



BOARD OF TRUSTEES
MEETING
****MONDAY, JULY 11, 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 Vacant • Hercules DAMIAN WONG • Lafayette JAMES FITZSIMMONS • Moraga JAMES FRANKENFIELD • Orinda KEVIN MARKER • Pinole WARREN CLAYTON
Pittsburg RICHARD AINSLEY, PhD • Pleasant Hill JENNIFER HOGAN • Richmond Vacant • San Ramon PETER PAY • San Pablo Vacant • Walnut Creek JAMES MURRAY

AGENDA

1. CALL TO ORDER

- Roll Call
- Pledge of Allegiance

2.* AUTHORIZATION TO MEET VIA TELECONFERENCE

- A. Authorization to Meet Via Teleconference Pursuant to Government Code Section 54953, Subdivision (e)(1)(C) – Consider finding by a majority of vote under Gov. Code 54953 (e)(3) that, as result of the COVID-19 emergency, 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

Peter Pay, for 5 years of service

6.* CONSENT CALENDAR

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

- A. Minutes of the June 13, 2022 Board of Trustees Special Meeting
- B. Expenditures for May 2022
- C. Payroll Expenditures May 2022
- D. Investment Activity for May 2022
- E. Financial Report

7. BOARD AND STAFF REPORTS

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

8. MOSQUITO AND VECTOR SURVEILLANCE AND CONTROL ASSESSMENT – FISCAL YEAR 2022-2023 ENGINEER’S REPORT

- i.** Consider approval of the Mosquito and Vector Control Assessment, Fiscal Year 2022-23 Engineer’s Report.

- ii.** Consider approval of Board Resolution 22-2 to continue the Mosquito and Vector Control Assessment for the benefit of four zones and to continue financing the project by continued assessment upon property within the District.

9. CONSIDER APPROVAL OF SIDE LETTER TO THE 2022-2024 MOU BETWEEN THE DISTRICT AND THE REPRESENTED EMPLOYEES (SEIU 1021)

10. BOARD COMMITTEE REPORTS

- A. Audit Committee Report
- B. Executive Committee Report
- C. Budget Committee Report – Trustee Pay, Chair of the Budget Committee, will report on the meeting held on July 11, 2022.

- i*.* Consider approval of proposed Budget for FY 2022-2023

CLOSED SESSION

11. GENERAL COUNSEL PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

12. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

Title: General Manager

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

Agency Negotiator: Michael Krieg, Board President
Unrepresented Employee: General Manager

RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSION

14. * BOARD CONSIDERATION OF APPROVAL OF AGREEMENT FOR LEGAL SERVICES WITH BARTKIEWICZ, KRONICK & SHANAHAN

15. * BOARD CONSIDERATION OF APPROVAL OF AMENDMENT OF CONTRACT WITH GENERAL MANAGER, DR PAULA MACEDO

Title: General Manager

16. CLOSING COMMENTS

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

17. ADJOURNMENT

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

Natalie Martini, Administrative Analyst II

Date

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

JULY 11, 2022 BOARD MEETING STAFF REPORT

1. No comment

2.* **AUTHORIZATION TO MEET VIA TELECONFERENCE**

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

BACKGROUND AND STATUS:

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

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

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 June 30, 2022, 73.1 % of Californians are fully vaccinated.

Those who become infected with COVID-19 are at risk of serious illness and death. As of June 29, 2022, approximately 1.01 million Americans have died from the virus. Many more have been hospitalized with serious illness. Currently, in Contra Costa County, there are 6,249 active COVID-19 cases and 89 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. Having the option to attend the 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.

In order to accommodate the requests from some Trustees who desire to attend in-person, the District is opening the Board room for a limited number of Trustees to participate in-person.

Trustees may attend in-person if they wish to do so, while others may continue to participate remotely. The District has documented the vaccination status of Trustees and a pre-meeting health screening checklist for in person attendees will also be required. The number of in-person attendees will also be limited to ensure appropriate social distancing is maintained per County Health Officer recommendations. Since these measures are not practically enforceable for public attendees and allowing public attendees would make contact tracing (in the event of an attendee's testing positive for the virus) impossible, the Boardroom will remain closed to the public at this time.

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

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

3.* AGENDA MANAGEMENT – Consider order of items.

4. PUBLIC INPUT ON NON-AGENDA ITEMS

5. PRESENTATION
Peter Pay, for 5 years of service

6.* CONSENT CALENDAR

A. Minutes of the June 13, 2022 Board of Trustees Meeting (**Pages 9-13**). Approval of Minutes 22-5 Board Meeting held on June 13, 2022.

B. Check Expenditures for payroll & accounts payable for May 2022 (**Pages 14-23**) – Approval of expenditures of May 1, 2022 through May 31, 2022 including:
Accounts payable May 13th checks No. XXXX05 through No. XXXX24
Payroll May 13th check No. XXXX25 through No. XXXX31
Accounts payable May 31st checks No. XXXX32 through No. XXXX43

Accounts Payable Total: \$163,818.226 Payroll Total: \$601.46

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

Payroll May 13th No. D000018351 through No. D000018381
Accounts payable May 13th E000002754 through E000002763
Payroll May 31st No. D000018382 through No. D000018418
Accounts payable May 31st E000002764 through E000002773

Accounts Payable Total: \$113,472.29 Payroll Total: \$161,931.70

D. Investment Activity for May 2022 (*Pages 24-25*)

E. Financial Report (*Pages 26-29*)

Recommendation – Approval of the Consent Calendar

7. BOARD AND STAFF REPORTS

A. Board

B. General Manager

C. Staff – staff reports have been submitted and staff will be present to answer any questions (*Pages 30-47*)

D. Legal Counsel

8. MOSQUITO AND VECTOR SURVEILLANCE AND CONTROL ASSESSMENT – FISCAL YEAR 2022-2023 ENGINEER’S REPORT

*i. ** Consider approval of the Mosquito and Vector Control Assessment, Fiscal Year 2022-23 Engineer’s Report (attached)- Each year the Board determines whether to continue the mosquito and vector control project adopted by Board Resolution 96-5 and the assessments levied pursuant to Board Resolution 96-5, as updated by the Engineer’s report. Mr. Ed Espinoza, from Francisco & Associates, will be present to give an overview of the Engineer’s Report for Contra Costa Mosquito and Vector Benefit Assessment District, Fiscal Year 2022-2023.

Recommendation – Approval of item *i*

*ii. ** Consider approval of Board Resolution 22-2 to continue the Mosquito and Vector Control Assessment for the benefit of four zones and to continue financing the project by continued assessment upon property within the District. (*Pages 48-49*)

Recommendation – Approval of item *ii*.

9. CONSIDER APPROVAL OF SIDE LETTER TO THE 2022-2024 MOU BETWEEN THE DISTRICT AND THE REPRESENTED EMPLOYEES (SEIU 1021) – in light of unprecedented inflation, the District reached out to SEIU 1021 to meet and confer and provide an extra salary adjustment. General Manager Paula Macedo and Michael Jarvis, LCW, met with SEIU 1021 field Representative Yen Do and shop steward Heidi Budge on June 16, 2022. If approved, the proposed 2% salary adjustment will be effective July 1, 2022. (*Page 50*)

Recommendation – Pleasure of the Board.

10. BOARD COMMITTEE REPORTS

A. Audit Committee Report – Trustee Fitzsimmons, Chair of the Audit Committee will report on the meeting held on June 14, 2022

- B. Executive Committee Report – Trustee Krieg, Board President and Chair of the Executive Committee will report on the meeting held on June 27, 2022
- C. Budget Committee Report – Trustee Pay, Chair of the Budget Committee, will report on the meeting held on July 11, 2022 and provide the committee’s recommendation for the proposed FY 2022-2023 Budget.
 - i. Consider approval of proposed Budget for FY 2022-2023 (*Pages 26-29*)

Recommendation – Approve the proposed Budget for FY 2022-2023

CLOSED SESSION

11. GENERAL COUNSEL PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

12. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

Title: General Manager

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

Agency Negotiator: Michael Krieg, Board President
Unrepresented Employee: General Manager

RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSION

14. * BOARD CONSIDERATION OF APPROVAL OF AGREEMENT FOR LEGAL SERVICES WITH BARTKIEWICZ, KRONICK & SHANAHAN (*Pages 51-53*)

15. * BOARD CONSIDERATION OF APPROVAL OF AMENDMENT OF CONTRACT WITH GENERAL MANAGER, DR PAULA MACEDO

Title: General Manager

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

17. ADJOURNMENT

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 22-6

A special meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, June 13, 2022, via teleconference.

TRUSTEES PRESENT	Michael Krieg, President Perry Carlston, Vice President Daniel Pellegrini, Secretary Richard Ainsley Chris Cowen Randall Diamond Jon Elam Jim Fitzsimmons James Frankenfield Jennifer Hogan Peggie Howell Kevin Marker James Murray Peter Pay Jim Pinckney Damian Wong Darryl Young
TRUSTEES ABSENT	Warren Clayton
VACANCIES	Antioch El Cerrito Richmond San Pablo
OTHERS PRESENT	Paula Macedo, General Manager Natalie Martini, Administrative Analyst II Stacy Stark, Human Resources & Risk Manager Doug Coty, Bold Polisner Maddow Nelson & Judson, Legal Counsel

1. CALL TO ORDER

Vice President Krieg called the meeting to order at 7:00 p.m.

Roll Call: A roll call indicated that 17 Trustees were present, one Trustee was 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 Ainsley 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 May 9, 2022 Board of Trustees Meeting
- B. Approval of expenditures of April 2022, including:
 - Accounts payable April 20th checks No. XXXX82 through No. XXXX91
 - Payroll April 29th check No. XXXX92 through No. XXXX97
 - Accounts payable April 29th checks No. XXXX98 through No. XXXX04
 - Accounts Payable Total: \$47,651.83 Payroll Total: \$514.10
- C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of April 1, 2022 through April 30, 2022, including:
 - Payroll April 4th No. D000018279
 - Payroll April 15th No. D000018280 through No. D000018311
 - Payroll April 29th No. D000018312 through No. D000018350
 - Accounts payable April 7th E000002735
 - Accounts payable April 14th E000002736
 - Accounts payable April 20th E000002737 through E000002743
 - Accounts payable April 21st E000002744
 - Accounts payable April 29th E000002745 through E000002753
 - Accounts Payable Total: \$123,603.70 Payroll Total: \$172,163.22
- D. Investment Activity for April 2022
- E. Financial Report

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

6. BOARD AND STAFF REPORTS

- A. BOARD – President Krieg provided an update from the June 6, 2022 Executive Committee meeting, which is detailed below under item 11.C. He also mentioned that Trustees should have received the General Manager’s evaluation form, which will be discussed at the next Executive Committee meeting, as well as the July

regular Board Meeting. President Krieg mentioned he had only received a handful of evaluation forms returned to him and requested that Trustees prioritize returning the forms as soon as possible so he can get started on the General Manager's evaluation.

- B. GENERAL MANAGER – General Manager Macedo mentioned that she had reviewed the final draft of the Municipal Service Review from LAFCO and that they will be submitting the report for approval by the LAFCO Board at a future meeting. General Manager Macedo and Administrative Analyst II Martini have been gathering all the requested documents for the auditors for FY21/22 audit, which is scheduled to start in August. The Audit Committee will be meeting on June 14, 2022, to discuss the scope of the audit for FY21/22 with the auditing firm, Maze & Associates.
- C. STAFF – Reports were submitted in the packet. Trustee Young asked for clarification regarding the irrigation practices and compliance of Western Farms with the abatement. General Manager Macedo mentioned that District Staff has continued to work with Western Farms on their irrigation practices, but because that property is a very large parcel, complete compliance will take longer to achieve. Staff has increased communications with Western Farms to make sure it does not become a mosquito production issue now that temperatures are higher. Trustee Young also thanked staff for the repair work to the District office based on the photographs provided during the staff reports and appreciated the photographs to get a better understanding of what is going on at the District while Trustees remain meeting via teleconference.
- D. LEGAL – None

7.* APPROVAL OF UPDATED DISTRICT TRUSTEE COMMITTEE MEMBERS FOR 2022 - The District's Committee list has been updated to include Trustee Wong's selection.

** Motion was made by Trustee Pellegrini and seconded by Trustee Fitzsimmons to approve the updated 2022 committee members. *Motion passed unanimously.*

CLOSED SESSION – 7:16 p.m.

8. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6 TO REVIEW THE DISTRICT'S POSITION ON SALARY FOR REPRESENTED EMPLOYEES

Agency Negotiators: Paula Macedo, General Manager, and Perry Carlston, Chair of the Personnel Committee

Employee Group: All represented employees (SEIU 1021)

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

Agency Negotiators: Paula Macedo, General Manager, and Perry Carlston, Chair of the Personnel Committee

Title: Administrative Analyst II

10. GENERAL COUNSEL PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

RETURN TO OPEN SESSION – 8:05 p.m.

REPORT FROM CLOSED SESSION – No reportable action

11. BOARD COMMITTEE REPORTS

- A. **Budget Committee Report** – Trustee Pay, Chair of the Budget Committee, reported that the committee met on May 19, 2022 and reviewed the preliminary budget presented by General Manager Macedo for fiscal year 2022-2023. One major change from the prior budget is the building remodel project, where staff has reevaluated the timing of the building remodel and found no immediate need for a complete building remodel during fiscal year 2022-2023, although the budget does include funds for architectural fees and permits. At the next meeting, the Budget Committee will need to consider payroll costs with the preliminary budget based on items discussed after the meeting.
- B. **Personnel Committee Report** – Trustee Carlston, Chair of the Personnel Committee reported the committee met on May 23, 2022 and reviewed the CPI cost of living adjustment for unrepresented staff and the proposed differential for Administrative Analyst II – with the extended absence of the Administrative Services Manager and the Administrative Analyst I, the Administrative Analyst II has taken on additional responsibilities to cover for those absences. In recognition for unusual competencies, circumstances, and increased complexity of the work, the committee is recommending the addition of a pay differential to the Administrative Analyst II base salary.
- ** A motion was made by Trustee Pellegrini and seconded by Trustee Ainsley to approve a 10% differential pay for the Administrative Analyst II for the duration of the absences of the Administrative Services Manager and Administrative Analyst I. *Motion passed unanimously.*
- C. **Executive Committee Report** – President Krieg provided an update from the June 6, 2022 Executive Committee meeting. The committee discussed the legal invoices and believe that General Manager Macedo has been handling the matters with legal appropriately. During that meeting the committee also discussed the process for trustees to communicate concerns and the committee agreed to two options for future questions of that type: (1) ask the Executive Committee to look into such issues, or (2) ask for the discussion to be considered as an item on the agenda to an

upcoming Board meeting. In addition, President Krieg noted that the Trustee Manual states that the Board President should be an ex-officio member of all committees of the Board, being able to participate in closed sessions, vote and count as a member for attendance and quorum purposes.

12. CLOSING COMMENTS – Trustee Howell commented that the Board should have a policy providing the General Manager with authority to make decisions on salary differentials for staff working out of classification and suggested making it a future Board meeting agenda item for the Board to consider.

13. ADJOURNMENT – 8:15 p.m.

I certify the above minutes were approved as read or corrected at the meeting of the Board held on July 11, 2022.

Ayes: _____

Noes: _____

Abstain: _____

Absent: _____

Daniel Pellegrini
2022 Secretary, Board of Trustees

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
xxxxxxx05	5/13/2022	0000313	Contra Costa Water District				Check Entry Number: 001
			J368564	4/26/2022	29.38	0.00	29.38
		G/L Account:	505041-00	Utilities Water:General			29.38
			J368565	4/26/2022	377.04	0.00	377.04
		G/L Account:	505041-00	Utilities Water:General			377.04
			Check 000029605 Total:		406.42	0.00	406.42
xxxxxxx06	5/13/2022	0000324	Diablo Trophies & Awards				Check Entry Number: 001
			17055	5/1/2022	53.53	0.00	53.53
		G/L Account:	505004-00	Employee - Development:General			53.53
xxxxxxx07	5/13/2022	0000328	PG&E				Check Entry Number: 001
			APR-22	5/3/2022	27,211.48	0.00	27,211.48
		G/L Account:	505036-00	Utilities Electric:General			27,211.48
xxxxxxx08	5/13/2022	0000363	S & J Advertising				Check Entry Number: 001
			182853	4/27/2022	1,950.00	0.00	1,950.00
		G/L Account:	501003-25	Marketing - Advertisement Print:Public Affairs			1,950.00
xxxxxxx09	5/13/2022	0000365	Contra Costa Marketplace, Inc.				Check Entry Number: 001
			0722-001	7/1/2022	2,490.00	0.00	2,490.00
		G/L Account:	501003-25	Marketing - Advertisement Print:Public Affairs			2,490.00
xxxxxxx10	5/13/2022	0000386	US POSTAL SERVICE CMRS-FP				Check Entry Number: 001
			APR-22	5/5/2022	1,000.00	0.00	1,000.00
		G/L Account:	505023-00	Postage:General			1,000.00
xxxxxxx11	5/13/2022	0000424	CA Dept of Public Health				Check Entry Number: 001
			2022	5/9/2022	4,152.00	0.00	4,152.00
		G/L Account:	505008-16	Employee - Training:Operations			2,941.00
		G/L Account:	505008-10	Employee - Training:Lab			692.00
		G/L Account:	505008-25	Employee - Training:Public Affairs			346.00
		G/L Account:	505008-05	Employee - Training:Administration			173.00
xxxxxxx12	5/13/2022	0000600	Veseris (ES OPCO USA LLC)				Check Entry Number: 001
			IN-0434907	4/24/2022	2,593.17	0.00	2,593.17
		G/L Account:	502008-16	Control Materials - Mosquito Larviciding:Operation			2,593.17
			IN-482396	5/6/2022	12,830.65	0.00	12,830.65
		G/L Account:	502008-16	Control Materials - Mosquito Larviciding:Operation			12,830.65
			Check 000029612 Total:		15,423.82	0.00	15,423.82
xxxxxxx13	5/13/2022	0000608	ADAPCO, Inc.				Check Entry Number: 001
			130769	3/18/2022	503.32	0.00	503.32
		G/L Account:	502008-16	Control Materials - Mosquito Larviciding:Operation			503.32
xxxxxxx14	5/13/2022	0000690	Associated Business Machi				Check Entry Number: 001
			INV20210357	4/29/2022	149.00	0.00	149.00
		G/L Account:	505020-00	Office Supplies - General:General			149.00
xxxxxxx15	5/13/2022	0000870	The Californian				Check Entry Number: 001
			537923	5/5/2022	16,000.00	0.00	16,000.00
		G/L Account:	501002-25	Marketing - Advertisement Online:Public Affairs			16,000.00
xxxxxxx16	5/13/2022	0000930	Kings III of America, Inc.				Check Entry Number: 001
			2201048	5/1/2022	141.00	0.00	141.00
		G/L Account:	505027-00	Service & Leasing Contracts:General			141.00
xxxxxxx17	5/13/2022	0000991	BOLD, POLISNER, MADDOW, NELSON & JUDSON				Check Entry Number: 001
			18630	5/5/2022	922.50	0.00	922.50
		G/L Account:	500110-00	Legal - Counsel General:General			922.50
xxxxxxx18	5/13/2022	0001038	Brentwood Press & Publish				Check Entry Number: 001
			13113	5/9/2022	7,904.00	0.00	7,904.00

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
xxxxxxx19	5/13/2022	0001040	G/L Account: 501003-25	Marketing - Advertisement Print:Public Affairs			7,904.00	
			501003-25	WAVE				Check Entry Number: 001
			505039-00	129389201-0009470	4/29/2022	151.33	0.00	151.33
			505039-00	129389201-0009474	5/1/2022	1,135.00	0.00	1,135.00
G/L Account: 505039-00				Utilities Internet:General			1,135.00	
Check 000029619 Total:					1,286.33	0.00	1,286.33	
xxxxxxx20	5/13/2022	0001053	MESA Outdoor				Check Entry Number: 001	
			041922MW	4/25/2022	15,000.00	0.00	15,000.00	
			G/L Account: 501003-25	Marketing - Advertisement Print:Public Affairs				15,000.00
xxxxxxx21	5/13/2022	0001057	Leading Edge Associates, Inc.				Check Entry Number: 001	
			162084	6/18/2022	23,400.00	0.00	23,400.00	
xxxxxxx22	5/13/2022	0001061	KBA DOCUMENT SOLUTIONS, LLC				Check Entry Number: 001	
			55Y1271575	5/2/2022	75.57	0.00	75.57	
xxxxxxx23	5/13/2022	0001113	Comcast				Check Entry Number: 001	
			146040307	5/1/2022	393.41	0.00	393.41	
			G/L Account: 505039-00	Utilities Internet:General				393.41
			G/L Account: 505040-00	Utilities Landline:General				361.86
Check 000029623 Total:					755.27	0.00	755.27	
xxxxxxx24	5/13/2022	0001120	Vector Media				Check Entry Number: 001	
			220420038-0	4/20/2022	3,000.00	0.00	3,000.00	
			G/L Account: 501003-25	Marketing - Advertisement Print:Public Affairs				3,000.00
			220420038-01	4/20/2022	815.63	0.00	815.63	
G/L Account: 501003-25				Marketing - Advertisement Print:Public Affairs			815.63	
Check 000029624 Total:					3,815.63	0.00	3,815.63	
E000002754	5/13/2022	0000015	Health Care Dental Trust				Check Entry Number: 001	
			JUN-22	5/4/2022	2,725.84	0.00	2,725.84	
			G/L Account: 600136-00	Dental Insurance: Operations				2,725.84
			JUNE 2022 ADMIN	5/4/2022	1,884.48	0.00	1,884.48	
G/L Account: 600135-00				Dental Insurance - Active Employees Gernal			1,884.48	
Check E000002754 Total:					4,610.32	0.00	4,610.32	
Printed Check Total:							0.00	
Electronic Payment Total:							4,610.32	
E000002755	5/13/2022	0000335	Concur Technologies, Inc				Check Entry Number: 001	
			1.018E+11	5/6/2022	733.82	0.00	733.82	
E000002756	5/13/2022	0000610	Liebert Cassidy Whitmore				Check Entry Number: 001	
			215380	3/31/2022	348.00	0.00	348.00	
			G/L Account: 504005-00	I.T Subscriptions:General				733.82
			215381	3/31/2022	4,814.00	0.00	4,814.00	
G/L Account: 500111-00				Legal - Counsel Labor:General			348.00	
G/L Account: 500111-00				Legal - Counsel Labor:General			4,814.00	
G/L Account: 500111-00				Legal - Counsel Labor:General			4,888.50	
Check E000002756 Total:					10,050.50	0.00	10,050.50	
Printed Check Total:							0.00	
Electronic Payment Total:							10,050.50	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002757	5/13/2022	0000713	Mission Linen Supply					Check Entry Number: 001
			516942671	4/29/2022	155.24	0.00	155.24	
		G/L Account:	502021-10	Uniform Rental:Lab				29.57
		G/L Account:	502021-16	Uniform Rental:Operations				125.67
			516982164	5/6/2022	155.24	0.00	155.24	
		G/L Account:	502021-10	Uniform Rental:Lab				29.57
		G/L Account:	502021-16	Uniform Rental:Operations				125.67
			Check E000002757 Total:		310.48	0.00	310.48	
			Printed Check Total:				0.00	
			Electronic Payment Total:				310.48	
E000002758	5/13/2022	0000925	iSolved Benefit Services					Check Entry Number: 001
			I119684902	5/9/2022	90.60	0.00	90.60	
		G/L Account:	600175-00	FSA Admin Fee:General				90.60
E000002759	5/13/2022	0000956	Waterlogic Americas LLC					Check Entry Number: 001
			1407756	4/27/2022	102.55	0.00	102.55	
		G/L Account:	505042-00	Water - Drinking:General				102.55
E000002760	5/13/2022	0001036	RKL eSolutions LLC					Check Entry Number: 001
			13275	5/6/2022	6,400.00	0.00	6,400.00	
		G/L Account:	500104-00	Consulting - General:General				6,400.00
E000002761	5/13/2022	0001086	Sage Software Inc.					Check Entry Number: 001
			1105285	4/29/2022	1,071.00	0.00	1,071.00	
		G/L Account:	504009-00	Software:General				1,071.00
			Report Total:		146,009.14	0.00	146,009.14	
			Printed Check Total:				122,639.87	
			Electronic Payment Total:				23,369.27	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002762	5/13/2022	0000375	Great-West Trust Company, LLC (Empower)					Check Entry Number: 001
			401A 5/13/22	5/6/2022	718.89	0.00	718.89	
		G/L Account: 611300-00		401a- In Lieu of OASDI:General				718.89
			457 5/13/22	5/6/2022	5,700.57	0.00	5,700.57	
		G/L Account: 202140-00		457 Deferred Savings Plan				5,700.57
			Check E000002762 Total:		6,419.46	0.00	6,419.46	
			Printed Check Total:				0.00	
			Electronic Payment Total:				6,419.46	
E000002763	5/13/2022	0001072	Mt. Diablo Resource Recovery-Concord					Check Entry Number: 001
			APR-22	4/29/2022	656.85	0.00	656.85	
		G/L Account: 505037-00		Utilities Garbage:General				656.85
			Report Total:		7,076.31	0.00	7,076.31	
			Printed Check Total:				0.00	
			Electronic Payment Total:				7,076.31	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
xxxxxxx32	5/31/2022	0000011	Vision Service Plan					Check Entry Number: 001
			815199708	5/19/2022	531.00	0.00	531.00	
		G/L Account: 600140-00		Vision Insurance - Active Employees				531.00
xxxxxxx33	5/31/2022	0000324	Diablo Trophies & Awards					Check Entry Number: 001
			17110	5/21/2022	41.52	0.00	41.52	
		G/L Account: 505004-00		Employee - Development:General				41.52
xxxxxxx34	5/31/2022	0000328	PG&E					Check Entry Number: 001
			4/16-5/15/22	5/17/2022	217.17	0.00	217.17	
		G/L Account: 505038-00		Utilities Gas:General				217.17
xxxxxxx35	5/31/2022	0000399	Contra Costa County - Fleet					Check Entry Number: 001
			704976	5/17/2022	9,295.02	0.00	9,295.02	
		G/L Account: 502001-16		Automotive - Gasoline:Operations				5,031.68
		G/L Account: 502002-16		Automotive - Repairs:Operations				4,263.34
xxxxxxx36	5/31/2022	0000608	ADAPCO, Inc.					Check Entry Number: 001
			130776	3/21/2022	24,048.42	0.00	24,048.42	
		G/L Account: 502008-16		Control Materials - Mosquito Larviciding:Operation				8,384.90
		G/L Account: 502008-16		Control Materials - Mosquito Larviciding:Operation				15,663.52
xxxxxxx37	5/31/2022	0000696	KBA DOCUMENT SOLUTIONS, LLC					Check Entry Number: 001
			8937365	5/21/2022	205.23	0.00	205.23	
		G/L Account: 505027-00		Service & Leasing Contracts:General				205.23
xxxxxxx38	5/31/2022	0000814	Staples Business Advantage					Check Entry Number: 001
			3507131148	5/4/2022	556.36	0.00	556.36	
		G/L Account: 505022-00		Office Supplies - Kitchen:General				556.36
			3507408725	5/7/2022	73.52	0.00	73.52	
		G/L Account: 505020-00		Office Supplies - General:General				73.52
				Check 0000029638 Total:	629.88	0.00	629.88	
xxxxxxx39	5/31/2022	0000899	Sun Life Financial					Check Entry Number: 001
			JUN-22	5/20/2022	1,310.74	0.00	1,310.74	
		G/L Account: 202085-00		Employee Voluntary Life Ins - General				522.14
		G/L Account: 600155-00		Life Insurance - General				788.60
xxxxxxx40	5/31/2022	0000975	Reliance Standard Life In					Check Entry Number: 001
			JUN-22	5/17/2022	600.81	0.00	600.81	
		G/L Account: 600150-00		Disability Insurance - General				600.81
			JUNE 2022 LTD	5/17/2022	502.45	0.00	502.45	
		G/L Account: 600150-00		Disability Insurance - General				502.45
				Check 0000029640 Total:	1,103.26	0.00	1,103.26	
xxxxxxx41	5/31/2022	0000981	Colonial Life					Check Entry Number: 001
			MAY-22	5/13/2022	457.26	0.00	457.26	
		G/L Account: 202100-00		Other Disability Insurance - Employee				457.26
xxxxxxx42	5/31/2022	0001088	Verizon Wireless					Check Entry Number: 001
			9906144044	5/10/2022	1,259.85	0.00	1,259.85	
		G/L Account: 505035-00		Utilities Cell Phone:General				1,259.85
xxxxxxx43	5/31/2022	0001111	TireHub					Check Entry Number: 001
			26486674	4/8/2022	786.60	0.00	786.60	
		G/L Account: 502002-16		Automotive - Repairs:Operations				786.60
			26861755	4/29/2022	1,292.44	0.00	1,292.44	
		G/L Account: 502002-16		Automotive - Repairs:Operations				1,292.44
				Check 0000029643 Total:	2,079.04	0.00	2,079.04	
E000002764	5/31/2022	0000007	SEIU UPE LOCAL 1021-Union Dues					Check Entry Number: 001
			MAY-22	5/26/2022	1,924.50	0.00	1,924.50	

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: 202150-00		SEIU Local 1021			1,924.50
E000002765	5/31/2022	0000010	CalPERS				Check Entry Number: 001
		JUN-22		5/16/2022	53,803.37	0.00	53,803.37
		G/L Account: 600130-00		CalPers Medical Insurance - Active Employees			106.13
		G/L Account: 600170-00		CalPers Medical Admin Fee - Retirees			28.05
		G/L Account: 202050-00		CalPers Medical - Employee Contribution			7,216.59
		G/L Account: 202040-00		CalPers Medical - Employer Contribution			35,233.94
		G/L Account: 600145-00		Medical Insurance - Retirees			5,518.12
		G/L Account: 202045-00		CalPers Medical - Retiree Contribution			5,700.54
E000002766	5/31/2022	0000486	Bay Alarm Company				Check Entry Number: 001
		JUNE +2022		5/15/2022	85.00	0.00	85.00
		G/L Account: 500116-00		Security Service:General			85.00
		JUN-SEPT 2022		5/15/2022	443.07	0.00	443.07
		G/L Account: 500116-00		Security Service:General			443.07
		Check E000002766 Total:			528.07	0.00	528.07
		Printed Check Total:					0.00
		Electronic Payment Total:					528.07
E000002767	5/31/2022	0000684	Clarke				Check Entry Number: 001
		152846		3/17/2022	7,784.32	0.00	7,784.32
		G/L Account: 502008-16		Control Materials - Mosquito Larviciding:Operation			7,432.01
		G/L Account: 502008-16		Control Materials - Mosquito Larviciding:Operation			352.31
E000002768	5/31/2022	0000713	Mission Linen Supply				Check Entry Number: 001
		517026850		5/13/2022	155.24	0.00	155.24
		G/L Account: 502021-16		Uniform Rental:Operations			125.67
		G/L Account: 502021-10		Uniform Rental:Lab			29.57
		517069719		5/20/2022	149.70	0.00	149.70
		G/L Account: 502021-10		Uniform Rental:Lab			28.51
		G/L Account: 502021-16		Uniform Rental:Operations			121.19
		517112413		5/27/2022	149.70	0.00	149.70
		G/L Account: 502021-10		Uniform Rental:Lab			29.94
		G/L Account: 502021-16		Uniform Rental:Operations			119.76
		Check E000002768 Total:			454.64	0.00	454.64
		Printed Check Total:					0.00
		Electronic Payment Total:					454.64
E000002769	5/31/2022	0000793	AFLAC				Check Entry Number: 001
		376266 MAY2022		5/12/2022	52.84	0.00	52.84
		G/L Account: 202100-00		Other Disability Insurance - Employee			52.84
E000002770	5/31/2022	0000956	Waterlogic Americas LLC				Check Entry Number: 001
		1472513		6/23/2022	102.81	0.00	102.81
		G/L Account: 505042-00		Water - Drinking:General			102.81
E000002771	5/31/2022	0011125	CC Real Green Clean				Check Entry Number: 001
		CCM-202106		5/11/2022	1,500.00	0.00	1,500.00
		G/L Account: 505021-00		Office Supplies - Janitorial:General			1,500.00
		Report Total:			107,328.94	0.00	107,328.94
		Printed Check Total:					41,178.39
		Electronic Payment Total:					66,150.55

Check Register

Journal Posting Date: 5/31/2022

Register Number: CD-000103

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002772	5/31/2022	0000375	Great-West Trust Company, LLC (Empower)					Check Entry Number: 001
			5/31/22 PAYROLL 401A	5/26/2022	718.89	0.00	718.89	
		G/L Account: 611300-00		401a- In Lieu of OASDI:General				718.89
			5/31/22 PAYROLL 457	5/26/2022	5,955.85	0.00	5,955.85	
		G/L Account: 202140-00		457 Deferred Savings Plan				5,955.85
			Check E000002772 Total:		6,674.74	0.00	6,674.74	
			Printed Check Total:				0.00	
			Electronic Payment Total:				6,674.74	
			Report Total:		6,674.74	0.00	6,674.74	
			Printed Check Total:				0.00	
			Electronic Payment Total:				6,674.74	

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002773	5/31/2022	0000452	U.S. BANK CORPORATE PAYMENT SYSTEMS					Check Entry Number: 001
			4/22/2022	4/22/2022	13.60	0.00	13.60	
		G/L Account: 502016-16		Safety & PPE:Operations				33.10
		G/L Account: 504005-00		I.T Subscriptions:General				2.36
		G/L Account: 504005-00		I.T Subscriptions:General				11.24
			4/23/2022	4/23/2022	96.87	0.00	96.87	
		G/L Account: 505039-00		Utilities Internet:General				96.87
			4/25/2022	4/25/2022	28.99	0.00	28.99	
		G/L Account: 504005-25		I.T Subscriptions:Public Affairs				14.00
		G/L Account: 504005-00		I.T Subscriptions:General				14.99
			4/26/2022	4/26/2022	250.69	0.00	250.69	
		G/L Account: 505006-25		Employee - Meal:Public Affairs				10.77
		G/L Account: 505006-25		Employee - Meal:Public Affairs				29.36
		G/L Account: 505005-25		Employee - Lodging:Public Affairs				190.56
		G/L Account: 505009-25		Employee - Travel:Public Affairs				20.00
			4/28/2022	4/28/2022	385.29	0.00	385.29	
		G/L Account: 503002-10		General Lab Supplies & Materials:Lab				346.89
		G/L Account: 502019-16		Tools & Instruments:Operations				38.40
			4/29/2022	4/29/2022	555.32	0.00	555.32	
		G/L Account: 504000-05		Computer Equipment Supplies < \$100:Administration				18.65
		G/L Account: 504002-05		Computer Equipment Supplies > \$500:Administration				536.67
			4/30/2022	4/30/2022	109.64	0.00	109.64	
		G/L Account: 502016-16		Safety & PPE:Operations				109.64
			5/10/2022	5/10/2022	24.80	0.00	24.80	
		G/L Account: 502013-16		Equipment Repair:Operations				24.80
			5/11/2022	5/11/2022	285.32	0.00	285.32	
		G/L Account: 504007-00		Phone Accessories:General				285.32
			5/12/2022	5/12/2022	452.60	0.00	452.60	
		G/L Account: 503008-10		Surveillance:Lab				452.60
			5/13/2022	5/13/2022	86.57	0.00	86.57	
		G/L Account: 502016-16		Safety & PPE:Operations				86.57
			5/16/2022	5/16/2022	530.08	0.00	530.08	
		G/L Account: 503008-10		Surveillance:Lab				417.05
		G/L Account: 502016-16		Safety & PPE:Operations				113.03
			5/17/2022	5/17/2022	31.55	0.00	31.55	
		G/L Account: 505023-10		Postage:Lab				9.62
		G/L Account: 504000-05		Computer Equipment Supplies < \$100:Administration				13.16
		G/L Account: 504000-05		Computer Equipment Supplies < \$100:Administration				8.77
			5/18/2022	5/18/2022	429.59	0.00	429.59	
		G/L Account: 503008-10		Surveillance:Lab				429.59
			5/19/2022	5/19/2022	1,687.28	0.00	1,687.28	
		G/L Account: 502005-16		Building & Grounds Materials / Supplies:Operations				1,687.28
			5/2/2022	5/2/2022	594.04	0.00	594.04	
		G/L Account: 504005-00		I.T Subscriptions:General				512.40
		G/L Account: 503008-10		Surveillance:Lab				81.64
			5/22/2022	5/22/2022	13.55	0.00	13.55	
		G/L Account: 504005-05		I.T Subscriptions:Administration				2.31
		G/L Account: 504005-00		I.T Subscriptions:General				11.24
			5/3/2022	5/3/2022	236.37	0.00	236.37	
		G/L Account: 502005-00		Building & Grounds Materials / Supplies:General				130.89

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:	502019-16	Tools & Instruments:Operations			1.40
		G/L Account:	502019-16	Tools & Instruments:Operations			38.39
		G/L Account:	502019-16	Tools & Instruments:Operations			43.09
		G/L Account:	502019-16	Tools & Instruments:Operations			22.60
	5/4/2022			5/4/2022	143.24	0.00	143.24
		G/L Account:	502005-00	Building & Grounds Materials / Supplies:General			99.24
		G/L Account:	504005-05	I.T Subscriptions:Administration			44.00
	5/5/2022			5/5/2022	448.90	0.00	448.90
		G/L Account:	500115-16	Permits & Fees:Operations			7.00
		G/L Account:	500115-16	Permits & Fees:Operations			7.00
		G/L Account:	500115-16	Permits & Fees:Operations			7.00
		G/L Account:	502016-16	Safety & PPE:Operations			427.90
	5/6/2022			5/6/2022	186.63	0.00	186.63
		G/L Account:	501004-25	Marketing - Branded Collateral:Public Affairs			186.63
	5/7/2022			5/7/2022	1,868.46	0.00	1,868.46
		G/L Account:	504005-25	I.T Subscriptions:Public Affairs			15.96
		G/L Account:	504004-16	GPS Tracking:Operations			1,445.78
		G/L Account:	502019-16	Tools & Instruments:Operations			159.89
		G/L Account:	502016-16	Safety & PPE:Operations			246.83
	5/8/2022			5/8/2022	12.49	0.00	12.49
		G/L Account:	504005-00	I.T Subscriptions:General			12.49
	5/9/2022			5/9/2022	1,729.55	0.00	1,729.55
		G/L Account:	502017-16	Safety Boots:Operations			235.96
		G/L Account:	504004-16	GPS Tracking:Operations			1,448.37
		G/L Account:	502019-16	Tools & Instruments:Operations			31.14
		G/L Account:	502019-16	Tools & Instruments:Operations			14.08
Check E000002773 Total:					10,201.42	0.00	10,201.42
Printed Check Total:							0.00
Electronic Payment Total:							10,201.42
Report Total:					10,201.42	0.00	10,201.42
Printed Check Total:							0.00
Electronic Payment Total:							10,201.42

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
May 13, 2022	XXXXXXXXXX09	\$2,490.00	Contra Costa Marketplace, Inc. – Marketing, Print Advertising: Public Affairs
“ “	XXXXXXXXXX12	\$15,423.82	Veseries (ES OPCO USA LLC) – Control Materials, Mosquito Larviciding
“ “	XXXXXXXXXX15	\$16,000.00	The Californian – Marketing, Online Advertisement: Public Affairs
“ “	XXXXXXXXXX16	\$141.00	Kings III of America, Inc. – Elevator Emergency Communication/Phone Maintenance for Elevator Permit & Inspection Clearance
“ “	XXXXXXXXXX20	\$15,000.00	MESA Outdoor – Marketing, Print Advertising: Public Affairs
“ “	XXXXXXXXXX21	\$23,400.00	Leading Edge Associates, Inc. – MapVision Server License & Support, FleetVision Annual Tracking
“ “	E000002756	\$10,050.50	Liebert Cassidy Whitmore – Legal Counsel: General Labor
May 31, 2022	XXXXXXXXXX36	\$24,048.42	ADAPCO, Inc. - Control Materials, Mosquito Larviciding

TRANSACTION ACTIVITY REPORT

Month of May 2022

Transaction Number	Date	Wells Fargo	LAIF	Bank of the West
Balance	5/1/2022	218,110.47	12,919,602.70	217,156.48
1	5/12/2022		(280,000.00)	280,000.00
2	5/20/2022	961.90		
3	5/25/2022	14,204.46		
4	5/27/2022	(215,030.00)	(280,000.00)	280,000.00
5	4/29/2022	1.59		(452,380.02)
Balance		18,248.42	12,359,602.70	324,776.46

Transaction Number & Brief Description

- 1 Transfer from LAIF to Bank of the West for Payroll & Vendor Checks & Deposit
- 2 Misc Deposits into Wells Fargo Account
- 3 Misc Deposits into Wells Fargo Account
- 4 Wells Fargo clearing of checks for OPEB and Transfer from LAIF to Bank of the West for Payroll & Vendor Checks & Deposit
- 5 Interest Earned Wells Fargo and Bank of the West clearing of checks from Bank of the West for Payroll & Vendor

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

Respectfully submitted,

*Paula Macedo
General Manager*

California State Treasurer
Fiona Ma, CPA



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

June 21, 2022

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

[Tran Type Definitions](#)

May 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
5/12/2022	5/12/2022	RW	1704427	N/A	PAULA MACEDO	-280,000.00
5/27/2022	5/27/2022	RW	1705246	N/A	PAULA MACEDO	-280,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	12,919,602.70
Total Withdrawal:	-560,000.00	Ending Balance:	12,359,602.70

**Contra Costa Mosquito and Vector Control District
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ACCOUNT	FY 21-22	FY 21-22	FY 22-23	YTD FY 21-22 VS Adopted	Adopted FY 21-22 VS FY 21-22 \$	Proposed FY 22-23 VS Adopted FY 21-22 %	Proposed FY 22-23 Adopted FY 21-22 \$
	<i>As of 5/31/22</i>	Adopted Budget	<i>Proposed</i>				
Personnel Costs							
Payroll & OT	3,248,635	3,835,140	3,925,348	84.7%	586,505	2.35%	90,208
Retirement	1,357,846	1,357,846	1,341,013	100.0%	0	-1.24%	(16,833)
600120 OASDI	189,632	249,284	235,521	76.1%	59,653	-5.52%	(13,763)
600125 Medicare	45,556	55,610	52,992	81.9%	10,053	-4.71%	(2,617)
Fringe Benefits (Health 83%, Dental, Vision, etc)	519,702	599,415	585,745	86.7%	79,713	-2.28%	(13,670)
600160 Unemployment	16,486	21,168	25,900	77.9%	4,681	22.36%	4,732
600150 Disability Ins	11,838	12,482	13,614	94.8%	644	9.07%	1,132
Other Post Employment Benefits	215,000	215,000	215,000	100.0%	0	0.00%	-
600146 District Paid Health Retiree Cost & Fees	66,470	94,741	143,000	0.0%	28,271	0.00%	48,259
Subtotal Personnel Costs	5,671,165	6,440,686	6,538,133	88.1%	769,520	1.51%	97,447
Professional Services							
500101 Auditing Services	22,410	19,000	25,000	117.9%	(3,410)	31.58%	6,000
500102 Building and Grounds Maintenance & Repairs Major > \$10,000	0	0	0	0.0%	0	0.00%	-
500103 Building and Grounds Maintenance & Repairs Minor < \$10,000	3,750	25,000	25,000	15.0%	21,250	0.00%	-
500104 Consulting - General	43,310	150,000	90,000	28.9%	106,690	-40.00%	(60,000)
500106 Engineers Report	9,100	10,000	9,100	91.0%	900	-9.00%	(900)
500107 Janitorial Services	18,500	21,500	21,500	86.0%	3,000	0.00%	-
500108 Labor Consultant IEDA	5,337	12,000	0	44.5%	6,664	-100.00%	(12,000)
500109 Landscaping Services	5,415	6,500	6,400	83.3%	1,085	-1.54%	(100)
500110 Legal - Counsel General	12,738	18,000	18,000	70.8%	5,262	0.00%	-
500111 Legal - Counsel Labor	168,773	55,000	150,000	306.9%	(113,773)	172.73%	95,000
500112 Legal - Settlements	0	0	0	0.0%	-	0.00%	-
500113 Medical Services - General	3,199	250	600	1279.8%	(2,949)	140.00%	350
500114 Medical Services - Pre-Employment	299	600	1,000	49.8%	302	66.67%	400
500115 Permits & Fees	492	15,000	15,000	3.3%	14,509	0.00%	-
500116 Security Service	38,926	36,000	36,000	108.1%	(2,926)	0.00%	-
500117 Temporary Personnel Office	-	0	0	0.0%	-	0.00%	-
Subtotal Professional Services	332,248	368,850	397,600	90.1%	36,602	7.79%	28,750
Public Affairs							
501001 Community Event Registration Fees	45	1,500	1,000	3.0%	1,455	-33.33%	(500)
501002 Marketing - Advertisement Online	16,000	36,000	35,000	44.4%	20,000	-2.78%	(1,000)
501003 Marketing - Advertisement Print	31,160	35,000	40,000	89.0%	3,840	14.29%	5,000
501004 Marketing - Branded Collateral	260	1,000	1,000	26.0%	740	0.00%	-
501005 Marketing - Brochures	1,915	5,500	2,500	34.8%	3,585	-54.55%	(3,000)
501006 Marketing - Business Cards	114	500	500	22.8%	386	0.00%	-
501007 Marketing - Design	612	1,000	1,000	61.2%	388	0.00%	-
501008 Marketing - Displays	123	6,000	6,000	2.0%	5,877	0.00%	-
501009 Marketing - Door Hangers	0	1,000	1,000	0.0%	1,000	0.00%	-
501010 Marketing - Website Development & Maintenance	0	500	20,000	0.0%	500	3900.00%	19,500
Subtotal Public Affairs	50,229	88,000	108,000	57.1%	37,771	22.73%	20,000
Operation and Facilities							
502000 Aerial Services	3,532	20,000	10,000	17.7%	16,468	-50.00%	(10,000)

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502001 Automotive - Gasoline	53,529	65,000	80,000	82.4%	11,471	23.08%	15,000
502002 Automotive - Repairs	63,279	30,000	65,000	210.9%	(33,279)	116.67%	35,000
502003 Automotive - Services	7,181	10,000	15,000	71.8%	2,819	50.00%	5,000
502004 Automotive - Supplies	9,547	8,000	8,000	119.3%	(1,547)	0.00%	-
502005 Building & Grounds Materials / Supplies	8,357	8,500	8,500	98.3%	143	0.00%	-
502006 Building Engineering	0	400,000	200,000	0.0%	400,000	-50.00%	(200,000)
502007 Control Materials - Mosquito Adulticiding	0	10,000	10,000	0.0%	10,000	0.00%	-
502008 Control Materials - Mosquito Larviciding	121,726	100,000	90,000	121.7%	(21,726)	-10.00%	(10,000)
502009 Control Materials - Other	770	0	0	0.0%	0	0.00%	-
502010 Control Materials - Vertebrate	5,069	10,000	10,000	50.7%	4,931	0.00%	(0)
502011 Control Materials - Yellowjacket & Bees	2,169	2,500	3,000	86.7%	331	20.00%	500
502012 Equipment Rental	0	1,000	1,000	0.0%	1,000	0.00%	-
502013 Equipment Repair	15,417	20,000	15,000	77.1%	4,583	-25.00%	(5,000)
502014 Equipment Service	251	5,000	3,000	5.0%	4,749	-40.00%	(2,000)
502015 Equipment Small	3,046	33,967	10,000	9.0%	30,920	-70.56%	(23,967)
502016 Safety & PPE	7,972	22,900	15,000	34.8%	14,928	-34.50%	(7,900)
502017 Safety Boots	2,265	1,250	2,500	181.2%	(1,015)	100.00%	1,250
502018 Source Reduction/Wetlands	0	1,000	1,000	0.0%	1,000	0.00%	-
502019 Tools & Instruments	1,369	5,000	2,500	27.4%	3,631	-50.00%	(2,500)
502020 Uniform Professional Branded Wear	631	4,000	2,500	15.8%	3,369	-37.50%	(1,500)
502021 Uniform Rental	13,800	16,500	13,000	83.6%	2,700	-21.21%	(3,500)
502022 Boat Berth Fee	0	2,500	0	0.0%	2,500	-100.00%	(2,500)
Subtotal Operation and Facilities	319,910	777,117	565,000	41.2%	457,207	-27.30%	(212,117)
Lab Services							
503001 Aquaculture	1,660	2,300	2,000	72.2%	640	-13.04%	(300)
503002 General Lab Supplies & Materials	3,231	4,000	3,500	80.8%	769	-12.50%	(500)
503003 Insectary	119	1,000	1,000	11.9%	881	0.00%	-
503004 Lab Equipment	4,781	6,771	6,771	70.6%	1,990	0.00%	-
503005 Lab Testing	10,472	18,000	18,000	58.2%	7,528	0.00%	-
503006 Pesticide Testing	0	1,500	1,500	0.0%	1,500	0.00%	-
503007 Sentinel Bird	1,065	1,000	1,100	106.5%	(65)	10.00%	100
503008 Surveillance	13,675	10,850	14,000	126.0%	(2,825)	29.03%	3,150
Subtotal Lab Services	35,002	45,421	47,871	77.1%	10,419	5.39%	2,450
Information & Technology							
504000 Computer Equipment Supplies < \$100	1,268	4,000	4,000	31.7%	2,732	0.00%	-
504001 Computer Equipment Supplies > \$100 < \$500	2,070	10,000	7,000	20.7%	7,931	-30.00%	(3,000)
504002 Computer Equipment Supplies > \$500	2,128	15,000	8,000	14.2%	12,872	-46.67%	(7,000)
504003 Computer Services	0	0	0	0.0%	0	0.00%	-
504004 GPS Tracking	6,015	7,200	6,700	83.5%	1,185	-6.94%	(500)
504005 I.T Subscriptions	25,518	29,000	40,000	88.0%	3,482	37.93%	11,000
504006 Phone	4,906	8,500	5,000	57.7%	3,594	-41.18%	(3,500)
504007 Phone Accessories	1,663	1,000	1,500	166.3%	(663)	50.00%	500
504008 Printing Supplies	2,257	6,500	6,000	34.7%	4,243	-7.69%	(500)

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504009 Software	69,121	125,000	75,000	55.3%	55,879	-40.00%	(50,000)
Subtotal Information & Technology	114,944	206,200	153,200	55.7%	91,256	-25.70%	(53,000)
General Office Administration							
505000 Assessments & County Fees	339,640	365,000	225,000	93.1%	25,360	-38.36%	(140,000)
505001 Bond - Interest	0	0	0	0.0%	0	0.00%	-
505002 Bond - Principal	0	0	0	0.0%	0	0.00%	-
505003 District Membership & Subscription Dues	25,736	25,000	28,000	102.9%	(736)	12.00%	3,000
505004 Employee - Development	2,413	6,500	5,000	37.1%	4,087	-23.08%	(1,500)
505005 Employee - Lodging	2,982	10,000	15,000	29.8%	7,018	50.00%	5,000
505006 Employee - Meal	1,018	5,000	8,000	20.4%	3,983	60.00%	3,000
505007 Employee - Memberships	430	10,000	7,000	4.3%	9,570	-30.00%	(3,000)
505008 Employee - Training	16,977	25,000	32,000	67.9%	8,023	28.00%	7,000
505009 Employee - Travel	384	10,000	12,000	3.8%	9,616	20.00%	2,000
505010 Financial Services Fees	3,946	4,500	4,500	87.7%	554	0.00%	-
505011 Insurance - Auto Physical Damage	2,745	2,745	2,745	100.0%	0	0.00%	-
505012 Insurance - Crime & Weapons	1,320	1,320	1,546	100.0%	0	17.12%	226
505013 Insurance - General	6,208	6,936	7,699	89.5%	728	11.00%	763
505014 Insurance - Liability	141,389	133,907	157,223	105.6%	(7,482)	17.41%	23,316
505015 Insurance - Property	11,394	11,729	14,783	97.1%	335	26.04%	3,054
505016 Insurance - UAS	0	0	0	0.0%	0	0.00%	-
505017 Insurance - Workers Comp	184,221	184,174	204,433	100.0%	(47)	11.00%	20,259
505018 Office Furniture	4,894	25,000	12,000	19.6%	20,106	-52.00%	(13,000)
505019 Office Keys & Locks	1,163	1,000	1,000	116.3%	(163)	0.00%	-
505020 Office Supplies - General	4,649	6,000	6,000	77.5%	1,351	0.00%	-
505021 Office Supplies - Janitorial	1,432	2,500	2,200	57.3%	1,068	-12.00%	(300)
505022 Office Supplies - Kitchen	943	2,500	1,000	37.7%	1,557	-60.00%	(1,500)
505023 Postage	3,354	4,500	4,000	74.5%	1,146	-11.11%	(500)
505024 Research	0	20,000	0	0.0%	20,000	-100.00%	(20,000)
505025 Safety Program - Incentive	0	4,500	2,500	0.0%	4,500	-44.44%	(2,000)
505026 Safety Program - Tangible Materials	0	2,500	2,500	0.0%	2,500	0.00%	-
505027 Service & Leasing Contracts	9,600	2,800	4,000	342.9%	(6,800)	42.86%	1,200
505028 Trustee - Expense General	0	1,000	1,000	0.0%	1,000	0.00%	-
505029 Trustee - Lodging	3,187	4,500	4,500	70.8%	1,313	0.00%	-
505030 Trustee - Meal	425	1,000	2,500	42.5%	575	150.00%	1,500
505031 Trustee - Mileage	234	300	500	78.0%	66	66.67%	200
505032 Trustee - Training	2,665	4,000	10,000	66.6%	1,335	150.00%	6,000
505033 Trustee - Travel	214	5,000	5,000	4.3%	4,786	0.00%	-
505034 Uncategorized Expenses	0	0	0	0.0%	0	0.00%	-
505035 Utilities Cell Phone	18,660	31,200	23,500	59.8%	12,540	-24.68%	(7,700)
505036 Utilities Electric	36,769	30,000	36,000	122.6%	(6,769)	20.00%	6,000
505037 Utilities Garbage	6,846	7,000	7,600	97.8%	154	8.57%	600
505038 Utilities Gas	8,823	10,000	11,000	88.2%	1,177	10.00%	1,000
505039 Utilities Internet	6,645	8,000	18,000	83.1%	1,355	125.00%	10,000
505040 Utilities Landline	3,991	13,200	13,200	30.2%	9,209	0.00%	-

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505041 Utilities Water	2,945	6,000	6,000	49.1%	3,055	0.00%	-	
505042 Water - Drinking	2,351	2,600	3,500	90.4%	249	34.62%	900	
505043 Utilities Sewer:General	1,402	2,200	2,200	63.7%	798	0.00%	-	
505044 Employment Advertisements	225	1,200	1,500	18.8%	975	25.00%	300	
Subtotal General Office Administration	862,219	1,000,311	906,129	86.2%	138,092	-9.42%	(94,182)	
Capital								
Land								
700101 Structures and Improvements	0	2,500,000	0	**	0.0%	2,500,000	-100.00%	(2,500,000)
700102 Vehicles	51,842	186,000	203,000	27.9%	134,158	9.14%	17,000	
700103 Heavy Equipment	0	74,000	85,000	0.0%	74,000	14.86%	11,000	
Subtotal Capital	51,842	2,760,000	288,000	1.9%	2,708,158	-89.6%	(2,472,000)	
Total Expenditures	7,437,559	11,686,584	9,003,933			-23.0%	(2,682,651)	
Revenues								
Property Taxes	6,107,135	6,538,745	6,801,654	93.4%	431,610	4.02%	262,909	
400155 Benefit Assessment	1,971,003	2,073,724	2,080,111	95.0%	102,721	0.31%	6,387	
400160 Contract Billing	21,693	50,000	51,000	43.4%	28,307	2.00%	1,000	
400100 Interest Income (LAIF)	28,405	51,265	52,291	55.4%	22,860	2.00%	1,025	
400170 Medical Reimbursement (PARS)	0	82,000	0	0.0%	82,000	-100.00%	(82,000)	
400185 Fixed Asset Disposal	5,650	30,600	20,000	18.5%	24,950	-34.64%	(10,600)	
Miscellaneous	20,486	66,300	25,000	30.9%	45,814	-62.29%	(41,300)	
400205 Grant Funds:General	0	0	0	0.0%	0	0.00%	-	
Subtotal Revenue	8,154,372	8,892,634	9,030,056	91.7%	738,263	1.55%	137,422	
Estimate Ending Balance	716,812	-2,793,950	26,123					

Designated Reserves POLICY FY 22 (July 21 - Jun 22)	
Bond Reserve	0
Public Health Emergency	2,500,000
Capital Improvement	2,386,610
Emergency Reconstruction Response	500,000
Operations	4,501,967
Vehicle & Equipment Replacement	150,000
IT Equipment Replacement	200,000
	10,238,577

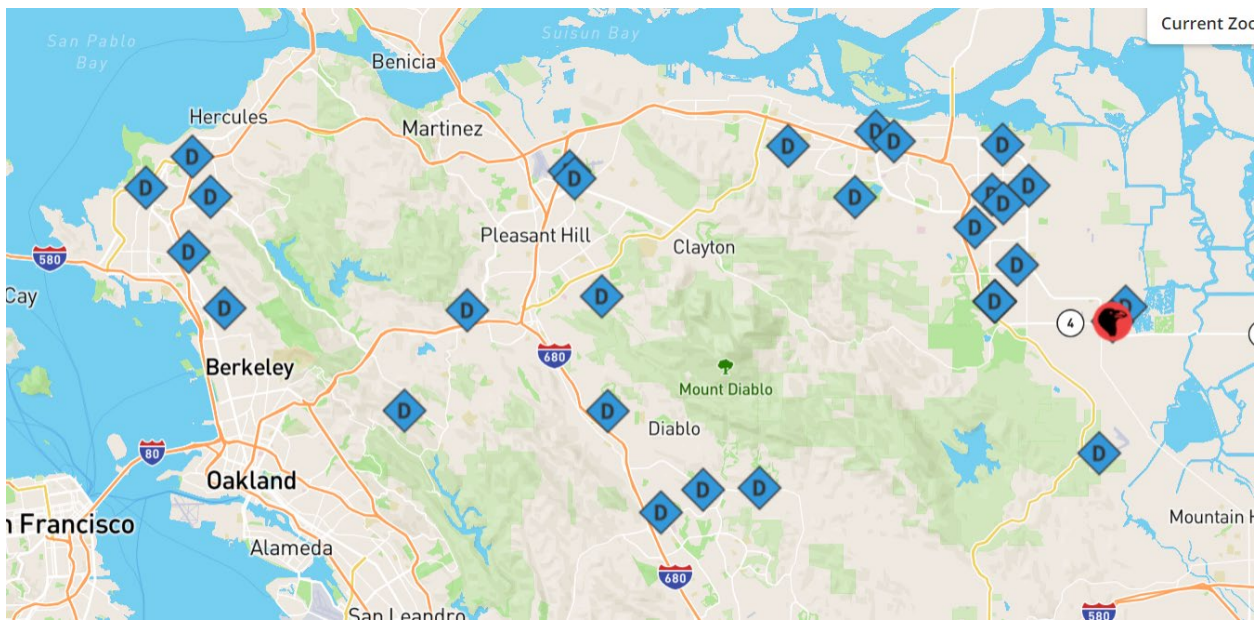
June 2022 Mosquito and Arbovirus Surveillance Report

Updated June 29th by Steve Schutz, Ph.D., Scientific Programs Manager

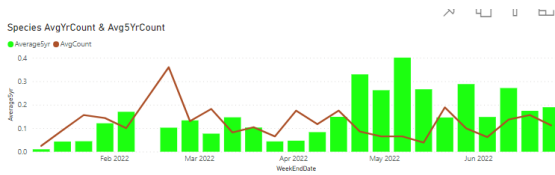
Human cases: No human cases of West Nile virus have been reported in California yet in 2022. One locally acquired case (non-resident) and two non-locally acquired cases (residents) were reported in Contra Costa County last year, and 127 cases were reported statewide, with 12 fatalities.

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

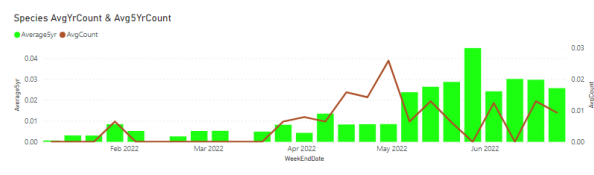
Dead birds: As of June 24th, 192 dead birds had been reported in the county, 31 birds had been submitted for testing (blue icons on map), one confirmed positive for WNV (Discovery Bay, red icon on map).



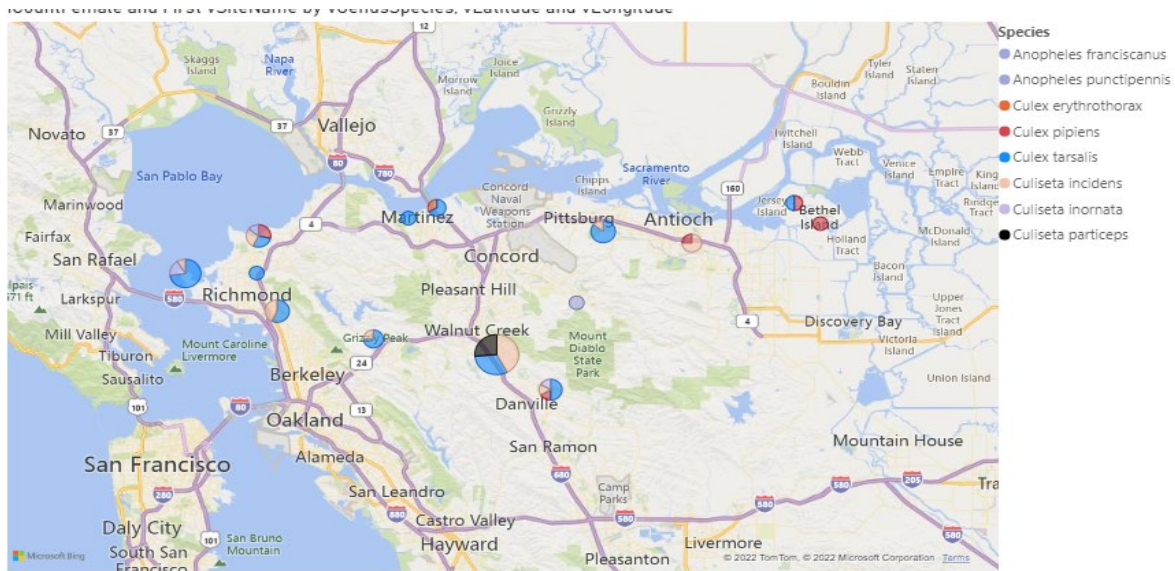
Light trap counts: Twenty-two traps are currently being operated daily year-round, with collections made weekly by field technicians. Countywide *Culex tarsalis* and *Culex pipiens* counts are currently below average.



Culex tarsalis counts (red) vs. 5 year average

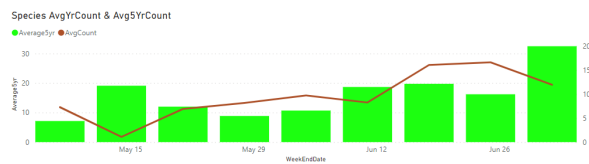


Culex pipiens counts (red) vs. 5 year average

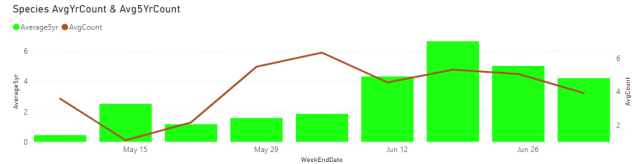


Map showing light trap locations and relative average species counts in June

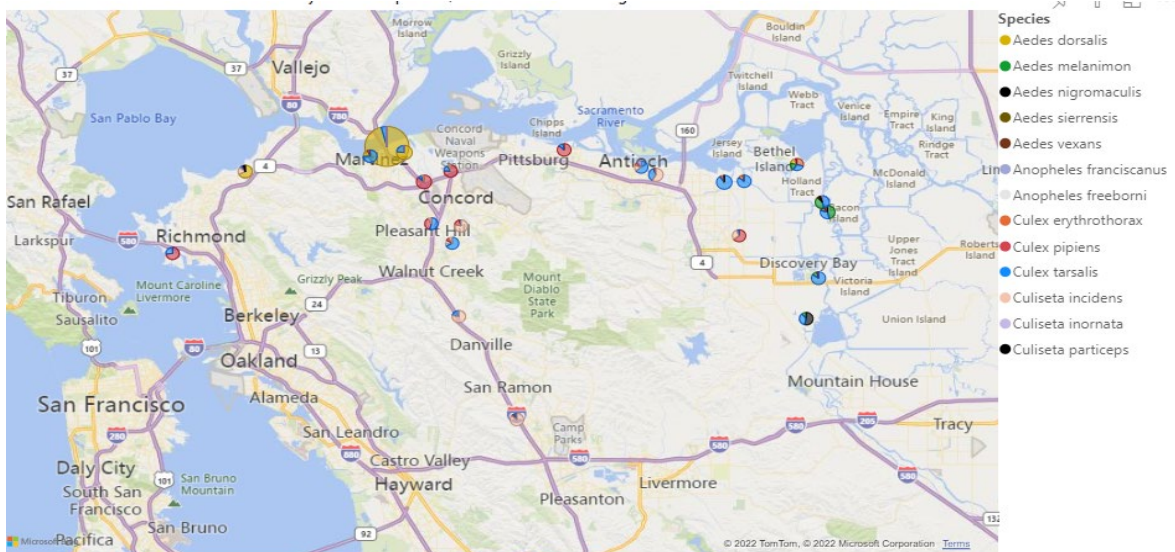
CO₂ traps: Weekly CO₂ trapping at 23 locations resumed in May. Trap counts for *Culex tarsalis* and *pipiens* are currently below average. High tides have resulted in increased *Aedes dorsalis* counts from waterfront areas.



Culex tarsalis counts (red) vs. 5 year average



Culex pipiens counts (red) vs. 5 year average

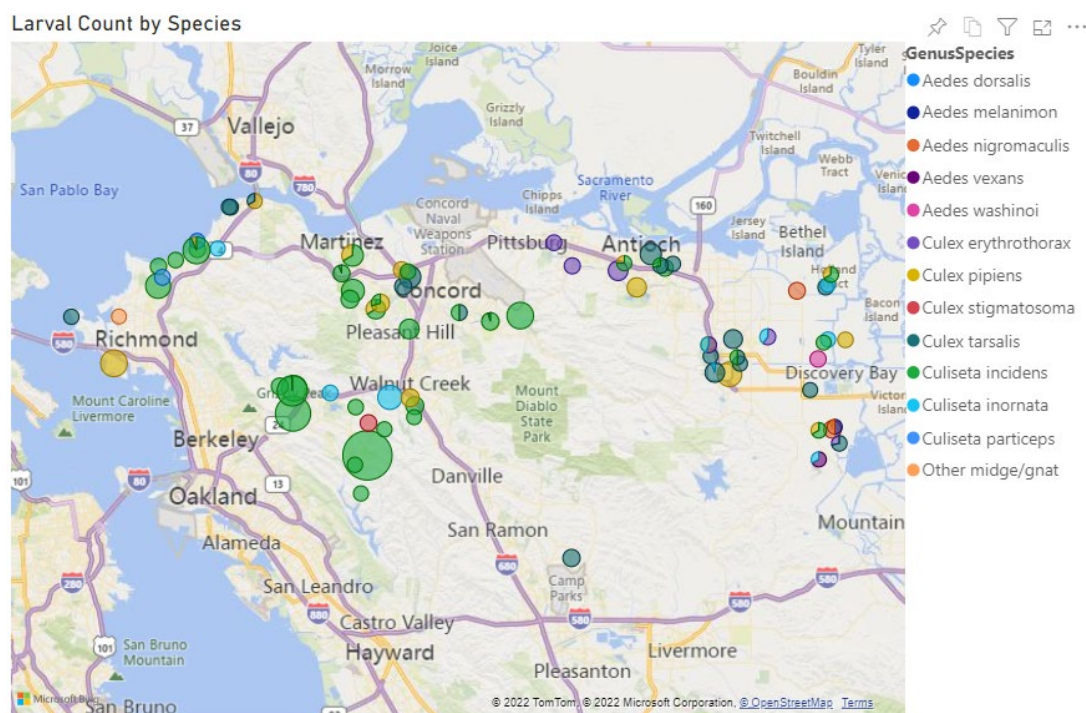


Map showing CO₂ trap locations and relative average species counts in June

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

Mosquito testing: Through June 29th, 64 pooled samples had been tested, all negative.

Larval samples: Lab staff continues to process larval samples collected by field employees daily, year-round.



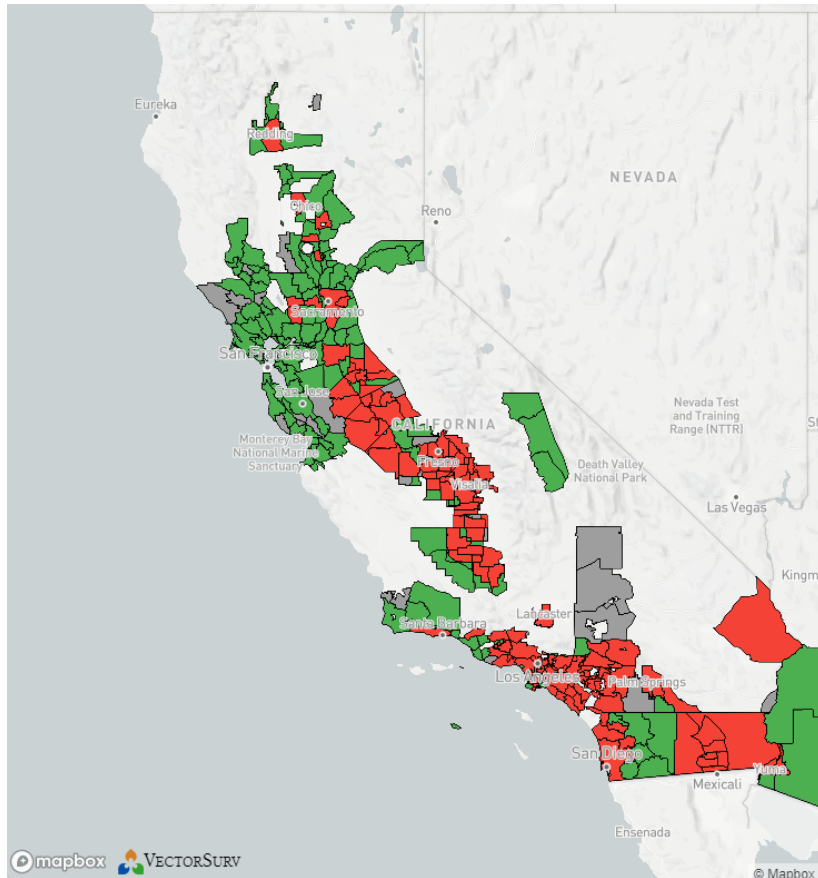
Map showing larval sample locations and relative species counts in June 2022.

Sentinel chickens: No seropositive chickens have been reported statewide through June 29th, including our 4 flocks.

Other projects: Lab staff has collected ticks for CDPH, University of California and University of Nevada-Reno projects on *Rickettsia* and has also provided *Culicoides* (biting midges) to a researcher at UC Riverside studying the distribution of species in California. We are also continuing to work with Leading Edge staff on troubleshooting and refining the MapVision database and field software. Our Scientific Programs Manager completed a revision of the identification guide to Mosquitoes of California for the MVCAC, to include larvae and adults of invasive *Aedes* species, which has been made available online to all member agencies. The MVCAC Lab Technologies Committee is currently collecting high-resolution photographs of key characteristics of California mosquito species from vector control districts statewide, for eventual inclusion in a shared MVCAC photographic library and will also be collecting photographs of other pest/vector species.

Weather conditions: Current average overnight low temperatures are above the 55 degree incubation threshold for West Nile virus. Rainfall totals have been well below average and we are back to drought conditions for the season to date.

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



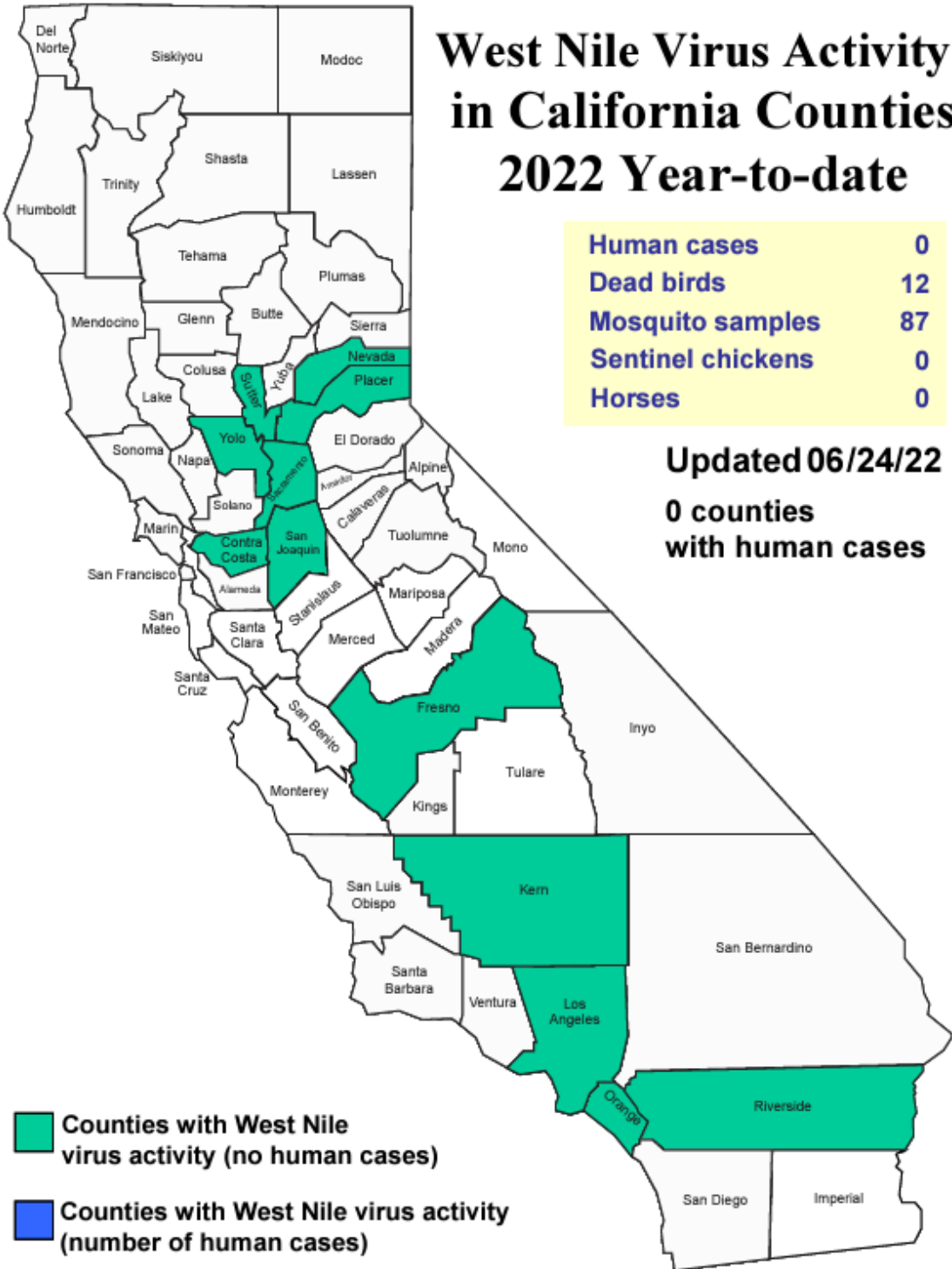
Regional: Through June 24th, West Nile virus activity has been detected in Sacramento, Yolo, and San Joaquin Counties, in addition to one WNV positive dead crow near Discovery Bay.

Statewide: 87 WNV positive mosquito samples and 12 positive dead birds have been reported this year through June 29th.

West Nile Virus Activity in California Counties 2022 Year-to-date

Human cases	0
Dead birds	12
Mosquito samples	87
Sentinel chickens	0
Horses	0

Updated 06/24/22
0 counties
with human cases



- Counties with West Nile virus activity (no human cases)
- Counties with West Nile virus activity (number of human cases)

June 2022 Operations Report

Prepared on June 29th, 2022 by David Wexler, Terry Davis, and Jeremy Shannon,
Program Supervisors

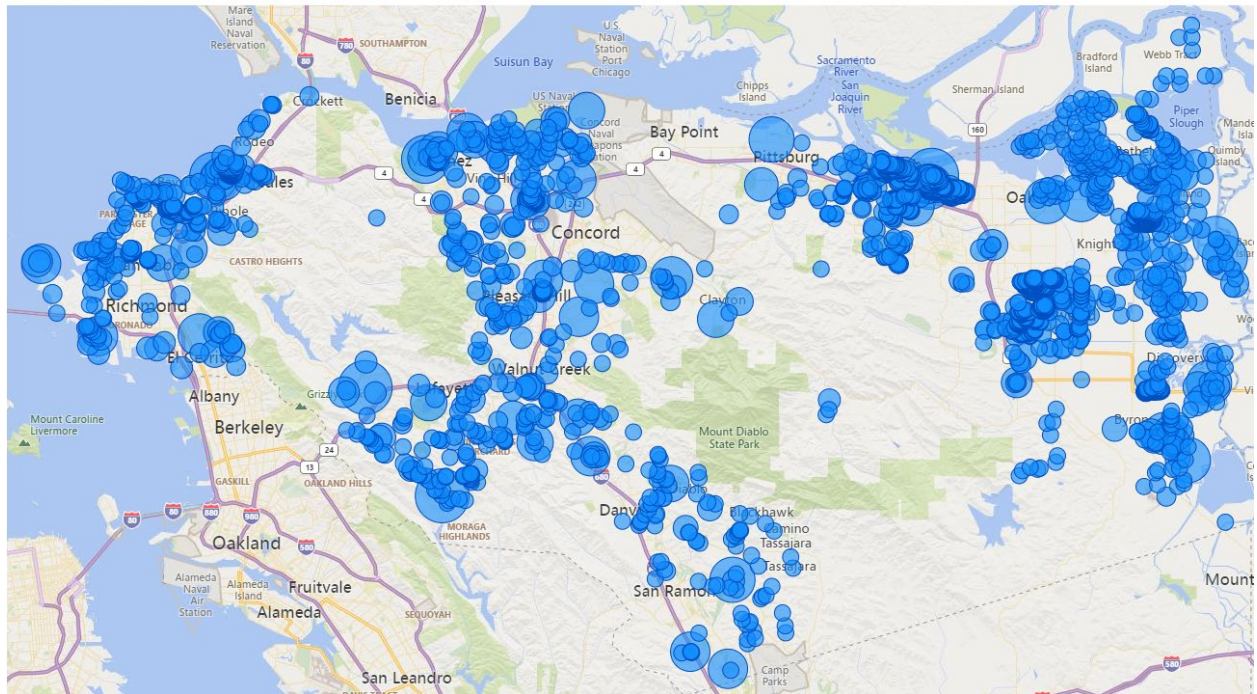
General: New hires have been onboarded; supervisors have been securing necessary PPE, setting up vehicles, and begun training. Supervisors met with multiple responsible parties in Antioch and Brentwood to address mosquito production issues on their respective properties, providing information and potential solutions to rectify problem sites. With the hot weather as of late, supervisors have been regularly reviewing the dangers of heat illness with operations staff prior to beginning fieldwork.



Mosquitoes: In June 2022, we received 50 service requests for mosquitoes and 46 requests for mosquitofish, compared to June 2021, when we received 43 service requests for mosquitoes and 27 for mosquitofish. In addition to service requests, technicians and inspectors recorded 882 inspection activities, and 156 larval surveillance actions, and collected 256 adult trap samples. Field staff recorded 1035 site treatments during this time to address mosquito production.

Mosquito Program Actions 6/1/22-6/29/22

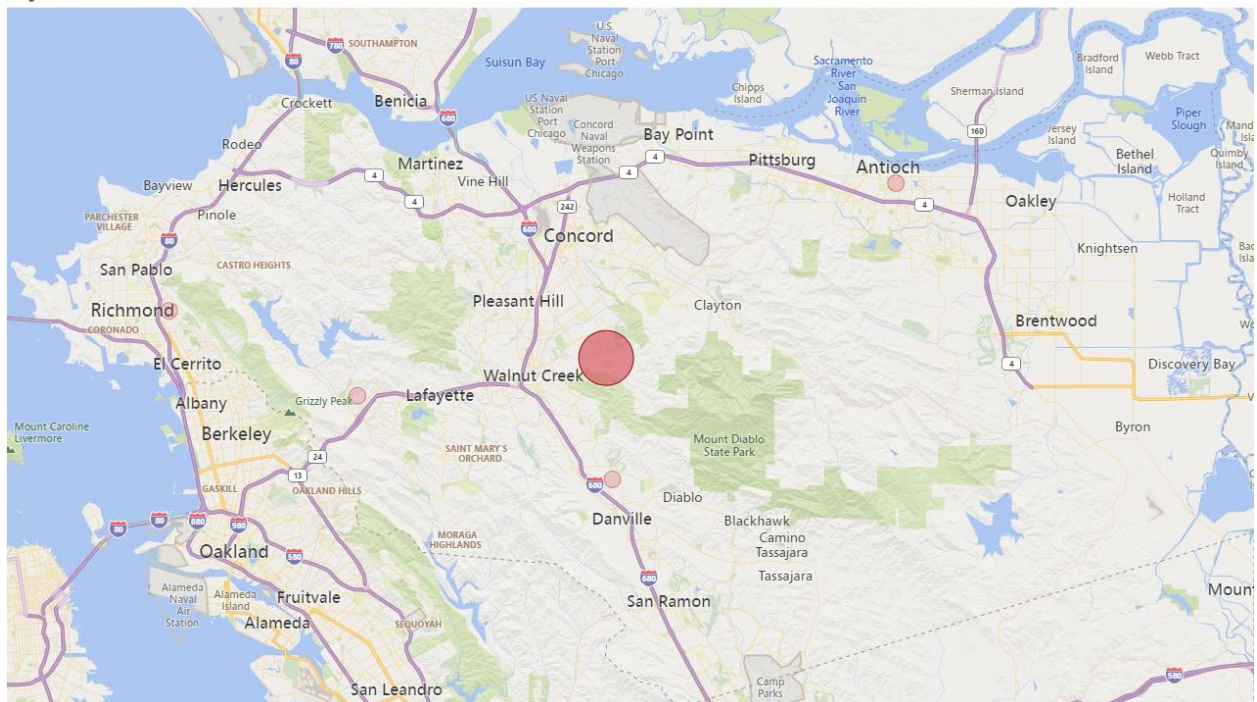
Program ● Mosquitoes



Dead Birds: In June 2022, we had 7 dead bird service requests, while we received 9 in 2021. So far, just the one bird collected 5/4/22 in Brentwood (American crow) has tested positive for West Nile virus.

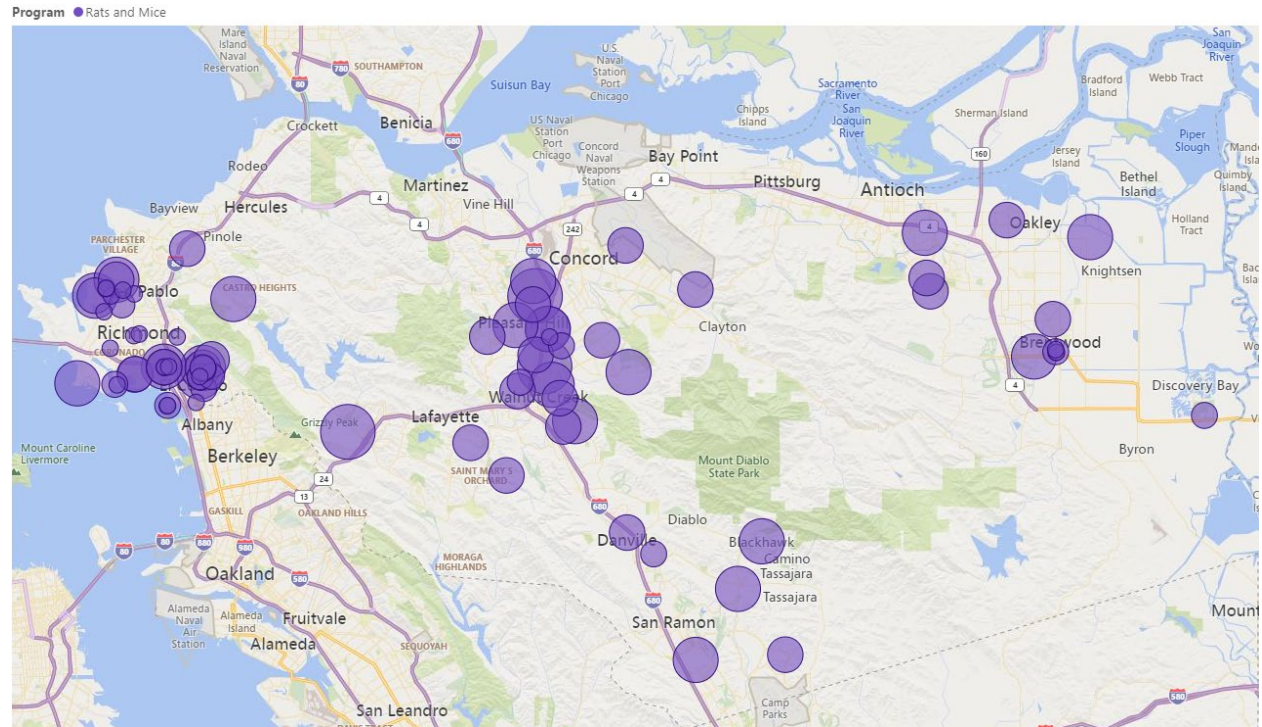
Dead Bird Program Actions 6/1/22-6/29/22

Program ● Dead Bird



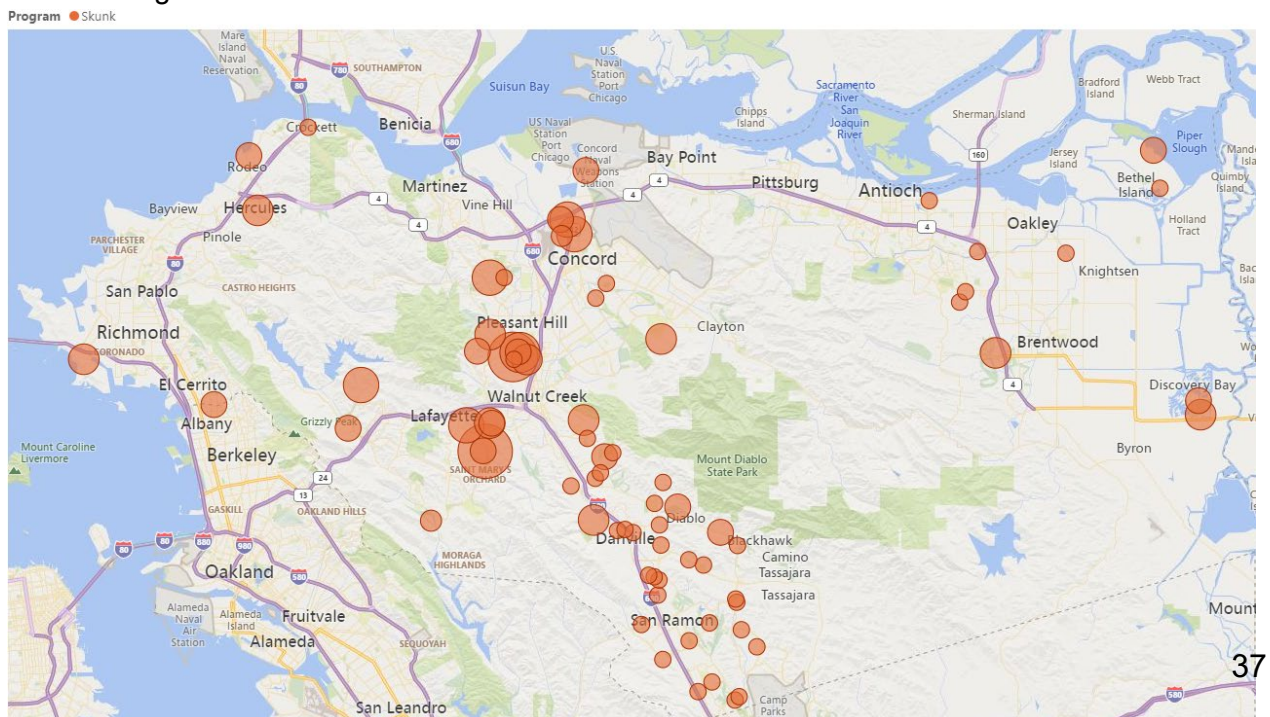
Rodents: In June 2022 we received 55 requests for service for rats and mice, a drop compared to the 78 we received in June 2021. Rodent inspection training continues in the field with individual inspectors as needed. In addition to service requests, technicians and inspectors recorded 61 inspection activities and continue to evaluate sites within their geographic boundaries for future baiting activities.

Rodent Program Actions 6/1/22-6/29/22



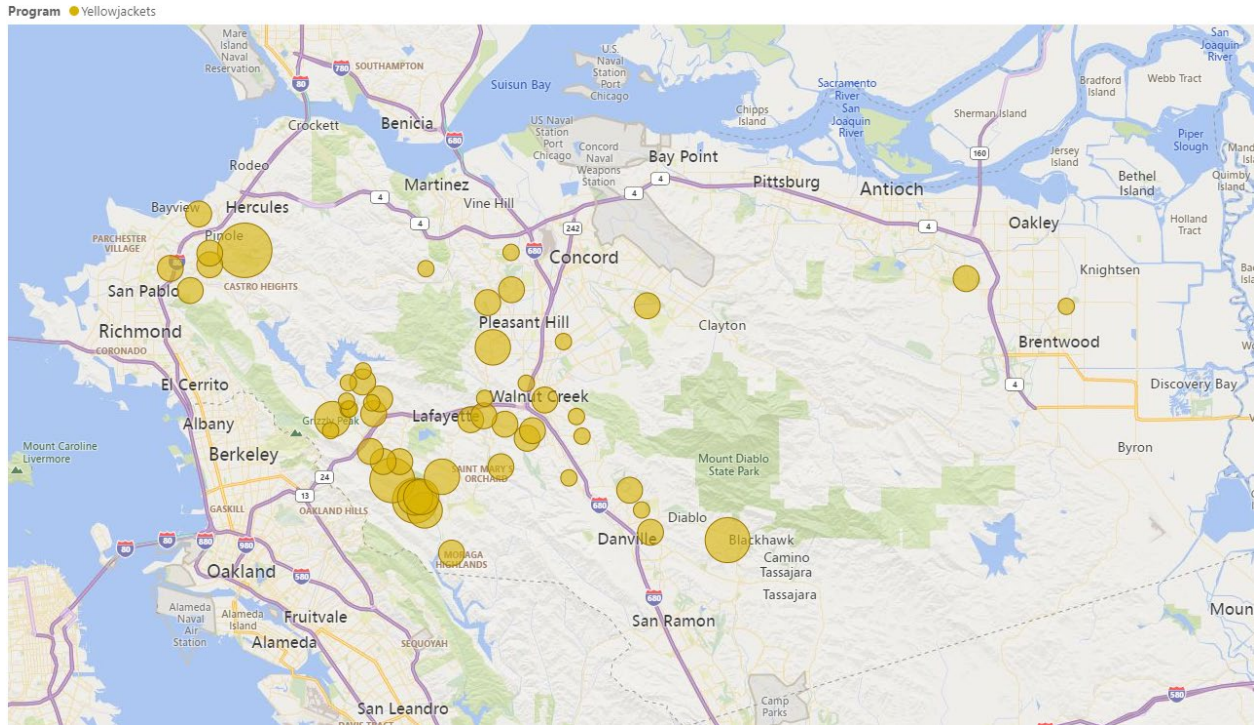
Skunks: The District received 40 service requests for skunks in June 2022, a drop from the 47 we received in June 2021.

Skunk Program Actions 6/1/22-6/29/22



Yellowjackets: Yellowjackets are becoming more active and we are seeing a subsequent increase in requests. We received 68 requests in June 2022 (42 warranted treatment); the District received 85 requests in June 2021, with 63 nests requiring treatment at that time.

Yellowjacket Actions 6/1/22-6/29/22



Facility Report:

The District's solar cells were cleaned and minor system fixes were made to improve power generation. Annual cleaning of the wash rack, including removal and off-hauling of hazardous materials, was coordinated.



June 2022 Public Affairs Report to the Board of Trustees

Prepared June 28, 2022 by Nola Woods, Public Affairs Director

Presentations & Events

- Public Affairs Department staff participated in the Green Footprint Festival at Small World Park in Pittsburg on June 2.
- Staff provided a presentation at the Pinole Community Development meeting on June 6.
- Staff provided a presentation to the Oakley Rotary Club on June 16.
- Staff provided outreach at the Martinez King of the County BBQ Festival June 18 & 19.
- Staff provided a presentation to employees at the Contra Costa County Animal Services on June 23.
- Staff also manned an informational table on June 24 at an Antioch Public Library public agency outreach event.



Andrew Pierce presents to the Oakley Rotary club

Advertising

The Public Affairs Department's 2022 Advertising campaign focuses on the District's services while making the District's name more prominent on print, digital and vehicle advertising.



The District's 2022 Advertising Campaign on a County bus

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

June 2022 Twitter Activity	June 2021 Twitter Activity
1411 Followers	1389 Followers
7 Tweets	19 Tweets
431 Impressions	5798 Impressions
0 Media Engagements	39 Media Engagements
1 Retweets	8 Retweets
1 Likes	22 Likes
0 Replies	0 Replies
0 Link Clicks	11 Link Clicks
8 Detail Expands	41 Detail Expands
2 Profile Clicks	2 Profile Clicks
0 Profile Visits	0 Profile Visits
0 Mentions	0 Mentions

Most Popular @ccmosquito tweet June 13, 2022

135 Impressions
13 Engagements
6 Detail Expands
2 Profile Visits



Nextdoor Activity

In June 2022, the Public Affairs Department staff was told to expect an update from Nextdoor in July 2022 regarding the District's request to post countywide as a Public Agency. We do not know what the decision will be, but in June 2022, staff noticed Nextdoor was no longer limiting posts to only two per month. With the change, the District can no longer count the total number of neighborhoods and neighbors reached with each post, so the numbers below remain from May 2022, the last month the District had access to the statistics.

- 179 Recommendations (Concord 174, Martinez 1, Richmond 1, Walnut Creek 1, Danville 1, San Ramon 1)
- Reach: 61 Neighborhoods (Concord & Martinez)
- Reach: 21,125 Neighbors (Concord & Martinez)



Facebook Activity — Account @CCMosquito

June 2022 Facebook Activity

11 Followers
 39 Total Impressions
 6 Posts
 36 People Reached
 2 Like
 2 Link Clicks

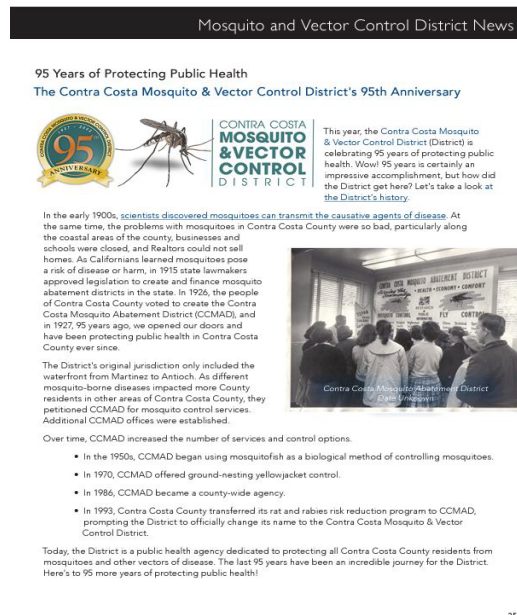
Most Popular @ccmosquito Facebook Post June 13, 2022

10 Impressions
 1 Post
 1 Like
 7 People Reached



Publications

- **Contra Costa Spring Focus**
 - The Public Affairs staff worked with the publishers of the Contra Costa Focus, which is the quarterly newsletter for the employees of Contra Costa County, to include an article on the District's 95th anniversary.



- **Mosquito Bytes Newsletter**
 - Public Affairs staff distributed a Mosquito Bytes newsletter in June 2022.

- The messages included:
 - What Contra County residents can do now to reduce the risk of ground-nesting yellowjackets
 - And an answer to the question, Does seeing a skunk during the day mean it's rabid? (The answer can be found here: <https://conta.cc/3OgN1qL>)

- **Total Constant Contact Subscribers**
 - Constant Contact is how the District distributes Mosquito Bytes newsletters, Employee Newsletters, Adult Mosquito Control Notifications, and News Releases.
 - June 2022
 - 2855 Subscribers
 - June 2021
 - 2716 Subscribers

Website:

Terms - Website Statistics

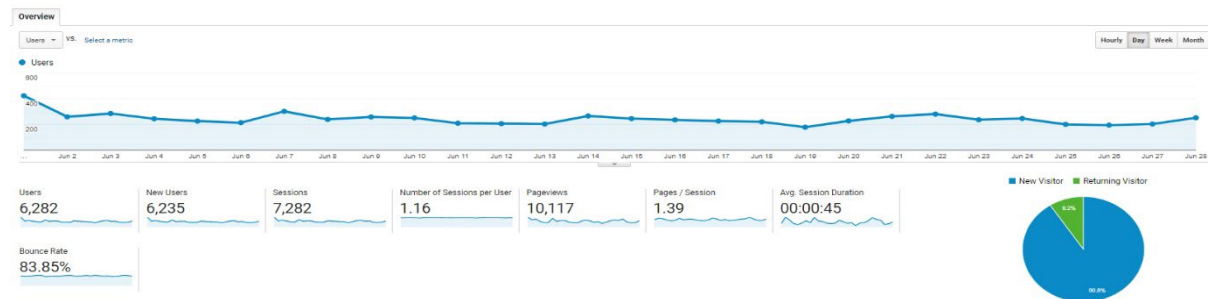
- **Users:** Person visiting the website
- **New Users:** New person who, according the website data, has never visited the website before
- **Sessions:** A group of user interactions with the website that take place within a given time frame.
- **Number of Sessions per User:** The total number of sessions 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 (June 1-28, 2022)



- Overview of website visitors (June 1-28, 2021)



- Top 10 web pages viewed (June 1-28, 2022)

Primary Dimension: Page Page Title Other

Plot Rows Secondary dimension Sort Type: Default

Page	Pageviews	Unique Pageviews	Avg. Time on Page
	14,620 % of Total: 100.00% (14,620)	12,529 % of Total: 100.00% (12,529)	00:01:42 Avg for View: 00:01:42 (0.00%)
1. /rodents_virus_risk.htm	5,692 (38.93%)	5,343 (42.65%)	00:05:29
2. /index.html	3,266 (22.34%)	2,062 (16.46%)	00:00:43
3. /gen2022.htm*	1,514 (10.36%)	1,408 (11.24%)	00:00:25
4. /asian_tiger_mosquito.htm	542 (3.71%)	518 (4.13%)	00:05:30
5. /mites.htm	431 (2.95%)	406 (3.24%)	00:04:38
6. /service_request.htm	335 (2.29%)	282 (2.25%)	00:03:37
7. /surefire_ways_article.htm	219 (1.50%)	210 (1.68%)	00:05:49
8. /mo2022.htm*	146 (1.00%)	121 (0.97%)	00:00:03
9. /invasive_mosquito_species.htm	120 (0.82%)	110 (0.88%)	00:04:09
10. /yj2022.htm*	119 (0.81%)	95 (0.76%)	00:00:32

* Internet banner ad: General

* Internet Banner Ad: Mosquitoes

* Internet banner ad: Yellowjackets

(Note: The Internet banner advertising is designed to appear one vector at a time. In June, mosquitoes and yellowjacket were inadvertently implemented at the same time, by the advertising firm. The firm is working to correct the error. Our Internet banner ads are scheduled for several months.)

- **Top 10 web pages viewed (June 1-28, 2021)**

<input type="checkbox"/>	Page ?	Pageviews ?	Unique Pageviews ?	Avg. Time on Page ?
		10,117 % of Total: 100.00% (10,117)	8,706 % of Total: 100.00% (8,706)	00:01:55 Avg for View: 00:01:55 (0.00%)
<input type="checkbox"/>	1. /rodents_virus_risk.htm	3,406 (33.67%)	3,211 (36.88%)	00:06:11
<input type="checkbox"/>	2. /index.html	1,704 (16.84%)	1,247 (14.32%)	00:00:52
<input type="checkbox"/>	3. /iq_2021.htm	773 (7.64%)	760 (8.73%)	00:01:07
<input type="checkbox"/>	4. /service_request.htm	623 (6.16%)	441 (5.07%)	00:03:14
<input type="checkbox"/>	5. /surefire_ways_article.htm	397 (3.92%)	384 (4.41%)	00:05:08
<input type="checkbox"/>	6. /mites.htm	317 (3.13%)	306 (3.51%)	00:06:01
<input type="checkbox"/>	7. /asian_tiger_mosquito.htm	273 (2.70%)	257 (2.95%)	00:05:41
<input type="checkbox"/>	8. /covid_19.htm	241 (2.38%)	172 (1.98%)	00:01:13
<input type="checkbox"/>	9. /rats_mice.htm	156 (1.54%)	129 (1.48%)	00:01:16
<input type="checkbox"/>	10. /ccmvcd_faq.htm	112 (1.11%)	86 (0.99%)	00:02:26

- **Website device preference (June 1-28, 2022)**

<input type="checkbox"/>	Device Category ?	Acquisition		
		Users ?	New Users ?	Sessions ?
		10,275 % of Total: 100.00% (10,275)	9,873 % of Total: 100.02% (9,871)	11,543 % of Total: 100.00% (11,543)
<input type="checkbox"/>	1. mobile	7,053 (68.27%)	6,827 (69.15%)	7,936 (68.75%)
<input type="checkbox"/>	2. desktop	2,912 (28.19%)	2,696 (27.31%)	3,208 (27.79%)
<input type="checkbox"/>	3. tablet	366 (3.54%)	350 (3.55%)	399 (3.46%)

- **Website device preference (June 1-28, 2021)**

Plot Rows		Secondary dimension	Sort type: Default	
<input type="checkbox"/>	Device Category ?	Acquisition		
		Users ?	New Users ?	Sessions ?
		6,282 % of Total: 100.00% (6,282)	6,235 % of Total: 100.00% (6,235)	7,282 % of Total: 100.00% (7,282)
<input type="checkbox"/>	1. mobile	4,082 (64.60%)	4,047 (64.91%)	4,635 (63.65%)
<input type="checkbox"/>	2. desktop	2,045 (32.36%)	1,999 (32.06%)	2,415 (33.16%)
<input type="checkbox"/>	3. tablet	192 (3.04%)	189 (3.03%)	232 (3.19%)

Customer Service Program

- **Physical survey cards**
 - Up to 30 are sent out each week, year-round to county residents at random
 - The postage-paid cards are sent two weeks after the initial service request
- **“Contact Us” form via the District website**
 - Residents can provide questions, comments, and concerns at any time via [the District website](#).
 - Messages are received in real time.
 - The Public Affairs staff review all incoming online comments from residents and respond as deemed appropriate.
- **Examples of June 2022 Online “Contact Us” submitted comments**
 - Inquiry re: Lending private skunk traps.
 - Inquire re: Skunk trapped in a squirrel trap.
 - Inquiry re: Tick found on a child and next steps.
 - Inquiry re: New phone system recording.

All submitted inquiries were answered accordingly.

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

“You tell us the right way to care for our homes. We’re so happy with your services.”

“Quick service, helpful information.”

“I wish you provided more spraying. I had to hire a private company to spray for mosquitoes in my yard.”

June 2022 Administration Report

Prepared June 30th by Stacy Stark, HR and Risk Manager,
Natalie Martini, Administrative Analyst II and Wayne Shieh, IT Administrator

IT & Software

Our new high-speed internet has been stable without issues. The new phone system is also in full operation, and the IT Administrator is working with our provider to resolve any issues.

Leading Edge (Mapvision – operations software) has provided a Neglected Swimming Pool Notification prototype. Program Supervisor Shannon has reviewed it and requested to make some changes.

IT continues working on implementing the Google Workspace backup solution.

Human Resources & Benefits

This month, Human Resources has been focused on onboarding our three new Vector Control Technicians and two new Vector Control Aides. They have completed the majority of their standard training and are being trained by the Operations Supervisors in their zones now.

COVID -19

With the recent surge in COVID cases in the County and State population, the District has also experienced some related leaves due to COVID. The District is continuing to keep up to date on all COVID regulations and continues to inform and train employees as needed.

Finance/Budget

The Administration/Finance Department completed the FY21/22 and is working with the auditors to prepare the items needed for the FY21/22 audit.

General

Several members of the public continue to come to the District office seeking mosquitofish in person and staff has been educating the public on the change of services, where a technician will now schedule an appointment to inspect the water feature and decide if mosquitofish are warranted. Also, with it being mosquito season, the front office has been fielding several requests for service.

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

**Resolution of the Contra Costa Mosquito and
Vector Control District to Continue a Mosquito
and Vector Surveillance and Control Project
for the Benefit of Four Zones and to Continue
the Financing of the Project by Continued
Assessment upon Property within the District**

RESOLUTION 22-2

At a meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District, a special district organized and existing under the laws of the State of California, held virtually on the 11th day of July 2022, a quorum being present, the following Resolution was adopted:

WHEREAS the Contra Costa Mosquito and Vector Control District (the "District") is an independent special district formed and governed pursuant to California Health and Safety Code Section 2000, et seq.; and

WHEREAS the District's jurisdiction encompasses all that area lying within the boundaries of Contra Costa County; and

WHEREAS the District is governed by a Board of Trustees representing the cities and the county of Contra Costa County; and

WHEREAS, the District is authorized to take all necessary and appropriate action to control mosquitoes and other vectors within the District boundaries; and

WHEREAS, mosquito and vector surveillance and control are necessary on a continuous, routine, and area-wide basis to enhance the economic development, recreational use and enjoyment of property and the protection of health; and

WHEREAS, California Health and Safety Code Section 2291 provided at the time of adoption of Resolution 96-5 that the District could conduct vector surveillance and control projects, and Section 2291.1 provided that the District Board could determine whether a project is for the common benefit of the District as a whole or for the benefit of one or more zones, and Section 2291.2 provided that the District could finance the cost of vector surveillance and control projects by assessment upon property; and

WHEREAS, by Resolution 96-5, adopted June 17, 1996, the District instituted a mosquito and vector surveillance and control project for the benefit of four zones and assessments to finance such project; and

WHEREAS, Resolution 96-5 was adopted after proper notice and hearing; and

WHEREAS, the Board has received and reviewed an Engineer's Report of Francisco & Associates, Inc., dated July 11, 2022 (Engineer's Report), attached hereto, and incorporated herein by this reference concerning the mosquito and vector surveillance and control project.

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

1. The District Board hereby accepts the Engineer's Report of Francisco & Associates dated July 11, 2022 (Engineer's Report).
2. The District Board hereby determines to continue the mosquito and vector surveillance and control project adopted by Resolution 96-5 and the assessments levied pursuant to Resolution 96-5, as updated by the Engineer's Report dated July 11, 2022, for fiscal year 2022-2023, beginning July 1, 2022.
3. The amounts of assessments levied upon parcels for fiscal year 2022 – 2023 shall be based upon assessment units, as indicated in the Engineer's Report.
4. The District Board hereby finds that the amounts of assessments upon parcels as hereby adopted and as set forth in the Engineer's Report are in accordance with the provisions of Resolution 96-5.

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

PASSED AND ADOPTED by the Board of Trustees of the Contra Costa Mosquito and Vector Control District July 11, 2022, by the following vote.

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Daniel Pellegrini
2022 Secretary, Board of Trustees

Side letter
Between
Contra Costa Mosquito and Vector Control District
And
SEIU 1021

The Contra Costa Mosquito and Vector Control District and SEIU 1021 have met and conferred in good faith pursuant to the requirements of the Meyers-Milias-Brown Act to amend provisions of their Memorandum of Understanding ("MOU"), including applicable side letters, with a current term of January 1, 2022, through December 31, 2024. This side letter of Agreement describes the Parties' full and complete agreement to amend that MOU.

Salary:

Effective July 1, 2022, all classifications will receive a two percent (2.0%) equity adjustment.

Date: _____

Date: _____

Contra Costa Mosquito and Vector
Control District

SEIU 1021

Paula Macedo
General Manager

Heidi Budge
Bargaining Team Member

Michael W. Jarvis
Liebert Cassidy Whitmore

Yen Do
SEIU 1021 Field Representative

BARTKIEWICZ, KRONICK & SHANAHAN
A Professional Corporation
1011 Twenty-Second Street
Sacramento, CA 95816-4907
(916) 446-4254

AGREEMENT FOR LEGAL SERVICES
WITH CONTRA COSTA MOSQUITO & VECTOR CONTROL DISTRICT

This Agreement for Legal Services is made effective on July 12, 2022 by and between Bartkiewicz, Kronick & Shanahan, a California professional corporation (“Attorneys”), and the Contra Costa Mosquito & Vector Control District, a California public agency (“District”), who agree as follows:

1. Scope and Duties. District retains Attorneys to provide general counsel legal services and other matters as may be requested from time to time by District. District and Attorneys may modify this scope of legal services by mutual agreement, which may be informal. Douglas E. Coty will be the primary attorney advising and representing District under this Agreement and will be assisted as needed by other attorneys in the firm. Attorneys will provide the legal services reasonably required to advise and represent District in this matter, and will take reasonable steps to keep District informed of progress and significant developments, and to respond to District’s inquiries. District will be truthful with Attorneys, cooperate with Attorneys, keep Attorneys informed of developments and changed circumstances, abide by this Agreement and pay Attorneys’ bills in a timely manner.

2. Relationship of District and Attorney. The District, acting through its Board of Trustees, is Attorneys’ client. Attorneys will act only at the direction of the Board or according to Board delegation of authority to the General Manager or staff. The Trustees and staff of District individually are not clients of Attorneys, and Attorneys may advise individual Trustees or staff members only for purposes of advancing, implementing and enforcing Board direction and duly adopted District ordinances, resolutions, regulations, and policies.

3. Billing Rates. District agrees to pay for legal services at the hourly rate of \$300 per hour for Attorneys’ services provided pursuant to this Agreement. Attorneys charge in minimum one-quarter hour units.

4. Costs and Expenses. Whenever practical, District agrees to pay directly for costs and expenses by either advancing such costs or expenses to Attorneys, or by paying third parties directly. In all other cases, District will reimburse Attorneys for all necessary and actual costs and expenses incurred by Attorneys, including, but not limited to, the following: costs of serving pleadings; filing fees and other charges assessed by courts and other public agencies; court reporter’s fees; jury and witness fees; long distance telephone charges; messenger and other delivery fees; postage; photocopying (at \$.20/page black and white and \$.30 for color); parking; mileage (at the current IRS rate); computer-assisted research charges; consultant and expert witness fees; and other out-of-pocket expenses incurred by Attorneys. Attorneys will itemize all costs incurred on each monthly statement.

5. Statements. Attorneys will send District a statement for fees and costs incurred every month, except that when the fees and costs for a particular month are minimal, they

may be carried over to the next month's statement. Upon District's request, Attorneys will provide a statement within 10 days. District will pay Attorneys' statements within 30 days after each statement's date. Attorneys' statements will clearly state the basis of the charges, including the amount, rate and basis for calculation of Attorneys' fees. Unless directed otherwise by District, Attorneys will send statements for legal services to District as follows:

Dr. Paula Macedo, General Manager
Contra Costa Mosquito & Vector Control District
155 Mason Circle
Concord, CA 94520
Telephone: (925) 685-9301
E-mail: pmacedo@contracostamosquito.com

6. Disclaimer of Guarantee. Attorneys have made no promises or guarantees to District about the outcome of District's matters, and nothing in this Agreement will be construed as such a promise or guarantee. Attorneys' comments about the outcome of District's matters are expressions of opinion only.

7. Termination. District may discharge Attorneys at any time by giving notice of termination to Attorneys. Attorneys may withdraw with District's consent or for good cause. Good cause includes District's breach of this Agreement, District's refusal to cooperate with Attorneys or to follow Attorneys' advice on a material matter, retirement or termination of key Attorneys personnel, or any other fact or circumstance that would render Attorneys' continuing representation unlawful, unethical or burdensome. Attorneys will comply with Rule 1.16 of the Rules of Professional Conduct of the State Bar of California in terminating this Agreement. When Attorneys' services conclude, all unpaid charges will become immediately due and payable. After Attorneys' services conclude, Attorneys will, upon District's request, deliver District's files to District, along with any District funds or property in Attorneys' possession. Attorneys and District each agree to sign any documents reasonably necessary to complete Attorneys' discharge or withdrawal.

8. Insurance. Attorneys at their sole expense will procure and maintain for the duration of this Agreement the following types and minimum limits of insurance: commercial general liability, \$1,000,000 per occurrence; professional liability, \$2,000,000 per claim; and, workers' compensation, statutory limits. Upon request, Attorneys will provide to District a certificate or certificates of insurance evidencing this insurance coverage.

9. Indemnification. Attorneys will indemnify, defend, protect, and hold harmless District, and its officers, employees, and agents from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney, expert witness and consultant fees, and litigation costs) arising out of Attorneys' performance of the work under this Agreement and caused by any negligent act or omission, willful misconduct or violation of law of or by Attorneys, except where caused by the active negligence, sole negligence or willful misconduct of District or as otherwise provided or limited by law.

10. Disclosure of Other Clients. As of the time this Agreement is executed, Attorneys are not aware of a conflict of interest in Attorneys' representation of District and Attorneys' representation of its preexisting clients. In the event that such a conflict is identified or arises in the future, District and Attorneys agree that: (a) Attorneys reserve the right to continue

to provide advice and represent on all matters its preexisting clients; and (b) Attorneys may withdraw from representing District in the matter or matters in which such a conflict arises. In the event that such a conflict is identified or arises in the future, Attorneys would promptly notify District of the potential conflict, and discuss with District an appropriate way to address the situation.

11. Entire Agreement. Attorneys and District intend this writing to be the sole, final, complete, exclusive and integrated expression and statement of the terms of their contract concerning the subject matter addressed in the Agreement. This Agreement supersedes all prior oral or written negotiations, representations, contracts or other documents that may be related to the subject matter of this Agreement, except those other documents that may be expressly referenced in this Agreement. In specific, this Agreement supersedes, voids, and replaces in full the letter agreement for interim legal services among District, Attorneys and Bold, Polisner, Maddow, Nelson & Judson made effective as of July 1, 2022.

12. Assignees. No party may assign, delegate, transfer or subcontract any of its rights, duties, obligations or other interests in this Agreement without the other party's prior written consent. Any assignment, delegation, transfer or subcontract in violation of this provision is null and void and grounds for the other party to terminate this Agreement.

13. No Third-Party Beneficiaries. This agreement is a personal services agreement exclusive to District and no third-party beneficiaries are intended or created by this Agreement.

14. Independent Contractor. Attorneys' relationship to District is that of an independent contractor. All persons hired by Attorneys and performing work under this Agreement will be Attorneys' employees. Attorneys and their employees are not District employees, and they are not entitled to District employment salary, wages or benefits. Attorneys will pay, and District will not be responsible in any way for, the salary, wages, workers' compensation, unemployment insurance, disability insurance, tax withholding, and benefits to and on behalf of Attorneys' employees.

15. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of California.

16. Effective Date. This Agreement will take effect when District returns a signed copy of this Agreement.

[Parties' signatures appear on the next page]

CONTRA COSTA MOSQUITO &
VECTOR CONTROL DISTRICT

BARTKIEWICZ, KRONICK & SHANAHAN,
A California Professional Corporation

By: _____
Michael Krieg
Board President

By: _____
Joshua M. Horowitz
President