



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

**October 12, 2022, 6:00 PM**

**AGENDA**

**IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:**

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

- The District's Board Meeting will be conducted via teleconference using Zoom.
- All members of the public seeking to observe and/or to address the local legislative body telephonically or otherwise electronically can do so in the manner described below or in person.

**HOW TO OBSERVE THE MEETING:**

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

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

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

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

**HOW TO SUBMIT PUBLIC COMMENTS:**

**Live Participation:** Live verbal public comments may be made by members of the public in person or via Zoom. During the meeting, the Board President or designee will announce the opportunity to make public comments. 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 4 digits of phone number for dial-in attendees.

**Written Comments:** Public comments may be submitted by email to [comments@smcmvcd.org](mailto:comments@smcmvcd.org), write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's

cadence), prominently write “Read Aloud at Meeting” at the top of the email. All comments received before 12:00 PM the day of the meeting will be included as an agenda supplement on the District’s website under the relevant meeting date and provided to the Trustees at the meeting. Comments received after this time will be read aloud at the meeting.

**ACCESSIBILITY INFORMATION:**

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

**PUBLIC RECORDS:**

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District’s website 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.

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Secretary of the Board will take roll call

**4. PUBLIC COMMENTS AND ANNOUNCEMENTS**

This time is reserved for members of the public to address the Board relative to matters of the District, not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to three minutes per person (or six minutes where a translator is used). Speaker cards are available for those making a public comment

**5. BOARD MEMBER OATH OF OFFICE (Ron Collins, City of San Carlos)**

**6. CONSENT CALENDAR**

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

**A. Approval of Minutes**

1. Minutes for the Regular Board Meeting September 14, 2022

**B. Approval of Resolutions**

**Resolution 016-22** Consider continuing a resolution authorizing continued remote teleconference meetings of the legislative bodies of the San Mateo County Mosquito and Vector Control District pursuant to Brown Act Provisions to continue conducting District meetings remotely to protect the health or safety of attendees in accordance with Assembly Bill 361

**ACTION:** Motion to approve Consent Calendar

**REGULAR AGENDA**

**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 Reports**

1. Finance Committee Meeting Report – October 4, 2022

**Report by:** Mason Brutschy, Committee Chair

**B. Review Financial Report for FY 2021-22 as of August 31, 2022**

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

**ACTION:** Motion to approve Financial Report for FY 2021-22 as of August 31, 2022

**C. Real Estate Committee**

1. Report of ongoing progress on the upgrades of the 1415 N. Carolan Avenue property

**Report by:** Paul Norton

**D. Inactive Committees**

**8. STAFF REPORTS**

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

**9. CLOSED SESSION**

- A. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** (Gov. Code section 54957(b)(1).) Title: District Title: District Manager (Gov. Code section 54957(b))
- B. **CONFERENCE WITH LABOR NEGOTIATOR**  
Unrepresented Employee: District Manager (Gov. Code section 54957.6)

**10. REPORT FROM CLOSED SESSION**

**11. Approve Resolution 017-22 Second Amendment to Manager’s Employment Agreement**

**Report By:** Kat Lion, Chair of General Manager Evaluation Committee

**ACTION:** Motion to approve the Second Amendment to District Manager Employment Agreement

**12. MANAGER’S REPORT**

**13. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

## 14. ADJOURNMENT



## **OATH**

**For the Office of** \_\_\_\_\_

**I, \_\_\_\_\_, do solemnly swear or affirm that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.**

**Signature:** \_\_\_\_\_

**Term of Office:** \_\_\_\_\_  
**Beginning** **Ending**

**Subscribed and sworn before me,** \_\_\_\_\_  
**Month, Day, Year**

\_\_\_\_\_  
**Official Signature** **Title**



**REGULAR MEETING OF THE BOARD OF TRUSTEES  
September 14, 2022  
6:00 P.M.**

A meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on September 14, 2022. Location: **Teleconference**

**TRUSTEES PRESENT:**

Mason Brutschy	Town of Atherton
Wade Leschyn	City of Belmont
Carolyn Parker	City of Brisbane
Rena Galligan	City of Burlingame
Laura Walsh	Town of Colma
Desiree LaBeaud	County-at-Large
Glenn R. Sylvester	City of Daly City
Donna Rutherford	City of East Palo Alto
Paul Norton	City of Foster City
Kati Martin	City of Half Moon Bay
D. Scott Smith	City of Hillsborough
Catherine Carlton	City of Menlo Park (Arrived at 7:08 p.m.)
Muhammad Baluom	City of Millbrae
Peter DeJarnatt	Town of Pacifica
Ray Williams	Town of Portola Valley
Kat Lion	City of Redwood City
Robert Riechel	City of San Bruno
Vacant	City of San Carlos
Ed Degliantoni	City of San Mateo
Michael Yoshida	So. San Francisco
Paul Fregulia	Town of Woodside

**TRUSTEES ABSENT:**

**OTHERS PRESENT:**

:

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



**1. CALL TO ORDER**

The meeting was called to order at 6:02 p.m.

**2. PLEDGE OF ALLEGIANCE**

Operation Director Casey Stevens led the Pledge of Allegiance.

**3. ROLL CALL**

The roll call indicated that 19 Trustees were present on Teleconference, constituting a quorum.

**4. PUBLIC COMMENTS AND ANNOUNCEMENTS**

**Public Comment: None**

**Board Comment: None**

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

**5. CONSENT CALENDAR**

- A. 1. Approval of July 13, 2022, Minutes.
- B. 1. Approval of Bid to paving and stripping 1351 Rollins Road (RFP)
- C. Approval of Resolution 014-22 to continue remote teleconference meetings.

**Public Comment: on Consent Calendar items 5.A.1, B.1, and C.**

**None.**

**Board Comment: Trustee Rutherford pulled 5.1. A. recommended corrections to Minutes on page 4, Staff Reports. Ms. Nakano's should read "it has been a quiet year for detection of WNV in San Mateo County. WNV was detected in Santa Clara County, they fogged twice". There's a correction on page 5 under the Manager's report. The last paragraph insert the word (to) before simply extend the current law.**

**ACTION: MOTION by Trustee Carolyn Parker, second by Trustee Peter DeJarnatt to approve Consent Calendar items A (as corrected), B, and C. Motion passed 19 yeas, 0 noes.**





## **REGULAR AGENDA**

### **6. BOARD COMMITTEE REPORTS**

#### **A. 1. Finance Committee Reports**

Committee Chair Mason Brutschy reported that the Committee met on September 6, 2022, via Teleconference. The chair provided a written report in the Board Packet. The Committee reviewed the second quarter results of PARS investments. (Informational only). The Committee reviewed the Financial Reports for FY 21-22 as of June 30, 2022, and FY 22-23 as of July 31, 2022. The committee recommended Board approval of the Financial Reports also the approval of the award bid for the repaving and stripping of 1351 Rollins Road.

#### **B. 1. Financial Report**

Finance Director, Richard Arrow provided a written report in the Board Packet. He indicated the report received from July 1 through June 30, 2022, is a preliminary Financial Report. This report is under audit by Badawi and Company. Finance Director Arrow had an exit conference with Badawi and indicated there are no issues with the materials provided by the District to Badawi and Associates.

The revenues for July 1 through June 30, 2022, were \$10.4 million, total expenditures YTD were \$12.6 million. There is a change in fund balance of \$2.2 million. There is \$8.3 million in cash available in the County Treasure; the District is in excellent shape. The overall revenue is solid through the year.

#### **Public Comment on 6. And B. None**

#### **Board Comment:**

**There was a question regarding the Accounts receivable outstanding bill greater than 90 days.**

**ACTION: Motion by Trustee Sylvester, second by Trustee Degliantoni to approve the Financial Report for FY 2021-22 as of June 30, 2022. Passed by 19 yeas, 0 noes.**

#### **B.2. Financial Report for FY 2022-2023 as of July 31, 2022**

Finance Director Arrow provided a written report in the Board Packet. Total revenues received from July 1, through July 31, 2022, YTD were \$39,916 total expenditures. YTD were \$954,071, and the change in fund balance was \$914,154. The district has \$7.4 million in cash available in the County Treasure.



**Public Comment: None**

**Board Comment:**

There were questions regarding PARS, OPEB, and funds for the acquisition of the N. Carolan property.

Trustee Sylvester thanked the Finance Director Arrow for the report.

**ACTION:** Motion by Trustee Sylvester, seconded by Trustee Ed Degliantoni to approve the financial report for FY 2022-23 as of July 31, 2022. passed 19 yeas, 0 noes

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

Trustee Paul Norton, Chair of the Ad hoc Real Estate Committee did not meet with the committee members in September. Trustee Norton provided a written report in the Board Packet. He indicated the Hazardous Project cost will be less than anticipated. District Manager Weber highlighted the Geotechnical Survey/Report and the Visioning Workshop and Report. The feedback from these Reports will let the District know about any statutory obligations that impact the upgrade of the 1415 N. Carolan Ave. property.

**Public Comments on 6.C. None**

**Board Comments:**

Trustee Brutschy inquired about making the Ad hoc committee a long term Committee. District Manager Weber and General Counsel Alexandra Barnhill provided a brief overview. This item will be discussed with Counsel and discussed at a future meeting.

#### **D. Inactive Committees**

No reports.

### **7. STAFF REPORTS**

- A. Operations Director Casey Stevenson provided a written report in the Board Packet. He reported his department is monitoring what other cities are doing to combat *Aedes aegypti* mosquitoes. He reported on helicopter treatment and the use of drones in treatment. Director Stevenson added both treatments work well.



- B. Laboratory Director Angie Nakano provided a written report in the Board Packet. She indicated that the District continued its efforts to monitor for *Aedes aegypti*. Technicians set out 1,196 traps and they found no invasive *Aedes*. The Lab uses chickens and dead birds to test for the virus. Ms. Nakano received calls about yellow flies, these flies are harmless and feed on decaying organic products. The flies are non-biting and love the heat.
- C. Public Health Education and Outreach Office Rachel Curtis-Robles provided a written report in the Board Packet. Highlights of her report are, she has started School Programming for Beresford Middle School. Ms. Curtis-Robles and District Manager Weber gave a presentation about rodents for restaurants owners.
- D. Information & Technology Director Matthew Nienhuis provided a written report in the Board Packet as well as a presentation on Multi Factor Authentication (MFA) and its Importance in the IT landscape. IT Director Nienhuis stressed the importance of keeping Trustees' accounts secure because they are our personal accounts that can be breached. He encourages all Trustees enroll in the Microsoft App for more security. Please contact him if you need help with the App. District Manager Weber added the District will be implementing the program to qualify for Cyber Insurance. All Trustees should respond starting October 1, 2022.

**Public Comment: on 7. A, B, C, D, None**

**Board Comment:**

**Several Trustees commented on private use of personal cell phone and asked whether using MFA will cause problems with their browser? Mr. Nienhuis explained how to use MFA in specific circumstances and offered direct assistance for those with unique circumstances. General Counsel Barnhill provided legal advice on Trustees communication of District business verses personal phone usage.**

**8. Manager's Report**

District Manager Weber provided a written report in the Board Packet. He reported on AB 2449 (Blanca Rubio) authorizes until January 1, 2026, individual members of a legislative body of a local agency to meet via teleconferencing without noticing their teleconference location and making them accessible to the public. He provided a local COVID-19 update and will gauge Trustees interest in-person or hybrid format meetings. A Survey will be sent out to Board members. Please fill it out and return it to the District Manager Weber.

**9. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

Several Board members attended the CSDA Conference. They expressed appreciation for learning a lot from the workshops and getting to know each other outside of a Board meeting.



Trustee Lion reported on the next steps to complete the District Managers' evaluation

**Next Board meeting on October 12, 2022, the Third Wednesday of the Month at 6:00 p.m.**

**10. ADJOURNMENT: 7:25 p.m.**

\_\_\_\_\_  
Kati Martin, Board President

\_\_\_\_\_  
Donna Rutherford, Board Secretary

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

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

**Approved:**

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

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

Agenda Item 6B

**SUBJECT:        CONSIDER ADOPTING A RESOLUTION M-016-2022  
AUTHORIZING REMOTE TELECONFERENCE  
MEETINGS OF THE LEGISLATIVE BODIES OF THE  
SAN MATEO COUNTY MOSQUITO AND VECTOR  
CONTROL DISTRICT PURSUANT TO BROWN ACT  
PROVISIONS**

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**SUMMARY**

Approve Resolution **M-16-22** Authorizing Remote Teleconference Meetings of the Legislative Bodies of the San Mateo County Mosquito and Vector Control District Pursuant to Brown Act Provisions.

**BACKGROUND**

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

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

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

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

staff body, staff, and members of the public.

## **DISCUSSION**

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

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

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

To meet remotely agencies must make certain findings demonstrating the requirements to continue to hold remote meetings apply. Staff is recommending that Resolution **M-16-22** be adopted as these findings can be made. Specifically, the District meets the requirements to continue holding meetings remotely to ensure the health and safety of the public because:

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

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

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

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

October 12, 2022

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

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

**RECCOMENDATION**

Consider Adopting Resolution **M-16-22** Authorizing Remote Teleconference Meetings of the Legislative Bodies of the San Mateo County Mosquito and Vector Control District Pursuant to Brown Act Provisions

**REFERENCE MATERIALS**

1. RESOLUTION M-016-22

AYES:

NOES:

ABSENT:

ABSTAIN

ATTEST:

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Board Secretary

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Board President

## **RESOLUTION NO. M016-22**

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**DULY AND REGULARLY ADOPTED** by the District’s Board of Trustees this 12 day of October, 2022 by the following vote:

AYES:  
NOES:  
ABSENT:

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Kati Martin, Chair

ATTEST: \_\_\_\_\_  
Brian Weber, District Manager

Agenda Item 7A

**BOARD COMMITTEE REPORTS**

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

Finance Committee members attended a meeting on October 4, 2022. Attendees included Committee Chair, Mason Brutschy, Robert Riechel, Ray Williams, Muhammad Baluom, Carolyn Parker, and Kati Martin. Staff attending included District Manager, Brian Weber, Finance Director, Richard Arrow, Information Services Director, Matthew Nienhis, and Operations Director Casey Stevenson.

1. Reviewed the Financial Report for FY 22-23 as of August 31, 2022. Highlights were discussed with the committee by Finance Director, Richard Arrow. Finance Committee recommended approval of the report to be submitted to the Board of Trustees for consideration at their meeting of October 12, 2022.
2. District Manager gave an oral report on architectural plans relative to property located at 1415 N. Carolan, Burlingame. Timing of the completion of the contract work is expected to occur by October 2022. No District funds have been expended to date.
3. District Manager gave a report on the recently completed analysis of PG&E costs relative to the District's Solar Project. Discussion ensued as to the amounts of cost and kilowatt hour savings realized in a year-to-year analysis. It was explained that the PG&E billings were accurate and various kilowatt hour fluctuations were explained to the Committee's satisfaction. District Manager also explained that during the summer months, the solar panels generate more electricity than what is used.
4. Finance Director reported that the San Mateo County Retirees Association has received their actuarial valuation report from Milliman (SamCERA actuaries) for year ended June 30, 2022. The report indicates that the District's employer contribution will increase from 12.10% to 25.06% of covered salary in FY 23-24. Staff and Committee member analysis concluded that there would be no material impact on the District's Long Range Financial Projections.



**Item 7B**

**Preliminary  
Monthly Financial Report  
Month Ending August 31, 2022**

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

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

Total revenues received from July 1 through August 31, 2022 (YTD) were \$ 345.5 thousand; total expenditures YTD were \$ 1.3 million; and the change in fund balance was (\$ 973.3) thousand. The District had \$ 7.2 million in cash available in County Treasury.

	<b>General</b>	<b>Capital</b>	<b>Total</b>
	<b>Fund</b>	<b>Fund</b>	<b>Funds</b>
<b>Beginning Fund Balance 7/1/2022:</b>	\$ 8,017,720	\$ 1,025,988	\$ 9,043,707
Revenues/Resources	\$ 345,547	\$ -	\$ 345,547
Due To (From) Funds	\$ -	\$ -	\$ -
Expenditures	\$ 1,262,548	\$ 56,297	\$ 1,318,844
<b>Change in Fund Balance</b>	(917,001)	(56,297)	\$ (973,298)
<b>* Ending Fund Balance</b>	\$ 7,100,718	\$ 969,691	\$ 8,070,409

<b>* Components of Fund Balance:</b>			
<b>Nonspendable (Inventory)</b>	\$ 143,930.00	\$ -	\$ 143,930.00
<b>Assigned (Capital Improvements)</b>	-	969,691	969,691
<b>Public Health Emergency Fund</b>	800,000	-	800,000
<b>Natural Disaster Emergency Fund</b>	650,000	-	650,000
<b>Real Property Acquisiton Fund</b>	1,134,670	-	1,134,670
<b>Debt Service Repayment Fund</b>	1,000,000	-	1,000,000
<b>Unrestricted Fund Balance</b>	3,372,118	-	3,372,118
<b>Total</b>	\$ 7,100,718	\$ 969,691	\$ 8,070,409

**Budget Variances**

Revenues

Actual revenues received through August 31 , 2022 were over budget by \$282,062 resulting from the receipt of a portion of excess ERAF in August 2022.



### Expenditures

Expenditures through August 31, 2022, were under budget by \$ 81,357 primarily due to the timing of expenditures contained in the table below:

Budget Category	Over/ Under	Variance	% of YTD Budget	Explanation
Salaries & Wages	Under	\$38,432	90.3%	Adjustment for year end payroll accruals also new employees costs under budgeted positions.

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](mailto:bweber@smcmvcd.org).

### Approval

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



**Attachments:**

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

Month

YTD

YTD compared with adopted budget

4. Accounts Receivable Aging Summary

On the August 2022 summary, accounts receivable outstanding greater than 90 days total is \$ 9,118 primarily consisting of amounts due from City of San Francisco Parks (\$7,953) and San Francisco International Airport (\$1,020). Staff is presently contacting these agencies to expedite collection.

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 22075 to 22127. Last month's check number ended at 22074. All checks written were to vendors on account, retired employees, or reimbursements to current employees, per District policy. In August 2022, 53 checks written from the General Fund totaled \$ 193,899.15 In addition, the District wrote 2 checks from the Capital Fund totaling \$ 53,101.43 (check numbers 1090 through 1091).

8. Purchase Card Report and Bank Statement

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

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

	Total Aug 31, 22	General Fund	Capital Fund
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
1010 · Cash-County Treasury-GF x2706	6,244,324	6,244,324	
1015 · Checking -Union Bank - GF x9757	(18,531)	(18,531)	
1020 · Cash-County Treasury-CPF x2705	969,151		969,151
1025 · Checking -Union Bank - CPF x6913	-		-
1016 · County Funds - FMV	38,952	38,412	540
1030 · Petty Cash	400	400	
1035 · PARS Pension Rate Stabilization	125,133	125,133	
<b>Total Checking/Savings</b>	<b>7,359,429</b>	<b>6,389,738</b>	<b>969,691</b>
<b>Accounts Receivable</b>			
1100 · Accounts Receivable	151,805	151,805	
1105 · Interest Receivable	-	-	-
<b>Total Accounts Receivable</b>	<b>151,805</b>	<b>151,805</b>	<b>-</b>
<b>Other Current Assets</b>			
1220 · VCJPA-Member Contingency Fund	475,622	475,622	
1230 · Pesticide Inventory	155,369	155,369	
<b>Total Other Current Assets</b>	<b>630,991</b>	<b>630,991</b>	<b>-</b>
<b>Total Current Assets</b>	<b>8,142,225</b>	<b>7,172,534</b>	<b>969,691</b>
<b>TOTAL ASSETS</b>	<b>8,142,225</b>	<b>7,172,534</b>	<b>969,691</b>
<b>LIABILITIES &amp; FUND BALANCE</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
2000 · Accounts Payable	71,816	71,816	-
<b>Total Accounts Payable</b>	<b>71,816</b>	<b>71,816</b>	<b>-</b>
<b>Credit Cards</b>			
1040 · US Bank Purchase Card	-	-	
<b>Total Credit Cards</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Current Liabilities</b>			
2200 · Accrued Wages	-	-	
<b>Total Other Current Liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Current Liabilities</b>	<b>71,816</b>	<b>71,816</b>	<b>-</b>
<b>Total Liabilities</b>	<b>71,816</b>	<b>71,816</b>	<b>-</b>
<b>Fund Balance</b>			
Beginning Fund Balance, 7/1/2022	9,043,707	8,017,720	1,025,988
Due To (From) Funds	-	-	-
Revenues Over Expenditures	(973,298)	(917,001)	(56,297)
<b>Ending Fund Balance *</b>	<b>8,070,409</b>	<b>7,100,718</b>	<b>969,691</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>8,142,225</b>	<b>7,172,534</b>	<b>969,691</b>
<b>* COMPONENTS OF ENDING FUND BALANCE</b>			
Nonspendable (Inventory)	143,930	143,930	-
Assigned (Capital Improvements)	969,691	-	969,691
Public Health Emergency Fund	800,000	800,000	-
Natural Disaster Emergency Fund	650,000	650,000	-
Real Property Acquisiton Fund	1,134,670	1,134,670	-
Debt Service Repayment Fund	1,000,000	1,000,000	-
Unrestricted Fund Balance (Includes Working Capital)	3,372,118	3,372,118	-
<b>Total Fund Balance</b>	<b>8,070,409</b>	<b>7,100,718</b>	<b>969,691</b>

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

Month of Report:

Aug, 2022

GENERAL FUND:

Ordinary Revenues/Expenditures

Revenues

	Annual Budget	YTD Actual	Annual Variance	%	YTD Budget	YTD Variance	%	Monthly Budget	Monthly Actual	Monthly Variance	%
Total 4000 · PROGRAM REVENUES	2,452,750	72,618	(2,380,132)	3.0%	63,267	9,351	114.8%	38,504	32,702	(5,802)	84.9%
Total 4100 · PROPERTY TAX REVENUES	3,197,480	-	(3,197,480)	0.0%	218	(218)	0.0%	218	-	(218)	0.0%
Total 4200 · OTHER TAX REVENUES	841,578	272,290	(569,288)	32.4%	-	272,290	0.0%	-	272,290	272,290	0.0%
Total 4300 · OTHER REVENUES	187,848	638	(187,210)	0.3%	-	638	0.0%	-	638	638	0.0%

Total Revenues

	6,679,656	345,547	(6,334,109)	5.2%	63,485	282,062	544.3%	38,722	305,630	266,908	789.3%
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Expenditures

Total 5000 · SALARIES & WAGES	3,031,167	356,810	2,674,357	11.8%	395,242	(38,432)	90.3%	232,640	228,079	(4,561)	98.0%
Total 5100 · EMPLOYEE BENEFITS	887,416	280,312	607,104	31.6%	268,886	11,426	104.2%	61,853	60,660	(1,193)	98.1%
Total 5200 · TRAINING - BOARD & STAFF	87,973	6,871	81,102	7.8%	3,263	3,608	210.6%	559	3,259	2,700	583.0%
Total 5300 · ADMINISTRATION	593,988	66,340	527,648	11.2%	73,657	(7,317)	90.1%	29,150	20,114	(9,036)	69.0%
Total 5400 · INSURANCE	143,254	138,306	4,948	96.5%	143,254	(4,948)	96.5%	-	-	-	0.0%
Total 5450 · COMPUTER HARDWARE & SOFTWARE	70,365	9,943	60,422	14.1%	6,079	3,864	163.6%	3,036	8,011	4,975	263.9%
Total 5500 · FACILITIES MAINTENANCE	51,547	7,309	44,238	14.2%	8,587	(1,278)	85.1%	4,296	3,572	(724)	83.2%
Total 5550 · UTILITIES	77,617	10,128	67,489	13.0%	12,927	(2,799)	78.4%	6,469	6,402	(67)	99.0%
Total 5600 · FLEET MAINTENANCE	59,891	15,475	44,416	25.8%	9,981	5,494	155.0%	4,991	8,622	3,631	172.7%
Total 5700 · OPERATIONS	262,067	30,727	231,340	11.7%	43,677	(12,950)	70.4%	21,839	14,046	(7,793)	64.3%
Total 5800 · LABORATORY	85,668	9,056	76,612	10.6%	15,338	(6,282)	59.0%	7,033	5,357	(1,676)	76.2%
Total 5900 · PUBLIC OUTREACH	125,820	13,176	112,644	10.5%	20,970	(7,794)	62.8%	10,479	2,868	(7,611)	27.4%
Total 6500 · DEBT SERVICE	330,000	318,094	11,906	96.4%	330,000	11,906	96.4%	-	-	-	0.0%

Total Expenditures

	5,806,773	1,262,548	(4,544,225)	21.7%	1,331,861	(69,313)	94.8%	382,345	360,990	(21,355)	94.4%
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General Fund Net Revenues Over Expenditures

	872,883	(917,001)	(1,789,884)		(1,268,376)	351,375		(343,623)	(55,359)	288,264	
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CAPITAL IMPROVEMENT FUND:

Total 6000 · CAPITAL IMPROVEMENTS REVENUE	-	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
Total 6000 · CAPITAL IMPROVEMENTS EXPENDITURES	2,007,554	56,297	1,951,258	2.8%	68,340	(12,044)	82.4%	4,166	3,157	(1,009)	75.8%

Capital Improvement Fund Net Revenue Over Expenditures

	(2,007,554)	(56,297)	1,951,258		(68,340)	12,044		(4,166)	(3,157)	1,009	
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**San Mateo County Mosquito & Vector Control District**  
**A/R Aging Summary**  
 As of August 31, 2022

08/31/2022

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
California Invasive Plant Council	7,912.81	0.00	6,861.40	0.00	0.00	14,774.21
City of Foster City	8,540.11	0.00	6,284.29	0.00	0.00	14,824.40
City of Pacifica Public Works Wastewater	234.24	0.00	156.16	0.00	0.00	390.40
City of Redwood City, Public Works	3,671.74	0.00	3,647.94	3,834.71	0.00	11,154.39
City of San Francisco, Parks	6,594.63	0.00	7,411.42	0.00	7,953.61	21,959.66
City of San Francisco, Public Utilities	299.33	0.00	369.76	0.00	0.00	669.09
City of San Mateo, Wastewater Treatment	170.78	0.00	85.42	0.00	0.00	256.20
City of South San Francisco Water Quality	161.26	0.00	161.26	231.46	0.00	553.98
Dewey Pest Control	0.00	0.00	0.00	66,080.00	0.00	66,080.00
San Francisco Int'l Airport	268.18	0.00	7,705.57	0.00	1,020.29	8,994.04
Sewer Authority Mid-Coastside	156.16	0.00	0.00	0.00	0.00	156.16
Silicon Valley Clean Water	489.32	0.00	303.82	0.00	144.42	937.56
Stanford University - Jasper Ridge	4,203.41	0.00	6,851.10	0.00	0.00	11,054.51
<b>TOTAL</b>	<b><u>32,701.97</u></b>	<b><u>0.00</u></b>	<b><u>39,838.14</u></b>	<b><u>70,146.17</u></b>	<b><u>9,118.32</u></b>	<b><u>151,804.60</u></b>

**San Mateo County Mosquito & Vector Control District**  
**A/R Aging Summary**  
 As of September 28, 2022

09/28/2022

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
California Invasive Plant Council	0.00	7,912.81	6,861.40	0.00	0.00	14,774.21
City of Foster City	0.00	8,540.11	0.00	0.00	0.00	8,540.11
City of Pacifica Public Works Wastewater	0.00	234.24	0.00	0.00	0.00	234.24
City of Redwood City, Public Works	0.00	3,671.74	0.00	0.00	0.00	3,671.74
City of San Francisco, Parks	0.00	6,594.63	7,411.42	0.00	7,953.61	21,959.66
City of San Francisco, Public Utilities	0.00	299.33	0.00	0.00	0.00	299.33
City of San Mateo, Wastewater Treatment	0.00	170.78	0.00	0.00	0.00	170.78
City of South San Francisco Water Quality	0.00	161.26	0.00	0.00	0.00	161.26
Dewey Pest Control	0.00	0.00	0.00	66,080.00	0.00	66,080.00
San Francisco Int'l Airport	0.00	268.18	7,705.57	0.00	1,020.29	8,994.04
Sewer Authority Mid-Coastside	0.00	156.16	0.00	0.00	0.00	156.16
Silicon Valley Clean Water	0.00	489.32	0.00	0.00	144.42	633.74
Stanford University - Jasper Ridge	0.00	4,203.41	0.00	0.00	0.00	4,203.41
<b>TOTAL</b>	<b><u>0.00</u></b>	<b><u>32,701.97</u></b>	<b><u>21,978.39</u></b>	<b><u>66,080.00</u></b>	<b><u>9,118.32</u></b>	<b><u>129,878.68</u></b>

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

GF-Aug  
2022

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

<b>Reductions</b>	
Payroll Related (ADP)	(198,938)
Checks Written	(193,899)
Bank Fee	(90)
Transfer-Out to Capital Fund	(248,000)
<b>Total Reductions</b>	<b>(640,927)</b>

<b>Additions</b>	
Quarterly Interest	-
Abatement Services	16,123
Property Tax Revenue	-
ERAF Rebate	272,290
RDA/RPTTF	-
Special Benefit Assessment	3,719
Special Mosquito Tax	-
Other In-Lieu Tax Distribution	-
Misc Deposits (PARS Reim Retiree +)	39,035
<b>Total Additions</b>	<b>331,166</b>

Ending Cash per District as of Aug 31, 2022 6,225,793

Cash per County General Fund Statement 6,225,793

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]      08/01/2022-08/31/2022      Page 2  
 TUE, SEP 13, 2022, 11:16 AM --req: VALENCIR--leg: GL JL--loc: CONTROL---job:15693555 J4903---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 08/01/22	7,505,152.79	969,599.16	6,535,553.63
	08/05/22	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	55,996.20	0.00	6,591,549.83
	08/16/22	JE525186	AutoID: JS0816E2 Job: 15643 JE	0.00	89.85	6,591,459.98
	08/20/22	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	1,349.11	0.00	6,592,809.09
	08/25/22	ER48252	AutoID: ITX825G2 Job: 15658 JE	24,368.63	0.00	6,617,177.72
	08/25/22	ER18252	AutoID: ITX825D2 Job: 15661 JE	247,921.34	0.00	6,865,099.06
	08/30/22	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	1,531.04	0.00	6,866,630.10
	08/31/22	JE525814	AutoID: JRV902B2 Job: 15684 JE	0.00	248,000.00	6,618,630.10
	08/31/22	JE525699	AutoID: JRV901A2 Job: 15688 JE	0.00	392,836.85	6,225,793.25
		DR	* SUB ACCT Total *	7,836,319.11*	1,610,525.86*	6,225,793.25*

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

CPF-Aug  
2022

Beginning Cash per District as of Jul 31, 2022	774,289
<b>Reductions</b>	
Checks Written	(53,101)
Bank Fee	(36)
Transfer-Out to General Fund	-
<b>Total Reductions</b>	(53,138)
<b>Additions</b>	
Quarterly Interest	-
Transfer-In from General Fund	248,000
<b>Total Additions</b>	248,000
Ending Cash per District as of Aug 31, 2022	969,151
Cash per County Capital Project Fund Statement	969,151
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 ]      08/01/2022-08/31/2022      Page 1  
 TUE, SEP 13, 2022, 11:16 AM --req: VALENCIR--leg: GL JL--loc: CONTROL---job:15693555 J4903---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 08/01/22	777,447.85	3,158.90	774,288.95				
	08/16/22	JE525186	AutoID: JSO816E2 Job: 15643 JE	0.00	36.17	774,252.78				
	08/31/22	JE525814	AutoID: JRV902B2 Job: 15684 JE	248,000.00	0.00	1,022,252.78				
	08/31/22	JE525699	AutoID: JRV901A2 Job: 15688 JE	0.00	53,101.43	969,151.35				
		DR	* SUB ACCT Total *	1,025,447.85*	56,296.50*	969,151.35*				

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

<b>Aug 2022</b>
---------------------

August 5, 2022

August 19, 2022

Footnotes:

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

Total Net Pay	74,740	72,853
Federal W/H Tax	13,819	13,670
Social Security Tax	1,331	997
Medicare	3,316	3,249
CA W/H Tax	5,726	5,673
CA SUI/DI	1,409	1,282
<b>Total</b>	<b>100,341</b>	<b>97,723</b>

— A

<b>ADP Process Fee PPE 7/2/22 &amp; 7/16/22</b>	<b>263</b>	<b>311</b>
<b>ADP Time &amp; Attend Processing Chrg</b>	<b>140</b>	<b>159</b>
<b>Total amount for the period</b>	<u><b>100,745</b></u>	<u><b>98,193</b></u>
<b>Total amount for the month:</b>		<u><u><b>198,938</b></u></u>

**Footnotes:**

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

**San Mateo County Mosquito & Vector Control District**  
**Check Detail**  
**August 2022**

<b>GF-Aug 2022</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
22075	08/11/2022	Charles P. Hansen	Retiree Health Insurance Reimb-Aug '22	1015 · Checking -Union Bank - GF x9757	-553.03
08012022	08/01/2022		Retiree Health Insurance Reimb-Aug '22	5160 · Retirees - HRA & Medical Reimb	553.03
TOTAL					553.03
22076	08/11/2022	Dennis J Jewell	Retiree Health Insurance Reimb-Aug '22	1015 · Checking -Union Bank - GF x9757	-553.03
08012022	08/01/2022		Retiree Health Insurance Reimb-Aug '22	5160 · Retirees - HRA & Medical Reimb	553.03
TOTAL					553.03
22077	08/11/2022	Great-West Life & Annuity Co	Group No. 98368	1015 · Checking -Union Bank - GF x9757	-6,383.05
07302022	07/30/2022		Employee Deferred Comp PPE 07/30/2022	5185 · Actives - Deferred Compensation	6,383.05
TOTAL					6,383.05
22078	08/11/2022	San Mateo County Retirement Assoc SM M.A.D.		1015 · Checking -Union Bank - GF x9757	-20,663.82
07302022	07/30/2022		Employee Contribution Pay Period 07/17/2022-07/30/2022	5115 · Retirement - Employee Contribut	8,864.50
			Employer Contribution Pay Period 07/17/2022-07/30/2022	5110 · Retirement - Employer Contribut	11,799.32
TOTAL					20,663.82
22079	08/11/2022	U.S. Bank PARS Account # 67460224 Agency Name: San Mateo County Mosquito & Vector Control District PPE		1015 · Checking -Union Bank - GF x9757	-572.18
6746022400-PP7-30-	07/30/2022		Alternate Retirement System for Richard Arrow PPE 07/30/2022	5116 · Alternate Retire-Employee Contr	572.18
TOTAL					572.18
22080	08/11/2022	Brian Weber	Per Diem @ CSDA Annl Conf 8/21-8/24/2022	1015 · Checking -Union Bank - GF x9757	-241.50
CSDAConf-Aug2022	08/08/2022		Per Diem @ CSDA Annl Conf 8/21-8/24/2022	5215 · Conferences / Workshops Staff	241.50
TOTAL					241.50
22081	08/11/2022	Richard Arrow	Per Diem @ CSDA Annl Conf 8/22-8/25/2022	1015 · Checking -Union Bank - GF x9757	-241.50
CSDAperdiem-Aug20	08/09/2022		Per Diem @ CSDA Annl Conf 8/22-8/25/2022	5215 · Conferences / Workshops Staff	241.50
TOTAL					241.50

**San Mateo County Mosquito & Vector Control District**  
**Check Detail**  
**August 2022**

<b>GF-Aug 2022</b>
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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
22082	08/11/2022	Ryan Thorndike	Per Diem @ CSDA Annl Conf 8/21-8/24/2022	1015 · Checking -Union Bank - GF x9757	-241.50
CSDAConf-Aug2022	08/09/2022		Per Diem @ CSDA Annl Conf 8/21-8/24/2022	5215 · Conferences / Workshops Staff	241.50
TOTAL					241.50
22083	08/11/2022	Adapco, Inc.	Cust #20200	1015 · Checking -Union Bank - GF x9757	-36,991.86
131730	06/30/2022		Metalarv S-PT 40LB bag (Qty 20) (P.O. #02706-1812)	5705 · Pesticides	25,257.60
			VMX Vectomax FG 40LB bag (Qty 30)	5705 · Pesticides	11,734.26
TOTAL					36,991.86
22084	08/11/2022	Aim To Please Janitorial Services	Invoice #51 - Jul 2022	1015 · Checking -Union Bank - GF x9757	-1,525.00
51	07/31/2022		1351 Rollins Janitorial Services-Jul 2022	5340 · Janitorial/Household Expense	1,200.00
			1415 N Carolan Janitorial Services	5340 · Janitorial/Household Expense	325.00
TOTAL					1,525.00
22085	08/11/2022	Airgas Dry Ice	QAC40	1015 · Checking -Union Bank - GF x9757	-596.39
9128340339	07/26/2022		Dry Ice (250 lbs)	5820 · Dry Ice	298.45
8128550867	08/02/2022		Dry Ice (250 lbs)	5820 · Dry Ice	297.94
TOTAL					596.39
22086	08/11/2022	Amazon Capital Services	Account # ARX6UTA334C06	1015 · Checking -Union Bank - GF x9757	-2,035.13
1G13-KTKQ-1N3D	07/31/2022		Outreach materials	5910 · Media and Network	295.24
			Outreach materials	5920 · Promotion & Printing	140.18
			Belt sanders and battery chargers	5610 · Garage Tools	297.31
			Fleet and airboat repair & maint supplies	5620 · Auto, Hotsy, Plug, Boat, Traile	632.91
			iPad holsters & exclusion kit	5630 · Ops Equipment & Repairs	186.75
			Bee suit and waders	5725 · Apparel - Uniforms & Boots	239.99
			Large plastic dustpans	5810 · Sentinel Chicken Flocks/Supply	18.81
			Lab supplies	5825 · Lab Supplies	223.94
TOTAL					2,035.13

**San Mateo County Mosquito & Vector Control District**  
**Check Detail**  
**August 2022**

<b>GF-Aug 2022</b>
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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
22087	08/11/2022	American Fidelity Assurance Compa	Payor: 56840	1015 · Checking -Union Bank - GF x9757	-1,553.82
6057951A	08/04/2022		Flexible Spending Account (Employee Contrib)	5170 · Actives - Other Benefits	1,553.82
TOTAL					1,553.82
22088	08/11/2022	Cintas Corporation #464	Payer #15914933	1015 · Checking -Union Bank - GF x9757	-689.14
15914933 Jul2022	07/31/2022		Uniform Services 07/06/22 Inv #4124530549	5725 · Apparel - Uniforms & Boots	171.13
			Uniform Services 07/13/22 Inv #4125175205	5725 · Apparel - Uniforms & Boots	171.13
			Uniform Services 07/20/22 Inv #4125848180	5725 · Apparel - Uniforms & Boots	171.13
			Uniform Services 07/24/22 Inv #4126515798	5725 · Apparel - Uniforms & Boots	175.75
TOTAL					689.14
22089	08/11/2022	Colorprint	Inv #30948	1015 · Checking -Union Bank - GF x9757	-152.52
30948	08/01/2022		Mailing labels - sheet (Qty 200)	5335 · Office Expense	152.52
TOTAL					152.52
22090	08/11/2022	Comcast	A/C #8155200280283815	1015 · Checking -Union Bank - GF x9757	-164.33
8155200280283815A	08/03/2022		Business Internet 08/08/22-09/07/22 (1351 Rollins)	5575 · Phone - Land Line-AT&T/Comcast	164.33
TOTAL					164.33
22091	08/11/2022	Daily Post	Cust# 7987; Invoice #80943	1015 · Checking -Union Bank - GF x9757	-3,024.00
80943	07/31/2022		Mosquito larvae ad campaign run 7/18-9/6/2022 (PO#02706-1817)	5910 · Media and Network	3,024.00
TOTAL					3,024.00
22092	08/11/2022	Dell Marketing LP.	Customer No.: 529998218898	1015 · Checking -Union Bank - GF x9757	-1,224.85
10605746220	08/09/2022		Adobe Acrobat Pro & Creative Cloud Annual Renewal	5465 · Computer Software	1,224.85
TOTAL					1,224.85
22093	08/11/2022	Denngo	Inv #36402	1015 · Checking -Union Bank - GF x9757	-1,232.62
36402	08/01/2022		Jul 2022 Inspection Service Contract	5505 · Facility - Repairs & Maint	770.00

**San Mateo County Mosquito & Vector Control District**  
**Check Detail**  
**August 2022**

<b>GF-Aug 2022</b>
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Num	Date	Name	Memo	Account	Original Amount
			HVAC Repairs	5505 · Facility - Repairs & Maint	462.62
TOTAL					1,232.62
<b>22094</b>	<b>08/11/2022</b>	<b>Eco Medical Inc.</b>	<b>Invoice #13393</b>	<b>1015 · Checking -Union Bank - GF x9757</b>	<b>-51.45</b>
13393	07/31/2022		Bio-waste container pick-up - Jul 2022	5830 · Lab Biowaste Disposal	49.00
			Temporary Fuel Charge 5%	5830 · Lab Biowaste Disposal	2.45
TOTAL					51.45
<b>22095</b>	<b>08/11/2022</b>	<b>EFFECTV</b>	<b>Customer No. 44154</b>	<b>1015 · Checking -Union Bank - GF x9757</b>	<b>-974.75</b>
WC907750	07/31/2022		Comcast TV Ads WNV & District Services	5910 · Media and Network	974.75
TOTAL					974.75
<b>22096</b>	<b>08/11/2022</b>	<b>FDAC EBA</b>	<b>51 - SMCMVCD Sep2022</b>	<b>1015 · Checking -Union Bank - GF x9757</b>	<b>-31,114.35</b>
FDAC0922-SMCM	08/09/2022		Medical Insurance for Sep-2022	5125 · Actives - Medical Insurance	28,320.05
			Dental Insurance	5135 · Actives - Dental Insurance	2,286.72
			Vision	5145 · Actives - Vision Insurance	403.08
			Hartford Group Life	5150 · Group Life Insurance	104.50
TOTAL					31,114.35
<b>22097</b>	<b>08/11/2022</b>	<b>Flyers Energy, LLC</b>	<b>Account 700895</b>	<b>1015 · Checking -Union Bank - GF x9757</b>	<b>-4,031.50</b>
CFS-3086855	07/31/2022		Fuels 07/16/2022-07/31/2022	5735 · Fuel	4,031.50
TOTAL					4,031.50
<b>22098</b>	<b>08/11/2022</b>	<b>Lampire Biological Laboratories, Inc A/C # SANMAT</b>		<b>1015 · Checking -Union Bank - GF x9757</b>	<b>-316.00</b>
449320	08/03/2022		Chicken Blood (PO# 02076-1779)	5815 · Mosquito Blood	316.00
TOTAL					316.00
<b>22099</b>	<b>08/11/2022</b>	<b>Napa Auto Parts</b>	<b>A/C #5644</b>	<b>1015 · Checking -Union Bank - GF x9757</b>	<b>-76.07</b>
141405	08/04/2022		Brake parts cleaner (24)	5620 · Auto, Hotsy, Plug, Boat, Traile	76.07
TOTAL					76.07



**San Mateo County Mosquito & Vector Control District**  
**Check Detail**  
**August 2022**

<b>GF-Aug 2022</b>
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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
22100	08/11/2022	O'Reilly Automotive, Inc.	Customer #1275593	1015 · Checking -Union Bank - GF x9757	-112.01
2581-428079	07/21/2022		CB Jeep rear shock	5620 · Auto, Hotsy, Plug, Boat, Traile	112.01
TOTAL					112.01
22101	08/11/2022	ODP Business Solutions, LLC	A/C #36568593	1015 · Checking -Union Bank - GF x9757	-628.03
22959600	07/25/2022		Copier papers & misc office supplies	5335 · Office Expense	448.45
23071803	08/01/2022		Printer ink cartridges and binders	5335 · Office Expense	179.58
TOTAL					628.03
22102	08/11/2022	PG&E		1015 · Checking -Union Bank - GF x9757	-1,216.58
5594119880-0 Jul-22	07/27/2022		PGE Elec & Gas for 1415 N Carolan 06/28/22-07/27/2022	5560 · Gas & Electricity - PG&E	680.60
5584709654-6 Jul22	07/27/2022		1351 Rollins Site 06/28/2022-07/27/2022	5560 · Gas & Electricity - PG&E	535.98
TOTAL					1,216.58
22103	08/11/2022	Quench USA, Inc.	A/C #D322868	1015 · Checking -Union Bank - GF x9757	-205.00
INV04201325	08/01/2022		Water Dispenser Rental - Aug 2022	5335 · Office Expense	205.00
TOTAL					205.00
22104	08/11/2022	Recology San Mateo County	A/C #731001072	1015 · Checking -Union Bank - GF x9757	-456.00
46663993	07/28/2022		Garbage Service - Jul 2022	5340 · Janitorial/Household Expense	456.00
TOTAL					456.00
22105	08/11/2022	Spark Creative Design	Inv #2621	1015 · Checking -Union Bank - GF x9757	-975.00
2621	07/28/2022		Various design and edits for outreach of District services.	5920 · Promotion & Printing	975.00
TOTAL					975.00
22106	08/11/2022	Streamline	Invoice No: 112D6F75-0018	1015 · Checking -Union Bank - GF x9757	-370.00
112D6F75-0018	08/01/2022		Streamline Web 8/1/2022-9/1/2022	5475 · Website Hosting / Microsoft	370.00

**San Mateo County Mosquito & Vector Control District**  
**Check Detail**  
**August 2022**

<b>GF-Aug 2022</b>
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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
TOTAL					370.00
22107	08/11/2022	Verizon	A/C #271667168-00001	1015 · Checking -Union Bank - GF x9757	-1,657.09
9912073374	07/26/2022		Services for period 06/27-07/26/22 (CalNet)	5580 · Phone - Mobile Devices-Verizon	1,657.09
TOTAL					1,657.09
22108	08/25/2022	Great-West Life & Annuity Co	Group No. 98368	1015 · Checking -Union Bank - GF x9757	-6,333.05
08132022	08/13/2022		Employee Deferred Comp PPE 08/13/2022	5185 · Actives - Deferred Compensation	6,333.05
TOTAL					6,333.05
22109	08/25/2022	San Mateo County Retirement Assoc SM M.A.D.		1015 · Checking -Union Bank - GF x9757	-20,736.96
08132022	08/13/2022		Employee Contribution Pay Period 07/31/2022-08/13/2022	5115 · Retirement - Employee Contribut	8,901.08
			Employer Contribution Pay Period 07/31/2022-08/13/2022	5110 · Retirement - Employer Contribut	11,835.88
TOTAL					20,736.96
22110	08/25/2022	U.S. Bank PARS Account # 67460224 Agency Name: San Mateo County Mosquito & Vector Control District PPE		1015 · Checking -Union Bank - GF x9757	-572.18
6746022400-PP8-13-	08/13/2022		Alternate Retirement System for Richard Arrow PPE 08/13/2022	5116 · Alternate Retire-Employee Contr	572.18
TOTAL					572.18
22111	08/25/2022	Airgas Dry Ice	4317638	1015 · Checking -Union Bank - GF x9757	-691.87
9128788254	08/09/2022		Dry Ice (300 lbs)	5820 · Dry Ice	346.23
9129030753	08/16/2022		Dry Ice (300 lbs)	5820 · Dry Ice	345.64
TOTAL					691.87
22112	08/25/2022	American Fidelity Assurance	Payor: 56840	1015 · Checking -Union Bank - GF x9757	-457.98
D492208	08/18/2022		Life/Acc/Cancer EE Insurance for Aug-2022	5170 · Actives - Other Benefits	457.98
TOTAL					457.98
22113	08/25/2022	Black Mountain Properties, LLC	Acct. t0000505 San Mateo County-1323 Rollins Rd., Burlingame	1015 · Checking -Union Bank - GF x9757	-11,337.50

**San Mateo County Mosquito & Vector Control District**  
**Check Detail**  
**August 2022**

<b>GF-Aug 2022</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
Sep Rent/CAM	08/19/2022		Sep-2022 Rent-1323 Rollins Rd., Burlingame,CA	5399 · Facility Lease	7,944.00
			Est CAM	5399 · Facility Lease	3,232.00
			PG&E Pro-rata Share	5399 · Facility Lease	161.50
TOTAL					11,337.50
<b>22114</b>	<b>08/25/2022</b>	<b>California Municipal Statistics, Inc.</b>	<b>Inv #22081911</b>	<b>1015 · Checking -Union Bank - GF x9757</b>	<b>-350.00</b>
22081911	08/19/2022		Direct & Overlapping Debt Stmt Update as of 6/30/22 (CAFR)	5375 · Audit	350.00
TOTAL					350.00
<b>22115</b>	<b>08/25/2022</b>	<b>Comcast</b>	<b>A/C #8155200280658818</b>	<b>1015 · Checking -Union Bank - GF x9757</b>	<b>-174.28</b>
8155200280658818A	08/15/2022		Business Internet 08/20/22-09/19/22 (1415 N Carolan)	5575 · Phone - Land Line-AT&T/Comcast	174.28
TOTAL					174.28
<b>22116</b>	<b>08/25/2022</b>	<b>Flyers Energy, LLC</b>	<b>Account 700895</b>	<b>1015 · Checking -Union Bank - GF x9757</b>	<b>-4,178.55</b>
CFS-3108542	08/15/2022		Fuels 08/01/2022-08/15/2022	5735 · Fuel	4,178.55
TOTAL					4,178.55
<b>22117</b>	<b>08/25/2022</b>	<b>Fusion Cloud Company, LLC</b>	<b>Customer No. 3789973</b>	<b>1015 · Checking -Union Bank - GF x9757</b>	<b>-513.80</b>
9554940	08/18/2022		Phone System Sep-2022	5570 · Phone - VOIP - Fusion/MegaPath	513.80
TOTAL					513.80
<b>22118</b>	<b>08/25/2022</b>	<b>Jarvis Fay LLP</b>	<b>Invoice 16750</b>	<b>1015 · Checking -Union Bank - GF x9757</b>	<b>-2,052.00</b>
16750	07/31/2022		Board Matters (5.4 hrs) - Legal Services thru Jul-2022	5350 · Legal Services	1,539.00
			Architectural Contract for 1415 N Carolan Project (.7 hr)	5350 · Legal Services	199.50
			HR Matter (1.1 hrs)	5350 · Legal Services	313.50
TOTAL					2,052.00
<b>22119</b>	<b>08/25/2022</b>	<b>Leading Edge Associates, Inc.</b>	<b>Invoice #1747</b>	<b>1015 · Checking -Union Bank - GF x9757</b>	<b>-2,600.00</b>
1747	08/18/2022		PV Aerial Application Services (GranularPV35x)	5715 · Helicopter	2,600.00
TOTAL					2,600.00

**San Mateo County Mosquito & Vector Control District**  
**Check Detail**  
**August 2022**

<b>GF-Aug 2022</b>
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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
22120	08/25/2022	MacLeod Watts, Inc	Customer #185	1015 · Checking -Union Bank - GF x9757	-1,900.00
081222SMCMV	08/12/2022		Prepare GASB 68 Report for FYE 6/30/2022	5375 · Audit	1,900.00
TOTAL					<u>1,900.00</u>
22121	08/25/2022	Colorprint		1015 · Checking -Union Bank - GF x9757	-645.25
31059	08/11/2022		Business cards for Devon MacDonald (Vector Ctrl Tech)	5335 · Office Expense	135.11
31014	08/18/2022		Pesticide tags	5705 · Pesticides	510.14
TOTAL					<u>645.25</u>
22122	08/25/2022	Pacific Office Automation	Customer #446374	1015 · Checking -Union Bank - GF x9757	-271.14
331534	08/03/2022		Maintenance for 1 Color & 2 Blk/Wht Copiers 08/02/22-09/02/22	5380 · Copier and postage	271.14
TOTAL					<u>271.14</u>
22123	08/25/2022	Port of Redwood City	San Mateo County Mosquito & Vector Control	1015 · Checking -Union Bank - GF x9757	-25.00
PortFest 2022	08/17/2022		Application Fee for PortFest 2022 Vendor	5910 · Media and Network	25.00
TOTAL					<u>25.00</u>
22124	08/25/2022	Public Agency Retirement Services ( Customer #SAN400		1015 · Checking -Union Bank - GF x9757	-306.00
51212	08/08/2022		PARS Alternate Retirement System Fees PE 06/30/2022	5325 · HR & Finance Consultant	306.00
TOTAL					<u>306.00</u>
22125	08/25/2022	RMT Landscape Contractors, Inc.	Customer #M332	1015 · Checking -Union Bank - GF x9757	-790.00
20220836	08/10/2022		Landscape Maintenance Aug-2022 (1351 Rollins Rd)	5505 · Facility - Repairs & Maint	495.00
			Landscape Maintenance (1415 N Carolan Ave)	5505 · Facility - Repairs & Maint	295.00
TOTAL					<u>790.00</u>
22126	08/25/2022	Vector-Borne Disease Account	San Mateo Co MVCD- For Hernandez Pacheco, Vanessa	1015 · Checking -Union Bank - GF x9757	-173.00
SMATM-07-2022	08/15/2022		Re-certification for Vanessa Hernandez Pacheco FY22-23	5205 · Coastal Regional Continuing Ed.	173.00

**San Mateo County Mosquito & Vector Control District**  
**Check Detail**  
**August 2022**

<b>GF-Aug 2022</b>
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Num	Date	Name	Memo	Account	Original Amount
TOTAL					173.00
22127	08/25/2022	U.S. Bank	4246-0445-5564-6391	1015 · Checking -Union Bank - GF x9757	-18,967.49
07222022	07/22/2022		District Credit Card Payment	1040 · US Bank Purchase Card	18,967.49
TOTAL					18,967.49
<b>CHECK TOTAL</b>					<b><u>193,899.15</u></b>

Note: Previous month's check numbers were 22006-22074. Current month's check numbers are 22075-22127 (53 checks).

**San Mateo County Mosquito & Vector Control District**  
**Check Detail**  
**August 2022**

<b>CPF-Aug 2022</b>
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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
1090	08/11/2022	Enterprise FM Trust	Customer No. 458563	1025 · Checking -Union Bank -CPF x6913	-3,120.50
FBN4534484	08/03/2022		22NCN8-2018 NISS Frontier- Aug 2022	6030 · Vehicle Leases	298.49
			22NCNB-2018 NISS Frontier	6030 · Vehicle Leases	298.49
			22NCNF-2018 NISS Frontier	6030 · Vehicle Leases	33.70
			22NCNJ-2018 NISS Frontier	6030 · Vehicle Leases	33.70
			23CDWF-2020 Subaru Forester	6030 · Vehicle Leases	318.64
			23LVXF-2019 NISS Frontier (Kim)	6030 · Vehicle Leases	405.59
			23LW6S-2019 NISS Frontier (Lab)	6030 · Vehicle Leases	455.33
			23MNV2-2020 NISS Frontier	6030 · Vehicle Leases	391.87
			23MNV3-2020 NISS Frontier	6030 · Vehicle Leases	391.88
			25QSHX-2022 FORD Explorer	6030 · Vehicle Leases	492.81
TOTAL					<u>3,120.50</u>
1091	08/11/2022	Life Technologies Corporation	Inv 81638694, 81630827, 81690637, 81690642	1025 · Checking -Union Bank -CPF x6913	-49,980.93
81638694 & Credits	07/20/2022		Inv 81638694 QuantStudio PCR System (PO 02706-1827)	6020 · Equipment - Operations & Admin	56,128.00
			Credits: Inv 81630827, 81690637, 81690642	6020 · Equipment - Operations & Admin	-6,147.07
TOTAL					<u>49,980.93</u>
<b>CHECK TOTAL</b>					<b><u>53,101.43</u></b>

Note: Previous month's check number was 1089. Current month's check numbers are 1090-1091 (2 checks).

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

<b>Aug 2022</b>
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**August 2022**

Type	Date	Name	Memo	Split	Amount
<b>1040 · US Bank Purchase Card</b>					
<b>1045 · US Bank Visa Brian x2315</b>					
Credit Card Charge	08/01/2022	California Special District Assoc	Governance foundations training Trustee Desiree LaBeaud	5210 · Conferences / Workshops Board	225.00
Credit Card Charge	08/08/2022	The UPS Store #2354	Notary signature reg. number for drone	5630 · Ops Equipment & Repairs	15.00
Credit Card Charge	08/08/2022	Microsoft	MS 365 Business Basic 7/15/22-7/14/23	5475 · Website Hosting / Microsoft	1,873.15
Credit Card Charge	08/08/2022	Microsoft	MS 365 Business Standard 7/15/22-7/14/23	5475 · Website Hosting / Microsoft	1,650.00
Credit Card Charge	08/08/2022	Microsoft	Power BI Pro 7/15/22-7/14/23	5475 · Website Hosting / Microsoft	239.76
Credit Card Charge	08/09/2022	Microsoft	Exchange Online (Plan1) 7/15/22-7/14/23	5475 · Website Hosting / Microsoft	1,340.32
Credit Card Charge	08/13/2022	Marriott	CSDA Conf. - first night stay Trustee Mason Brutschy	5210 · Conferences / Workshops Board	176.71
Credit Card Charge	08/13/2022	Marriott	CSDA Conf. - first night stay Trustee Rena Gilligan	5210 · Conferences / Workshops Board	176.71
Credit Card Charge	08/13/2022	Marriott	CSDA Conf. - first night stay Trustee Desiree LaBeaud	5210 · Conferences / Workshops Board	176.71
Credit Card Charge	08/13/2022	Marriott	CSDA Conf. - first night stay Brian Weber	5215 · Conferences / Workshops Staff	176.71
Credit Card Charge	08/13/2022	Marriott	CSDA Conf. - first night stay Ryan Thorndike	5215 · Conferences / Workshops Staff	176.71
Credit Card Charge	08/17/2022	BendPak	New tire mounting machine for shop (FA 0518)	5610 · Garage Tools	3,999.44
Credit Card Charge	08/22/2022	Uber	CSDA Conf. airport to hotel Brian Weber 8/21/22	5215 · Conferences / Workshops Staff	42.43
Total 1045 · US Bank Visa Brian x2315					10,268.65
<b>1050 · US Bank Visa Admin x5992</b>					
Credit Card Charge	07/22/2022	Marriott	CSDA Conf. first night stay Richard Arrow	5215 · Conferences / Workshops Staff	176.71
Credit Card Charge	07/26/2022	Misc- Ops	Tire repair kits and supplies for shop	5610 · Garage Tools	220.90
Credit Card Charge	07/29/2022	Register.com Website	Secure Xpress monthly term (TB cancelled)	5475 · Website Hosting / Microsoft	6.00
Credit Card Charge	07/29/2022	Costco	Snacks for cordgrass	5720 · Safety Equipment	48.16
Credit Card Charge	08/01/2022	Mosyle Business	Mosyle business premium license-Aug 2022	5465 · Computer Software	28.75
Credit Card Charge	08/02/2022	Misc- Ops	CB jeep replacement shifter cable	5620 · Auto, Hotsy, Plug, Boat, Traile	158.84
Credit Card Charge	08/03/2022	Rock Auto	Parts for fleet maintenance	5620 · Auto, Hotsy, Plug, Boat, Traile	848.92
Credit Card Charge	08/03/2022	Misc- Ops	Replacement parts online-sholder straps for backpack	5630 · Ops Equipment & Repairs	45.55
Credit Card Credit	08/04/2022	JME Ellsworth Company	BVA fill station filter refund	5620 · Auto, Hotsy, Plug, Boat, Traile	-133.41
Credit Card Charge	08/04/2022	Misc- Ops	AG Spray - replacement cb jeep sprayer tank cap	5620 · Auto, Hotsy, Plug, Boat, Traile	79.97
Credit Card Charge	08/05/2022	California Special District Assoc	Conf. registration leadership academy - Angie Nakano	5215 · Conferences / Workshops Staff	600.00
Credit Card Charge	08/05/2022	Craigslist	Posting for seasonal vector control aide position	5335 · Office Expense	150.00
Credit Card Charge	08/05/2022	Misc-Admin	Air Canada-Flight for Tara Roth ESA conf. 11/13-11/17/22	5215 · Conferences / Workshops Staff	313.84
Credit Card Charge	08/09/2022	ELIM Biopharmaceuticals	Sequencing services 3/31-6/30/22	5845 · Lab PCR Supplies	163.00
Credit Card Charge	08/10/2022	Rock Auto	CB jeep driveshaft CV joint	5620 · Auto, Hotsy, Plug, Boat, Traile	183.06
Credit Card Credit	08/15/2022	Entomological Soc of America	Refunded ESA registration fee-Tara Roth	5215 · Conferences / Workshops Staff	-495.00
Credit Card Charge	08/15/2022	Alaska Air	CSDA conf. flight change for Richard Arrow	5215 · Conferences / Workshops Staff	35.00
Credit Card Charge	08/16/2022	Misc-Lab	Anchor paper - ovitrap papers	5825 · Lab Supplies	257.49
Credit Card Charge	08/17/2022	Misc-Admin	On air parking - CSDA conf. Richard Arrow	5215 · Conferences / Workshops Staff	34.80
Credit Card Charge	08/17/2022	Misc- Ops	Aquarium CO-OP-Linear piston air pump fish rm supply	5730 · Mosquito Fish	419.67

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

<b>Aug 2022</b>
---------------------

**August 2022**

<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Credit Card Charge	08/17/2022	Misc-Lab	Oxford University Press - Manuscript No tjac096	5825 · Lab Supplies	480.00
Credit Card Charge	08/18/2022	Misc- Ops	Chewy.com - fish food for mosq. fish breeding prog.	5730 · Mosquito Fish	114.27
Total 1050 · US Bank Visa Admin x5992					3,736.52
<b>TOTAL 1040 · US Bank Purchase Card</b>					<b>14,005.17</b>





P.O. BOX 6343  
FARGO ND 58125-6343

Aug  
2022



ACCOUNT NUMBER [REDACTED]  
STATEMENT DATE 08-22-2022  
AMOUNT DUE \$32,972.66  
NEW BALANCE \$32,972.66  
PAYMENT DUE ON RECEIPT

000000984 01 SP 0.570 106481543077040 P  
SMCMVCD  
ATTN DISTRICT MANAGER  
1351 ROLLINS RD  
BURLINGAME CA 94010-2409

AMOUNT ENCLOSED  
\$ 14,005.17  
*Please make check payable to U.S. Bank*

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

[REDACTED] 003297266 003297266

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY							
SMCMAD	Previous Balance	Purchases And Other Charges	Cash Advances	Cash Advance Fees	Cash Late Payment Charges	Credits	New Balance
Company Total	\$18,967.49	\$14,835.58	\$0.00	\$0.00	\$0.00	\$830.41	\$32,972.66

NEW ACTIVITY					
SMCMVCD ADMIN	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY	
	\$830.41	\$4,566.93	\$0.00	\$3,736.52	
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
07-25	07-22	24692162204100549043217	MARRIOTT DESERT SPRING PALM DESERT CA M20532 ARRIVAL: 07-22-22	176.71	
07-27	07-26	24013392207002957239315	SAFETY SEAL 800-8889021 ND	220.90	
08-01	07-29	24906412210152819960409	WEB*REGISTERWEBSITE 800-9999723 FL	6.00	
08-01	07-29	24943002211898002016863	COSTCO WHSE #0147 FOSTER CITY CA	48.16	
08-02	08-01	24492162213000037918519	MOSYLE BUS* MOSYLE BUS HTTPSBUSINESS FL	28.75	
08-03	08-02	24492152214719072046189	TASCA AUTOMOTIVE GROUP IN 401-881-1300 RI	158.84	
08-04	08-03	24055232215919597907493	ROCK AUTO ROCKAUTO.COM WI	849.92	
08-04	08-03	24055232215919598739800	ROCK AUTO ROCKAUTO.COM WI	187.01	
08-04	08-03	24492152215717214626735	REPLACEMENT PARTS ONLINE 844-373-7811 FL	45.55	
08-05	08-04	74492152216745331845415	JOHN M ELLSWORTH CO INC 4143541414 WI	133.41	CR
08-05	08-04	24755422217152173817231	FIMCO SCHABEN AGSPRAY NORTH SIOUX C SD	79.97	
08-08	08-05	24202982219030078967640	CALIFORNIA SPECIAL DISTRI 916-442-7887 CA	600.00	
08-08	08-05	24692162217100071360976	CRAIGSLIST.ORG 415-399-5200 CA	75.00	
08-08	08-05	24692162217100071379133	CRAIGSLIST.ORG 415-399-5200 CA	75.00	
08-08	08-05	24717052218872180040748	AIR CANADA 0142155390658 888-2472262 NY ROTH/TARA MICHE 11-13-22	313.84	
08-10	08-09	24492152221852938000784	SFO AC T YVR AC G SFO AC X XXX AC X XXX ELIMBIO 510-427-8896 CA	163.00	

CUSTOMER SERVICE CALL	ACCOUNT NUMBER	ACCOUNT SUMMARY
800-344-5696	[REDACTED]	PREVIOUS BALANCE 18,967.49
		PURCHASES & OTHER CHARGES 14,835.58
	STATEMENT DATE 08/22/22	DISPUTED AMOUNT .00
		CASH ADVANCES .00
		CASH ADVANCE FEES .00
		LATE PAYMENT CHARGES .00
		CREDITS 830.41
		PAYMENTS .00
		AMOUNT DUE 32,972.66
		ACCOUNT BALANCE 32,972.66

Aug  
2022



Company Name: SMCMVCD
Corporate Account Number: [REDACTED]
Statement Date: 08-22-2022

NEW ACTIVITY					
Post Date	Tran Date	Reference Number	Transaction Description		Amount
08-11	08-10	24055232222819803977893	ROCK AUTO ROCKAUTO.COM WI		183.08
08-15	08-13	24943002225700783477243	ADOBE ACROPRO TRIAL 408-538-8000 CA		14.99
08-16	08-15	74055232227819807888013	ROCK AUTO MADISON WI		187.01 CR
08-17	08-15	74445002227300713238800	FSP*ENTOMOLOGICAL SOCIETY ANNAPOLIS MD		495.00 CR
08-17	08-15	24431062228036084410371	ALASKA AIR 0272308441037 SEATTLE WA ARROW/RICHARD 08-22-22 SFO AS N PSP AS O SFO		35.00
08-17	08-16	24744552229240000061513	ANCHOR PAPER CO 851-2981311 MN		257.49
08-18	08-17	24492162229000038772735	ONAIRPARKING.COM HTTPSWWW.ONAI CA		34.80
08-18	08-17	24492162229000039079015	SP AQUARIUM CO-OP AQUARIUMCOOP. WA		419.67
08-18	08-18	24692162230100839150698	CHEWY.COM 800-672-4399 FL		114.27
08-18	08-17	74579162230432903128131	OXFORD UNIV PRESS OXFORD		480.00
08-22	08-19	74943002231700804961214	ADOBE ACROPRO SUBS 4085386000 CA		14.99 CR
<b>BRIAN WEBER</b>		<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]		\$0.00	\$10,268.65	\$0.00	\$10,268.65
Post Date	Tran Date	Reference Number	Transaction Description		Amount
08-03	08-01	24202982214030034371860	CALIFORNIA SPECIAL DISTRI 916-442-7887 CA		225.00
08-09	08-08	24000972220615903044708	THE UPS STORE 2354 850-3487447 CA		15.00
08-09	08-09	24204292221000004277547	MSFT * E0100JOCVR 800-8427678 WA		1,340.32
08-09	08-08	24430992220400818014199	MSFT * E0100JOH90 MSBILL.INFO WA		1,873.15
08-09	08-08	24430992220400818015055	MSFT * E0100JOIL8 MSBILL.INFO WA		1,650.00
08-09	08-08	24430992220400818015204	MSFT * E0100JOANK MSBILL.INFO WA		239.76
08-15	08-13	24692162225100264623693	MARRIOTT DESERT SPRING 895-980-4000 CA M22657 ARRIVAL: 08-13-22		176.71
08-15	08-13	24692162225100264623701	MARRIOTT DESERT SPRING 895-980-4000 CA M22658 ARRIVAL: 08-13-22		176.71
08-15	08-13	24692162225100264623719	MARRIOTT DESERT SPRING 895-980-4000 CA M22659 ARRIVAL: 08-13-22		176.71
08-15	08-13	24692162225100264623727	MARRIOTT DESERT SPRING 895-980-4000 CA M22660 ARRIVAL: 08-13-22		176.71
08-15	08-13	24692162225100264623735	MARRIOTT DESERT SPRING 895-980-4000 CA M22661 ARRIVAL: 08-13-22		176.71
08-19	08-17	24497782230900012088213	BENDPAK, INC 805-9339970 CA		3,999.44
08-22	08-22	24492152234715863991128	UBER TRIP HELP.UBER.COM CA		42.43

Department: 00000 Total:  
Division: 00000 Total:

\$14,005.17  
\$14,005.17

Agenda Item 7C

**BOARD COMMITTEE REPORTS**

**SUBJECT: Ad Hoc Committee on Real Estate**

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

Architectural firm Aetypic completed work at 1415 N. Carolan Ave. the week of September 19, 2022. The three essential services completed were:

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

All three scheduled services went as planned. Staff and the committee are now waiting for finalized reports and preliminary plans. The committee will meet in late October to review renderings and preliminary plans and late November to review the reports.

**Agenda Item 7D**

**SUBJECT:                      Inactive Committees**

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The following committees have not met:

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

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

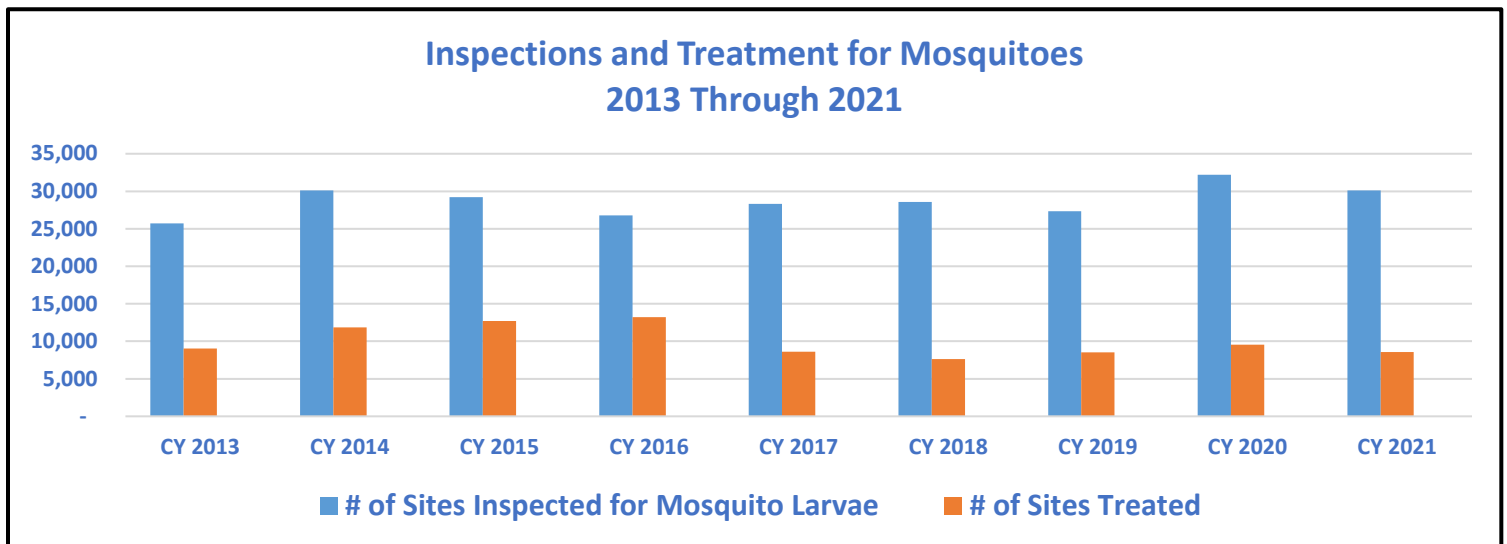


# Agenda Item 8.A. - Operations Staff Program Reports

## Field Operations September 2022

### Mosquito Control and Integrated Pest Management

At the San Mateo County Mosquito and Vector Control District, vector control technicians spend much time inspecting and controlling the over 8,000 mosquito breeding habitats. These range from extensive salt marshes to seasonal impounds to backyard fish ponds. The annual number of inspections performed by District technicians averages out to 29,304 inspections per year over the last five years. An average of 29% of those inspections resulted in the application of a biorational mosquito control product. Biorational products are pesticides that have relatively low toxicity and environmental impact. District staff follow the basic principles of Integrated Pest Management to determine the best course of action when a new site is found that has the potential to breed mosquitoes.



So what is Integrated Pest Management? IPM is an environmentally sensitive, data-driven pest management approach that relies on several common-sense practices. These include public education and community outreach, surveillance and risk assessment, and a combination of management methods that prioritize prevention and long-term solutions to minimize the need to use pesticides.

The four types of management methods include (with examples):

- Cultural practices – Not over-watering yards, limiting clutter outside that creates breeding sources.
- Mechanical control – Draining neglected pools, changing landscapes to improve drainage
- Biological control – Promoting natural mosquito predators, stocking mosquito fish in ponds.
- Chemical control – Safe and appropriate application of pesticides

When District staff discover a potential new breeding habitat, they determine if the problem can be fixed either culturally or mechanically. These two components of IPM often rely on public education for residents on the life cycle of mosquitoes and offering tips on how breeding habitats can be eliminated from their property (proper pool and drain maintenance, regularly changing bird bath water, etc.). Another opportunity to use a mechanical control practice occurs when District staff monitor creeks for mosquito larvae during the spring and summer seasons. Sometimes there will be an entanglement of leaves and



# Agenda Item 8.A. - Operations

## Staff Program Reports

branches that has caused the creek to back up...producing stagnant water for mosquitoes to grow in. Instead of treating this body of water with a pesticide, the technician will clear the blockage, restoring water flow to the stream and removing the breeding source.

If a mosquito habitat is a permanent site type that can't be removed (such as ponds, marshes, and seasonal rain-filled impounds), the District staff will consider biological or chemical control methods. Mosquitofish are a form of biological control that can be placed into unmaintained swimming pools and backyard fish ponds.

Chemical control is the best option in certain situations. When the risk of disease transmission or amplification is present, technicians will conduct an adult mosquito control application to ensure public safety. In some cases, cultural, biological, or mechanical control options would not be practical or cause other problems. For instance, mosquitofish are a non-native species that could cause environmental disruption, so they are not used in natural bodies of water. Following the principles of IPM, when chemical control is the best option, vector control technicians will apply EPA-registered biorational mosquito control material to the breeding source. The technician will then continue monitoring each site on average 3 to 4 times a year to ensure these control efforts are working. District staff work diligently year-round to protect public health and conduct effective and environmentally responsible mosquito control.

### Examples of Integrated Pest Management



*Mechanical Control*  
(breaking up and removing breeding source)



*Chemical Control*  
(fogging adult *Culex pipiens* under a building)



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

## Examples of Integrated Pest Management (cont.)



*Before*



*After*

*Cultural/Mechanical Control  
(dumping out rainwater-filled containers)*



*Biological Control  
(stocking mosquito fish in neglected pools)*



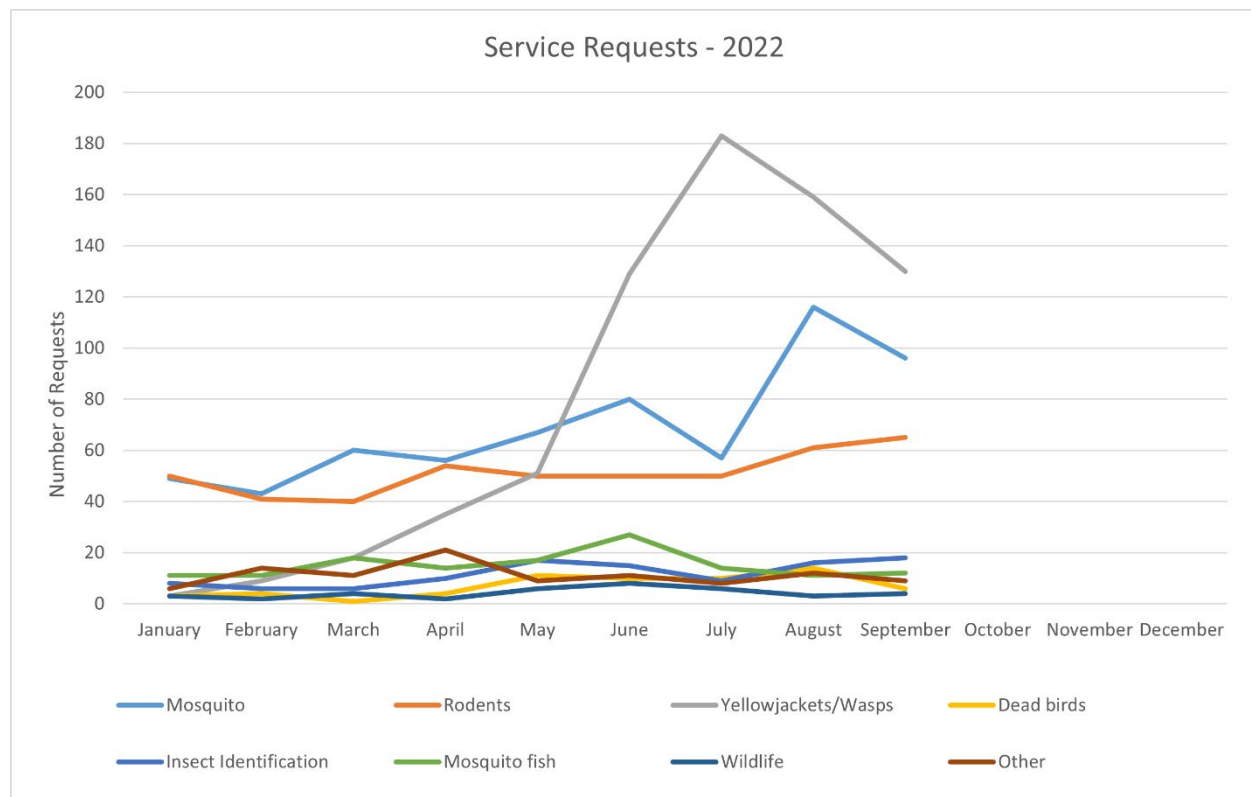
# Agenda Item 8.A. - Operations Staff Program Reports

## September Service Requests

Type of Request	September 2022	5-year average
Yellowjackets/wasps	130	250
Mosquito	96	98
Rodents	65	55
Insect identification	18	11
Mosquito fish	12	12
Dead birds	6	9
Wildlife	4	7
Other	9	13
<b>Total</b>	<b>340</b>	<b>454</b>

*This table summarizes service request types in September 2022 compared to the five-year average in September.*

Total service requests this September are low compared to the five-year average (340 requests compared to an average of 454 requests). The lower number is because of fewer than typical yellowjacket/wasp requests, which have been consistent over the summer. Yellowjacket requests have continued to fall since July, although they remain the most frequently requested type of service call. Mosquito requests are near average and have declined since August, which is typical for the season. Rodent service requests have increased slightly since last month, but remain relatively constant, as domestic rodents are present year-round. The "other" category included a variety of insect-related requests regarding cockroaches, fleas, and flies and non-insect requests concerning mites.



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





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

## Lab Activities in September 2022

### Highly Pathogenic Avian Influenza (HPAI) detected in San Mateo County.

The County of San Mateo released a statement this week alerting the public to the detection of Highly Pathogenic Avian Influenza (HPAI). This virus can be devastating to wild and domestic birds. A prior HPAI outbreak in 2015 affected over 49 million domestic birds and caused approximately \$1 billion in damage to commercial and backyard chicken flocks. Stopping the spread required the expertise of thousands of state and federal employees, contractors, and industry partners across the country.

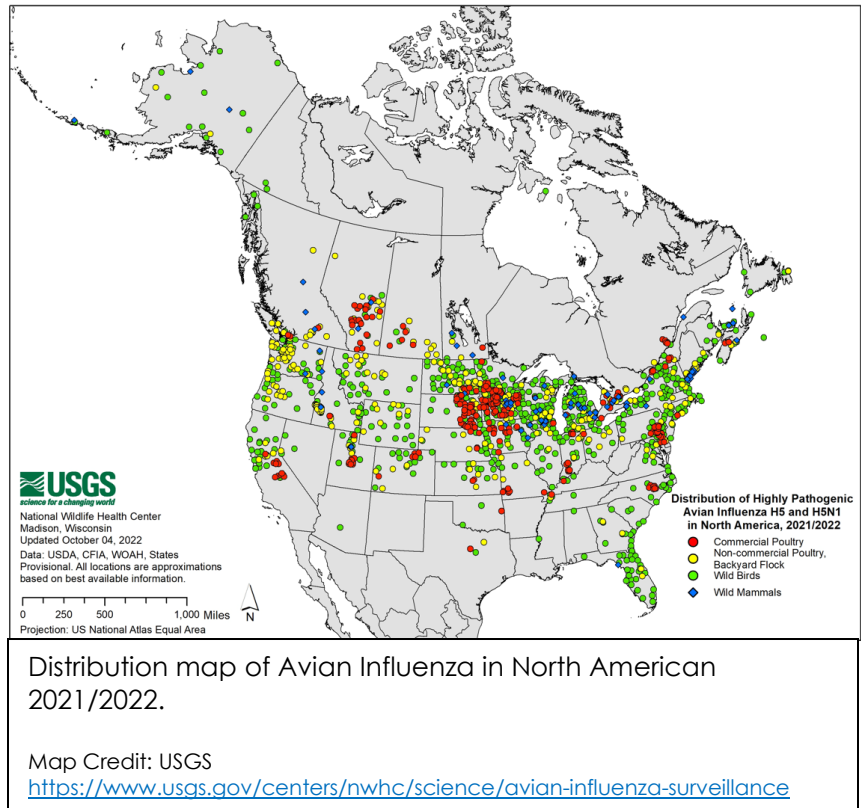
Most wild birds do not show signs of infection and are unlikely to spread the virus. However, some species such as waterfowl (swans, geese, diving ducks), waterbirds (gulls, terns, cranes, herons, shorebirds), and birds of prey (eagles, hawks,

falcons, corvids, and vultures) can have severe symptoms. Symptoms of the virus include swimming in circles, head tilt, tremors, weakness, lack of coordination, and respiratory distress. The virus spreads through bodily fluids such as respiratory droplets, saliva, and feces. Transmission may occur from bird to bird or indirectly through people, animals, or objects that come in contact with the virus in bird droppings or carcasses.

While there have been some rare human cases of HPAI, it usually does not infect people. No human cases have been reported from the Bay Area. To slow the spread, experts are asking the public to avoid contact with dead birds when possible. If a bird carcass must be handled, disposable gloves and an N95 mask are recommended.

Those who keep birds and backyard chicken flocks should:

1. Whenever possible, secure birds and chickens inside an enclosure that wild birds cannot access
2. Remove bird feeders and bird baths from the property to avoid attracting wild birds





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

3. Store feed in sealed containers and clean up spilled or uneaten feed promptly
4. Provide tap water to flocks rather than rely on open ponds that are shared with wild birds
5. Limit the number of outside visitors to your coop and avoid contact with other birds or flocks as much as possible
6. Clean and disinfect clothing, footwear, and equipment before entering bird housing areas or handling birds
7. Wash hands with soap and water before and after handling birds
8. Wash vehicles in a commercial car wash after driving onto farms or areas with high numbers of birds (infected feces may be tracked into new areas on vehicle tires).

The District continues to test dead birds reported by the public for the presence of West Nile virus. Although not a part of the District's West Nile virus monitoring program, waterfowl are of particular concern to the California Department of Fish and Wildlife due to the possibility of HPAI. Sightings of dead waterfowl and waterbirds can be reported to the CDFW online:

<https://wildlife.ca.gov/Conservation/Laboratories/Wildlife-Health/Monitoring/Mortality-Report>.

For more information, please visit <https://www.smcgov.org/ceo/news/avian-flu-county-health-advises-precautions-backyard-flocks-handling-dead-birds>.



Sentinel chickens at a District-managed coop in San Mateo enjoying a pumpkin treat. Blood samples from the chickens are tested biweekly during the warmer season for Saint Louis encephalitis, Western equine encephalitis, and West Nile viruses. District staff are following all recommended guidelines to protect their flocks from HPAI.

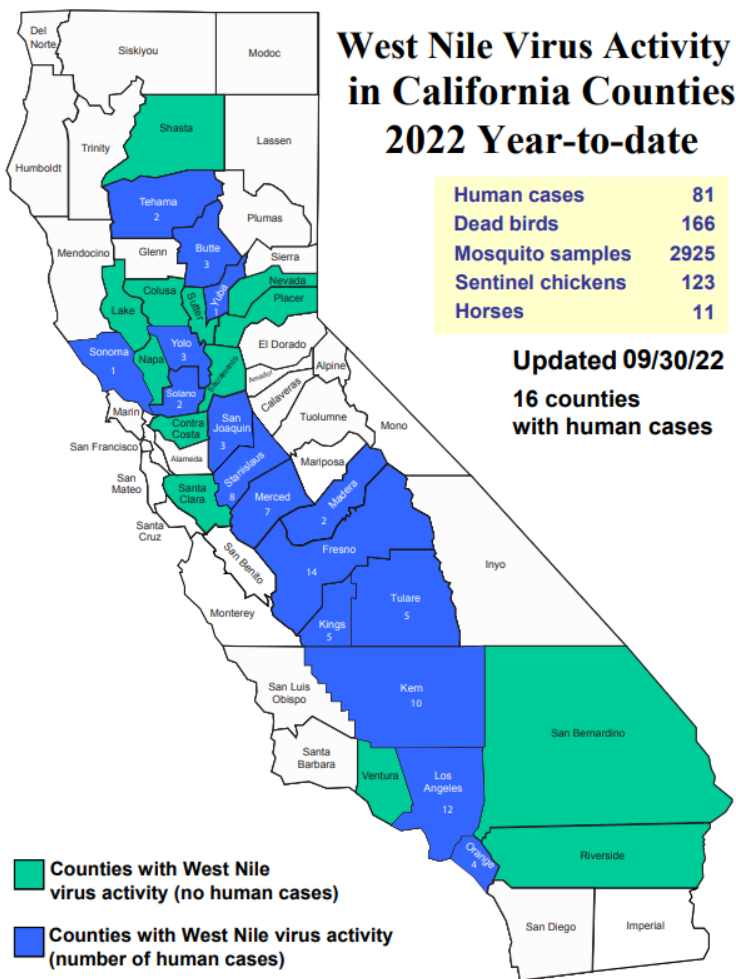


# Agenda Item 8.B. – Laboratory Staff Program Reports

## West Nile Virus Update

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

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](http://westnile.ca.gov).



### San Mateo County

West Nile virus (WNV) has not been detected in any dead bird, mosquito, or sentinel chicken sample in San Mateo County in 2022. The District has had 202 reports of dead birds, and 46 have been suitable for testing for WNV this year.

### California

Thus far in 2022, WNV has been detected in 31 counties statewide, including three in the coastal region: Santa Clara County, Solano County, and Contra Costa County. Statewide detections include 2,925 mosquito samples, 78 sentinel chickens, five horses, and 116 dead birds. This year, 4,194 birds have been reported, 1,128 have been tested, and 166 have tested positive for WNV (15%) in California. Additionally, there have been 81 human cases of WNV, including two in the coastal region (Solano County).

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



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

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

The following table and graphs show the average number of mosquitoes collected per CO<sub>2</sub> trap per night during September compared to the five-year average for the six most common mosquito species in San Mateo County. The most frequently collected mosquito was *Culex pipiens*, but the species was trapped far below the average numbers (4.244 per trap-night compared to the five-year average of 12.718). Typically, these mosquitoes start a seasonal decline in October.

Another species well below the average number is *Culex erythrothorax*. The 0.681 *Culex erythrothorax* caught per trap-night is in stark contrast to what the District observed last September, with 30.65 per trap-night. This species breeds in marshes that contain tule (cattail) plants. Adults of this species are usually present from around April through October. The District treats more extensive tule marshes by drone or helicopter. The decrease in the species collection shows that the treatments have succeeded in keeping adult mosquito numbers low.



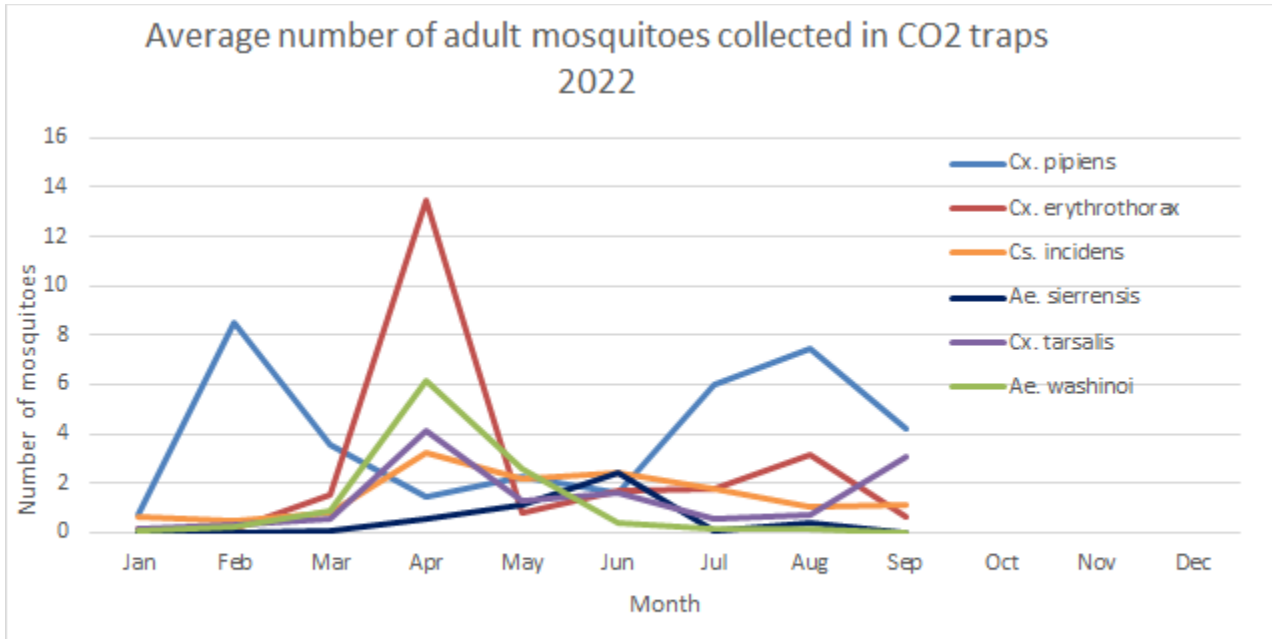
Searsville Lake, in the Jasper Ridge Biological Preserve. The overgrowth of aquatic vegetation shelters mosquito larvae from fish and other aquatic predators. Aerial applications of a mosquito-controlling bacteria have been successful in limiting mosquito production in these areas.

Although *Culex tarsalis* and *Culex incidens* are proportionally higher than the five-year average, their numbers remain below the nuisance threshold in most areas.

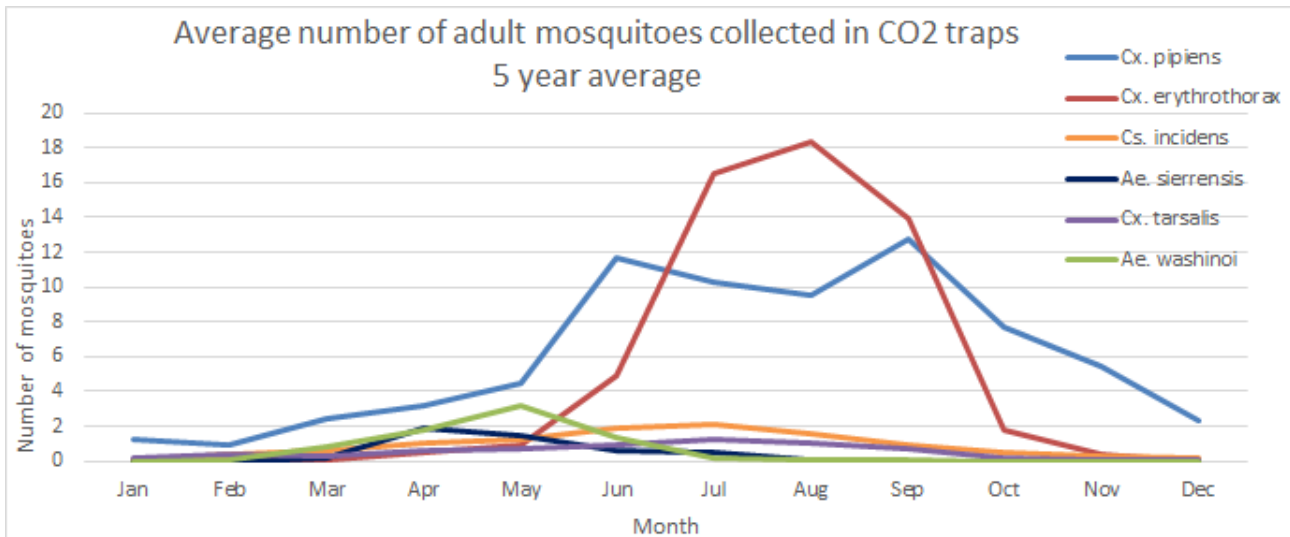
<u>Species</u>	<u>September 2022</u>	<u>5-year September average</u>
<i>Culex pipiens</i>	4.244	12.718
<i>Culex erythrothorax</i>	0.681	13.977
<i>Culiseta incidens</i>	1.155	0.895
<i>Culex tarsalis</i>	3.047	0.666
<i>Aedes sierrensis</i>	0	0
<i>Aedes washinoi</i>	0.023	0.015



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



Average number of adult mosquitoes collected in CO<sub>2</sub> traps per trap per night during 2022. The graph shows the six most common species of mosquitoes trapped in San Mateo County.



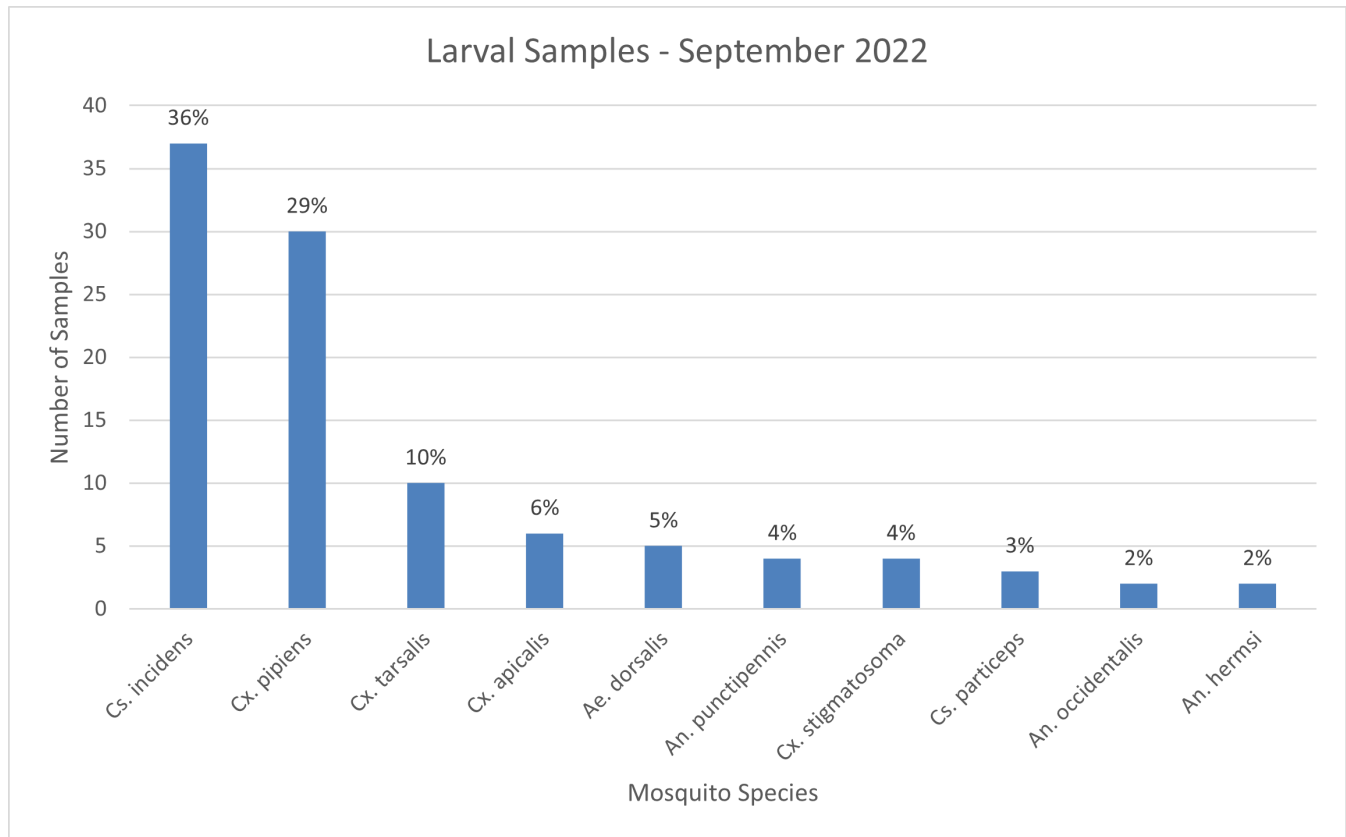
Average number of adult mosquitoes collected in CO<sub>2</sub> traps per trap in one night over five years. The graph shows the six most common species of mosquitoes trapped in San Mateo County.



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

## Mosquito Larval Samples

During September, larval surveillance focused on backyard sources like fountains, fishponds, and containers, in addition, to catch basins and natural sources such as creeks and freshwater ponds. Technicians use a dipper to take a sample of water and visually inspect it for mosquito larvae. The sample is taken back to the District laboratory for species identification if larvae are present. This September there, were 103 samples submitted to the laboratory. The most frequently occurring species were *Culiseta incidens*, the cool weather mosquito, in 37 of the 103 larval samples. Despite the name, this mosquito is found year-round in various sources, especially in backyard fountains and fishponds. It is not known to transmit disease.



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



# Agenda Item 8.C. Staff Program Reports

## Public Health Education and Outreach, Sept 2022

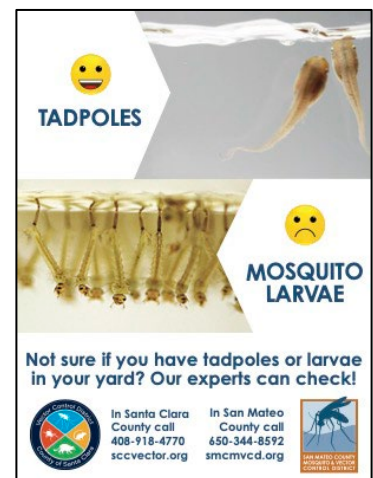
### Outreach, Website & Newsletter

#### Outreach and Activities

- Staff tabled at the Hillsborough Neighborfest event in early September and at Burlingame Family Camp Out night in late September.
- Staff provided vector training, particularly focused on rodents, to SMC Environmental Health staff. The presentation included information identifying and controlling rodent infestations in/around restaurants and residential areas.
- 2022-2023 school year presentations started in mid-September, with several presentations in the last few weeks of September. Schools visited included preschools and elementary schools (grades 1-4) in Belmont, El Granada, San Bruno, and Pacifica.
- Mosquito education at libraries continued with a display at the San Bruno Library. Librarians mentioned that one family commented on having previously thought that mosquito larvae were tadpoles.
- The common misconception that mosquito larvae are tadpoles is being addressed partially through a campaign running in the Daily Post in collaboration with Santa Clara County Vector Control District for the past several weeks.



Resin-embedded bugs are a very popular outreach activity at schools and public events.



Ad in the Daily Post running in collaboration with SCCVCD.

#### Website and Newsletter

- In September 2022, there were 3,205 visits to the website, a decrease of 18% compared to August 2022.
- Top 10 pages for September 2022 included pages on topics of yellowjackets, mosquito-like insects, rabies, insect identification, biting mites, rodents, and the District homepage, contact, and service request pages.
- The July 2022 newsletter email campaign had 1,641 recipients, 66% were opened, and 3% of the emails had a link clicked.



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

## Information Technology October 2022

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### *Cybersecurity Awareness Month*

#### Summary

- ☑ October is Cybersecurity Awareness Month!

#### We all contribute to cybersecurity

October is Cybersecurity awareness month, and as such I would like to detail a high overview of all the things cybersecurity entails. Cybersecurity sounds like a complex topic about complex systems, but at its core, Cybersecurity is about people and their tendencies. Here are four things you can start doing to help protect yourself online.

- **Don't click that link:** Be mindful of phishing attempts, I know I have covered this topic a lot, but it is the cornerstone of a strong Cybersecurity policy. Phishing is one of the biggest points of entry to compromise your digital systems.
- **Update your browser:** most browsers update automatically, but to do so requires a restart of the application. Browsers are one of the most common vectors for intrusion, hence why they are patched constantly.
- **Use strong passwords:** There are several different theories for the best practice when it comes to passwords. Some recommend changing your passwords periodically while others suggest using one very long password and then randomly generating all your other passwords to store in a password manager.
- **Use MFA:** MFA is the single easiest step you can take to drastically improve your online security. Using a physical device in conjunction with your password will stop brute force login attempts from other places around the world.

Education and awareness are the first steps to a secure workplace, everyone has a responsibility to be aware of their online footprint and help maintain healthy Cybersecurity hygiene. Every step we take to improving our knowledge is another step to improving the safety and security of everyone at the district.

#### References:

1. <https://www.cisa.gov/cybersecurity-awareness-month>
2. Infosec IQ training program



# Go slow

Cyber-attackers urge their targets to act quickly, making them take risks and not think things through. When you go slow and act carefully, you put the brakes on that attack.



Agenda Item 9

**SUBJECT: CLOSED SESSION: A. PUBLIC EMPLOYEE  
NEGOTIATION (Gov. Code section 54957(b)(1).) Title: District Title:  
District Manager (Gov. Code section 54957(b))**

**CONFERENCE WITH LABOR NEGOTIATOR  
Unrepresented Employee: District Manager (Gov. Code section 54957.6)**

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Materials to be provided separately

**Agenda Item 11**

**SUBJECT: Resolution 017-22 regarding and Second Amendment to the District Manager Employment Agreement with Brian Weber**

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**SUMMARY**

On September 9, 2020, the District appointed Brian Weber as District Manager by approving the District Manager Employment Agreement (“Agreement”). Mr. Weber’s employment began October 1, 2020. On March 9, 2022 that Agreement was amended to extend the term of the agreement to September 30, 2025 and to adjust the compensation. Pursuant to Section 9 (Performance Evaluation) of that Agreement and applicable District policies, the Board and District Manager Performance Evaluation Committee have conducted the annual performance evaluation of the District Manager.

In consideration of that evaluation, the Committee recommended an adjustment in the District Manager’s compensation, which the Board considered in closed session. A Second Amendment to the District Manager Employment Agreement memorializing this change is attached hereto for the Board’s consideration and adoption.

**RECOMMENDATION**

It is recommended that the Board adopt Resolution 017-22, approving a Second Amendment to the District Manager Employment Agreement with Brian Weber

**Attachments**

1. Resolution 017-2022
2. Second Amendment to the District Manager Employment Agreement with Brian Weber

**RESOLUTION 017-2022**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SAN MATEO COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT APPROVING THE SECOND AMENDMENT TO THE DISTRICT MANAGER EMPLOYMENT AGREEMENT WITH BRIAN WEBER**

**WHEREAS**, on September 9, 2020, the Board of Trustees (“Board”) of the San Mateo County Mosquito and Vector Control District (formerly known as the San Mateo County Mosquito Abatement District) (“District”) approved a District Manager Employment Agreement (“Agreement”) with Brian Weber (“Mr. Weber”); and

**WHEREAS**, the Agreement establishes the terms of Mr. Weber’s employment; and

**WHEREAS**, the District wishes to amend the Agreement to provide for a salary adjustment.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board hereby approves the Second Amendment to the Agreement (“Second Amendment”), which is attached hereto as Exhibit A and incorporated by this reference, subject to minor modification by the District Counsel.

**BE IT FURTHER RESOLVED** that the Board President is hereby authorized to execute the Second Amendment for and on behalf of the District and take all actions necessary to effectuate its purpose.

**PASSED and ADOPTED** on this 12 day of October, 2022 by the Board of Trustees of the San Mateo County Mosquito and Vector Control District at a regular meeting by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

\_\_\_\_\_  
Donna Rutherford Secretary

\_\_\_\_\_  
Kati Martin President

DATE:

\_\_\_\_\_

ATTACHMENTS:

Second Amendment to District Manager Employment Agreement with Brian Weber

**SAN MATEO COUNTY  
MOSQUITO AND VECTOR CONTROL DISTRICT  
SECOND AMENDMENT TO  
THE DISTRICT MANAGER EMPLOYMENT AGREEMENT  
WITH BRIAN WEBER**

This SECOND AMENDMENT (“**Second Amendment**”) to the District Manager Employment Agreement with Brian Weber, dated September 9, 2020 (“**Agreement**”), is made and entered into this 12<sup>th</sup> day of October, 2022 by and between the San Mateo County Mosquito and Vector Control District (“**District**”), through its Board of Trustees (“**Board**”), and Brian Weber (“**Mr. Weber**” or “**Manager**”), with reference to the following facts and intentions:

**RECITALS**

- A. On September 9, 2020 the District and Manager entered into an Agreement wherein the District agreed to appoint Mr. Weber as District Manager and Mr. Weber agreed to accept such appointment according to the terms established in the Agreement; and
- B. On March 9, 2022, the Agreement was amended to extend the term for three years and revise compensation; and
- C. The Agreement provides for an annual performance evaluation of the Manager and discretionary changes in the Manager’s compensation and benefits; and
- D. The Board of Trustees and District Manager Performance Evaluation Committee conducted a performance evaluation of the Manager; and
- E. Based upon said performance evaluation, the parties have negotiated a change in the Manager’s salary.

**OPERATIVE PROVISIONS**

Now, THEREFORE, in consideration of the promises made and recited herein, the parties do hereby enter into this Second Amendment which modifies and amends the Agreement as follows:

1. **AMENDMENT.**

- A. Section 8(a) of the Agreement, entitled “Salary” is hereby amended in its entirety to read as follows:

**a. Salary.** Manager’s salary as of September 9, 2020 was \$170,000 (“**Base Salary**”). The Base Salary was adjusted to be \$195,500 in the First Amendment to the Agreement. Manager’s salary pursuant to this Second Amendment shall be as follows:

Effective October 1, 2022, and continuing through September 30, 2023, Manager’s salary shall be \_\_\_\_\_ dollars (\$\_\_\_\_\_).

Manager shall not receive any additional salary payments, even if such payments are made to other employees pursuant to District policy or rules.

**2. GENERAL PROVISIONS**

- A. **Integration.** This Second Amendment consists of three (3) pages, which constitute the entire understanding and agreement of the parties and supersedes all negotiations or previous agreements between the parties with respect to all or any part of the terms discussed in this Second Amendment.
- B. **Remainder Unchanged.** Except as specifically modified herein, all remaining terms and conditions set forth in the Agreement shall remain in full force and effect.
- C. **Effective Date.** Upon approval by the Board of Trustees and full execution of the Manager, Board President and Board Secretary, this Second Amendment shall be effective as of October 1, 2022.
- D. **Applicable Law.** The laws of the State of California shall govern the interpretation and enforcement of this Second Amendment.

**IN WITNESS WHEREOF**, the parties hereto have executed this Second Amendment to the Agreement on the date and year first above written.

Approved by Brian Weber:

\_\_\_\_\_ Date: \_\_\_\_\_  
Brian Weber

Approved by District Board of Trustees at an open meeting on October 12, 2022:

\_\_\_\_\_  
Kati Martin, Board President

\_\_\_\_\_  
Donna Rutherford, Board Secretary

Approved as to form:

\_\_\_\_\_ Date: \_\_\_\_\_  
Alexandra Barnhill, General Counsel

Agenda Item 12

**MANAGER’S REPORT**

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**COVID-19 Survey**

The COVID-19 survey yielded that nearly fifty percent of trustees are interested in returning to in-person Board meetings. Therefore, a hybrid model will be implemented for the November 9, 2022, Board meeting. In the meantime, the staff has determined that technology already exists at District Headquarters to facilitate a hybrid model meeting and that the boardroom can safely accommodate eight to ten Trustees. The District will have to reconsider its process if/when the number of in-person attendees increases beyond that attendance number.

**NACCHO Vector Assessment Report**

Earlier this year, the National Association of County and City Health Officials, or NACCHO, published **Vector Surveillance and Control at the Local Level. Findings from the 2020 Vector Control Assessment** (link here: [Preparedness Profile Landscape Overview of the Annual Preparedness Survey \(naccho.org\)](#)). According to NACCHO, the reason for collecting and publishing this information was to “collect data on local mosquito surveillance and control capacity, as well as an opportunity to begin tracking changes in mosquito-related activities over time and provide baseline data on tick surveillance and control” and to “highlight results that may be most relevant to public health officials and policymakers.”

The report finds that public agencies in California and Florida, including SMCMVCD, are best equipped to fight new and invasive mosquitoes and their diseases. However, less than twenty-five percent reported they were “fully capable” of the nearly five hundred agencies responding to the survey.

The report describes a 2021 incident in Maricopa County, Arizona. Where one of the largest outbreaks of West Nile virus in the U.S. resulted in over 1,600 human cases, with 1,100 cases being neuroinvasive. Maricopa County did not have a well-established or well-funded program. The summary of this incident concludes with, “While West Nile virus disease outbreaks can be difficult to predict given the confluence of factors leading up to them, this latest outbreak emphasizes the need for continued investment in vector control and surveillance. As of now, West Nile virus disease has no specific medical treatment options, so minimizing contact with

mosquitoes remains the best available strategy for lowering the risk of serious or potentially fatal disease.”

This report illustrates how important it is to have a well-established mosquito and vector control program like the one in San Mateo County. See report as Agenda Item 12.1

### MVCAC and AMCA

The American Mosquito Control Association (AMCA) Conference will be at the Grand Sierra Resort & Casino in Reno, Nevada, from February 27 - March 3, 2023.

The 91<sup>st</sup> Annual Mosquito and Vector Control Association of California (MVCAC) Conference will occur on Sunday, January 29 – Wednesday, February 1, 2023, at the Disneyland Hotel, Anaheim.

Please email Devina Walker and cc Manager Weber if you are interested in attending either conference. Below are advertisements followed by links to each conference webpage.



**SAVE THE DATES FOR THE 2023 ANNUAL MEETING!**

**89TH ANNUAL MEETING  
FEBRUARY 27 - MARCH 3, 2023 | RENO, NV**

The **AMCA Annual Meeting** is the premier education and networking event for researchers, educators, vector control professionals, industry representatives, and students in mosquito control. Every year since 1938, hundreds gather to hear the latest research, share ideas, and form collaborations. Our educational sessions and exhibit hall help to put attendees on the cutting-edge of this ever-expanding field!

[89th Annual Meeting \(eventscribe.net\)](https://www.eventscribe.net/2023/02/amca-89th-annual-meeting-reno-nv-2023/)

The advertisement for the MVCAC 91st Annual Conference and Exhibitor Showcase features the MVCAC logo at the top left, which is a blue circle containing a white mosquito. To the right of the logo, the text 'MVCAC 91st Annual Conference and Exhibitor Showcase' is written in a bold, blue font. Below this, there is a photograph of the Disneyland Hotel, a large, ornate castle with blue and white spires. The photo is framed by a blue border. At the bottom of the advertisement, the text 'Disneyland Hotel' is written in a bold, white font. Below that, the text 'REGISTRATION IS NOW OPEN! January 29 – February 1, 2023' is written in a bold, black font. Further down, there is a link to view the draft agenda and a section for hotel information, including the room rate and a note about the first-night non-refundable deposit policy.

[91st Annual MVCAC Conference](https://www.mvcac.org/91st-annual-conference-and-exhibitor-showcase/)



**Aedes aegypti Cooperative Agreement**

Recently, SMCMVCD staff mentioned that *Aedes aegypti* mosquitoes were found in nearby Contra Costa County. Unlike most native mosquitoes, *Aedes aegypti* bite during the day and has the potential to transmit viruses, including dengue, chikungunya, Zika, and yellow fever. Although none of these viruses are currently being transmitted within California, infections occur in other parts of the world, creating cause for concern.

To ensure swift action against these mosquitoes when identified within county boundaries, San Mateo County, Alameda County, Marin County, and now Contra Costa County Mosquito and Vector Control Districts have entered into a cooperative mutual aid agreement (Agreement). The Board originally approved the Agreement in July 2020 and allows for equipment, supplies, and personnel to be shared when available until the affected district can purchase equipment or hire the appropriate personnel.

**Holiday Party**

The staff and/or Board members should consider whether they want to have a holiday party this year. Staff would like a few questions answered.

- Would Trustees like to have a holiday party?
- What type of party would Trustees like to have?
- Where would they like to have it?

Please come to the meeting with these questions and answers in mind.

**Trustee Field Day**

Per District Policy 5010, Trustee Field Day will be held on December 14, 2022, the 2nd Wednesday of the Month, instead of the December Board meeting. Pending an increase in COVID-19 activity, Field Day will be held at District headquarters. Staff will be spread throughout the property, allowing trustees and staff to socially distance themselves while taking in some social time, a staff presentation, a building tour, and a meal. Management will circulate a Doodle Poll requesting your availability to ensure the event allows for as many attendees as possible. The times being proposed are 12 PM or 4 PM.



# **Vector Surveillance and Control at the Local Level**

Findings from the 2020 Vector Control Assessment

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## **TABLE OF CONTENTS**

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**PAGE** **03**

---

Introduction and  
methods

**PAGE** **09**

---

Mosquito surveillance  
and control activities

**PAGE** **19**

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Tick surveillance and  
control activities

**PAGE** **25**

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Conclusions and  
Recommendations

# Introduction

Vector-borne diseases pose a substantial risk to human health. Mosquitoes and ticks are the two primary vectors of pathogens that cause disease in the United States. The most commonly reported mosquito-borne and tickborne disease in the U.S. are West Nile virus disease and Lyme disease respectively, with the latter being the most reported vector-borne disease overall. Cases of West Nile virus disease, dengue, and chikungunya are reported most years, with dengue and chikungunya — both mosquito-borne diseases — reported mainly in the U.S. territories. An estimated 476,000 cases of Lyme disease are diagnosed and treated in the U.S. every year. While a recent vaccine for dengue has been authorized, and a new vaccine for Lyme disease is in development, pharmaceutical options to prevent most vector-borne diseases are currently limited. Reducing overall contact with disease vectors remains the best available prevention strategy.

Local vector programs play a critical role in monitoring and managing disease-carrying species of mosquitoes and ticks. These programs may be housed in local health departments (LHDs), in mosquito control districts, or in other governmental structures such as tribal authorities. Local vector programs may conduct critical activities such as trapping and species identification, coordination with neighboring counties and state epidemiologists, and insecticide resistance testing. Using a combination of evidence-based strategies, local programs can help mitigate the risk of vector-borne disease within their communities.

Local vector programs also engage in outreach activities to help raise awareness of the risk of vector-borne diseases. They provide information to help their communities understand the best ways to minimize the risk of encountering local species of mosquitoes or ticks. The risk of vector-borne disease can vary widely depending on the local climate and ecology. For example, Lyme disease is commonly reported in the northeast and less likely to be reported in the southwest. While Lyme disease is less of a concern in the southwest, ticks in this region may carry other diseases such as Rocky Mountain spotted fever, a disease that has notably affected tribal communities in Arizona. The range of climates and habitats found throughout the U.S. also means that local communities have different seasonal patterns to account for as they try to minimize human contact with mosquitoes and ticks. Local vector programs are uniquely positioned to respond to issues that may arise in their communities.

It is essential to have a well-functioning local vector surveillance and control system across the country, not only to address routine community risks but also to monitor for new vector-borne pathogens and prevent vector-borne epidemics. The mosquito-borne Zika virus caused a cluster of cases in Brazil in 2015, leading the World Health Organization to declare a public health emergency in 2016. The disease was primarily reported in Latin America, but some locally-acquired cases as well as some travel-associated cases were reported in the United States. Pregnant women and newborn infants experienced severe consequences of the outbreak as the virus was found to cause serious fetal abnormalities. While the virus was last reported in the U.S. territories in 2019, the possibility of a vector-borne epidemic remains present. The predicted effects of climate change may also influence the risk of vector-borne disease. Warming temperatures may expand vector habitats and introduce the risk of some mosquito and tickborne diseases in areas where they have not historically been common. The U.S. Centers for Disease Control and Prevention (CDC) has observed that climate-related changes are already increasing the risk for infectious diseases, [including vector-borne diseases](#).

# 2020 Vector Control Assessment

## Purpose

To understand the range of activities and overall capacity of local vector programs, the National Association of County and City Health Officials (NACCHO), supported by a cooperative agreement from the CDC, conducted a nationwide assessment of local vector control programs in 2017. This initial assessment provided a baseline understanding of local mosquito surveillance and control capacity. In 2020, NACCHO conducted the second iteration of this national assessment, with an expanded questionnaire that included items related to tick surveillance and control.

The results of the 2020 Vector Control Assessment provide updated data on local mosquito surveillance and control capacity, as well as an opportunity to begin tracking changes in mosquito-related activities over time and provide baseline data on tick surveillance and control. This report provides a summary of the results from the assessment, highlighting results that may be most relevant to public health officials and policymakers.

## Methods

The 2020 assessment was conducted through Qualtrics® survey software. It included 26 total items. The assessment was sent to 1,664 verified programs. These programs were drawn from NACCHO's database of 2,213 local vector programs. Verified programs were defined as those programs for which an active email address or phone number could be confirmed. After the survey was distributed via Qualtrics®, routine follow-up emails were sent, and NACCHO staff directly followed up with as many programs as possible via phone and email. A total of 483 programs responded accounting for a response rate of 29%. A total of 348 programs responded to both the 2017 and 2020 assessments.

Forty-eight states as well as D.C. are represented in the sample. Maine and Vermont had no respondents, but this does not necessarily reflect a lack of local vector control programs in those states. Responses were not distributed proportionately across all regions of the country. The three states with the highest number of responding programs accounted for 22% of the total sample (Illinois had 49 responding programs; Ohio had 39; and Indiana had 20).

### **Possible Effect of the COVID-19 Pandemic**

It should be noted that this assessment was fielded during the coronavirus disease 2019 (COVID-19) pandemic. Responses were requested between November 2020 and January 2021, a period which coincided with a notable spike in COVID-19 cases across much of the United States. It is likely that the response rate was affected by this trend as many local health department staff were [diverted from their usual programmatic areas to support the COVID-19 response](#). The response rate for the 2020 assessment was 29%, a notable decline from a response rate of 57% in 2017. When the response rate for the 2020 Vector Assessment is compared to other national surveys NACCHO fielded during the pandemic, it aligns with the overall trend NACCHO research staff observed. Survey response rates have declined during the COVID-19 pandemic.

### **Data Limitations**

Several limitations should be considered when using the results of this study. All data were self-reported by respondents and were not independently verified. Respondents may have provided incomplete, imperfect, or inconsistent information for various reasons. Some of these reasons could include skipping questions due to time constraints, estimating responses to reduce burden, or interpreting undefined questions or response options differently. Second, the low response rate may be biased, such as toward respondents more engaged in this work, which could limit generalizability.

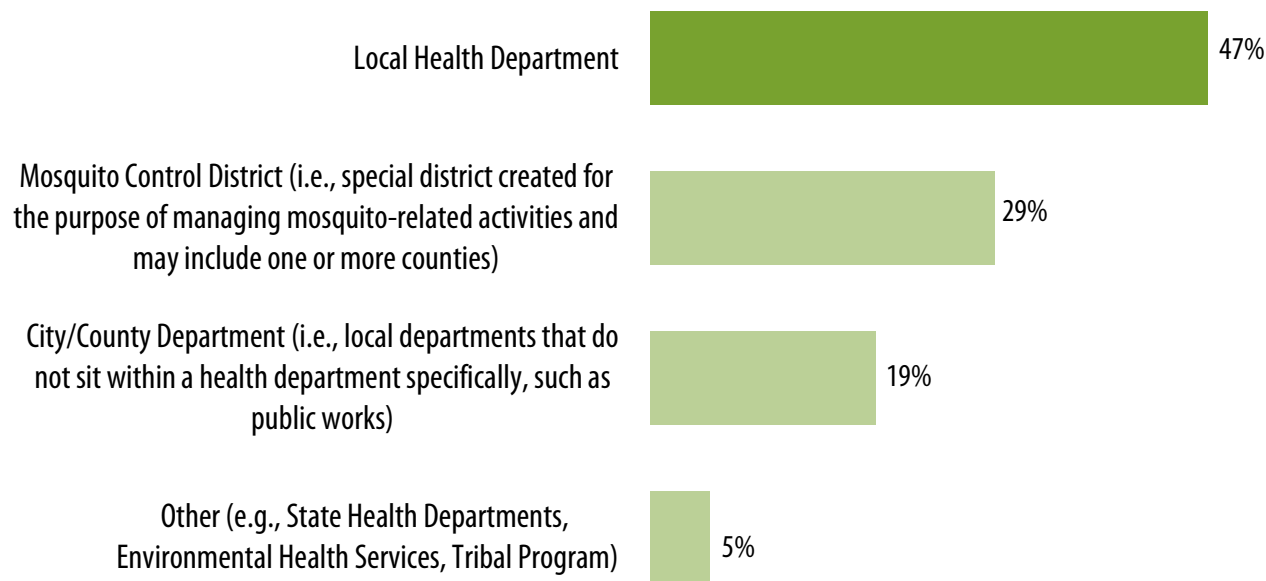
When interpreting these results, the overrepresentation of respondents located in the Midwest should be taken into account. In addition, it should be noted that population size did not have any notable relationship with the number of programs responding by state. For example, three programs responded from Pennsylvania, the fifth largest state by population per the 2020 U.S. Census, while six responded from Wyoming, the least populated state.

Comparisons with data from the prior assessment are provided. However, it should be noted that both the study population and the respondents are different for each assessment. In addition, comparisons are not tested for statistical significance.



# Program Characteristics

## Organization Type of Responding Programs



n=483

Nearly half of respondents (47%) were from programs managed by LHDs.

### Population Size Served

A majority of respondents (55%) reported that their program serves a population of less than 100,000 people.

Twenty-six percent serve populations of less than 25,000 people, and 9% serve populations of 1 million people or more.

### Funding

Sixty-seven percent of programs reported having dedicated funding (these are funds appropriated for specific purposes), and 83% reported that at least part of their funding was from local sources (e.g., taxes).

Dedicated funding ranged from just \$500 for some programs to approximately \$35,000,000 – the highest funding reported by a program.

# Mosquito Surveillance and Control Capacity

A scoring matrix was created to prioritize and weight questions based on the necessary capacities of a comprehensive, evidence-based vector control program. Using the CDC framework for vector control capacity as guidance, five core capacities and five supplemental capacities were used to rank each organization as **fully capable**, **competent**, or **needs improvement**.

## Core Capacities

1. Routine mosquito surveillance through standardized trapping and species identification
2. Treatment decisions using surveillance data
3. Larviciding, adulticiding, or both
4. Routine vector control activities (e.g., chemical, biological, source reduction, or environmental management)
5. Pesticide resistance testing

## Supplemental Capacities

6. Licensed pesticide application
7. Vector control activities other than chemical control (e.g., biological, source reduction, or water management)
8. Community outreach and education campaigns regarding mosquito-borne diseases, how they spread, and how to prevent infection
9. Regular communication with LHDs regarding surveillance and epidemiology
10. Outreach (e.g., communication and/or cooperation) with nearby vector control programs

## Definitions

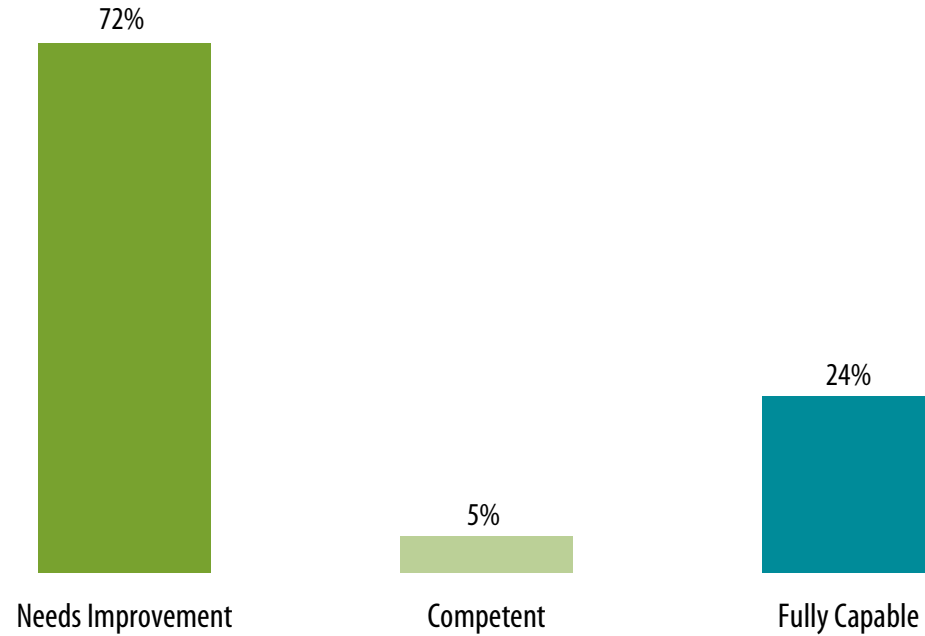
**Fully Capable:** Vector control organization performs all core and supplemental capacities

**Competent:** Vector control organization performs all core capacities

**Needs Improvement:** Vector control organization fails to perform one or more core capacities

# Mosquito Surveillance and Control Capacity

## Mosquito Program Capacity

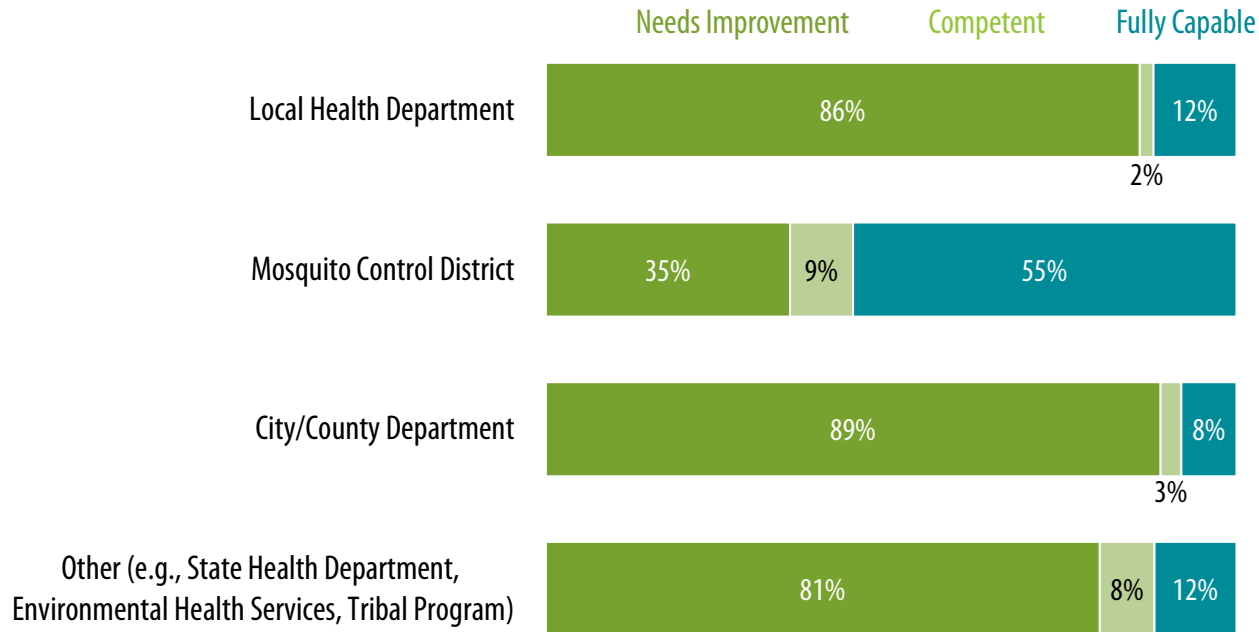


n=483

A majority of programs (72%) fell into the needs improvement category. This trend appeared to be driven mostly by limited capacity for pesticide resistance testing.

# Mosquito Surveillance and Control Capacity

## Mosquito Program Capacity, by Organization Type

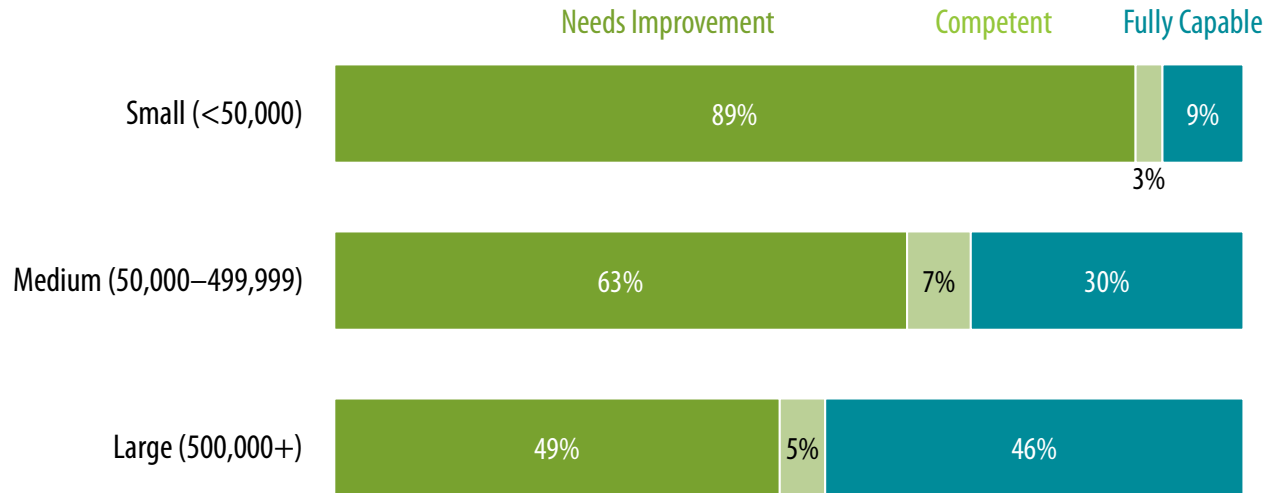


More than half of programs managed by mosquito control districts (55%) were fully capable, while 12% or fewer of those in other organization types were characterized as such.

n(LHD)=226  
 n(MCD)=139  
 n(city/county)=92  
 n(other)=26

# Mosquito Surveillance and Control Capacity

## Mosquito Program Capacity, by Size of Population Served

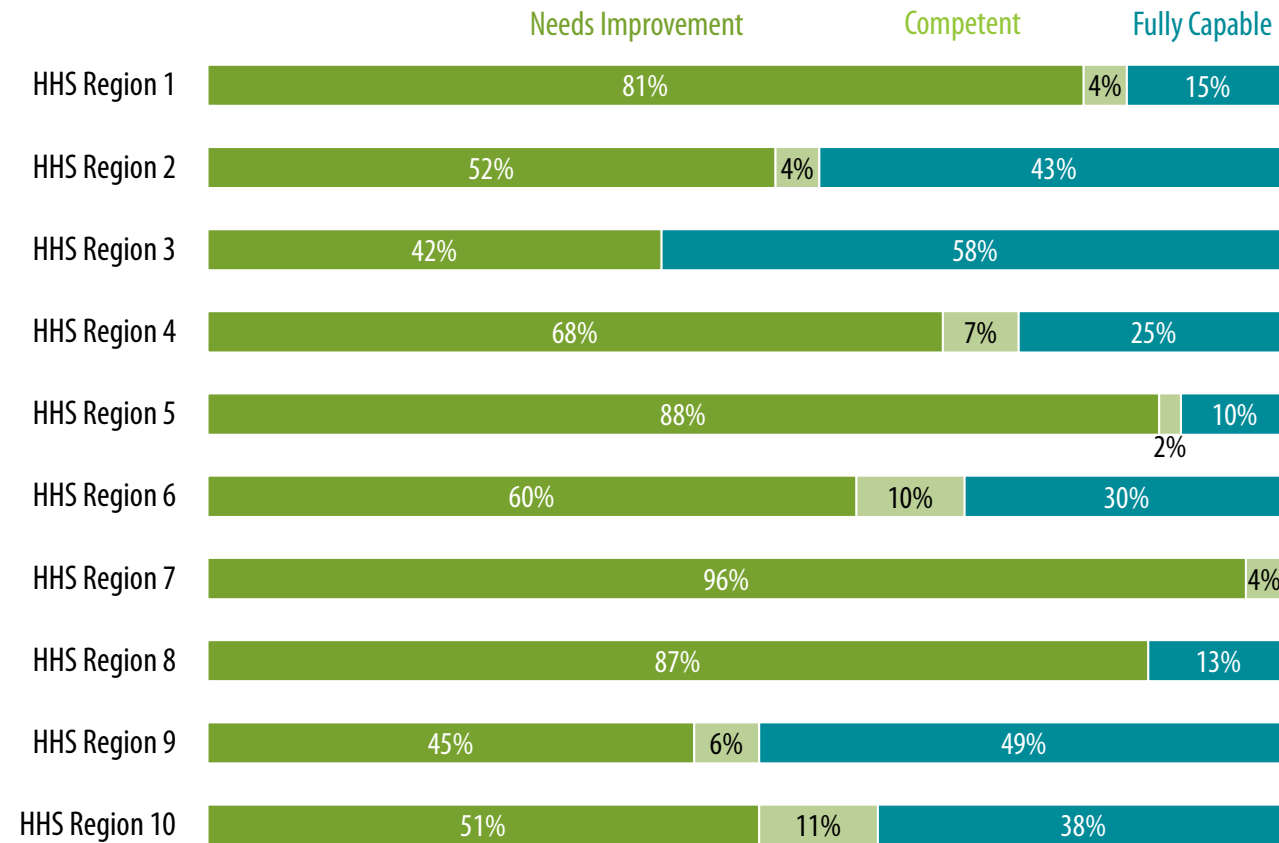


n(small)=200  
n(medium)=198  
n(large)=79

Programs serving larger populations (i.e., more than 500,000 people) were **more likely** to be fully capable compared to those serving smaller populations (i.e., less than 50,000 people).

# Mosquito Surveillance and Control Capacity

## Mosquito Program Capacity, by HHS Region



n(Region 1)=27  
 n(Region 2)=23  
 n(Region 3)=19  
 n(Region 4)=84  
 n(Region 5)=135

n(Region 6)=40  
 n(Region 7)=26  
 n(Region 8)=45  
 n(Region 9)=47  
 n(Region 10)=37

Program capacity was analyzed across the [U.S. Department of Health and Human Services \(HHS\) Regions](#).

When analyzed by HHS Region, programs located in Region 3 (Pennsylvania, West Virginia, Maryland, Delaware) and Region 9 (Hawaii, California, Nevada, Arizona) were **most likely** to be fully capable.

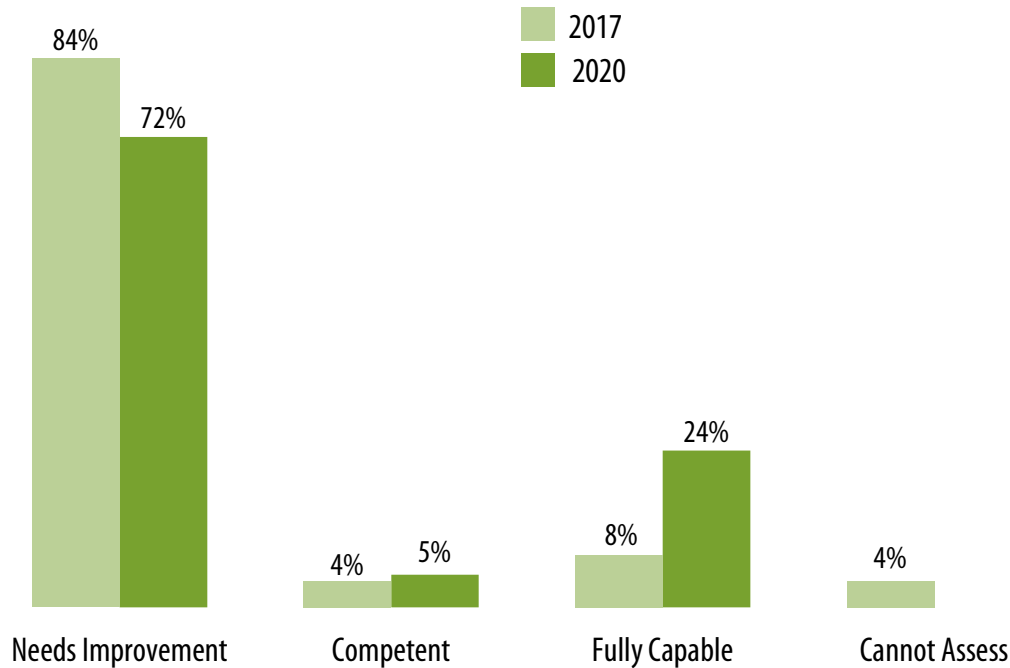
Notably, no programs in Region 7 (Nebraska, Iowa, Kansas, Missouri) reported being fully capable.

Programs in Region 5 (Ohio, Indiana, Illinois, Michigan, Wisconsin, Minnesota) were **less likely** to be fully capable than those in many other regions. However, it should be considered that this region had a higher response rate than other regions; therefore, Region 5 did have a larger number but lower proportion of programs that were fully capable.

*Note: Totals may not sum to 100% due to rounding.*

# Mosquito Surveillance and Control Capacity

## Mosquito Program Capacity, Over Time



n(2017)=1,083

n(2020)=483

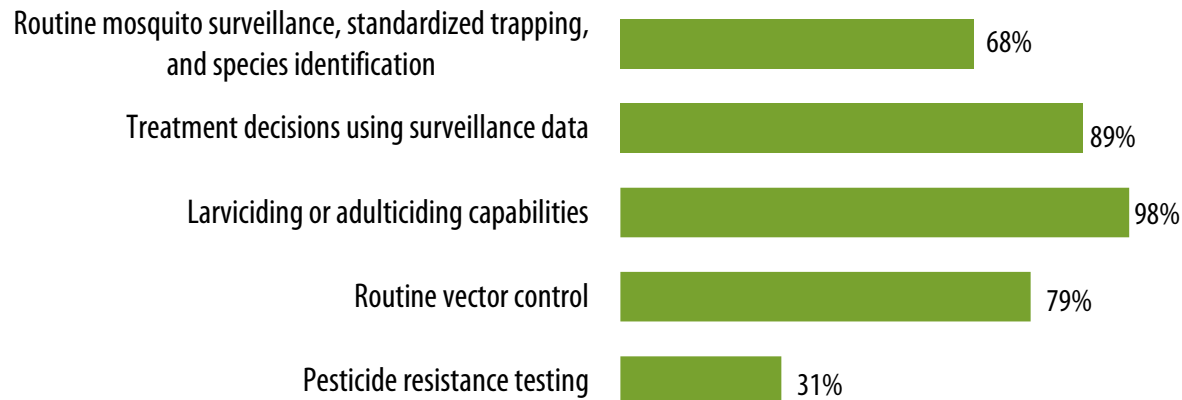
When compared to 2017, there was an overall trend of improvement. In particular, the proportion of programs categorized as needs improvement decreased by 12 percentage points. Meanwhile, the proportion of programs categorized as fully capable tripled.

Out of 483 responses in 2020, 348 were from programs that had also completed the assessment in 2017. Seventeen percent of these programs showed measurable improvement, with 11% moving from needs improvement to fully capable.

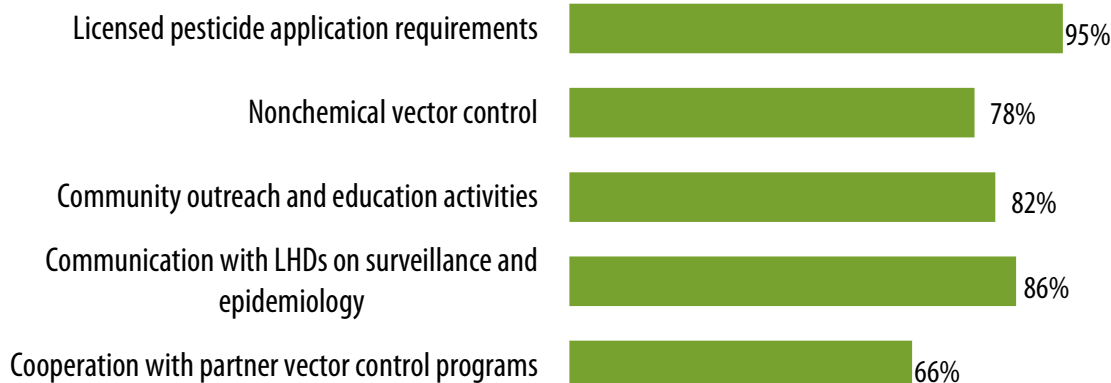
# Mosquito Surveillance and Control Capacity

## Mosquito Surveillance and Control Capacity, in 2020

### Core Capacities



### Supplemental Capacities



n=330–483

Most programs had the capacity to perform four out of five core activities and all supplemental activities.

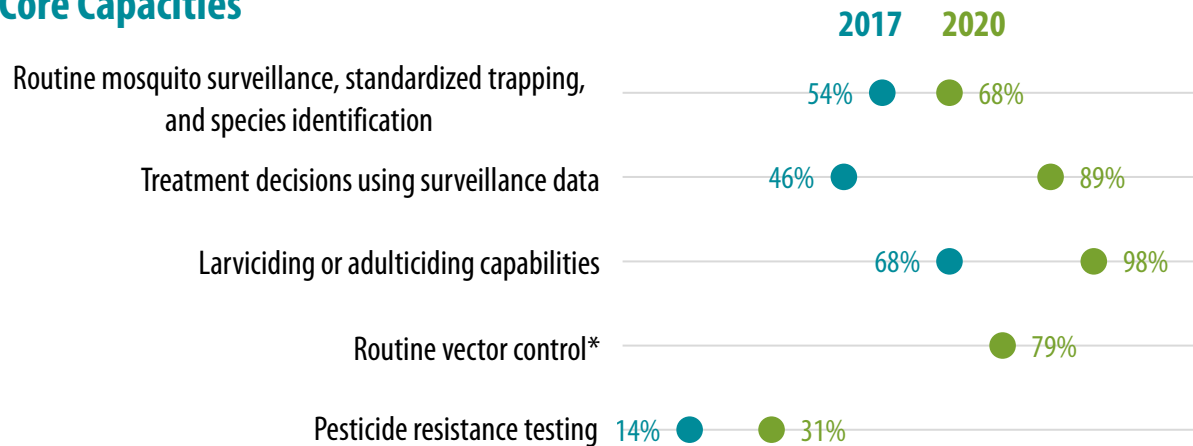
Only 31% of respondents reported capacity to conducting pesticide resistance testing—the primary driver for programs characterized as needs improvement.



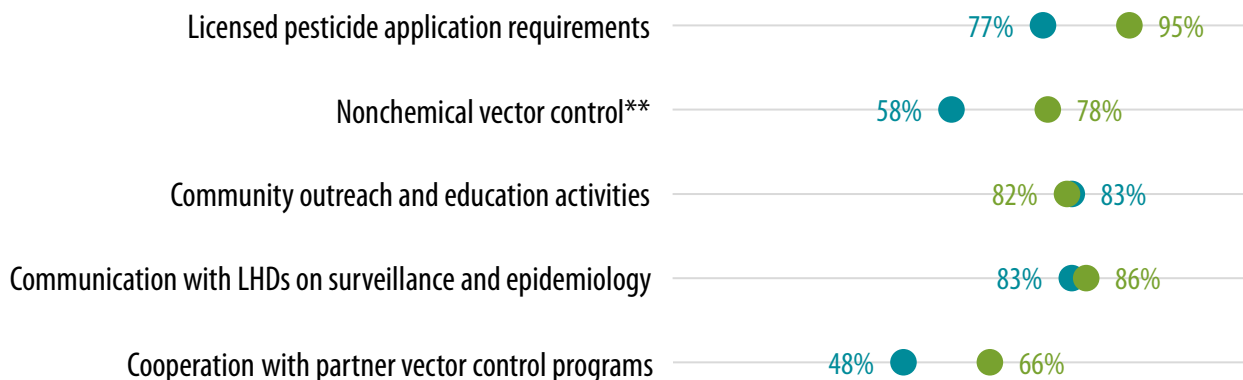
# Mosquito Surveillance and Control Capacity

## Changes in Mosquito Control and Surveillance Capacity, Over Time

### Core Capacities



### Supplemental Capacities



n(2017)=541-1,083, n(2020)=330-483

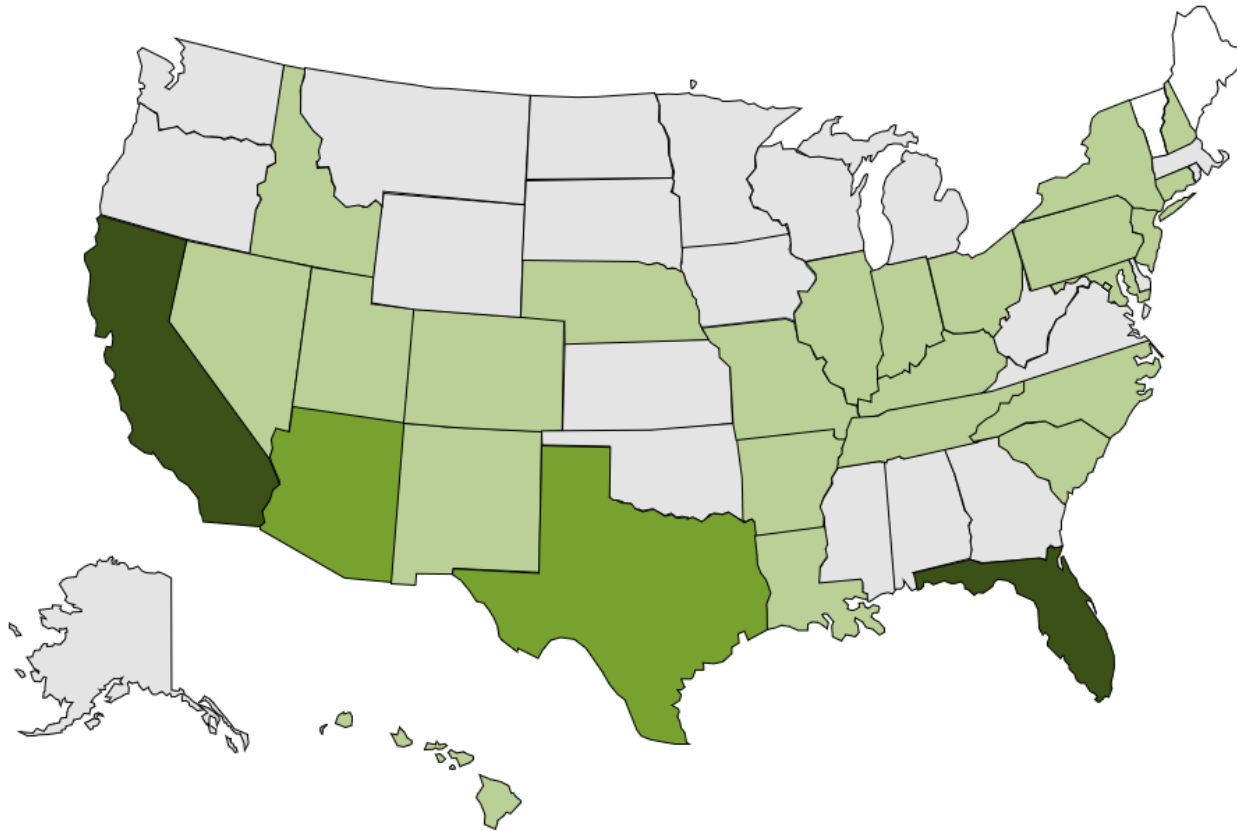
A higher proportion of programs were able to perform activities across the core and supplemental capacities in 2020 as compared to 2017. In particular, treatment decisions using surveillance data increased by 43 percentage points.

*\*In 2017, the assessment asked only about routine control for Aedes aegypti and Aedes albopictus, as Zika was of specific concern at this time. This item is not directly comparable to the 2020 assessment, which asked about routine control without regard to a specific species.*

*\*\*In 2020, this item was changed, but the results remain comparable.*

# Mosquito Surveillance and Control Capacity

## *Aedes aegypti* Targeted Control, by State



n=380

Programs in California and Florida were **most likely** to conduct control activities targeting *Aedes aegypti*.

Note: NACCHO does not have data for Maine and Vermont.

# Mosquito Surveillance and Control Capacity

## Remaining Gaps in Capacity

- Pesticide resistance testing remains the biggest gap in mosquito surveillance and control capacity.
- Routine mosquito surveillance has increased but continues to lag behind mosquito control capacity.
- Non-chemical vector control has increased but trails behind chemical control activities.
- Some programs may be applying pesticides without accompanying surveillance data to help guide those decisions.

## Species-Specific Activities

- While not routine, of the programs that reported species-specific control activities, the most reported target species was *Culex pipiens*.
- *Culex pipiens* is a known vector for West Nile virus and is found across the northern continental United States.
- In 2021, an outbreak of West Nile virus disease was documented in Arizona, [primarily around Maricopa County](#). With over 1,600 cases estimated, and [over 1,100 of those cases classified as neuroinvasive](#), this outbreak is one of the largest in U.S. history. While West Nile virus disease outbreaks can be difficult to predict given the confluence of factors leading up to them, this latest outbreak emphasizes the need for continued investment in vector control and surveillance. As of now, West Nile virus disease has no specific medical treatment options, so minimizing contact with mosquitoes remains the best available strategy for lowering the risk of serious or potentially fatal disease.

## Tick Surveillance and Control Activity

This assessment marks the first comprehensive national assessment of tick-related activity focused on program capacity at the local level. A survey of tick activity published in 2020<sup>†</sup> included some local or county public health professionals, as well as state-level professionals. The 2020 survey found that inconsistent funding, as well as limited infrastructure, guidance, and institutional capacity prevented local and state programs from expanding their tick surveillance and control activities. In addition, a [2019 report by NACCHO](#) detailed similar findings regarding tick-related activity. LHDs reported insufficient staffing and lack of direct funding as barriers to conducting tick-related activities. The 2019 report also noted that a lack of uniform training for tick-related activities posed a challenge for LHDs.

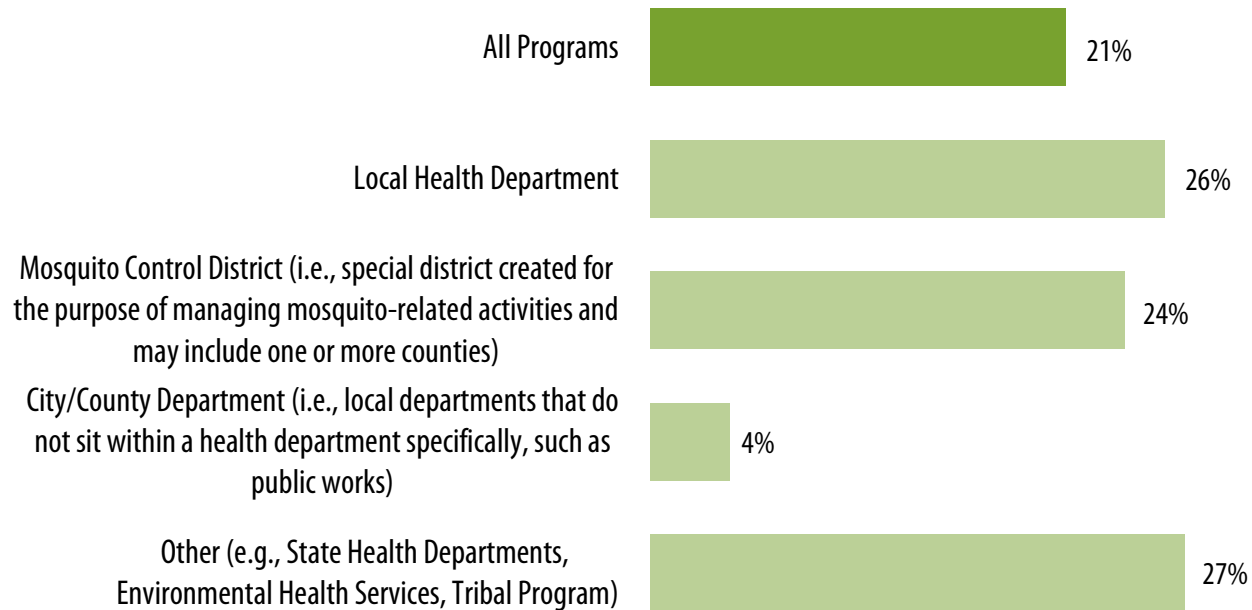
In the 2020 Vector Control Assessment, a much lower number of programs reported tick-related activities than mosquito-related activities. (A total of 483 programs responded to the mosquito assessment items. This number dropped down to 103 for the tick portion of the assessment.) Most programs reported some mosquito surveillance or control activities, but most programs were not engaged in tick surveillance or control. It should be noted that tick surveillance and control does not have the same structured set of best practices and core activities as mosquito surveillance and control.

The data from the 2020 Vector Control Assessment provides a baseline measure of local capacity for tick-related activity, and this information may be used to help inform future interventions in the field, which could include best practice guidance for tick control programs.

<sup>†</sup> *Emily M Mader, Claudia Ganser, Annie Geiger, Laura C Harrington, Janet Foley, Rebecca L Smith, Nohra Mateus-Pinilla, Pete D Teel, Rebecca J Eisen, A Survey of Tick Surveillance and Control Practices in the United States, Journal of Medical Entomology, Volume 58, Issue 4, July 2021, Pages 1503–1512, <https://doi.org/10.1093/jme/tjaa094>*

# Tick Surveillance and Control Activity

## Tick Surveillance, by Organization Type



n(all)=483  
 n(LHD)=226  
 n(MCD)=139  
 n(city/county)=92  
 n(other)=26

There were no significant trends observed among the organization types engaged in tick surveillance. While mosquito control districts notably outperformed for mosquito-related activities, LHDs and mosquito control districts reported conducting tick surveillance activities at similar rates.

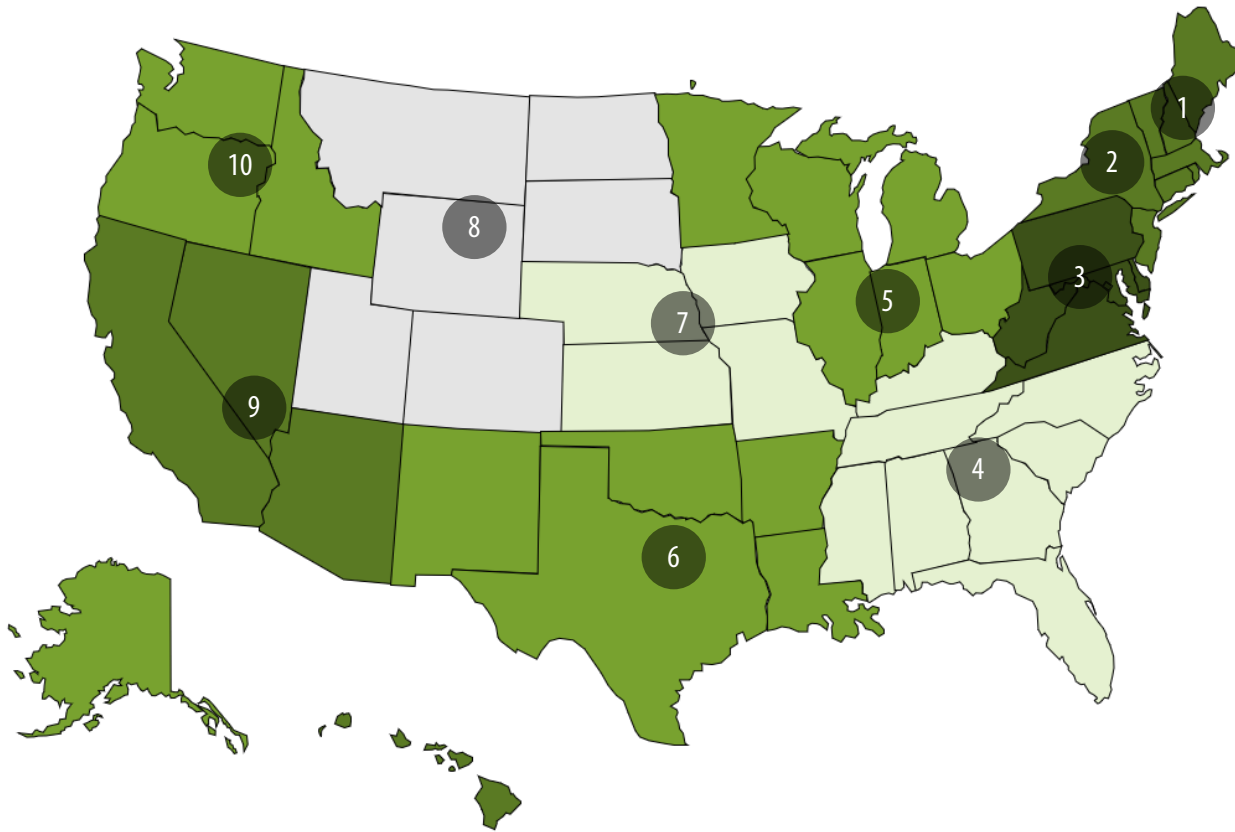
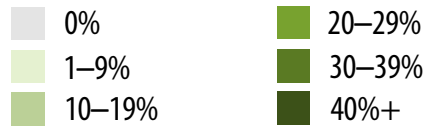
Of the programs engaged in tick surveillance, most (73%) reported dedicated funding.

Fifty-five percent of programs that were engaged in tick surveillance target *Ixodes scapularis*, the predominant vector for Lyme disease, and 50% target *Dermacentor variabilis*, a vector for Rocky Mountain spotted fever.

Nearly half of programs (45%) engaged in tick surveillance reported that they summarize and share this data with the public.

# Tick Surveillance and Control Activity

## Percent of Programs Conducting Tick Surveillance, by HHS Regions 1 through 10



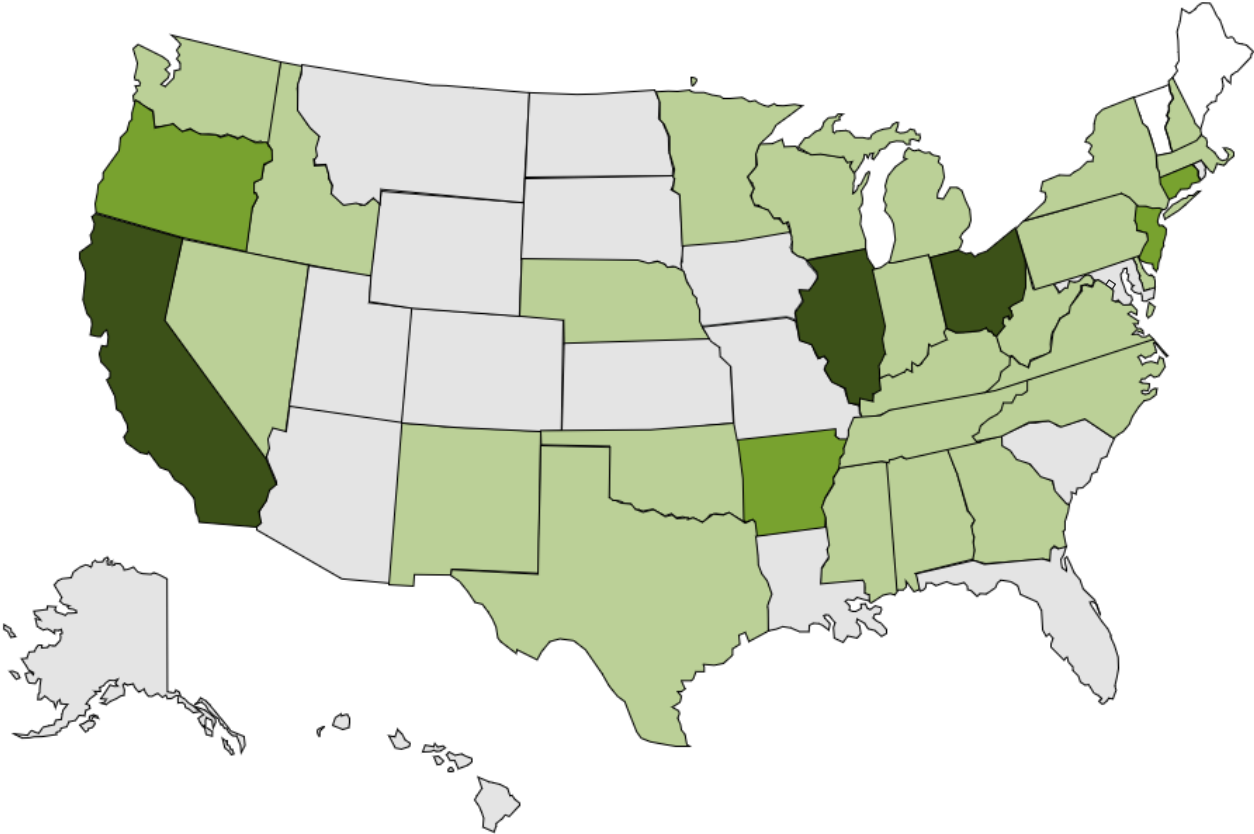
n=103

Of the 103 programs that were engaged in tick surveillance activities, those located in HHS Region 3 (Pennsylvania, Delaware, Maryland, West Virginia, Virginia) were **most likely** to conduct tick surveillance activities. Forty-seven percent of programs within this region reported tick surveillance activity.

Meanwhile, no programs located in HHS Region 8 (Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming) reported conducting tick surveillance activities.

# Tick Surveillance and Control Activity

## Tick Surveillance, by State



n=483

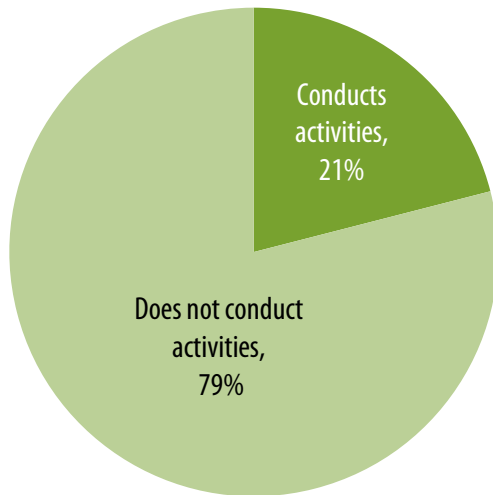
Of the 103 programs that were engaged in tick surveillance activities, those located in California, Illinois, and Ohio were **most likely** to conduct tick surveillance—with 16, 14, and 12 programs in each state doing so, respectively.

*Note: NACCHO does not have data for Maine and Vermont.*

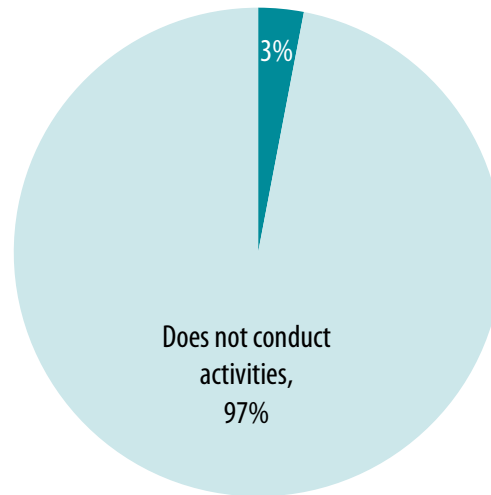
# Tick Surveillance and Control Activity

## Tick Surveillance Compared to Tick Control Activity

Tick Surveillance Activity



Tick Control Activity



n(surveillance)=483

n(control)=483

While reported rates of both tick surveillance and tick control were low, control activities lagged notably behind surveillance.

Approximately one in five respondents reported conducting tick surveillance activities. Only 3% of programs reported any type of tick control activity.

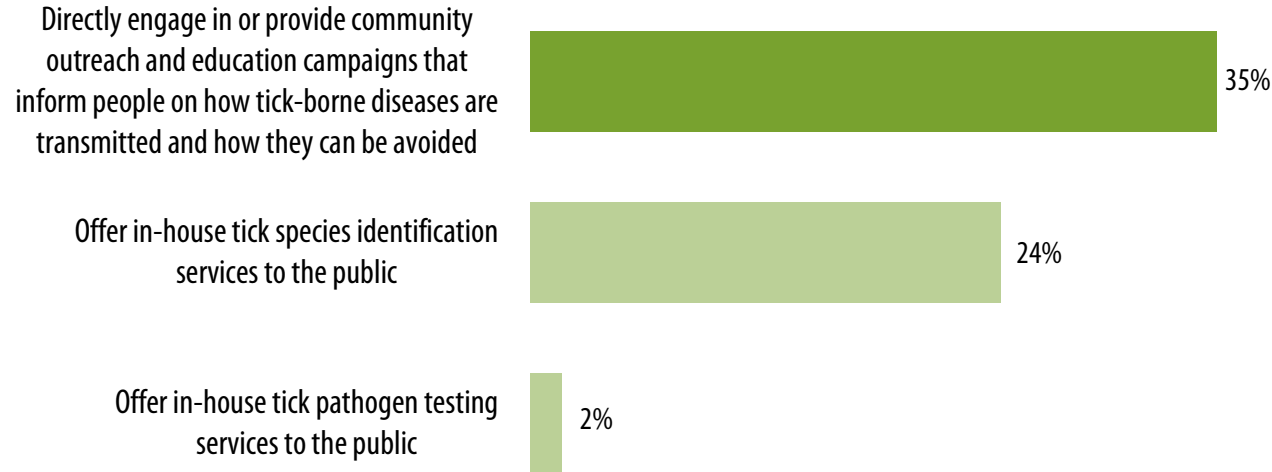
Tick surveillance activities may include tick collection and species identification.

Tick control activities may include application of synthetic chemical acaricide to kill host-seeking ticks or vegetation management (i.e., mowing or brush removal).



# Tick Surveillance and Control Activity

## Other Tick Activity



n=483

Thirty-five percent of programs provided community outreach and education that inform people on how tickborne diseases are transmitted and can be avoided.

In addition, 24% offered in-house tick species identification to the public. Only 2% offered in-house tick pathogen testing.

# Conclusions and Recommendations

Mosquito surveillance and control capacity improved between 2017 and 2020. Most vector programs reported engaging in activities across the core and supplemental capacities.

However, most programs still need additional support to build capacity for pesticide resistance testing.

Many programs may benefit from additional support to build capacity for non-chemical vector control.

Some programs may be applying pesticides without accompanying surveillance data to help guide those decisions. Additional support may be needed to help bolster surveillance and evidence-based pesticide application efforts.

Across the 2017 and 2020 assessments, mosquito control districts continued to outperform LHDs in terms of mosquito control capacity.

Most programs were not engaged in tick surveillance or tick control activities. Tick control activities were notably lagging, with a vast majority of programs reporting no tick control activity at all. Given the prevalence of Lyme disease, urgent action may be needed to better understand the kind of obstacles local programs encounter around tick-related activities.

Most programs did not engage in education and outreach around preventing tickborne diseases. Increased resources or support may be needed to help bolster community engagement and education in this area.

## Helpful Resource

Whether you are a local program establishing a mosquito surveillance and control program for the first time or considering building on current capacity, NACCHO's ['Practical Guide to Building Local Mosquito Control Capacity'](#) can help. This resource educates, supports, and encourages local programs to be better prepared for future mosquito-borne disease outbreaks.

# NACCHO

National Association of County & City Health Officials

*The National Connection for Local Public Health*

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The mission of the National Association of County and City Health Officials (NACCHO) is to improve the health of communities by strengthening and advocating for local health departments.

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