



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

March 4, 2024

5:30 PM

AGENDA

The Finance Committee is not a decision-making body and can only make recommendations to the Board. All decisions are made by the full Board at the monthly meeting of the Board of Trustees.

IMPORTANT NOTICE REGARDING MEETINGS:

- The District's Board Room is open to the public at this time.
- The meeting will be conducted via teleconference using Zoom.
- All public members seeking to observe and/or address the local legislative body may participate in the meeting telephonically or electronically in the manner described below.

HOW TO OBSERVE THE MEETING:

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

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

ACCESSIBILITY INFORMATION:

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

PUBLIC RECORDS:

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records 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. ROLL CALL

Ron Collins (Chair), City of San Carlos	_____
Muhammad Baluom, City of Millbrae	_____
Ray Williams, Town of Portola Valley	_____
Robert Riechel, City of San Bruno	_____
Michael Yoshida, City of South San Francisco	_____
Mason Brutschy, Town of Atherton	_____

3. PUBLIC COMMENTS AND ANNOUNCEMENTS

This time is reserved for members of the public to address the Finance Committee of the Board relative to matters of the Committee 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).

4. REGULAR AGENDA

A. Status report of District’s OPEB and Pension Stabilization Funds

Report by: Jennifer Meza, PARS
Andrew Brown, PFM

ACTION: No action is necessary, information only.

B. Review the Preliminary Financial Report for FY 2023-24 as of January 31.

Report by: Finance Director, Richard Arrow, CPA

ACTION: Motion to recommend the Board approve the Financial Report for FY 2023-24 as of January 31, 2023

C. Status report on 1415 North Carolan Ave, Burlingame

Report by: District Manager Brian Weber

ACTION: No action is necessary; information only.

D. Consider recommending the Board approve having the Operations Director purchase 3,000 gallons of BVA 2 larvicide oil from Azelis Solutions not to exceed \$38,000

Report by: Operations Director Casey Stevenson

ACTION: Recommend the Board approve having the Operations Director purchase 3,000 gallons of BVA 2 mosquito larvicide oil from Azelis for \$35,947.69, with an additional \$2,052.31 added in the event of increased delivery charges for a total recommended amount of \$38,000.

E. Report on Trustee compensation survey results

Report by: District Manager, Brian Weber

ACTION: Recommend forwarding to the Board of Trustees for further discussion.

PUBLIC
AGENCY
RETIREMENT
SERVICES

PARS

TRUSTED SOLUTIONS. LASTING RESULTS.



SAN MATEO COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

PARS 115 Trust – OPEB Prefunding Program &
Pension Rate Stabilization Program Client Review

March 4, 2024

CONTACTS



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Director, Senior Portfolio Manager
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Will Rogers, RPA
Senior Coordinator, Client Services
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PARS 115 TRUST TEAM

Trust Administrator & Consultant



- Serves as record-keeper, consultant, and central point of contact
- Sub-trust accounting
- Coordinates all agency services
- Monitors plan compliance (IRS/GASB/State Government Code)
- Processes contributions/disbursements
- Hands-on, dedicated support teams

40	2,000+	1,000+	500+	500K+	\$7.2B
Years of Experience (1984-2024)	Plans under Administration	Public Agency Clients	115 Trust Clients	Plan Participants	Assets under Administration

Trustee



- 5th largest commercial bank and one of the nation's largest trustees for Section 115 trusts
- Safeguard plan assets
- Oversight protection as plan fiduciary
- Custodian of assets

161	\$9.5T
Years of Experience (1863-2024)	Assets under Administration

Investment Manager

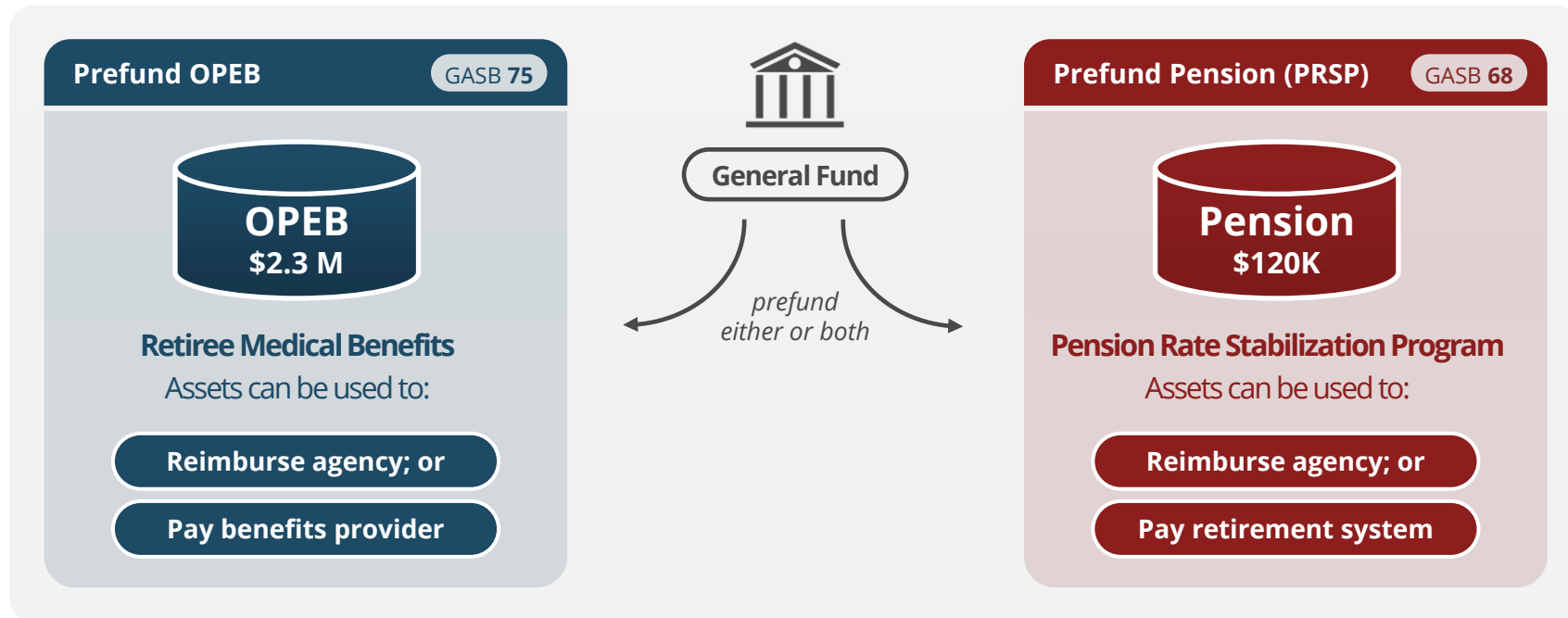


- Investment sub-advisor to trustee U.S. Bank
- Institutional asset management solutions
- Fixed income and multi asset portfolios
- Active and passive platform options
- Customized portfolios (with minimum asset level)

43	\$216.9B*
Years of Experience <small>(As of 9/30/23)</small>	Assets under Management & Advisement

** Assets under management and advisement as of September 30, 2023 includes fixed income and multi asset class portfolios*

PARS IRS-APPROVED SECTION 115 TRUST



Subaccounts

OPEB and pension assets are individually sub-accounted, and can be divided by dept., bargaining group, or cost center.



Financial Stability

Assets in the PARS Section 115 Combination Trust can be used to address unfunded liabilities.



Flexible Investing

Allows separate investment strategies for OPEB and pension subaccounts.



Anytime Access

Trust funds are available anytime; OPEB for OPEB and pension for pension.



Economies-of-Scale

OPEB and pension assets aggregate and reach lower fees on tiered schedule sooner – saving money!



No Set Up Cost or Minimums

No set-up costs, no minimum annual contribution amounts, and no fees until assets are added.

SUMMARY OF AGENCY'S OPEB PLAN

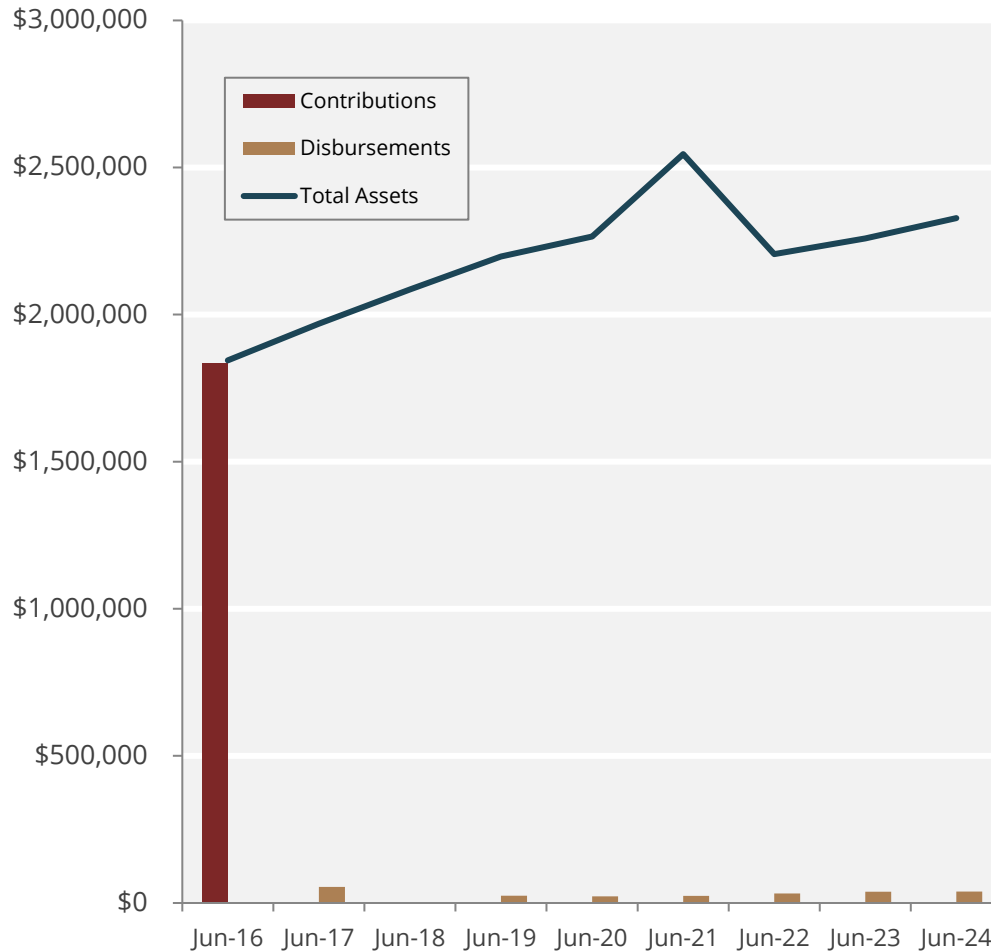
Plan Type:	IRC Section 115 Irrevocable Exclusive Benefit Trust
Trustee Approach:	Discretionary
Plan Effective Date:	October 14, 2015
Plan Administrator:	District Manager
Current Investment Strategy:	Moderately Conservative (Active) Strategy; Pooled Account

AS OF JANUARY 31, 2024:

Initial Contribution:	April 2016: \$1,834,246
Additional Contributions:	\$0
Total Contributions:	\$1,834,246
Disbursements:	(\$235,265)
Net Investment Earnings:	\$824,566
Account Balance:	\$2,327,786

SUMMARY OF AGENCY'S OPEB PLAN

HISTORY OF CONTRIBUTIONS, DISBURSEMENTS, AND TOTAL ASSETS AS OF JANUARY 31, 2024:



Year	Contributions	Disbursements	Total Assets
Jun-16*	\$1,834,246	\$0	\$1,844,610
Jun-17	\$0	\$54,524	\$1,968,917
Jun-18	\$0	\$0	\$2,085,322
Jun-19	\$0	\$24,550	\$2,197,203
Jun-20	\$0	\$22,588	\$2,265,402
Jun-21	\$0	\$24,060	\$2,545,277
Jun-22	\$0	\$32,282	\$2,205,594
Jun-23	\$0	\$38,397	\$2,258,844
Jun-24**	\$0	\$38,863	\$2,327,786

Plan Year Ending

*Plan Year Ending June 2016 is based on 3 months of activity.
 **Plan Year Ending June 2024 is based on 7 month of activity.

OPEB ACTUARIAL RESULTS

- We have received the actuarial report by MacLeod Watts dated September 1, 2023 with a measurement date as of June 30, 2023. In the table below, we have summarized the results.

Demographic Study	Measurement Date June 30, 2022	Measurement Date June 30, 2023
Actives	21	22
Retirees	6	7
Total	27	29

OPEB ACTUARIAL RESULTS

	Measurement Date June 30, 2022 Discount Rate: 4.90%	Measurement Date June 30, 2023 Discount Rate: 4.70%
Total OPEB Liability (TOL) <i>Actuarial Accrued Liability (AAL)</i>	\$1,345,106	\$1,382,500
Fiduciary Net Position <i>Actuarial Value of Assets</i>	\$2,156,540	\$2,211,605*
Net OPEB Liability (NOL) <i>Unfunded Actuarial Accrued Liability (UAAL)</i>	(\$811,434)	(\$829,105)
Funded Ratio (%)	160%	160%
Service Cost	\$68,783	\$70,846
Annual Benefit Payments (Pay-as-you-Go)	\$49,054	\$48,028

*As of January 31, 2024, assets at \$2,327,786 (approx. ~168% funded).

Rule of thumb: For every one percent increase in the discount rate, the unfunded liability is lowered by 10-12%.

SUMMARY OF AGENCY'S PENSION PLAN

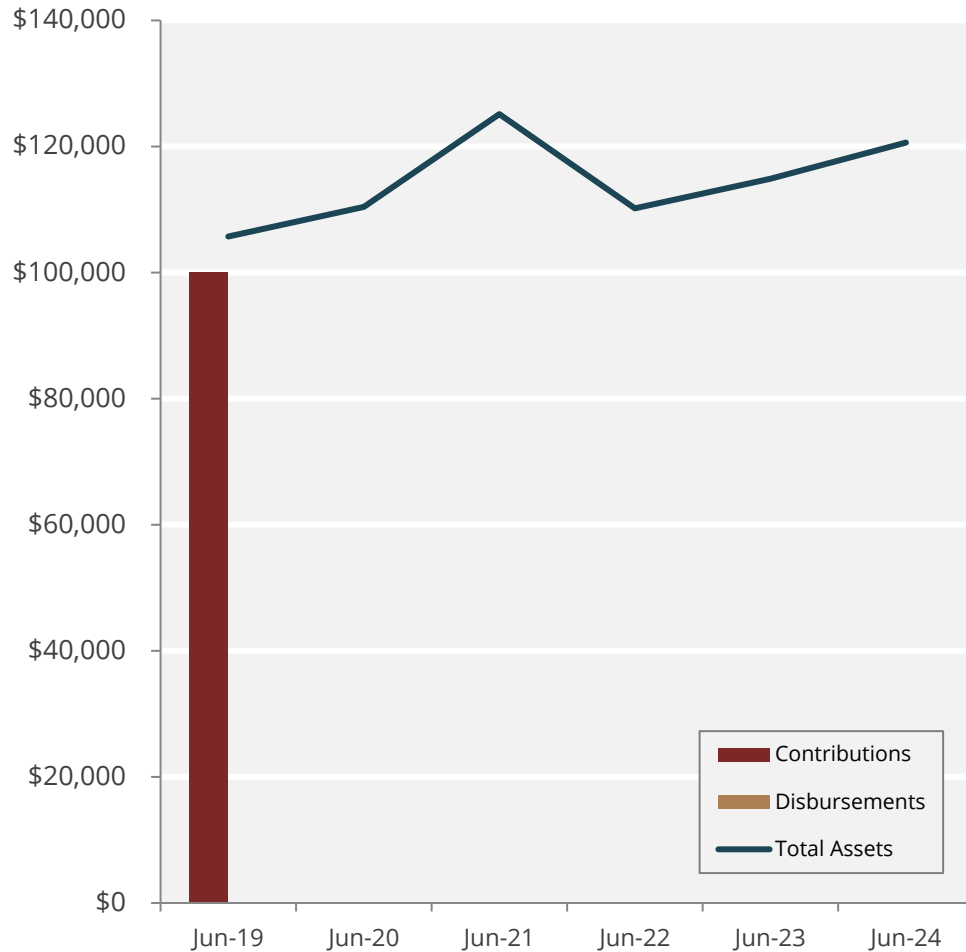
Plan Type:	IRC Section 115 Irrevocable Exclusive Benefit Trust
Trustee Approach:	Discretionary
Plan Effective Date:	November 15, 2018
Plan Administrator:	District Manager
Current Investment Strategy:	Moderately Conservative (Active) Strategy; Pooled Account

AS OF JANUARY 31, 2024:

Initial Contribution:	January 2019: \$100,000
Additional Contributions:	\$0
Total Contributions:	\$100,000
Disbursements:	\$0
Net Investment Earnings:	\$23,747
Account Balance:	\$120,621

SUMMARY OF AGENCY'S PENSION PLAN

HISTORY OF CONTRIBUTIONS, DISBURSEMENTS, AND TOTAL ASSETS AS OF JANUARY 31, 2024:



Year	Contributions	Disbursements	Total Assets
Jun-19*	\$100,000	\$0	\$105,707
Jun-20	\$0	\$0	\$110,425
Jun-21	\$0	\$0	\$125,133
Jun-22	\$0	\$0	\$110,183
Jun-23	\$0	\$0	\$114,879
Jun-24**	\$0	\$0	\$120,621










Plan Year Ending

*Plan Year Ending June 2019 is based on 6 months of activity.
 **Plan Year Ending June 2024 is based on 7 month of activity.

San Mateo County Mosquito & Vector Control District
Fourth Quarter 2023

Presented by
Andrew Brown, CFA

Factors to Consider Over the Next 6-12 Months

<p>Monetary Policy:</p>  <ul style="list-style-type: none"> • The Fed's recent pivot towards rate cutting in 2024 points towards soft-landing scenario, which is favorable to risk assets. The path of rate cuts will determine performance of risk assets. • Globally, most major central banks have maintained a hawkish stance but are nearing the end of the rate hike cycle. 	<p>Economic Growth:</p>  <ul style="list-style-type: none"> • U.S. economy is expected to avoid a recession in the near-term amidst continued strength within services activity, consumer spending, corporate balance sheets and labor markets. • Eurozone economic growth is slowing. Emerging economies outside of China are expected to grow. 	<p>Inflation:</p>  <ul style="list-style-type: none"> • Inflation is continuing to moderate and we expect inflation data to be supportive of rate cuts in 2024. • Upside surprise driven by services inflation or due to rising crude oil prices on goods inflation will be negative and could lead to renewed aggressive monetary policy.
<p>Financial Conditions:</p>  <ul style="list-style-type: none"> • Fed pivot along with expectations of soft-landing in 2024 has led to loosening of financial conditions. • We continue to be focused on identifying pockets of stress within financial markets due to higher level of interest rates. 	<p>Consumer Spending (U.S.):</p>  <ul style="list-style-type: none"> • With inflation moderating, consumer confidence has improved and retail sales have held up. • Moderating inflation, low unemployment rate and rising real personal income may keep consumer spending while student loan repayments is a headwind. 	<p>Labor Markets:</p>  <ul style="list-style-type: none"> • Labor markets remain relatively strong but showing signs of softening as economy continues to slow. • Improving labor force participation bodes well for lower wage growth and inflation.
<p>Corporate Fundamentals:</p>  <ul style="list-style-type: none"> • Earnings growth expectations are improving while profit margins are stabilizing at pre-pandemic levels. • Falling interest rates from the recent highs along with continued but slower economic growth are tailwinds. 	<p>Valuations:</p>  <ul style="list-style-type: none"> • International equities look attractive relative to historical valuations but continued economic uncertainty is leading to increased volatility. • Credit markets look attractive on the back of strong corporate fundamentals, but pockets of vulnerabilities could appear as rates remain high. 	<p>Political Risks:</p>  <ul style="list-style-type: none"> • Geopolitical risks continue to remain elevated. Tensions between the U.S. and China, the war between Russia and Ukraine, the Israel and Hamas conflict, China's moves in South China Sea and Taiwan Strait further add to risks.

● Current outlook

○ Outlook one quarter ago

Stance Unfavorable to Risk Assets

Negative

Slightly Negative

Neutral

Slightly Positive

Positive

Stance Favorable to Risk Assets

Statements and opinions expressed about the next 6-12 months were developed based on our independent research with information obtained from Bloomberg. The views expressed within this material constitute the perspective and judgment of PFM Asset Management LLC at the time of distribution (December 31, 2023) and are subject to change. Information is obtained from sources generally believed to be reliable and available to the public; however, PFM Asset Management LLC cannot guarantee its accuracy, completeness, or suitability.

Investment Strategy Overview

Asset Class	Our Q1 2024 Investment Outlook	Comments
U.S. Equities		<ul style="list-style-type: none"> Fed's guidance towards three rate cuts in 2024 and moderating inflation have led to recent rally in equities. Rising valuations are supported by improving earnings growth expectations and expectation of economic soft-landing. We expect equities to do better this year, as long as risks of recession remain low. Mid- and small-cap valuations are attractive and would be beneficiary of rate cuts as investor sentiment/earnings growth expectations improves.
Large-Caps		
Mid-Caps		
Small-Caps		
Non-U.S. Equities		<ul style="list-style-type: none"> International equities continue to trade at a discount to U.S. equities but slowing economic growth in Europe and China is a headwind. EM equities trade at attractive valuations relative to developed market equities. Negative investor sentiment and slower growth expectations continue to weigh on Chinese equities. We remain positive on emerging market equities outside of China. International small-caps provide exposure to local revenue streams and are trading at attractive valuations.
Developed Markets		
Emerging Markets		
International Small-Caps		
Fixed Income		<ul style="list-style-type: none"> The Fed's recent guidance points towards soft-landing scenario with three expected rate cuts in 2024. Yields at short-end of the curve look attractive even as long-term yields fell back from the recent highs. We expect a further fall in yields as inflation continues to moderate. Credit markets remain attractive due to strong corporate fundamentals. We continue to seek diversified credit exposure and are closely watching signs for any distress in the corporate credit space.
Long-Duration, Interest Rate-Sensitive Sectors		
Credit-Sensitive Sectors		
Diversifying		<ul style="list-style-type: none"> Public REITs have recovered recently as interest rates have fallen from the recent highs. We expect this trend to continue helped by falling rates and economic soft landing. Office properties make up a smaller portion of public real estate. Listed global infrastructure equities are expected to do better in an economic soft landing and falling rates scenario. Long-term tailwind of increased capital allocation to infrastructure projects is positive for these mature, stable cash flow businesses.
Listed Real Estate		
Listed Global Infrastructure		

● Current outlook ○ Outlook one quarter ago



The view expressed within this material constitute the perspective and judgment of PFM Asset Management LLC at the time of distribution (December 31, 2023) and are subject to change.

Selected Period Performance San Mateo County MVCD Period Ending: 12/31/2023

	Quarter to Date (3 Months)	Year to Date (1 Year)	3 Years	5 Years	Inception to Date 05/01/2016
Cash Equivalents	1.33	4.98	2.14	1.77	1.50
<i>Lipper Money Market Funds Index</i>	<i>1.33</i>	<i>5.00</i>	<i>2.15</i>	<i>1.76</i>	<i>1.46</i>
Total Fixed Income	6.91	6.97	-2.32	1.57	1.57
<i>Bloomberg US Aggregate Bd Index</i>	<i>6.82</i>	<i>5.53</i>	<i>-3.31</i>	<i>1.10</i>	<i>1.08</i>
Total Equities	12.20	22.19	5.93	12.38	11.03
Large Cap Funds	11.96	28.37	9.04	15.14	13.39
<i>S&P 500 Composite Index</i>	<i>11.69</i>	<i>26.29</i>	<i>10.00</i>	<i>15.69</i>	<i>13.59</i>
Mid Cap Funds	12.75	17.19	5.79	12.50	10.50
<i>Russell Midcap Index</i>	<i>12.82</i>	<i>17.23</i>	<i>5.92</i>	<i>12.68</i>	<i>10.54</i>
Small Cap Funds	15.22	18.37	3.65	11.70	11.29
<i>Russell 2000 Index</i>	<i>14.03</i>	<i>16.93</i>	<i>2.22</i>	<i>9.97</i>	<i>9.39</i>
International Equities	9.47	14.05	.37	7.40	6.44
<i>MSCI EAFE Index</i>	<i>10.42</i>	<i>18.24</i>	<i>4.02</i>	<i>8.16</i>	<i>6.45</i>
<i>MSCI EM Free Index</i>	<i>7.86</i>	<i>9.83</i>	<i>-5.08</i>	<i>3.68</i>	<i>5.16</i>
REIT Funds	18.22	11.79	4.99	7.00	5.22
<i>Wilshire REIT Index</i>	<i>16.30</i>	<i>16.18</i>	<i>7.52</i>	<i>7.56</i>	<i>5.40</i>
Total Managed Portfolio	8.22	11.15	.32	4.93	5.12

Performance Inception: 05/01/2016

Account was invested in account 6746019205, PARS HighMark Plus Moderate, from May 1, 2016 to February 28, 2018. Account was transferred and subsequently invested in account 6746019203, PARS Moderately Conservative HighMark Plus, from March 1, 2018 and onwards. Returns are gross of account level investment advisory fees and net of any fees, including fees to manage mutual fund or exchange traded fund holdings. Returns for periods over one year are annualized. The information presented has been obtained from sources believed to be accurate and reliable. Past performance is not indicative of future returns. Securities are not FDIC insured, have no bank guarantee, and may lose value.

Asset Allocation

As of December 31, 2023

Current Asset Allocation		Investment Vehicle	
Equity		Range: 20%-40%	29.45%
Large Cap Core	COFYX	Columbia Contrarian Core Inst3	2.96%
	VGIAX	Vanguard Growth & Income Adm	5.57%
Large Cap Value	DODGX	Dodge & Cox Stock Fund	2.50%
	IVE	iShares S&P 500 Value ETF	1.14%
Large Cap Growth	HNACX	Harbor Capital Appreciation Retirement	1.58%
	IVW	iShares S&P 500 Growth ETF	1.58%
Mid Cap Core	IWR	iShares Russell Mid-Cap ETF	3.24%
Small Cap Value	UBVFX	Undiscovered Managers Behavioral Val R6	2.07%
Small Cap Growth	FGROX	Emerald Growth Institute	1.96%
International Core	DFALX	DFA Large Cap International I	2.28%
International Value	DODFX	Dodge & Cox International Stock Fund	0.81%
International Growth	MGRDX	MFS® International Growth R6	0.81%
Emerging Markets	HHHFX	Hartford Schroders Emerging Mkts Eq F	2.03%
Real Estate	VNQ	Vanguard Real Estate ETF	0.91%
Fixed Income		Range: 50%-80%	66.45%
Intermediate-Term	DBLFX	DoubleLine Core Fixed Income I	20.14%
	DODIX	Dodge & Cox Income	20.22%
	PTRQX	Prudential Total Return Bond Fund Class Q	20.23%
	MBB	PIMCO High Yield Instl	5.85%
Cash		Range: 0%-20%	4.11%
	FGXXX	First American Government Oblig X	4.11%
TOTAL			100.00%

Selected Period Performance
PARS/PRSP MODERATELY CONSERVATIVE HM
Account **050104**
Period Ending: 12/31/2023

	Quarter to Date (3 Months)	Year to Date (1 Year)	3 Years	Inception to Date (5 Years)
Cash Equivalents	1.33	4.99	2.14	1.77
<i>Lipper Money Market Funds Index</i>	<i>1.33</i>	<i>5.00</i>	<i>2.15</i>	<i>1.76</i>
Total Fixed Income	6.90	6.95	-2.33	1.56
<i>Bloomberg US Aggregate Bd Index</i>	<i>6.82</i>	<i>5.53</i>	<i>-3.31</i>	<i>1.10</i>
Total Equities	12.20	22.32	6.00	12.38
Large Cap Funds	11.96	28.59	9.09	15.15
<i>S&P 500 Composite Index</i>	<i>11.69</i>	<i>26.29</i>	<i>10.00</i>	<i>15.69</i>
Mid Cap Funds	12.78	17.37	5.99	12.60
<i>Russell Midcap Index</i>	<i>12.82</i>	<i>17.23</i>	<i>5.92</i>	<i>12.68</i>
Small Cap Funds	15.22	18.19	3.64	11.60
<i>Russell 2000 Index</i>	<i>14.03</i>	<i>16.93</i>	<i>2.22</i>	<i>9.97</i>
International Equities	9.46	14.12	.37	7.34
<i>MSCI EAFE Index</i>	<i>10.42</i>	<i>18.24</i>	<i>4.02</i>	<i>8.16</i>
<i>MSCI EM Free Index</i>	<i>7.86</i>	<i>9.83</i>	<i>-5.08</i>	<i>3.68</i>
REIT Funds	18.39	12.16	5.31	7.17
<i>Wilshire REIT Index</i>	<i>16.30</i>	<i>16.18</i>	<i>7.52</i>	<i>7.56</i>
Total Managed Portfolio	8.39	11.32	.53	5.02

Performance Inception: 01/01/2019

Returns are gross of account level investment advisory fees and net of any fees, including fees to manage mutual fund or exchange traded fund holdings. Returns for periods over one year are annualized. The information presented has been obtained from sources believed to be accurate and reliable. Past performance is not indicative of future returns. Securities are not FDIC insured, have no bank guarantee, and may lose value.

Asset Allocation

As of December 31, 2023

Current Asset Allocation		Investment Vehicle	
Equity		Range: 20%-40%	28.98%
Large Cap Core	COFYX	Columbia Contrarian Core Inst3	2.89%
	VGIAX	Vanguard Growth & Income Adm	5.45%
Large Cap Value	DODGX	Dodge & Cox Stock Fund	2.45%
	IVE	iShares S&P 500 Value ETF	1.14%
Large Cap Growth	HNACX	Harbor Capital Appreciation Retirement	1.55%
	IVW	iShares S&P 500 Growth ETF	1.59%
Mid Cap Core	IWR	iShares Russell Mid-Cap ETF	3.25%
Small Cap Value	UBVFX	Undiscovered Managers Behavioral Val R6	1.98%
Small Cap Growth	FGROX	Emerald Growth Institute	1.94%
International Core	DFALX	DFA Large Cap International I	2.26%
International Value	DODFX	Dodge & Cox International Stock Fund	0.80%
International Growth	MGRDX	MFS® International Growth R6	0.80%
Emerging Markets	HHHFX	Hartford Schrodgers Emerging Mkts Eq F	1.98%
Real Estate	VNQ	Vanguard Real Estate ETF	0.91%
Fixed Income		Range: 50%-80%	64.99%
Intermediate-Term	DBLFX	DoubleLine Core Fixed Income I	19.64%
	DODIX	Dodge & Cox Income	19.74%
	PTRQX	Prudential Total Return Bond Q	19.75%
	MBB	PIMCO High Yield Instl	5.86%
Cash		Range: 0%-20%	6.03%
	FGXXX	First American Government Oblig X	6.03%
TOTAL			100.00%

SAN MATEO COUNTY MVCD

For Period Ending December 31, 2023

LARGE CAP EQUITY FUNDS							
Fund Name	1-Month Return	3-Month Return	Year-to- Date	1-Year Return	3-Year Return	5-Year Return	10-Year Return
Columbia Contrarian Core Inst3	4.44	12.83	32.21	32.21	10.30	16.94	11.94
Dodge & Cox Stock I	5.86	9.82	17.48	17.48	12.81	13.94	10.45
Vanguard Growth & Income Adm	4.21	11.53	24.76	24.76	10.12	15.39	11.90
Harbor Capital Appreciation Retirement	4.72	16.31	53.86	53.86	3.54	18.00	14.10
iShares S&P 500 Value ETF	5.51	13.57	22.02	22.02	12.90	13.92	9.83
iShares S&P 500 Growth ETF	3.70	10.05	29.80	29.80	6.43	16.02	13.15
S&P 500 TR USD	4.54	11.69	26.29	26.29	10.00	15.69	12.03
MID CAP EQUITY FUNDS							
iShares Russell Mid-Cap ETF	7.72	12.78	17.07	17.07	5.76	12.50	9.26
Russell Mid Cap TR USD	7.73	12.82	17.23	17.23	5.92	12.68	9.42
SMALL CAP EQUITY FUNDS							
Undiscovered Managers Behavioral Val R6	10.19	15.36	14.57	14.57	15.08	14.26	9.53
Emerald Growth Institutional	10.12	14.94	19.06	19.06	-2.21	10.82	8.58
Russell 2000 TR USD	12.22	14.03	16.93	16.93	2.22	9.97	7.16
INTERNATIONAL EQUITY FUNDS							
Dodge & Cox International Stock I	4.68	6.81	16.70	16.70	6.49	8.65	3.99
DFA Large Cap International I	5.24	10.29	17.87	17.87	4.96	8.82	4.54
MFS International Growth R6	4.99	10.87	14.96	14.96	2.32	9.57	6.47
MSCI EAFE NR USD	5.31	10.42	18.24	18.24	4.02	8.16	4.28
Hartford Schrodgers Emerging Mkts Eq F	2.92	8.26	9.00	9.00	-6.90	4.09	2.97
MSCI EM NR USD	3.91	7.86	9.83	9.83	-5.08	3.69	2.66

Source: SEI Investments, Morningstar Investments

Returns less than one year are not annualized. Past performance is no indication of future results. The information presented has been obtained from sources believed to be accurate and reliable. Securities are not FDIC insured, have no bank guarantee and may lose value.

SAN MATEO COUNTY MVCD

For Period Ending December 31, 2023

REAL ESTATE FUNDS							
Fund Name	1-Month Return	3-Month Return	Year-to- Date	1-Year Return	3-Year Return	5-Year Return	10-Year Return
Vanguard Real Estate ETF	9.37	18.12	11.74	11.74	5.00	7.29	7.34
BOND FUNDS							
DoubleLine Core Fixed Income I	3.85	6.50	6.43	6.43	-2.55	1.08	2.14
Dodge & Cox Income I	4.08	7.32	7.70	7.70	-1.65	2.70	2.79
PGIM Total Return Bond R6	4.03	7.16	7.78	7.78	-3.20	1.73	2.66
iShares MBS ETF	4.19	7.33	4.99	4.99	-2.97	0.20	1.28
Bloomberg US Agg Bond TR USD	3.83	6.82	5.53	5.53	-3.31	1.10	1.81

Source: SEI Investments, Morningstar Investments

Returns less than one year are not annualized. Past performance is no indication of future results. The information presented has been obtained from sources believed to be accurate and reliable. Securities are not FDIC insured, have no bank guarantee and may lose value.

PARS DIVERSIFIED PORTFOLIOS CONSERVATIVE

Q4 2023

WHY THE PARS DIVERSIFIED CONSERVATIVE PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

PORTFOLIO FACTS

HighMark Plus (Active)

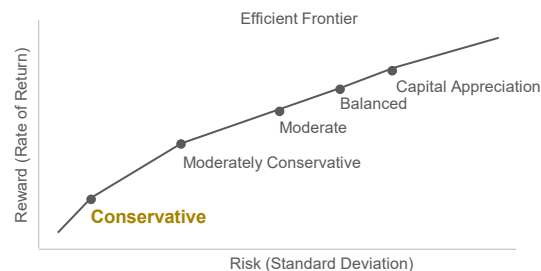
Composite Inception Date	07/2004
No of Holdings in Portfolio	19

Index Plus (Passive)

Composite Inception Date	07/2004
No of Holdings in Portfolio	12

INVESTMENT OBJECTIVE

To provide a consistent level of inflation-protected income over the long-term. The major portion of the assets will be fixed income related. Equity securities are utilized to provide inflation protection.



ASSET ALLOCATION — CONSERVATIVE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	5 – 20%	15%	15%
Fixed Income	60 – 95%	80%	81%
Cash	0 – 20%	5%	4%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

	Gross	Net
Current Quarter*	7.47%	7.38%
Blended Benchmark**, **	6.27%	
Year To Date*	8.81%	8.42%
Blended Benchmark**, **	7.85%	
1 Year	8.81%	8.42%
Blended Benchmark**	7.85%	
3 Year	-0.96%	-1.31%
Blended Benchmark**	-0.47%	
5 Year	3.30%	2.93%
Blended Benchmark**	3.20%	
10 Year	3.00%	2.63%
Blended Benchmark**	2.95%	

Index Plus Composite (Passive)

	Gross	Net
Current Quarter*	7.24%	7.14%
Blended Benchmark**, **	6.27%	
Year To Date*	7.63%	7.25%
Blended Benchmark**, **	7.85%	
1 Year	7.63%	7.25%
Blended Benchmark**	7.85%	
3 Year	-1.17%	-1.53%
Blended Benchmark**	-0.47%	
5 Year	2.95%	2.58%
Blended Benchmark**	3.20%	
10 Year	2.72%	2.35%
Blended Benchmark**	2.95%	

* Returns less than one year are not annualized. **Breakdown for Blended Benchmark: From 10/1/2012 - Present: 7.5% S&P500, 1.5% Russell Mid Cap, 2.5% Russell 2000, 1% MSCI EM (net), 2% MSCI EAFE (net), 52.25% Bloomberg US Agg, 25.75% ICE BofA 1-3 Yr US Corp/Gov't, 2% ICE BofA US High Yield Master II, 0.5% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 – 9/30/2012, the blended benchmark was 12% S&P 500, 1% Russell 2000, 2% MSCI EAFE (net), 40% ICE BofA 1-3 Year Corp./Gov't, 40% Bloomberg US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007, the blended benchmark was 15% S&P 500, 40% ICE BofA 1-3Yr Corp/Gov, 40% Bloomberg US Agg, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

2008	-9.04%
2009	15.59%
2010	8.68%
2011	2.19%
2012	8.45%
2013	3.69%
2014	3.88%
2015	0.29%
2016	4.18%
2017	6.73%
2018	-1.35%
2019	11.05%
2020	9.03%
2021	2.20%
2022	-12.63%
2023	8.81%

Index Plus Composite (Passive)

2008	-6.70%
2009	10.49%
2010	7.67%
2011	3.70%
2012	6.22%
2013	3.40%
2014	4.32%
2015	0.06%
2016	3.75%
2017	5.52%
2018	-1.09%
2019	10.37%
2020	8.56%
2021	1.97%
2022	-12.06%
2023	7.63%

HOLDINGS

HighMark Plus (Active)

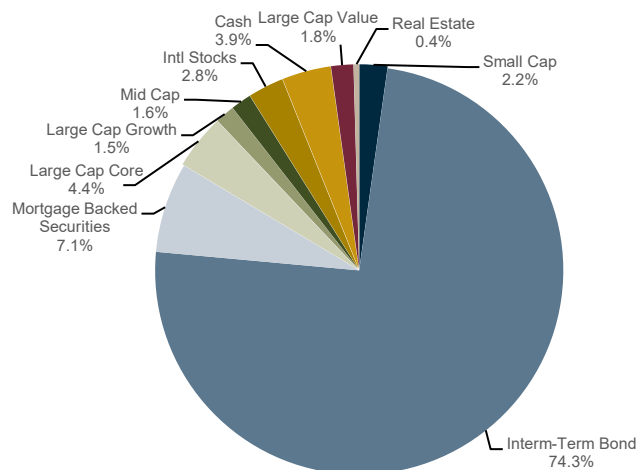
Columbia Contrarian Core I3
Vanguard Growth & Income Adm
Dodge & Cox Stock Fund
iShares S&P 500 Value ETF
Harbor Capital Appreciation - Retirement
iShares S&P 500 Growth ETF
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
Undiscovered Managers Behavioral Value-R6
Emerald Growth Fund-I
DFA Large Cap International Portfolio
Dodge & Cox International Stock
MFS International Growth - R6
Hartford Schroders Emerging Markets Eq
iShares MBS ETF
Dodge & Cox Income-I
PGIM Total Return Bond - R6
DoubleLine Core Fixed Income - I
First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
iShares S&P 500 Value ETF
iShares S&P 500 Growth ETF
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
iShares Russell 2000 Value ETF
iShares Russell 2000 Growth ETF
iShares Core MSCI EAFE ETF
Vanguard FTSE Emerging Markets ETF
iShares MBS ETF
iShares Core U.S. Aggregate
First American Government Obligations Z

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent size-weighted composites of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Conservative active and passive objectives.

The adviser to the PARS portfolios is U.S. Bank, and HighMark serves as sub-adviser to U.S. Bank to manage these portfolios. U.S. Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. U.S. Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with U.S. Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA U.S. High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT Index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark) is an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bank National Association ("U.S. Bank"). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of HighMark. HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. Individual account management and construction will vary depending on each client's investment needs and objectives. U.S. Bank provides certain services to HighMark and is compensated for these services. Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.

HIGHMARK CAPITAL MANAGEMENT

350 California Street
Suite 1600
San Francisco, CA 94104
800-582-4734

ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 100 years (including predecessor organizations) of institutional money management experience with \$9.2 billion in assets under management*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

ABOUT THE PORTFOLIO MANAGEMENT TEAM

Andrew Brown, CFA®

Senior Portfolio Manager
Investment Experience: since 1994
HighMark Tenure: since 1997
Education: MBA, University of Southern California; BA, University of Southern California

Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager
Investment Experience: since 2004
HighMark Tenure: since 2014
Education: BA, Colgate University

J. Keith Stribling, CFA®

Senior Portfolio Manager
Investment Experience: since 1985
HighMark Tenure: since 1995
Education: BA, Stetson University

Christiane Tsuda

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2010
Education: BA, International Christian University, Tokyo

Anne Wimmer, CFA®

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2007
Education: BA, University of California, Santa Barbara

Asset Allocation Committee

Number of Members: 10
Average Years of Experience: 29
Average Tenure (Years): 18

Manager Review Group

Number of Members: 3
Average Years of Experience: 29
Average Tenure (Years): 13

*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. As of 6/1/2023 HighMark previously listed Assets under Advisement ("AUA") are no longer advised by HighMark.

PARS DIVERSIFIED PORTFOLIOS MODERATELY CONSERVATIVE

Q4 2023

WHY THE PARS DIVERSIFIED MODERATELY CONSERVATIVE PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

PORTFOLIO FACTS

HighMark Plus (Active)

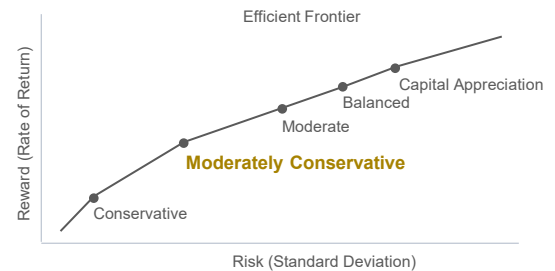
Composite Inception Date	08/2004
No of Holdings in Portfolio	19

Index Plus (Passive)

Composite Inception Date	05/2005
No of Holdings in Portfolio	12

INVESTMENT OBJECTIVE

To provide current income, with capital appreciation as a secondary objective. The major portion of the assets is committed to income-producing securities. Market fluctuations should be expected.



ASSET ALLOCATION — MODERATELY CONSERVATIVE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	20 - 40%	30%	29%
Fixed Income	50 - 80%	65%	67%
Cash	0 - 20%	5%	4%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

	Gross	Net
Current Quarter*	8.24%	8.14%
Blended Benchmark*,**	7.52%	
Year To Date*	11.05%	10.66%
Blended Benchmark*,**	10.30%	
1 Year	11.05%	10.66%
Blended Benchmark**	10.30%	
3 Year	0.35%	-0.01%
Blended Benchmark**	0.66%	
5 Year	4.95%	4.57%
Blended Benchmark**	4.94%	
10 Year	4.09%	3.72%
Blended Benchmark**	4.21%	

Index Plus Composite (Passive)

	Gross	Net
Current Quarter*	8.02%	7.93%
Blended Benchmark*,**	7.52%	
Year To Date*	9.89%	9.50%
Blended Benchmark*,**	10.30%	
1 Year	9.89%	9.50%
Blended Benchmark**	10.30%	
3 Year	0.23%	-0.13%
Blended Benchmark**	0.66%	
5 Year	4.64%	4.27%
Blended Benchmark**	4.94%	
10 Year	3.92%	3.55%
Blended Benchmark**	4.21%	

* Returns less than one year are not annualized. **Breakdown for Blended Benchmark: From 10/1/2012 - Present: 15.5% S&P500, 3% Russell Mid Cap, 4.5% Russell 2000, 2% MSCI EM (net), 4% MSCI EAFE (net), 49.25% Bloomberg US Agg, 14% ICE BofA 1-3 Yr US Corp/Gov't, 1.75% ICE BofA US High Yield Master II, 1% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 - 9/30/2012: the blended benchmark was 25% S&P 500; 1.5% Russell 2000, 3.5% MSCI EAFE (net), 25% ICE BofA 1-3 Year Corp./Gov't, 40% Bloomberg US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007, the blended benchmark was 30% S&P 500, 25% ICE BofA 1-3Yr Corp/Gov, 40% Bloomberg US Agg, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

2008	-15.37%
2009	18.71%
2010	10.46%
2011	1.75%
2012	10.88%
2013	7.30%
2014	4.41%
2015	0.32%
2016	4.94%
2017	9.56%
2018	-2.60%
2019	13.73%
2020	10.76%
2021	5.15%
2022	-13.46%
2023	11.05%

Index Plus Composite (Passive)

2008	-12.40%
2009	11.92%
2010	9.72%
2011	3.24%
2012	8.24%
2013	6.78%
2014	5.40%
2015	-0.18%
2016	5.42%
2017	8.08%
2018	-2.33%
2019	13.53%
2020	9.74%
2021	5.33%
2022	-13.00%
2023	9.89%

HOLDINGS

HighMark Plus (Active)

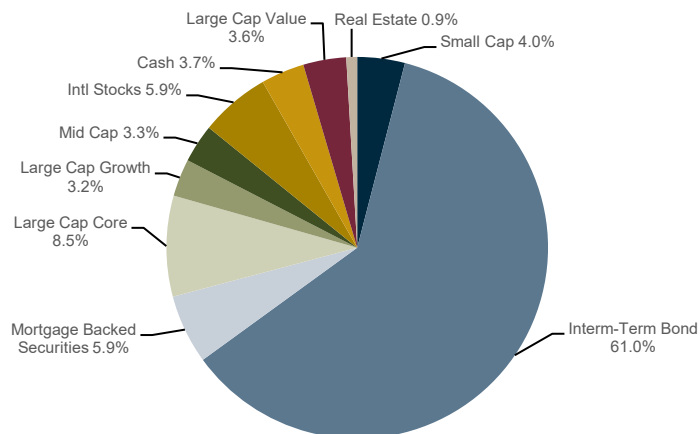
Columbia Contrarian Core I3
Vanguard Growth & Income Adm
Dodge & Cox Stock Fund
iShares S&P 500 Value ETF
Harbor Capital Appreciation - Retirement
iShares S&P 500 Growth ETF
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
Undiscovered Managers Behavioral Value-R6
Emerald Growth Fund-I
DFA Large Cap International Portfolio
Dodge & Cox International Stock
MFS International Growth - R6
Hartford Schroders Emerging Markets Eq
iShares MBS ETF
Dodge & Cox Income-I
PGIM Total Return Bond - R6
DoubleLine Core Fixed Income - I
First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
iShares S&P 500 Value ETF
iShares S&P 500 Growth ETF
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
iShares Russell 2000 Value ETF
iShares Russell 2000 Growth ETF
iShares Core MSCI EAFE ETF
Vanguard FTSE Emerging Markets ETF
iShares MBS ETF
iShares Core U.S. Aggregate
First American Government Obligations Z

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent a size-weighted composite of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Moderately Conservative active and passive objectives.

The adviser to the PARS portfolios is U.S. Bank, and HighMark serves as sub-adviser to U.S. Bank to manage these portfolios. U.S. Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. U.S. Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with U.S. Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA U.S. High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark) is an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bank National Association ("U.S. Bank"). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of HighMark. HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. Individual account management and construction will vary depending on each client's investment needs and objectives. U.S. Bank provides certain services to HighMark and is compensated for these services. **Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.**

HIGHMARK CAPITAL MANAGEMENT

350 California Street
Suite 1600
San Francisco, CA 94104
800-582-4734

ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 100 years (including predecessor organizations) of institutional money management experience with \$9.2 billion in assets under management*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

ABOUT THE PORTFOLIO MANAGEMENT TEAM

Andrew Brown, CFA®

Senior Portfolio Manager
Investment Experience: since 1994
HighMark Tenure: since 1997
Education: MBA, University of Southern California; BA, University of Southern California

Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager
Investment Experience: since 2004
HighMark Tenure: since 2014
Education: BA, Colgate University

J. Keith Stribling, CFA®

Senior Portfolio Manager
Investment Experience: since 1985
HighMark Tenure: since 1995
Education: BA, Stetson University

Christiane Tsuda

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2010
Education: BA, International Christian University, Tokyo

Anne Wimmer, CFA®

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2007
Education: BA, University of California, Santa Barbara

Asset Allocation Committee

Number of Members: 10
Average Years of Experience: 29
Average Tenure (Years): 18

Manager Review Group

Number of Members: 3
Average Years of Experience: 29
Average Tenure (Years): 13

*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. As of 6/1/2023 HighMark previously listed Assets under Advisement ("AUA") are no longer advised by HighMark.

WHY THE PARS DIVERSIFIED MODERATE PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

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In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

PORTFOLIO FACTS

HighMark Plus (Active)

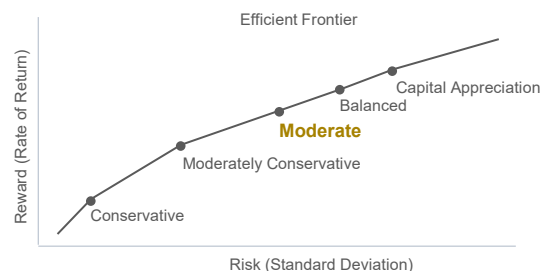
Composite Inception Date	10/2004
No of Holdings in Portfolio	19

Index Plus (Passive)

Composite Inception Date	05/2006
No of Holdings in Portfolio	12

INVESTMENT OBJECTIVE

To provide current income and moderate capital appreciation. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important.



ASSET ALLOCATION — MODERATE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	40 - 60%	50%	49%
Fixed Income	40 - 60%	45%	48%
Cash	0 - 20%	5%	3%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

	HighMark Plus Composite (Active)		Index Plus Composite (Passive)	
	Gross	Net	Gross	Net
Current Quarter*	9.28%	9.18%	9.01%	8.91%
Blended Benchmark*, **	8.72%		8.72%	
Year To Date*	13.98%	13.57%	12.74%	12.33%
Blended Benchmark*, **	13.56%		13.56%	
1 Year	13.98%	13.57%	12.74%	12.33%
Blended Benchmark**	13.56%		13.56%	
3 Year	2.08%	1.71%	2.14%	1.77%
Blended Benchmark**	2.58%		2.58%	
5 Year	7.17%	6.79%	6.85%	6.47%
Blended Benchmark**	7.31%		7.31%	
10 Year	5.55%	5.17%	5.34%	4.96%
Blended Benchmark**	5.82%		5.82%	

* Returns less than one year are not annualized. ** Breakdown for Blended Benchmark: From 10/1/2012 – Present: 26.5% S&P500, 5% Russell Mid Cap, 7.5% Russell 2000, 3.25% MSCI EM (net), 6% MSCI EAFE (net), 33.50% Bloomberg US Agg, 10% ICE BofA 1-3 Yr US Corp/Gov't, 1.50% ICE BofA US High Yield Master II, 1.75% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 – 9/30/2012: the blended benchmark was 43% S&P 500; 2% Russell 2000, 5% MSCI EAFE (net), 15% ICE BofA 1-3 Year Corp./Gov't, 30% Bloomberg US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007: the blended benchmark was 50% S&P 500, 15% ICE BofA 1-3Yr Corp/Gov, 30% Bloomberg US Agg, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

	HighMark Plus Composite (Active)	Index Plus Composite (Passive)
2008	-22.88%	-18.14%
2009	21.47%	16.05%
2010	12.42%	11.77%
2011	0.55%	2.29%
2012	12.25%	10.91%
2013	13.06%	12.79%
2014	4.84%	5.72%
2015	0.14%	-0.52%
2016	6.45%	7.23%
2017	13.19%	11.59%
2018	-4.03%	-4.03%
2019	17.71%	17.52%
2020	12.92%	11.23%
2021	9.31%	10.18%
2022	-14.63%	-14.21%
2023	13.98%	12.74%

HOLDINGS

HighMark Plus (Active)

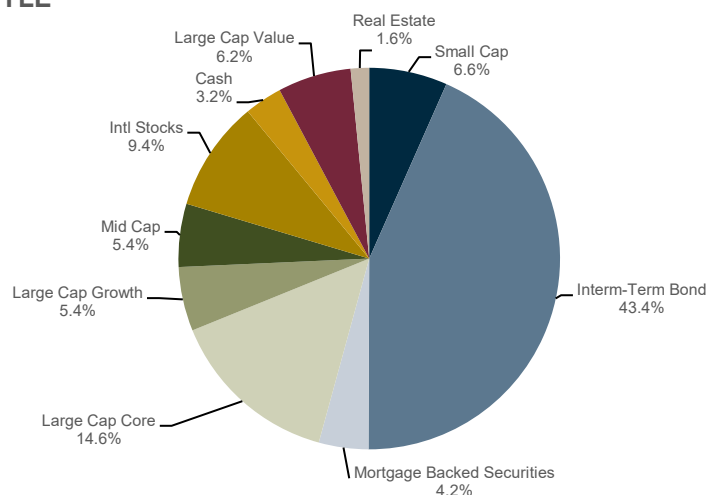
Columbia Contrarian Core I3
Vanguard Growth & Income Adm
Dodge & Cox Stock Fund
iShares S&P 500 Value ETF
Harbor Capital Appreciation - Retirement
iShares S&P 500 Growth ETF
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
Undiscovered Managers Behavioral Value-R6
Emerald Growth Fund-I
DFA Large Cap International Portfolio
Dodge & Cox International Stock
MFS International Growth - R6
Hartford Schroders Emerging Markets Eq
iShares MBS ETF
Dodge & Cox Income-I
PGIM Total Return Bond - R6
DoubleLine Core Fixed Income - I
First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
iShares S&P 500 Value ETF
iShares S&P 500 Growth ETF
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
iShares Russell 2000 Value ETF
iShares Russell 2000 Growth ETF
iShares Core MSCI EAFE ETF
Vanguard FTSE Emerging Markets ETF
iShares MBS ETF
iShares Core U.S. Aggregate
First American Government Obligations Z

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent size-weighted composites of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Moderate active and passive objectives.

The adviser to the PARS portfolios is U.S. Bank, and HighMark serves as sub-adviser to U.S. Bank to manage these portfolios. U.S. Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. U.S. Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with U.S. Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA U.S. High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark) is an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bank National Association ("U.S. Bank"). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of HighMark. HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. Individual account management and construction will vary depending on each client's investment needs and objectives. U.S. Bank provides certain services to HighMark and is compensated for these services. **Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.**

HIGHMARK CAPITAL MANAGEMENT

350 California Street
Suite 1600
San Francisco, CA 94104
800-582-4734

ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 100 years (including predecessor organizations) of institutional money management experience with \$9.2 billion in assets under management*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

ABOUT THE PORTFOLIO MANAGEMENT TEAM

Andrew Brown, CFA®

Senior Portfolio Manager
Investment Experience: since 1994
HighMark Tenure: since 1997
Education: MBA, University of Southern California; BA, University of Southern California

Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager
Investment Experience: since 2004
HighMark Tenure: since 2014
Education: BA, Colgate University

J. Keith Stribling, CFA®

Senior Portfolio Manager
Investment Experience: since 1985
HighMark Tenure: since 1995
Education: BA, Stetson University

Christiane Tsuda

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2010
Education: BA, International Christian University, Tokyo

Anne Wimmer, CFA®

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2007
Education: BA, University of California, Santa Barbara

Asset Allocation Committee

Number of Members: 10
Average Years of Experience: 29
Average Tenure (Years): 18

Manager Review Group

Number of Members: 3
Average Years of Experience: 29
Average Tenure (Years): 13

*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. As of 6/1/2023 HighMark previously listed Assets under Adversement ("AUA") are no longer advised by HighMark.

PARS DIVERSIFIED PORTFOLIOS
BALANCED

Q4 2023

WHY THE PARS DIVERSIFIED BALANCED PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

PORTFOLIO FACTS

HighMark Plus (Active)

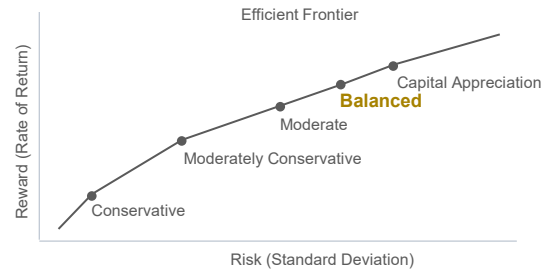
Composite Inception Date 10/2006
No of Holdings in Portfolio 19

Index Plus (Passive)

Composite Inception Date 10/2007
No of Holdings in Portfolio 12

INVESTMENT OBJECTIVE

To provide growth of principal and income. While dividend and interest income are an important component of the objective's total return, it is expected that capital appreciation will comprise a larger portion of the total return.



ASSET ALLOCATION — BALANCED PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	50 – 70%	60%	59%
Fixed Income	30 – 50%	35%	38%
Cash	0 – 20%	5%	3%

ANNUALIZED TOTAL RETURNS

(Gross of Investment Management Fees, but Net of Embedded Fund Fees)

	HighMark Plus Composite (Active)		Index Plus Composite (Passive)	
	Gross	Net	Gross	Net
Current Quarter*	9.84%	9.75%	9.60%	9.50%
Blended Benchmark*, **	9.36%		9.36%	
Year To Date*	15.39%	14.98%	14.31%	13.91%
Blended Benchmark*, **	15.19%		15.19%	
1 Year	15.39%	14.98%	14.31%	13.91%
Blended Benchmark**	15.19%		15.19%	
3 Year	2.89%	2.53%	3.06%	2.69%
Blended Benchmark**	3.46%		3.46%	
5 Year	8.25%	7.86%	7.97%	7.58%
Blended Benchmark**	8.45%		8.45%	
10 Year	6.21%	5.83%	6.05%	5.67%
Blended Benchmark**	6.61%		6.61%	

* Returns less than one year are not annualized. **Breakdown for Blended Benchmark: From 10/1/2012 – Present: 32% S&P500, 6% Russell Mid Cap, 9% Russell 2000, 4% MSCI EM (net), 7% MSCI EAFE (net), 27% Bloomberg US Agg, 6.75% ICE BofA 1-3 Yr US Corp/Gov't, 1.25% ICE BofA US High Yield Master II, 2% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 – 9/30/2012: the blended benchmark was 51% S&P 500, 3% Russell 2000, 6% MSCI EAFE (net), 5% ICE BofA 1-3 Year Corp./Gov't, 30% Bloomberg US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007: the blended benchmark was 60% S&P 500, 5% ICE BofA 1-3Yr Corp./Gov't, 30% Bloomberg US Agg, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS

(Gross of Investment Management Fees, but Net of Embedded Fund Fees)

	HighMark Plus Composite (Active)	Index Plus Composite (Passive)
2008	-25.72%	-23.22%
2009	21.36%	17.62%
2010	14.11%	12.76%
2011	-0.46%	1.60%
2012	13.25%	11.93%
2013	16.61%	15.63%
2014	4.70%	6.08%
2015	0.04%	-0.81%
2016	6.81%	8.26%
2017	15.46%	13.39%
2018	-4.88%	-5.05%
2019	19.85%	19.59%
2020	13.85%	12.07%
2021	11.44%	12.63%
2022	-15.28%	-14.97%
2023	15.39%	14.31%

HOLDINGS

HighMark Plus (Active)

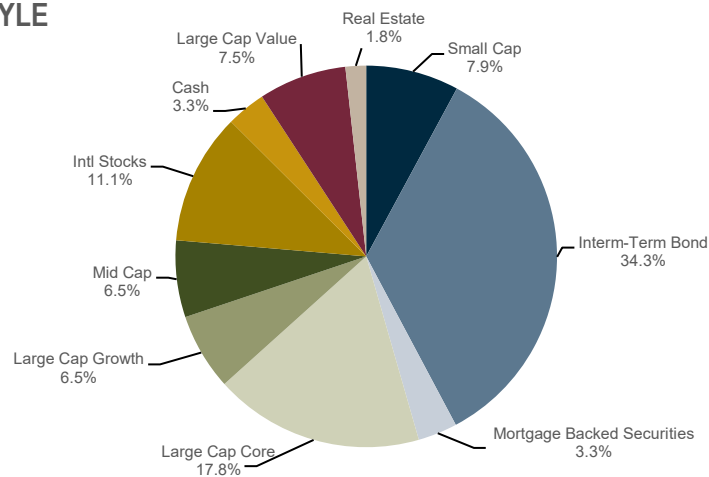
Columbia Contrarian Core I3
 Vanguard Growth & Income Adm
 Dodge & Cox Stock Fund
 iShares S&P 500 Value ETF
 Harbor Capital Appreciation - Retirement
 iShares S&P 500 Growth ETF
 iShares Russell Mid-Cap ETF
 Vanguard Real Estate ETF
 Undiscovered Managers Behavioral Value-R6
 Emerald Growth Fund-I
 DFA Large Cap International Portfolio
 Dodge & Cox International Stock
 MFS International Growth - R6
 Hartford Schroders Emerging Markets Eq
 iShares MBS ETF
 Dodge & Cox Income-I
 PGIM Total Return Bond - R6
 DoubleLine Core Fixed Income - I
 First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
 iShares S&P 500 Value ETF
 iShares S&P 500 Growth ETF
 iShares Russell Mid-Cap ETF
 Vanguard Real Estate ETF
 iShares Russell 2000 Value ETF
 iShares Russell 2000 Growth ETF
 iShares Core MSCI EAFE ETF
 Vanguard FTSE Emerging Markets ETF
 iShares MBS ETF
 iShares Core U.S. Aggregate
 First American Government Obligations Z

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent size-weighted composites of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Balanced active and passive objectives.

The composite name has been changed from PARS Balanced/Moderately Aggressive to PARS Balanced on 5/1/2013. The adviser to the PARS portfolios is U.S. Bank, and HighMark serves as sub-adviser to U.S. Bank to manage these portfolios. U.S. Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. U.S. Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with U.S. Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA U.S. High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark) is an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bank National Association ("U.S. Bank"). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of HighMark. HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. Individual account management and construction will vary depending on each client's investment needs and objectives. U.S. Bank provides certain services to HighMark and is compensated for these services. **Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.**

HIGHMARK CAPITAL MANAGEMENT

350 California Street
 Suite 1600
 San Francisco, CA 94104
 800-582-4734

ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 100 years (including predecessor organizations) of institutional money management experience with \$9.2 billion in assets under management*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

ABOUT THE PORTFOLIO MANAGEMENT TEAM

Andrew Brown, CFA®

Senior Portfolio Manager
 Investment Experience: since 1994
 HighMark Tenure: since 1997
 Education: MBA, University of Southern California; BA, University of Southern California

Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager
 Investment Experience: since 2004
 HighMark Tenure: since 2014
 Education: BA, Colgate University

J. Keith Stribling, CFA®

Senior Portfolio Manager
 Investment Experience: since 1985
 HighMark Tenure: since 1995
 Education: BA, Stetson University

Christiane Tsuda

Senior Portfolio Manager
 Investment Experience: since 1987
 HighMark Tenure: since 2010
 Education: BA, International Christian University, Tokyo

Anne Wimmer, CFA®

Senior Portfolio Manager
 Investment Experience: since 1987
 HighMark Tenure: since 2007
 Education: BA, University of California, Santa Barbara

Asset Allocation Committee

Number of Members: 10
 Average Years of Experience: 29
 Average Tenure (Years): 18

Manager Review Group

Number of Members: 3
 Average Years of Experience: 29
 Average Tenure (Years): 13

*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. As of 6/1/2023 HighMark previously listed Assets under Advisement ("AUA") are no longer advised by HighMark.

PARS DIVERSIFIED PORTFOLIOS CAPITAL APPRECIATION

Q4 2023

WHY THE PARS DIVERSIFIED CAPITAL APPRECIATION PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

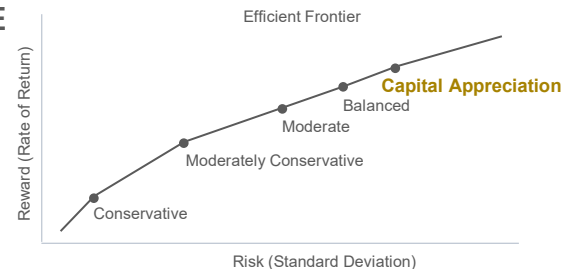
PORTFOLIO FACTS

Consolidated Composite

Composite Inception Date	01/2009
No of Holdings in Portfolio	19

INVESTMENT OBJECTIVE

To provide growth of principal. The major portion of the assets are invested in equity securities and market fluctuations are expected.



ASSET ALLOCATION — CAPITAL APPRECIATION PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	65 - 85%	75%	74%
Fixed Income	10 - 30%	20%	22%
Cash	0 - 20%	5%	4%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

Consolidated Composite

	Gross	Net
Current Quarter*	10.40%	10.30%
Blended Benchmark*, **	10.22%	
Year To Date*	17.32%	16.91%
Blended Benchmark*, **	17.62%	
1 Year	17.32%	16.91%
Blended Benchmark**	17.62%	
3 Year	4.22%	3.84%
Blended Benchmark**	4.74%	
5 Year	9.71%	9.32%
Blended Benchmark**	10.05%	
10 Year	7.23%	6.85%
Blended Benchmark**	7.64%	

* Returns less than one year are not annualized. **Breakdown for Blended Benchmark: 39.5% S&P500, 7.5% Russell Mid Cap, 10.5% Russell 2000, 5.25% MSCI EM (net), 10.25% MSCI EAFE (net), 16% Bloomberg US Agg, 3% ICE BofA 1-3 Yr US Corp/Gov't, 1% ICE BofA US High Yield Master II, 2% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

Consolidated Composite

2008	N/A
2009	23.77%
2010	12.95%
2011	-1.35%
2012	13.87%
2013	20.33%
2014	6.05%
2015	-0.26%
2016	8.79%
2017	16.72%
2018	-5.82%
2019	22.62%
2020	14.50%
2021	14.96%
2022	-16.08%
2023	17.32%

HOLDINGS

HighMark Plus (Active)

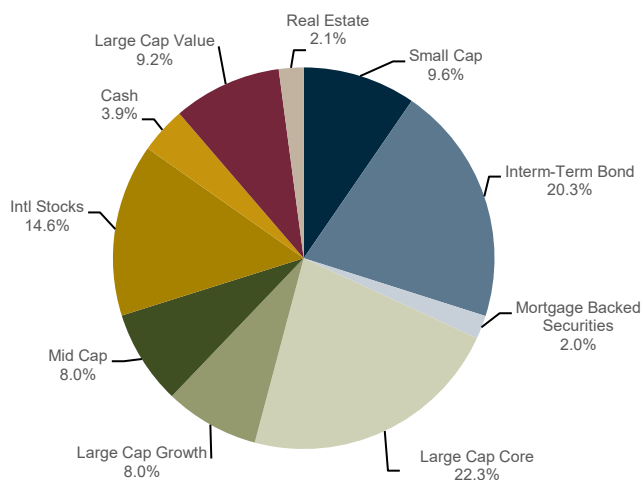
Columbia Contrarian Core I3
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iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
Undiscovered Managers Behavioral Value-R6
Emerald Growth Fund-I
DFA Large Cap International Portfolio
Dodge & Cox International Stock
MFS International Growth - R6
Hartford Schroders Emerging Markets Eq
iShares MBS ETF
Dodge & Cox Income-I
PGIM Total Return Bond - R6
DoubleLine Core Fixed Income - I
First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
iShares S&P 500 Value ETF
iShares S&P 500 Growth ETF
iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
iShares Russell 2000 Value ETF
iShares Russell 2000 Growth ETF
iShares Core MSCI EAFE ETF
Vanguard FTSE Emerging Markets ETF
iShares MBS ETF
iShares Core U.S. Aggregate
First American Government Obligations Z

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent a size-weighted composite of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Capital Appreciation active and passive objectives.

The adviser to the PARS portfolios is U.S. Bank, and HighMark serves as sub-adviser to U.S. Bank to manage these portfolios. U.S. Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. U.S. Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with U.S. Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA U.S. High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark) is an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bank National Association ("U.S. Bank"). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of HighMark. HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. Individual account management and construction will vary depending on each client's investment needs and objectives. U.S. Bank provides certain services to HighMark and is compensated for these services. **Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.**

HIGHMARK CAPITAL MANAGEMENT

350 California Street
Suite 1600
San Francisco, CA 94104
800-582-4734

ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 100 years (including predecessor organizations) of institutional money management experience with \$9.2 billion in assets under management*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

ABOUT THE PORTFOLIO MANAGEMENT TEAM

Andrew Brown, CFA®

Senior Portfolio Manager
Investment Experience: since 1994
HighMark Tenure: since 1997
Education: MBA, University of Southern California; BA, University of Southern California

Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager
Investment Experience: since 2004
HighMark Tenure: since 2014
Education: BA, Colgate University

J. Keith Stribling, CFA®

Senior Portfolio Manager
Investment Experience: since 1985
HighMark Tenure: since 1995
Education: BA, Stetson University

Christiane Tsuda

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2010
Education: BA, International Christian University, Tokyo

Anne Wimmer, CFA®

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2007
Education: BA, University of California, Santa Barbara

Asset Allocation Committee

Number of Members: 10
Average Years of Experience: 29
Average Tenure (Years): 18

Manager Review Group

Number of Members: 3
Average Years of Experience: 29
Average Tenure (Years): 13

*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. As of 6/1/2023 HighMark previously listed Assets under Advisement ("AJA") are no longer advised by HighMark.



Item 4B

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

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

Statement of Revenues, Expenditures and Change in Fund Balance

Total revenues received from July 1 through January 31, 2024 (YTD) were \$ 4.6 million, total expenditures YTD were \$ 3.8 million; and the change in fund balance was \$ 791 thousand. The District had \$ 7.4 million in cash available in County Treasury and \$ 2.8 million in Cal CLASS.

	General	Capital	Total
	Fund	Fund	Funds
Beginning Fund Balance 7/1/2023:	\$ 9,062,890	\$ 754,020	\$ 9,816,910
Revenues/Resources	\$ 4,576,148	\$ 12,493	\$ 4,588,641
Due To (From) Funds	\$ -	\$ -	\$ -
Prior Year Adjustment	\$ 3,606	\$ -	\$ 3,606
Expenditures	\$ 3,741,963	\$ 55,935	\$ 3,797,898
Change in Fund Balance	834,185	(43,442)	\$ 790,743
* Ending Fund Balance	\$ 9,900,681	\$ 710,578	\$ 10,611,259

* Components of Fund Balance:			
Nonspendable (Inventory)	\$ 143,930	\$ -	\$ 143,930
Pension Rate Stabilization Reserve	\$ 110,183		\$ 110,183
Assigned (Capital Improvements)	\$ -	\$ 710,578	\$ 710,578
Public Health Emergency Fund	\$ 800,000	\$ -	\$ 800,000
Natural Disaster Emergency Fund	\$ 650,000	\$ -	\$ 650,000
Real Property Acquisiton Fund	\$ 2,434,670	\$ -	\$ 2,434,670
Debt Service Repayment Fund	\$ 1,000,000	\$ -	\$ 1,000,000
Unrestricted Fund Balance	\$ 4,761,898	\$ -	\$ 4,761,898
Total	\$ 9,900,681	\$ 710,578	\$ 10,611,259



Budget Variances

Revenues

Actual revenues received through January 31, 2024, were over budget by \$ 387,357 resulting from Other Revenue (\$157,184); Program Revenue (\$-30,420); Property Tax Revenue (-\$59,926); Other Tax Revenue (\$320,519). These variances are the result of timing differences between the monthly estimates used for the budget and actual receipts of revenue on a monthly basis.

Expenditures

Expenditures through January 31, were under budget by \$ 770,977, primarily due to the timing of expenditures contained in the table below:

Budget Category	Over/ Under	Variance	% of YTD Budget	Explanation
Salaries & Wages	Under	\$55,840	96.9%	Timing of expenditures both permanent and seasonal employees
Employee Benefits	Over	\$41,948	104.9%	Increased use of employee fringe benefits
Administration	Under	\$24,994	87.5%	Timing of PEIR expenditures
Insurance	Under	\$10,457	94.5%	Budgetary savings of insurance premiums
Facility Maintenance	Under	\$15,674	50.8%	Timing of facility maintenance expenditures
Operations	Under	\$35,927	73.9%	Timing of pesticide and helicopter exp.
Capital Improvements	Under	\$679,264	7.6%	Timing of expend. related to N. Carolan
Fleet Maintenance	Under	\$13,357	63.7%	Timing of Fleet Maint. Exp.
Public Outreach	Over	\$15,275	128.9%	Timing of Public Outreach Exp.

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 \$ 10,000.

Questions

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

Approval

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



Attachments:

1. Statement of Financial Position/Balance Sheet

2. Statement of Revenues, Expenditures and Change in Fund Balance

3. Budget Variance Reports

Month

YTD

YTD compared with adopted budget

4. Accounts Receivable Aging Summary

On the January 31, 2024 summary, accounts receivable outstanding greater than 90 days total is \$ 65,315 from the California Invasive Plant Council (\$33,591), City of Redwood City Public Works department \$3,752), San Francisco Parks Dept. (\$11,459), San Francisco Airport (\$563), and Stanford University – Jasper Ridge (\$15,949). As of February 28, 2024, total receivables outstanding from all sources over 90 days is \$ 13,635, principally from the California Invasive Plant Council. Staff are currently contacting agencies to ensure collections.

5. Cash Activity & Reconciliation to County

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

6. Payroll Disbursement

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

7. Check Detail

This month, the District wrote General Fund checks numbers from 2474 to 2558. Last month's check number ended at 2473. All checks written were to vendors on account, retired employees, or reimbursements to current employees, per District policy. In January 2024, 85 checks written from the General Fund totaled \$ 271,096.80. In addition, the District wrote 2 check from the Capital Fund totaling \$13,192.27 (check numbers 1267 & 1268).

8. Purchase Card Report and Bank Statement

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

San Mateo County Mosquito & Vector Control District
Balance Sheet
As of Jan 31, 2024

	Total Jan 31, 24	General Fund	Capital Fund
ASSETS			
Current Assets			
Checking/Savings			
1010 · Cash-County Treasury-GF x2706	6,715,308	6,715,308	
1013 · Checking -US Bank - GF x3353	(43,379)	(43,379)	
1018 · Cash-Cal CLASS	2,751,855	2,751,855	
1020 · Cash-County Treasury-CPF x2705	710,516		710,516
1023 · Checking -US Bank - CPF x4183	-		-
1026 · County Funds - FMV	(262,567)	(263,017)	450
1030 · Petty Cash	400	400	
1035 · PARS Pension Rate Stabilization	114,879	114,879	
Total Checking/Savings	9,987,012	9,276,046	710,966
Accounts Receivable			
1100 · Accounts Receivable	68,075	68,075	
1105 · Interest Receivable	-	-	-
Total Accounts Receivable	68,075	68,075	-
Other Current Assets			
1220 · VCJPA-Member Contingency Fund	494,980	494,980	
1230 · Pesticide Inventory	160,226	160,226	
Total Other Current Assets	655,206	655,206	-
Total Current Assets	10,710,293	9,999,327	710,966
TOTAL ASSETS	10,710,293	9,999,327	710,966
LIABILITIES & FUND BALANCE			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	99,035	98,646	388
Total Accounts Payable	99,035	98,646	388
Credit Cards			
1040 · US Bank Purchase Card	-	-	-
Total Credit Cards	-	-	-
Other Current Liabilities			
2200 · Accrued Wages	-	-	-
Total Other Current Liabilities	-	-	-
Total Current Liabilities	99,035	98,646	388
Total Liabilities	99,035	98,646	388
Fund Balance			
Beginning Fund Balance, 7/1/2023	9,816,910	9,062,890	754,020
Due To (From) Funds	-	-	-
Prior Year Adjustment	3,606	3,606	-
Revenues Over Expenditures	790,743	834,185	(43,442)
Ending Fund Balance *	10,611,259	9,900,681	710,578
TOTAL LIABILITIES & FUND BALANCE	10,710,293	9,999,327	710,966
* COMPONENTS OF ENDING FUND BALANCE			
Nonspendable (Inventory)	143,930	143,930	-
Pension Rate Stabilization Reserve	110,183	110,183	-
Assigned (Capital Improvements)	710,578	-	710,578
Public Health Emergency Fund	800,000	800,000	-
Natural Disaster Emergency Fund	650,000	650,000	-
Real Property Acquisition Fund	2,434,670	2,434,670	-
Debt Service Repayment Fund	1,000,000	1,000,000	-
Unrestricted Fund Balance (Includes Working Capital)	4,761,898	4,761,898	-
Total Fund Balance	10,611,259	9,900,681	710,578

	General	Capital	Total
	Fund	Fund	Funds
Beginning Fund Balance 7/1/2023:	\$ 9,062,890	\$ 754,020	\$ 9,816,910
Revenues/Resources	\$ 4,576,148	\$ 12,493	\$ 4,588,641
Due To (From) Funds	\$ -	\$ -	\$ -
Prior Year Adjustment	\$ 3,606	\$ -	\$ 3,606
Expenditures	\$ 3,741,963	\$ 55,935	\$ 3,797,898
Change in Fund Balance	834,185	(43,442)	\$ 790,743
* Ending Fund Balance	\$ 9,900,681	\$ 710,578	\$ 10,611,259

* Components of Fund Balance:			
Nonspendable (Inventory)	\$ 143,930	\$ -	\$ 143,930
Pension Rate Stabilization Reserve	\$ 110,183		\$ 110,183
Assigned (Capital Improvements)	\$ -	\$ 710,578	\$ 710,578
Public Health Emergency Fund	\$ 800,000	\$ -	\$ 800,000
Natural Disaster Emergency Fund	\$ 650,000	\$ -	\$ 650,000
Real Property Acquisiton Fund	\$ 2,434,670	\$ -	\$ 2,434,670
Debt Service Repayment Fund	\$ 1,000,000	\$ -	\$ 1,000,000
Unrestricted Fund Balance	\$ 4,761,898	\$ -	\$ 4,761,898
Total	\$ 9,900,681	\$ 710,578	\$ 10,611,259

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

Month of Report:
January, 2024

GENERAL FUND:

Ordinary Revenues/Expenditures

Revenues

	Annual Budget	YTD Actual	Annual Variance	%	YTD Budget	YTD Variance	%	Monthly Budget	Monthly Actual	Monthly Variance	%
Total 4000 · PROGRAM REVENUES	2,506,718	1,516,427	(990,291)	60.5%	1,546,847	(30,420)	98.0%	239,662	221,970	(17,692)	92.6%
Total 4100 · PROPERTY TAX REVENUES	3,592,034	2,068,782	(1,523,252)	57.6%	2,128,708	(59,926)	97.2%	304,436	275,952	(28,484)	90.6%
Total 4200 · OTHER TAX REVENUES	799,499	794,302	(5,197)	99.3%	473,783	320,519	167.7%	67,763	332,649	264,886	490.9%
Total 4300 · OTHER REVENUES	115,848	196,637	80,789	169.7%	51,946	144,691	378.5%	33,797	77,094	43,297	228.1%

Total Revenues

	7,014,099	4,576,148	(2,437,951)	65.2%	4,201,284	374,864	108.9%	645,658	907,665	262,007	140.6%
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Expenditures

Total 5000 · SALARIES & WAGES	3,277,706	1,774,676	1,503,030	54.1%	1,830,516	(55,840)	96.9%	264,092	231,433	(32,659)	87.6%
Total 5100 · EMPLOYEE BENEFITS	1,344,973	892,793	452,180	66.4%	850,845	41,948	104.9%	97,284	106,530	9,246	109.5%
Total 5200 · TRAINING - BOARD & STAFF	73,010	49,330	23,680	67.6%	49,027	303	100.6%	10,265	4,138	(6,127)	40.3%
Total 5300 · ADMINISTRATION	412,667	174,957	237,710	42.4%	200,358	(25,401)	87.3%	21,479	20,441	(1,038)	95.2%
Total 5400 · INSURANCE	188,516	178,059	10,457	94.5%	188,516	(10,457)	94.5%	-	-	-	0.0%
Total 5450 · COMPUTER HARDWARE & SOFTWARE	102,816	46,227	56,589	45.0%	45,401	826	101.8%	6,483	6,291	(192)	97.0%
Total 5500 · FACILITIES MAINTENANCE	54,640	16,201	38,439	29.7%	31,875	(15,674)	50.8%	4,553	2,271	(2,282)	49.9%
Total 5550 · UTILITIES	64,264	43,453	20,811	67.6%	38,048	5,405	114.2%	5,914	9,006	3,092	152.3%
Total 5600 · FLEET MAINTENANCE	64,650	23,443	41,207	36.3%	36,800	(13,357)	63.7%	4,470	940	(3,530)	21.0%
Total 5700 · OPERATIONS	284,821	101,601	183,220	35.7%	137,529	(35,928)	73.9%	32,741	9,480	(23,261)	29.0%
Total 5800 · LABORATORY	95,653	55,161	40,492	57.7%	54,378	783	101.4%	11,693	4,704	(6,989)	40.2%
Total 5900 · PUBLIC OUTREACH	133,369	67,969	65,400	51.0%	52,695	15,274	129.0%	9,583	16,549	6,966	172.7%
Total 6500 · DEBT SERVICE	318,094	318,094	(0)	100.0%	318,094	(0)	100.0%	-	-	-	0.0%

Total Expenditures

	6,415,179	3,741,963	(2,673,216)	58.3%	3,834,082	(92,119)	97.6%	468,557	411,784	(56,773)	87.9%
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General Fund Net Revenues Over Expenditures

	598,920	834,185	235,265		367,202	466,983		177,101	495,881	318,780	
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CAPITAL IMPROVEMENT FUND:

Total 6000 · CAPITAL IMPROVEMENTS REVENUE	-	12,493	(12,493)	0.0%	-	12,493	0.0%	-	6,371	6,371	0.0%
Total 6000 · CAPITAL IMPROVEMENTS EXPENDITURES	2,599,626	55,935	2,543,691	2.2%	734,793	(678,858)	7.6%	5,827	3,600	(2,227)	61.8%

Capital Improvement Fund Net Revenue Over Expenditures

	(2,599,626)	(43,442)	2,556,184		(734,793)	691,351		(5,827)	2,771	8,598	
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San Mateo County Mosquito & Vector Control District
Statement of Revenues, Expenses & Changes- Budget vs. Actual
 July 2023 through January 2024

Ordinary Income/Expense	Jul '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Income				
4000 · PROGRAM REVENUES				
4010 · Service Abatement Revenue -2451	143,767.16	140,978.00	2,789.16	101.98%
4020 · Special Benefit Assessmnt-2031	1,082,830.21	1,109,026.00	-26,195.79	97.64%
4030 · Special Mosquito Tax - 2439	289,829.43	296,843.00	-7,013.57	97.64%
Total 4000 · PROGRAM REVENUES	1,516,426.80	1,546,847.00	-30,420.20	98.03%
4100 · PROPERTY TAX REVENUES				
4105 · Current - Secured - 1021	1,909,624.56	1,970,015.00	-60,390.44	96.94%
4110 · Current - Unsecured - 1031	110,155.86	77,212.00	32,943.86	142.67%
4115 · Prior Year - Unsecured - 1033	399.87	592.00	-192.13	67.55%
4120 · Current -Secured SB813-1041	40,546.09	73,482.00	-32,935.91	55.18%
4130 · Prior Y. Unsecured SB813-1042	373.22	415.00	-41.78	89.93%
4140 · State Homeowner Prop-1831	4,923.76	6,992.00	-2,068.24	70.42%
4160 · Prior Year - 1043, 1045	2,758.72		2,758.72	100.0%
Total 4100 · PROPERTY TAX REVENUES	2,068,782.08	2,128,708.00	-59,925.92	97.19%
4200 · OTHER TAX REVENUES				
4210 · ERAF Rebate-1046	648,090.25	340,448.00	307,642.25	190.36%
4220 · Redevelop Passthrough-1024,2647	146,211.91	133,335.00	12,876.91	109.66%
Total 4200 · OTHER TAX REVENUES	794,302.16	473,783.00	320,519.16	167.65%
4300 · OTHER REVENUES				
4310 · Interest Earned (Cnty GF+VCJPA)	121,428.33	36,400.00	85,028.33	333.59%
4311 · Interest Earned (Cnty Cap Fund)	12,493.19	8,048.00	4,445.19	155.23%
4312 · Interest (Cal CLASS)	50,117.00		50,117.00	100.0%
4340 · VCJPA / Misc. Income -2658	25,091.58	7,498.00	17,593.58	334.64%
Total 4300 · OTHER REVENUES	209,130.10	51,946.00	157,184.10	402.59%
Total Income	4,588,641.14	4,201,284.00	387,357.14	109.22%
Expense				
5000 · SALARIES & WAGES				
5010 · Permanent Employees	1,529,360.51	1,603,737.00	-74,376.49	95.36%
5015 · Limited Term Employees	113,215.20	117,424.00	-4,208.80	96.42%
5020 · Seasonal Employees	121,999.87	95,281.00	26,718.87	128.04%
5040 · Board Trustees Meeting Stipend	10,100.00	14,074.00	-3,974.00	71.76%
Total 5000 · SALARIES & WAGES	1,774,675.58	1,830,516.00	-55,840.42	96.95%
5100 · EMPLOYEE BENEFITS				
5110 · Retirement - Employer Contribut	416,536.56	440,561.00	-24,024.44	94.55%
5115 · Retirement - Employee Contribut	9,637.81		9,637.81	100.0%
5116 · Alternate Retire-Employee Contr	606.51		606.51	100.0%
5125 · Actives - Medical Insurance	208,871.66	203,337.00	5,534.66	102.72%
5130 · Actives - HRA Health Reimb Acct	13,656.00	7,137.00	6,519.00	191.34%
5135 · Actives - Dental Insurance	19,279.26	17,135.00	2,144.26	112.51%
5140 · Actives - Dental Reimbursement	1,798.00	184.00	1,614.00	977.17%
5145 · Actives - Vision Insurance	3,374.14	3,426.00	-51.86	98.49%
5150 · Group Life Insurance	731.50	824.00	-92.50	88.77%
5155 · Retirees - HRA & Prescrip Reimb	4,658.60		4,658.60	100.0%
5160 · Retirees - HRA & Medical Reimb	25,771.56		25,771.56	100.0%
5165 · Long Term Disability - Standard	10,211.39	10,181.00	30.39	100.3%
5170 · Actives - Other Benefits	1,669.16		1,669.16	100.0%
5175 · Social Security & Medicare Tax	33,728.28	33,460.00	268.28	100.8%
5180 · CA Unemployment/Disability Tax	11,153.50	9,559.00	1,594.50	116.68%
5182 · Workers Compensation	123,913.00	125,041.00	-1,128.00	99.1%
5185 · Actives - Deferred Compensation	7,195.74		7,195.74	100.0%
Total 5100 · EMPLOYEE BENEFITS	892,792.67	850,845.00	41,947.67	104.93%
5200 · TRAINING - BOARD & STAFF				
5205 · Coastal Regional Continuing Ed.	5,094.00	2,828.00	2,266.00	180.13%
5210 · Conferences / Workshops Board	12,326.16	16,506.00	-4,179.84	74.68%
5215 · Conferences / Workshops Staff	31,644.83	29,239.00	2,405.83	108.23%
5220 · Staff Training	265.00	454.00	-189.00	58.37%
Total 5200 · TRAINING - BOARD & STAFF	49,329.99	49,027.00	302.99	100.62%
5300 · ADMINISTRATION				
5305 · Board Meeting Expenses	11,066.95	3,710.00	7,356.95	298.3%
5310 · Background / drug screening	336.86	620.00	-283.14	54.33%
5315 · County Accounting Service Chgs	0.00	17,518.00	-17,518.00	0.0%
5325 · HR & Finance Consultant	7,653.34	2,475.00	5,178.34	309.23%
5330 · Memberships & Subscriptions	26,711.76	25,121.00	1,590.76	106.33%
5335 · Office Expense	5,874.53	8,089.00	-2,214.47	72.62%
5340 · Janitorial/Household Expense	18,031.92	17,052.00	979.92	105.75%
5345 · Prof. Services - Engineer Rpt	25,163.40	24,210.00	953.40	103.94%
5350 · Legal Services	22,010.50	23,335.00	-1,324.50	94.32%
5355 · Property Tax Stormwater Assess	3,426.00	5,651.00	-2,225.00	60.63%
5360 · Permits	5,962.00	7,950.00	-1,988.00	74.99%

San Mateo County Mosquito & Vector Control District
Statement of Revenues, Expenses & Changes- Budget vs. Actual
 July 2023 through January 2024

	<u>Jul '23 - Jan 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5365 · CEQA / PEIR	0.00	25,000.00	-25,000.00	0.0%
5375 · Audit	30,882.00	22,342.00	8,540.00	138.22%
5380 · Copier and postage	3,346.70	3,772.00	-425.30	88.73%
5385 · Security and fire alarm	8,373.68	7,303.00	1,070.68	114.66%
5390 · Payroll Service	5,649.50	5,321.00	328.50	106.17%
5395 · Bank Fees (County General Fund)	467.69	746.00	-278.31	62.69%
5396 · Bank Fees (County Capital Fund)	406.86	143.00	263.86	284.52%
5399 · Facility Lease	0.00	0.00	0.00	0.0%
Total 5300 · ADMINISTRATION	175,363.69	200,358.00	-24,994.31	87.53%
5400 · INSURANCE				
5410 · Liability Insurance - VCJPA	117,407.00	120,591.00	-3,184.00	97.36%
5415 · Auto Physical Damage	3,907.00	3,909.00	-2.00	99.95%
5420 · Group Property Program	39,448.00	41,730.00	-2,282.00	94.53%
5425 · VCJPA - General Fund Allocation	3,529.00	1,984.00	1,545.00	177.87%
5430 · Group Fidelity	5,714.00	7,016.00	-1,302.00	81.44%
5435 · Non-owned Aircraft	4,625.00	5,088.00	-463.00	90.9%
5436 · Cyber Liability	2,950.95	8,198.00	-5,247.05	36.0%
5445 · Business Travel Accident Ins	478.00		478.00	100.0%
Total 5400 · INSURANCE	178,058.95	188,516.00	-10,457.05	94.45%
5450 · COMPUTER HARDWARE & SOFTWARE				
5455 · IT Consulting - Compu-Data	140.00	4,085.00	-3,945.00	3.43%
5460 · Computer Hardware	9,020.85	14,585.00	-5,564.15	61.85%
5465 · Computer Software	16,537.36	20,420.00	-3,882.64	80.99%
5470 · Database & Mapping - License	12,500.00	0.00	12,500.00	100.0%
5475 · Website Hosting / Microsoft	8,028.92	6,311.00	1,717.92	127.22%
Total 5450 · COMPUTER HARDWARE & SOFTWARE	46,227.13	45,401.00	826.13	101.82%
5500 · FACILITIES MAINTENANCE				
5505 · Facility - Repairs & Maint	16,201.12	31,875.00	-15,673.88	50.83%
Total 5500 · FACILITIES MAINTENANCE	16,201.12	31,875.00	-15,673.88	50.83%
5550 · UTILITIES				
5560 · Gas & Electricity - PG&E	20,066.19	13,711.00	6,355.19	146.35%
5565 · Water	3,472.80	4,474.00	-1,001.20	77.62%
5570 · Phone - VOIP - Fusion/MegaPath	3,689.31	3,921.00	-231.69	94.09%
5575 · Phone - Land Line-AT&T/Comcast	2,785.66	2,653.00	132.66	105.0%
5580 · Phone - Mobile Devices-Verizon	13,439.02	13,289.00	150.02	101.13%
Total 5550 · UTILITIES	43,452.98	38,048.00	5,404.98	114.21%
5600 · FLEET MAINTENANCE				
5610 · Garage Tools	3,454.63	5,255.00	-1,800.37	65.74%
5615 · Garage Repairs Outside	6,590.86	4,960.00	1,630.86	132.88%
5620 · Auto, Hotsy, Plug, Boat, Traile	10,072.66	11,750.00	-1,677.34	85.73%
5630 · Ops Equipment & Repairs	3,324.47	9,335.00	-6,010.53	35.61%
5635 · Vehicle Accident Insur Claims	0.00	5,500.00	-5,500.00	0.0%
Total 5600 · FLEET MAINTENANCE	23,442.62	36,800.00	-13,357.38	63.7%
5700 · OPERATIONS				
5705 · Pesticides	42,173.16	34,298.00	7,875.16	122.96%
5715 · Helicopter	8,600.00	45,000.00	-36,400.00	19.11%
5720 · Safety Equipment	1,872.79	4,833.00	-2,960.21	38.75%
5725 · Apparel - Uniforms & Boots	6,135.48	8,923.00	-2,787.52	68.76%
5730 · Mosquito Fish	1,737.28	2,475.00	-737.72	70.19%
5735 · Fuel	41,082.31	42,000.00	-917.69	97.82%
Total 5700 · OPERATIONS	101,601.02	137,529.00	-35,927.98	73.88%
5800 · LABORATORY				
5805 · Disease Surveillance	2,893.35	6,617.00	-3,723.65	43.73%
5810 · Sentinel Chicken Flocks/Supply	302.23	1,855.00	-1,552.77	16.29%
5815 · Mosquito Blood	2,443.00	2,643.00	-200.00	92.43%
5820 · Dry Ice	7,609.89	7,585.00	24.89	100.33%
5825 · Lab Supplies	3,533.11	5,565.00	-2,031.89	63.49%
5830 · Lab Biowaste Disposal	743.60	803.00	-59.40	92.6%
5835 · Lab Equip. Repair	0.00	2,000.00	-2,000.00	0.0%
5840 · Lab Equip. Maintenance	3,272.99	3,000.00	272.99	109.1%
5845 · Lab PCR Supplies	21,593.36	13,810.00	7,783.36	156.36%
5850 · Lab PCR Maintenance	12,769.56	10,500.00	2,269.56	121.62%
Total 5800 · LABORATORY	55,161.09	54,378.00	783.09	101.44%
5900 · PUBLIC OUTREACH				
5910 · Media and Network	57,169.60	40,539.00	16,630.60	141.02%
5920 · Promotion & Printing	10,799.49	12,156.00	-1,356.51	88.84%
Total 5900 · PUBLIC OUTREACH	67,969.09	52,695.00	15,274.09	128.99%
6000 · CAPITAL IMPROVEMENTS				
6010 · Building Improvements	388.50	600,000.00	-599,611.50	0.07%
6020 · Equipment - Operations & Admin	30,343.57	14,000.00	16,343.57	216.74%
6025 · Software	0.00	80,000.00	-80,000.00	0.0%

San Mateo County Mosquito & Vector Control District
Statement of Revenues, Expenses & Changes- Budget vs. Actual
 July 2023 through January 2024

	<u>Jul '23 - Jan 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6030 · Vehicle Leases	24,796.31	40,793.00	-15,996.69	60.79%
Total 6000 · CAPITAL IMPROVEMENTS	55,528.38	734,793.00	-679,264.62	7.56%
6500 · DEBT SERVICE				
6510 · Principal Payments	213,177.02	213,177.00	0.02	100.0%
6520 · Interest Payments	104,917.10	104,917.00	0.10	100.0%
Total 6500 · DEBT SERVICE	318,094.12	318,094.00	0.12	100.0%
Total Expense	3,797,898.43	4,568,875.00	-770,976.57	83.13%
Net Ordinary Income	790,742.71	-367,591.00	1,158,333.71	-215.12%
Other Income/Expense				
Other Income				
Transfer In	0.00	0.00	0.00	0.0%
Total Other Income	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	790,742.71	-367,591.00	1,158,333.71	-215.12%

San Mateo County Mosquito & Vector Control District
Statement of Revenues, Expenses & Changes- Budget vs. Actual
 January 2024

	<u>Jan 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4000 · PROGRAM REVENUES				
4010 · Service Abatement Revenue -2451	1,608.39	2,619.00	-1,010.61	61.41%
4020 · Special Benefit Assessmnt-2031	175,139.05	188,065.00	-12,925.95	93.13%
4030 · Special Mosquito Tax - 2439	45,222.21	48,978.00	-3,755.79	92.33%
Total 4000 · PROGRAM REVENUES	221,969.65	239,662.00	-17,692.35	92.62%
4100 · PROPERTY TAX REVENUES				
4105 · Current - Secured - 1021	253,973.00	281,764.00	-27,791.00	90.14%
4110 · Current - Unsecured - 1031	0.00	11,018.00	-11,018.00	0.0%
4115 · Prior Year - Unsecured - 1033	0.00	85.00	-85.00	0.0%
4120 · Current -Secured SB813-1041	15,762.76	10,510.00	5,252.76	149.98%
4130 · Prior Y. Unsecured SB813-1042	11.32	59.00	-47.68	19.19%
4140 · State Homeowner Prop-1831	3,446.63	1,000.00	2,446.63	344.66%
4160 · Prior Year - 1043, 1045	2,758.72		2,758.72	100.0%
Total 4100 · PROPERTY TAX REVENUES	275,952.43	304,436.00	-28,483.57	90.64%
4200 · OTHER TAX REVENUES				
4210 · ERAF Rebate-1046	332,649.34	48,693.00	283,956.34	683.16%
4220 · Redevelop Passthrough-1024,2647	0.00	19,070.00	-19,070.00	0.0%
Total 4200 · OTHER TAX REVENUES	332,649.34	67,763.00	264,886.34	490.9%
4300 · OTHER REVENUES				
4310 · Interest Earned (Cnty GF+VCJPA)	42,392.01	22,844.00	19,548.01	185.57%
4311 · Interest Earned (Cnty Cap Fund)	6,370.57	4,854.00	1,516.57	131.24%
4312 · Interest (Cal CLASS)	12,754.20		12,754.20	100.0%
4340 · VCJPA / Misc. Income -2658	21,947.86	6,099.00	15,848.86	359.86%
Total 4300 · OTHER REVENUES	83,464.64	33,797.00	49,667.64	246.96%
Total Income	914,036.06	645,658.00	268,378.06	141.57%
Expense				
5000 · SALARIES & WAGES				
5010 · Permanent Employees	213,659.06	231,375.00	-17,715.94	92.34%
5015 · Limited Term Employees	16,173.60	16,941.00	-767.40	95.47%
5020 · Seasonal Employees	0.00	13,746.00	-13,746.00	0.0%
5040 · Board Trustees Meeting Stipend	1,600.00	2,030.00	-430.00	78.82%
Total 5000 · SALARIES & WAGES	231,432.66	264,092.00	-32,659.34	87.63%
5100 · EMPLOYEE BENEFITS				
5110 · Retirement - Employer Contribut	53,830.89	56,088.00	-2,257.11	95.98%
5115 · Retirement - Employee Contribut	167.56		167.56	100.0%
5116 · Alternate Retire-Employee Contr	0.00		0.00	0.0%
5125 · Actives - Medical Insurance	31,740.43	30,367.00	1,373.43	104.52%
5130 · Actives - HRA Health Reimb Acct	0.00	0.00	0.00	0.0%
5135 · Actives - Dental Insurance	2,754.18	2,621.00	133.18	105.08%
5140 · Actives - Dental Reimbursement	0.00	0.00	0.00	0.0%
5145 · Actives - Vision Insurance	482.02	490.00	-7.98	98.37%
5150 · Group Life Insurance	104.50	118.00	-13.50	88.56%
5160 · Retirees - HRA & Medical Reimb	1,161.36		1,161.36	100.0%
5165 · Long Term Disability - Standard	1,458.77	1,454.00	4.77	100.33%
5170 · Actives - Other Benefits	1,669.16		1,669.16	100.0%
5175 · Social Security & Medicare Tax	3,428.67	4,780.00	-1,351.33	71.73%
5180 · CA Unemployment/Disability Tax	9,405.97	1,366.00	8,039.97	688.58%
5185 · Actives - Deferred Compensation	326.26		326.26	100.0%
Total 5100 · EMPLOYEE BENEFITS	106,529.77	97,284.00	9,245.77	109.5%
5200 · TRAINING - BOARD & STAFF				
5205 · Coastal Regional Continuing Ed.	0.00	0.00	0.00	0.0%
5210 · Conferences / Workshops Board	513.31	5,931.00	-5,417.69	8.66%
5215 · Conferences / Workshops Staff	3,625.00	3,946.00	-321.00	91.87%
5220 · Staff Training	0.00	388.00	-388.00	0.0%
Total 5200 · TRAINING - BOARD & STAFF	4,138.31	10,265.00	-6,126.69	40.32%
5300 · ADMINISTRATION				
5305 · Board Meeting Expenses	824.36	530.00	294.36	155.54%
5310 · Background / drug screening	0.00	88.00	-88.00	0.0%
5315 · County Accounting Service Chgs	0.00	0.00	0.00	0.0%
5325 · HR & Finance Consultant	318.36	353.00	-34.64	90.19%
5330 · Memberships & Subscriptions	135.00	0.00	135.00	100.0%
5335 · Office Expense	696.06	1,156.00	-459.94	60.21%
5340 · Janitorial/Household Expense	3,109.32	2,436.00	673.32	127.64%
5345 · Prof. Services - Engineer Rpt	7,983.00	8,892.00	-909.00	89.78%
5350 · Legal Services	3,928.00	3,333.00	595.00	117.85%
5360 · Permits	32.00	2,222.00	-2,190.00	1.44%
5375 · Audit	0.00	0.00	0.00	0.0%
5380 · Copier and postage	271.14	539.00	-267.86	50.3%

San Mateo County Mosquito & Vector Control District
Statement of Revenues, Expenses & Changes- Budget vs. Actual
 January 2024

	<u>Jan 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5385 · Security and fire alarm	2,386.00	1,043.00	1,343.00	228.76%
5390 · Payroll Service	694.39	760.00	-65.61	91.37%
5395 · Bank Fees (County General Fund)	63.82	106.00	-42.18	60.21%
5396 · Bank Fees (County Capital Fund)	57.30	21.00	36.30	272.86%
Total 5300 · ADMINISTRATION	20,498.75	21,479.00	-980.25	95.44%
5450 · COMPUTER HARDWARE & SOFTWARE				
5455 · IT Consulting - Compu-Data	0.00	583.00	-583.00	0.0%
5460 · Computer Hardware	1,622.99	2,083.00	-460.01	77.92%
5465 · Computer Software	4,237.50	2,916.00	1,321.50	145.32%
5470 · Database & Mapping - License	0.00	0.00	0.00	0.0%
5475 · Website Hosting / Microsoft	431.00	901.00	-470.00	47.84%
Total 5450 · COMPUTER HARDWARE & SOFTWARE	6,291.49	6,483.00	-191.51	97.05%
5500 · FACILITIES MAINTENANCE				
5505 · Facility - Repairs & Maint	2,271.16	4,553.00	-2,281.84	49.88%
Total 5500 · FACILITIES MAINTENANCE	2,271.16	4,553.00	-2,281.84	49.88%
5550 · UTILITIES				
5560 · Gas & Electricity - PG&E	4,202.12	1,958.00	2,244.12	214.61%
5565 · Water	0.00	1,118.00	-1,118.00	0.0%
5570 · Phone - VOIP - Fusion/MegaPath	528.31	560.00	-31.69	94.34%
5575 · Phone - Land Line-AT&T/Comcast	311.19	379.00	-67.81	82.11%
5580 · Phone - Mobile Devices-Verizon	3,964.63	1,899.00	2,065.63	208.78%
Total 5550 · UTILITIES	9,006.25	5,914.00	3,092.25	152.29%
5600 · FLEET MAINTENANCE				
5610 · Garage Tools	411.35	751.00	-339.65	54.77%
5615 · Garage Repairs Outside	0.00	708.00	-708.00	0.0%
5620 · Auto, Hotsy, Plug, Boat, Traile	82.00	1,678.00	-1,596.00	4.89%
5630 · Ops Equipment & Repairs	447.07	1,333.00	-885.93	33.54%
5635 · Vehicle Accident Insur Claims	0.00	0.00	0.00	0.0%
Total 5600 · FLEET MAINTENANCE	940.42	4,470.00	-3,529.58	21.04%
5700 · OPERATIONS				
5705 · Pesticides	5,207.28	24,423.00	-19,215.72	21.32%
5720 · Safety Equipment	348.75	690.00	-341.25	50.54%
5725 · Apparel - Uniforms & Boots	751.41	1,275.00	-523.59	58.93%
5730 · Mosquito Fish	0.00	353.00	-353.00	0.0%
5735 · Fuel	3,172.56	6,000.00	-2,827.44	52.88%
Total 5700 · OPERATIONS	9,480.00	32,741.00	-23,261.00	28.96%
5800 · LABORATORY				
5805 · Disease Surveillance	22.78	945.00	-922.22	2.41%
5810 · Sentinel Chicken Flocks/Supply	0.00	265.00	-265.00	0.0%
5815 · Mosquito Blood	349.00	378.00	-29.00	92.33%
5820 · Dry Ice	614.93	1,083.00	-468.07	56.78%
5825 · Lab Supplies	429.33	795.00	-365.67	54.0%
5830 · Lab Biowaste Disposal	104.00	115.00	-11.00	90.44%
5845 · Lab PCR Supplies	248.19	6,612.00	-6,363.81	3.75%
5850 · Lab PCR Maintenance	2,935.76	1,500.00	1,435.76	195.72%
Total 5800 · LABORATORY	4,703.99	11,693.00	-6,989.01	40.23%
5900 · PUBLIC OUTREACH				
5910 · Media and Network	14,171.63	7,950.00	6,221.63	178.26%
5920 · Promotion & Printing	2,377.32	1,633.00	744.32	145.58%
Total 5900 · PUBLIC OUTREACH	16,548.95	9,583.00	6,965.95	172.69%
6000 · CAPITAL IMPROVEMENTS				
6010 · Building Improvements	0.00	0.00	0.00	0.0%
6030 · Vehicle Leases	3,542.33	5,827.00	-2,284.67	60.79%
Total 6000 · CAPITAL IMPROVEMENTS	3,542.33	5,827.00	-2,284.67	60.79%
Total Expense	415,384.08	474,384.00	-58,999.92	87.56%
Net Ordinary Income	498,651.98	171,274.00	327,377.98	291.14%
Net Income	498,651.98	171,274.00	327,377.98	291.14%

San Mateo County Mosquito & Vector Control District
A/R Aging Summary
As of January 31, 2024

01/31/2024

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
California Invasive Plant Council	0.00	0.00	0.00	0.00	33,591.18	33,591.18
City of Foster City	0.00	0.00	80.20	0.00	0.00	80.20
City of Pacifica Public Works Wastewater	0.00	0.00	78.08	0.00	0.00	78.08
City of Redwood City, Public Works	0.00	0.00	510.01	0.00	3,752.30	4,262.31
City of San Francisco, Parks	70.43	0.00	0.00	70.43	11,458.79	11,599.65
City of San Francisco, Public Utilities	449.75	0.00	264.11	0.00	0.00	713.86
City of San Mateo, Wastewater Treatment	87.43	0.00	0.00	0.00	0.00	87.43
City of South San Francisco Water Quality	84.03	0.00	0.00	0.00	0.00	84.03
San Francisco Int'l Airport	743.25	0.00	70.43	0.00	563.44	1,377.12
Sewer Authority Mid-Coastside	0.00	0.00	78.08	0.00	0.00	78.08
Silicon Valley Clean Water	173.50	0.00	0.00	0.00	0.00	173.50
Stanford University - Jasper Ridge	0.00	0.00	0.00	0.00	15,949.47	15,949.47
TOTAL	<u>1,608.39</u>	<u>0.00</u>	<u>1,080.91</u>	<u>70.43</u>	<u>65,315.18</u>	<u>68,074.91</u>

San Mateo County Mosquito & Vector Control District
A/R Aging Summary
As of February 28, 2024

02/28/2024

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
California Invasive Plant Council	0.00	0.00	0.00	0.00	13,071.43	13,071.43
City of San Francisco, Public Utilities	0.00	449.75	0.00	0.00	0.00	449.75
San Francisco Int'l Airport	0.00	743.25	70.43	0.00	563.44	1,377.12
TOTAL	<u>0.00</u>	<u>1,193.00</u>	<u>70.43</u>	<u>0.00</u>	<u>13,634.87</u>	<u>14,898.30</u>

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

**GF-Jan
2024**

Beginning Cash per District as of Dec 31, 2023 6,250,675

Reductions	
Payroll Related (ADP)	(207,932)
Checks Written	(271,097)
Transfer out to Calif CLASS Investment	-
Bank Fee	(64)
Total Reductions	(479,093)

Additions	
Abatement Services	7,377
Property Tax Revenue	275,952
Quarterly Interest	42,392
ERAF Rebate	332,649
Special Benefit Assessment	175,139
Special Mosquito Tax	45,222
Misc Deposit	21,948
Total Additions	900,680

Ending Cash per District as of Jan 31, 2024 **6,672,262**

Cash per County General Fund Statement 6,672,262

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] 01/01/2024-01/31/2024 Page 2
 FRI, FEB 09, 2024, 10:59 AM --req: EASRANIN--leg: GL JL--loc: CONTROL---job:16833555 J5463---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 01/01/24	12,089,062.08	5,838,387.53	6,250,674.55
	01/01/24	RJ15INTA	AutoID: JXG109C4 Job: 16765 JE	42,392.01	0.00	6,293,066.56
	01/04/24	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	801.10	0.00	6,293,867.66
	01/11/24	HOE1114	AutoID: ITX111A4 Job: 16771 JE	3,446.63	0.00	6,297,314.29
	01/17/24	ER01174	AutoID: ITX117A4 Job: 16781 JE	332,649.34	0.00	6,629,963.63
	01/17/24	JE549156	AutoID: JVD117F4 Job: 16787 JE	0.00	63.82	6,629,899.81
	01/23/24	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	27,320.19	0.00	6,657,220.00
	01/24/24	JE549904	AutoID: JNE131B4 Job: 16816 JE	0.00	479,029.04	6,178,190.96
	01/25/24	SPR1254	AutoID: ITX125E4 Job: 16797 JE	2,758.72	0.00	6,180,949.68
	01/25/24	SPS1254	AutoID: ITX125C4 Job: 16797 JE	15,762.76	0.00	6,196,712.44
	01/25/24	SPU1254	AutoID: ITX125A4 Job: 16800 JE	11.32	0.00	6,196,723.76
	01/30/24	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	1,203.80	0.00	6,197,927.56
	01/31/24	SEC1314	AutoID: ITX131C4 Job: 16805 JE	474,083.29	0.00	6,672,010.85
	01/31/24	REF1314	AutoID: ITX131F4 Job: 16806 JE	5.68	0.00	6,672,016.53
	01/31/24	UNC1314	AutoID: ITX131A4 Job: 16815 JE	245.29	0.00	6,672,261.82
		DR	* SUB ACCT Total *	12,989,742.21*	6,317,480.39*	6,672,261.82*

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

CPF-Jan 2024

Beginning Cash per District as of Dec 31, 2023	717,395
Reductions	
Checks Written	(13,192)
Bank Fee	(57)
Transfer-Out to General Fund	-
Total Reductions	(13,250)
Additions	
Quarterly Interest	6,371
Transfer-In from General Fund	-
Total Additions	6,371
Ending Cash per District as of Jan 31, 2024	710,516
Cash per County Capital Project Fund Statement	710,516
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] 01/01/2024-01/31/2024 Page 1
 FRI, FEB 09, 2024, 10:59 AM --req: EASRANIN--leg: GL JL--loc: CONTROL---job:16833555 J5463---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 01/01/24	774,277.27	56,882.17	717,395.10				
	01/01/24	RJ15INTA	AutoID: JXG109C4 Job: 16765 JE	6,370.57	0.00	723,765.67				
	01/17/24	JE549156	AutoID: JVD117F4 Job: 16787 JE	0.00	57.30	723,708.37				
	01/24/24	JE549904	AutoID: JNE131B4 Job: 16816 JE	0.00	13,192.27	710,516.10				
		DR	* SUB ACCT Total *	780,647.84*	70,131.74*	710,516.10*				

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

Jan 2024

January 5, 2024

January 19, 2024

Footnotes:

Payroll ACH Disbursement (including Net Pay & Taxes)

Total Net Pay	73,225	74,336	
Federal W/H Tax	14,329	14,422	
Social Security Tax	-	198	← A
Medicare	3,311	3,348	
CA W/H Tax	6,063	6,074	
CA SUI/DI	8,158	3,774	
Total	105,086	102,152	
ADP Process Fee PPE 12/2 & 12/16	255	301	
ADP Time & Attendance	139	-	
Total amount for the period	105,480	102,452	
Total amount for the month:		207,932	

Footnotes:

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

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

GF-Jan 2024

January 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
2474	01/02/2024	Charles P. Hansen	Retiree Health Insurance Reimb-Jan '24	1013 · Checking - US Bank - GF x3353	-580.68
01012024	01/01/2024		Retiree Health Insurance Reimb-Jan '24	5160 · Retirees - HRA & Medical Reimb	580.68
TOTAL					<u>580.68</u>
2475	01/02/2024	Dennis J Jewell	Retiree Health Insurance Reimb-Jan '24	1013 · Checking - US Bank - GF x3353	-580.68
01012024	01/01/2024		Retiree Health Insurance Reimb-Jan '24	5160 · Retirees - HRA & Medical Reimb	580.68
TOTAL					<u>580.68</u>
2476	01/02/2024	Great-West Life & Annuity Co	Group No. 98368	1013 · Checking - US Bank - GF x3353	-6,293.35
12162023	12/16/2023		Employee Deferred Comp PPE 12/16/2023	5185 · Actives - Deferred Compensation	6,293.35
TOTAL					<u>6,293.35</u>
2477	01/02/2024	San Mateo County Retirement As SM M.A.D.		1013 · Checking - US Bank - GF x3353	-37,087.18
12162023	12/16/2023		Employee Contribution Pay Period 12/03/2023-12/16/2023	5115 · Retirement - Employee Contribut	9,676.88
			Employer Contribution Pay Period 12/03/2023-12/16/2023	5110 · Retirement - Employer Contribut	27,410.30
TOTAL					<u>37,087.18</u>
2478	01/02/2024	U.S. Bank PARS Account # 67461	Agency Name: San Mateo County Mosquito & Vector Control District PPE	1013 · Checking - US Bank - GF x3353	-606.51
6746022400-P	12/16/2023		Alternate Retirement System for Richard Arrow PPE 12/16/2023	5116 · Alternate Retire-Employee Contr	606.51
TOTAL					<u>606.51</u>
2479	01/02/2024	Angelle Desiree LaBeaud	Jul & Sep thru Dec 2023 Board Meeting Exp Reimb	1013 · Checking - US Bank - GF x3353	-500.00
Jul&Sep-Dec'2	12/29/2023		Jul & Sep thru Dec 2023 Board Meeting Exp Reimb	5305 · Board Meeting Expenses	500.00
TOTAL					<u>500.00</u>
2480	01/02/2024	Irena Gilligan	Jul-Dec 2023 Board Meeting Exp Reimb	1013 · Checking - US Bank - GF x3353	-600.00
Jul-Dec'23	12/29/2023		Jul-Dec 2023 Board Meeting Exp Reimb	5305 · Board Meeting Expenses	600.00
TOTAL					<u>600.00</u>
2481	01/02/2024	Mason Brutschy		1013 · Checking - US Bank - GF x3353	-1,225.61

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

GF-Jan 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
AMCA&CSFM	12/18/2023		Reimb Air Tickets to AMCA & CSFMO Conf 2024	5210 · Conferences / Workshops Board	625.61
Jul-Dec2023 E	12/29/2023		Jul thru Dec 2023 Board Meeting Exp Reimbursement	5305 · Board Meeting Expenses	600.00
TOTAL					1,225.61
2482	01/02/2024	Michael D. Yoshida	Jul thru Dec 2023 Board Meeting Exp Reimbursement	1013 · Checking - US Bank - GF x3353	-600.00
Jul-Dec'23 Reim	12/29/2023		Jul thru Dec 2023 Board Meeting Exp Reimbursement	5305 · Board Meeting Expenses	600.00
TOTAL					600.00
2483	01/02/2024	Airgas Dry Ice	4317638	1013 · Checking - US Bank - GF x3353	-268.54
9145036400	12/12/2023		Dry Ice (200 lbs)	5820 · Dry Ice	268.54
TOTAL					268.54
2484	01/02/2024	American Fidelity Assurance	Payor: 56840	1013 · Checking - US Bank - GF x3353	-457.98
D670263	12/20/2023		Life/Acc/Cancer EE Insurance for Dec-2023	5170 · Actives - Other Benefits	457.98
TOTAL					457.98
2485	01/02/2024	California Animal Health & Food Billing ID: SAN297		1013 · Checking - US Bank - GF x3353	-135.00
D2315689	12/01/2023		Dead chicken necropsy exam	5810 · Sentinel Chicken Flocks/Supply	135.00
TOTAL					135.00
2486	01/02/2024	California Assoc of Public Info O Invoice #19899		1013 · Checking - US Bank - GF x3353	-275.00
19899	12/28/2023		Membership renewal-Professional (thru 2/10/2025)	5910 · Media and Network	275.00
TOTAL					275.00
2487	01/02/2024	Flyers Energy, LLC	Account 700895	1013 · Checking - US Bank - GF x3353	-1,617.52
CFS-3666924	12/15/2023		Fuels 12/01/2023-12/15/2023	5735 · Fuel	1,617.52
TOTAL					1,617.52
2488	01/02/2024	Fusion, LLC	Customer No. 3789973	1013 · Checking - US Bank - GF x3353	-530.47

San Mateo County Mosquito & Vector Control District
Check Detail

GF-Jan 2024

January 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
9806063	12/20/2023		Phone System Jan-2024	5570 · Phone - VOIP - Fusion/MegaPath	530.47
TOTAL					530.47
2489	01/02/2024	Grainger	809934680	1013 · Checking - US Bank - GF x3353	-430.94
7116104519	12/05/2023		Fleet repair & maintenance	5620 · Auto, Hotsy, Plug, Boat, Traile	164.43
			Ops field equip & supplies	5630 · Ops Equipment & Repairs	119.60
			Ops field safety supplies	5720 · Safety Equipment	146.91
TOTAL					430.94
2490	01/02/2024	Jarvis Fay LLP	Invoice 18274	1013 · Checking - US Bank - GF x3353	-4,185.00
18274	11/30/2023		Board Matters (.9 hr) - Legal Services thru Nov-2023	5350 · Legal Services	270.00
			Contracts (6.2 hrs)	5350 · Legal Services	1,860.00
			Manager's Review Committee (1.8 hrs)	5350 · Legal Services	540.00
			Trustee Benefits (5.7hrs)	5350 · Legal Services	1,515.00
TOTAL					4,185.00
2491	01/02/2024	Lampire Biological Laboratories, A/C # SANMAT		1013 · Checking - US Bank - GF x3353	-349.00
580001	12/05/2023		Chicken Blood (PO# 02076-1847)	5815 · Mosquito Blood	349.00
TOTAL					349.00
2492	01/02/2024	Life Technologies Corporation	Invoice #84056844	1013 · Checking - US Bank - GF x3353	-2,044.38
84056844	10/25/2023		Restocking disease surveillance supplies (P.O.#02706-1916)	5845 · Lab PCR Supplies	2,044.38
TOTAL					2,044.38
2493	01/02/2024	Public Agency Retirement Servic Customer #SAN400		1013 · Checking - US Bank - GF x3353	-318.36
54536	12/11/2023		PARS Alternate Retirement System Fees PE 10/31/2023	5325 · HR & Finance Consultant	318.36
TOTAL					318.36
2494	01/02/2024	Quench USA, Inc.	A/C #D322868	1013 · Checking - US Bank - GF x3353	-205.00
INV06729108	01/01/2024		Dinking Water Dispenser Rental - Jan 2024	5335 · Office Expense	205.00
TOTAL					205.00

San Mateo County Mosquito & Vector Control District
Check Detail

GF-Jan 2024

January 2024

Num	Date	Name	Memo	Account	Original Amount
2495	01/02/2024	Rachel Curtis	Reimb Dental for Self (Max reached for FY23-24)	1013 · Checking - US Bank - GF x3353	-260.00
	Reimb-Dental 12/29/2023		Reimb Dental for Self (Max reached for FY23-24)	5140 · Actives - Dental Reimbursement	260.00
TOTAL					260.00
2496	01/02/2024	Regional Government Services	Inv #16088	1013 · Checking - US Bank - GF x3353	-78.00
	16088 11/30/2023		Nov '23-HR consulting (.5hr)	5325 · HR & Finance Consultant	78.00
TOTAL					78.00
2497	01/02/2024	SCI Consulting Group	Invoice #SBS10930	1013 · Checking - US Bank - GF x3353	-16,227.00
	SBS10930 09/28/2023		Special Assessment-North & West SM Cty Mosq Abatement Dist 2023-24	5345 · Prof. Services - Engineer Rpt	14,827.00
			Special Benefit Assessment Administration FY 2023-24 (Max Limit)	5345 · Prof. Services - Engineer Rpt	1,400.00
TOTAL					16,227.00
2498	01/02/2024	Standard Insurance Company	142979	1013 · Checking - US Bank - GF x3353	-1,458.77
	142979-0001 12/19/2023		Long term disability due 01/01/2024	5165 · Long Term Disability - Standard	1,458.77
TOTAL					1,458.77
2499	01/02/2024	Target Specialty Products	Customer ID 5005852	1013 · Checking - US Bank - GF x3353	-8,971.71
	INVP5013595 12/14/2023		Altosid SR Slim Ingot, 48cs/pllt 220 White Briquet/cs (Qty:10 cs) PO#02706-192 5705 · Pesticides		8,971.71
TOTAL					8,971.71
2500	01/11/2024	Arielle Crews	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
	MVCAC-01-20: 01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00
2501	01/11/2024	Brian Weber	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
	MVCAC-01-20: 01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00

San Mateo County Mosquito & Vector Control District
Check Detail

GF-Jan 2024

January 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
2502	01/11/2024	Casey Stevenson	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
	MVCAC-01-20: 01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00
2503	01/11/2024	Kim Keyser	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
	MVCAC-01-20: 01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00
2504	01/11/2024	Matthew Nienhuis	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
	MVCAC-01-20: 01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00
2505	01/11/2024	Rachel Curtis	Per Diem to MVCAC Conf at Monterey 1/21-1/23/24	1013 · Checking - US Bank - GF x3353	-185.00
	MVCAC-01-20: 01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/23/24	5215 · Conferences / Workshops Staff	185.00
TOTAL					185.00
2506	01/11/2024	Richard Arrow	Per Diem to CSFMO Conf in Anaheim 1/30-2/2/24	1013 · Checking - US Bank - GF x3353	-259.00
	CSFMO-1/30-2 01/03/2024		Per Diem to CSFMO Conf in Anaheim 1/30-2/2/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00
2507	01/11/2024	Sean Jones	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
	MVCAC-01-20: 01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00
2508	01/11/2024	Tara Roth	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
	MVCAC-01-20: 01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00
2509	01/11/2024	Theresa Shelton	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00

San Mateo County Mosquito & Vector Control District
Check Detail

GF-Jan 2024

January 2024

Num	Date	Name	Memo	Account	Original Amount
MVCAC-01-20	01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00
2510	01/11/2024	Waldemar Bruj	Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	1013 · Checking - US Bank - GF x3353	-259.00
MVCAC-01-20	01/03/2024		Per Diem to MVCAC Conf at Monterey 1/21-1/24/24	5215 · Conferences / Workshops Staff	259.00
TOTAL					259.00
2511	01/11/2024	Great-West Life & Annuity Co	Group No. 98368	1013 · Checking - US Bank - GF x3353	-6,869.48
12302023	12/30/2023		Employee Deferred Comp PPE 12/30/2023	5185 · Actives - Deferred Compensation	6,869.48
TOTAL					6,869.48
2512	01/11/2024	San Mateo County Retirement As	SM M.A.D.	1013 · Checking - US Bank - GF x3353	-36,140.91
12302023	12/30/2023		Employee Contribution Pay Period 12/17/2023-12/30/2023	5115 · Retirement - Employee Contribut	9,470.25
			Employer Contribution Pay Period 12/17/2023-12/30/2023	5110 · Retirement - Employer Contribut	26,670.66
TOTAL					36,140.91
2513	01/11/2024	U.S. Bank PARS Account # 67461	Agency Name: San Mateo County Mosquito & Vector Control District PPE	1013 · Checking - US Bank - GF x3353	-606.51
6746022400-P	12/30/2023		Alternate Retirement System for Richard Arrow PPE 12/30/2023	5116 · Alternate Retire-Employee Contr	606.51
TOTAL					606.51
2514	01/11/2024	Aim To Please Janitorial Service	Invoice #68 - Dec 2023	1013 · Checking - US Bank - GF x3353	-1,633.25
68	12/31/2023		1351 Rollins Janitorial Services-Dec 2023	5340 · Janitorial/Household Expense	1,200.00
			1415 N Carolan Janitorial Services	5340 · Janitorial/Household Expense	325.00
			1415 N Carolan Restroom Cleaning	5340 · Janitorial/Household Expense	108.25
TOTAL					1,633.25
2515	01/11/2024	Amazon Capital Services	Account # ARX6UTA334C06	1013 · Checking - US Bank - GF x3353	-891.11
1TJN-RN6D-V	12/31/2023		iPhone case/screen/lens protector	5335 · Office Expense	53.51
			Computer cables & USB dock	5460 · Computer Hardware	127.22
			Fleet maintenance supplies	5620 · Auto, Hotsy, Plug, Boat, Traile	207.17
			Traps for invasive aedes	5805 · Disease Surveillance	260.40

San Mateo County Mosquito & Vector Control District
Check Detail

GF-Jan 2024

January 2024

Num	Date	Name	Memo	Account	Original Amount
			Public outreach supplies	5910 · Media and Network	242.81
TOTAL					891.11
2516	01/11/2024	American Fidelity Assurance Cor	Payor: 56840	1013 · Checking - US Bank - GF x3353	-1,669.16
2363125B, Voi	01/05/2024		Flexible Spending Account (Employee Contrib)	5170 · Actives - Other Benefits	1,669.16
TOTAL					1,669.16
2517	01/11/2024	Bay Area Digital Solutions	Invoice #667	1013 · Checking - US Bank - GF x3353	-6,000.00
3667	01/04/2024		Outreach campaign for ticks service 1/1-2/29/24 (PO#02706-1925)	5910 · Media and Network	6,000.00
TOTAL					6,000.00
2518	01/11/2024	CA Society Municipal Officers	2024 CSMFO Membership for Richard Arrow	1013 · Checking - US Bank - GF x3353	-135.00
300014352-Ric	01/10/2024		2024 CSMFO Membership for Richard Arrow	5330 · Memberships & Subscriptions	135.00
TOTAL					135.00
2519	01/11/2024	Cintas	Customer #11322412	1013 · Checking - US Bank - GF x3353	-219.96
5191047118	01/02/2024		First Aid-Kit refill (2)	5720 · Safety Equipment	219.96
TOTAL					219.96
2520	01/11/2024	Cintas Corporation #0464	Payer #15914933	1013 · Checking - US Bank - GF x3353	-559.35
15914933 Dec	12/31/2023		Uniform Services 12/06/23 Inv #4176130704	5725 · Apparel - Uniforms & Boots	139.63
			Uniform Services 12/13/23 Inv #4176849952	5725 · Apparel - Uniforms & Boots	134.06
			Uniform Services 12/20/23 Inv #4177598858	5725 · Apparel - Uniforms & Boots	151.60
			Uniform Services 12/27/23 Inv #4178206054	5725 · Apparel - Uniforms & Boots	134.06
TOTAL					559.35
2521	01/11/2024	City of Burlingame, Water		1013 · Checking - US Bank - GF x3353	-1,174.39
53-310176-Dec	12/27/2023		Fireline 10/24/23-12/19/23	5565 · Water	13.15
53-310184-Dec	12/27/2023		3/4 Inch 10/24/23-12/19/23	5565 · Water	153.94
53-133346-Dec	12/27/2023		1 1/2 Inch 10/24/23-12/19/23	5565 · Water	529.44
53-485494-Dec	12/27/2023		1 Inch meter 10/24/23-12/19/23-1415 N. Carolan Ave	5565 · Water	477.86

San Mateo County Mosquito & Vector Control District
Check Detail

GF-Jan 2024

January 2024

Num	Date	Name	Memo	Account	Original Amount
TOTAL					1,174.39
2522	01/11/2024	Eco Medical Inc.	Invoice #23008	1013 · Checking - US Bank - GF x3353	-104.00
23008	12/31/2023		28 Gal. Bio-waste container pick-up - Dec 2023	5830 · Lab Biowaste Disposal	104.00
TOTAL					104.00
2523	01/11/2024	Flyers Energy, LLC	Account 700895	1013 · Checking - US Bank - GF x3353	-823.10
CFS-3684491	12/31/2023		Fuels 12/16/2023-12/31/2023	5735 · Fuel	823.10
TOTAL					823.10
2524	01/11/2024	FRMS	51 - SMCVCD Billing Period Feb-2024	1013 · Checking - US Bank - GF x3353	-36,185.85
FRMS0224-SM	01/08/2024		Medical Insurance for Feb-2024	5125 · Actives - Medical Insurance	32,845.15
			Dental Insurance	5135 · Actives - Dental Insurance	2,754.18
			Vision	5145 · Actives - Vision Insurance	482.02
			Hartford Group Life	5150 · Group Life Insurance	104.50
TOTAL					36,185.85
2525	01/11/2024	Government Finance Officers As Invoice #00018798; Membership #300208318		1013 · Checking - US Bank - GF x3353	-1,265.00
00018798	12/31/2023		Cert. of Achievement Application Fee FY2023	5375 · Audit	1,265.00
TOTAL					1,265.00
2526	01/11/2024	Grainger	809934680	1013 · Checking - US Bank - GF x3353	-50.52
7117261649	01/05/2024		Wasp killer aerosol spray	5705 · Pesticides	50.52
TOTAL					50.52
2527	01/11/2024	O'Reilly Automotive, Inc.	Customer #1275593	1013 · Checking - US Bank - GF x3353	-158.84
1275593 Stmt1	11/29/2023		Batteries for Sienna Van	5620 · Auto, Hotsy, Plug, Boat, Traile	158.84
TOTAL					158.84
2528	01/11/2024	ODP Business Solutions, LLC	A/C #36568593	1013 · Checking - US Bank - GF x3353	-671.62

San Mateo County Mosquito & Vector Control District Check Detail

GF-Jan 2024

January 2024

Num	Date	Name	Memo	Account	Original Amount
29161496	12/25/2023		Wall calendars & misc off supplies	5335 · Office Expense	671.62
TOTAL					671.62
2529	01/11/2024	PG&E		1013 · Checking - US Bank - GF x3353	-3,325.57
5594119880-0	12/27/2023		PGE Elec & Gas for 1415 N Carolan 11/29/23-12/27/2023	5560 · Gas & Electricity - PG&E	767.44
5584709654-6	12/27/2023		1351 Rollins Site 11/29/2023-12/27/2023	5560 · Gas & Electricity - PG&E	2,558.13
TOTAL					3,325.57
2530	01/11/2024	RankPlus SEO	Invoice 000799	1013 · Checking - US Bank - GF x3353	-742.00
000799	01/01/2024		Google Ads Services (Jan)	5910 · Media and Network	742.00
TOTAL					742.00
2531	01/11/2024	Recology San Mateo County	A/C #731001072	1013 · Checking - US Bank - GF x3353	-482.22
52091725	01/03/2024		Garbage Service - Dec 2023	5340 · Janitorial/Household Expense	482.22
TOTAL					482.22
2532	01/11/2024	San Mateo Daily Journal		1013 · Checking - US Bank - GF x3353	-3,660.60
12336	11/17/2023		Ad to raise awareness of District's rodent inspection (PO#02706-1926)	5910 · Media and Network	2,440.40
12338	11/17/2023		Ad to raise awareness of District's rodent inspection (PO#02706-1926)	5910 · Media and Network	1,220.20
TOTAL					3,660.60
2533	01/11/2024	Streamline	Invoice No: 112D6F75-0035	1013 · Checking - US Bank - GF x3353	-431.00
112D6F75-003	01/01/2024		Streamline Web 1/1/2024-1/31/2024	5475 · Website Hosting / Microsoft	431.00
TOTAL					431.00
2534	01/11/2024	Verizon Wireless	A/C #271667168-00002	1013 · Checking - US Bank - GF x3353	-2,158.67
9952725982	01/09/2024		Services for period 11/27/23-12/26/23 (CalNet)	5580 · Phone - Mobile Devices-Verizon	1,808.43
			Upgrade iPhone for Mary	5580 · Phone - Mobile Devices-Verizon	350.24
TOTAL					2,158.67
2535	01/11/2024	U.S. Bank	4246-0445-5564-6391	1013 · Checking - US Bank - GF x3353	-15,600.83

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

GF-Jan 2024

Num	Date	Name	Memo	Account	Original Amount
12222023	12/22/2023		District Credit Card Payment	1040 · US Bank Purchase Card	15,600.83
TOTAL					15,600.83
2536	01/24/2024	Comcast	A/C #8155200280283815	1013 · Checking - US Bank - GF x3353	-79.70
815520028070	01/17/2024		Business Internet 01/22/24-02/21/24 (1351 Rollins) Apply credit memo from cancellation of the old account	5575 · Phone - Land Line-AT&T/Comcast 5575 · Phone - Land Line-AT&T/Comcast	171.08 -91.38
TOTAL					79.70
2537	01/24/2024	Charles P. Hansen	Retiree Prescription Drug Reimbursemt PE 12-31-23	1013 · Checking - US Bank - GF x3353	-158.60
Drug-12-31-23	12/31/2023		Retiree Prescription Drug Reimbursemt PE 12-31-23	5155 · Retirees - HRA & Prescrip Reimb	158.60
TOTAL					158.60
2538	01/24/2024	Great-West Life & Annuity Co	Group No. 98368	1013 · Checking - US Bank - GF x3353	-6,800.88
01132024	01/13/2024		Employee Deferred Comp PPE 01/13/2024	5185 · Actives - Deferred Compensation	6,800.88
TOTAL					6,800.88
2539	01/24/2024	San Mateo County Retirement As SM M.A.D.		1013 · Checking - US Bank - GF x3353	-36,014.13
01132024	01/13/2024		Employee Contribution Pay Period 12/31/2023-01/13/2024 Employer Contribution Pay Period 12/31/2023-01/13/2024	5115 · Retirement - Employee Contribut 5110 · Retirement - Employer Contribut	9,443.96 26,570.17
TOTAL					36,014.13
2540	01/24/2024	U.S. Bank PARS Account # 67461	Agency Name: San Mateo County Mosquito & Vector Control District PPE	1013 · Checking - US Bank - GF x3353	-606.51
6746022400-P	01/13/2024		Alternate Retirement System for Richard Arrow PPE 01/13/2024	5116 · Alternate Retire-Employee Contr	606.51
TOTAL					606.51
2541	01/24/2024	Airgas Dry Ice	4317638	1013 · Checking - US Bank - GF x3353	-280.62
9145803216	01/09/2024		Dry Ice (200 lbs)	5820 · Dry Ice	280.62
TOTAL					280.62
2542	01/24/2024	Airgas USA, LLC	Payer #3148591	1013 · Checking - US Bank - GF x3353	-40.54

San Mateo County Mosquito & Vector Control District
Check Detail

GF-Jan 2024

January 2024

Num	Date	Name	Memo	Account	Original Amount
9145576612	01/03/2024		Dry Ice (10 LB)	5820 · Dry Ice	40.54
TOTAL					40.54
2543	01/24/2024	American Fidelity Assurance	Payor: 56840	1013 · Checking - US Bank - GF x3353	-457.98
D680158	01/19/2024		Life/Acc/Cancer EE Insurance for Jan-2024	5170 · Actives - Other Benefits	457.98
TOTAL					457.98
2544	01/24/2024	American Fidelity Assurance Co	Payor: 56840 Pay Period 2/4/2024	1013 · Checking - US Bank - GF x3353	-1,669.16
2363126	01/17/2024		Flexible Spending Account (Employee Contrib) PP 2/4/2024	5170 · Actives - Other Benefits	1,669.16
TOTAL					1,669.16
2545	01/24/2024	Bay Alarm		1013 · Checking - US Bank - GF x3353	-2,001.00
21112477	01/02/2024		Security Alarm Monitoring 02/01/2024-04/30/2024 (1415 N Carolan Ave)	5385 · Security and fire alarm	540.00
21116160	01/02/2024		Fire Alarm Monitoring 02/01/2024-04/30/2024 (1351 Rollins Rd)	5385 · Security and fire alarm	445.20
			Sprinkler Inspection Services 02/01/2024-04/30/2024	5385 · Security and fire alarm	160.80
21149306	01/05/2024		Access Control System 02/01/24-04/30/24 (1351 Rollins Rd)	5385 · Security and fire alarm	855.00
TOTAL					2,001.00
2546	01/24/2024	Colorprint	Inv #35566	1013 · Checking - US Bank - GF x3353	-316.95
35566	01/05/2024		Rodent Control Booklets (Qty: 100)	5920 · Promotion & Printing	316.95
TOTAL					316.95
2547	01/24/2024	Daily Post	Cust# 7987; Invoice #97938	1013 · Checking - US Bank - GF x3353	-945.00
97938	01/16/2024		Newspaper ads 1/13-1/29/2024 (Promoting District Services)	5920 · Promotion & Printing	945.00
TOTAL					945.00
2548	01/24/2024	Dennco	Inv #38147	1013 · Checking - US Bank - GF x3353	-1,147.16
38147	01/22/2024		Jan-2024 Inspection Service Contract & Repairs HVAC	5505 · Facility - Repairs & Maint	770.00
			Merv 13 filters	5505 · Facility - Repairs & Maint	377.16
TOTAL					1,147.16

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

GF-Jan 2024

January 2024

Num	Date	Name	Memo	Account	Original Amount
2549	01/24/2024	Erika Eugenia Alor Vazquez	San Mateo County Mosquito	1013 · Checking - US Bank - GF x3353	-140.00
00006	01/24/2024		Spanish translation for District Services	5910 · Media and Network	140.00
TOTAL					<u>140.00</u>
2550	01/24/2024	Flyers Energy, LLC	Account 700895	1013 · Checking - US Bank - GF x3353	-1,159.96
CFS-3712225	01/15/2024		Fuels 01/01/2024-01/15/2024	5735 · Fuel	1,159.96
TOTAL					<u>1,159.96</u>
2551	01/24/2024	Jarvis Fay LLP	Invoice 18366	1013 · Checking - US Bank - GF x3353	-3,247.50
18366	12/31/2023		Trustees Compensation/Benefits (7 hrs) - Legal Services thru Dec-2023 Policy 6030 Purchasing Exp (3.9hrs)	5350 · Legal Services 5350 · Legal Services	2,077.50 1,170.00
TOTAL					<u>3,247.50</u>
2552	01/24/2024	Lampire Biological Laboratories, A/C # SANMAT		1013 · Checking - US Bank - GF x3353	-349.00
581292	01/02/2024		Chicken Blood (PO# 02076-1847)	5815 · Mosquito Blood	349.00
TOTAL					<u>349.00</u>
2553	01/24/2024	MidAmerica Admin & Retirement Cust ID: SANMA002 (Admin Fees Oct-Dec '23)		1013 · Checking - US Bank - GF x3353	-648.00
HRA-Admin-Or	12/29/2023		Admin Fees for Actives HRA (Oct thru Dec '23) Admin Fees for Retirees HRA (Oct thru Dec '23)	5130 · Actives - HRA Health Reimb Acct 5160 · Retirees - HRA & Medical Reimb	528.00 120.00
TOTAL					<u>648.00</u>
2554	01/24/2024	Pacific Office Automation	Customer #446374	1013 · Checking - US Bank - GF x3353	-271.14
937708	01/08/2024		Maintenance for 1 Color & 2 Blk/Wht Copiers 01/02/24-02/02/24	5380 · Copier and postage	271.14
TOTAL					<u>271.14</u>
2555	01/24/2024	Public Agency Retirement Servic Customer #SAN400		1013 · Checking - US Bank - GF x3353	-318.36
54737	01/09/2024		PARS Alternate Retirement System Fees PE 11/30/2023	5325 · HR & Finance Consultant	318.36
TOTAL					<u>318.36</u>

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

GF-Jan 2024

Num	Date	Name	Memo	Account	Original Amount
2556	01/24/2024	RMT Landscape Contractors, Inc Customer #M332		1013 · Checking - US Bank - GF x3353	-869.00
20240132	01/10/2024		Landscape Maintenance Jan-2024 (1351 Rollins Rd)	5505 · Facility - Repairs & Maint	544.50
			Landscape Maintenance (1415 N Carolan Ave)	5505 · Facility - Repairs & Maint	324.50
TOTAL					<u>869.00</u>
2557	01/24/2024	San Mateo County Environment Invoice #00101485		1013 · Checking - US Bank - GF x3353	-82.00
00101485	01/14/2024		Hazardous waste disposal fee (Used oil filters)	5620 · Auto, Hotsy, Plug, Boat, Traile	82.00
TOTAL					<u>82.00</u>
2558	01/24/2024	Technical Safety Services, LLC Customer #14050		1013 · Checking - US Bank - GF x3353	-3,272.99
IN0367573	12/29/2023		Replacement of BSC Motor and recalibration	5840 · Lab Equip. Maintenance	3,272.99
TOTAL					<u>3,272.99</u>
CHECK TOTAL					<u><u>271,096.80</u></u>

Note: Previous month's check numbers were 2421-2473. Current month's check numbers are 2474-2558 (85 checks).

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

CPF-Jan 2024

January 2024

Num	Date	Name	Memo	Account	Original Amount
1267	01/02/2024	F/S Manufacturing	Invoice No. 153275	1023 · Checking - US Bank - CPF x4183	-9,649.94
153275	11/16/2023		Pro GF Guardian 300 Gal Skid Mount (PO #02706 6020 · Equipment - Operations & Admin		9,649.94
TOTAL					<u>9,649.94</u>
1268	01/11/2024	Enterprise FM Trust	Customer No. 458563	1023 · Checking - US Bank - CPF x4183	-3,542.33
458563-010524	01/05/2024		22NCN8-2018 NISS Frontier- Jan 2024	6030 · Vehicle Leases	248.89
			22NCNB-2018 NISS Frontier	6030 · Vehicle Leases	248.89
			22NCNF-2018 NISS Frontier	6030 · Vehicle Leases	32.89
			22NCNJ-2018 NISS Frontier	6030 · Vehicle Leases	32.89
			23CDWF-2020 Subaru Forester	6030 · Vehicle Leases	318.64
			23LVXF-2019 NISS Frontier (Kim)	6030 · Vehicle Leases	405.59
			23LW6S-2019 NISS Frontier (Lab)	6030 · Vehicle Leases	455.33
			23MNV2-2020 NISS Frontier	6030 · Vehicle Leases	391.87
			23MNV3-2020 NISS Frontier	6030 · Vehicle Leases	391.88
			25QSHX-2022 FORD Explorer	6030 · Vehicle Leases	492.81
			266LKM-2021 RAM 2500	6030 · Vehicle Leases	522.65
TOTAL					<u>3,542.33</u>
CHECK TOTAL					<u><u>13,192.27</u></u>

Note: Previous month's check number was 1266. Current month's check number are 1267-1268 (2 checks).



P.O. BOX 8343
FARGO ND 58125-8343



000001028 01 SP 106481944046022 P
SMCMVCD
ATTN DISTRICT MANAGER
1351 ROLLINS RD
BURLINGAME CA 94010-2409

ACCOUNT NUMBER [REDACTED]
STATEMENT DATE 01-22-2024
AMOUNT DUE \$9,855.05
NEW BALANCE \$9,855.05
PAYMENT DUE ON RECEIPT

Jan
2024

AMOUNT ENCLOSED
\$

Please make check payable to U.S. Bank

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

[REDACTED] 000985505 000985505

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY									
SMCMAD	Previous Balance	Purchases And Other + Charges	Cash Advances +	Cash Advance Fees +	Late Payment Charges	- Credits	- Payments	New Balance	
Company Total	\$30,427.66	\$9,855.05	\$0.00	\$0.00	\$0.00	\$0.00	\$30,427.66	\$9,855.05	

CORPORATE ACCOUNT ACTIVITY					
SMCMAD					TOTAL CORPORATE ACTIVITY
					\$30,427.66CR
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
12-26	12-22	7479826336000000001338	PAYMENT - THANK YOU 00000 C	14,826.83	PY
01-22	01-21	74798264022000000000254	PAYMENT - THANK YOU 00000 C	15,600.83	PY

NEW ACTIVITY					
ANGELA NAKANO		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$66.24	\$0.00	\$66.24
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
01-18	01-16	24943014017010183588756	THE HOME DEPOT #0839 COLMA CA	66.24	

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER		ACCOUNT SUMMARY	
	[REDACTED]		PREVIOUS BALANCE	30,427.66
STATEMENT DATE 01/22/24	DISPUTED AMOUNT	.00	PURCHASES & OTHER CHARGES	9,855.05
			CASH ADVANCES	.00
SEND BILLING INQUIRIES TO: U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 8335 Fargo, ND 58125-8335	AMOUNT DUE		CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	.00
			PAYMENTS	30,427.66
			ACCOUNT BALANCE	9,855.05



Company Name: SMCMVCD
Corporate Account Number: [REDACTED]
Statement Date: 01-22-2024

Jan
2024

NEW ACTIVITY

CASEY STEVENSON					CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
					\$0.00	\$440.00	\$0.00	\$440.00
Post Date	Tran Date	Reference Number	Transaction Description		Amount			
01-04	01-04	24492154004713943456313	EB VERTEBRATE PEST CO 801-413-7200 CA		440.00			

SMCMVCD ADMIN					CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
					\$0.00	\$5,111.80	\$0.00	\$5,111.80
Post Date	Tran Date	Reference Number	Transaction Description		Amount			
12-29	12-29	24492153363743948772304	LIFETECHCORP 11273141 800-955-6288 CA		120.48			
01-02	01-01	24204294001001381912088	GOOGLE ADS3907138857 850-2530000 CA		125.21			
01-02	12-30	24492153364745125710238	LIFETECHCORP 11273141 800-955-6288 CA		19.30			
01-02	12-31	24492153365717407577667	GOVERNMENT FINANCE OFFICE 312-977-9700 IL		1,265.00			
01-02	01-01	24492164001000025667880	MOSYLE BUS' MOSYLE BUS HTTPSBUSINESS FL		37.50			
01-02	12-29	24493983385207710802126	CAL CHAMBER OF COMMERCE 800-331-8877 CA		82.94			
01-02	01-01	24692164001103132994508	YELPINC'855 380 9357 855-380-9357 CA		90.00			
01-08	01-06	24692164006107184018370	TST* LIMON - BURLINGAME 650-727-0050 CA		682.80			
01-08	01-05	24717054005170054968398	BIO RAD LABORATORIES 800-2248723 CA		248.19			
01-09	01-08	24692164008108661725382	COSTCO DELIVERY 854 800-788-9968 CA		569.84			
01-10	01-09	24427334009740270242373	LUNARDI'S MKT #8 BURLINGAME CA		8.72			
01-11	01-10	24492154010715057666241	EB VERTEBRATE PEST CO 801-413-7200 CA		410.00			
01-11	01-10	24692164011100729432452	TST* LIMON - BURLINGAME BURLINGAME CA		87.70			
01-12	01-10	24231684011837001324429	SAFEWAY #1547 BURLINGAME CA		13.98			
01-15	01-12	24426294014018018722711	MOSQUITO & VECTOR CONTROL 916-440-0826 CA		75.00			
01-15	01-12	24426294014018018722729	MOSQUITO & VECTOR CONTROL 916-440-0826 CA		75.00			
01-18	01-17	24009584018600111843836	SCHOLASTIC EDUCATION 573-632-1834 MO		964.59			
01-19	01-17	24207854018177400597289	CAPIO - CA ASSOCIATION OF 530-9245444 CA		30.00			
01-22	01-18	24692164019107210536727	THE HOME DEPOT 628 SAN CARLOS CA		215.75			

BRIAN WEBER					CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
					\$0.00	\$4,237.01	\$0.00	\$4,237.01
Post Date	Tran Date	Reference Number	Transaction Description		Amount			
01-09	01-08	24431064009091844000781	BURLINGAME ACE BURLINGAME CA		37.01			
01-22	01-19	247933840190000905692032	DOCUSIGN INC. 800-3799973 DE		4,200.00			

Department: 00000 Total:
Division: 00000 Total:

\$9,855.05
\$9,855.05

San Mateo County Mosquito & Vector Control District
Credit Card Transaction Detail by Account
January 2024

Jan 2024

Type	Date	Name	Memo	Split	Amount
1040 · US Bank Purchase Card					
1045 · US Bank Visa Brian x2315					
Credit Card Charge	01/08/2024	Ace Hardware	Ant bait for the office	5335 · Office Expense	37.01
Credit Card Charge	01/19/2024	Docusign	DocuSign Annual Subscription	5465 · Computer Software	4,200.00
Total 1045 · US Bank Visa Brian x2315					<u>4,237.01</u>
1050 · US Bank Visa Admin x5992					
Credit Card Charge	12/29/2023	CAL Chamber of Commerce	CA labor law posters for both offices	5335 · Office Expense	82.94
Credit Card Charge	12/30/2023	ThermoFisher Scientific	Primers for conventional assay & sample ID caps	5845 · Lab PCR Supplies	139.78
Credit Card Charge	12/31/2023	Government Finance Officers As:	Certificate of Achievement Review Fee FY2023	5375 · Audit	1,265.00
Credit Card Charge	01/01/2024	Google Inc.	Custom google ads when searching the web	5910 · Media and Network	125.21
Credit Card Charge	01/01/2024	Mosyle Business	Premium license	5465 · Computer Software	37.50
Credit Card Charge	01/01/2024	Misc- Outreach	Yelp-add-ins to the District's yelp business acct	5910 · Media and Network	90.00
Credit Card Charge	01/05/2024	Bio-Rad Laboratories, Inc.	Mix for wolbachia assay	5845 · Lab PCR Supplies	248.19
Credit Card Charge	01/06/2024	Misc-Admin	Limon - Dinner for the January Board Meeting	5305 · Board Meeting Expenses	770.50
Credit Card Charge	01/08/2024	Costco	Misc office supplies	5335 · Office Expense	56.29
			Misc janitorial paper supplies	5340 · Janitorial/Household Expense	463.47
			Misc board meeting supplies	5305 · Board Meeting Expenses	39.88
Credit Card Charge	01/09/2024	Misc-Admin	Lunardi's - card for staff member	5335 · Office Expense	8.72
Credit Card Charge	01/10/2024	Misc-Admin	Eventbrite-vertebrate pest conf. registr for Rachel	5215 · Conferences / Workshops Staff	410.00
Credit Card Charge	01/10/2024	Safeway Store	Cookies for the January Board Meeting	5305 · Board Meeting Expenses	13.98
Credit Card Charge	01/12/2024	MVCAC	MVCAC Trustee session for Trustees Dr. Scott & Ray	5210 · Conferences / Workshops Board	150.00
Credit Card Charge	01/17/2024	Misc- Outreach	CAPIO-'Communicating solo' webinar for Rachel	5910 · Media and Network	30.00
Credit Card Charge	01/17/2024	Scholastic Inc.	Books for elementary school for classrm educ. program	5910 · Media and Network	964.59
Credit Card Charge	01/18/2024	Home Depot	New garden hose reel and supplies/hardware	5630 · Ops Equipment & Repairs	215.75
Total 1050 · US Bank Visa Admin x5992					<u>5,111.80</u>
1052 · US Bank Visa Angie x8413					
Credit Card Charge	01/16/2024	Home Depot	Ant bait and damp-rid for insectary	5825 · Lab Supplies	66.24
Total 1052 · US Bank Visa Angie x8413					<u>66.24</u>
1053 · US Bank Visa Casey x8447					
Credit Card Charge	01/04/2024	Misc-Admin	Eventbrite-Tickets for staff for Vertebrate Pest Cntrl Conf (4)	5215 · Conferences / Workshops Staff	440.00
Total 1053 · US Bank Visa Casey x8447					<u>440.00</u>
TOTAL 1040 · US Bank Purchase Card					<u><u>9,855.05</u></u>



1415 N. Carolan Ave. Project Management Report

Reporting date

2/1/24-2/29/24

Project objective(s)

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

Work completed in February

1. Submitted the final project and got Aetypic started on construction drawings
2. Held two meetings with Aetypic and CPM

Work planned to be completed in March

1. Work with CPM and Aetypic to ensure the construction drawings stay on schedule.

Outlook for the remainder of 2024

1. Work with Aetypic and CPM to get construction drawings completed
2. Work with the Real Estate/Finance Committee and Aetypic to ensure accurate project costs.
3. Create and present a financial plan with implementation and funding options to the Committees and Board.
4. See attached chart sub projects attached as **Item 4C.1**

Budget status and outlook

Total budget approved for Phase 2:	\$555,923
Budget spent for Phase 2 (construction plans):	\$11,246.50
Total budget spent for Phase 1 & 2:	\$146,551.08

San Mateo MVCD Project Schedule



Task Name	Duration	Start Date	End Date	Q1			Q2			Q3			Q4			Q1			Q2			
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
<input type="checkbox"/> PART II: 1451 N. Carolan Ave Improvement Project	405d	Wed 02/28/2024	Mon 04/07/2025																			
<input type="checkbox"/> AA.5: Site Survey	29d	Wed 02/28/2024	Wed 03/27/2024																			
Schedule Topographic Site Survey	14d	Wed 02/28/2024	Tue 03/12/2024																			
Perform Topographic Site Survey	1d	Wed 03/13/2024	Wed 03/13/2024																			
Prepare Topographic Site Survey Documents	14d	Thu 03/14/2024	Wed 03/27/2024																			
Topographic Site Survey Documents Complete	0	Wed 03/27/2024	Wed 03/27/2024																			
<input type="checkbox"/> B.1: Schematic Design	112d	Wed 03/06/2024	Tue 06/25/2024																			
Schedule Site Investigation/Kickoff Meeting	14d	Wed 03/06/2024	Tue 03/19/2024																			
Site Investigation / Kickoff Meeting	1d	Wed 03/20/2024	Wed 03/20/2024																			
RFI Preparation	7d	Thu 03/21/2024	Wed 03/27/2024																			
RFIs Due to District	0	Wed 03/27/2024	Wed 03/27/2024																			
District RFI Review	7d	Thu 03/28/2024	Wed 04/03/2024																			
District RFI Responses Due	0	Wed 04/03/2024	Wed 04/03/2024																			
Preparation of Design Submittal	62d	Thu 03/21/2024	Tue 05/21/2024																			
Design Submittal Due to District	0	Tue 05/21/2024	Tue 05/21/2024																			
Cost Estimate Preparation	14d	Wed 05/22/2024	Tue 06/04/2024																			
Cost Estimate Due to District	0	Tue 06/04/2024	Tue 06/04/2024																			
District Review of Design Submittal	14d	Wed 05/22/2024	Tue 06/04/2024																			
District Review Comments Due	0	Tue 06/04/2024	Tue 06/04/2024																			
Comments Review / Schedule Review Meeting	7d	Wed 06/05/2024	Tue 06/11/2024																			
Design Review Meeting	0	Tue 06/11/2024	Tue 06/11/2024																			
Meeting Minutes & RFI Preparation	7d	Wed 06/12/2024	Tue 06/18/2024																			
Meeting Minutes and RFIs Due	0	Tue 06/18/2024	Tue 06/18/2024																			
District RFI Review	7d	Wed 06/19/2024	Tue 06/25/2024																			
District RFI Responses Due	0	Tue 06/25/2024	Tue 06/25/2024																			
<input type="checkbox"/> C.1: Design Development	77d	Wed 06/19/2024	Tue 09/03/2024																			
Preparation of Design Submittal	42d	Wed 06/19/2024	Tue 07/30/2024																			
Design Submittal Due to District	0	Tue 07/30/2024	Tue 07/30/2024																			
Preparation of Cost Estimate	14d	Wed 07/31/2024	Tue 08/13/2024																			
Cost Estimate Due to District	0	Tue 08/13/2024	Tue 08/13/2024																			
District Review of Design Submittal	14d	Wed 07/31/2024	Tue 08/13/2024																			
District Review Comments Due	0	Tue 08/13/2024	Tue 08/13/2024																			
Comments Review / Schedule Review Meeting	7d	Wed 08/14/2024	Tue 08/20/2024																			
Design Review Meeting	0	Tue 08/20/2024	Tue 08/20/2024																			
Meeting Minutes & RFI Preparation	7d	Wed 08/21/2024	Tue 08/27/2024																			
Meeting Minutes & RFIs Due	0	Tue 08/27/2024	Tue 08/27/2024																			
District RFI Review	7d	Wed 08/28/2024	Tue 09/03/2024																			

Task Name	Duration	Start Date	End Date	Q1			Q2			Q3			Q4			Q1			Q2			
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
District RFI Responses Due	0	Tue 09/03/2024	Tue 09/03/2024																			
<input type="checkbox"/> D.1: 65% Construction Documents	77d	Wed 08/21/2024	Tue 11/05/2024																			
Preparation of Design Submittal	42d	Wed 08/21/2024	Tue 10/01/2024																			
Design Submittal Due to District	0	Tue 10/01/2024	Tue 10/01/2024																			
Preparation of Cost Estimate	14d	Wed 10/02/2024	Tue 10/15/2024																			
Cost Estimate Due to District	0	Tue 10/15/2024	Tue 10/15/2024																			
District Review of Design Submittal	14d	Wed 10/02/2024	Tue 10/15/2024																			
District Review Comments Due	0	Tue 10/15/2024	Tue 10/15/2024																			
Comments Review / Schedule Review Meeting	7d	Wed 10/16/2024	Tue 10/22/2024																			
Design Review Meeting	0	Tue 10/22/2024	Tue 10/22/2024																			
Meeting Minutes & RFI Preparation	7d	Wed 10/23/2024	Tue 10/29/2024																			
Meeting Minutes & RFIs Due	0	Tue 10/29/2024	Tue 10/29/2024																			
District RFI Review	7d	Wed 10/30/2024	Tue 11/05/2024																			
District RFI Responses Due	0	Tue 11/05/2024	Tue 11/05/2024																			
<input type="checkbox"/> D.2: 95% Construction Documents	63d	Wed 10/23/2024	Tue 12/24/2024																			
Preparation of Design Submittal	28d	Wed 10/23/2024	Tue 11/19/2024																			
Design Submittal Due to District	0	Tue 11/19/2024	Tue 11/19/2024																			
Preparation of Cost Estimate	14d	Wed 11/20/2024	Tue 12/03/2024																			
Cost Estimate Due to District	0	Tue 12/03/2024	Tue 12/03/2024																			
District Review of Design Submittal	14d	Wed 11/20/2024	Tue 12/03/2024																			
District Review Comments Due	0	Tue 12/03/2024	Tue 12/03/2024																			
Comments Review / Schedule Review Meeting	7d	Wed 12/04/2024	Tue 12/10/2024																			
Design Review Meeting	0	Tue 12/10/2024	Tue 12/10/2024																			
Meeting Minutes & RFI Preparation	7d	Wed 12/11/2024	Tue 12/17/2024																			
Meeting Minutes & RFIs Due	0	Tue 12/17/2024	Tue 12/17/2024																			
District RFI Review	7d	Wed 12/18/2024	Tue 12/24/2024																			
District RFI Responses Due	0	Tue 12/24/2024	Tue 12/24/2024																			
<input type="checkbox"/> D.3: Final Construction Documents	118d	Wed 12/11/2024	Mon 04/07/2025																			
Preparation of Design Submittal	35d	Wed 12/11/2024	Tue 01/14/2025																			
Design Submittal Due to City for Building Permit Review	0	Tue 01/14/2025	Tue 01/14/2025																			
Preparation of Cost Estimate	14d	Wed 01/15/2025	Tue 01/28/2025																			
Cost Estimate Due to District	0	Tue 01/28/2025	Tue 01/28/2025																			
City Permit Review of Design Submittal	48d	Wed 01/15/2025	Mon 03/03/2025																			
City Permit Review Comments Complete	0	Mon 03/03/2025	Mon 03/03/2025																			
City Permit Comments Review	7d	Tue 03/04/2025	Mon 03/10/2025																			
Design Review Meeting	0	Mon 03/10/2025	Mon 03/10/2025																			
Preparation of Design Resubmittal	14d	Tue 03/11/2025	Mon 03/24/2025																			
Design Resubmittal Due to City for Building Permit Approval	0	Mon 03/24/2025	Mon 03/24/2025																			
City Building Permit Approval	14d	Tue 03/25/2025	Mon 04/07/2025																			

Agenda Item 4D

SUBJECT: Consider recommending the Board approve having the Operations Director purchase 3,000 gallons of BVA 2 larvicide oil from Azelis Solutions not to exceed \$38,000

BACKGROUND AND STATUS

The operations director proposes buying 3,000 gallons of BVA 2 mosquito larvicide oil (BVA). BVA is a highly refined oil used primarily to control immature mosquitoes. When applied evenly over the water surface, it rapidly interrupts the air-water interface and suffocates the larvae and pupae. This quick action makes it an effective larvicide for the seasonal Jeep program that targets larvae in underground storm drains. This purchase will last approximately 12-18 months and be stored in the district’s large holding tanks onsite.

BVA is sold by two distributors, Azelis Solutions and Target Specialty Products. The table below summarizes their quotes. By using Adapco, the district can split the shipping cost with another mosquito control district at a prorated savings of \$7,500 in freight costs.

<u>Vendor</u>	<u>Unit price per GL</u>	<u>Shipping Cost</u>	<u>Total cost with shipping cost and tax</u>
Adapco	\$8.65 @ 3,000 gal	\$7,500	\$35,947.69
Target	\$11.10 @ 3,000 gal	Cost Built in	\$36,505.13

This purchase was budgeted and accounted for in the approved FY 23-24 budget.

RECOMMENDATION

Recommend the Board approve having the Operations Director purchase 3,000 gallons of BVA 2 mosquito larvicide oil from Azelis for **\$35,947.69**, with an additional **\$2,052.31** added in the event of increased delivery charges for a total recommended amount of **\$38,000**.

REFERENCE MATERIALS ATTACHED:

1. Azelis Solutions Bid
2. Target Specialty Bid



**Agricultural &
Environmental
Solutions**

Innovation
through
formulation



Date: March 1, 2024
 Quotation #: 030124-1
 Valid through: April 1, 2024
 Prepared by: Dennis Candito

ADAPCO, LLC d/b/a/ Azelis Agricultural & Environmental Solutions is pleased to provide the following quotation to:
SAN MATEO COUNTY MVCD
BURLINGAME CA

Comments or special instructions:

**Applicable sales tax will be added to invoice, based on the Tax Rate at the delivery location at the time of delivery.
 Prices quoted include CDPR Pesticide Mil Tax assessment.**

Bulk Oil volume is determined by weight, not by meter. Therefore, the actual gallons you receive and are invoiced for will not be the exact amount ordered. The actual volume received may be more or less than the amount ordered.
 The district will be invoiced for the actual volume delivered as determined by the manufacturer's shipping documents.

Item Description	Qty	Pkg Size	Unit Price/ Unit	Estimated Subtotal
BVA 2 LARVOIL Not to exceed 3000 gal	3,000	BULK GAL.	\$ 8.65 GL	\$ 25,950.00
ESTIMATED TAX	9.625%			\$ 2,497.69
			Subtotal	\$ 28,447.69
			Estimated Freight*	\$ 7,500.00
			Estimated Total**	\$ 35,947.69

* ESTIMATED FREIGHT is based on San Mateo County MVCD splitting a full tanker load with another district.
 ESTIMATED FREIGHT is an estimate of freight cost based on recent and similar shipments. Actual freight cost may be more or less than what is estimated because actual tanker rates are not available until time of shipment.
 ** ESTIMATED TOTAL is based on San Mateo County MVCD splitting a full tanker load with another district.

Freight will be Prepaid & Added to Invoice. Payment Terms Net 30 days.

Please visit our website at www.azelisaes-us.com to view Labels, request SDS, and get other product information.
 Should you have any questions or immediate needs, please contact me at 877-875-6353.
 Thank you for the opportunity to serve you.
 Best regards,

Dennis Candito [electronic signature]

Dennis Candito
 Key Account Representative

Azelis Agricultural & Environmental Solutions
 Email: Dennis.Candito@azelis.com
 Direct: 877-875-6353



TARGET

SPECIALTY PRODUCTS

524 Galveston St
 West Sacramento, CA
 95691
 916-374-9900
 800-533-0816
 FAX 916-374-0900

Quotation

Contact: Casey Stevenson
 Customer: San Mateo MVCD
 Address: 1351 Rollins Rd
 City, State: Burlingame, CA
 Zip: 94010

Quotation #:
 Date: 3/1/2024
 Customer ID:

PO #	TSP Order #	Sales Rep	FOB	Ship Via	Terms	Shipping Date
		J. Camacho			Net 30	

Item #	Quantity	Description	UOM	Unit Price	Total
I512442	3,000	BVA 2 Larv Oil (BULK)	Gal	\$13.40	\$40,200.00
		One Drop Shipment -			
I512442	3,000	BVA 2 Larv Oil (BULK)	Gal	\$11.10	\$33,300.00
		Two Drop Shipment -			

Subtotal
 Shipping FREE
 Taxes 0
 Misc
 Balance \$0.00

Special Notes and Instructions

This quote is valid for 90 days. Free shipping on orders greater than \$700. The prices quoted do not include any sales tax. Sale tax will be added at time of invoicing.

Quote Prepared By:

Joe Camacho

Vector Specialist

916-291-3173

Sales Representative

joe.camacho@target-specialty.com

Agenda Item 4E

SUBJECT: REPORT ON TRUSTEE COMPENSATION SURVEY RESULTS

BACKGROUND

During the past month, the Finance Committee thoroughly deliberated on the potential enhancement of compensation and benefits for District Board members. After extensive consultations with staff and legal counsel, it has been determined that augmenting fringe benefit allocations would be permissible. This can be achieved either by allocating funds towards specific health and welfare benefit programs, such as directing District contributions to a Health Reimbursement Arrangement designated for active Trustees.

In straightforward terms, the Trustees have the authority to adjust the funds allocated for their meeting expenses by amending legislation. Alternatively, they could opt to secure health benefits as an alternative form of compensation through an internal policy adjustment.

STATUS:

At their February 5, 2024, Finance Committee Meeting, staff was directed to send out an anonymous survey to the Board requesting interest and feedback on an increase in compensation for Board member meeting attendance.

As of March 1, eleven Trustees responded to the survey. The results can be seen in **attachment 4E.1**.

However, in summary, six trustees agreed with exploring an increase in compensation, four disagreed, and one was indifferent.

Based on survey comments and responses, staff recommends elevating this discussion to the Board level. Doing so will enable legal counsel and district staff to present information and gather feedback on a course of action.

ATTACHMENTS:

1. Trustee compensation survey results

Please indicate how you feel about increasing trustee compensation.	Please share any thoughts you have related to potentially increasing trustee compensation. Your comments are anonymous.
Strongly agree with increasing trustee compensation	should increase under the medical area
Somewhat agree with increasing trustee compensation	
Somewhat agree with increasing trustee compensation	\$100 per monthly meeting seems to be an outdated reimbursement rate given the work Board members, particularly those on committees, receive for their oversight role and decisions involving District business.
Strongly disagree with increasing trustee compensation	I have a hard time understanding what actions a trustee will be doing additionally that could require an increase in compensation
Strongly agree with increasing trustee compensation	What we are currently paid doesn't begin to cover how much time it takes to read all the reports in the monthly packet and participate in the meetings.
Somewhat agree with increasing trustee compensation	I believe that board members should be compensated for their time and effort. I don't have a dollar amount, but it should be fair. For me personally I am on the Board to serve whether or not receiving compensation.
Somewhat disagree with increasing trustee compensation	I feel that this should be discussed at a meeting so that we all understand the pros and cons of the increase. I cannot make a decision based on what I read.
Strongly disagree with increasing trustee compensation	We are volunteers and this should not be compensated. I feel lucky we are even getting what we are now getting and I am thankful but not expectant for any raise.
Strongly disagree with increasing trustee compensation	
Somewhat agree with increasing trustee compensation	I think it is time to increase the compensation board members receive. I like the idea of a health reimbursement account.
Neither agree nor disagree with increasing trustee compensation	