



**REGULAR MEETING
OF THE BOARD OF TRUSTEES**

July 10, 2024, 6:00 PM

AGENDA

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

HOW TO OBSERVE THE MEETING:

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

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

Telephone: You can listen to the meeting via Zoom at (408) 636-0968 or (669) 900-6833.

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

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

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

HOW TO SUBMIT PUBLIC COMMENTS:

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

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

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

ACCESSIBILITY INFORMATION:

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

PUBLIC RECORDS:

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

CEQA NOTICE:

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

- Announcements/Consideration and Approval of Requests by Trustees to Participate Remotely Pursuant to AB 2449 (Government Code 54943(f)).
- The Secretary of the Board will take roll call.

4. PUBLIC COMMENTS AND ANNOUNCEMENTS

This time is reserved for public members to address the Board relative to matters of the District that are not on the agenda. No action may be taken on non-agenda items

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

5. **CONSENT CALENDAR**

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

A. **Approval of Minutes**

- Minutes from the June 12, 2024 Board meeting

B. **Approval of Financial Reports**

- Financial Report for FY 2023-24 as of May 30, 2024

C. **Approval of Resolutions**

- **RESOLUTION M-008-24 Honoring Robert Riechel for 20 years of service on the SMCMVCD Board of Trustees**

REGULAR AGENDA

6. **SPECIAL PRESENTATIONS**

A. **Health Reimbursement Arrangement Presentation from Mid-America**

Presenter: Daniel Greer, Mid-America

ACTION: No action, information only

7. **BOARD COMMITTEE REPORTS**

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

A. Finance Committee Report

- Finance Committee Report – July 1, 2024

Report by: Ron Collins, Finance Committee Chair

ACTION: No action, information only

B. Ad Hoc Committee on Real Estate Report

Report by: Brian Weber, District Manager

ACTION: No action, information only

8. STAFF REPORTS

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

9. MANAGER’S REPORT

Manager Weber will provide an update on relevant District information.

10. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

11. ADJOURNMENT



Minutes of the REGULAR MEETING OF THE BOARD OF TRUSTEES

June 12, 2024, 6:00 PM

A meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on June 12, 2024. Location: **1351 Rollins Road Burlingame, CA 94010**

1. **CALL TO ORDER** By President Mason Brutschy at 6:00 PM sharp.
2. **PLEDGE OF ALLEGIANCE** Lead by President Brutschy
3. **ROLL CALL:**

TRUSTEES PRESENT:

Mason Brutschy	Town of Atherton
Chuck Cotten	City of Belmont
Rena Gilligan	City of Burlingame
Laura Walsh	Town of Colma
Desiree LaBeaud	County-at-Large
Donna Rutherford	City of East Palo Alto
Paul Norton	City of Foster City
Kati Martin	City of Half Moon Bay
D. Scott Smith	Town of Hillsborough
Catherine Carlton	City of Menlo Park
Ray Williams	Town of Portola Valley
Kat Lion	City of Redwood City
Robert Riechel	City of San Bruno
Ron Collins	City of San Carlos
Michael Yoshida	City of South San Francisco
Paul Fregulia	Town of Woodside

PRESENT: 16 Trustees

TRUSTEES ABSENT:	Muhammad Baluom (EXCUSED)	City of Millbrae
	Glenn R. Sylvester (EXCUSED)	City of Daly City
	Peter DeJarnatt	City of Pacifica
	VACANT	City of San Mateo
	VACANT	City of Brisbane

OTHERS PRESENT:

District Manager, Brian Weber
 Finance Director, Richard Arrow
 General Counsel, Alexandra Barnhill (By Zoom)
 Operations Director, Casey Stevenson
 Laboratory Director, Angie Nakano
 Public Health Education and Outreach Officer, Rachel Curtis-Robles
 IT Director, Matthew Nienhuis

4. PUBLIC COMMENTS AND ANNOUNCEMENTS:

None. No members of the public were present for the duration of the meeting, so public comment was not made on any of the agenda items at this meeting.

5. CONSENT CALENDAR

All items on the Consent Calendar were reviewed and approved.

A. Approval of Minutes

- Minutes from the May 8, 2024 Board meeting

B. Approval of Financial Reports

- Financial Report for FY 2023-24 as of April 30, 2024

C. Capital Asset Retirement

- Retirement of one 2014 Nissan pickup truck from fixed asset inventory

D. Approval of Resolutions

- RESOLUTION M-007-24 TO OPPOSE INITIATIVE 1935 (FORMERLY 21-0042A1)

ACTION: Motion to approve the Consent Calendar was moved by Trustee Ron Collins and 2nd by Trustee Robert Riechel. It passed unanimously (16-0).

REGULAR AGENDA

6. SPECIAL PRESENTATIONS

A. Resolution M-004-24 – Special Tax

Presenter: Tristin Foley, Project Analyst, SCI Consulting Group

Motion: Chuck Cotten

Seconded by: Donna Rutherford

PASSED unanimously by voice vote: 16 Yeas; no abstentions.

ACTION: Motion was approved (Resolution M-004-24) maintaining the amount of the Special Mosquito Control Tax without changes for Mosquito Control Services within the originally designated cities and unincorporated areas for the Fiscal year 2024-2025 and authorizing the continued collection of the tax.

B. The Board received a presentation from SCI Consulting Group regarding the Engineer’s Report calculating the Assessment(s) and Considering the Adoption of Resolution M-005-24.

Presenter: Tristin Foley, Project Analyst, SCI Consulting Group

MOTION: by Donna Rutherford

2nd by: Kati Martin

Passed unanimously by voice vote: 16 Yeas; no abstentions.

ACTION: Motion (Resolution M-005-24) approved the Final Assessment Diagram and Engineers Report and Ordering the Levy of assessments for FY 2024-2025 for the North and West County Mosquito and Disease Control Assessment District.

C. Authorize the District Manager and Counsel to negotiate a contract not to exceed \$475,000 with Capital Project Management (CPM) for Construction and Project Management services at 1415 North Carolan Ave, Burlingame

Report by: Mike Wasserman, CPM and Brian Weber, District Manager

There was a brief discussion brought by Trustee Ray Williams regarding the end date for the project, which was answered by Director Weber to be early 2027. Finance Director, Richard Arrow added reassurance that CPM will add tremendous value with estimates and “no fluff”, given their experience and expertise. Trustee Paul Norton commented that compliance will be the primary driver of costs.

MOTION: by Robert Riechel

2nd by: Rena Gilligan

Passed unanimously by voice vote: 16 Yeas; no abstentions

ACTION: Motion was approved, authorizing the District Manager and General Counsel to negotiate a contract with Capital Project Management (CPM) for Construction and Project Management services at 1415 North Carolan Ave, not exceeding \$475,000.

7. BOARD COMMITTEE REPORTS

The Chair of each committee listed below provided a report on the committee’s actions and presented recommendations to the Board.

A. Finance & Real Estate Committee Report

- Finance and Real Estate Committee Reported after meeting on June 3, 2024

Report by: Ron Collins, Finance Committee Chair

B. Presentation of FY 23-24 Final Budget and Estimates for FY 24-25

Report by: Finance Director, Richard Arrow, CPA

Motion to approve (no comments) by: Catherine Carlton

2nd by: Ron Collins

Passed unanimously by voice vote: 16 Yeas; no abstentions.

ACTION: Motion to approve the FY 23-24 final budget

C. Review and approve audit proposal from Pun & Associates for \$137,500 for five years beginning July 1, 2024.

Report by: Finance Director, Richard Arrow, CPA

Motion: Robert Riechel

2nd by: Laura Walsh

Passed unanimously by voice vote: 16 Yeas, no abstentions.

ACTION: Motion approved for a Professional Services Agreement with Pun & Associates for audit services in an amount not to exceed \$137,500

D. Resolution M-006-24 Authorizing a Health Reimbursement Arrangement Plan Amendment with Mid America to include Board Members as eligible participants

Report by: District Manager Brian Weber

Motion: D. Scott Smith

2nd: Paul Fregulia

Passed unanimously by voice votes: 16 Yeas, no abstentions.

ACTION: Resolution M-006-24 was approved.

E. Recommended Reserve levels as of June 30, 2024

Report by: Richard Arrow, Finance Director

Motion: Robert Riechel

2nd by: Chuck Cotten

Passed unanimously by voice votes: 16 Yeas; no abstentions

ACTION: The Board approved the reserve levels for the fiscal year ending June 30, 2024

8. STAFF REPORTS

A. Operations Director Casey Stevenson provided an update on Field Operations which are particularly busy this time of year. The District has the support of several seasonal employees to provide extra assistance.

B. Laboratory Director Angie Nakano (joined by Zoom) provided an update on Laboratory activities including monitoring for West Nile Virus and invasive species.

C. Public Health Education and Outreach Officer Rachel Curtis-Robles provided an update on the District Public Outreach Program including the shift of efforts from

school presentations to public information efforts. Saturday 6/15/2024 is the District's annual open house event for the public! All are welcome to attend.

D. Information & Technology Director Matthew Nienhuis updated the District technology matters and a conference he attended.

9. MANAGER'S REPORT

Manager Weber provided an update on relevant District information. He noted that the district received its 5th consecutive certification and for a total of 9 years now!

10. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS:

There were several thank-yous to Rachel Curtis-Robles and Casey Stevenson for attending city council meetings regarding Mosquito Awareness Month.

11. ADJOURNMENT: At 7:32pm President Mason declared the meeting adjourned.



Agenda Item 5B

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

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

Statement of Revenues, Expenditures and Change in Fund Balance

Total revenues received from July 1 through May 31, 2024 (YTD) were \$ 7.2 million, total expenditures YTD were \$ 5.7 million; and the change in fund balance was \$ 1.5 million. The District had \$6.0 million in cash available in County Treasury and \$ 4.8 million in CalCLASS.

	General	Capital	Total
	Fund	Fund	Funds
Beginning Fund Balance 7/1/2023:	\$ 9,062,890	\$ 754,020	\$ 9,816,910
Revenues/Resources	\$ 7,160,169	\$ 19,116	\$ 7,179,285
Due To (From) Funds	\$ -	\$ -	\$ -
Prior Year Adjustment	\$ 3,606	\$ -	\$ 3,606
Expenditures	\$ 5,594,007	\$ 95,731	\$ 5,689,738
Change in Fund Balance	1,566,162	(76,615)	\$ 1,489,547
* Ending Fund Balance	\$ 10,632,658	\$ 677,405	\$ 11,310,062

* Components of Fund Balance:			
Nonspendable (Inventory)	\$ 143,930	\$ -	\$ 143,930
Pension Rate Stabilization Reserve	\$ 110,183		\$ 110,183
Assigned (Capital Improvements)	\$ -	\$ 677,405	\$ 677,405
Public Health Emergency Fund	\$ 800,000	\$ -	\$ 800,000
Natural Disaster Emergency Fund	\$ 650,000	\$ -	\$ 650,000
Real Property Acquisiton Fund	\$ 2,434,670	\$ -	\$ 2,434,670
Debt Service Repayment Fund	\$ 1,000,000	\$ -	\$ 1,000,000
Unrestricted Fund Balance	\$ 5,493,875	\$ -	\$ 5,493,875
Total	\$ 10,632,658	\$ 677,405	\$ 11,310,062



Budget Variances

Revenues

Actual revenues received through May 31, 2024, were over budget by \$ 180,794 resulting from Other Revenue (\$ 230,369); Program Revenue (\$ - 65,386); Property Tax Revenue (\$ -106,569) and Other Tax Revenue (\$ 122,380). These variances are the result of timing differences between the monthly estimates used for the budget and actual receipts of revenue on a monthly basis.

Expenditures

Expenditures through May 31, 2024, were under budget by \$ 1,057,019 primarily due to the timing of expenditures contained in the table below:

Salaries & Wages	Under	\$160,541	94.7%	Timing of expenditures both permanent and seasonal employees
Employee Benefits	Over	\$25,134	102.0%	Increased use of employee fringe benefits
Administration	Under	\$64,004	83.9%	Timing of PEIR expenditures
Computer Software & Hardware	Under	\$39,884	58.6%	Timing of Computer expenditures
Facility Maintenance	Under	\$17,293	65.5%	Timing of facility maintenance expenditures
Operations	Under	\$83,170	69.8%	Timing of pesticide and helicopter expense
Fleet Maintenance	Under	\$23,750	56.6%	Timing of Fleet Maint. Expenditures
Public Outreach	Under	\$27,415	78.1%	Timing of Public Outreach Expenditures
Capital Improvements	Under	\$662,370	12.6%	Timing of expend. related to N. Carolan

The Board’s budget level of control is at the category level, for example Salaries, Benefits, Admin., Operations, etc. The above table provides explanations for variances over \$ 15,000.

Questions

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

Approval

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



Attachments:

1. Statement of Financial Position/Balance Sheet
2. Statement of Revenues, Expenditures and Change in Fund Balance
3. Budget Variance Reports

Month

YTD

YTD compared with adopted budget.

4. Accounts Receivable Aging Summary

On the May 31, 2024, accounts receivable outstanding greater than 90 days total is \$ 633.87 primarily from the San Francisco Airport. As of June 26, 2024, accounts receivable outstanding over 90 days is \$0. Staff are currently contacting agencies to ensure collections.

5. Cash Activity & Reconciliation to County

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

6. Payroll Disbursement

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

7. Check Detail

This month, the District wrote General Fund checks numbers from 2740 to 2795. Last month's check number ended at 2739. All checks written were to vendors on account, retired employees, or reimbursements to current employees, per District policy. In May 2024, 56 checks written from the General Fund totaled \$ 195,471.26. In addition, the District wrote 2 checks from the Capital Fund totaling \$ 7,704.83 (check numbers 1278 through 1279).

8. Purchase Card Report and Bank Statement

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

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

	Total May 31, 24	General Fund	Capital Fund
ASSETS			
Current Assets			
Checking/Savings			
1010 · Cash-County Treasury-GF x2706	5,398,784	5,398,784	
1013 · Checking -US Bank - GF x3353	(7,679)	(7,679)	
1018 · Cash-Cal CLASS	4,818,803	4,818,803	
1020 · Cash-County Treasury-CPF x2705	676,955		676,955
1023 · Checking -US Bank - CPF x4183	-		-
1026 · County Funds - FMV	(262,567)	(263,017)	450
1030 · Petty Cash	400	400	
1035 · PARS Pension Rate Stabilization	114,879	114,879	
Total Checking/Savings	10,739,575	10,062,171	677,405
Accounts Receivable			
1100 · Accounts Receivable	14,094	14,094	
1105 · Interest Receivable	-	-	-
Total Accounts Receivable	14,094	14,094	-
Other Current Assets			
1220 · VCJPA-Member Contingency Fund	496,336	496,336	
1230 · Pesticide Inventory	160,226	160,226	
1300 · Prepaid Items	14,920	14,920	
Total Other Current Assets	671,482	671,482	-
Total Current Assets	11,425,152	10,747,747	677,405
TOTAL ASSETS	11,425,152	10,747,747	677,405
LIABILITIES & FUND BALANCE			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	115,089	115,089	-
Total Accounts Payable	115,089	115,089	-
Credit Cards			
1040 · US Bank Purchase Card	-	-	-
Total Credit Cards	-	-	-
Other Current Liabilities			
2200 · Accrued Wages	-	-	-
Total Other Current Liabilities	-	-	-
Total Current Liabilities	115,089	115,089	-
Total Liabilities	115,089	115,089	-
Fund Balance			
Beginning Fund Balance, 7/1/2023	9,816,910	9,062,890	754,020
Due To (From) Funds	-	-	-
Prior Year Adjustment	3,606	3,606	-
Revenues Over Expenditures	1,489,547	1,566,162	(76,615)
Ending Fund Balance *	11,310,062	10,632,658	677,405
TOTAL LIABILITIES & FUND BALANCE	11,425,152	10,747,747	677,405
* COMPONENTS OF ENDING FUND BALANCE			
Nonspendable (Inventory)	143,930	143,930	-
Pension Rate Stabilization Reserve	110,183	110,183	-
Assigned (Capital Improvements)	677,405	-	677,405
Public Health Emergency Fund	800,000	800,000	-
Natural Disaster Emergency Fund	650,000	650,000	-
Real Property Acquisition Fund	2,434,670	2,434,670	-
Debt Service Repayment Fund	1,000,000	1,000,000	-
Unrestricted Fund Balance (Includes Working Capital)	5,493,875	5,493,875	-
Total Fund Balance	11,310,062	10,632,658	677,405

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

Month of Report:
May, 2024

GENERAL FUND:

Ordinary Revenues/Expenditures

Revenues

	Annual Budget	YTD Actual	Annual Variance	%	YTD Budget	YTD Variance	%	Monthly Budget	Monthly Actual	Monthly Variance	%
Total 4000 · PROGRAM REVENUES	2,506,718	2,426,930	(79,788)	96.8%	2,492,316	(65,386)	97.4%	200,686	196,736	(3,950)	98.0%
Total 4100 · PROPERTY TAX REVENUES	3,592,034	3,485,465	(106,569)	97.0%	3,592,034	(106,569)	97.0%	313,991	309,137	(4,854)	98.5%
Total 4200 · OTHER TAX REVENUES	799,499	921,879	122,380	115.3%	799,499	122,380	115.3%	69,890	127,571	57,681	182.5%
Total 4300 · OTHER REVENUES	115,848	325,895	210,047	281.3%	114,642	211,253	284.3%	6,030	22,604	16,574	374.9%

Total Revenues

	7,014,099	7,160,169	146,070	102.1%	6,998,491	161,678	102.3%	590,597	656,049	65,452	111.1%
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Expenditures

Total 5000 · SALARIES & WAGES	3,277,706	2,858,613	419,093	87.2%	3,019,154	(160,541)	94.7%	264,204	251,162	(13,042)	95.1%
Total 5100 · EMPLOYEE BENEFITS	1,344,973	1,267,004	77,969	94.2%	1,241,870	25,134	102.0%	97,824	98,610	786	100.8%
Total 5200 · TRAINING - BOARD & STAFF	73,010	79,080	(6,070)	108.3%	73,010	6,070	108.3%	1,672	1,015	(657)	60.7%
Total 5300 · ADMINISTRATION	412,667	332,380	80,287	80.5%	396,384	(64,004)	83.9%	19,303	7,803	(11,500)	40.4%
Total 5400 · INSURANCE	188,516	178,059	10,457	94.5%	188,516	(10,457)	94.5%	-	-	-	0.0%
Total 5450 · COMPUTER HARDWARE & SOFTWARE	102,816	56,449	46,367	54.9%	96,333	(39,884)	58.6%	6,483	238	(6,245)	3.7%
Total 5500 · FACILITIES MAINTENANCE	54,640	32,794	21,846	60.0%	50,087	(17,293)	65.5%	4,553	7,671	3,118	168.5%
Total 5550 · UTILITIES	64,264	66,697	(2,433)	103.8%	59,468	7,229	112.2%	5,914	4,367	(1,547)	73.8%
Total 5600 · FLEET MAINTENANCE	64,650	30,930	33,720	47.8%	54,680	(23,750)	56.6%	4,470	3,573	(897)	79.9%
Total 5700 · OPERATIONS	284,821	191,884	92,937	67.4%	275,054	(83,170)	69.8%	46,366	10,667	(35,699)	23.0%
Total 5800 · LABORATORY	95,653	84,003	11,650	87.8%	90,572	(6,569)	92.7%	5,081	5,148	67	101.3%
Total 5900 · PUBLIC OUTREACH	133,369	98,019	35,350	73.5%	125,434	(27,415)	78.1%	27,968	10,158	(17,810)	36.3%
Total 6500 · DEBT SERVICE	318,094	318,094	(0)	100.0%	318,094	(0)	100.0%	-	-	-	0.0%

Total Expenditures

	6,415,179	5,594,007	(821,172)	87.2%	5,988,656	(394,649)	93.4%	483,838	400,412	(83,426)	82.8%
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General Fund Net Revenues Over Expenditures

	598,920	1,566,162	967,242		1,009,835	556,327		106,759	255,637	148,878	
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CAPITAL IMPROVEMENT FUND:

Total 6000 · CAPITAL IMPROVEMENTS REVENUE	-	19,116	(19,116)	0.0%	-	19,116	0.0%	-	-	-	0.0%
Total 6000 · CAPITAL IMPROVEMENTS EXPENDITURES	2,599,626	95,731	2,503,895	3.7%	758,101	(662,370)	12.6%	5,827	7,763	1,936	133.2%

Capital Improvement Fund Net Revenue Over Expenditures

	(2,599,626)	(76,615)	2,523,011		(758,101)	681,486		(5,827)	(7,763)	(1,936)	
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San Mateo County Mosquito & Vector Control District
A/R Aging Summary
As of May 31, 2024

05/31/2024

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
City of Foster City	3,082.16	0.00	3,499.71	0.00	0.00	6,581.87
City of Pacifica Public Works Wastewater	78.08	0.00	0.00	0.00	0.00	78.08
City of Redwood City, Public Works	3,769.42	0.00	239.05	0.00	0.00	4,008.47
City of San Francisco, Parks	316.94	0.00	52.82	70.43	70.43	510.62
City of San Francisco, Public Utilities	193.68	0.00	334.54	0.00	0.00	528.22
City of San Mateo, Wastewater Treatment	135.59	0.00	0.00	0.00	0.00	135.59
City of South San Francisco Water Quality	168.06	0.00	0.00	0.00	0.00	168.06
San Francisco Int'l Airport	692.97	0.00	0.00	0.00	563.44	1,256.41
Sewer Authority Mid-Coastside	78.08	0.00	0.00	0.00	0.00	78.08
Silicon Valley Clean Water	378.46	0.00	370.54	0.00	0.00	749.00
TOTAL	<u>8,893.44</u>	<u>0.00</u>	<u>4,496.66</u>	<u>70.43</u>	<u>633.87</u>	<u>14,094.40</u>

San Mateo County Mosquito & Vector Control District
A/R Aging Summary
As of June 26, 2024

06/26/2024

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
City of Foster City	0.00	3,082.16	0.00	0.00	0.00	3,082.16
City of San Francisco, Parks	0.00	316.94	52.82	70.43	0.00	440.19
City of San Francisco, Public Utilities	0.00	193.68	0.00	0.00	0.00	193.68
City of San Mateo, Wastewater Treatment	0.00	135.59	0.00	0.00	0.00	135.59
City of South San Francisco Water Quality	0.00	168.06	0.00	0.00	0.00	168.06
San Francisco Int'l Airport	0.00	692.97	0.00	0.00	0.00	692.97
Sewer Authority Mid-Coastside	0.00	78.08	0.00	0.00	0.00	78.08
TOTAL	<u>0.00</u>	<u>4,667.48</u>	<u>52.82</u>	<u>70.43</u>	<u>0.00</u>	<u>4,790.73</u>

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

GF-May 2024

Beginning Cash per District as of Apr 30, 2024 6,174,386

Reductions	
Payroll Related (ADP)	(218,479)
Checks Written	(195,471)
Transfer to Cal CLASS	(1,000,000)
Bank Fee	(68)
Total Reductions	(1,414,019)

Additions	
Abatement Services	3,596
Property Tax Revenue	309,137
Quarterly Interest	-
RDA/RPTTF	127,571
Special Benefit Assessment	147,303
Special Mosquito Tax	40,539
Misc Deposit	2,591
Total Additions	630,738

Ending Cash per District as of May 31, 2024 5,391,105

Cash per County General Fund Statement 5,391,105

Difference -

COUNTY OF SAN MATEO Verbose [D E T A I L E D T R I A L B A L A N C E] 05/01/2024-05/31/2024 Page 2
TUE, JUN 11, 2024, 8:49 AM --req: EASRANIN--leg: GL JL--loc: CONTROL---job:17093020 J2343---prog: GL501 <1.86>---report id: GLTBAL01

SORT ORDER: SUB ACCT within SUB UNIT

SELECT ORG SUB UNIT: 02705-02706

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

SUB ACCT	Date	Primary Ref.	Transaction Description	Debit	Credit	Balance
0111 Claim on Cash			Prior to 05/01/24	14,945,854.83	8,771,468.72	6,174,386.11
	05/07/24	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	6,854.41	0.00	6,181,240.52
	05/08/24	JE554633	AutoID: JME509A4 Job: 17028 JE	0.00	4,160.52	6,177,080.00
	05/14/24	HOB5144	AutoID: ITX514A4 Job: 17031 JE	3,446.63	0.00	6,180,526.63
	05/14/24	TTLTR	AutoID: WMT514A4 Job:1704124 TR	0.00	1,000,000.00	5,180,526.63
	05/16/24	JE554898	AutoID: JVD516E4 Job: 17046 JE	0.00	68.44	5,180,458.19
	05/29/24	SPS5294	AutoID: ITX529A4 Job: 17070 JE	12,662.10	0.00	5,193,120.29
	05/29/24	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	3,593.36	0.00	5,196,713.65
	05/30/24	ABX5304K	AutoID: ITX530C4 Job: 17062 JE	127,562.87	0.00	5,324,276.52
	05/30/24	ABX5304K	AutoID: ITX530D4 Job: 17062 JE	8.30	0.00	5,324,284.82
	05/30/24	UNR5304	AutoID: ITX530E4 Job: 17070 JE	294.43	0.00	5,324,579.25
	05/30/24	UNC5304	AutoID: ITX530G4 Job: 17070 JE	4,685.62	0.00	5,329,264.87
	05/30/24	SEC5304	AutoID: ITX530I4 Job: 17073 JE	475,790.45	0.00	5,805,055.32
	05/31/24	JE555259	AutoID: JNE528E4 Job: 17070 JE	0.00	413,950.28	5,391,105.04
		DR	* SUB ACCT Total *	15,580,753.00*	10,189,647.96*	5,391,105.04*

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

CPF-May 2024

Beginning Cash per District as of Apr 30, 2024	684,718
Reductions	
Checks Written	(7,705)
Bank Fee	(58)
Transfer-Out to General Fund	-
Total Reductions	(7,763)
Additions	
Quarterly Interest	-
Transfer-In from General Fund	-
Total Additions	-
Ending Cash per District as of May 31, 2024	676,955
Cash per County Capital Project Fund Statement	676,955
Difference	-

COUNTY OF SAN MATEO Verbose [D E T A I L E D T R I A L B A L A N C E] 05/01/2024-05/31/2024 Page 1
TUE, JUN 11, 2024, 8:49 AM --req: EASRANIN--leg: GL JL--loc: CONTROL---job:17093020 J2343---prog: GL501 <1.86>--report id: GLTBAL01

SORT ORDER: SUB ACCT within SUB UNIT

SELECT ORG SUB UNIT: 02705-02706

Lg SUB UNIT Title	Director	St Tr	FDGP	FUND	SUB FUND	DEPT	DIVISION	SECTION	PROGRAM	BUDGET
GL 02705 SMC Mosq Abate-CP Proj	F Controller	A	07	02705	02705	00140	00000	00000	00000	00000
=====										
SUB ACCT	Date	Primary Ref.	Transaction Description	Debit	Credit	Balance				
=====										
0111 Claim on Cash			Prior to 05/01/24	787,273.27	102,555.36	684,717.91				
	05/16/24	JE554898	AutoID: JVD516E4 Job: 17046 JE	0.00	58.49	684,659.42				
	05/31/24	JE555259	AutoID: JNE528E4 Job: 17070 JE	0.00	7,704.83	676,954.59				
	DR		* SUB ACCT Total *	787,273.27*	110,318.68*	676,954.59*				

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

May 2024

	<u>May 10, 2024</u>	<u>May 24, 2024</u>	
Payroll ACH Disbursement (including Net Pay & Taxes)			
Total Net Pay	79,879	81,978	
Federal W/H Tax	15,178	15,480	
Social Security Tax	668	1,001	← A
Medicare	3,577	3,654	
CA W/H Tax	6,398	6,448	
CA SUI/DI	1,691	1,887	
Total	107,391	110,448	
ADP Process Fee PPE 4/6, 4/20	236	276	
ADP Time & Attendance 5/10	128	-	
Total amount for the period:	107,755	110,724	
Total amount for the month:		218,479	

Footnotes:

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

San Mateo County Mosquito & Vector Control District
Check Detail
May 2024

GF-May 2024

Num	Date	Name	Memo	Account	Original Amount
2740	05/02/2024	Charles P. Hansen	Retiree Health Insurance Reimb-May '24	1013 - Checking - US Bank - GF x3353	-603.91
05012024	05/01/2024		Retiree Health Insurance Reimb-May '24	5160 - Retirees - HRA & Medical Reimb	603.91
TOTAL					<u>603.91</u>
2741	05/02/2024	Dennis J Jewell	Retiree Health Insurance Reimb-May '24	1013 - Checking - US Bank - GF x3353	-603.91
05012024	05/01/2024		Retiree Health Insurance Reimb-May '24	5160 - Retirees - HRA & Medical Reimb	603.91
TOTAL					<u>603.91</u>
2742	05/02/2024	Great-West Life & Annuity Co	Group No. 98368	1013 - Checking - US Bank - GF x3353	-7,300.26
04202024	04/20/2024		Employee Deferred Comp PPE 04/20/2024	5185 - Actives - Deferred Compensation	7,300.26
TOTAL					<u>7,300.26</u>
2743	05/02/2024	San Mateo County Retirement Assoc SM M.A.D.		1013 - Checking - US Bank - GF x3353	-37,444.87
04202024	04/20/2024		Employee Contribution Pay Period 04/07/2024-04/20/2024	5115 - Retirement - Employee Contribut	9,781.11
			Employer Contribution Pay Period 04/07/2024-04/20/2024	5110 - Retirement - Employer Contribut	27,663.76
TOTAL					<u>37,444.87</u>
2744	05/02/2024	U.S. Bank PARS Account # 67460224 Agency Name: San Mateo County Mosquito & Vector Control District		1013 - Checking - US Bank - GF x3353	-606.51
6746022400-PP4-2(04/20/2024		Alternate Retirement System for Richard Arrow PPE 04/20/2024	5116 - Alternate Retire-Employee Contr	606.51
TOTAL					<u>606.51</u>
2745	05/02/2024	Irena Gilligan	Air Tkt, Meals & Grnd Transport @ CSDA Conf 4/14-4/17/24	1013 - Checking - US Bank - GF x3353	-484.12
CSDA-4/14-4/17/24	04/24/2024		Air Tkt, Meals & Grnd Transport @ CSDA Conf 4/14-4/17/24	5210 - Conferences / Workshops Board	484.12
TOTAL					<u>484.12</u>
2746	05/02/2024	Laura Walsh	Hotel, meals, air tkt & grnd transprt @ CSDA Conf 4/14-4/17/24	1013 - Checking - US Bank - GF x3353	-1,269.91

San Mateo County Mosquito & Vector Control District
Check Detail

GF-May 2024

May 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
CSDA-4/14-4/17/24	04/18/2024		Hotel, meals, air tkt & grnd transprt @ CSDA Conf 4/14-4/17/24	5210 - Conferences / Workshops Board	1,269.91
TOTAL					<u>1,269.91</u>
2747	05/02/2024	ADP Screening & Selection Services	Billing A/C: 1466165-8	1013 - Checking - US Bank - GF x3353	-50.75
1466165-04-2024	04/22/2024		Background check for Levi Fuller Jr. (Jarvis Fay)	5310 - Background / drug screening	50.75
TOTAL					<u>50.75</u>
2748	05/02/2024	Airgas Dry Ice	4317638	1013 - Checking - US Bank - GF x3353	-588.34
9148959701	04/16/2024		Dry Ice (200 lbs)	5820 - Dry Ice	294.17
9149185897	04/23/2024		Dry Ice (200 lbs)	5820 - Dry Ice	294.17
TOTAL					<u>588.34</u>
2749	05/02/2024	American Fidelity Assurance Compa	Payor: 56840 Pay Period 6/4/2024	1013 - Checking - US Bank - GF x3353	-1,669.16
2363130	05/01/2024		Flexible Spending Account (Employee Contrib) PP 6/4/2024	5170 - Actives - Other Benefits	1,669.16
TOTAL					<u>1,669.16</u>
2750	05/02/2024	Bay Alarm	A/C #5626126; Inv #21363732	1013 - Checking - US Bank - GF x3353	-272.50
21363732	04/18/2024		Deposit for install front door intercom system (1351 Rollins Rd)	5385 - Security and fire alarm	272.50
TOTAL					<u>272.50</u>
2751	05/02/2024	Cintas	Customer #11322412	1013 - Checking - US Bank - GF x3353	-125.13
5207946507	04/24/2024		First Aid-Kit refill (2)	5720 - Safety Equipment	125.13
TOTAL					<u>125.13</u>
2752	05/02/2024	Fusion, LLC	Customer No. 3789973	1013 - Checking - US Bank - GF x3353	-535.72
9875470	04/17/2024		Phone System May-2024	5570 - Phone - VOIP - Fusion/MegaPath	535.72
					<u>535.72</u>

San Mateo County Mosquito & Vector Control District
Check Detail
May 2024

GF-May 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
TOTAL					535.72
2753	05/02/2024	Quench USA, Inc.	A/C #D322868	1013 · Checking - US Bank - GF x3353	-225.52
INV07325700	05/01/2024		Drinking Water Dispenser Rental - May 2024	5335 · Office Expense	225.52
TOTAL					225.52
2754	05/02/2024	RankPlus SEO	Invoice 000896	1013 · Checking - US Bank - GF x3353	-742.00
000896	05/01/2024		Google Ads Services (May)	5910 · Media and Network	742.00
TOTAL					742.00
2755	05/02/2024	Streamline		1013 · Checking - US Bank - GF x3353	-862.00
112D6F75-0038	04/01/2024		Streamline Web 4/1/2024-4/30/2024	5475 · Website Hosting / Microsoft	431.00
112D6F75-0039	05/01/2024		Streamline Web 5/1/2024-5/31/2024	5475 · Website Hosting / Microsoft	431.00
TOTAL					862.00
2756	05/02/2024	Western Scientific Company, Inc.	Invoice #79379	1013 · Checking - US Bank - GF x3353	-645.00
79379	04/24/2024		Preventive maintenance on lab microscopes (5)	5840 · Lab Equip. Maintenance	645.00
TOTAL					645.00
2757	05/02/2024	Aim To Please Janitorial Services	Invoice #72 - Apr 2024	1013 · Checking - US Bank - GF x3353	-1,633.25
72	04/30/2024		1351 Rollins Janitorial Services-Apr 2024	5340 · Janitorial/Household Expense	1,200.00
			1415 N Carolan Janitorial Services	5340 · Janitorial/Household Expense	325.00
			1415 N Carolan Restroom Cleaning	5340 · Janitorial/Household Expense	108.25
TOTAL					1,633.25
2758	05/02/2024	Amazon Capital Services	Account # ARX6UTA334C06	1013 · Checking - US Bank - GF x3353	-1,021.96
19Y6-34JC-K3FN	04/30/2024		USBC Cables for iPads	5460 · Computer Hardware	64.40

San Mateo County Mosquito & Vector Control District
Check Detail
May 2024

GF-May 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
			Motion light sensor for Carolan site	5505 · Facility - Repairs & Maint	33.19
			Supplies for fleet maintenance & returns	5620 · Auto, Hotsy, Plug, Boat, Traile	214.11
			Trail Cam accessories	5630 · Ops Equipment & Repairs	105.81
			Goggles for Seasonals	5720 · Safety Equipment	78.09
			Boots for Seasonals	5725 · Apparel - Uniforms & Boots	187.24
			Mosq reference book	5825 · Lab Supplies	198.32
			Returned CO2 trap parts	5805 · Disease Surveillance	-41.43
			Insect repellent display	5910 · Media and Network	182.23
TOTAL					1,021.96
2759	05/02/2024	Diversified Laboratory Repair	Cust #00001744	1013 · Checking - US Bank - GF x3353	-700.00
47103	05/01/2024		Preventive maint services for Freezers & Erviron Chamber	5840 · Lab Equip. Maintenance	700.00
TOTAL					700.00
2760	05/02/2024	Eco Medical Inc.	Invoice #25686	1013 · Checking - US Bank - GF x3353	-104.00
25686	04/30/2024		28 Gal. Bio-waste container pick-up - 4/25/2024	5830 · Lab Biowaste Disposal	104.00
TOTAL					104.00
2761	05/02/2024	San Mateo Lockworks Inc	Invoice #150761	1013 · Checking - US Bank - GF x3353	-153.46
150761	05/02/2024		Padlocks and keys for gates	5505 · Facility - Repairs & Maint	153.46
TOTAL					153.46
2762	05/02/2024	Vectorborne Surveillance Account	San Mateo Co MVCD	1013 · Checking - US Bank - GF x3353	-3,420.00
SMATM-07-2024	05/02/2024		Re-certification for District Employees (18) 7/1/2024	1300 · Prepaid Items	3,420.00
TOTAL					3,420.00
2763	05/08/2024	U.S. Bank	4246-0445-5564-6391	1013 · Checking - US Bank - GF x3353	-14,815.90
04222024	04/22/2024		District Credit Card Payment	1040 · US Bank Purchase Card	14,815.90

San Mateo County Mosquito & Vector Control District
Check Detail

GF-May 2024

May 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
TOTAL					14,815.90
2764	05/08/2024	Verizon Wireless	A/C #271667168-00002	1013 - Checking - US Bank - GF x3353	-1,880.26
9962636982	04/26/2024		Services for period 03/27/24-04/26/24 (CalNet)	5580 - Phone - Mobile Devices-Verizon	1,880.26
TOTAL					1,880.26
2765	05/20/2024	Airgas Dry Ice	4317638	1013 - Checking - US Bank - GF x3353	-574.79
9149432554	04/30/2024		Dry Ice (200 lbs)	5820 - Dry Ice	293.97
9149658194	05/07/2024		Dry Ice (200 lbs)	5820 - Dry Ice	280.82
TOTAL					574.79
2766	05/20/2024	American Fidelity Assurance	Payor: 56840	1013 - Checking - US Bank - GF x3353	-457.98
D724431	05/17/2024		Life/Acc/Cancer EE Insurance for May-2024	5170 - Actives - Other Benefits	457.98
TOTAL					457.98
2767	05/20/2024	Bay Alarm		1013 - Checking - US Bank - GF x3353	-532.50
21423872	05/03/2024		Due upon completion-install front door intercom system (1351 Rollins Rd)	5385 - Security and fire alarm	272.50
21424061	05/03/2024		Intercom System 6/1-8/31/2024	5385 - Security and fire alarm	195.00
21423963	05/03/2024		Front door intercom system 5/1-5/31/24	5385 - Security and fire alarm	65.00
TOTAL					532.50
2768	05/20/2024	CAWC Waterproofing & Restoration	Invoice 2024124	1013 - Checking - US Bank - GF x3353	-6,460.00
2024124	05/07/2024		Locate & repair water leak on 2nd flr canopy	5505 - Facility - Repairs & Maint	6,460.00
TOTAL					6,460.00
2769	05/20/2024	Cintas Corporation #0464	Payer #15914933	1013 - Checking - US Bank - GF x3353	-589.91
15914933 Apr-2024	04/30/2024		Uniform Services 04/03/24 Inv #4188375032	5725 - Apparel - Uniforms & Boots	138.20

San Mateo County Mosquito & Vector Control District
Check Detail
May 2024

GF-May 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
			Uniform Services 04/10/24 Inv #4189074038	5725 · Apparel - Uniforms & Boots	138.20
			Uniform Services 04/17/24 Inv #4189808580	5725 · Apparel - Uniforms & Boots	138.20
			Uniform Services 04/24/24 Inv #4190519817	5725 · Apparel - Uniforms & Boots	175.31
TOTAL					589.91
2770	05/20/2024	City of Burlingame, Water		1013 · Checking - US Bank - GF x3353	-1,189.88
53-485494-Apr24 C:	04/26/2024		1 Inch meter 02/21/24-04/23/24 (1415 N. Carolan Ave)	5565 · Water	425.47
53-133346-Apr24	04/26/2024		1 1/2 Inch Meter 02/21/24-04/23/24	5565 · Water	590.45
53-310176-Apr24	04/26/2024		Fireline 02/21/24-04/23/24	5565 · Water	12.00
53-310184-Apr24	04/26/2024		3/4 Inch -02/21/24-4/23/24	5565 · Water	161.96
TOTAL					1,189.88
2771	05/20/2024	Colorprint		1013 · Checking - US Bank - GF x3353	-1,675.62
36531	05/01/2024		Rack info cards (200) & tick removal cards (1,000)	5910 · Media and Network	316.95
36558	05/03/2024		Bee Cards (500) & mailing labels (250)	5910 · Media and Network	309.28
36592	05/08/2024		Open House Flyers for School. Qty: 3,300	5910 · Media and Network	929.76
36625	05/13/2024		Lobby door sign vinyl cut letters	5505 · Facility - Repairs & Maint	119.63
TOTAL					1,675.62
2772	05/20/2024	Comcast		1013 · Checking - US Bank - GF x3353	-311.19
8155200280705890	05/10/2024		Business Internet 05/15/24-06/14/24 (1415 N Carolan)	5575 · Phone - Land Line-AT&T/Comcast	140.11
8155200280706203	05/17/2024		Business Internet 05/22/24-06/21/24 (1351 Rollins)	5575 · Phone - Land Line-AT&T/Comcast	171.08
TOTAL					311.19
2773	05/20/2024	Compu-Data, Inc.	Inv #64682	1013 · Checking - US Bank - GF x3353	-150.00
64682	05/09/2024		Installed Splashtop to Angie's desktop to use remotely	5455 · IT Consulting - Compu-Data	150.00
TOTAL					150.00
2774	05/20/2024	Daily Post	Cust# 7987; Invoice #98949	1013 · Checking - US Bank - GF x3353	-1,350.00

San Mateo County Mosquito & Vector Control District
Check Detail

GF-May 2024

May 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
98949	03/28/2024		District Open House Ads (5/8/24-6/14/24)	5910 - Media and Network	1,350.00
TOTAL					<u>1,350.00</u>
2775	05/20/2024	DMV	License No.: 4KN6266	1013 - Checking - US Bank - GF x3353	-10.00
4KN6266 Due 7/31/24	05/13/2024		Trailer Argo 2009-Permanent Trailer ID Fee Due 7/31/24	5620 - Auto, Hotsy, Plug, Boat, Traile	10.00
TOTAL					<u>10.00</u>
2776	05/20/2024	Flyers Energy, LLC		1013 - Checking - US Bank - GF x3353	-6,658.82
CFS-3826455	04/30/2024		Fuels 04/16/2024-04/30/2024	5735 - Fuel	3,017.30
CFS-3845395	05/15/2024		Fuels 05/01/2024-05/15/2024	5735 - Fuel	3,641.52
TOTAL					<u>6,658.82</u>
2777	05/20/2024	FRMS	51 - SMCMVCD Billing Period Jun-2024	1013 - Checking - US Bank - GF x3353	-36,185.85
FRMS0624-SMCMV	05/08/2024		Medical Insurance for Jun-2024	5125 - Actives - Medical Insurance	32,845.15
			Dental Insurance	5135 - Actives - Dental Insurance	2,754.18
			Vision	5145 - Actives - Vision Insurance	482.02
			Hartford Group Life	5150 - Group Life Insurance	104.50
TOTAL					<u>36,185.85</u>
2778	05/20/2024	GLS US	Account #32493	1013 - Checking - US Bank - GF x3353	-9.62
5292054	05/12/2024		Send chicken to CAHFS Lab for necropsy	5810 - Sentinel Chicken Flocks/Supply	9.62
TOTAL					<u>9.62</u>
2779	05/20/2024	Grainger	809934680	1013 - Checking - US Bank - GF x3353	-1,509.75
7120650440	05/05/2024		Facility repair & maint supplies	5505 - Facility - Repairs & Maint	69.11
			Shop supply	5610 - Garage Tools	26.52
			Ops field equipment supply	5630 - Ops Equipment & Repairs	82.22

San Mateo County Mosquito & Vector Control District
Check Detail
May 2024

GF-May 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
			Orange traffic cones (Qty: 30)	5720 - Safety Equipment	887.97
			Safety supplies for Ops	5720 - Safety Equipment	130.69
			Waders & goggles for Seasonals	5725 - Apparel - Uniforms & Boots	313.24
TOTAL					<u>1,509.75</u>
2780	05/20/2024	Great-West Life & Annuity Co	Group No. 98368	1013 - Checking - US Bank - GF x3353	-7,300.26
05042024	05/04/2024		Employee Deferred Comp PPE 05/04/2024	5185 - Actives - Deferred Compensation	7,300.26
TOTAL					<u>7,300.26</u>
2781	05/20/2024	San Mateo County Retirement Assoc SM M.A.D.		1013 - Checking - US Bank - GF x3353	-37,444.87
05042024	05/04/2024		Employee Contribution Pay Period 04/21/2024-05/04/2024	5115 - Retirement - Employee Contribut	9,781.11
			Employer Contribution Pay Period 04/21/2024-05/04/2024	5110 - Retirement - Employer Contribut	27,663.76
TOTAL					<u>37,444.87</u>
2782	05/20/2024	U.S. Bank PARS Account # 67460224	Agency Name: San Mateo County Mosquito & Vector Control District PPE	1013 - Checking - US Bank - GF x3353	-606.51
6746022400-PP5-4-	05/04/2024		Alternate Retirement System for Richard Arrow PPE 05/04/2024	5116 - Alternate Retire-Employee Contr	606.51
TOTAL					<u>606.51</u>
2783	05/20/2024	Heluna Health	A/C #26001, Inv #2544076	1013 - Checking - US Bank - GF x3353	-1,509.20
2544076	05/02/2024		Chicken Sera Testing FY2024-70% (Qty: 137.20 x \$11)	5810 - Sentinel Chicken Flocks/Supply	1,509.20
TOTAL					<u>1,509.20</u>
2784	05/20/2024	Jarvis Fay LLP	Invoice 18775	1013 - Checking - US Bank - GF x3353	-1,920.00
18775	04/30/2024		Board Matters (5.9 hrs) - Legal Services thru Apr-2024	5350 - Legal Services	1,770.00
			Public Records Act (.3hr)	5350 - Legal Services	90.00
			Policies Review (.2hr)	5350 - Legal Services	60.00
TOTAL					<u>1,920.00</u>

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

GF-May 2024

May 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
2785	05/20/2024	Occupational Health Centers of California		1013 - Checking - US Bank - GF x3353	-207.00
82911902	04/25/2024		Drug test for Seasonal Tech (1)	5310 - Background / drug screening	69.00
82975754	05/01/2024		Drug test for Seasonal Tech J. Giraudel (1)	5310 - Background / drug screening	69.00
83050224	05/02/2024		Drug test for Seasonal Lab S. Sasabe (1)	5310 - Background / drug screening	69.00
TOTAL					207.00
2786	05/20/2024	Pacific Office Automation	Customer #446374	1013 - Checking - US Bank - GF x3353	-271.14
221038	05/05/2024		Maintenance for 1 Color & 2 Blk/Wht Copiers 05/02/24-06/02/24	5380 - Copier and postage	271.14
TOTAL					271.14
2787	05/20/2024	PG&E		1013 - Checking - US Bank - GF x3353	-2,277.12
5594119880-0 Apr-2	04/28/2024		PGE Elec & Gas for 1415 N Carolan 03/28/24-04/28/2024	5560 - Gas & Electricity - PG&E	1,008.30
5584709654-6 Apr-2	04/28/2024		1351 Rollins Site 03/28/2024-04/28/2024	5560 - Gas & Electricity - PG&E	1,268.82
TOTAL					2,277.12
2788	05/20/2024	Pitney Bowes Global Financial Serviv 0076-7976-00-4		1013 - Checking - US Bank - GF x3353	-209.35
3106659253	05/13/2024		Postage meter rental 04/01/24-06/30/24	5380 - Copier and postage	209.35
TOTAL					209.35
2789	05/20/2024	Public Agency Retirement Services (Customer #SAN400		1013 - Checking - US Bank - GF x3353	-318.36
55551	05/07/2024		PARS Alternate Retirement System Fees PE 03/31/2024	5325 - HR & Finance Consultant	318.36
TOTAL					318.36
2790	05/20/2024	Recology San Mateo County	A/C #731001072	1013 - Checking - US Bank - GF x3353	-530.38
53484143	04/29/2024		Garbage Service - Apr 2024	5340 - Janitorial/Household Expense	530.38
TOTAL					530.38

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

May 2024

GF-May 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
2791	05/20/2024	RMT Landscape Contractors, Inc.	Customer #M332	1013 - Checking - US Bank - GF x3353	-869.00
20240531	05/10/2024		Landscape Maintenance May-2024 (1351 Rollins Rd)	5505 - Facility - Repairs & Maint	544.50
			Landscape Maintenance (1415 N Carolan Ave)	5505 - Facility - Repairs & Maint	324.50
TOTAL					869.00
2792	05/20/2024	San Mateo Daily Journal	IO # 12755	1013 - Checking - US Bank - GF x3353	-2,904.00
12755	05/06/2024		Ad to promote District's Open House 6/15/24 12-4pm	5910 - Media and Network	2,904.00
TOTAL					2,904.00
2793	05/20/2024	Spark Creative Design	Inv #2987	1013 - Checking - US Bank - GF x3353	-1,795.15
2987	05/09/2024		District services advertisings prints graphic designs & updates	5910 - Media and Network	1,795.15
TOTAL					1,795.15
2794	05/20/2024	Target Specialty Products	Customer ID 5005852	1013 - Checking - US Bank - GF x3353	-1,533.87
INVP501458089	04/15/2024		Sumilarv .5G Mosquito Larvicide (5kg) MCP 2 Bags/Cs (Qty: 3cs)	5705 - Pesticides	1,533.87
TOTAL					1,533.87
2795	05/20/2024	Technical Safety Services, LLC	Customer #14050	1013 - Checking - US Bank - GF x3353	-350.70
IN0355022	05/06/2024		Biosafety Cabinet troubleshoot 8/29/2023	5840 - Lab Equip. Maintenance	350.70
TOTAL					350.70
CHECK TOTAL					195,471.26

Note: Previous month's check numbers were 2694-2739. Current month's check numbers are 2740-2795 (56 checks).

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

May 2024

CPF-May 2024

Num	Date	Name	Memo	Account	Original Amount
1278	05/08/2024	Enterprise FM Trust	Customer No. 458563	1023 · Checking - US Bank - CPF x4183	-3,542.33
458563-050324	05/03/2024		22NCN8-2018 NISS Frontier- May 2024	6030 · Vehicle Leases	248.89
			22NCNB-2018 NISS Frontier	6030 · Vehicle Leases	248.89
			22NCNF-2018 NISS Frontier	6030 · Vehicle Leases	32.89
			22NCNJ-2018 NISS Frontier	6030 · Vehicle Leases	32.89
			23CDWF-2020 Subaru Forester	6030 · Vehicle Leases	318.64
			23LVXF-2019 NISS Frontier (Kim)	6030 · Vehicle Leases	405.59
			23LW6S-2019 NISS Frontier (Lab)	6030 · Vehicle Leases	455.33
			23MNV2-2020 NISS Frontier	6030 · Vehicle Leases	391.87
			23MNV3-2020 NISS Frontier	6030 · Vehicle Leases	391.88
			25QSHX-2022 FORD Explorer	6030 · Vehicle Leases	492.81
			266LKM-2021 RAM 2500	6030 · Vehicle Leases	522.65
TOTAL					<u>3,542.33</u>
1279	05/20/2024	Capital Program Management, Inc.	Invoice #23-15-06	1023 · Checking - US Bank - CPF x4183	-4,162.50
23-15-06	05/10/2024		Construction Mgmt Services thru 04/30/2024; Proj I 6010 · Building Improvements		4,162.50
TOTAL					<u>4,162.50</u>
CHECK TOTAL					<u><u>7,704.83</u></u>

Note: Previous month's check number were 1276-1277. Current month's check number are 1278-1279 (2 checks).



P.O. BOX 6343
FARGO ND 58125-6343

May
2024



ACCOUNT NUMBER [REDACTED]
STATEMENT DATE 05-22-2024
AMOUNT DUE \$5,649.77
NEW BALANCE \$5,649.77
PAYMENT DUE ON RECEIPT

000000887 01 SP 106481043286639 P
SMCMVCD
ATTN DISTRICT MANAGER
1351 ROLLINS RD
BURLINGAME CA 94010-2409

AMOUNT ENCLOSED
\$

Please make check payable to U.S. Bank

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

[REDACTED] 000564977 000564977

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY									
SMCMAD	Previous Balance	Purchases And Other Charges	Cash Advances	Cash Advance Fees	Late Payment Charges	Credits	Payments	New Balance	
[REDACTED]	\$14,815.90	\$6,288.67	\$0.00	\$0.00	\$0.00	\$638.90	\$14,815.90	\$5,649.77	
Company Total									

CORPORATE ACCOUNT ACTIVITY					
SMCMAD					TOTAL CORPORATE ACTIVITY
[REDACTED]					\$14,815.90 CR
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-14	05-13	74798264135000000001231	PAYMENT - THANK YOU 00000 C	14,815.90 PY	

NEW ACTIVITY					
ANGELA NAKANO		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
[REDACTED]		\$0.00	\$495.30	\$0.00	\$495.30
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-08	05-06	24765794128018014622718	LABCONCO CORPORATION 816-3338811 MO	81.12	
05-22	05-21	24692164142101603753031	TFS FISHERSCI ECOM HUS 800-766-7000 TX	414.18	

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER		ACCOUNT SUMMARY		
	[REDACTED]		PREVIOUS BALANCE	14,815.90	
SEND BILLING INQUIRIES TO: U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	STATEMENT DATE	DISPUTED AMOUNT	PURCHASES & OTHER CHARGES	6,288.67	
	05/22/24	.00	CASH ADVANCES	.00	
AMOUNT DUE 5,649.77			CASH ADVANCE FEES	.00	
			LATE PAYMENT CHARGES	.00	
			CREDITS	638.90	
			PAYMENTS	14,815.90	
			ACCOUNT BALANCE	5,649.77	



Company Name: SMCMVCD
Corporate Account Number: [REDACTED]
Statement Date: 05-22-2024

May
2024

NEW ACTIVITY

CASEY STEVENSON	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$1,288.57	\$0.00	\$1,288.57

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-13	05-09	24692164131102348891840	PANERA BREAD #204473 P MILLBRAE CA	27.98
05-15	05-13	24551944135017017131537	REDWOOD CITY INFINI NI 650-241-2525 CA	1,260.59

SMCMVCD ADMIN	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$638.90	\$4,492.82	\$0.00	\$3,853.92

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-24	04-23	24011344114000038460517	SP RAM MOUNTS RAMMOUNT.COM WA	174.84
04-29	04-26	24011344117000055351612	GAIA GPS MEMBERSHIP WWW.GAIAGPS.C CO	19.99
04-29	04-28	24431064119081325963190	FASTRAK CSC 415-486-8655 CA	25.00
05-01	05-01	24000774122000008867249	MOSYLE BUS* MOSYLE_BUS HTTPSBUSINESS FL	37.50
05-02	05-01	24204294122002468344082	GOOGLE ADS3907138857 650-2530000 CA	252.17
05-02	05-01	24692164122104913387007	YELPINC*855 380 9357 855-380-9357 CA	90.00
05-08	05-03	24011344124000081264305	CAPELOS BA* (1 OF 1 PA HTTPSWWWW.CAPE CA	891.19
05-08	05-07	74692164128100237742389	GOTOCOM*GOTOMYPC GOTO.COM MA	380.88 CR
05-10	05-09	24011344131000005118642	CAPELOS BA* (2 OF 2 PA HTTPSWWWW.CAPE CA	80.50
05-10	05-09	24116414131067452686236	ELIMBIO 510-783-1112 CA	562.40
05-10	05-08	24231684130837001214550	SAFEWAY #1547 BURLINGAME CA	25.96
05-13	05-10	24116414131067484754485	ELIMBIO 510-783-1112 CA	406.00
05-14	05-13	24492164134000029086220	GDIT FAA 34C3EFN HTTPSFADDRONE VA	5.00
05-15	05-13	24071054135627116292730	CALIFORNIA SPECIAL DIS 916-4427887 CA	230.00
05-15	05-13	24071054135627116292755	CALIFORNIA SPECIAL DIS 916-4427887 CA	785.00
05-16	05-15	24492164136000039601758	SP STILL POND FARM HTTPSSTILLPON MI	119.98
05-16	05-15	24692164136106685561531	THE INK SPOT 623-780-3204 AZ	405.00
05-17	05-16	24431064137083008212190	TARGET.COM * 800-591-3869 MN	56.16
05-17	05-16	24692164137107459569261	COSTCO DELIVERY 654 800-788-9968 CA	300.94
05-20	05-17	74579164139620755616702	OXFORD UNIVERSITY PRESS OXFORD	258.02 CR
05-20	05-17	24692164138108111115229	AMZN MKTP US*V346M5TV3 AMZN.COM/BILL WA	25.19

BRIAN WEBER	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$11.98	\$0.00	\$11.98

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-10	05-09	24801974131839005654850	BURLINGAME FARMERS MARKE BURLINGAME CA	11.98

Department: 00000 Total:
Division: 00000 Total:

\$5,649.77
\$5,649.77

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

**May
2024**

May 2024

Type	Date	Name	Memo	Split	Amount
1040 · US Bank Purchase Card					
1045 · US Bank Visa Brian x2315					
Credit Card Charge	05/09/2024	Misc-Admin	Burling Farmer's Mkt-Bagel crm cheese for SMC Env Health mtg	5335 · Office Expense	11.98
Total 1045 · US Bank Visa Brian x2315					<u>11.98</u>
1050 · US Bank Visa Admin x5992					
Credit Card Charge	04/23/2024	Ram Mounts	New iPad mounts for CB jeeps for larger iPads	5620 · Auto, Hotsy, Plug, Boat, Traile	174.84
Credit Card Charge	04/26/2024	Gaia GPS	To measure distance/time traveled while collecting	5805 · Disease Surveillance	19.99
Credit Card Charge	04/28/2024	FasTrak	Toll account replenishment	5215 · Conferences / Workshops Staff	25.00
Credit Card Charge	05/01/2024	Google Inc.	Advertising of district services on google search	5910 · Media and Network	252.17
Credit Card Charge	05/01/2024	Misc- Outreach	Yelp-advertising of district services on yelp	5910 · Media and Network	90.00
Credit Card Charge	05/01/2024	Mosyle Business	Premium subscription	5465 · Computer Software	37.50
Credit Card Charge	05/03/2024	Misc-Admin	Capelo's Barbecue-meal for the May 8th board meeting	5305 · Board Meeting Expenses	971.69
Credit Card Credit	05/07/2024	GoToMyPC.Com	Refund-Annl plan renewal for Angie's computer	5465 · Computer Software	-380.88
Credit Card Charge	05/08/2024	Safeway Store	Refreshments for the May 8th board meeting	5305 · Board Meeting Expenses	25.96
Credit Card Charge	05/09/2024	ELIM Biopharmaceuticals	Sequencing for pathogen ID (borrelia)	5805 · Disease Surveillance	562.40
Credit Card Charge	05/10/2024	ELIM Biopharmaceuticals	Past invoices for sequencing services	5805 · Disease Surveillance	406.00
Credit Card Charge	05/13/2024	Misc- Ops	FAA Drone Zone-renewal for dji phantom etk registration	5630 · Ops Equipment & Repairs	5.00
Credit Card Charge	05/13/2024	California Special District Assoc	SDLA conf regist for Trustee Chuck Cotten 11/3-11/6	5210 · Conferences / Workshops Board	785.00
Credit Card Charge	05/13/2024	California Special District Assoc	Training for staff on special districts	5215 · Conferences / Workshops Staff	230.00
Credit Card Charge	05/15/2024	Misc- Ops	The Pond Farm - pond salt for fish room	5730 · Mosquito Fish	119.98
Credit Card Charge	05/15/2024	Misc- Outreach	The Ink Spot-pencils for school outreach presentation	5910 · Media and Network	405.00
Credit Card Charge	05/16/2024	Target	Drinks (juice/water) for open house participants	5910 · Media and Network	56.16
Credit Card Charge	05/16/2024	Costco	Misc. office supplies	5335 · Office Expense	204.49
			Cleaning paper towels	5340 · Janitorial/Household Expense	96.45
Credit Card Credit	05/17/2024	Misc-Lab	Oxford Press-credit for publication on journal of medical entomology	5825 · Lab Supplies	-258.02
Credit Card Charge	05/17/2024	Amazon.com	Lanyards for district badges	5335 · Office Expense	25.19
Total 1050 · US Bank Visa Admin x5992					<u>3,853.92</u>
1052 · US Bank Visa Angie x8413					
Credit Card Charge	05/06/2024	Misc-Lab	LabConco Corp - light bulbs for biosafety cabinet	5825 · Lab Supplies	81.12
Credit Card Charge	05/21/2024	Fisher Scientific	Molecular biology grade Ethanol	5825 · Lab Supplies	414.18
Total 1052 · US Bank Visa Angie x8413					<u>495.30</u>
1053 · US Bank Visa Casey x8447					

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

May 2024

May 2024

<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Credit Card Charge	05/09/2024	Panera Bread	Bagels for meeting with SMC Env. Health	5335 · Office Expense	27.98
Credit Card Charge	05/09/2024	Misc- Ops	RW City Nissan-repair Nissan #50 transmission control shifter	5615 · Garage Repairs Outside	1,260.59
Total 1053 · US Bank Visa Casey x8447					<u>1,288.57</u>
TOTAL 1040 · US Bank Purchase Card					<u><u>5,649.77</u></u>



RESOLUTION M-008-2024

**IN HONOR OF ROBERT RIECHEL
BOARD TRUSTEE FOR THE SAN MATEO COUNTY MOSQUITO & VECTOR CONTROL DISTRICT**

Board Trustee May 2004 to Current

WHEREAS, Robert Riechel was appointed to the Board of Trustees of the San Mateo County Mosquito and Vector Control District in May 2004, representing the City of San Bruno; and

WHEREAS, Robert Riechel has dedicated twenty years of distinguished service to the San Mateo County Mosquito and Vector Control District, demonstrating an unwavering commitment to the betterment of mosquito and vector control; and

WHEREAS, throughout his tenure, Robert Riechel has been an active and passionate participant in local government, contributing to various committees, including Policy and Finance committees, and has shown exemplary service; and

WHEREAS, Robert Riechel's expertise, dedication, and thoughtful decision-making have been instrumental in guiding the San Mateo County Mosquito and Vector Control District through numerous challenges and successes, ensuring the well-being and progress of our community; and

WHEREAS, Robert Riechel has fostered a spirit of collaboration and civic engagement, encouraging open dialogue and participation from all community members, thus strengthening the democratic process and enhancing the quality of life for residents; and

WHEREAS, Robert Riechel's service has been characterized by his integrity, professionalism, and a deep sense of duty, earning the respect and admiration of his colleagues

NOW THEREFORE BE IT PROCLAIMED, this 10th day of July in the year 2024, that the Board of Trustees of the San Mateo County Mosquito and Vector Control District extends its appreciation and commendation to Robert Riechel for his exemplary service over the past twenty years and look forward to his continued contributions as a valued member of the Board.

ADOPTED, this 10th day of July 2024

Mason Brutschy, Board President

D. Scott Smith, Board Secretary

Agenda Item 6A

SUBJECT: Health Reimbursement Arrangement Presentation from Mid-America

BACKGROUND AND STATUS

The Board approved amendments to District Policy 4030 Remuneration and Reimbursement, augmenting fringe benefit allocations towards a Health Reimbursement Arrangement (HRA) designated for active Trustees.

Each board member will be allocated \$100 monthly to cover eligible medical expenses, assuming a meeting is attended that month. The HRA funds will be loaded on an expense card to cover qualified medical, dental, and vision expenses. Still, the Internal Revenue Service determines the exact covered expenses. Reimbursements are tax-free for board members. Board members may allow unused funds to roll over to the next year, though funds are not transferable if a board member leaves the district.

The attached agenda item 6.1, the Mid-America Health Reimbursement Arrangement Eligible Expense Guide, provides additional information regarding the HRA. Daniel Grever from Mid-America will also attend the July 10 Board meeting to present additional details about the program and answer any questions.

MATERIALS ATTACHED:

1. Mid-America Health Reimbursement Arrangement Eligible Expense Guide

Health Reimbursement Arrangement

Eligible Expense Guide



Understanding Your HRA

Health Reimbursement Arrangement (HRA) eligible expenses can vary depending on your plan's unique design. To help you better understand what type of HRA you have and, most importantly, which expenses are eligible, we've created this eligible expense guide for you.



Identify Your HRA

Simply log into your plan at www.myMidAmericaJourney.com. If it's your first time logging in, select **Create Your New Username and Password** from the login screen. Once logged in, locate the **Accounts** section from your homepage. From here, you can identify the type of HRA you have. You can also contact our Participant Services team at healthaccountservices@myMidAmerica.com or (855) 329-0095.



Understanding the Account Types

Below is a description of each account type as well as the expenses eligible within each. Pages 2–4 provide additional details on common eligible and ineligible expenses.

Account Types in MidAmerica Journey

Depending on your unique plan design, one or more of the below account types will display in the Accounts section of your Journey homepage once you log in.

Available: Full Medical or Available: Medical and Post-Tax Premiums



Once logged into MidAmerica Journey, if your account is named **Available: Full Medical** or **Available: Medical and Post-Tax Premiums**, your eligible expenses include:

- Full 213(d) Expenses
- Post-Tax Premiums

Available: Premiums



Once logged into MidAmerica Journey, if your account is named **Available: Premiums**, your eligible expenses include:

- Post-Tax Premiums

Available: Medical (No Premiums)



Once logged into MidAmerica Journey, if your account is named **Available: Medical (No Premiums)**, your eligible expenses include:

- Full 213(d) Expenses

Unavailable

An Unavailable account means that you currently do not have access to funds based on either your plan's vesting schedule, your employment status, or a combination of the two. For additional details on your plan design, contact our Participant Services team at (855) 329-0095 or email us at healthaccountservices@myMidAmerica.com.



Full 213(d) Eligible Medical Expenses

A Partial Listing

Qualified HRA expenses and premiums are outlined in Internal Revenue Code Section 213(d). To help you, we have created a partial listing of the IRS Section 213(d) expenses inquired about most frequently. For a full listing of eligible expenses, go to www.irs.gov/pub/irs-pdf/p502.pdf. You can also access additional details on eligible expenses by visiting <https://sig-is.org/eligible-product-list2/eligible-product-list-criteria>. It's important to note that these links provide examples of possible eligible expenses—the expenses eligible under the plan established by your employer may vary. Please review the Plan Highlights included with your Welcome Kit for additional details.

Most Common Expenses

- Over-the-Counter Drugs, such as pain relievers, sleep aids, digestive aids, and cold medicines
- Office Visit Copays
- Physician Service Copays
- Prescription Copays
- Insurance Plan Deductibles
- Insurance Plan Co-Insurance
- Menstrual Care Products

Other Services & Fees

- Anesthetist
- Chiropractor
- Christian Science
- Dentist
- Exam, physical
- Eye Exam
- Fertility Treatments
- Gynecologist
- Healing Services
- Hospital
- Laboratory
- Osteopath
- Physician
- Physiotherapist
- Psychiatrist
- Sex Therapist
- Specialists
- Surgeons

Military Retiree Coverage (TRICARE formerly known as CHAMPUS)

- Copays
- Deductibles
- Office Visits
- Vision
- EXTRA Premiums
- Medicare Part B Premiums
- PRIME (HMO) Premiums
- PRIME Supplement Premiums
- Retiree Dental Premiums
- Standard Premiums

Misc. Expenses

- Adoption (medical expenses incurred before adoption is finalized)
- Air conditioning and air filters used for alleviating illness
- Alcoholism and Drug Treatment Center Costs
- Ambulance Hire
- Artificial Limbs and Teeth
- Automobile Modifications (hand controls, special equipment, mechanical lifts)
- Birth Control Pills
- Braille Books &

- Magazines
- Breast Pumps
- Childbirth Classes (birth preparation, not child rearing)
- Contact Lenses
- Dental Treatments
- Eye Exam
- Eyeglasses
- Fertility Treatments
- Food & Beverages for specific diseases
- Genetic Testing (to determine possible defects)
- Hearing Aids & Batteries
- Immunizations
- Infertility Treatment
- Laser Eye Surgery
- Lead-Based Paint Removal
- Learning Disability (school or educator for learning disabled children recommended by doctor)
- Lifetime Care at Medical Facility
- Lodging for Medical Care or Treatment (subject to \$50/day per person)
- Medical Supplies & Equipment
- Norplant Insertion or Removal
- Obstetrical Expense
- Operations
- Optometrist
- Oral Surgery
- Organ Transplants
- Orthodontia
- Physical Therapy
- Prescription Medicines
- Private Hospital Room
- Retirement Home Fees, costs allocable to medical care
- Seeing-Eye Dog
- Speech Training for Child with Dyslexia or other Learning Disability
- Sterilization
- Stop-Smoking Programs
- Student Health Fees
- Support for Corrective Devices
- Telephone for Deaf
- Therapy Treatments ***
- Transportation Expense Relative to Illness (subject to IRS limits)
- Vaccines
- Vasectomy
- Viagra
- Vitamins (subject to doctor's verification)
- Weight Loss Program (to treat an existing disease)
- Wheelchair
- X-Rays

*Subject to annual maximum limits

*** IRS Section 213(d) has indicated that therapy provided for the general improvement of mental health, relief of stress, or personal enjoyment, is not an eligible expense reimbursable from your HRA or Flexible Spending Account. Therapy used to treat a specific medical need remains eligible. Therefore, this type of expense will require a doctor's note, with a diagnosis, to state the medical need for eligibility to be determined.



Premium Only Eligible Expenses

A Partial Listing

The following is a partial listing of eligible reimbursable expenses. A Health Reimbursement Arrangement (HRA) participant may request a reimbursement by properly submitting their claim online or by completing, signing, and returning a MidAmerica Claim Form along with proof of their claim. Qualified premiums are outlined in Internal Revenue Code Section 213(d).

Insurance premiums paid by an employer or through a pre-tax Section 125 cafeteria plan are not eligible for reimbursement. If you are a current participant in a Section 125 Health Care Flexible Spending Account (FSA), you must exhaust the FSA benefits before you may file an eligible HRA claim.

Common Qualified Claims

- Premiums paid by the former employee to a subsequent employer’s group health plan.
- Premiums on an individual health insurance policy purchased by the former employee, including those purchased from the health care exchange.*
- Premiums on a Medicare supplemental health insurance policy purchased by the former employee.
- Reimbursement for Medicare Part B premiums paid by the former employee.
- Once Medicare Part D is implemented, Medicare Part D premiums paid by the former employee.
- Additional contributions the former employee’s spouse pays to enroll the former employee as a dependent in the spouse’s employer’s group health plan (as long as these additional premiums were not paid by the spouse with pre-tax payroll deductions).
- Premiums for separate dental, vision, or prescription drug insurance policies.
- Premiums paid by the former employee for long-term care coverage. Long-term care premium reimbursements are subject to the following Internal Revenue Service limitations for the year 2022. Any premium amounts for the year above these limits are not considered to be an eligible medical expense.

Long-Term Care Premium Reimbursements: IRS 2022 Limitations

Attained age before the close of the taxable year	Maximum Deduction for 2022
40 or less	\$450
More than 40 but not more than 50	\$850
More than 50 but not more than 60	\$1,690
More than 60 but not more than 70	\$4,510
More than 70	\$5,640

**If you are otherwise eligible for a Premium Tax Credit (subsidy), you may suspend your HRA balance to qualify. Your suspension will be in effect for the entire plan year and is irrevocable. To obtain a suspension form, please contact us at (855) 329-0095.*



Common Ineligible Expenses

A Partial Listing

The IRS does not allow the following to be reimbursed under your Health Reimbursement Arrangement as expenses to promote general health are not eligible. This is not an inclusive listing.

- Babysitting and Child Care
- Calcium Supplements
- Cancer, Indemnity, and Long-Term Disability Insurance
- Canceled Appointment Fees
- Contact Lens Insurance
- Cosmetic Surgery/Procedures
- Custom Fit-overs (clip-ons)
- Dancing Lessons
- Dental Discount Programs
- Diaper Service
- Discounted Fees/Write-offs
- Electrolysis
- Exercise Equipment*
- Eyeglass Insurance
- Fitness Programs*
- Hair Loss Medication
- Hair Transplant
- Health Club Dues
- Treatment Program (at a Health Club)*
- Herbs & Herbal Medicines
- Homeopathic Drugs
- Illegal Operation or Treatment
- Insurance Premium Interest Charge
- Lamaze Class***
- Marriage Counseling
- Massage Therapy**
- Maternity Clothes
- Personal Trainer
- Prescription Drug Discount
- Pre-Tax Insurance Premiums
- Retin-A*
- Rogaine*
- Special Foods* (cost difference of common product)
- Student Health Fee
- Swimming Lessons
- Tattoo Removal
- Teeth Whitening/Bleaching
- Toiletries, Toothpaste, etc.
- Toothbrush (Electric or Manual)
- Varicose Vein Treatment*
- Veneers
- Vision Discount Programs
- Vitamins*
- Weight Loss Programs and/or Drugs*

**Eligible only with Doctor's certification identifying the medical condition and length of treatment program.*

***IRS Section 213(d) has indicated that therapy provided for the general improvement of mental health, relief of stress, or personal enjoyment, is not an eligible expense reimbursable from your HRA or FSA account. Therapy used to treat a specific medical need remains eligible. Therefore, this type of expense will require a doctor's note, with a diagnosis, to state the medical need for eligibility to be determined.*

****Eligible expenses are limited to the mother's instruction related to birth.*

Please be aware that the Internal Revenue Service looks to the reasonableness of the cost of the treatment.

Questions?

If you have questions on eligible medical expenses, please call us at (855) 329-0095 or email us at healthaccountservices@myMidAmerica.com.

Agenda Item 7A

BOARD COMMITTEE REPORTS

SUBJECT: Finance Committee Meeting of the Board of Trustees

The Finance Committee members attended a meeting on July 1, 2024. Attendees included Finance Committee Chair, Ron Collins, Michael Yoshida, Ray Williams, Robert Riechel, Mason Brutschy, and Kati Martin.

Staff attending included District Manager Brian Weber, Finance Director Richard Arrow, Information and Technology Director Matthew Nienhuis, Operations Director Casey Stevenson.

- Finance Director Richard Arrow presented the preliminary Financial Reports for FY 23-24 as of May 31, 2024. After a brief discussion highlighting the financial condition and results of operations for those periods, it was unanimously approved to forward the financial reports to the District's Board of Trustees for approval on the Board consent calendar.
- District Manager Brian Weber submitted a brief summary on the status of the construction project at 1415 North Carolan. Up to date costs were presented.
- Finance Director Richard Arrow discussed investment earnings of the San Mateo County Treasury and CalCLASS. A brief discussion, it was agreed that at the next Finance Committee meeting, a recommendation of additional funds transfer to CalCLASS will be recommended.

The meeting adjourned at 5:52 P.M. on July 1, 2024.



1415 N. Carolan Ave. Project Management Report

Reporting date

6/1/2024 – 6/30/2024

Project objective(s)

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

Work completed in June

1. Met with Aetypic and CPM regarding the project
2. Received updated cost estimate based on schematic drawings
3. Met with CPM and roofing contractor to determine next steps on roofing solutions
4. Board approved amendment to CPM Contract

Work planned to be completed in July

1. Meet with CPM and Aetypic twice monthly
2. Receive revised updated cost estimate based on schematic drawings and proofed by CPM

Outlook for the remainder of 2024

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

Budget status and outlook

Total budget approved for Phase 2:	\$555,923
Budget spent for Phase 2 (construction plans):	\$ 27,841
Total budget spent since property purchase:	\$183,039 *

• See attached detail Agenda Item 7B.1

San Mateo County Mosquito & Vector Control District
Transaction Detail By Account
 July 2021 through June 2024

	Type	Date	Num	Name	Memo	Class	Cir	Split	Amount
6000 - CAPITAL IMPROVEMENTS									
6010 - Building Improvements									
	BIII	08/12/2021	18823561-1st half Dp	Bay Alarm	1415 N. Carolan-Alarm Installation-1st Half Deposit			2000 - Accounts Payable	1,889.00
	BIII	08/27/2021	74937	All Fence Company, Inc.	Repair & replace chain link fence @ 1415 N Carolan			2000 - Accounts Payable	1,685.00
	BIII	09/08/2021	18989742-2nd half Dp	Bay Alarm	1415 N. Carolan-Alarm Installation-2nd Half Deposit			2000 - Accounts Payable	1,889.00
	BIII	12/11/2021	C57-406	Bay Area Paving Co. Inc.	Replaced cracked driveway and sidewalk (1415 N. Carolan) PO#02706			2000 - Accounts Payable	7,865.50
	General Journal	05/17/2022	05172022A	RMT Landscape Contractors, Inc.	Re-code 1415 N Carolan Ground Mulch Cover Refresh			5505 - Facility - Repairs & Maint	3,090.00
	General Journal	05/17/2022	05172022A	Loral Landscaping, Inc.	Re-code 1415 N Carolan Landscape Improvements			5505 - Facility - Repairs & Maint	4,878.00
	General Journal	06/24/2022	06242022A	Bay Alarm	Re-code to 6010-1415 N Carolan Intrusion Alarm Install-1st 1/2 Dep			5385 - Security and fire alarm	325.00
	General Journal	06/24/2022	06242022A	Bay Alarm	Re-code to 6010-1415 N Carolan Intrusion Alarm Install-2nd 1/2 Dep			5385 - Security and fire alarm	325.00
	BIII	11/03/2022	AET-2022-I007	Aetyptic, Inc.	Geotechnical Services: 1415 N. Carolan Ave Improvement Project			2000 - Accounts Payable	11,351.98
	BIII	12/08/2022	AET-2022-K003	Aetyptic, Inc.	Professional Services thru 11/25/22: 1415 N. Carolan Improv Project			2000 - Accounts Payable	96,421.10
	BIII	04/12/2023	AET-2023-C003	Aetyptic, Inc.	Professional Services thru 03/31/2023: 1415 N. Carolan Improv Project			2000 - Accounts Payable	12,946.50
	BIII	06/30/2023	AET-2023-F007	Aetyptic, Inc.	Professional Services thru 06/30/2023: 1415 N. Carolan Improv Project			2000 - Accounts Payable	14,585.00
	BIII	12/08/2023	23-15-01	Capital Program Management, Inc.	Construction Mgmt Services thru 11/30/2023; Proj No. 23-15 (1415 N)			2000 - Accounts Payable	388.50
	BIII	01/08/2024	23-15-02	Capital Program Management, Inc.	Construction Mgmt Services thru 12/31/2023; Proj No. 23-15 (1415 N)			2000 - Accounts Payable	2,719.50
	BIII	02/06/2024	AET-2024-A004	Aetyptic, Inc.	Professional Services thru 01/26/2024 (1415 N. Carolan Improv Projec			2000 - Accounts Payable	400.00
	BIII	02/06/2024	AET-2023-J008	Aetyptic, Inc.	Professional Services thru 10/27/2023 (1415 N. Carolan Improv Projec			2000 - Accounts Payable	5,796.00
	BIII	02/09/2024	23-15-03	Capital Program Management, Inc.	Construction Mgmt Services thru 01/31/2024; Proj No. 23-15 (1415 N)			2000 - Accounts Payable	4,662.00
	BIII	03/08/2024	23-15-04	Capital Program Management, Inc.	Construction Mgmt Services thru 02/29/2024; Proj No. 23-15 (1415 N)			2000 - Accounts Payable	3,829.50
	BIII	04/08/2024	23-15-05	Capital Program Management, Inc.	Construction Mgmt Services thru 03/31/2024; Proj No. 23-15 (1415 N)			2000 - Accounts Payable	3,829.50
	BIII	05/10/2024	23-15-06	Capital Program Management, Inc.	Construction Mgmt Services thru 04/30/2024; Proj No. 23-15 (1415 N)			2000 - Accounts Payable	4,162.50
	BIII	06/10/2024	23-15-07	Capital Program Management, Inc.	Construction Mgmt Services thru 05/31/2024; Proj No. 23-15 (1415 N)			2000 - Accounts Payable	2,053.50
	Total 6010 - Building Improvements								185,092.08
	Total 6000 - CAPITAL IMPROVEMENTS								185,092.08
	TOTAL								185,092.08



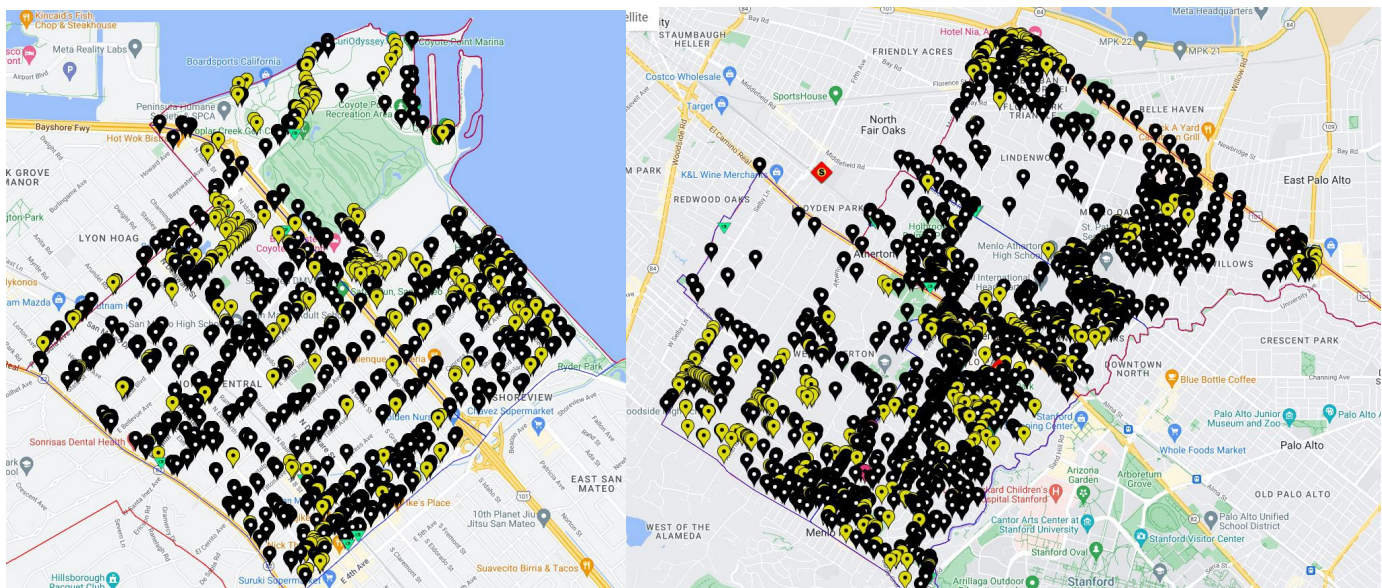
Agenda Item 8.A. - Operations Staff Program Reports

Field Operations June 2024

Storm Drain Control in San Mateo County: Dry vs. Wet

At San Mateo County Mosquito and Vector Control District, we have conducted mosquito control treatments in 1,393,678 storm drains in the last five years, an average of 278,735 per year. Storm drains are located in every city in our county, and their primary purpose is to help prevent flooding by diverting water off the streets into a natural body of water. The storm drains become a mosquito issue starting after the rainy season has ended, usually in April, because the water that hasn't completely emptied from the storm drain will remain there throughout the season. Our seasonal storm drain team starts in April and works till the end of October to control the mosquitoes that could potentially transmit West Nile Virus to the residents of San Mateo County. The storm drain team's job is to help limit the chance of West Nile virus transmission in our county.

To make our team even more efficient district staff have been using historical data to identify cities that have a high density of storm drains that are not holding any water, and we have started applying a mosquito control product that can control juvenile mosquitoes for up to six months to the remaining basins that are holding water. This change to our storm drain program has reduced the number of treatments and inspections our seasonal team conducts in these areas. Each catch basin in our county identified as having the potential to breed mosquitoes is inspected every two weeks. The ability to apply long-term mosquito control products to the areas that don't have a lot of storm drains holding water frees up the team to focus on areas with a high density of storm drains holding water that need more frequent attention.



Screenshot on the left shows storm drains in San Mateo and the screenshot on the right shows Menlo Park and Atherton. The yellow pins are storm drains that hold water and the black pins are storm drains that do not hold water.



Agenda Item 8.A. - Operations Staff Program Reports

The staff has identified four cities this year, Atherton, East Palo Alto, Menlo Park, and part of San Mateo, that would benefit from having long-term mosquito control put into the small amount of storm drains holding water. These four cities combined have 3,181 storm drains that routinely would be inspected every two weeks. Our team identified that only 30% of these storm drains held water. We applied a long-term treatment to the 966 drains holding water. This treatment will not allow the juvenile mosquitoes to become adult mosquitoes that could potentially transmit West Nile Virus. This reduction of sites that need to be inspected every two weeks has allowed our team to have a quicker turnaround when inspecting areas with a high density of storm drains holding water.

Staff Working Around the County



Figure 1 Vector Control Technicians Justin Loman, David Allen, and Vanessa Hernandez Pacheco are getting ready to control mosquitoes at Seal Point Park in San Mateo.



Agenda Item 8.A. - Operations Staff Program Reports



Figure 2 Yellowjacket nest wrapped around a resident's light in Woodside.



Figure 3- Vector Control Technicians David Allen and Vanessa Hernandez Pacheco controlling mosquitoes in San Mateo



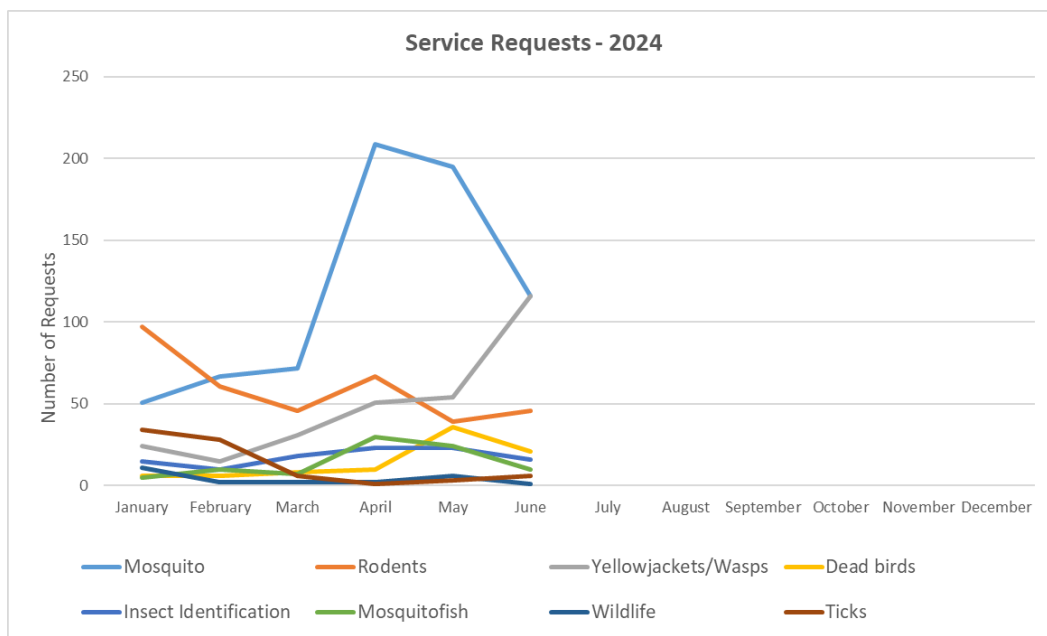
Agenda Item 8.A. - Operations Staff Program Reports

June 2024 Service Requests

<u>Type of Request</u>	<u>June 2024</u>	<u>5-year June average</u>
Mosquito	116	105
Yellowjackets/wasps	116	135
Rodents	46	44
Dead birds	21	15
Insect identification	16	14
Mosquitofish	10	19
Ticks	6	2
Wildlife	1	4
Other	13	13
Total	345	351

The total number of service requests was near average in June (345 requests compared to a five-year average of 351). Mosquito-related service requests dropped somewhat from May despite an increase in adult mosquito abundance collected in traps. This might be caused by a seasonal reduction of *Aedes sierrensis*, a very noticeable treehole mosquito that prefers to feed on mammals. Yellowjacket and wasp requests increased sharply over the last month, which is typical as daytime temperatures rise. The remaining categories of service requests were near average.

Service requests in the category "other" included insect-related requests, such as cockroaches, crane flies, midges, and bumblebees.





Agenda Item 8.B. – Laboratory Staff Program Reports

Lab Activities in June 2024

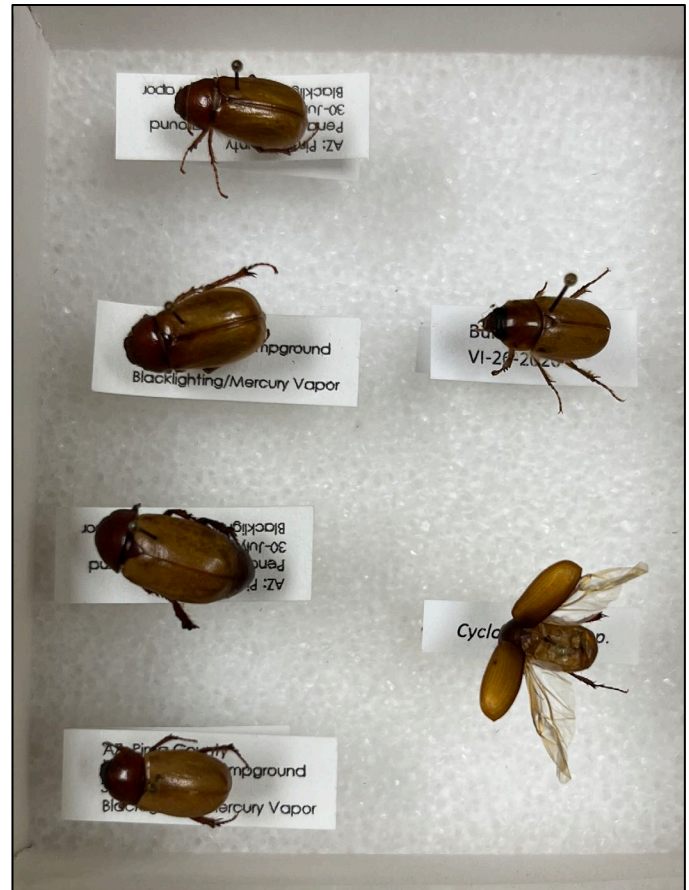
Masked Chafers

In summer, it's not unusual to see light brown beetles called masked chafers (*Cyclocephala* spp.) in yards or landscaped areas. A chafer is a type of scarab beetle that feeds on plant roots in the larval, or "grub" stage. Masked chafers have a darker brown or black head that makes it appear as if they're wearing a mask. They are a rounded, medium-sized beetle, about ¾ inch long. The adults can fly in a clunky manner.

Masked chafers are harmless beetles that don't bite or sting. They are attracted to light, so they might come near buildings, and a few could enter through open doors or screenless windows, but they won't infest a house. Seeing a few masked chafers around a property is not a cause for concern. They are considered a nuisance species, though, because in high numbers, their grubs can damage the roots of plants.

Most damage from masked chafers is done to lawns. Fortunately, a healthy lawn can usually withstand some grubs feeding on roots. Sometimes, additional damage is caused by other animals, particularly raccoons, digging up the lawn to eat the grubs. Also, because feeding by grubs reduces the roots, it can be easier for larger animals to roll the lawn back from the soil.

Watering the lawn sufficiently will help the grass absorb enough water when some roots are destroyed. Aerating the lawn also kills some of the grub population. Some parasitic nematodes from garden stores can also help manage a large masked chafer population. For more extensive infestations, chemical control for grubs can be applied to a lawn by a pest control operator.



An assortment of masked chafers for reference from the District insect collection.



Agenda Item 8.B. – Laboratory Staff Program Reports

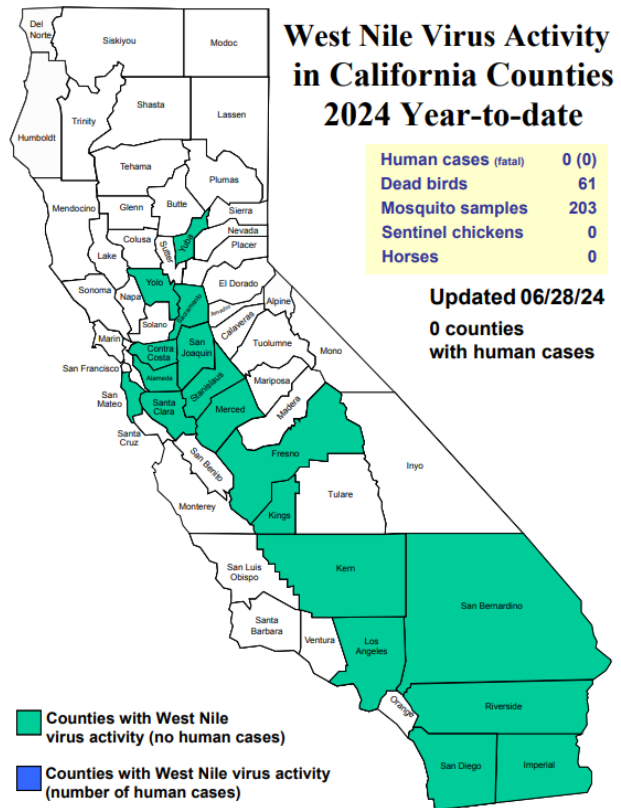
West Nile Virus 2024 Season

San Mateo County

Through the end of June, 208 dead birds were reported in San Mateo County during 2024. Of these, 58 were suitable for testing and five (5) have tested positive (9%). No mosquito samples, sentinel chickens, or horses have yet tested positive in San Mateo County this year.

California

Thus far in 2024, WNV has been detected in eighteen counties statewide, including four in the coastal region: San Mateo County, Alameda County, Contra Costa County and Santa Clara County. Statewide, 3,043 birds have been reported to the dead bird hotline, 729 have been tested and 61 have tested positive for WNV (8%). West Nile virus has been detected in 203 mosquito samples. No sentinel chickens or horses have tested positive for WNV and there have been no human cases in California this year.



West Nile Virus Dead Bird Hotline

Would you like to help us protect against mosquito-borne illnesses? The California Department of Public Health's West Nile virus call center is now open with live operators. Residents who find a dead bird in good condition should call **1-877-WNV-BIRD** (1-877-968-2473) or file a report online at **westnile.ca.gov**. If suitable for testing, a District staff member will bring the bird back to the lab and test a sample for the presence of mosquito-borne disease.



Agenda Item 8.B. – Laboratory Staff Program Reports

Tick Surveillance for Water Year 2023-2024

During June, Laboratory staff continued collections for Western black-legged tick (*Ixodes pacificus*) nymphs. Peak nymphal tick season typically comes to an end in June.

Parks and neighborhoods surveyed in June include areas of the Portola Valley Ranch neighborhood in Portola Valley, Pulgas Ridge Open Space Preserve in San Carlos/Redwood City, and Hidden Canyon Park in Belmont.

Additionally, a preschool in Half Moon Bay was surveyed for ticks. No Western black-legged ticks were collected at the school, but a few *Dermacentor* ticks were found. *Dermacentor* ticks are not a vector of Lyme disease.



Ixodes pacificus nymphs are often collected from leaf litter and fallen logs in woodland areas.

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

Park/Neighborhood	Nearest City/Town	Number of <i>Ix. pacificus</i> adults	Number of <i>Ix. pacificus</i> nymphs
Hillsborough South areas	Hillsborough	114	
Sign Hill Park	South San Francisco	0	
Hillside Park	Daly City	0	
Garrett Park	Redwood City	3	
Twin Pines Park	Belmont	0	
Mussel Rock	Daly City	1	
Windy Hill Open Space Preserve (OSP)	Portola Valley	443	101
Burleigh H. Murray Ranch	Half Moon Bay	126	
Phleger Estate	Woodside	84	
San Pedro Valley Park	Pacifica	100	30
Hidden Canyon Park	Belmont	55	
Wunderlich Park	Woodside		70
Edgewood Park	Redwood City		187
Huddart Park	Woodside		74
Thornewood OSP	Woodside		144
Coal Mine Ridge Nature Preserve	Portola Valley		78
Los Trancos OSP	Portola Valley		94
Coal Creek OSP	Portola Valley		64
Big Canyon Park	San Carlos		67
Skyline Ridge OSP	La Honda		68
Portola Valley Ranch	Portola Valley		62
Pulgas Ridge OSP	Redwood City		71
Hidden Canyon	Belmont		74



Agenda Item 8.B. – Laboratory Staff Program Reports

CO₂ Traps – Average adult mosquitoes collected per trap per night

The following table and graphs show the average number of adult mosquitoes collected per CO₂ trap per night during June. As summer temperatures increase, adult mosquito numbers also rise. This June, the most frequently collected mosquito was *Culex pipiens*, at near average numbers. This is a common mosquito in San Mateo County and a vector of West Nile virus. Other species were also near average numbers, except for *Culex erythrothorax*, which is well below the 5-year average, with 0.23 per trap compared to an average of 5.05 per trap. This is the second year in a row that *Cx. erythrothorax* has been much less abundant than usual. This may be due to changes in mosquito control operations, such as application of materials by drone. *Culex erythrothorax* mosquitoes breed in tule marshes and ponds and usually peak in abundance in August.

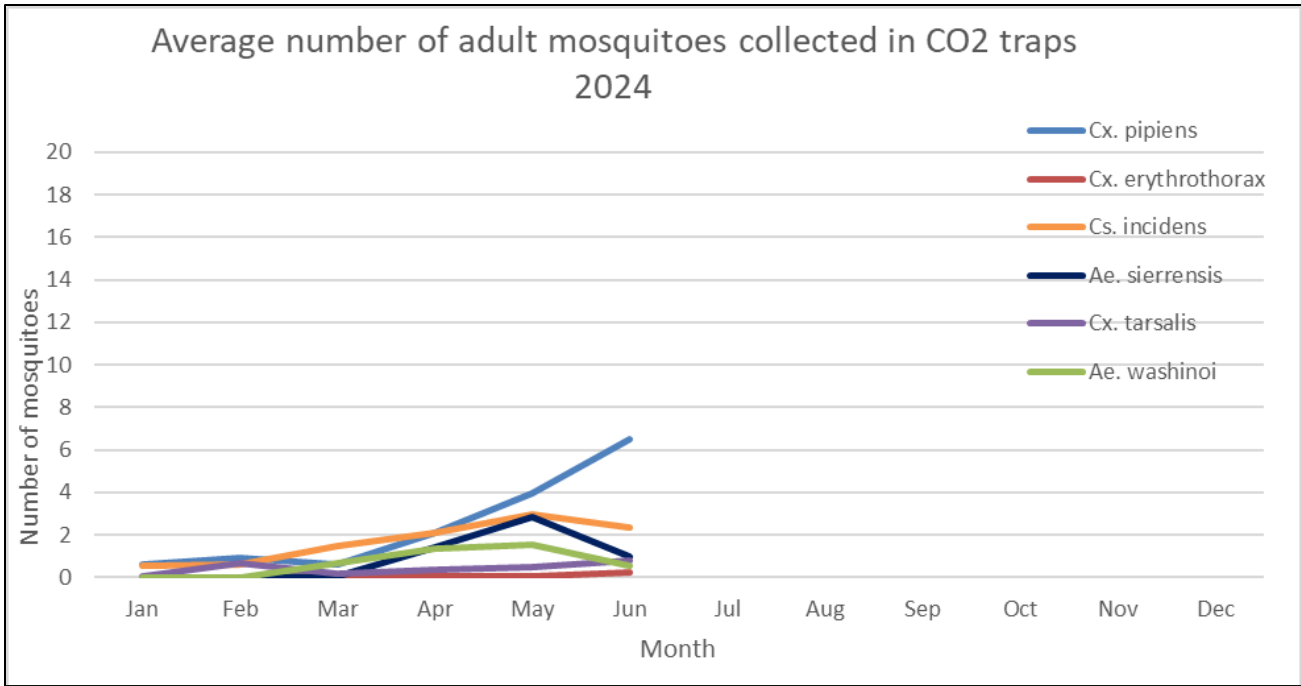
	<u>Species</u>	<u>June 2024</u>	<u>5-year June average</u>
■	<i>Culex pipiens</i>	6.50	7.86
■	<i>Culex tarsalis</i>	0.80	1.46
■	<i>Culiseta incidens</i>	2.31	1.76
■	<i>Culex erythrothorax</i>	0.23	5.05
■	<i>Aedes sierrensis</i>	1.00	1.21
■	<i>Aedes washinoi</i>	0.55	2.14



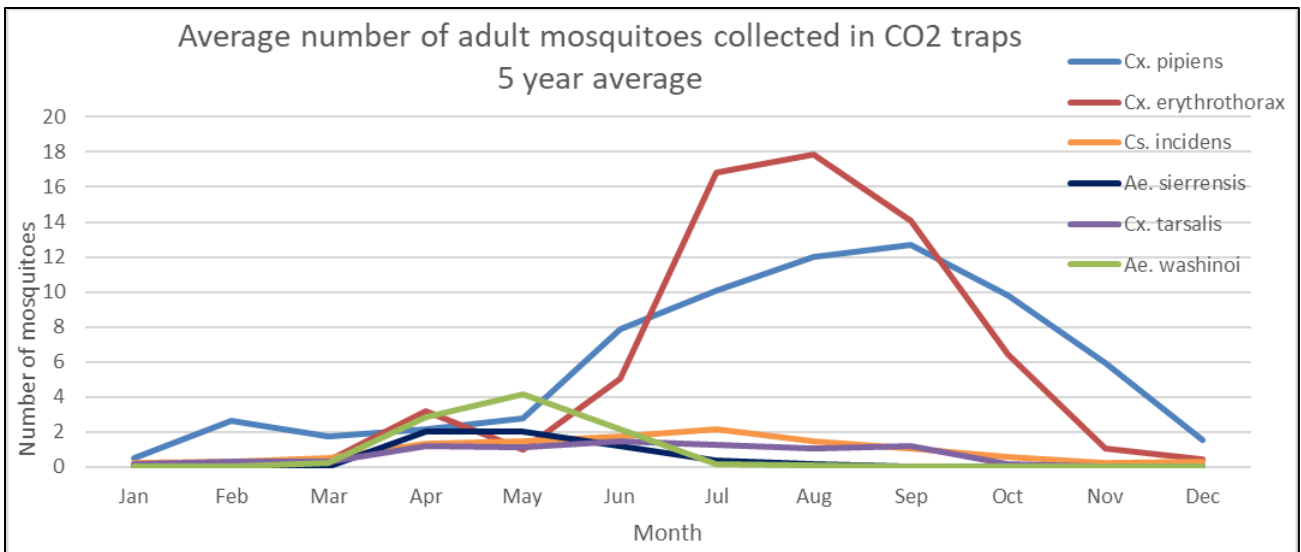
Mosquitoes are collected in an overnight trap and sorted in the District laboratory. Any vector species are tested for the presence of pathogens.



Agenda Item 8.B. – Laboratory Staff Program Reports



Average number of adult mosquitoes collected in CO₂ traps per trap per night during 2024. The graph shows the six most common species of mosquitoes trapped in San Mateo County.



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



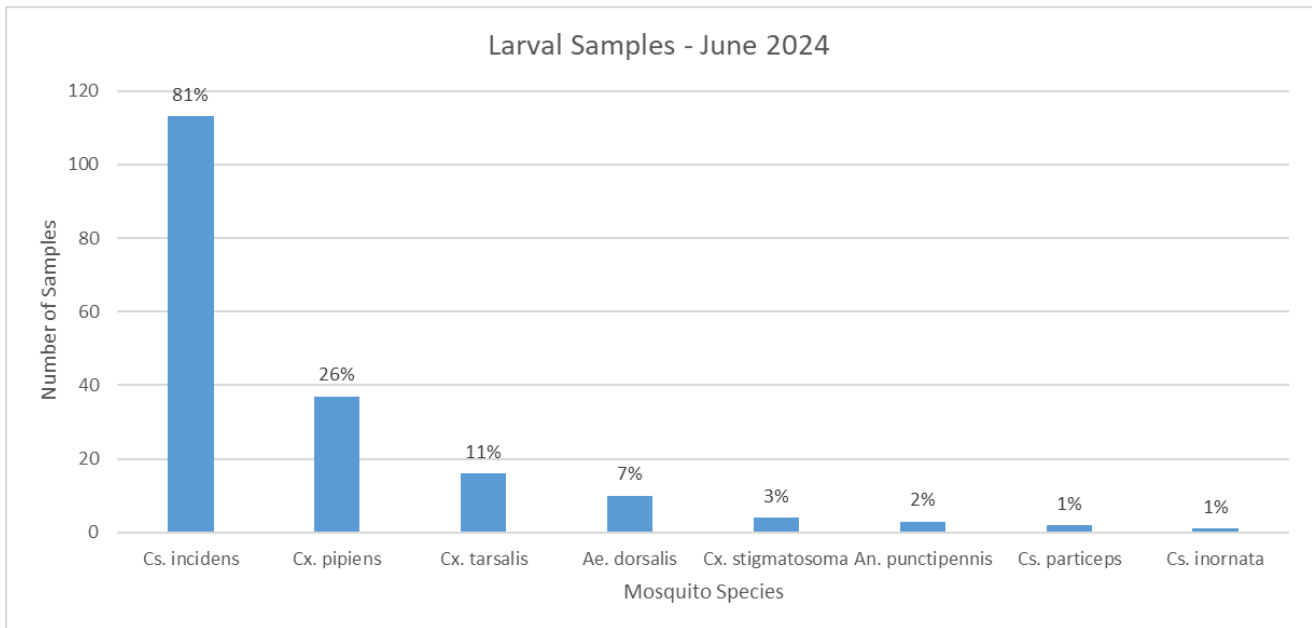
Agenda Item 8.B. – Laboratory Staff Program Reports

Larval Surveillance

During June, summer mosquito larval samples were collected from residential areas, such as backyard fountains and fish ponds, water under buildings, storm drains, containers in yards, and treeholes. Some were also collected from pockets along creeks. District staff collected 140 larval samples in June. Technicians use a dipper to take a water sample and visually inspect it for mosquito larvae. If larvae are present, the sample is taken back to the District laboratory for species identification.

The collected samples contained larvae from eight different mosquito species. Larval samples in June were dominated by *Culiseta incidens*, present in 113 of the 140 samples (81%). This mosquito is present year-round in San Mateo County and is frequently collected from fishponds, containers holding water, and freshwater impounds. The high numbers of *Culiseta incidens* samples reflect an effort by the operations department to collect samples from residential sources. This data provides a record of the species present from a given source and is helpful in the detection of introduced species.

Other commonly collected species were *Culex pipiens* (26% of samples), and *Culex tarsalis* (11% of samples). *Culex pipiens* breed in underground sources such as storm drains and backyard sources, including containers holding water and small fountains or bird baths, whereas *Cx. tarsalis* breeds in a variety of freshwater sources such as marshes, ponds, and ditches. Both species of *Culex* mosquitoes are important vectors of West Nile virus. Controlling mosquitoes while they are in the larval stage is the best way to prevent disease during the summer months.



Number and percent of larval samples containing each mosquito species from water samples collected in June 2024. Larval samples commonly contain multiple species.



Agenda Item 8.C. Staff Program Reports

Public Health Education & Outreach, June 2024

- The San Mateo County Fair ran from June 1-9, 2024. The display space provided was smaller than in recent fairs; however, the District had a table and display with information and samples for the public.
- The District continued distribution of tick bite prevention kits. The project also helps to recruit individuals interested in contributing to a graduate student's work by understanding existing tick knowledge and the effect of educational interventions on increased knowledge over time. So far, over 850 tick kits have been requested by people living in San Mateo County.
- District staff and board members attended several city council meetings this month to give presentations and receive proclamations in recognition of Mosquito Control Awareness Week, which ran from June 16-22, 2024. Adding to the Belmont proclamation (Trustee Cotten and Rachel) that was issued in late May, other cities/towns issuing proclamations were: Burlingame (Trustee Gilligan and Rachel), San Carlos (Trustee Collins and Rachel), San Bruno (Trustee Riechel and Rachel), Hillsborough (Trustee Smith and Casey), Foster City (Trustee Norton and Rachel), Millbrae (Trustee Baluom and Brian), South San Francisco (Trustee Yoshida and Brian), Colma (Trustee Walsh and Rachel), and East Palo Alto (Trustee Rutherford). Staff are grateful to the board members who helped organize these opportunities – it is always a good chance for our staff to educate councilmembers, city staff, and the public about our District's work.



Display at the San Mateo County Fair, 2024.



Mosquito Control Awareness Week proclamations.



Agenda Item 8.C. Staff Program Reports

- The 2024 Open House was held Saturday, June 15th, at our Rollins Rd location. About 150 attendees enjoyed educational displays by our staff and six collaborative agencies.

Operations Manager Casey stamps passports for two young attendees.



Vector Control Technician Walter enjoys sharing his passion for rodent exclusion with attendees.

Vector Control Technician Justin was ready to share information about mosquitofish with attendees.



Oh no! Trustees Cotten and Yoshida get 'bitten' by Vector Control Technician Stephanie, who was 'mosquito for a day' during the Open House.



Vector Control Technician Vanessa helps place mosquito larvae under a microscope for viewing.



IT Director Matthew explains our specialized software to an interested attendee.



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

Information Technology July 2024

Collaborative Project with California State University, Sacramento

Summary

- ☑ Development of inventory application by Sac State Students

Building connections with universities

The District was granted the unique opportunity of sponsoring a group of Sacramento State students to complete their capstone project.

A college capstone project is designed to assess the skills, knowledge, and expertise acquired by the college student during their studies. It is the culmination of academic achievement and typically the final course completed before graduation. Since capstone projects are designed to assess knowledge and skills gained in a particular discipline, they vary by school.

The project conception for this capstone project came from the District IT department, where the idea for a QR code-based inventory check-in system was developed. The district formulated the requirements and gave them to the students to perform as they saw fit.

The whole process took a year, and the first semester was used to develop design frameworks and get feedback about the initial stages of the project so that the students and the district were on the same page. The second semester is when much of the coding and development took place.

The app works by scanning QR codes with your phone. This associates an entry with that QR code and either increments or decrements depending on the operation (check-in/check-out).

This experience was great for both parties; the district received a valuable application, and the students gained valuable experience to start their careers. We are happy with the application's success and hope this could be the start of a recurring relationship with California State University, Sacramento.

Agenda Item 9

MANAGER’S REPORT

Upcoming Meetings

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

Please contact Devina Walker at dwalker@smcmvcd.org or 650-344-8592 if you want to attend this meeting.

Legislative

CSDA

The California Supreme Court ruled in a 7-0 opinion that Initiative 1935 did not qualify for the November 2024 statewide ballot. Initiative 1935 would have revised the State Constitution by undoing hundreds of local ballot measures and jeopardizing billions of dollars in funding for local government services. According to the Court, “Petitioners have established that the challenged measure would revise the Constitution without complying with the appropriate procedure. The changes proposed by the TPA [Taxpayer Protection Act] are within the electorate’s prerogative to enact, but because those changes would substantially alter our basic plan of government, the proposal cannot be enacted by initiative. It is instead governed by the procedures for revising our Constitution. We therefore issue a peremptory writ of mandate directing the Secretary to refrain from taking any steps to place the TPA on the November 5, 2024 election ballot or to include the measure in the voter information guide.”

SMCMVCD has opposed Initiative 1935 since its initial filing as Initiative 21-0042A1, specifically adopting Resolution M-007-24 at their June Board meeting. Additionally, over 140 special districts adopted an oppose resolution on the initiative.

The State Legislature petitioned the Supreme Court, asking Secretary Weber to remove the measure from the ballot. The Supreme Court typically hears appeals from lower courts, making such a ruling very rare. This is a great example of how powerful working with parent and other local governments agencies can be.

AMCA

H.R. 2864, the “Countering CCP Drones Act,” would require the FCC to add DJI to its “Covered List.” This would prevent new equipment authorizations for DJI products in the U.S. and could lead to the revocation of existing authorizations, potentially grounding currently approved DJI drones.

Mosquito control agencies nationwide are increasingly using drones for monitoring and pesticide application. A 2023 AMCA survey showed that 56% of members currently use drones, with 32% planning to deploy them. Typical uses include larvicide application in rural and urban areas, standing water surveillance, and mapping. Agencies utilize three types of drones: large spray drones, small spray drones, and camera/sensor drones. DJI drones are prominent, comprising 81% of camera/sensor drones, 45% of small spray drones, and 26% of large spray drones.

The American Mosquito Control Association lobbied the House of Representatives to ask that H.R. 2864 be amended to allow mosquito control agencies reasonable accommodations to continue using drones produced by DJI or any other manufacturer approved by the FAA to monitor and control mosquitoes to protect public health in non-critical infrastructure areas. However, this effort failed when the bill passed the House in June. Now, the AMCA is making the same effort to carve out an exemption by lobbying the US Senate.

MVCAC

SB 1251 (Stern), mosquito abatement inspections *“would require an electrical corporation, as defined, to enter into a vector management agreement with a mosquito abatement or vector control district or city or county health department within 180 days of a request to do so. The bill would specifically authorize a mosquito abatement district or vector control district or a city or county health department to seek that agreement. The bill would require the agreement to contain specified provisions, including the location of its electrical vaults, as defined, within the jurisdiction of the district or health department and a reasonable time for the electrical corporation to provide access to its electrical vaults.”*

This legislative action will make accessing mosquitoes in underground sources much more manageable.

A copy of the letter sent by Manager Weber to California Assemblymembers is **attached as 9.1**



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

Protecting public health since 1916

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Burlingame, CA 94010

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June 11, 2024

The Honorable Juan Carrillo
Chair, Assembly Local Government Committee
1021 O Street, Suite 4320
Sacramento, CA 95814

The Honorable Cottie Petrie-Norris
Chair, Assembly Utilities and Energy Committee
1021 O Street, Suite 4230
Sacramento, CA 95814

Re: SB 1251 (Stern) – MVCAC Sponsor/Support

Dear Chairs Carrillo and Petrie-Norris

On behalf of the San Mateo County Mosquito and Vector Control District, I write to request your support for our sponsored legislation, SB 1251 (Stern). SB 1251 would compel electrical corporations to enter into jointly-developed vector management agreements upon request of the mosquito control agency, for purposes of mosquito surveillance, treatment, and post-treatment inspections. SB 1251 would allow for these agreements to be entered into within six months of the mosquito control agency's request, a fair amount of time for such an agreement to be executed. SB 1251 provides best practice guidelines, as opposed to a one-size-fits-all mandate so electrical corporations can work collaboratively with mosquito control agencies to protect public health.

Disease-spreading mosquitoes are a major threat in our state, and utility vaults are widely reported by mosquito control professionals to be one of the most problematic sources of mosquito production due to access issues. In 2003, California saw its first cases of West Nile virus; since then, there have been over 8,000 human West Nile cases statewide. A new challenge arose in 2010, the arrival and establishment of invasive mosquitoes capable of transmitting pathogens like dengue and Zika virus. This threat was fully realized in 2023 with two local transmissions of dengue in Los Angeles County. MVCAC members are experts at detecting the sources of mosquito production, and utility vaults are frequently identified in this process.

Utility vaults are enclosures above or below ground owned by the electrical corporation and water accumulation can be a byproduct of the design. Three-quarters of MVCAC members reported mosquito production issues in utility vaults, and less than one-third had sufficient

access for operational needs. Less than half are able to obtain the locations of utility vaults within their district.

Where certain sources pose a recurring nuisance, mosquito control agencies can pursue statutory abatement against property owners to recover the costs of control and to assess civil penalties. This is reflected in long-standing Health and Safety Code (Section 2060), but has been used sparingly, given the legal and cost-sharing ramifications abatement orders can pose. Additionally, state Public Utility Code 8055 prohibits accumulation of standing water in utility vaults and calls for such enclosures to be kept in a sanitary condition.

Mosquito control agencies report mixed results in attempting to locate or access utility vaults, and a streamlined process to improve safe access and communication would remove many barriers to operations. Some agencies have received comprehensive data on vault locations and types and have been granted restricted access to vaults, with approved training and equipment. However, this is not the norm, and allowing mosquito control agencies to request jointly-developed agreements with electrical corporations within a reasonable amount of time is needed.

For those reasons, we support SB 1251 and respectfully request your “aye” recommendation and vote. Please contact Brian Weber at bweber@smcmvd.org or Vanessa Cajina with KP Public Affairs at vcajina@ka-pow.com if you have any questions. Thank you for your consideration.

Sincerely,

Cc: Members, Assembly Local Government Committee
Members, Assembly Utilities and Energy Committee