and 2014.

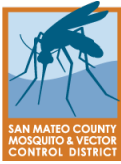


Agenda Item 7.A. - Operations Staff Program Reports

With a combined effort of full-time vector control technicians, the seasonal *Aedes aegypti* field team, the Public Information Officer, and the laboratory staff, this species of mosquito was eradicated in 2015 from San Mateo County. This took a monumental effort and was a great learning experience for everyone involved. Of the ten seasonal employees the District hired over the three-year period, two became full-time employees at the District, and three more were hired at other vector control districts in the Bay Area. The District's Public Information Officer continues to help spread the word about the role of mosquito control in protecting public health. Finally, the successful execution of the District's response plan during the eradication of this invasive disease vector boosted staff confidence in their mosquito control capabilities. For District staff, the mission of protecting public health is at the forefront at all times. Like all mosquito and vector control agencies, the District constantly strives to improve strategies and methods before these critical events occur, so as to be always prepared to respond to the next public health issue.



District staff carefully inspecting containers for invasive mosquitoes at the Holy Cross Cemetery in Menlo Park. This property was the location of the first *Aedes aegypti* found in the county.



Agenda Item 7.A. - Operations Staff Program Reports

Vector Control Staff in Action



Vector Control Technician David Allen conducts an invasive Spartina treatment on Bair island near Redwood City. The District works in collaboration with the California Coastal Conservancy to control this aggressive non-native plant.



This project starts in the early morning at low tide. These areas are accessed using the District's airboat



Agenda Item 7.A. - Operations Staff Program Reports



Vector Control Technician Evan Ostermann applies a mosquito larvicide product to a catch basin to control immature mosquitoes.

Catch basins and storm drain lines are major summer breeding sources for *Culex pipiens*, an important vector mosquito for West Nile virus.





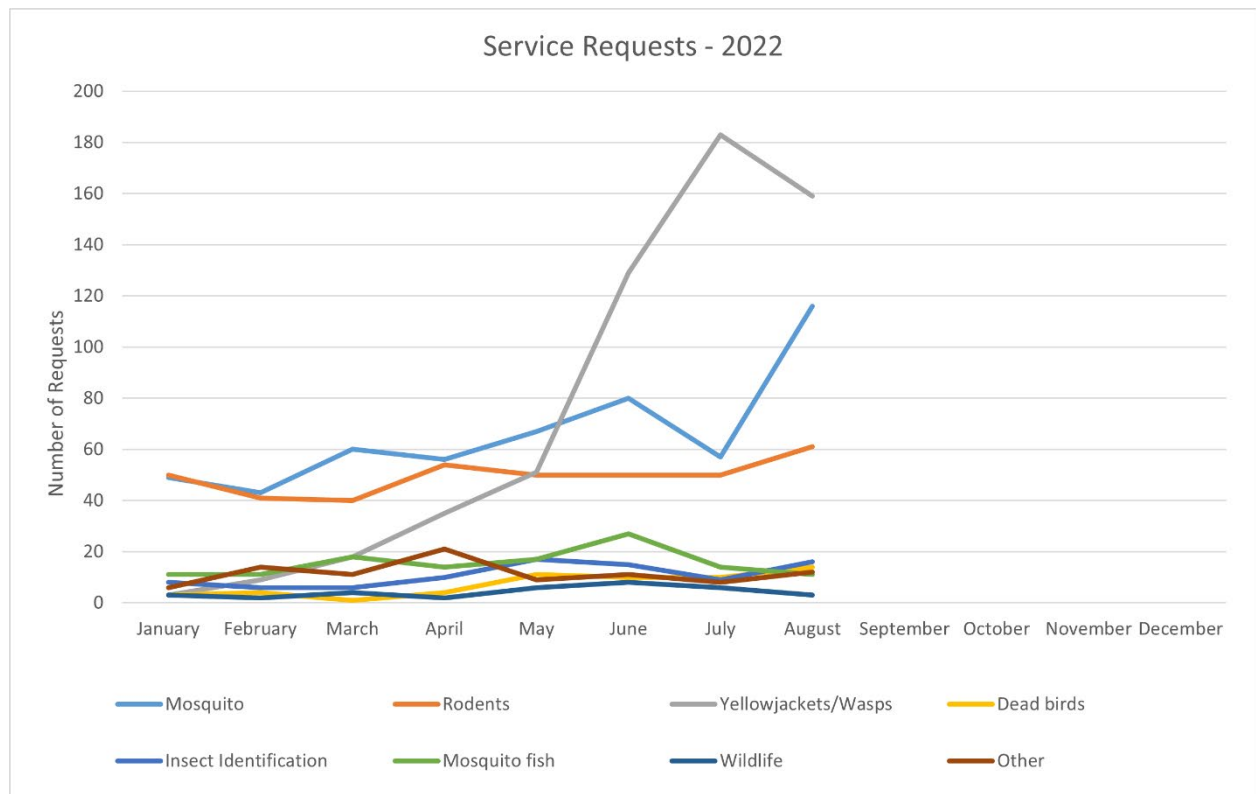
Agenda Item 7.A. - Operations Staff Program Reports

August Service Requests

Type of Request	August 2022	5-year average
Yellowjackets/wasps	159	352
Mosquito	116	95
Rodents	61	52
Mosquito fish	11	15
Insect identification	16	12
Dead birds	14	14
Wildlife	3	6
Other	12	10
Total	392	557

This table contains the number of service request by type in August 2022 compared to the five-year average for August.

Total service requests this August are low compared to the five-year average (392 requests compared to an average of 557 requests). The lower number is because of fewer than typical yellowjacket/wasp requests, a trend that has been consistent over this summer. Yellowjacket requests have fallen in number slightly since July, although August is usually the peak month. Mosquito requests are somewhat above average for August (116 requests compared to an average of 95 requests) despite surveillance traps indicating a lower-than-average adult mosquito population. Other categories are within the average range for August. The “other” category included a variety of insect-related requests regarding cockroaches, fleas, bees, and flies and non-insect requests concerning ticks and mites.



Service requests by type in 2022. Yellowjacket and wasp requests remain the most abundant type of request.



Agenda Item 7.B. – Laboratory Staff Program Reports

Lab Activities in August 2022

Three-Lined Cockroaches



Luridiblatta trivittata, the three-lined cockroach.

Photo: R. Garrison California Department of Food and Agriculture

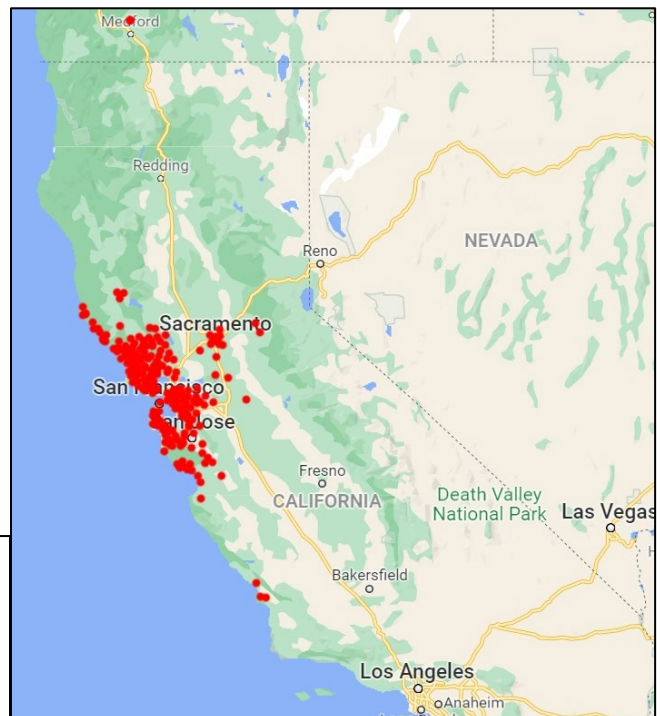
Luridiblatta trivittata, known as the three-lined cockroach, is a summer insect that might be spotted in yards, gardens and occasionally indoors. Three-lined cockroaches are considered an outdoor species, but in the hottest, driest months of the year they occasionally venture into buildings as they look for water. These wingless, small cockroaches, about a ¼ inch in length, get their name from the three dark stripes that run down the length of their back.

If you spot a three-lined cockroach don't panic! Although they are similar in appearance to nymphs of the major pest species *Blattella germanica* (the German cockroach), they are not known to cause indoor infestations. They are primarily be found outdoors among the vegetation, hiding in leaf litter or under other debris, where they eat both fresh and decaying plant and animal matter. Unlike some cockroaches that produce high numbers of young, three-lined cockroaches lay eggs only once or twice a year.

Three-lined cockroaches are native to the Mediterranean region but have been present in the San Francisco Bay Area since 2004. The University of California's San Francisco Bay Area Urban IPM Team conducted studies in 2021 to better understand this insect. They concluded that this species does exceptionally well in California's Mediterranean climate, so the spread of this insect is no surprise. If you see this insect in your yard, you can submit photos and reports to the citizen-science websites **iNaturalist** (<https://inaturalist.org/>) or **BugGuide** (<https://bugguide.net/>).

Distribution map of three-lined cockroach 2021

Map Credit: Casey Hubble
University of California Cooperative Extension





Agenda Item 7.B. – Laboratory Staff Program Reports

West Nile Virus Update

The District collects and tests dead birds reported by residents. Dead birds should be in good condition without signs of decay or trauma. All bird species are accepted except water fowl, poultry and pigeons/doves.

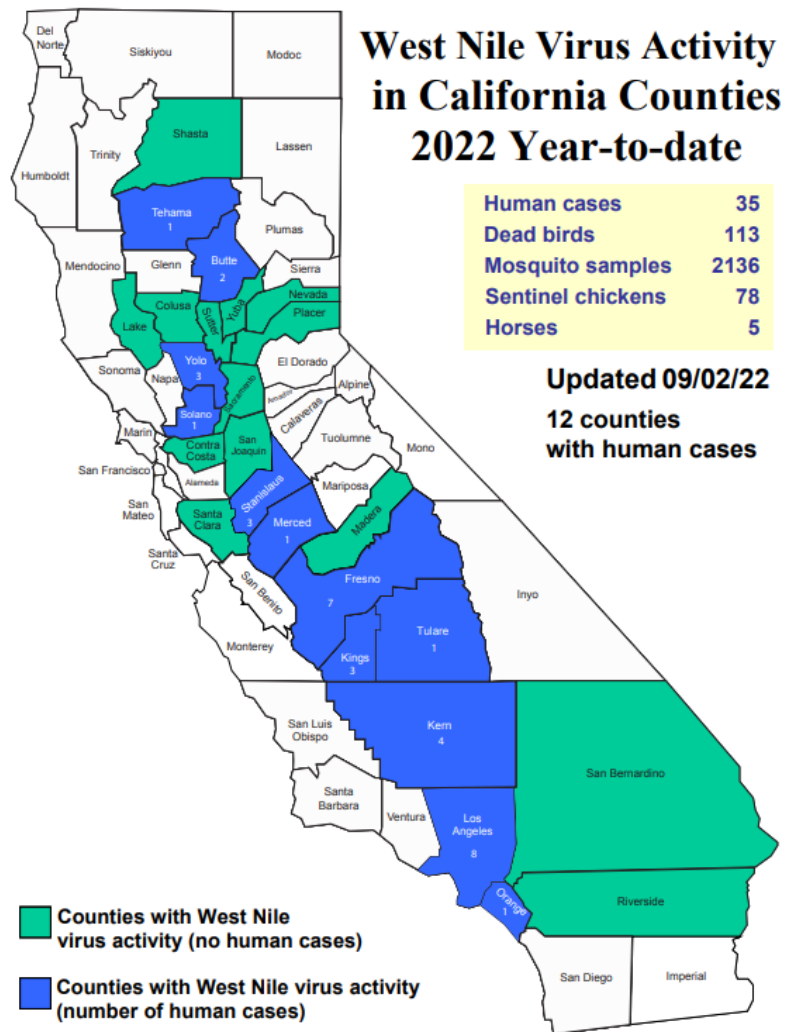
Residents who find a dead bird in good condition should call 1-877-WNV-BIRD (1-877-968-2473) or file a report online at westnile.ca.gov.

San Mateo County

To date, West Nile virus (WNV) has not been detected in any dead bird, mosquito or sentinel chicken samples in San Mateo County in 2022. The District has had 170 reports of dead birds, and 42 have been tested for WNV.

California

Thus far in 2022, WNV has been detected in 26 counties statewide, including three in the coastal region: Santa Clara County, Solano and Contra Costa County. Statewide detections include 2,136 mosquito samples, 78 sentinel chickens, 5 horses and 116 dead birds. This year to date, 3,713 birds have been reported, 993 have been tested and 116 have tested positive for WNV (12%) in California. Additionally, there have been 35 human cases of WNV, including one in the coastal region (Solano County).



Map from <https://westnile.ca.gov>

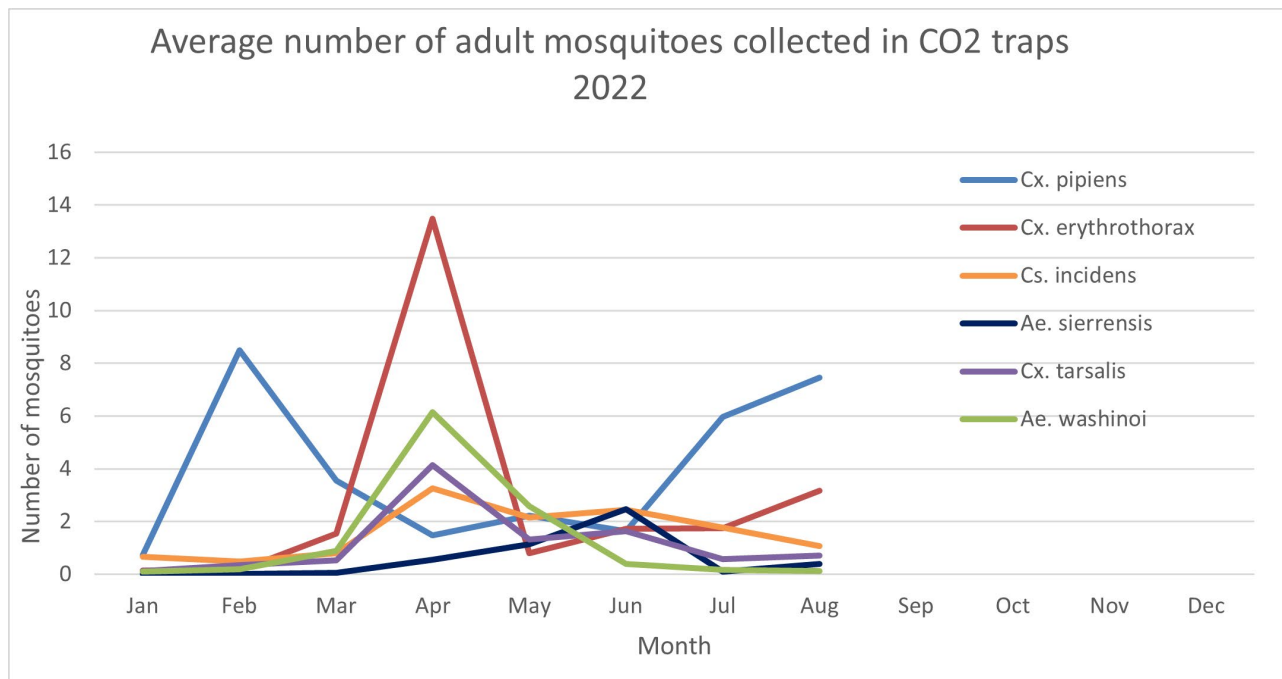


Agenda Item 7.B. – Laboratory Staff Program Reports

CO₂ Traps – Average adult mosquitoes collected per trap per night

The following table and graphs show the average number of mosquitoes collected per CO₂ trap per night during the month of August compared to the five-year average for the six most common mosquito species in San Mateo County. The most frequently collected mosquito was *Culex pipiens*, with an abundance close to average for the month of August. Another mosquito, *Culex erythrothorax*, has been trapped at far below average numbers (3.172 per trap-night compared to the five-year average of 18.381). This species breeds in marshes that contain tule (cattail) plants. The District treats larger tule marshes by drone or helicopter. After a peak of *Culex erythrothorax* in April, the treatments have been successful in preventing substantial numbers of adult mosquitoes. The other mosquito species were collected at less than five per trap and are close to the 5-year average counts for the month.

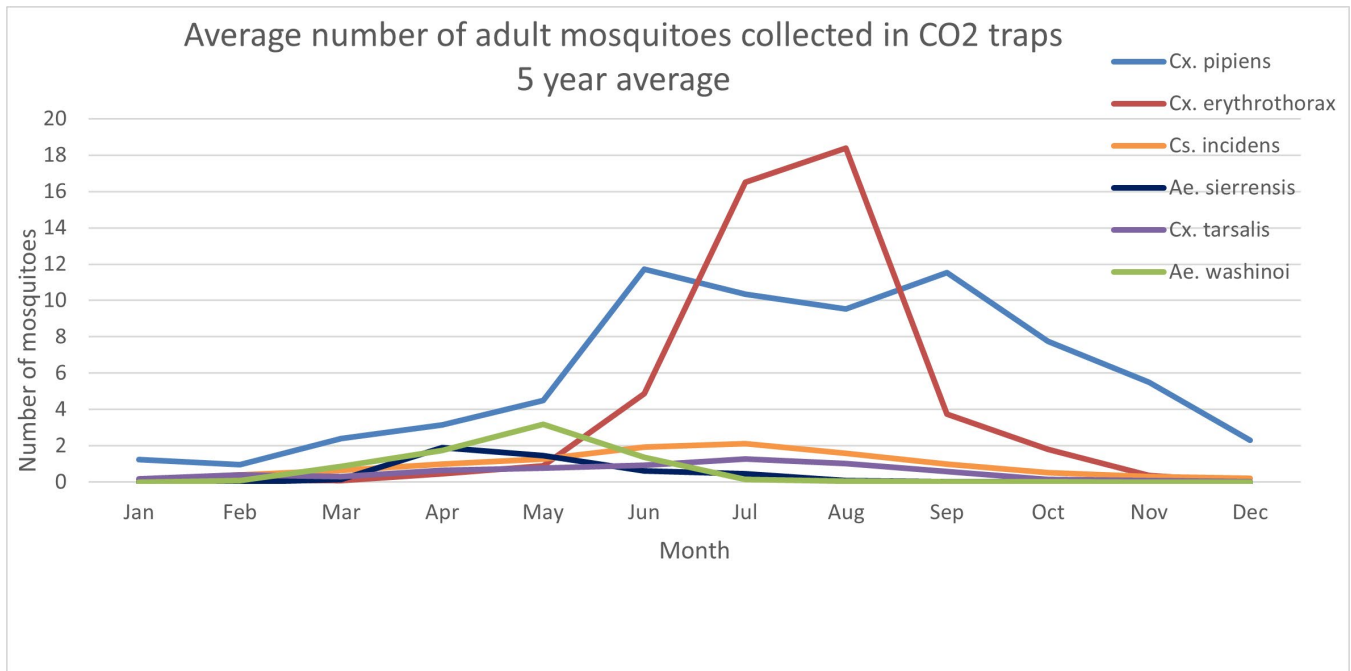
<u>Species</u>	<u>August 2022</u>	<u>5-year August average</u>
<i>Culex pipiens</i>	7.458	9.520
<i>Culex erythrothorax</i>	3.172	18.381
<i>Culiseta incidens</i>	1.057	1.598
<i>Culex tarsalis</i>	0.698	1.027
<i>Aedes sierrensis</i>	0.385	0.091
<i>Aedes washinoi</i>	0.115	0.057



Average number of adult mosquitoes collected in CO₂ traps per trap per night during 2022. The graph shows the six most common species of mosquitoes trapped in San Mateo County.



Agenda Item 7.B. – Laboratory Staff Program Reports



Average number of adult mosquitoes collected in CO₂ traps per trap in one night over five years. The graph shows the six most common species of mosquitoes trapped in San Mateo County.

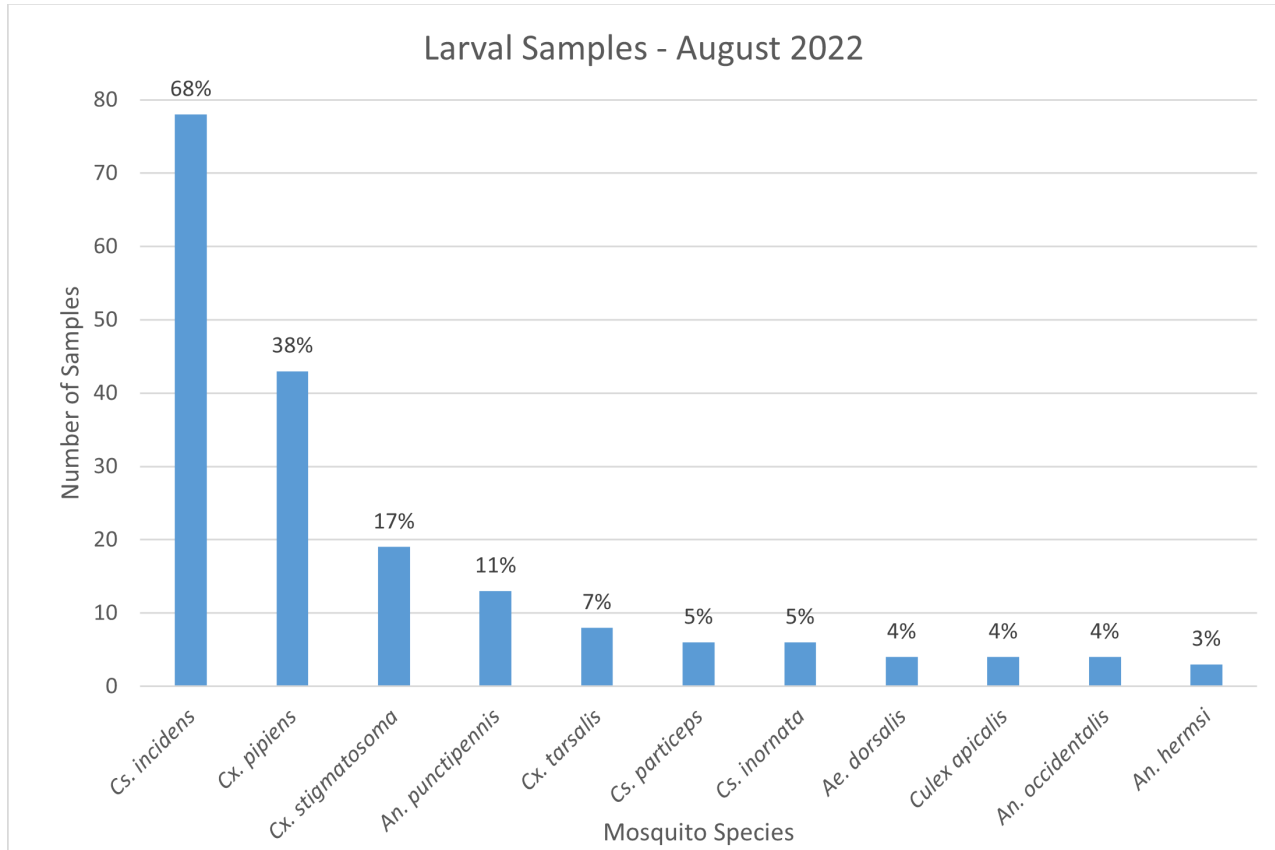
Mosquito Larval Samples

During the summer months, mosquito larval samples are usually collected from residential areas, such as backyard fountains and fish ponds, water under buildings, storm drains, containers, and treeholes. Some are also collected from pockets of standing water along creeks. This August, 114 larval samples were collected in the field by vector control technicians and submitted to the lab. A District vector control technician uses a dipper to take a sample of the water and visually assesses whether any mosquito larvae are present. The technician then transports the sample to the laboratory for the larvae to be counted and identified.

In August, nine different mosquito species were identified in larval samples. The species most often found in samples was *Culiseta incidens*, present in 78 of the 114 samples (68%). This mosquito is active year-round in San Mateo County and is often collected from fish ponds, containers holding water, and freshwater impounds. The high numbers of *Culiseta incidens* and larval samples from residential sources reflect an effort on the operations department to collect samples from residential areas that may be most impacted by mosquito presence. This data provides a record of the species present in San Mateo County and is helpful for early detection of introduced species.



Agenda Item 7.B. – Laboratory Staff Program Reports



Number and percentage of larval samples containing each mosquito species from water samples collected in August 2022. Larval samples commonly contain multiple species.



Agenda Item 7.C. Staff Program Reports

Public Health Education and Outreach, Jul-Aug 2022

Website & Newsletter, Outreach, and Service Request survey responses

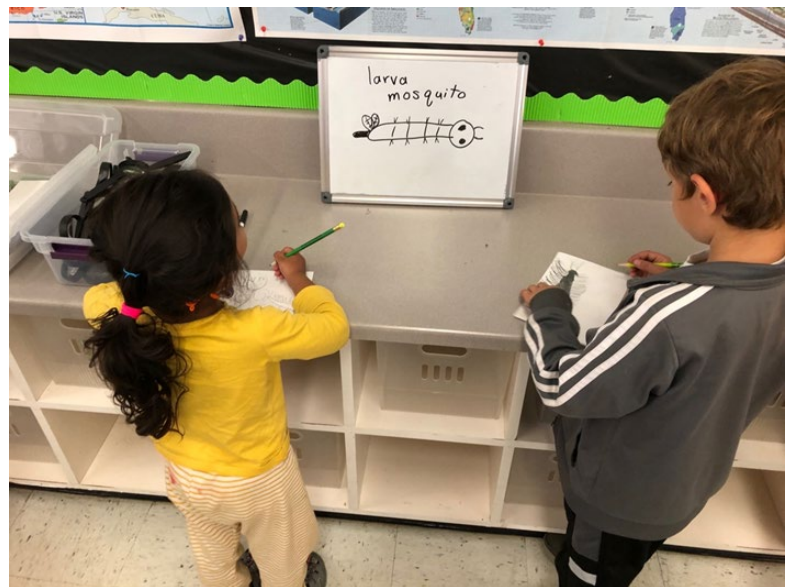
Outreach and Activities

- Rachel gave presentations to about two dozen California State Parks staff and volunteers at Half Moon Bay State Beach in July. Topics included tick biology and behavior, how to avoid tick bites, and how to properly remove ticks. Positive feedback included this comment from a volunteer: *"My husband and I loved the tick class! We signed up because we thought we should be better informed about the loathsome tick since we volunteer to weed every week, but we were pleasantly surprised by how interesting (and funny) Rachel's presentation was. Her handouts were helpful as well. Thanks to Joe and Rachel and whoever else was involved in sponsoring this."*



CA State Park staff learn about EPA-registered tick repellents.

- Mosquito and tick education at San Mateo County Library branches and education of schoolchildren at Big Lift sites continued throughout the summer. The Big Lift initiative is led by San Mateo County, San Mateo County Office of Education, and Silicon Valley Community Foundation with the aim to have 80% of the county's 3rd-graders reading proficiently by the end of 3rd-grade. The District's presentations to the children bridge science, critical thinking/reading skills, and fun insect-themed activities. Throughout the summer, more than 750 students were reached this summer through the SMCL and Big Lift collaboration programs.



Students learn about mosquito larvae through observations and drawing.

- Staff at SMC Disaster Preparedness Day at the SMC Event Center in late July spoke with an estimated 300-400 people who visited the District's booth to learn about District services.
- Rachel presented about the mosquito life cycle to Girl Scouts at the Huddart Park Day Camp in early August. Scouts also received a tick bite prevention kit at the start of camp from the District.



Agenda Item 7.C. Staff Program Reports

Resident Comments

- “Love this service. So responsive. And so helpful in keeping with mosquito control and rodent control. Make us feel so much safer in our neighborhood and in our home.”
- “We were very impressed with how quick the response was following our online request. They were courteous, friendly, and thorough and we are once again able to enjoy our yard. Excellent service.”
- “They were very prompt and easy to work with. Great work!”

Website and Newsletter

- Website analytics were transferred to the new Google Analytics platform, and exploration of meaningful web metrics is ongoing.
- In July 2022, there were 4,176 visits to the website, an increase of 18% compared to June 2022. In August 2022, there were 3,937 visits to the website, a decrease of 6% compared to July 2022.
- Top 10 pages for July and August 2022 included pages on topics of yellowjackets, mosquito-like insects, rabies, insect identification, biting mites, rodents, and the District homepage, contact, and service request pages.
- The July 2022 newsletter email campaign had 1,653 recipients, 59% were opened, 4% of the emails had a link clicked. The August 2022 newsletter email campaign had 1,650 recipients, 64% were opened, and 5% of the emails had a link clicked.



Agenda Item 7.D. – Information Technology Staff Program Reports

Information Technology Security September 2022

Identity Security

Summary

- ☑ Multi-Factor Authentication and its importance in IT security

What is Multi-Factor Authentication?

Multi-Factor Authentication (MFA) is a method of using multiple avenues (factors) to authenticate a user. This in turn creates a more secure experience for the user as it makes it more difficult for a bad actor to breach your account than simply brute forcing their way in. MFA incorporates several core principles that make it ideal for creating a more secure experience. These principles are:

- What you know. (Password, security questions)
- What you have. (Phone, YubiKey)
- What you are. (Biometrics, fingerprint, face ID)

Using these principles in conjunction with each other eliminates several tactics that bad actors like to employ. A dictionary attack is one such strategy that uses a script to repeatedly guess your password, this script cross references sources of common passwords as well as frequently-used words and permutes them until they stumble upon your password. Just adding a second principle from MFA will make an attack like this extremely unlikely. For example, if you use an authentication app on your phone, you can then block any sign in that you are not physically present for. At this point, even if a bad actor had your password, they would not have access to your physical device, and therefore would be prevented from signing in. This is just one example of why MFA is so important in today's IT landscape, and I will supply more information during my presentation.

References:

1. <https://docs.microsoft.com/en-us/microsoft-365/admin/security-and-compliance/set-up-multi-factor-authentication?view=o365-worldwide>
2. <https://www.nist.gov/back-basics-multi-factor-authentication>

Agenda Item 8

MANAGER’S REPORT

Legislative Brown Act

AB 2449 (Blanca Rubio) authorizes, until January 1, 2026, individual members of a legislative body of a local agency to meet via teleconferencing without noticing their teleconference location and making them accessible to the public. Many legislators viewed this Brown Act amendment as a natural modernization of the existing statute. However, AB 2449 contains criteria that a legislative body must meet regardless of who is attending remotely or at the physical location. Below are important AB 2449 requirements, followed by a brief description of how they apply to SMCMVCD’s Board.

- At least a quorum of the members of the legislative body must participate in person from a **singular physical location** identified on the agenda that is open to the public and situated within the local agency’s jurisdiction.

A minimum of 11 Board members must be present at District Headquarters if a Board member needs to attend a meeting remotely.

- AB 2449 cannot serve as a means for any legislative body member to participate in meetings solely by teleconference from a remote location for more than three consecutive months, or 20 percent of the regular meetings.

SMCMVCD Board members can attend a meeting remotely no more than two times in a calendar year.

- The legislative body member must notify at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely for just cause or “emergency circumstances.”
 - *Childcare or caregiving needs that require them to participate remotely.*
 - *A contagious illness that prevents a member from attending in person.*
 - *A need related to a physical or mental disability*
 - *Travel while on official business related to the government agency*
 - *A physical or family medical emergency prevents a member from attending in person.*

- Provide a **two-way audio-visual platform** or a two-way telephonic service and **live webcasting** of the meeting by which the public may remotely hear and visually observe the meeting and remotely address the legislative body.
This can be met with existing technology. However, last-minute requests may cause meeting delays if audio-visual meeting platforms are not in use.

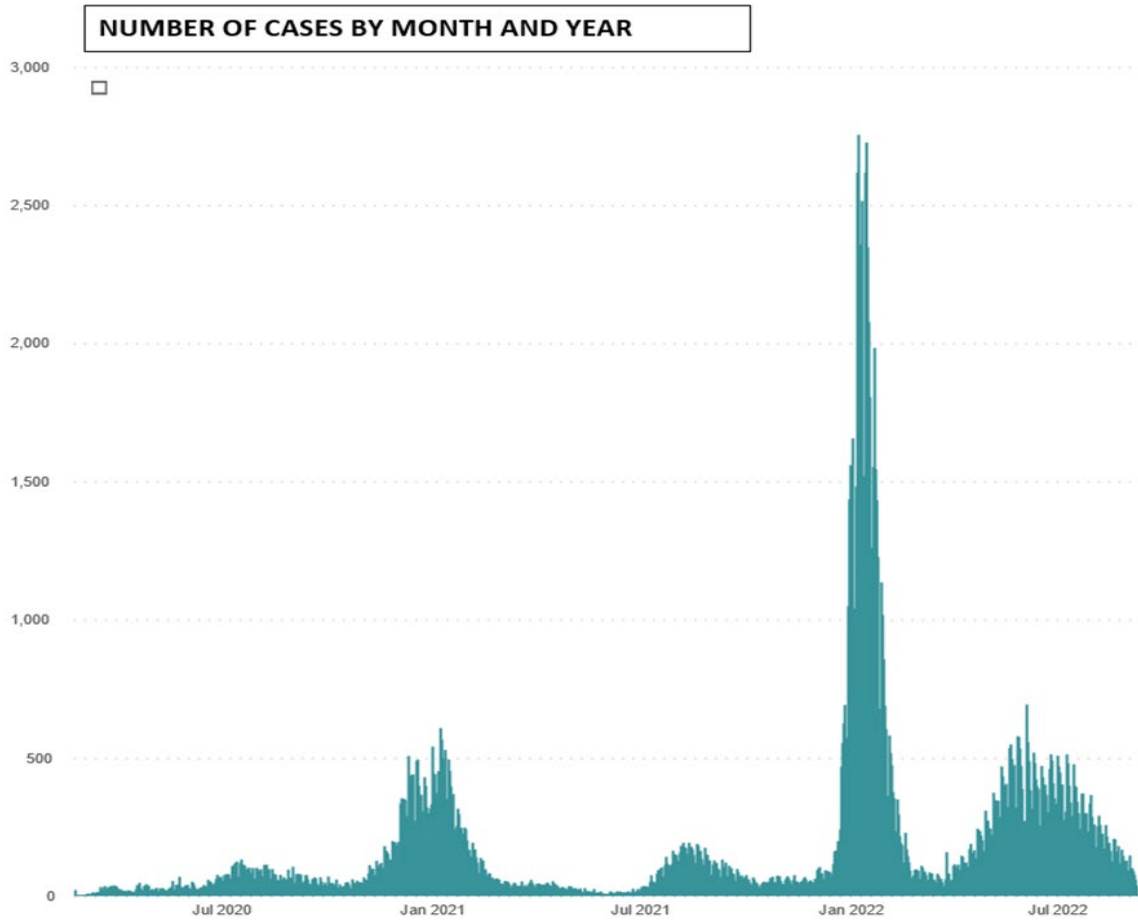
COVID-19 Update

Manager Weber has been asked to provide a local COVID-19 update and gauge trustee interest in returning to in-person or hybrid format meetings. The Board is encouraged to provide comments or ask questions following the update. Related to in-person meetings, staff has determined that:

- technology exists at District Headquarters to facilitate a hybrid model meeting
- Committee meetings may serve as a reasonable starting point for in-person meetings
- COVID-19 cases and transmission have historically “spiked” near the holidays
- the boardroom can safely accommodate eight to ten trustees.
- Some Cal/OSHA requirements such as training and hazard identification will still need to occur
- Monitoring local information is important when considering risk

Included below are the most up to date COVID-19 transmission graphs from the San Mateo County Health Department. The dashboard demonstrates that COVID-19 cases are approaching a three-month low.

SM COUNTY DATA DASHBOARD



Cases by Episode Date

