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BOARD OF TRUSTEES
SPECIAL MEETING
****MONDAY, FEBRUARY 14, 2022****
7:00 PM

THIS MEETING WILL BE HELD VIA TELECONFERENCE/ZOOM

To join the meeting please follow the instruction below:

Access via the following link:

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

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

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

Meeting ID: 940 9516 2206

Passcode: 866980

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

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

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

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

Protecting Public Health Since 1927

BOARD OF TRUSTEES

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

AGENDA

1. CALL TO ORDER

- Roll Call
- Pledge of Allegiance

2.* AUTHORIZATION TO MEET VIA TELECONFERENCE

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

3.* AGENDA MANAGEMENT

4. PUBLIC INPUT ON NON-AGENDA ITEMS

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

5. PRESENTATION

Damian Wong, newly appointed Trustee representing the City of Hercules.

6.* CONSENT CALENDAR

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

- A. Minutes of the January 10, 2022 Board of Trustees Meeting
- B. Expenditures for December 2021
- C. Payroll Expenditures for December 2021
- D. Investment Activity for December 2021
- E. Financial Report

7. BOARD AND STAFF REPORTS

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

8. BOARD COMMITTEES REPORT

- A. Advance Planning Committee Report

9. CLOSING COMMENTS

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

10. ADJOURNMENT

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

Natalie Martini, Administrative Analyst II

2/04/2022

Date

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

FEBRUARY 14, 2022 BOARD SPECIAL MEETING STAFF REPORT

1. No comment

2.* AUTHORIZATION TO MEET VIA TELECONFERENCE

- A. Authorization to Meet Via Teleconference Pursuant to Government Code Section 54953, Subdivision (e)(1)(C) – Consider finding by a majority of vote under Gov. Code 54953 (e)(3) that, as result of the COVID-19 emergency, meeting in person would present imminent risks to the health or safety of attendees, and the meeting should be held by teleconference pursuant to Subdivision (e) of Section 54953 of the Government Code.

BACKGROUND AND STATUS:

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

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

Although effective vaccines have been approved by the U.S. Food and Drug Administration for emergency use, vaccination rates are slow and have not yet reached a point to significantly control community transmission. As of February 1, 2022, 69.1% of Californians are fully vaccinated and 80.4% have received at least one dose of the vaccine.

Those who become infected with COVID-19 are at risk of serious illness and death. As of February 1, 2022, over 890,000 Americans have died from the virus. Many more have been hospitalized with serious illness. Currently, in Contra Costa County, there are 22,073 active COVID-19 cases and 261 people are hospitalized with COVID-19.

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

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

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

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

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

5. **PRESENTATION**

Damian Wong, newly appointed Trustee representing the City of Hercules.

6.* **CONSENT CALENDAR**

A. Minutes of the January 10, 2022 Board of Trustees Meeting (*Pages 7-12*).
Approval of Minutes 21-8, Board Meeting, held on January 10, 2022.

B. Check Expenditures for payroll & accounts payable for December 2021 (*Pages 13-22*) – Approval of expenditures of December 1, 2021 through December 31, 2021, including:

Payroll December 15th check No. 029450 through No. 029451
Accounts Payable December 15th check No. 029452 through No. 029461
Payroll December 30th check No. 029462 through No. 029476
Accounts Payable December 30th check No. 029477 through No. 029494

Accounts Payable Total: \$83,652.77 Payroll Total: \$509.10

C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of December 1, 2021 through December 31, 2021, including:

Accounts Payable December 10th No. E02656
Accounts Payable December 15th No. E02657 through No. E02669
Accounts Payable December 30th No. E02670 through No. E02679
Payroll December 15th No. D17965 through No. D17995
Payroll December 30th No. D17996 through No. D18037

Accounts Payable Total: \$150,396.84 Payroll Total: \$164,844.97

D. Investment Activity for December 2021 (*Pages 23-24*)

E. Financial Report (*Page 25*)

Recommendation – Approval of the Consent Calendar

7. BOARD AND STAFF REPORTS

- A. Board
- B. General Manager
- C. Staff – staff will be available to provide oral reports and answer any questions
(*Pages 26-38*)
- D. Legal Counsel

8. BOARD COMMITTEES REPORT

- A. Advance Planning Committee Report – The Advance Planning Committee met on February 7, 2022 to discuss the new 5-year plan. Advance Planning Committee Chair Murray will provide a summary of the committee’s meeting.

9. CLOSING COMMENTS

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

10. ADJOURNMENT

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 22-1

A meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, January 10, 2022, via teleconference pursuant to Governor's Executive Orders N-25-20, N-29-20, and N-33-20 and the Contra Costa County Public Health Officer Order No. HO-COVID19-03, and guidance from the CDC to minimize the spread of the coronavirus.

TRUSTEES PRESENT Peggie Howell, President
Peter Pay, Vice President
Daniel Pellegrini, Secretary
Richard Ainsley
Perry Carlston
Warren Clayton
Chris Cowen
Randall Diamond
Jon Elam
Jim Fitzsimmons
James Frankenfield
Jen Hogan
Michael Krieg
James Murray
Jim Pinckney
Darryl Young

TRUSTEES ABSENT Kevin Marker
Thomas Minter

VACANCIES Antioch
Hercules
Richmond
San Pablo

OTHERS PRESENT Paula Macedo, General Manager
Maria Bagley, Administrative Services Manager
Stacy Stark, Human Resources and Risk Manager
Nola Woods, Public Affairs Director
Terry Davis, Program Supervisor
Natalie Martini, Administrative Analyst II
Douglas Coty, Bold Polisner Maddow Nelson & Judson, Legal Counsel
Michael Jarvis, Liebert Cassidy Whitmore, Labor Relations Consultant
Yen Do, SEIU Local 1021, Field Representative

1. CALL TO ORDER

President Howell called the meeting to order at 7:03 p.m.

Roll Call: A roll call indicated that 15 Trustees were present at 7:03 p.m. Trustee Diamond joined the meeting at 7:05 p.m. Two trustees were absent, and there are four vacancies.

Pledge of Allegiance

2.* AUTHORIZATION TO MEET VIA TELECONFERENCE

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

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

3.* AGENDA MANAGEMENT

Agenda was adopted by rule.

4. PUBLIC INPUT ON NON-AGENDA ITEMS – None

5. CONSENT CALENDAR

A. MINUTES – Approval of Minutes of the December 6, 2021 Board of Trustees Special Meeting

B. Approval of expenditures for October 2021 and November 2021, including:

Payroll October 15th check No. 029395

Accounts payable October 15th checks No. 029396 through No. 029403

Payroll October 29th check No. 029404

Accounts payable October 29th checks No. 029405 through No. 029417

Accounts payable November 15th checks No. 029418 through No. 029428

Payroll November 30th checks No. 029429 through No. 029435

Accounts payable Total: \$108,038.03

Payroll Total: \$693.80

C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of October 1, 2021 through November 30, 2021, including:

Payroll October 15th No. D17827 through No. D17855

Payroll October 29th No. D17856 through No. D17889

Payroll November 15th No. D17890 through No. D17923

Payroll November 30th No. D17924 through No. D17964

Accounts payable October 15th No. E02616 through No. E02625

Accounts payable October 29th No. E02626 through No. E02639

Accounts payable November 15th No. E02640 through No. E02646
Accounts payable November 30th No. E02647 through No. E02655
Accounts payable Total: \$244,217.11 Payroll Total: \$339,477.38

- D. Investment Activity for October 2021 and November 2021
- E. Financial Report

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

6. BOARD AND STAFF REPORTS

- A. BOARD – President Howell mentioned the CCMAD Financing Corporation meeting will commence once the regular Board meeting has been adjourned and requested that Trustees remain on the same Zoom link until the CCMAD Financing Corporation meeting has been adjourned.
- B. GENERAL MANAGER – General Manager Macedo noted that she and Public Affairs Director Woods met with the firm contracted by LAFCO to conduct the District’s municipal service review virtually for a kick off meeting. General Manager Macedo stated that the MVCAC annual meeting will remain as an in-person meeting and is following all recommendations and requirements of the Sacramento County’s new health order. MVCAC is taking measures to minimize the risk for those attending the meeting. Lastly, General Manager Macedo introduced the District’s new Human Resources and Risk Manager, Stacy Stark.
- C. STAFF – Administrative Analyst II noted that Trustees may start receiving information sent on behalf of NetFile, regarding the Statement of Economic Interest/Form 700 reports for 2021 annual statements, due April 1, 2022.

Administrative Services Manager Bagley noted the District’s IT Department is in the process of working on a solution to move District servers to the cloud, and the Finance Department is in the process of switching the accounting software from Sage 2018 to Sage 2021 version.

Public Affairs Director Woods updated the Board on the Public Affairs Department’s work to improve the District’s social media presence, with now almost 1,400 Twitter followers, and seeking more Facebook followers now that the District’s page has been updated. She mentioned that all requests for emailed agendas from the website will need to be renewed since they are only valid for one calendar year. Woods also noted that the 2021 Annual Report will be updated and requested Trustees email a photograph of themselves with a solid colored background to be added to the Trustee section of the annual report. Alternatively, she offered to take the pictures herself.

Program Supervisor Davis updated the Board on the properties that were abated during 2021. With the season coming to an end, the District appears to have better

communication with those property owners, who are committed to making the improvements as suggested. He also mentioned that the Operations Department continues to have weekly meetings with Leading Edge regarding the Operations software MapVision, and has scheduled an onsite training session for March 2022.

- D. LEGAL – President Howell asked Legal Counsel Coty if it was possible to streamline or eliminate the Trustee roll call after each action item to simplify the meeting, and if instead it can be asked after the motion and second if there are any “no” votes. Coty responded that the law for teleconferences requires that a roll call vote will be required after every action taken by the Board.

7.* BOARD NOMINATION AND ELECTION OF 2022 OFFICERS FOR BOARD PRESIDENT, VICE PRESIDENT, AND SECRETARY

The eligibility list for each office and the Resolution 20-4, adopting a Revised Procedure for Election Board Officers, were provided.

- ** Motion was made by Trustee Howell and seconded by Trustee Fitzsimmons to nominate Trustee Michael Krieg for 2022 President. *Motion passed unanimously.*

Ayes: Ainsley, Carlston, Clayton, Cowen, Diamond, Elam, Fitzsimmons, Frankenfield, Hogan, Howell, Krieg, Murray, Pay, Pellegrini, Pinckney, Young.

Noes: None

Absent: Marker, Minter

Abstain: None

- ** Motion was made by Trustee Pellegrini and seconded by Trustee Fitzsimmons to nominate Trustee Perry Carlston for 2022 Vice President. *Motion passed unanimously.*

Ayes: Ainsley, Carlston, Clayton, Cowen, Diamond, Elam, Fitzsimmons, Frankenfield, Hogan, Howell, Krieg, Murray, Pay, Pellegrini, Pinckney, Young.

Noes: None

Absent: Marker, Minter

Abstain: None

- ** Motion was made by Trustee Howell and seconded by Trustee Krieg to nominate Trustee Daniel Pellegrini for 2022 Secretary. *Motion passed unanimously.*

Ayes: Ainsley, Carlston, Clayton, Cowen, Diamond, Elam, Fitzsimmons, Frankenfield, Hogan, Howell, Krieg, Murray, Pay, Pellegrini, Pinckney, Young.

Noes: None

Absent: Marker, Minter

Abstain: None

2021 Board President Howell passed the gavel to newly elected 2022 Board President Krieg to continue the meeting.

President Krieg adjourned the meeting for a 5-minute break at 7:35 pm.

Meeting resumed at 7:40 pm.

8.* APPROVAL OF DISTRICT TRUSTEE COMMITTEE MEMBERS FOR 2022

Committee composition was recommended by Board President Krieg and presented for Board approval. The District's primary banking institution, Bank of the West, requests documentation (Board meeting minutes) that officially designates Board members who are on the Executive Committee and can thereby sign District checks.

** Motion was made by Trustee Pellegrini and seconded by Trustee Fitzsimmons to approve the 2022 committee members. *Motion passed 15-1.*

Ayes: Ainsley, Carlston, Clayton, Cowen, Diamond, Fitzsimmons, Frankenfield, Hogan, Howell, Krieg, Murray, Pay, Pellegrini, Pinckney, Young.

Noes: None

Absent: Marker, Minter

Abstain: Elam

9.* BOARD CONSIDERATION AND APPROVAL OF TRUSTEE ATTENDANCE AT THE CSDA SPECIAL DISTRICT LEADERSHIP ACADEMY MODULES

The CSDA Special Leadership Academy Modules are offered virtually: **SDLA Module #1: Governance Foundations**, February 16 & 17, 2022, 9:00 a.m. – 12:00 p.m. each day, **SDLA Module #2: Setting Direction / Community Outreach**, March 9 & 10, 2022, 9:00 a.m. – 12:00 p.m. each day, **SDLA Module #3: Board's Role in Finance and Fiscal Accountability**, April 18 & 19, 2022, 9:00 a.m. – 12:00 p.m. each day, and **SDLA Module #4: Board's Role in Human Resources**, May 4 & 5, 2022, 9:00 a.m. – 12:00 p.m. each day. Board authorization is needed for any Trustees that would like to attend the virtual meetings.

** Motion was made by Trustee Howell and seconded by Trustee Carlston to approve any Trustees requesting attendance to the virtual SDLA Modules. *Motion passed unanimously.*

CLOSED SESSION – 7:47 p.m.

10. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

Agency Negotiators: Paula Macedo, General Manager, Michael Jarvis, LCW, and Randall Diamond, Chair of the Personnel Committee

Titles: All represented employees (SEIU Local 1021)

RETURN TO OPEN SESSION – 8:03 p.m.

REPORT FROM CLOSED SESSION – No reportable action.

11.* MEMORANDUM OF UNDERSTANDING BETWEEN CCMVCD AND SEIU LOCAL 1021

** Motion was made by Trustee Pellegrini and seconded by Trustee Clayton to approve the Memorandum of Understanding between Contra Costa Mosquito & Vector Control District and Local 1021, SEIU, January 1, 2022 – December 31, 2024. *Motion passed unanimously.*

12. CLOSING COMMENTS – 2022 President Krieg requested that Trustees remain on the meeting for the CCMAD Financing Corporation meeting. Krieg thanked 2021 President Howell for her hard work as President and during negotiations for represented staff.

13. ADJOURNMENT – 8:07 p.m.

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

Ayes: _____

Noes: _____

Abstain: _____

Absent: _____

Daniel Pellegrini
2022 Secretary, Board of Trustees

Check Register

Journal Posting Date: 12/10/2021

Register Number: CD-000077

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E02656	12/10/2021	0001072	Mt. Diablo Resource Recovery-Concord					Check Entry Number: 001
			MDRR INVNOV2021 GARB	11/30/2021	602.60	0.00	602.60	
		G/L Account: 505037-00		Utilities Garbage:General				602.60
				Report Total:	602.60	0.00	602.60	
				Printed Check Total:			0.00	
				Electronic Payment Total:			602.60	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
XXXX52	12/15/2021	0000428	IEDA, INC. 23455R	7/1/2021	5,336.50	0.00	5,336.50
							Check Entry Number: 001
			G/L Account: 500108-00	Labor Consultant IEDA:General			5,336.50
XXXX53	12/15/2021	0000455	Contra Costa County Tax Collector 21-170582	9/10/2021	75.00	0.00	75.00
							Check Entry Number: 001
			G/L Account: 505000-00	Assessments & County Fees:General			75.00
XXXX54	12/15/2021	0000557	B & D Trailer Sales, Inc. 163019	12/8/2021	4,022.13	0.00	4,022.13
							Check Entry Number: 001
			G/L Account: 700102-00	Vehicles:General			4,022.13
			163884	12/9/2021	4,022.13	0.00	4,022.13
			G/L Account: 700102-00	Vehicles:General			4,022.13
			163886	12/8/2021	4,022.13	0.00	4,022.13
			G/L Account: 700102-00	Vehicles:General			4,022.13
			163889	12/8/2021	4,022.13	0.00	4,022.13
			G/L Account: 700102-00	Vehicles:General			4,022.13
			Check 029454 Total:		16,088.52	0.00	16,088.52
XXXX55	12/15/2021	0000739	Department of Industrial Relations E 1845503 OA	11/24/2021	225.00	0.00	225.00
							Check Entry Number: 001
			G/L Account: 500115-00	Permits & Fees:General			225.00
XXXX56	12/15/2021	0000814	Staples Business Advantage STAPLES INV349338044	11/24/2021	246.26	0.00	246.26
							Check Entry Number: 001
			G/L Account: 505020-00	Office Supplies - General:General			135.17
			G/L Account: 505021-00	Office Supplies - Janitorial:General			111.09
XXXX57	12/15/2021	0000991	BOLD, POLISNER, MADDOW, NELSON & JUDSON 17766	12/8/2021	675.00	0.00	675.00
							Check Entry Number: 001
			G/L Account: 500110-00	Legal - Counsel General:General			675.00
XXXX58	12/15/2021	0001049	ALSCO 21-NOV	12/1/2021	1,255.48	0.00	1,255.48
							Check Entry Number: 001
			G/L Account: 502021-16	Uniform Rental:Operations			1,255.48
XXXX59	12/15/2021	0001061	KBA DOCUMENT SOLUTIONS, LLC 55Y1232090	12/1/2021	97.19	0.00	97.19
							Check Entry Number: 001
			G/L Account: 504008-00	Printing Supplies:General			97.19
XXXX60	12/15/2021	0001113	Comcast 135858171	12/1/2021	393.41	0.00	393.41
							Check Entry Number: 001
			G/L Account: 505039-00	Utilities Internet:General			393.41
			135858173	12/1/2021	361.64	0.00	361.64
			G/L Account: 505040-00	Utilities Landline:General			361.64
			Check 029460 Total:		755.05	0.00	755.05
XXXX61	12/15/2021	0001117	Concentra 73393510	11/12/2021	270.00	0.00	270.00
							Check Entry Number: 001
			G/L Account: 500113-00	Medical Services - General:General			270.00
			73532850	11/19/2021	185.00	0.00	185.00
			G/L Account: 500113-00	Medical Services - General:General			185.00
			73607121	11/24/2021	185.00	0.00	185.00
			G/L Account: 500113-00	Medical Services - General:General			185.00
			Check 029461 Total:		640.00	0.00	640.00
E02657	12/15/2021	0000015	Health Care Dental Trust ADMIN DENTAL INVJAN2	12/2/2021	1,766.70	0.00	1,766.70
							Check Entry Number: 001
			G/L Account: 600135-00	Dental Insurance - Active Employees Gneral			1,766.70
			OPERATIONS DENTAL IN	12/2/2021	2,935.52	0.00	2,935.52

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		G/L Account: 600136-00		Dental Insurance: Operations			2,935.52
				Check E02657 Total:		4,702.22	4,702.22
				Printed Check Total:			0.00
				Electronic Payment Total:			4,702.22
E02658	12/15/2021	0000193	Brandon French				Check Entry Number: 001
		MILEAGE REIMBURSEMEN		12/10/2021	2.46	0.00	2.46
		G/L Account: 505009-16		Employee - Travel:Operations			2.46
E02659	12/15/2021	0000314	Oppenheimer Investigations Group LLP				Check Entry Number: 001
		1676		11/30/2021	14,184.00	0.00	14,184.00
		G/L Account: 500111-00		Legal - Counsel Labor:General			14,184.00
E02660	12/15/2021	0000335	Concur Technologies, Inc				Check Entry Number: 001
		1.02E+11		12/3/2021	733.82	0.00	733.82
		G/L Account: 504005-00		I.T Subscriptions:General			733.82
E02661	12/15/2021	0000610	Liebert Cassidy Whitmore				Check Entry Number: 001
		206947 207699 207733		10/31/2021	5,478.00	0.00	5,478.00
		G/L Account: 500111-00		Legal - Counsel Labor:General			5,478.00
E02662	12/15/2021	0000714	CDW Government, Inc.				Check Entry Number: 001
		P280075		12/2/2021	5,016.30	0.00	5,016.30
		G/L Account: 505027-00		Service & Leasing Contracts:General			5,016.30
E02663	12/15/2021	0000793	AFLAC				Check Entry Number: 001
		AFLAC INV439605 DEC2		12/11/2021	52.84	0.00	52.84
		G/L Account: 202100-00		Other Disability Insurance - Employee			52.84
E02664	12/15/2021	0000913	Guardian Security Agency				Check Entry Number: 001
		60794		12/2/2021	296.25	0.00	296.25
		G/L Account: 500116-00		Security Service:General			296.25
		60875		12/9/2021	493.75	0.00	493.75
		G/L Account: 500116-00		Security Service:General			493.75
				Check E02664 Total:		790.00	790.00
				Printed Check Total:			0.00
				Electronic Payment Total:			790.00
E02665	12/15/2021	0000925	iSolved Benefit Services				Check Entry Number: 001
		ISOLVED BENEFIT SERV		12/9/2021	80.50	0.00	80.50
		G/L Account: 600175-00		FSA Admin Fee:General			80.50
E02666	12/15/2021	0001028	Red Wing Business Advantage Account				Check Entry Number: 001
		2.02E+13		12/10/2021	275.00	0.00	275.00
		G/L Account: 502017-16		Safety Boots:Operations			275.00
E02667	12/15/2021	0001077	Banksia Landscape, Inc.				Check Entry Number: 001
		11636		12/1/2021	475.00	0.00	475.00
		G/L Account: 500109-00		Landscaping Services:General			475.00
E02668	12/15/2021	0001109	CPS - Cooperative Personnel Services				Check Entry Number: 001
		4555		11/30/2021	7,000.00	0.00	7,000.00
		G/L Account: 500104-00		Consulting - General:General			7,000.00
		879		5/30/2020	110.00	0.00	110.00
		G/L Account: 500104-00		Consulting - General:General			110.00
				Check E02668 Total:		7,110.00	7,110.00
				Printed Check Total:			0.00
				Electronic Payment Total:			7,110.00
E02669	12/15/2021	0011125	CC Real Green Clean				Check Entry Number: 001
		CCM-202112		12/5/2021	1,500.00	0.00	1,500.00
		G/L Account: 500107-00		Janitorial Services:General			1,500.00

Check Register
Journal Posting Date: 12/15/2021
Register Number: CD-000078

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
				Report Total:	65,794.14	0.00	65,794.14
				Printed Check Total:			25,394.00
				Electronic Payment Total:			40,400.14

Check Register

Journal Posting Date: 12/30/2021

Register Number: CD-000079

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
XXXX77	12/30/2021	0000009	Nationwide Retirement Solutions - 457 Plan				Check Entry Number: 001
			NATIONWIDE INVDEC202	12/28/2021	4,150.00	0.00	4,150.00
		G/L Account: 202140-00	457 Deferred Savings Plan				4,150.00
XXXX78	12/30/2021	0000011	Vision Service Plan				Check Entry Number: 001
			VSP INVJAN2022	12/20/2021	619.50	0.00	619.50
		G/L Account: 600140-00	Vision Insurance - Active Employees				619.50
XXXX79	12/30/2021	0000313	Contra Costa Water District				Check Entry Number: 001
			CCWD INV241757	12/22/2021	29.48	0.00	29.48
		G/L Account: 505041-00	Utilities Water:General				29.48
			CCWD INV241758	12/22/2021	331.23	0.00	331.23
		G/L Account: 505041-00	Utilities Water:General				331.23
			Check 029479 Total:		360.71	0.00	360.71
XXXX80	12/30/2021	0000328	PG&E				Check Entry Number: 001
			GAS CHARGES 11/16-12	12/16/2021	1,641.35	0.00	1,641.35
		G/L Account: 505038-00	Utilities Gas:General				1,641.35
			NOVEMBER CHARGES10/2	12/3/2021	869.74	0.00	869.74
		G/L Account: 505036-00	Utilities Electric:General				869.74
			Check 029480 Total:		2,511.09	0.00	2,511.09
XXXX81	12/30/2021	0000336	CCCEAC - Contra Costa County EAC				Check Entry Number: 001
			CCCEAC MEMBERSHIP AP	12/15/2021	125.00	0.00	125.00
		G/L Account: 505003-00	District Membership & Subscription Dues:General				125.00
XXXX82	12/30/2021	0000370	CENTRAL CC SANITARY DISTRICT				Check Entry Number: 001
			ANNUAL SEWER CHARGE	11/30/2021	1,401.75	0.00	1,401.75
		G/L Account: 505043-00	Utilities Sewer:General				1,401.75
XXXX83	12/30/2021	0000373	FP MAILING SOLUTIONS				Check Entry Number: 001
			FP MAILING SOLUTIONS	12/20/2021	155.47	0.00	155.47
		G/L Account: 505023-00	Postage:General				155.47
XXXX84	12/30/2021	0000399	Contra Costa County - Fleet				Check Entry Number: 001
			704524	12/21/2021	7,825.04	0.00	7,825.04
		G/L Account: 502001-16	Automotive - Gasoline:Operations				3,757.82
		G/L Account: 502002-16	Automotive - Repairs:Operations				4,067.22
XXXX85	12/30/2021	0000694	TD Ameritrade Institution				Check Entry Number: 001
			TD AMERITRADE 457 DE	12/28/2021	26,054.06	0.00	26,054.06
		G/L Account: 202140-00	457 Deferred Savings Plan				9,686.66
		G/L Account: 202140-00	457 Deferred Savings Plan				9,221.66
		G/L Account: 202140-00	457 Deferred Savings Plan				26,054.06
XXXX86	12/30/2021	0000696	KBA DOCUMENT SOLUTIONS, LLC				Check Entry Number: 001
			8635101	12/21/2021	205.23	0.00	205.23
		G/L Account: 505027-00	Service & Leasing Contracts:General				205.23
XXXX87	12/30/2021	0000804	Maze & Associates				Check Entry Number: 001
			43293	12/13/2021	781.00	0.00	781.00
		G/L Account: 500101-00	Auditing Services:General				781.00
XXXX88	12/30/2021	0000814	Staples Business Advantage				Check Entry Number: 001
			STAPLES INV349516623	12/15/2021	754.76	0.00	754.76
		G/L Account: 505020-00	Office Supplies - General:General				754.76
			STAPLES INV349526565	12/15/2021	6.96	0.00	6.96
		G/L Account: 505022-00	Office Supplies - Kitchen:General				6.96
			STAPLES INVINV349516	12/15/2021	17.14	0.00	17.14
		G/L Account: 505022-00	Office Supplies - Kitchen:General				17.14
			Check 029488 Total:		778.86	0.00	778.86

Check Register

Journal Posting Date: 12/30/2021

Register Number: CD-000079

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
XXXX89	12/30/2021	0000899	Sun Life Financial					Check Entry Number: 001
			SUN LIFE INVJAN2022	12/20/2021	1,588.73	0.00	1,588.73	
		G/L Account: 202085-00						Employee Voluntary Life Ins - General 518.85
		G/L Account: 600155-00						Life Insurance - General 1,069.88
XXXX90	12/30/2021	0000975	Reliance Standard Life In					Check Entry Number: 001
			RELIANCE LTD123580 I	12/20/2021	578.81	0.00	578.81	
		G/L Account: 600150-00						Disability Insurance - General 578.81
			RELIANCE STD162561 I	12/20/2021	691.79	0.00	691.79	
		G/L Account: 600150-00						Disability Insurance - General 691.79
			Check 029490 Total:		1,270.60	0.00	1,270.60	
XXXX91	12/30/2021	0000981	Colonial Life					Check Entry Number: 001
			4.14E+13	12/13/2021	509.16	0.00	509.16	
		G/L Account: 202100-00						Other Disability Insurance - Employee 602.66
		G/L Account: 202100-00						Other Disability Insurance - Employee 602.66
		G/L Account: 202100-00						Other Disability Insurance - Employee 509.16
XXXX92	12/30/2021	0000992	MVCAC					Check Entry Number: 001
			2002 MVCAC ANNUAL CO	12/17/2021	7,370.00	0.00	7,370.00	
		G/L Account: 505008-10						Employee - Training:Lab 985.00
		G/L Account: 505008-25						Employee - Training:Public Affairs 595.00
		G/L Account: 505008-05						Employee - Training:Administration 815.00
		G/L Account: 505008-16						Employee - Training:Operations 3,435.00
		G/L Account: 505032-00						Trustee - Training:General 1,540.00
XXXX93	12/30/2021	0001088	Verizon Wireless					Check Entry Number: 001
			9894731227	12/10/2021	1,914.07	0.00	1,914.07	
		G/L Account: 505035-00						Utilities Cell Phone:General 1,914.07
XXXX94	12/30/2021	0001117	Concentra					Check Entry Number: 001
			73684474	12/8/2021	268.50	0.00	268.50	
		G/L Account: 500113-00						Medical Services - General:General 185.00
		G/L Account: 500114-00						Medical Services - Pre-Employment:General 83.50
			73779085	12/15/2021	185.00	0.00	185.00	
		G/L Account: 500113-00						Medical Services - General:General 185.00
			CONCENTRA INV7385413	12/22/2021	185.00	0.00	185.00	
		G/L Account: 500113-00						Medical Services - General:General 185.00
			Check 029494 Total:		638.50	0.00	638.50	
E02670	12/30/2021	0000007	SEIU UPE LOCAL 1021-Union Dues					Check Entry Number: 001
			SEIU LOCAL 1021 INVD	12/28/2021	2,134.98	0.00	2,134.98	
		G/L Account: 202150-00						SEIU Local 1021 2,134.98
E02671	12/30/2021	0000010	CalPERS					Check Entry Number: 001
			22-JAN	12/15/2021	63,075.96	0.00	63,075.96	
		G/L Account: 600165-00						CalPers Medical Admin Fee - Active Employees Gener 122.57
		G/L Account: 600170-00						CalPers Medical Admin Fee - Retirees 34.73
		G/L Account: 202050-00						CalPers Medical - Employee Contribution 7,353.98
		G/L Account: 202040-00						CalPers Medical - Employer Contribution 41,672.55
		G/L Account: 202045-00						CalPers Medical - Retiree Contribution 4,017.36
		G/L Account: 600145-00						Medical Insurance - Retirees 9,874.77
E02672	12/30/2021	0000193	Brandon French					Check Entry Number: 001
			153466	12/16/2021	187.66	0.00	187.66	
		G/L Account: 502017-16						Safety Boots:Operations 187.66
E02673	12/30/2021	0000486	Bay Alarm Company					Check Entry Number: 001
			5272224	12/15/2021	281.70	0.00	281.70	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		G/L Account: 500116-00	500116-00	Security Service:General			281.70
			585624	12/15/2021	115.00	0.00	115.00
		G/L Account: 500116-00	500116-00	Security Service:General			115.00
				Check E02673 Total:	396.70	0.00	396.70
				Printed Check Total:			0.00
				Electronic Payment Total:			396.70
E02674	12/30/2021	0000610	Liebert Cassidy Whitmore				Check Entry Number: 001
			209035 209034 209696	11/30/2021	7,510.50	0.00	7,510.50
		G/L Account: 500111-00	500111-00	Legal - Counsel Labor:General			7,510.50
E02675	12/30/2021	0000913	Guardian Security Agency				Check Entry Number: 001
			60995	12/16/2021	493.75	0.00	493.75
		G/L Account: 500116-00	500116-00	Security Service:General			493.75
E02676	12/30/2021	0000956	Waterlogic Americas LLC				Check Entry Number: 001
			WATERLOGIC INV111906	12/24/2021	102.81	0.00	102.81
		G/L Account: 505042-00	505042-00	Water - Drinking:General			102.81
			WATERLOGIC INV112183	12/28/2021	88.80	0.00	88.80
		G/L Account: 505042-00	505042-00	Water - Drinking:General			88.80
				Check E02676 Total:	191.61	0.00	191.61
				Printed Check Total:			0.00
				Electronic Payment Total:			191.61
E02677	12/30/2021	0001036	RKL eSolutions LLC				Check Entry Number: 001
			12769	12/17/2021	6,400.00	0.00	6,400.00
		G/L Account: 500104-00	500104-00	Consulting - General:General			6,400.00
E02678	12/30/2021	0001109	CPS - Cooperative Personnel Services				Check Entry Number: 001
			22-01 HR AND RISK MG	12/23/2021	18,000.00	0.00	18,000.00
		G/L Account: 500104-00	500104-00	Consulting - General:General			18,000.00
				Report Total:	156,649.93	0.00	156,649.93
				Printed Check Total:			58,258.77
				Electronic Payment Total:			98,391.16

Check Register

Journal Posting Date: 1/6/2022

Register Number: CD-000080

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E02679	1/6/2022	0000452	U.S. BANK CORPORATE PAYMENT SYSTEMS					Check Entry Number: 001
			11/22/2021	11/22/2021	13.40	0.00	13.40	
		G/L Account: 504005-00		I.T Subscriptions:General				2.16
		G/L Account: 504005-00		I.T Subscriptions:General				11.24
			11/23/2021	11/23/2021	272.70	0.00	272.70	
		G/L Account: 505009-25		Employee - Travel:Public Affairs				42.50
		G/L Account: 505039-00		Utilities Internet:General				96.87
		G/L Account: 504000-05		Computer Equipment Supplies < \$100:Administration				65.83
		G/L Account: 502015-16		Equipment Small:Operations				67.50
			11/24/2021	11/24/2021	43.47	0.00	43.47	
		G/L Account: 501007-25		Marketing - Design:Public Affairs				12.00
		G/L Account: 504005-25		I.T Subscriptions:Public Affairs				14.00
		G/L Account: 502004-16		Automotive - Supplies:Operations				17.47
			11/25/2021	11/25/2021	14.99	0.00	14.99	
		G/L Account: 504005-16		I.T Subscriptions:Operations				14.99
			11/29/2021	11/29/2021	841.69	0.00	841.69	
		G/L Account: 502013-16		Equipment Repair:Operations				325.90
		G/L Account: 502013-16		Equipment Repair:Operations				325.90
		G/L Account: 502002-16		Automotive - Repairs:Operations				731.98
		G/L Account: 502004-16		Automotive - Supplies:Operations				52.96
		G/L Account: 502002-16		Automotive - Repairs:Operations				56.75
			11/30/2021	11/30/2021	572.83	0.00	572.83	
		G/L Account: 502005-16		Building & Grounds Materials / Supplies:Operations				165.73
		G/L Account: 505023-00		Postage:General				167.20
		G/L Account: 502010-16		Control Materials - Vertebrate:Operations				239.90
			12/1/2021	12/1/2021	527.19	0.00	527.19	
		G/L Account: 503004-10		Lab Equipment:Lab				14.79
		G/L Account: 504005-00		I.T Subscriptions:General				512.40
			12/10/2021	12/10/2021	1,154.78	0.00	1,154.78	
		G/L Account: 502002-16		Automotive - Repairs:Operations				1,154.78
			12/14/2021	12/14/2021	85.90	0.00	85.90	
		G/L Account: 502013-16		Equipment Repair:Operations				70.20
		G/L Account: 505021-00		Office Supplies - Janitorial:General				15.70
			12/18/2021	12/18/2021	15.96	0.00	15.96	
		G/L Account: 504005-25		I.T Subscriptions:Public Affairs				15.96
			12/2/2021	12/2/2021	352.16	0.00	352.16	
		G/L Account: 502011-16		Control Materials - Yellowjacket & Bees:Operations				206.53
		G/L Account: 504000-00		Computer Equipment Supplies < \$100:General				52.65
		G/L Account: 502016-16		Safety & PPE:Operations				52.97
		G/L Account: 502015-16		Equipment Small:Operations				40.01
			12/21/2021	12/21/2021	26.35	0.00	26.35	
		G/L Account: 502019-16		Tools & Instruments:Operations				26.35
			12/3/2021	12/3/2021	2,537.41	0.00	2,537.41	
		G/L Account: 503001-10		Aquaculture:Lab				598.50
		G/L Account: 504004-16		GPS Tracking:Operations				1,517.34
		G/L Account: 502015-16		Equipment Small:Operations				85.00
		G/L Account: 502015-16		Equipment Small:Operations				120.67
		G/L Account: 500115-00		Permits & Fees:General				38.42
		G/L Account: 502010-16		Control Materials - Vertebrate:Operations				177.48
			12/4/2021	12/4/2021	60.44	0.00	60.44	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		G/L Account:	504000-05		Computer Equipment Supplies < \$100:Administration		16.44
		G/L Account:	504005-05		I.T Subscriptions:Administration		44.00
			12/6/2021	12/6/2021	1,863.31	0.00	1,863.31
		G/L Account:	503005-10		Lab Testing:Lab		858.00
		G/L Account:	502016-16		Safety & PPE:Operations		39.84
		G/L Account:	502005-16		Building & Grounds Materials / Supplies:Operations		5.47
		G/L Account:	505008-16		Employee - Training:Operations		720.00
		G/L Account:	505008-10		Employee - Training:Lab		160.32
		G/L Account:	505008-25		Employee - Training:Public Affairs		79.68
			12/7/2021	12/7/2021	2,097.97	0.00	2,097.97
		G/L Account:	502005-16		Building & Grounds Materials / Supplies:Operations		2,097.97
			12/8/2021	12/8/2021	137.74	0.00	137.74
		G/L Account:	502016-16		Safety & PPE:Operations		125.25
		G/L Account:	504009-00		Software:General		12.49
			12/9/2021	12/9/2021	384.65	0.00	384.65
		G/L Account:	502002-16		Automotive - Repairs:Operations		89.53
		G/L Account:	502002-16		Automotive - Repairs:Operations		107.49
		G/L Account:	502016-00		Safety & PPE:General		22.78
		G/L Account:	502015-16		Equipment Small:Operations		164.85
		Check E02679 Total:			11,002.94	0.00	11,002.94
		Printed Check Total:					0.00
		Electronic Payment Total:					11,002.94
		Report Total:			11,002.94	0.00	11,002.94
		Printed Check Total:					0.00
		Electronic Payment Total:					11,002.94

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

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

DATE	CHECK #	AMOUNT OF CHECK	VENDOR & DESCRIPTION
December 15, 2021	XXXX52	\$5,336.50	IEDA, Inc.: Legal/Labor Counsel – Labor Relations
“ “ “	XXXX54	\$16,088.52	B&D Trailer Sales, Inc.: (4) Trailers – 2021 K&S Fabrication
“ “ “	E02658	\$2.46	Brandon French: Staff Mileage Reimbursement
“ “ “	E02659	\$14,184.00	Oppenheimer Investigations Group LLP: Legal/Labor Counsel - Investigation
“ “ “	E02661	\$5,478.00	Liebert Cassidy Whitmore: Professional Legal Services/Labor Counsel
“ “ “	E02668	\$7,110.00	CPS – Cooperative Personnel Services: HR Consulting Services for HR & Risk Manager Position
December 30, 2021	XXXX81	\$125.00	CCCEAC – Contra Costa County EAC: District Membership & Subscription Dues
“ “ “	E02674	\$7,510.50	Liebert Cassidy Whitmore: Professional Legal Services/Labor Counsel
“ “ “	E02678	\$18,000.00	CPS – Cooperative Personnel Services: HR Consulting Services for HR & Risk Manager Position

TRANSACTION ACTIVITY REPORT

Months of December 2021

Transaction Number	Date	Wells Fargo	LAIF	Bank of the West	
	Balance	12/1/2021	215,676.74	7,531,288.17	482,484.13
1	12/8/2021	16,343.13			
2	12/14/2021		(185,000.00)	185,000.00	
3	12/21/2021	4,233,413.82			-
4	12/29/2021	(4,400,000.00)	4,080,000.00		320,000.00
5	12/30/2021	2.60			(553,234.33)
	Balance	65,436.29	11,426,288.17	434,249.80	

Transaction Number & Brief Description

- 1 MISC Deposits Wells Fargo
- 2 Transfer from LAIF to Bank of the West for Payroll & Vendor Checks
- 3 MISC Deposits Wells Fargo & Property Tax Deposit and Wire Transfer Fee
- 4 Transfer from Wells to LAIF & Transfer from LAIF to Bank of the West
- 5 Interest Earned Wells Fargo, Bank of the West clearing of checks from Bank of the West for Payroll & Vendor

I certify that this report reflects all cash transactions and is in conformity with District Policy. The cash flow shown provides sufficient cash flow liquidity to meet the next six months expenditures.

Respectfully submitted,

*Paula Macedo
General Manager*



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

January 18, 2022

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

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

[Tran Type Definitions](#)

Account Number:

December 2021 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
12/14/2021	12/14/2021	RW	1691901	N/A	PAULA MACEDO	-185,000.00
12/22/2021	12/21/2021	RD	1692372	N/A	PAULA MACEDO	4,400,000.00
12/30/2021	12/29/2021	RW	1692816	N/A	PAULA MACEDO	-320,000.00

Account Summary

Total Deposit:	4,400,000.00	Beginning Balance:	7,531,288.17
Total Withdrawal:	-505,000.00	Ending Balance:	11,426,288.17

Contra Costa Mosquito and Vector Control District
FY22 Budget Year

(July 1 2021 - June 30 2022)

Board Packet

	FY22 <i>As of 12/31/21</i>	FY22 Budget	50% of the Year completed YTD FY22 VS Adopted Budget	ADOPTED FY22 VS FY22 \$
Personnel Costs				
Payroll & OT	1,714,031	3,835,140	44.7%	2,121,109
Retirement	1,357,846	1,357,846	100.0%	0
OASDI	97,518	249,284	39.1%	151,766
Medicare	24,013	55,610	43.2%	31,596
Health Insurance (Dental / Vision Etc)	281,527	599,415	47.0%	317,887
Unemployment	1,676	21,168	7.9%	19,491
Disability Ins	6,262	12,482	50.2%	6,221
Other Post Employment Benefits	-	215,000	0.0%	215,000
District Paid Health Retiree Cost & Fees	56,690	94,741	59.8%	38,052
Subtotal Personnel Costs	3,482,874	6,440,686	54.1%	2,957,812
Operational Costs				
Professional Services - Legal includes Settlements	121,487	73,000	166.4%	(48,487)
Professional Services - Building & Grounds Maint	3,106	25,000	12.4%	364,068
Professional Services - All Other	121,544	270,850	44.9%	149,306
Public Affairs	1,126	88,000	1.3%	86,874
Lab Services	18,264	45,421	40.2%	27,157
Information & Technology	28,520	206,200	13.8%	177,680
Operations - Control Materials	25,882	122,500	21.1%	96,618
Operations - Aerial	3,532	20,000	17.7%	16,468
Operation and Facilities - All Other	90,603	634,617	14.3%	544,014
General Office Administration - Insurance	347,277	340,811	101.9%	(6,466)
General Office Administration - Trustee Expense	3,579	15,800	22.6%	12,221
General Office - Research	0	20,000	0.0%	20,000
General Office Administration - Employee Travel & Training	10,632	66,500	16.0%	55,868
General Office Administration - Utilities	30,953	111,400	27.8%	80,447
General Office Administration - All Other	212,511	445,800	47.7%	233,289
Subtotal Operational Cost	1,019,017	2,485,899	41.0%	1,466,882
Capital				
Land				-
Structures and Improvements	0	2,500,000	0.0%	2,500,000
Vehicles	51,842	186,000	27.9%	134,158
Heavy Equipment	0	74,000	0.0%	74,000
Subtotal Capital	51,842	2,760,000	1.9%	2,708,158
Total Expenditures	4,553,733	11,686,584		
Revenues				
Property Taxes	3,402,149	6,538,745	52.0%	3,136,596
Benefit Assessment	1,141,131	2,073,724	55.0%	932,593
Contract Billing	20,724	50,000	41.4%	29,276
Interest Income (LAIF)	15,090	51,265	29.4%	36,175
Medical Reimbursement	0	82,000	0.0%	82,000
Fixed Asset Disposal	5,650	30,600	18.5%	24,950
Miscellaneous	8,262	66,300	12.5%	58,038
Grant Funds:General	0	-	0.0%	-
Subtotal Revenue	4,593,006	8,892,634	51.6%	4,299,628
Estimate Ending Balance	39,273	-2,793,950		
Designated Reserves POLICY FY 22 (July 21 - Jun 22)				
Bond Reserve	-			
Public Health Emergency	2,500,000			
Capital Improvement	2,314,407			
Emergency Reconstruction Response	500,000			
Operations	-			
Vehicle & Equipment Replacement	150,000			
IT Equipment Replacement	200,000			
	5,664,407			

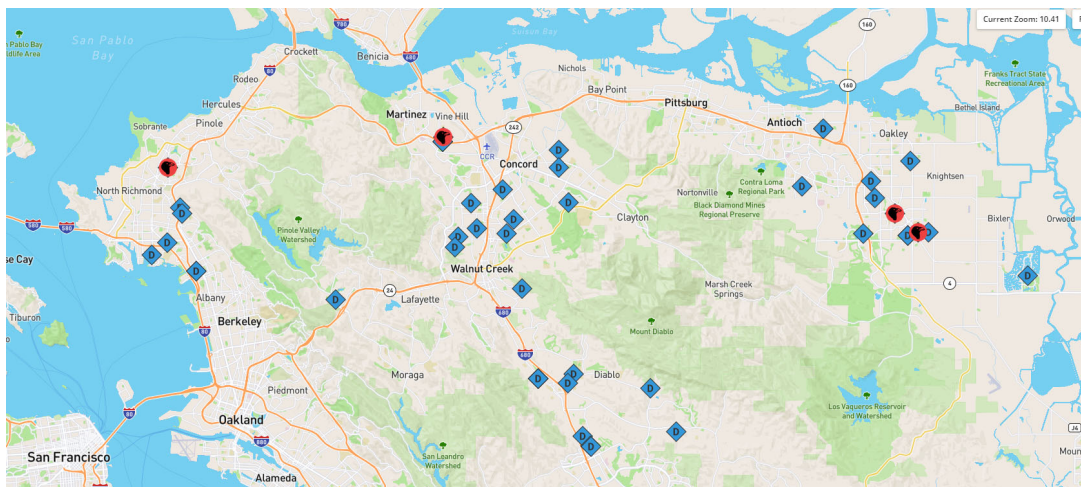
January 2022 Mosquito and Arbovirus Surveillance Report

Updated January 31st by Steve Schutz, Ph.D., Scientific Programs Manager

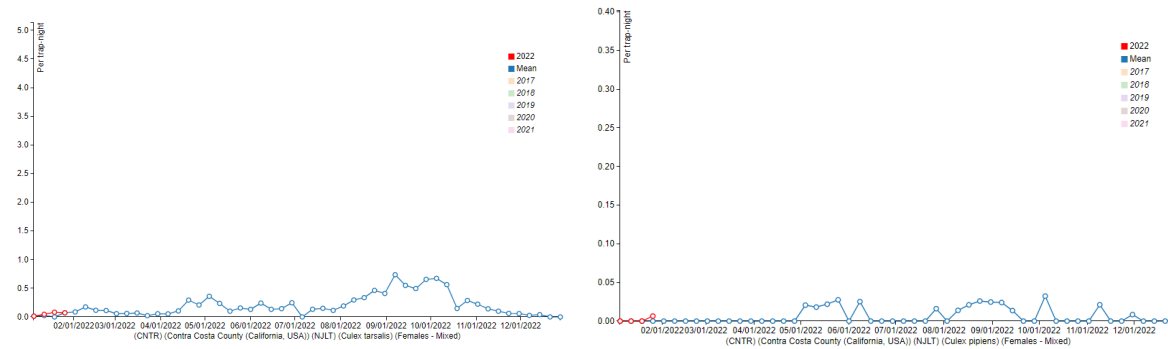
Human cases: 124 symptomatic human cases of WNV, including 13 fatalities, were reported last year as of January 31st (see map at end of report). One locally acquired case and two non-locally acquired cases were reported in Contra Costa county last year.

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

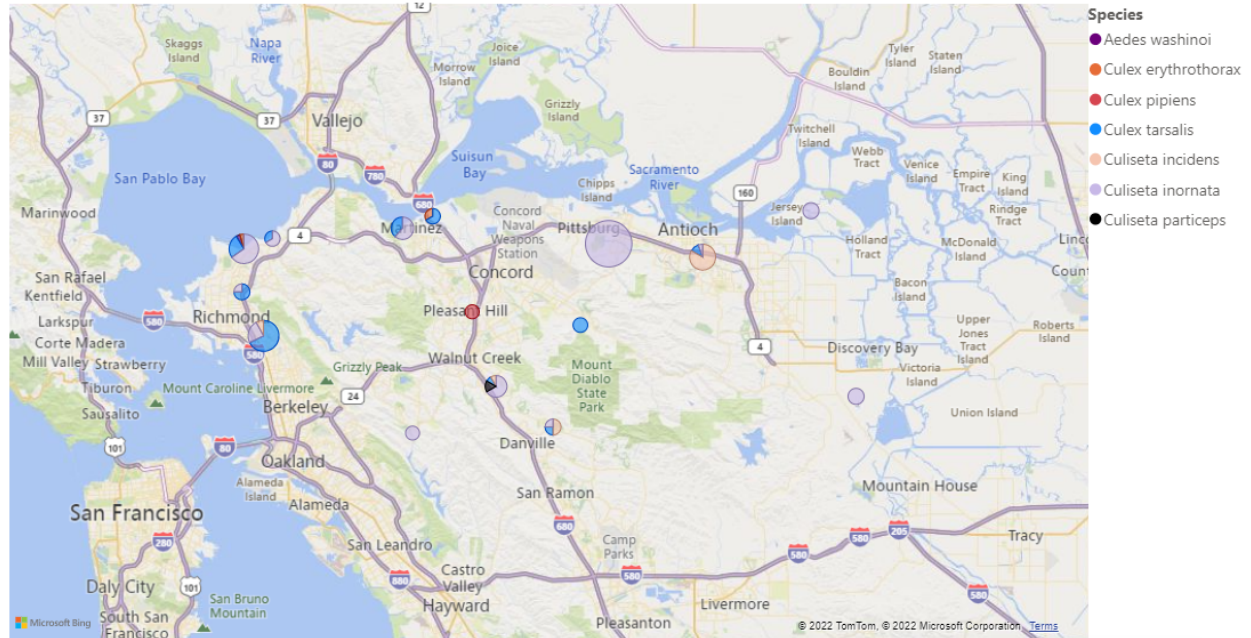
Dead birds: Through December 31st 2021, 392 dead birds had been reported, 37 tested (blue 'D'), four WNV positive (red crow symbols on map). Collection and testing of birds is currently suspended until spring 2022.



Light trap counts: Twenty-three traps are being operated daily year-round, with collections made weekly by field technicians. *Culex tarsalis* and *Culex pipiens* counts are about average for winter, so far.



Trap counts by species



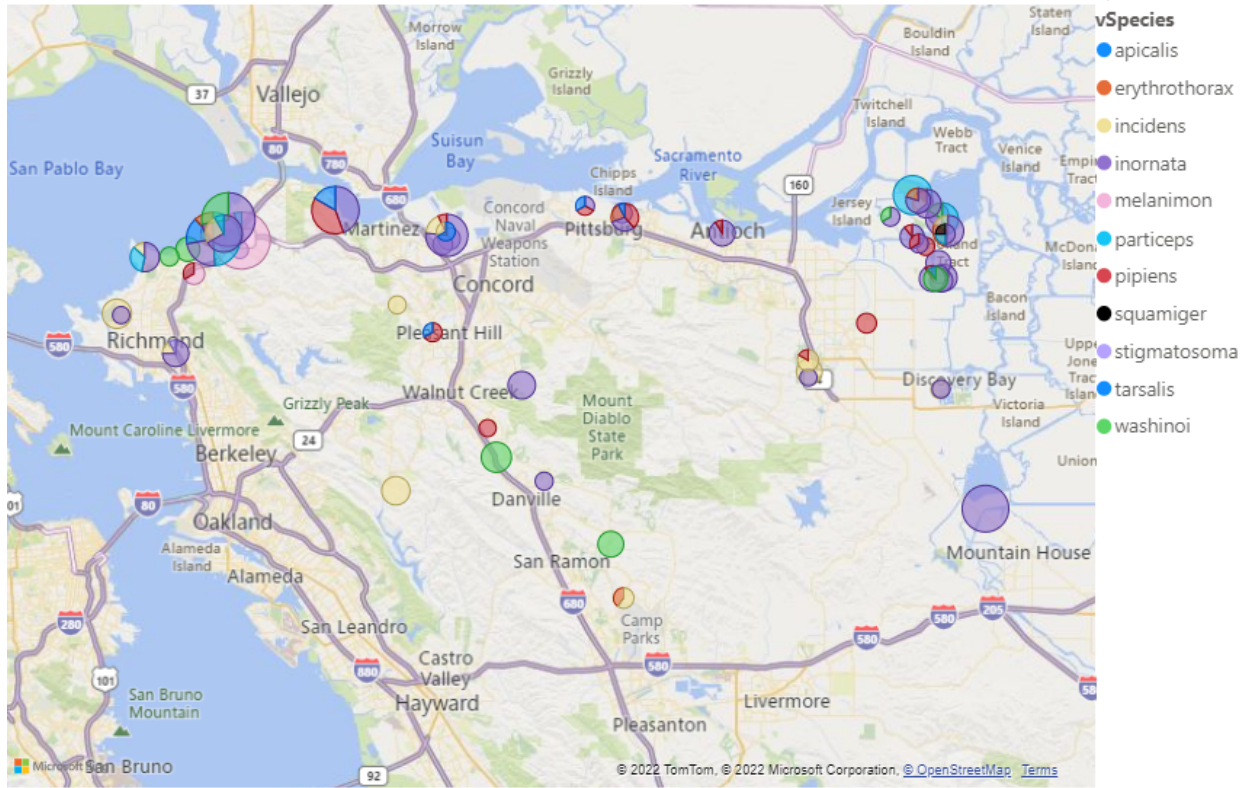
Map showing light trap locations and relative average species counts in 2022

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

Mosquito testing: Mosquito testing is suspended until weekly CO₂ trapping resumes in May or June.

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

Larval Count by vSpecies, Latitude and Longitude



Map showing larval sample locations and relative species counts in 2022 (Jan. 1-31).

Sentinel chickens: Statewide, 90 chickens were seropositive this season, none in Contra Costa County. Our sentinel flocks have been discontinued until April 2022.

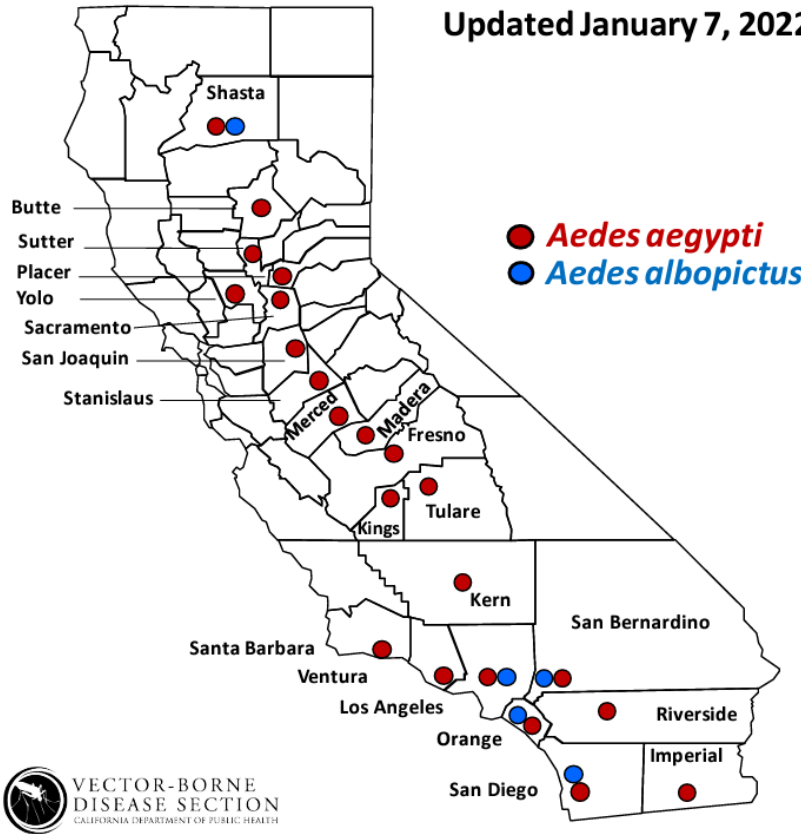
Other projects: Lab staff has collected ticks for CDPH, University of California and University of Nevada-Reno projects on *Rickettsia* and is also providing adult and larval mosquitoes of various species to North Carolina State University for a genetic study on species distribution in North America. We are also continuing to work with Leading Edge staff on developing, refining and learning to work with our new database and field software. Scientific Programs Manager completed a revision of the identification guide to Mosquitoes of California for the MVCAC, to include larvae and adults of invasive *Aedes* species, and it is available online to all member agencies. We are currently collecting high-resolution photographs of key characteristics of California mosquito species, for eventual inclusion in a shared MVCAC photographic library.

Weather conditions: Current average overnight low temperatures are well below the 55 degree incubation threshold for West Nile virus. Rainfall was well above average during fall/early winter but has since tapered off.

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

Aedes aegypti and *Aedes albopictus* Mosquitoes in California by County/City

Updated January 7, 2022

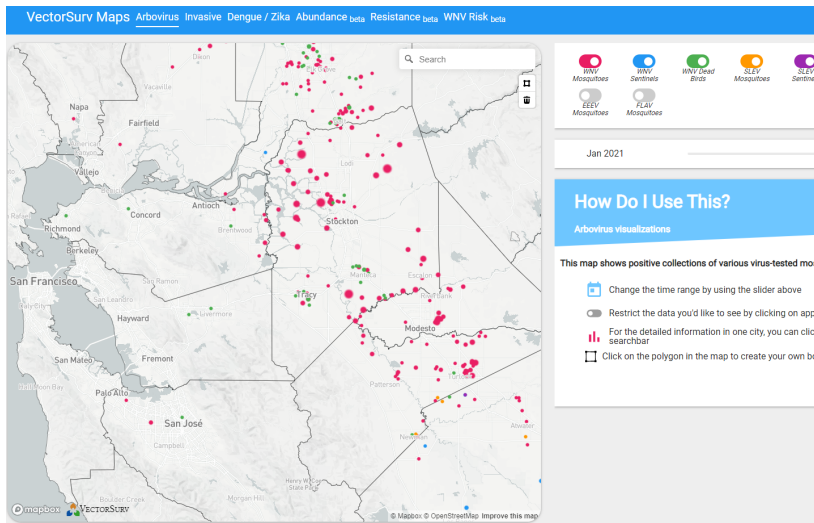


Counties with *Aedes aegypti* only:
 Butte, Fresno, Imperial, Kern, Kings, Madera, Merced, Placer, Riverside, Sacramento, San Joaquin, Santa Barbara, Stanislaus, Sutter, Tulare, Ventura, Yolo

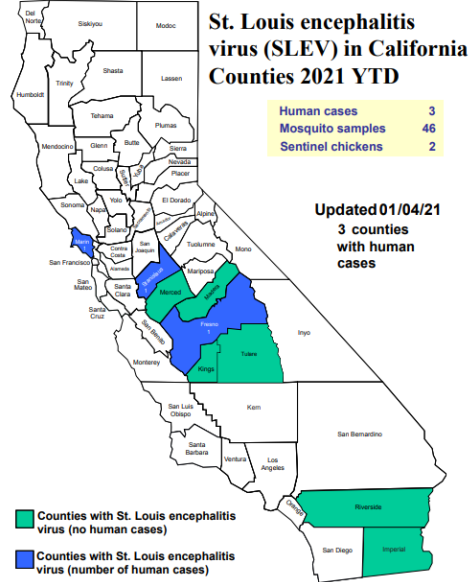
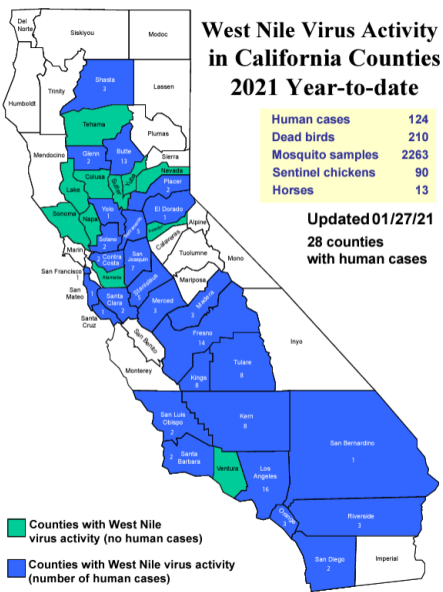
Both *Aedes aegypti* and *Aedes albopictus*:
 Los Angeles, Orange, San Bernardino, San Diego, Shasta

See pages 2 – 8 for *Aedes* detections by city or census-designated place in each county.

Regional: In 2021, West Nile virus activity (positive dead birds and/or mosquito samples) was reported in Sacramento, Yolo and San Joaquin counties, as well as in Contra Costa, Alameda, Solano, Santa Clara, Napa and Sonoma Counties. We saw the typical yearly pattern of ‘spillover’ of virus activity from the Central Valley into the Coastal Region later in the season.



Statewide: 124 symptomatic human cases of WNV were reported in 2021 as of January 31st 2022 (note that the State maps below show human cases by county of residence rather than county of exposure, hence '2' for Contra Costa despite only one case locally acquired). Thirteen equine cases, 210 West Nile virus positive dead birds, 90 seropositive sentinel chickens and 2,263 positive mosquito samples were reported in California, including locations in San Joaquin, Sacramento, Yolo, Solano, Alameda, Santa Clara, Napa and Sonoma Counties. Overall activity was lower than last year and well below the 5-year average. In addition, St. Louis encephalitis virus was detected in 46 Fresno, Tulare, Riverside, Imperial, Stanislaus, Kings, Merced and Madera County mosquito samples and 2 sentinel chickens; human cases were reported in Fresno, Stanislaus and Marin County (probably not locally infected).



Note typos on maps above, should be dated 1/27/22 and 1/04/22

January 2022 Operations Report

Prepared January 31st, 2022 by David Wexler, Terry Davis, and Jeremy Shannon,
Program Supervisors

General: Inspectors and technicians began working on projects in and around District facilities. This includes preparing new trailers for use, annual maintenance and calibration of equipment, thorough cleaning of District vehicles, properly disposing of stored hazardous materials, and various maintenance tasks around the facility. Supervisors have been working on annual appraisals, updates to the annual report, workload evaluations, training calendar, coordinating equipment, Personal Protective Equipment (PPE) and safety needs for employees. We have also been spending time learning the ins and outs of MapVision.

Mosquitoes: In January 2022, we received 24 service requests for mosquitoes and 18 requests for mosquitofish in the county, compared to January 2021, when we responded to 13 service requests for mosquitoes and 7 for mosquitofish. In addition to service requests, technicians and inspectors recorded 1052 inspection activities of known sources, 205 larval surveillance actions, and collected 94 adult trap samples. Mild temperatures in the last few weeks have field personnel on the lookout for *Aedes washinoi* developing in rainwater pools, channels, and seasonal wetlands, finding at least 9 locations where these larvae are present. If not monitored consistently and treated appropriately, a few warm days may result in the adult emergence of this aggressive day-biting species which can be a serious localized pest.

Rodents: In January 2022, we received 59 requests for service for rodents, which is about the same we received in 2021 (58 in January 2021). Rodent inspection training continues in the field with individual inspectors. In addition to service requests, technicians and inspectors recorded 103 rodent inspection activities and continue to evaluate sites within their geographic boundaries for future baiting activities.

Skunks: The number of service requests for skunks in January 2022 (57) was similar to January 2021 (67). Skunks are currently in mating season, and males are aggressively competing for females, often resulting in increased spray events. Females may be entering their gestation period, generally seeking a sheltered location at this time. This results in a seasonal spike in skunk service requests as they sometimes inhabit residential locations for their “den.”

Yellowjackets: Fertilized queens hibernate during colder winter months. Workers and males usually do not survive winter, so at this time of the year, the District does not receive many service requests for yellowjackets. We received 2 requests in January 2022 (3 in January 2021).

January 2022 Public Affairs Report to the Board of Trustees

Prepared January 31st, 2022 by Nola Woods, Public Affairs Director

Presentations & Events

There were no presentations, nor events in January 2022.

Advertising

January 2022 marked the conclusion of the 2021 Advertising Season, through which the District's Public Affairs department continued to focus on raising awareness among Contra Costa County residents about all of the District's services using the Back to Basics campaign.

As the District's advertising strives to focus on vectors specific to season, in January we focused on the vectors of disease or harm that are more prevalent in the cooler months. The District's advertising campaign emphasized information about skunks in January in publications that were delivered to homes across Contra Costa County and in online advertising.



Vendor Targeted	Type of Ad	Locations
Propel	Online Banner	All of Contra Costa County Concluded in January
Mesa Outdoor	Digital Billboard	Highway 4 Corridor (East to Brentwood/West to Concord) Concluded in September
Brentwood Press	Physical Ad	Brentwood, Disco Bay, Oakley, Antioch Concluded in January
Vector Media	Bus Advertising	Concluded in August
Your Town Monthly	Physical and Online Advertising	Danville, Alamo, Blackhawk, San Ramon Concluded in December
Contra Costa Marketplace	Physical (Direct Mail) And Online Ads	Hercules, Rodeo, Pinole, El Sobrante, San Pablo, El Cerrito, and Richmond Concluded in December

Social Media

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

Twitter Activity — Account: @CCMosquito

Yearly Comparisons

January 2022 Twitter Activity

1396 Followers
1 Tweets
392 Impressions
1 Media Engagements
0 Retweets
1 Likes
0 Replies
0 Link Clicks
3 Detail Expands
2 Profile Clicks
2 Profile Visits

January 2021 Twitter Activity

1282 Followers
0 Tweets
1060 Impressions
0 Media Engagements
0 Retweets
0 Likes
0 Replies
0 Link Clicks
0 Detail Expands
0 Profile Clicks
27 Profile Visits

Most Popular @ccmosquito tweet January 13, 2022

87 Impressions
1 Like
5 Detail Expands
2 Profile Clicks
1 Media Engagement



Nextdoor Activity

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

- 176 Recommendations
- Reach: 54 Neighborhoods (Concord & Martinez)
- Reach: 17,176 Neighbors (Concord & Martinez) as of 12/28/21

Facebook Activity — Account: @CCMosquito

January 2022 Facebook Activity

8 Followers
1 Posts
4 People Reached
0 Likes
0 Post Clicks
0 Share
0 Photo View
0 Page Views
0 Page Like
0 Link Click



Most Popular @ccmosquito Facebook Post January 14, 2022

8 Followers
1 Post
4 People Reached



Publications

- **Employee Newsletter**
 - There was no Employee Newsletter sent in January 2022.
- **Mosquito Bytes Newsletter**
 - January 2022 — Winter is Here and So Are the Skunks
 - And Rainwater Dos and Don'ts



- **Total Constant Contact Subscribers**
 - Constant Contact is how the District distributes Mosquito Bytes newsletters, Employee Newsletters, Adult Mosquito Control Notifications, and News Releases.
 - January 2022
 - 2852 Subscribers
 - January 2021
 - 2699 Subscribers

Website:

Terms - Website Statistics

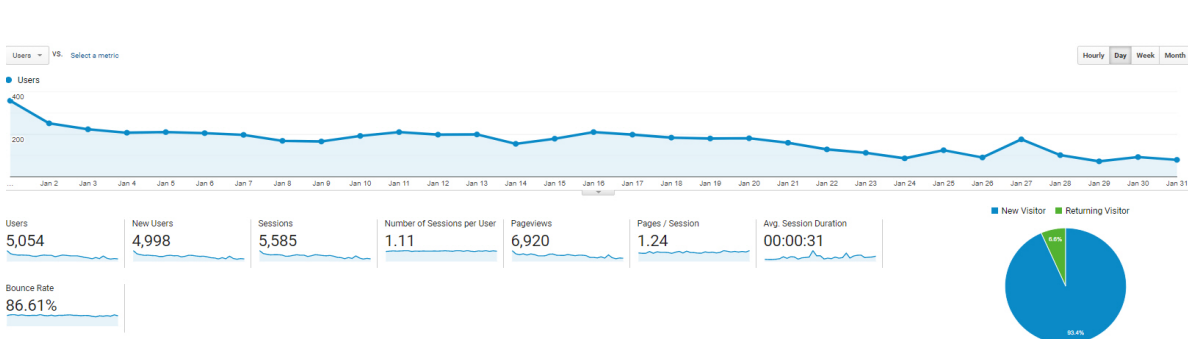
- **Users:** Person visiting the website
- **New Users:** New person who, according the website data, has never visited the website before
- **Sessions:** A group of user interactions with the website that take place within a given time frame.
- **Number of Sessions per User:** The total number of sessions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

Website Statistics

Overview of website visitors (January 1-31, 2022)



Overview of website visitors (January 1-31, 2021)



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

Page	Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate
	10,523 % of Total: 100.00% (10,523)	9,429 % of Total: 100.00% (9,429)	00:02:30 Avg for View: 00:02:30 (0.00%)	8,713 % of Total: 100.00% (8,713)	89.85% Avg for View: 89.85% (0.00%)
1. /rodents_virus_risk.htm	5,547 (52.71%)	5,222 (55.38%)	00:06:17	5,217 (59.88%)	94.19%
2. /index.html	1,146 (10.89%)	892 (9.46%)	00:01:22	821 (9.42%)	57.86%
3. /skunks_jc_2021.htm *	1,004 (9.54%)	981 (10.40%)	00:01:45	981 (11.26%)	98.06%
4. /mites.htm	329 (3.13%)	301 (3.19%)	00:04:31	297 (3.41%)	91.25%
5. /surefire_ways_article.htm	304 (2.89%)	282 (2.99%)	00:03:08	282 (3.24%)	93.26%
6. /service_request.htm	224 (2.13%)	184 (1.95%)	00:03:06	42 (0.48%)	83.33%
7. /agendas_minutes.htm	151 (1.43%)	75 (0.80%)	00:01:24	38 (0.44%)	84.21%
8. /asian_tiger_mosquito.htm	122 (1.16%)	119 (1.26%)	00:10:26	119 (1.37%)	97.48%
9. /rats_mice.htm	110 (1.05%)	98 (1.04%)	00:01:05	84 (0.96%)	58.33%
10. /personnel_comm_agendas_minutes.htm	96 (0.91%)	29 (0.31%)	00:00:30	23 (0.26%)	100.00%

* Online Banner Advertising

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

Page	Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate
	6,920 % of Total: 100.00% (6,920)	6,174 % of Total: 100.00% (6,174)	00:02:08 Avg for View: 00:02:08 (0.00%)	5,585 % of Total: 100.00% (5,585)	86.61% Avg for View: 86.61% (0.00%)
1. /rodents_virus_risk.htm	2,656 (38.38%)	2,524 (40.88%)	00:06:11	2,522 (45.16%)	95.24%
2. /thrive_sk_20.htm *	1,482 (21.42%)	1,268 (20.54%)	00:01:05	1,268 (22.70%)	84.54%
3. /index.html	652 (9.42%)	491 (7.95%)	00:00:59	448 (8.02%)	47.32%
4. /surefire_ways_article.htm	184 (2.66%)	182 (2.95%)	00:03:32	182 (3.26%)	98.90%
5. /mites.htm	180 (2.60%)	171 (2.77%)	00:05:06	169 (3.03%)	94.67%
6. /service_request.htm	169 (2.44%)	140 (2.27%)	00:03:10	38 (0.68%)	76.32%
7. /skunks.htm	110 (1.59%)	98 (1.59%)	00:04:37	93 (1.67%)	80.65%
8. /agendas_minutes.htm	109 (1.58%)	74 (1.20%)	00:02:25	43 (0.77%)	90.70%
9. /covid_19.htm	102 (1.47%)	83 (1.34%)	00:01:50	16 (0.29%)	100.00%
10. /rats_mice.htm	70 (1.01%)	60 (0.97%)	00:01:05	52 (0.93%)	50.00%

* Online Banner Advertising

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

Device Category	Acquisition			Behavior		
	Users	New Users	Sessions	Bounce Rate	Pages / Session	Avg. Session Duration
	7,894 % of Total: 100.00% (7,894)	7,781 % of Total: 100.01% (7,780)	8,713 % of Total: 100.00% (8,713)	89.85% Avg for View: 89.85% (0.00%)	1.21 Avg for View: 1.21 (0.00%)	00:00:31 Avg for View: 00:00:31 (0.00%)
1. mobile	5,491 (69.80%)	5,447 (70.00%)	6,132 (70.38%)	91.98%	1.12	00:00:28
2. desktop	2,152 (27.35%)	2,114 (27.17%)	2,339 (26.84%)	84.31%	1.45	00:00:40
3. tablet	224 (2.85%)	220 (2.83%)	242 (2.78%)	89.67%	1.19	00:00:32

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

Device Category	Acquisition			Behavior		
	Users	New Users	Sessions	Bounce Rate	Pages / Session	Avg. Session Duration
	5,054 % of Total: 100.00% (5,054)	4,999 % of Total: 100.02% (4,998)	5,585 % of Total: 100.00% (5,585)	86.61% Avg for View: 86.61% (0.00%)	1.24 Avg for View: 1.24 (0.00%)	00:00:31 Avg for View: 00:00:31 (0.00%)
1. mobile	3,093 (61.20%)	3,072 (61.45%)	3,444 (61.67%)	91.90%	1.12	00:00:28
2. desktop	1,780 (35.22%)	1,752 (35.05%)	1,947 (34.86%)	77.09%	1.43	00:00:35
3. tablet	181 (3.58%)	175 (3.50%)	194 (3.47%)	88.14%	1.36	00:00:47

Customer Service Program

- **Physical survey cards**
 - 30 cards (when possible) are sent out each week year-round to county residents at random.
 - The postage paid cards are sent two weeks after the initial service request.
- **“Contact Us” form via the District website**
 - Residents can provide questions, comments, and concerns at any time via [the District website](#) and messages are received in real time.
 - The Public Affairs staff review all incoming online comments from residents and respond as deemed appropriate.
- **Examples of Online “Contact Us” submitted comments**
 - None received in January
- **Examples of January 2022 Survey Card Responses:**

“Tech was very helpful (Steve Fisher) - he exceeded my expectations.”

“Very nice man who had brown hair. I forget his name. He was 5’10” tall.”

“I don’t recall the name of the gentleman who helped us but he was very nice.”

January Administration Department Report

Prepared February 2, 2022 by Maria Bagley, Administrative Services Manager

- **Beginning of the year means lots of administrative work...**
The Administration department worked through getting all employees and trustees W2s, along with tax filings, to close the quarter with both the state and federal agencies. District staff created new auditing checks and balances for the W2 process and added the retirement contribution to the W2. Adding the mandatory retirement contribution is not a required field but is considered a better business practice. We have also completed 1099 for vendors and the distribution 457 accounts.
- **COVID -19**
The Administration department reviewed the new CalOsha regulations on the workplace COVID Prevention Plan, and updated our internal policies and procedures, and met with staff to give training on the updates.
- **IT & Software**
IT and Front office have completed the upgrade of our accounting software from Sage 2018 to Sage 2021. Front office went live with the 2021 software, advanced version which has enhanced security.

Leading Edge (Mapvision) will be onsite for training in March. This will be a District-wide training, including technicians and front office staff.
- **Human Resources & Benefits**
Human Resources and Risk Manager Stacy Stark has been with the District for a little over a month now. She has worked on goal setting, performance appraisals and making sure employees understand the MOU and Employee Handbook.

Front office is continuing the process of the 457 conversion with weekly meetings. The goal is to launch with the new provider, Empower, by early April 2022.
- **General**
The District has started to dispose of records based on the approved record retention policy. The District is still continuing to digitalize all records and files and to look for ways to make our work more efficient.