



**REGULAR MEETING
OF THE BOARD OF TRUSTEES**

July 9, 2025, 6:00 PM

AGENDA

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

HOW TO OBSERVE THE MEETING:

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

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

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

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

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

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

HOW TO SUBMIT PUBLIC COMMENTS:

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

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

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

ACCESSIBILITY INFORMATION:

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

PUBLIC RECORDS:

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

CEQA NOTICE:

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

- Announcements/Consideration and Approval of Requests by Trustees to Participate Remotely Pursuant to AB 2449 (Government Code 54943(f)).
- Trustee Catherine Carlton will be attending from Calle Zacateros 61, House No. 5, Zona Centro, 37700 San Miguel de Allende, Guanajuato, México.
- The Secretary of the Board will take roll call.

4. PUBLIC COMMENTS AND ANNOUNCEMENTS

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

5. **CONSENT CALENDAR**

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

A. **Approval of Minutes**

- Minutes from the June 12, 2025 Board meeting

B. **Approval of Financial Reports**

- Financial Report for FY 2024-25 as of May 30, 2025

REGULAR AGENDA

6. **PUBLIC HEARING—In accordance with GC Section 3502.3 (Assembly Bill 2561), a public agency must hold a public hearing once per fiscal year to present the status of vacancies and recruitment and retention efforts.**

ACTION: Motion to open Public Hearing

- This is the opportunity for any public members to address the Board with questions/comments relevant to GC Section 3502.3 (Assembly Bill 2561)

ACTION: Motion to close Public Hearing and accept and file the staff report

7. **BOARD COMMITTEE REPORTS**

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

A. Finance Committee Report

Report by: Ron Collins, Finance Committee Chair

ACTION: No action, information only

A. Ad Hoc Committee on Real Estate Report

Report by: Paul Norton, Chair, Ad Hoc Committee on Real Estate, and Brian Weber, District Manager

ACTION: No action, information only

8. STAFF REPORTS

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

9. MANAGER'S REPORT

Manager Weber will provide an update on relevant District information.

10. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

11. ADJOURNMENT



Minutes of the REGULAR MEETING OF THE BOARD OF TRUSTEES

June 11, 2025, 6:00 PM

- 1. CALL TO ORDER BY MASON AT 6 PM SHARP**
- 2. PLEDGE OF ALLEGIANCE led by Kati Martin**
- 3. ROLL CALL**

TRUSTEES PRESENT:

Chuck Cotten	City of Belmont
Michael Goldman	City of Brisbane
Rena Gilligan	City of Burlingame
Laura Walsh	Town of Colma
Glenn R. Sylvester	City of Daly City
Donna Rutherford	City of East Palo Alto
Kati Martin	City of Half Moon Bay
Muhammad Baluom	City of Millbrae
Kat Lion	City of Redwood City
Robert Riechel	City of San Bruno
Ron Collins	City of San Carlos
Tolifili Fa	City of San Mateo
Michael Yoshida	City of South San Francisco
Paul Fregulia	Town of Woodside

PRESENT: 14 Trustees

Mason Brutschy*	Town of Atherton
Desiree LaBeaud*	County-At-Large
Catherine Carlton*	City of Menlo Park
Dr. D. Scott Smith*	Town of Hillsborough
Peter DeJarnatt*	City of Pacifica
Paul Norton*	City of Foster City
Ray Williams*	Town of Portola Valley

TRUSTEES ABSENT: 7 (*=Excused)

OTHERS PRESENT:

District Manager, Brian Weber

Finance Director, Richard Arrow
General Counsel, Alexandra Barnhill (**BY ZOOM**)
Assistant Manager and Operations Director, Casey Stevenson
Lab Director, Angie Nakano
Public Health Education and Outreach Officer, Rachel Curtis-Robles
IT Director, Matthew Nienhuis

4. **PUBLIC COMMENTS AND ANNOUNCEMENTS:** No public comment was made. No members of the public were present for the duration of the meeting and no public comments were submitted in writing on any agenda item.

5. **CONSENT CALENDAR**

The Board considered all items on the Consent Calendar.

A. Meeting Minutes

- Minutes from May 14, 2025

B. Financial Reports

- Financial Report for FY 2024-25 as of April 30, 2025

C. Capital Asset Retirement

- Retirement of one 14' Klamath boat from Capital Asset Inventory

D. Approval of Cordgrass Work plan

- SMCMVCD Cordgrass Work plan for FY 25-26 and associated revenue

ACTION: Motion to approve the Consent Calendar was made by Ron Collins, 2nd by Glenn Sylvester; Approved unanimously by voice vote.

Votes: 14 Yes; 0 No; 0 Abstain; 7 Absent.

REGULAR AGENDA

6. **BOARD COMMITTEE REPORTS**

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

A. Finance Committee Report

Report by: Finance Committee Report given by Committee Chair, Ron Collins. The Committee met on June 2, 2025. Ron provided a written report in the board packet. The items discussed included the preliminary Financial Reports for FY 24-25, a summary of the construction project status, cost, and the long-term financial plan. The Committee also discussed the engineer's report and resolution regarding the assessment, the Ad-Hoc staff negotiation committee's progress on employee compensation increases, and lastly the FY 25-26 preliminary budget. Please refer to the written report for more details.

Public Comment: None.

B. Presentation of the Engineer's Report calculating the Benefit Assessment and Consideration of the Adoption of Resolution M-003-25

There was a presentation from SCI Consulting Group given by Tristan Foley on the Engineers Report. The rates for Zone A will increase to \$26.03 and for Zone B the increase is \$25.55. This increase is per single-family house. The increase will bring the district about 2,317,887.00 dollars.

Public Comment: None.

ACTION: Motion made by Robert Riechel, 2nd by Muhammad Baluom, to adopt Resolution M-003-25 approving the Final Assessment Diagram and Engineers Report and ordering the Levy of Assessments for FY 2024-2025 for the North and West County Disease Control Assessment District. Motion passed by voice vote.

Vote: 14 Yes; 0 No; 0 Abstain; 7 Absent.

C. Resolution M-004-25 - Special Mosquito Control Tax

A report was given by Finance Director Richard Arrow and supported by District Manager Brian Weber input.

Public Comment: None.

ACTION: Motion made by Ron Collins, 2nd by Glenn Sylvester, to approve Resolution M-004-25, maintaining the amount of the Special Mosquito Control Tax without changes for Mosquito Control Services within the originally designated cities and unincorporated areas for FY 2024-2025 and authorizing the continued collection of the tax. Approved unanimously by voice vote.

Vote: 14 Yes; 0 No; 0 Abstain; 7 Absent.

D. Presentation of the 24-25 Final Budget and Estimated for FY 25-26

An oral report was made by Finance Director Richard Arrow who provided a detailed written report in the Board packet. His highlights are that the numbers remained the same. There was a slight increase in Laboratory department, but the budget is balanced and the District has a healthy financial outlook.

Public Comment: None.

ACTION: Motion made by Rena Gilligan, 2nd by Ron Collins to approve the FY 25-26 Final Budget. Approved unanimously by voice vote.

Vote: 14 Yes; 0 No; 0 Abstain; 7 Absent.

E. Ad Hoc Staff Negotiating Committee

Report by Committee Chair Rena Gilligan: The Committee met several times; they discussed salary and benefits proposals from the unrepresented and represented negotiation groups and directed staff to prepare counter proposals that balance the employee's interests with the District's fiscal realities. Ultimately, both groups agreed to the same changes to their benefits, they will receive a cost-of-living increase of 5% annually for 3 years. The committee also discussed several the need to create additional district positions, including a part-time vector ecologist and a full-time senior accountant, and the need to reclassify the public health education and outreach officer as a communications director. For more details, please refer to the written report provided in the board packet.

F. Proposal to establish a regular, part-time vector ecologist position and adopt an associated classification description and salary scale.

Public Comment: None.

ACTION: Motion made by Robert Riechel, 2nd by Muhammad Baluom to approve establishing a regular part-time vector ecologist position and adopt an associated classification and salary scale. Motion approved unanimously by voice vote.

Vote: 14 Yes; 0 No; 0 Abstain; 7 Absent.

G. Proposal to establish a regular, full-time senior accountant position and adopt an associated classification description and salary scale.

Public Comment: None.

ACTION: Motion made by Donna Rutherford, 2nd by Michael Yoshida to approve a full-time senior accountant position, includes a classification description in the district policy manual appendix, and adopt an associated salary scale. Motion approved unanimously by voice vote.

Vote: 14 Yes; 0 No; 0 Abstain; 7 Absent.

H. Proposal to reclassify the Public Health Education and Outreach Officer as the Communications Director and revise the classification description and salary scale.

Public Comment: None.

ACTION: Motion made by Donna Rutherford, 2nd by Rena Gilligan to approve reclassify the public health education and outreach officer position as the communications director, revise the classification description in the district policy manual appendix, and adopt an associated salary scale. Motion approved unanimously by voice vote.

Vote: 14 Yes; 0 No; 0 Abstain; 7 Absent.

7. STAFF REPORTS

A. Operations Director Casey Stevenson provided an update on Field Operations.

B. Laboratory Director Angie Nakano provided an update on laboratory activities.

C. Public Health Education and Outreach Officer Rachel Curtis-Robles provided an update on the District's Public Outreach Program.

D. **Information Technology Director Matthew Nienhuis** provided an update on technology matters.

Public Comments on 7. A, B, C, and D: None.

8. CLOSED SESSION:

Conference with Labor Negotiator (Gov. Code 54957.6)

Agency Designated Representative: Brian Weber

Employee Organizations: Peninsula Vector Workers Association

Unrepresented Employees: Accountant, Laboratory Director, Field Operations Supervisor, Operations Director, Information and Technology Director, and Public Education and Outreach Officer

Public Comment: None.

ACTION: NO REPORTABLE ACTION TAKEN.

9. CLOSED SESSION:

Public Employee Performance Evaluation (Gov. Code 54957)

Title: Interim Finance Director

Public Comment: None.

ACTION: NO REPORTABLE ACTION TAKEN.

10. EMPLOYMENT MATTERS

A. MEMORANDUM OF UNDERSTANDING WITH PENINSULA VECTOR CONTROL WORKERS ASSOCIATION FOR JULY 1, 2025 TO JUNE 30, 2028.

B. RESOLUTION M-005-25 AUTHORIZING COMPENSATION AND BENEFIT ADJUSTMENTS FOR UNREPRESENTED EMPLOYEES FROM JULY 1, 2025, TO JUNE 30, 2028

Public Comment: None.

ACTION: Motion made by Rena Gilligan, 2nd by Chuck Cotten, to approve the Memorandum of Understanding with Peninsula Vector Control Workers Association and Resolution M-005-25 authorizing compensation and benefit adjustments for unrepresented employees from July 1, 2025, to June 30, 2028. Approved unanimously by voice vote.

Vote: 14 Yes; 0 No; 0 Abstain; 7 Absent.

11. CONSIDERATION AMENDMENT OF EMPLOYEE MANUAL POLICY 5120.10 REGARDING SPECIFIED PAID HOLIDAYS

Public Comment: None.

ACTION: Motion made by Laura Walsh, 2nd by Ron Collins to approve Policy 5120 to make Good Friday a full day holiday. Approved unanimously by voice vote.

Vote: 14 Yes; 0 No; 0 Abstain; 7 Absent.

12. CONSIDER THE FIFTH AMENDMENT TO THE AGREEMENT FOR THE POSITION IN INTERIM DIRECTOR

Public Comment: None.

ACTION: Motion made by Robert Riechel, 2nd by Muhammad Baluom to approve the 5th amendment for the position of interim finance director, effective July 1, 2025. Approved unanimously by voice vote.

Vote: 14 Yes; 0 No; 0 Abstain; 7 Absent.

13. MANAGER'S REPORT

District Manager Brian Weber provided a written report in the board packet. Some highlights of his report were CSDA training, virtual workshops, on-demand webinars, and California Environmental Quality Act legislation. Please refer the written report for more details.

14. BOARD MEMBERS COMMENTS AND ANNOUNCEMENTS – None.

15. ADJOURNMENT: 7:47 P.M.



Agenda Item 5B

**Preliminary
Monthly Financial Report
Month Ending May 31, 2025**

Staff Recommendation: Motion to recommend approval of May 31, 2025, preliminary Financial Report.

Statement of Revenues, Expenditures and Change in Fund Balance

Total revenues received from July 1, 2024, through May 31, 2025 (YTD) were \$ 7,769,847. Total expenditures YTD were \$ 6,723,525 and the change in fund balance was \$ 1,046,322. The District had \$ 5,840,925 cash available in County Treasury and \$ 5,681,107 in CalCLASS.

	General	Capital	Total
	Fund	Fund	Funds
Beginning Fund Balance 7/1/2024:	\$ 10,460,092	\$ 678,479	\$ 11,138,571
Revenues/Resources	\$ 7,753,610	\$ 16,237	\$ 7,769,848
Due To (From) Funds	(169,720)	169,720	-
Expenditures	\$ 6,005,314	\$ 718,212	\$ 6,723,526
Change in Fund Balance	1,578,576	(532,255)	\$ 1,046,322
* Ending Fund Balance	\$ 12,038,668	\$ 146,224	\$ 12,184,893

* Components of Fund Balance:			
Nonspendable (Inventory)	\$ 170,595	\$ -	\$ 170,595
Pension Rate Stabilization Reserve	\$ 124,363	\$ -	\$ 124,363
Assigned (Capital Improvements)	\$ -	\$ 146,224	\$ 146,224
Public Health Emergency Fund	\$ 200,000	\$ -	\$ 200,000
Natural Disaster Emergency Fund	\$ 200,000	\$ -	\$ 200,000
Real Property Acquisiton Fund	\$ 5,384,670	\$ -	\$ 5,384,670
Debt Service Repayment Fund	\$ -	\$ -	\$ -
Unrestricted Fund Balance	\$ 5,959,040	\$ -	\$ 5,959,040
Total	\$ 12,038,668	\$ 146,224	\$ 12,184,893



Budget Variances

Revenues

The actual revenue received through May 31, 2025, was \$ 7,769,847, which was under the budget by \$ 260,371. This difference is composed of reduced program revenue of \$ 143,041 , timing differences and reductions of reduced tax revenue of \$ 176,501 and additional other revenue of \$ 59,172.

Expenditures

Expenditures through May 31, 2025, were \$ 6,723,525 which were over the budget of \$344,995 primarily due to the timing of expenditures contained in the table below:

Budget Category	Over (Under)	Variance	% of YTD Budget	Explanation
Salaries & Wages	Under	\$194,865	93.9%	Timing of Employee Salaries and position vacancy
Employee Benefits	Over	\$104,936	107.5%	Use of benefits greater than budgeted
Training, Board and Staff	Under	\$29,515	67.3%	Timing of conferences and trainings
Admin	Over	\$10,360	102.7%	Timing of administrative expenditures
Insurance	Under	\$12,964	93.2%	Insurance Expenditures less than budgeted
Computer Hardware & Software	Under	\$18,501	73.5%	Timing of I.T. expenditures
Facilities Maintenance	Under	\$16,549	66.3%	Timing of maintenance expenditures
Operations	Under	\$12,291	94.0%	Timing of operational expenditures
Public Outreach	Under	\$42,125	64.8%	Timing of Public Outreach expenditures
Capital Improvements	Over	\$553,575	435.7%	Timing of Capital Expenditures

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
As of May 31, 2025, accounts receivable outstanding greater than 90 days total is \$ 0 . As of June 25, 2025, the accounts receivable greater than 90 days is \$ 154.46.
 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 3498 through 3551. Last month's check number ended at 3497. All checks written were to vendors on accounts, retired employees, or reimbursements to current employees, according to District policy. In May 2025, 54 checks written by the General Fund totaled \$ 203,551.46. In addition, the District wrote 4 checks from the Capital Fund totaling \$ 172,479.59 (check numbers 1311 through 1314).
 8. Purchase Card Report and Bank Statement
All card purchases for the month were from commercial vendors and met the District purchase card policy. A copy of the purchase card bank statement is attached. Also, descriptions of all purchases from Amazon are included in the attached detailed purchase card transactions report.
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San Mateo County Mosquito & Vector Control District
Balance Sheet
As of May 31, 2025

	Total May 31, 25	General Fund	Capital Fund
ASSETS			
Current Assets			
Checking/Savings			
1010 · Cash-County Treasury-GF x2706	5,683,436	5,683,436	
1013 · Checking -US Bank - GF x3353	(10,557)	(10,557)	
1018 · Cash-Cal CLASS	5,681,107	5,681,107	
1020 · Cash-County Treasury-CPF x2705	157,489	-	157,489
1023 · Checking -US Bank - CPF x4183	-	-	-
1026 · County Funds - FMV	(44,372)	(44,822)	450
1030 · Petty Cash	400	400	
1035 · PARS Pension Rate Stabilization	124,363	124,363	
Total Checking/Savings	11,591,866	11,433,927	157,939
Accounts Receivable			
1100 · Accounts Receivable	11,909	11,909	
1105 · Interest Receivable	-		
Total Accounts Receivable	11,909	11,909	-
Other Current Assets			
1106 · Other Receivables	-	-	
1220 · VCJPA-Member Contingency Fund	525,894	525,894	
1230 · Pesticide Inventory	170,595	170,595	
1300 · Prepaid Items	3,400	3,400	
Total Other Current Assets	699,889	699,889	-
Total Current Assets	12,303,663	12,145,724	157,939
TOTAL ASSETS	12,303,663	12,145,724	157,939
LIABILITIES & FUND BALANCE			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	118,771	107,056	11,715
Total Accounts Payable	118,771	107,056	11,715
Credit Cards			
1040 · US Bank Purchase Card	-	-	
Total Credit Cards	-	-	-
Other Current Liabilities			
2200 · Accrued Wages	-	-	
Total Other Current Liabilities	-	-	-
Total Current Liabilities	118,771	107,056	11,715
Total Liabilities	118,771	107,056	11,715
Fund Balance			
Beginning Fund Balance, 7/1/2024	11,138,571	10,460,092	678,479
Due To (From) Funds	-	(169,720)	169,720
Revenues Over Expenditures	1,046,322	1,748,296	(701,975)
Ending Fund Balance *	12,184,893	12,038,668	146,224
TOTAL LIABILITIES & FUND BALANCE	12,303,663	12,145,724	157,939
* COMPONENTS OF ENDING FUND BALANCE			
Nonspendable (Inventory)	170,595	170,595	-
Pension Rate Stabilization Reserve	124,363	124,363	
Assigned (Capital Improvements)	146,224	-	146,224
Public Health Emergency Fund	200,000	200,000	-
Natural Disaster Emergency Fund	200,000	200,000	-
Real Property Acquisiton Fund	5,384,670	5,384,670	-
Debt Service Repayment Fund	-	-	-
Unrestricted Fund Balance (Includes Working Capital)	5,959,040	5,959,040	-
Total Fund Balance	12,184,893	12,038,668	146,224

Statement of Revenues, Expenditures Budget vs. Actual
July 2024 through June 2025

Month of Report:
May, 2025

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	2,935,053	2,768,857	(166,196)	94.3%	2,911,898	(143,041)	95.1%	235,980	229,449	(6,531)	97.2%
Total 4100 · PROPERTY TAX REVENUES	3,904,536	3,632,293	(272,243)	93.0%	3,904,536	(272,243)	93.0%	345,733	309,553	(36,180)	89.5%
Total 4200 · OTHER TAX REVENUES	850,000	945,742	95,742	111.3%	850,000	95,742	111.3%	116,487	129,519	13,032	111.2%
Total 4300 · OTHER REVENUES	399,000	406,719	7,719	101.9%	363,784	42,935	111.8%	28,923	21,008	(7,915)	72.6%

Total Revenues

	8,088,589	7,753,610	(334,979)	95.9%	8,030,218	(276,608)	96.6%	727,123	689,529	(37,594)	94.8%
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Expenditures

Total 5000 · SALARIES & WAGES	3,474,347	2,990,505	483,842	86.1%	3,185,370	(194,865)	93.9%	279,880	246,375	(33,505)	88.0%
Total 5100 · EMPLOYEE BENEFITS	1,537,067	1,497,194	39,873	97.4%	1,392,258	104,936	107.5%	111,741	156,085	44,344	139.7%
Total 5200 · TRAINING - BOARD & STAFF	90,586	60,818	29,768	67.1%	90,333	(29,515)	67.3%	863	890	27	103.1%
Total 5300 · ADMINISTRATION	414,650	400,383	14,267	96.6%	390,023	10,360	102.7%	8,408	24,976	16,568	297.0%
Total 5400 · INSURANCE	190,812	177,848	12,964	93.2%	190,812	(12,964)	93.2%	-	-	-	0.0%
Total 5450 · COMPUTER HARDWARE & SOFTWARE	75,969	51,280	24,689	67.5%	69,781	(18,501)	73.5%	568	3,160	2,592	556.3%
Total 5500 · FACILITIES MAINTENANCE	54,640	32,514	22,126	59.5%	49,063	(16,549)	66.3%	14,254	4,995	(9,259)	35.0%
Total 5550 · UTILITIES	73,963	73,904	59	99.9%	68,094	5,810	108.5%	4,503	4,731	228	105.1%
Total 5600 · FLEET MAINTENANCE	52,686	37,210	15,476	70.6%	37,248	(38)	99.9%	3,618	5,350	1,732	147.9%
Total 5700 · OPERATIONS	253,722	193,846	59,876	76.4%	206,137	(12,291)	94.0%	11,341	7,555	(3,786)	66.6%
Total 5800 · LABORATORY	105,394	94,095	11,299	89.3%	96,733	(2,638)	97.3%	4,865	3,954	(911)	81.3%
Total 5900 · PUBLIC OUTREACH	127,070	77,622	49,448	61.1%	119,747	(42,125)	64.8%	12,945	7,371	(5,574)	56.9%
Total 6500 · DEBT SERVICE	318,095	318,094	1	100.0%	318,095	1	100.0%	-	-	-	0.0%

Total Expenditures

	6,769,001	6,005,314	(763,687)	88.7%	6,213,694	(208,380)	96.6%	452,986	465,442	12,456	102.7%
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General Fund Net Revenues Over Expenditures

	1,319,588	1,748,296	428,708		1,816,524	(68,228)		274,137	224,087	(50,050)	
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CAPITAL IMPROVEMENT FUND:

Total 6000 · CAPITAL IMPROVEMENTS REVENUE	-	16,237	(16,237)	0.0%	-	16,237	0.0%	-	-	-	0.0%
Total 6000 · CAPITAL IMPROVEMENTS EXPENDITURES	1,319,588	718,212	601,376	54.4%	164,837	553,375	435.7%	5,859	184,284	178,425	3145.3%

Capital Improvement Fund Net Revenue Over Expenditures

	(1,319,588)	(701,975)	617,613		(164,837)	(537,138)		(5,859)	(184,284)	(178,425)	
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SAN MATEO COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

Statement of Revenues, Expenses & Changes- Budget vs. Actual

July 2024 - May 2025

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
4000 PROGRAM REVENUES				
4010 Service Abatement Revenue -2451	87,704.24	193,574.00	-105,869.76	45.31%
4020 Special Benefit Assessmnt-2031	2,200,768.48	2,232,000.00	-31,231.52	98.60%
4030 Special Mosquito Tax - 2439	480,384.30	486,324.00	-5,939.70	98.78%
Total 4000 PROGRAM REVENUES	\$ 2,768,857.02	\$ 2,911,898.00	-\$ 143,040.98	95.09%
4100 PROPERTY TAX REVENUES				
4105 Current - Secured - 1021	3,449,696.27	3,651,449.00	-201,752.73	94.47%
4110 Current - Unsecured - 1031	134,031.45	148,097.00	-14,065.55	90.50%
4115 Prior Year - Unsecured - 1033	-2,455.01	400.00	-2,855.01	-613.75%
4120 Current -Secured SB813-1041	41,028.62	90,000.00	-48,971.38	45.59%
4130 Prior Y. Unsecured SB813-1042		400.00	-400.00	0.00%
4140 State Homeowner Prop-1831	8,296.41	11,690.00	-3,393.59	70.97%
4160 Prior Year - 1043, 1045	1,695.14	2,500.00	-804.86	67.81%
Total 4100 PROPERTY TAX REVENUES	\$ 3,632,292.88	\$ 3,904,536.00	-\$ 272,243.12	93.03%
4200 OTHER TAX REVENUES				
4210 ERAF Rebate-1046	665,535.94	600,000.00	65,535.94	110.92%
4220 Redevelop Passthrough-1024,2647	280,205.70	250,000.00	30,205.70	112.08%
Total 4200 OTHER TAX REVENUES	\$ 945,741.64	\$ 850,000.00	\$ 95,741.64	111.26%
4300 OTHER REVENUES				
4310 Interest Earned (Cnty GF+VCJPA)	137,219.86	170,603.00	-33,383.14	80.43%
4311 Interest Earned (Cnty Cap Fund)	16,237.39	24,000.00	-7,762.61	67.66%
4312 Interest (Cal CLASS)	240,978.34	169,181.00	71,797.34	142.44%
4340 VCJPA / Misc. Income -2658	28,520.62	0.00	28,520.62	
Total 4300 OTHER REVENUES	\$ 422,956.21	\$ 363,784.00	\$ 59,172.21	116.27%
Total Income	\$ 7,769,847.75	\$ 8,030,218.00	-\$ 260,370.25	96.76%
Gross Profit	\$ 7,769,847.75	\$ 8,030,218.00	-\$ 260,370.25	96.76%
Expenses				
5000 SALARIES & WAGES				
5010 Permanent Employees	2,632,387.53	2,809,519.00	-177,131.47	93.70%
5015 Limited Term Employees	194,552.40	202,335.00	-7,782.60	96.15%
5020 Seasonal Employees	122,896.87	150,635.00	-27,738.13	81.59%
5040 Board Trustees Meeting Stipend	14,900.00	22,881.00	-7,981.00	65.12%
5050 Vacation Accrual	25,768.02		25,768.02	
Total 5000 SALARIES & WAGES	\$ 2,990,504.82	\$ 3,185,370.00	-\$ 194,865.18	93.88%
5100 EMPLOYEE BENEFITS				
5110 Retirement - Employer Contribut	790,406.01	758,285.00	32,121.01	104.24%
5115 Retirement - Employee Contribut	9,773.89		9,773.89	
5116 Alternate Retire-Employee Contr	634.41		634.41	
5125 Actives - Medical Insurance	365,971.10	352,627.00	13,344.10	103.78%

SAN MATEO COUNTY MOSQUITO & VECTOR CONTROL DISTRICT
Statement of Revenues, Expenses & Changes- Budget vs. Actual □
 July 2024 - May 2025

	Total			
	Actual	Budget	over Budget	% of Budget
5130 Actives - HRA Health Reimb Acct	13,656.00	22,881.00	-9,225.00	59.68%
5135 Actives - Dental Insurance	29,885.40	31,811.00	-1,925.60	93.95%
5140 Actives - Dental Reimbursement	1,788.48	4,303.00	-2,514.52	41.56%
5145 Actives - Vision Insurance	5,155.10	5,567.00	-411.90	92.60%
5150 Group Life Insurance	1,135.25	1,206.00	-70.75	94.13%
5153 Trustees - HRA Health Reimb Acct	17,184.00		17,184.00	
5155 Retirees - HRA & Prescrip Reimb	5,000.00	0.00	5,000.00	
5160 Retirees - HRA & Medical Reimb	30,526.72		30,526.72	
5165 Long Term Disability - Standard	15,815.05	16,849.00	-1,033.95	93.86%
5170 Actives - Other Benefits	2,149.98	0.00	2,149.98	
5175 Social Security & Medicare Tax	51,594.92	46,415.00	5,179.92	111.16%
5180 CA Unemployment/Disability Tax	13,276.08	15,494.00	-2,217.92	85.69%
5182 Workers Compensation	135,118.00	136,820.00	-1,702.00	98.76%
5185 Actives - Deferred Compensation	8,123.18	0.00	8,123.18	
Total 5100 EMPLOYEE BENEFITS	\$ 1,497,193.57	\$ 1,392,258.00	\$ 104,935.57	107.54%
5200 TRAINING - BOARD & STAFF				
5205 Coastal Regional Continuing Ed.	3,420.00	5,349.00	-1,929.00	63.94%
5210 Conferences / Workshops Board	17,769.74	24,879.00	-7,109.26	71.42%
5215 Conferences / Workshops Staff	39,428.22	58,048.00	-18,619.78	67.92%
5220 Staff Training	200.00	2,057.00	-1,857.00	9.72%
Total 5200 TRAINING - BOARD & STAFF	\$ 60,817.96	\$ 90,333.00	-\$ 29,515.04	67.33%
5300 ADMINISTRATION				
5305 Board Meeting Expenses	12,799.80	12,376.00	423.80	103.42%
5310 Background / drug screening	1,242.83	1,060.00	182.83	117.25%
5315 County Accounting Service Chgs	157,105.41	170,504.00	-13,398.59	92.14%
5325 HR & Finance Consultant	7,652.29	4,721.00	2,931.29	162.09%
5330 Memberships & Subscriptions	41,545.18	32,513.00	9,032.18	127.78%
5335 Office Expense	9,230.47	13,980.00	-4,749.53	66.03%
5340 Janitorial/Household Expense	25,908.59	29,695.00	-3,786.41	87.25%
5345 Prof. Services - Engineer Rpt	23,925.56	26,170.00	-2,244.44	91.42%
5350 Legal Services	32,940.00	27,470.00	5,470.00	119.91%
5355 Property Tax Stormwater Assess	3,495.00	3,563.00	-68.00	98.09%
5360 Permits	5,116.00	6,000.00	-884.00	85.27%
5365 CEQA / PEIR	7,147.49	0.00	7,147.49	
5375 Audit	42,950.00	33,171.00	9,779.00	129.48%
5380 Copier and postage	7,479.25	5,842.00	1,637.25	128.03%
5385 Security and fire alarm	11,383.83	11,540.00	-156.17	98.65%
5390 Payroll Service	8,985.70	9,775.00	-789.30	91.93%
5395 Bank Fees (County General Fund)	1,475.66	920.00	555.66	160.40%
5396 Bank Fees (County Capital Fund)	1,129.01	723.00	406.01	156.16%

SAN MATEO COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

Statement of Revenues, Expenses & Changes- Budget vs. Actual

July 2024 - May 2025

	Total			
	Actual	Budget	over Budget	% of Budget
Total 5300 ADMINISTRATION	\$ 401,512.07	\$ 390,023.00	\$ 11,489.07	102.95%
5400 INSURANCE				
5410 Liability Insurance - VCJPA	125,601.00	130,355.00	-4,754.00	96.35%
5415 Auto Physical Damage	7,444.00	7,444.00	0.00	100.00%
5420 Group Property Program	27,861.00	34,388.00	-6,527.00	81.02%
5425 VCJPA - General Fund Allocation	3,936.00	2,894.00	1,042.00	136.01%
5430 Group Fidelity	5,340.00	6,570.00	-1,230.00	81.28%
5435 Non-owned Aircraft	4,125.00	5,319.00	-1,194.00	77.55%
5436 Cyber Liability	3,541.14	3,394.00	147.14	104.34%
5445 Business Travel Accident Ins		448.00	-448.00	0.00%
Total 5400 INSURANCE	\$ 177,848.14	\$ 190,812.00	-\$ 12,963.86	93.21%
5450 COMPUTER HARDWARE & SOFTWARE				
5455 IT Consulting - Compu-Data	150.00	298.00	-148.00	50.34%
5460 Computer Hardware	1,277.16	9,661.00	-8,383.84	13.22%
5465 Computer Software	14,417.07	24,235.00	-9,817.93	59.49%
5470 Database & Mapping - License	25,000.00	25,000.00	0.00	100.00%
5475 Website Hosting / Microsoft	10,435.87	10,587.00	-151.13	98.57%
Total 5450 COMPUTER HARDWARE & SOFTWARE	\$ 51,280.10	\$ 69,781.00	-\$ 18,500.90	73.49%
5500 FACILITIES MAINTENANCE				
5505 Facility - Repairs & Maint	32,514.27	49,063.00	-16,548.73	66.27%
Total 5500 FACILITIES MAINTENANCE	\$ 32,514.27	\$ 49,063.00	-\$ 16,548.73	66.27%
5550 UTILITIES				
5560 Gas & Electricity - PG&E	38,321.33	31,373.00	6,948.33	122.15%
5565 Water	4,350.37	4,979.00	-628.63	87.37%
5570 Phone - VOIP - Fusion/MegaPath	6,035.17	6,023.00	12.17	100.20%
5575 Phone - Land Line-AT&T/Comcast	3,526.24	4,151.00	-624.76	84.95%
5580 Phone - Mobile Devices-Verizon	21,671.28	21,568.00	103.28	100.48%
Total 5550 UTILITIES	\$ 73,904.39	\$ 68,094.00	\$ 5,810.39	108.53%
5600 FLEET MAINTENANCE				
5610 Garage Tools	7,810.85	7,196.00	614.85	108.54%
5615 Garage Repairs Outside	4,631.43	8,755.00	-4,123.57	52.90%
5620 Auto, Hotsy, Plug, Boat, Traile	14,159.43	14,756.00	-596.57	95.96%
5630 Ops Equipment & Repairs	10,608.43	6,541.00	4,067.43	162.18%
Total 5600 FLEET MAINTENANCE	\$ 37,210.14	\$ 37,248.00	-\$ 37.86	99.90%
5700 OPERATIONS				
5705 Pesticides	121,684.27	110,561.00	11,123.27	110.06%
5715 Helicopter	8,600.00	10,712.00	-2,112.00	80.28%
5720 Safety Equipment	825.25	4,371.00	-3,545.75	18.88%
5725 Apparel - Uniforms & Boots	9,673.48	11,619.00	-1,945.52	83.26%
5730 Mosquito Fish	1,084.49	2,449.00	-1,364.51	44.28%

SAN MATEO COUNTY MOSQUITO & VECTOR CONTROL DISTRICT
Statement of Revenues, Expenses & Changes- Budget vs. Actual □
 July 2024 - May 2025

	Total			
	Actual	Budget	over Budget	% of Budget
5735 Fuel	51,978.60	66,425.00	-14,446.40	78.25%
Total 5700 OPERATIONS	\$ 193,846.09	\$ 206,137.00	-\$ 12,290.91	94.04%
5800 LABORATORY				
5805 Disease Surveillance	10,057.73	9,221.00	836.73	109.07%
5810 Sentinel Chicken Flocks/Supply	219.13	3,241.00	-3,021.87	6.76%
5815 Mosquito Blood	4,153.00	4,266.00	-113.00	97.35%
5820 Dry Ice	12,996.86	11,963.00	1,033.86	108.64%
5825 Lab Supplies	6,203.17	5,598.00	605.17	110.81%
5830 Lab Biowaste Disposal	1,248.00	1,311.00	-63.00	95.19%
5835 Lab Equip. Repair	5,659.31	6,936.00	-1,276.69	81.59%
5840 Lab Equip. Maintenance	4,882.63	6,680.00	-1,797.37	73.09%
5845 Lab PCR Supplies	31,144.18	30,517.00	627.18	102.06%
5850 Lab PCR Maintenance	17,531.10	17,000.00	531.10	103.12%
Total 5800 LABORATORY	\$ 94,095.11	\$ 96,733.00	-\$ 2,637.89	97.27%
5900 PUBLIC OUTREACH				
5910 Media and Network	65,764.89	107,226.00	-41,461.11	61.33%
5920 Promotion & Printing	11,857.23	12,521.00	-663.77	94.70%
Total 5900 PUBLIC OUTREACH	\$ 77,622.12	\$ 119,747.00	-\$ 42,124.88	64.82%
6000 CAPITAL IMPROVEMENTS				
6010 Building Improvements	627,599.02	0.00	627,599.02	
6020 Equipment - Operations & Admin	28,274.08	20,387.00	7,887.08	138.69%
6025 Software		80,000.00	-80,000.00	0.00%
6030 Vehicle Leases	61,209.86	64,450.00	-3,240.14	94.97%
Total 6000 CAPITAL IMPROVEMENTS	\$ 717,082.96	\$ 164,837.00	\$ 552,245.96	435.03%
6500 DEBT SERVICE				
6510 Principal Payments	219,359.16	219,360.00	-0.84	100.00%
6520 Interest Payments	98,734.96	98,735.00	-0.04	100.00%
Total 6500 DEBT SERVICE	\$ 318,094.12	\$ 318,095.00	-\$ 0.88	100.00%
Total Expenses	\$ 6,723,525.86	\$ 6,378,531.00	\$ 344,994.86	105.41%
Net Operating Income	\$ 1,046,321.89	\$ 1,651,687.00	-\$ 605,365.11	63.35%
Net Income	\$ 1,046,321.89	\$ 1,651,687.00	-\$ 605,365.11	63.35%

SAN MATEO COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

Statement of Revenues, Expenses & Changes- Budget vs. Actual

May 2025

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
4000 PROGRAM REVENUES				
4010 Service Abatement Revenue -2451	5,858.89	10,512.00	-4,653.11	55.74%
4020 Special Benefit Assessmnt-2031	183,643.38	184,466.00	-822.62	99.55%
4030 Special Mosquito Tax - 2439	39,946.57	41,002.00	-1,055.43	97.43%
Total 4000 PROGRAM REVENUES	\$ 229,448.84	\$ 235,980.00	-\$ 6,531.16	97.23%
4100 PROPERTY TAX REVENUES				
4105 Current - Secured - 1021	295,611.49	326,927.00	-31,315.51	90.42%
4120 Current -Secured SB813-1041	9,975.04	13,992.00	-4,016.96	71.29%
4140 State Homeowner Prop-1831	3,416.17	4,814.00	-1,397.83	70.96%
4160 Prior Year - 1043, 1045	550.45	0.00	550.45	
Total 4100 PROPERTY TAX REVENUES	\$ 309,553.15	\$ 345,733.00	-\$ 36,179.85	89.54%
4200 OTHER TAX REVENUES				
4220 Redevelop Passthrough-1024,2647	129,518.74	116,487.00	13,031.74	111.19%
Total 4200 OTHER TAX REVENUES	\$ 129,518.74	\$ 116,487.00	\$ 13,031.74	111.19%
4300 OTHER REVENUES				
4312 Interest (Cal CLASS)	20,923.47	28,923.00	-7,999.53	72.34%
4340 VCJPA / Misc. Income -2658	84.86	0.00	84.86	
Total 4300 OTHER REVENUES	\$ 21,008.33	\$ 28,923.00	-\$ 7,914.67	72.64%
Total Income	\$ 689,529.06	\$ 727,123.00	-\$ 37,593.94	94.83%
Gross Profit	\$ 689,529.06	\$ 727,123.00	-\$ 37,593.94	94.83%
Expenses				
5000 SALARIES & WAGES				
5010 Permanent Employees	214,406.35	246,622.00	-32,215.65	86.94%
5015 Limited Term Employees	16,917.60	17,594.00	-676.40	96.16%
5020 Seasonal Employees	13,450.59	13,654.00	-203.41	98.51%
5040 Board Trustees Meeting Stipend	1,600.00	2,010.00	-410.00	79.60%
Total 5000 SALARIES & WAGES	\$ 246,374.54	\$ 279,880.00	-\$ 33,505.46	88.03%
5100 EMPLOYEE BENEFITS				
5110 Retirement - Employer Contribut	89,804.04	65,802.00	24,002.04	136.48%
5115 Retirement - Employee Contribut	9,773.89		9,773.89	
5116 Alternate Retire-Employee Contr	634.41		634.41	
5125 Actives - Medical Insurance	35,028.52	33,328.00	1,700.52	105.10%
5130 Actives - HRA Health Reimb Acct		2,010.00	-2,010.00	0.00%
5135 Actives - Dental Insurance	2,754.18	2,892.00	-137.82	95.23%
5140 Actives - Dental Reimbursement		458.00	-458.00	0.00%
5145 Actives - Vision Insurance	482.02	506.00	-23.98	95.26%
5150 Group Life Insurance	104.50	110.00	-5.50	95.00%
5153 Trustees - HRA Health Reimb Acct	1,700.00		1,700.00	
5160 Retirees - HRA & Medical Reimb	1,244.06		1,244.06	

SAN MATEO COUNTY MOSQUITO & VECTOR CONTROL DISTRICT
Statement of Revenues, Expenses & Changes- Budget vs. Actual □
 May 2025

	Total			
	Actual	Budget	over Budget	% of Budget
5165 Long Term Disability - Standard	1,227.35	1,532.00	-304.65	80.11%
5175 Social Security & Medicare Tax	4,472.34	4,099.00	373.34	109.11%
5180 CA Unemployment/Disability Tax	736.72	1,004.00	-267.28	73.38%
5185 Actives - Deferred Compensation	8,123.18	0.00	8,123.18	
Total 5100 EMPLOYEE BENEFITS	\$ 156,085.21	\$ 111,741.00	\$ 44,344.21	139.68%
5200 TRAINING - BOARD & STAFF				
5210 Conferences / Workshops Board	890.00	863.00	27.00	103.13%
Total 5200 TRAINING - BOARD & STAFF	\$ 890.00	\$ 863.00	\$ 27.00	103.13%
5300 ADMINISTRATION		0.00	0.00	
5305 Board Meeting Expenses	870.56	913.00	-42.44	95.35%
5310 Background / drug screening	148.00	518.00	-370.00	28.57%
5325 HR & Finance Consultant	340.43	167.00	173.43	203.85%
5330 Memberships & Subscriptions	63.15	0.00	63.15	
5335 Office Expense	595.59	1,295.00	-699.41	45.99%
5340 Janitorial/Household Expense	2,541.30	2,453.00	88.30	103.60%
5350 Legal Services	7,559.50	1,163.00	6,396.50	650.00%
5375 Audit	11,000.00	0.00	11,000.00	
5380 Copier and postage	840.24	531.00	309.24	158.24%
5385 Security and fire alarm	195.00	521.00	-326.00	37.43%
5390 Payroll Service	709.50	701.00	8.50	101.21%
5395 Bank Fees (County General Fund)	112.64	79.00	33.64	142.58%
5396 Bank Fees (County Capital Fund)	88.95	67.00	21.95	132.76%
Total 5300 ADMINISTRATION	\$ 25,064.86	\$ 8,408.00	\$ 16,656.86	298.11%
5450 COMPUTER HARDWARE & SOFTWARE				
5455 IT Consulting - Compu-Data		102.00	-102.00	0.00%
5460 Computer Hardware	321.82	0.00	321.82	
5465 Computer Software	2,289.10	0.00	2,289.10	
5475 Website Hosting / Microsoft	549.00	466.00	83.00	117.81%
Total 5450 COMPUTER HARDWARE & SOFTWARE	\$ 3,159.92	\$ 568.00	\$ 2,591.92	556.32%
5500 FACILITIES MAINTENANCE				
5505 Facility - Repairs & Maint	4,994.67	14,254.00	-9,259.33	35.04%
Total 5500 FACILITIES MAINTENANCE	\$ 4,994.67	\$ 14,254.00	-\$ 9,259.33	35.04%
5550 UTILITIES				
5560 Gas & Electricity - PG&E	1,845.47	1,706.00	139.47	108.18%
5570 Phone - VOIP - Fusion/MegaPath	548.28	555.00	-6.72	98.79%
5575 Phone - Land Line-AT&T/Comcast	331.03	320.00	11.03	103.45%
5580 Phone - Mobile Devices-Verizon	2,006.34	1,922.00	84.34	104.39%
Total 5550 UTILITIES	\$ 4,731.12	\$ 4,503.00	\$ 228.12	105.07%
5600 FLEET MAINTENANCE				
5610 Garage Tools	3,466.00	54.00	3,412.00	6418.52%

SAN MATEO COUNTY MOSQUITO & VECTOR CONTROL DISTRICT
Statement of Revenues, Expenses & Changes- Budget vs. Actual □
 May 2025

	Total			
	Actual	Budget	over Budget	% of Budget
5615 Garage Repairs Outside		1,406.00	-1,406.00	0.00%
5620 Auto, Hotsy, Plug, Boat, Traile	125.58	52.00	73.58	241.50%
5630 Ops Equipment & Repairs	1,758.51	2,106.00	-347.49	83.50%
Total 5600 FLEET MAINTENANCE	\$ 5,350.09	\$ 3,618.00	\$ 1,732.09	147.87%
5700 OPERATIONS				
5720 Safety Equipment		1,132.00	-1,132.00	0.00%
5725 Apparel - Uniforms & Boots	1,031.84	1,556.00	-524.16	66.31%
5730 Mosquito Fish	880.19	703.00	177.19	125.20%
5735 Fuel	5,642.64	7,950.00	-2,307.36	70.98%
Total 5700 OPERATIONS	\$ 7,554.67	\$ 11,341.00	-\$ 3,786.33	66.61%
5800 LABORATORY				
5805 Disease Surveillance	1,379.74	1,035.00	344.74	133.31%
5810 Sentinel Chicken Flocks/Supply		2,057.00	-2,057.00	0.00%
5815 Mosquito Blood	389.00	403.00	-14.00	96.53%
5820 Dry Ice	1,254.61	953.00	301.61	131.65%
5825 Lab Supplies	247.10	309.00	-61.90	79.97%
5830 Lab Biowaste Disposal	104.00	108.00	-4.00	96.30%
5845 Lab PCR Supplies	579.97	0.00	579.97	
Total 5800 LABORATORY	\$ 3,954.42	\$ 4,865.00	-\$ 910.58	81.28%
5900 PUBLIC OUTREACH				
5910 Media and Network	7,371.24	12,945.00	-5,573.76	56.94%
Total 5900 PUBLIC OUTREACH	\$ 7,371.24	\$ 12,945.00	-\$ 5,573.76	56.94%
6000 CAPITAL IMPROVEMENTS				
6010 Building Improvements	167,469.32	0.00	167,469.32	
6020 Equipment - Operations & Admin	11,715.00	0.00	11,715.00	
6030 Vehicle Leases	5,010.27	5,859.00	-848.73	85.51%
Total 6000 CAPITAL IMPROVEMENTS	\$ 184,194.59	\$ 5,859.00	\$ 178,335.59	3143.79%
Total Expenses	\$ 649,725.33	\$ 458,845.00	\$ 190,880.33	141.60%
Net Operating Income	\$ 39,803.73	\$ 268,278.00	-\$ 228,474.27	14.84%
Net Income	\$ 39,803.73	\$ 268,278.00	-\$ 228,474.27	14.84%

San Mateo County Mosquito & Vector Control District
A/R Aging Summary
As of May 31, 2025

05/31/2025

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
City of Foster City	4,545.45	3,645.46	100.92			8,291.83
City of Pacifica Public Works Wastewater	156.16					156.16
City of San Francisco, Parks	105.65			70.43		176.08
City of San Francisco, Public Utilities	158.47	264.11	563.44			986.02
City of San Mateo, Public Works		206.86				206.86
City of San Mateo, Wastewater Treatment	354.16		212.29			566.45
City of South San Francisco Water Quality	78.08	77.63		84.03		239.74
San Francisco Int'l Airport	140.86	105.65	356.32			602.83
Sewer Authority Mid-Coastside	156.16					156.16
Silicon Valley Clean Water	163.90	181.51	181.51			526.92
TOTAL	\$ 5,858.89	\$ 4,481.22	\$ 1,414.48	\$ 154.46	\$ 0.00	\$ 11,909.05

San Mateo County Mosquito & Vector Control District
A/R Aging Summary
As of Jun 25, 2025

06/25/2025

	Current	30-Jan	31 - 60	61 - 90	91 and over	Total
City of Foster City	4,545.45					4,545.45
City of Pacifica Public Works Wastewater	156.16					156.16
City of San Francisco, Parks	105.65				70.43	176.08
City of San Francisco, Public Utilities	158.47					158.47
City of San Mateo, Wastewater Treatment	354.16					354.16
City of South San Francisco Water Quality	78.08				84.03	162.11
San Francisco Int'l Airport	140.86					140.86
Sewer Authority Mid-Coastside	156.16					156.16
Silicon Valley Clean Water	163.90		181.51			345.41
TOTAL	\$5,858.89	\$0.00	\$181.51	\$0.00	\$154.46	\$6,194.86

San Mateo County Mosquito and Vector Control District
Cash Activity & Reconciliation to County Statement
General Fund
May 31, 2025

**GF-May
2025**

Beginning Cash per District as of Apr 30, 2025	5,423,758
Reductions	
Payroll Related (ADP)	(212,273)
Checks Written	(203,551)
Bank Fee	(113)
Total Reductions	(415,937)
Additions	
Abatement Services	2,312
Property Tax Revenue	309,553
Quarterly Interest	-
RDA/RPTTF	129,519
Special Benefit Assessment	183,643
Special Mosquito Tax	39,947
Misc Deposit	85
Total Additions	665,058
Ending Cash per District as of May 31, 2025	5,672,879
Cash per County General Fund Statement	5,672,879
Difference	-

COUNTY OF SAN MATEO Verbose [D E T A I L E D T R I A L B A L A N C E] 05/01/2025-05/31/2025 Page 2
 THU, JUN 12, 2025, 3:48 PM --req: EASRANIN--leg: GL JL--loc: CONTROL---job:17935755 J4709---prog: GL501 <1.86>--report id: GLTBAL01

SORT ORDER: SUB ACCT within SUB UNIT

SELECT ORG SUB UNIT: 02705-02706

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

SUB ACCT	Date	Primary Ref.	Transaction Description	Debit	Credit	Balance
0111 Claim on Cash			Prior to 05/01/25	11,969,612.07	6,545,854.43	5,423,757.64
	05/02/25	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	2,396.47	0.00	5,426,154.11
	05/14/25	HOE5145	AutoID: ITX05142 Job: 17869 JE	3,416.17	0.00	5,429,570.28
	05/21/25	JE572801	AutoID: JES05212 Job: 17898 JE	0.00	112.64	5,429,457.64
	05/29/25	ABX5295K	AutoID: ITX05292 Job: 17899 JE	0.00	11.07	5,429,446.57
	05/29/25	SPS5295	AutoID: ITX05292 Job: 17899 JE	9,975.04	0.00	5,439,421.61
	05/29/25	SPR5295	AutoID: ITX05292 Job: 17899 JE	550.45	0.00	5,439,972.06
	05/29/25	ABX5295K	AutoID: ITX05292 Job: 17899 JE	129,529.81	0.00	5,569,501.87
	05/29/25	REF5295	AutoID: ITX05292 Job: 17899 JE	0.00	3,966.77	5,565,535.10
	05/29/25	SECS295	AutoID: ITX05292 Job: 17899 JE	517,217.44	0.00	6,082,752.54
	05/29/25	UNR5295	AutoID: ITX05292 Job: 17899 JE	300.49	0.00	6,083,053.03
	05/29/25	UNC5295	AutoID: ITX05292 Job: 17903 JE	5,650.28	0.00	6,088,703.31
	05/31/25	JE573200	AutoID: JNE06022 Job: 17911 JE	0.00	415,824.34	5,672,878.97
		DR	* SUB ACCT Total *	12,638,648.22*	6,965,769.25*	5,672,878.97*

San Mateo County Mosquito and Vector Control District
 Cash Activity & Reconciliation to County Statement
 Capital Project Fund
 May 31, 2025

CPF-May
2025

Beginning Cash per District as of Apr 30, 2025	330,058
Reductions	
Checks Written	(172,480)
Bank Fee	(89)
Total Reductions	(172,569)
Additions	
Quarterly Interest	-
Transfer-In from General Fund	-
Total Additions	-
Ending Cash per District as of May 31, 2025	157,489
Cash per County Capital Project Fund Statement	157,489
Difference	-

COUNTY OF SAN MATEO Verbose [D E T A I L E D T R I A L B A L A N C E] 05/01/2025-05/31/2025 Page 1
 THU, JUN 12, 2025, 3:48 PM --req: EASRANIN--leg: GL JL--loc: CONTROL---job:17935755 J4709---prog: GL501 <1.86>--report id: GLTBAL01

SORT ORDER: SUB ACCT within SUB UNIT

SELECT ORG SUB UNIT: 02705-02706

Lg SUB UNIT Title	Director	St Tr	FDGP	FUND	SUB FUND DEPT	DIVISION	SECTION	PROGRAM	BUDGET
GL 02705 SMC Mosq Abate-CP Proj F	Controller	A	07	02705	02705 00140	00000	00000	00000	00000

SUB ACCT	Date	Primary Ref.	Transaction Description	Debit	Credit	Balance
0111 Claim on Cash			Prior to 05/01/25	894,265.56	564,207.91	330,057.65
	05/21/25	JE572801	AutoID: JES05212 Job: 17898 JE	0.00	88.95	329,968.70
	05/31/25	JE573200	AutoID: JNE06022 Job: 17911 JE	0.00	172,479.59	157,489.11
	DR		* SUB ACCT Total *	894,265.56*	736,776.45*	157,489.11*

San Mateo County Mosquito and Vector Control District
ADP Payroll Disbursement
May 31, 2025

May 2025

May 9, 2025

May 23, 2025

Footnotes:

Payroll ACH Disbursement (including Net Pay & Taxes)

Total Net Pay	76,245	79,076
Federal W/H Tax	15,338	15,521
Social Security Tax	715	1,151
Medicare	3,488	3,590
CA W/H Tax	6,373	6,400
CA SUI/DI	1,719	1,947
Total	103,879	107,684

← A

ADP Process Fees **PPE 4/5, 4/19** 246 326

ADP Fee **Time & Attendance 5/9** 138

Total amount for the period: 104,263 108,010

Total amount for the month: 212,273

Footnotes:

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

San Mateo County Mosquito & Vector Control District

Check Register (General Fund 02706)

As of May 31, 2025

GF-May 2025

Transaction type	Date	Num	Name	Amount
Checking - US Bank - GF x3353				
Bill Payment (Check)	05/08/2025	3498	Charles P. Hansen	-622.03
Bill Payment (Check)	05/08/2025	3499	Dennis J Jewell	-622.03
Bill Payment (Check)	05/08/2025	3500	Great-West Life & Annuity Co	-7,843.31
Bill Payment (Check)	05/08/2025	3501	San Mateo County Retirement Association	-39,708.57
Bill Payment (Check)	05/08/2025	3502	U.S. Bank PARS Account # 6746022400	-634.41
Bill Payment (Check)	05/08/2025	3503	ADP Screening & Selection Services	-430.78
Bill Payment (Check)	05/08/2025	3504	Aim To Please Janitorial Services	-1,633.25
Bill Payment (Check)	05/08/2025	3505	Airgas Dry Ice	-314.25
Bill Payment (Check)	05/08/2025	3506	Amazon Capital Services	-3,654.96
Bill Payment (Check)	05/08/2025	3507	American Fidelity Assurance Company	-2,149.98
Bill Payment (Check)	05/08/2025	3508	Cintas Corporation #0464	-866.06
Bill Payment (Check)	05/08/2025	3509	City of Burlingame, Water Dept	-788.49
Bill Payment (Check)	05/08/2025	3510	Colorprint	-857.54
Bill Payment (Check)	05/08/2025	3511	Culligan Quench	-236.76
Bill Payment (Check)	05/08/2025	3512	Eco Medical Inc.	-104.00
Bill Payment (Check)	05/08/2025	3513	Flyers Energy LLC	-1,978.31
Bill Payment (Check)	05/08/2025	3514	Franchise Tax Board	-111.53
Bill Payment (Check)	05/08/2025	3515	Grainger	-1,342.18
Bill Payment (Check)	05/08/2025	3516	Lampire Biological Laboratories, Inc.	-389.00
Bill Payment (Check)	05/08/2025	3517	Marin/Sonoma Mosquito & Vector Control	-7,147.49
Bill Payment (Check)	05/08/2025	3518	Occupational Health Centers of Calif.	-148.00
Bill Payment (Check)	05/08/2025	3519	ODP Business Solutions, LLC	-252.55
Bill Payment (Check)	05/08/2025	3520	PG&E	-2,851.46
Bill Payment (Check)	05/08/2025	3521	Rachel Curtis	-300.00
Bill Payment (Check)	05/08/2025	3522	RankPlus SEO	-742.00
Bill Payment (Check)	05/08/2025	3523	Recology San Mateo County	-575.51
Bill Payment (Check)	05/08/2025	3524	Spark Creative Design	-938.07
Bill Payment (Check)	05/08/2025	3525	Standard Insurance Company	-1,458.77
Bill Payment (Check)	05/08/2025	3526	Streamline	-549.00
Bill Payment (Check)	05/08/2025	3527	Tender Corporation	-602.19
Bill Payment (Check)	05/08/2025	3528	Western Scientific Company, Inc.	-1,020.00
Bill Payment (Check)	05/08/2025	3529	Verizon	-1,898.08
Bill Payment (Check)	05/08/2025	3530	U.S. Bank	-11,668.01
Bill Payment (Check)	05/08/2025	3531	Rachel Curtis	-157.09
Bill Payment (Check)	05/22/2025	3532	Great-West Life & Annuity Co	-8,123.18
Bill Payment (Check)	05/22/2025	3533	San Mateo County Retirement Association	-39,708.57
Bill Payment (Check)	05/22/2025	3534	U.S. Bank PARS Account # 6746022400	-634.41
Bill Payment (Check)	05/22/2025	3535	Airgas Dry Ice	-942.55
Bill Payment (Check)	05/22/2025	3536	American Fidelity Assurance	-425.88
Bill Payment (Check)	05/22/2025	3537	Bay Alarm Company	-195.00

San Mateo County Mosquito & Vector Control District

Check Register (General Fund 02706)

As of May 31, 2025

GF-May 2025

Transaction type	Date	Num	Name	Amount
Bill Payment (Check)	05/22/2025	3538	Cassandra Levy dba Cassie Levy Face Paint	-600.00
Bill Payment (Check)	05/22/2025	3539	Comcast	-331.03
Bill Payment (Check)	05/22/2025	3540	Daily Post	-1,170.00
Bill Payment (Check)	05/22/2025	3541	Flyers Energy LLC	-2,480.97
Bill Payment (Check)	05/22/2025	3542	FRMS	-38,918.96
Bill Payment (Check)	05/22/2025	3543	Fusion, LLC	-548.28
Bill Payment (Check)	05/22/2025	3544	Jarvis Fay LLP	-4,598.00
Bill Payment (Check)	05/22/2025	3545	LAMAR COMPANIES	-5,795.00
Bill Payment (Check)	05/22/2025	3546	MidAmerica Administrative & Retirement	-1,700.00
Bill Payment (Check)	05/22/2025	3547	Pacific Office Automation Inc	-298.25
Bill Payment (Check)	05/22/2025	3548	Public Agency Retirement Services (PARS)	-324.73
Bill Payment (Check)	05/22/2025	3549	Purchase Power	-541.99
Bill Payment (Check)	05/22/2025	3550	RMT Landscape Contractors, Inc.	-869.00
Bill Payment (Check)	05/22/2025	3551	Sacramento-Yolo MVCD	-750.00
TOTAL CHECKS				-203,551.46
Total Checking -US Bank - x3353 (Charged to General Fund #02706)				-203,551.46

Note: Previous month's check numbers were 3446-3497. Current month's check numbers are 3498-3551 (54 checks).

San Mateo County Mosquito & Vector Control District
 Check Register (Capital Fund 02705)

CPF-May 2025

As of May 31, 2025

Transaction type	Date	Num	Name	Amount
1023 · Checking -US Bank - x4183				
Bill Payment (Check)	05/01/2025	1311	City of Burlingame	-139,109.29
Bill Payment (Check)	05/08/2025	1312	Enterprise FM Trust	-5,010.27
Bill Payment (Check)	05/22/2025	1313	Aetypic, Inc.	-24,837.28
Bill Payment (Check)	05/22/2025	1314	Capital Program Management Inc.	-3,522.75
TOTAL CHECKS				-\$172,479.59
Total · Checking -US Bank - x4183 (Charged to Capital Project Fund #02705)				-\$ 172,479.59

Note: Previous month's check number were 1307-1310. Current month's check number are 1311-1314 (4 checks).



P.O. BOX 6343
FARGO ND 58125-6343

May
2025



ACCOUNT NUMBER [REDACTED]
STATEMENT DATE 05-22-2025
AMOUNT DUE \$24,323.69
NEW BALANCE \$24,323.69
PAYMENT DUE ON RECEIPT

000000821 01 SP 106481357542931 P
SMCMVCD
ATTN DISTRICT MANAGER
1351 ROLLINS RD
BURLINGAME CA 94010-2409

AMOUNT ENCLOSED
\$ 24,323.69
Please make check payable to U.S. Bank

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

[REDACTED] 002432369 002432369

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	\$25,675.03	\$24,500.54	\$0.00	\$0.00	\$0.00	\$176.85	\$25,675.03	\$24,323.69	

CORPORATE ACCOUNT ACTIVITY					
SMCMAD					TOTAL CORPORATE ACTIVITY
					\$25,675.03 CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-01	04-29	74798265121000000000491	PAYMENT - THANK YOU 00000 C		14,007.02 PY
05-14	05-12	74798265134000000000843	PAYMENT - THANK YOU 00000 C		11,668.01 PY

NEW ACTIVITY					
ANGELA NAKANO		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$2,080.20	\$0.00	\$2,080.20
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-02	04-30	24121575121410174365767	EPPENDORF NORTH AMERIC 800-6453050 NY		943.98
05-08	05-05	24011345126100027558959	SP INSECTABIO LLC INSECTABIO.CO CA		579.97
05-14	05-13	24011345134100016735063	ECOLOGYSUPPLIES.COM ECOLOGYSUPPLI NJ		217.51
05-21	05-21	24036295141742339236433	LIFETECHCORP*13964017 800-955-6288 CA		336.74

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER		ACCOUNT SUMMARY	
	[REDACTED]		PREVIOUS BALANCE	25,675.03
SEND BILLING INQUIRIES TO: U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	STATEMENT DATE	DISPUTED AMOUNT	PURCHASES & OTHER CHARGES	24,500.54
	05/22/25	.00	CASH ADVANCES	.00
AMOUNT DUE 24,323.69		CASH ADVANCE FEES		.00
		LATE PAYMENT CHARGES		.00
		CREDITS	176.85	
		PAYMENTS	25,675.03	
		ACCOUNT BALANCE	24,323.69	

May
2025



Company Name: SMCMVCD
Corporate Account Number: [REDACTED]
Statement Date: 05-22-2025

NEW ACTIVITY

CASEY STEVENSON	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$3,071.86	\$0.00	\$3,071.86

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-01	04-30	24692165121101208484158	SQ *ATLAS TOWING SERVICES SAN FRANCISCO CA	185.00
05-20	05-19	24011345140100010451347	QUICKJACK WWW.QUICKJACK CA	2,886.86

SMCMVCD ADMIN	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$176.85	\$4,608.26	\$0.00	\$4,431.41

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-23	04-22	24793385112001715447040	ETSY, INC. 718-8557955 NY	140.32
04-25	04-25	24793385114002376489044	STK*SHUTTERSTOCK 866-8633954 NY	237.00
04-28	04-26	24084665117100002255785	GAIA GPS MEMBERSHIP WWW.GAIAGPS.C CO	19.99
04-28	04-25	24692165115106145131539	COSTCO DELIVERY 654 800-788-9968 CA	464.03
04-28	04-24	24755425115261151129752	EMBASSY SUITES 760-7771711 CA	681.75
			515927 ARRIVAL: 04-21-25	
04-28	04-24	24755425115261151130537	EMBASSY SUITES 760-7771711 CA	6.53
			515927 ARRIVAL: 04-21-25	
05-01	05-01	24231685121323937015039	HARBOR FREIGHT TOOLS 805-388-1000 CA	289.46
05-02	05-01	24000775121100033894899	MOSYLE BUS* MOSYLE BUS BUSINESS.MOSY FL	37.50
05-02	05-01	24692165121101552262002	YELPCOM* 855-380-9357 855-380-9357 CA	90.00
05-02	04-30	24943015121010181201428	HOMEDEPOT.COM 800-430-3376 GA	19.70
05-02	04-30	24943015121010181480659	HOMEDEPOT.COM 800-430-3376 GA	163.34
05-08	05-07	24692165127104542204091	B2B PRIME AMZN.COM/BILL WA	176.85
05-09	05-07	24071055128627159965693	CALIFORNIA SPECIAL DIS 916-4427887 CA	890.00
05-09	05-09	24692165129105677405190	WWW COSTCO COM 800-955-2292 WA	65.75
05-12	05-09	24692165129106168889571	COSTCO DELIVERY 654 800-788-9968 CA	482.76
05-12	05-10	24692165130106689323141	COSTCO DELIVERY 654 800-788-9968 CA	24.97
05-14	05-13	24116415133742271539494	CUBAN KITCHEN 850-627-4636 CA	824.63
05-16	05-14	24231685135339524373990	SAFEWAY #1547 BURLINGAME CA	20.96
05-16	05-15	24692165135101786709572	LOWES #01019* SAN BRUNO CA	66.25
05-16	05-16	24793385136003169949093	SHERWIN-WILLIAMS708687 MILLBRAE CA	63.32

BRIAN WEBER	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$14,740.22	\$0.00	\$14,740.22

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-28	04-26	24009585117800227902283	SCHOLASTIC EDUCATION 573-632-1834 MO	2,673.41
05-05	05-02	24009585123600277653325	SCHOLASTIC EDUCATION 573-632-1834 MO	351.81
05-20	05-19	24801975139344293894077	BESTWAY AG HOPKINSVILLE 2708878560 KY	11,715.00

Department: 00000 Total:
Division: 00000 Total:

\$24,323.69
\$24,323.69

SAN MATEO COUNTY MOSQUITO & VECTOR CONTROL DISTRICT
Credit Card Transaction Report
May 2025

Date	Transaction Type	Name	Memo/Description	Account Code	Amount
US Bank Purchase Card					
US Bank Visa Brian x2315					
04/26/2025	Expense	Scholastic Inc.	Books for outreach prog.	5910 PUBLIC OUTREACH:Media and Network	2,673.41
05/02/2025	Expense	Scholastic Inc.	Books for outreach prog.	5910 PUBLIC OUTREACH:Media and Network	351.81
05/19/2025	Expense	Misc- Ops	DJI T10 drone for pesticide treatments	6020 CAPITAL IMPROVEMENTS:Equipment - Operations & Admin	11,715.00
Total for US Bank Visa Brian x2315					\$ 14,740.22
US Bank Visa Admin x5992					
04/23/2025	Expense	Misc- Outreach	Etsy-Materials for tick outreach	5910 PUBLIC OUTREACH:Media and Network	140.32
04/24/2025	Expense	Hilton	Embassy Suites-Trustee Toli-CSDA SDLA 4/21-4/24/2025	5210 TRAINING - BOARD & STAFF:Conferences / Workshops Board	681.75
04/24/2025	Expense	Hilton	Embassy Suites-Trustee Toli-water CSDA-SDLA 4/21-4/24	5210 TRAINING - BOARD & STAFF:Conferences / Workshops Board	6.53
04/25/2025	Expense	Shutterstock	For outreach/education	5910 PUBLIC OUTREACH:Media and Network	237.00
04/25/2025	Expense	Costco	Janitorial cleaning paper supplies	5340 ADMINISTRATION:Janitorial/Household Expense	160.46
			Misc office supplies	5335 ADMINISTRATION:Office Expense	303.57
04/26/2025	Expense	Misc-Lab	App used for tick surveys to map areas	5825 LABORATORY:Lab Supplies	19.99
04/30/2025	Expense	Home Depot	Power scrubber for fish tanks	5730 OPERATIONS:Mosquito Fish	183.04
05/01/2025	Expense	Harbor Freight	Tools for airboat re-deck proj.	5610 FLEET MAINTENANCE:Garage Tools	289.46
05/01/2025	Expense	Mosyle Business	Premium license 5/1/25-5/31/25	5465 COMPUTER HARDWARE & SOFTWARE:Computer Software	37.50
05/01/2025	Expense	Yelp	Enhancements for dist. serv.	5910 PUBLIC OUTREACH:Media and Network	90.00
05/07/2025	Expense	California Special Districts	CSDA annual conf. reg. Trustee Laura	5210 TRAINING - BOARD & STAFF:Conferences / Workshops Board	890.00
05/07/2025	Credit Card Credit	Amazon.com	Pro-rated refund for prime business acct.	5335 ADMINISTRATION:Office Expense	-176.85
05/09/2025	Expense	Costco	ThermoFlasks for seasonal employees	5335 ADMINISTRATION:Office Expense	65.75
05/09/2025	Expense	Costco	Janitorial cleaning paper supplies	5340 ADMINISTRATION:Janitorial/Household Expense	332.54
			Misc office supplies	5335 ADMINISTRATION:Office Expense	150.22
05/10/2025	Expense	Costco	Board meeting supplies	5305 ADMINISTRATION:Board Meeting Expenses	24.97
05/13/2025	Expense	Misc-Admin	Cuban Kitchen-Dinner for May board mtg	5305 ADMINISTRATION:Board Meeting Expenses	824.63
05/14/2025	Expense	Safeway Store	Cookies and dressing for May board mtg dinner	5305 ADMINISTRATION:Board Meeting Expenses	20.96
05/15/2025	Expense	Lowes	Supplies to paint airboat deck	5620 FLEET MAINTENANCE:Auto, Hotsy, Plug, Boat, Traile	86.25
05/16/2025	Expense	Misc- Ops	Sherwin Williams-supplies for wall repair	5505 FACILITIES MAINTENANCE:Facility - Repairs & Maint	63.32
Total for US Bank Visa Admin x5992					\$ 4,431.41
US Bank Visa Angie x8413					
04/30/2025	Expense	Eppendorf North America	Pipet tips for WNV testing	5805 LABORATORY:Disease Surveillance	943.98
05/05/2025	Expense	Misc-Lab	InsectaBio-beads for tick tubes	5845 LABORATORY:Lab PCR Supplies	579.97

SAN MATEO COUNTY MOSQUITO & VECTOR CONTROL DISTRICT
Credit Card Transaction Report
 May 2025

Date	Transaction Type	Name	Memo/Description	Account Code	Amount
05/13/2025	Expense	Misc-Lab	Ecology Supplies-Insect nets	5825 LABORATORY:Lab Supplies	217.51
05/21/2025	Expense	ThermoFisher Scientific	WNV testing	5805 LABORATORY:Disease Surveillance	338.74
Total for US Bank Visa Angie x8413					\$ 2,080.20
US Bank Visa Casey x8447					
04/30/2025	Expense	Misc- Ops	Atlas Towing-Towed Jeep #37	5615 FLEET MAINTENANCE:Garage Repairs Outside	185.00
05/19/2025	Expense	Misc- Ops	Portable vehicle lift for shop	5610 FLEET MAINTENANCE:Garage Tools	2,886.86
Total for US Bank Visa Casey x8447					\$ 3,071.86
Total for 1040 US Bank Purchase Card					\$ 24,323.69

AGENDA ITEM 6

SUBJECT: Status of Vacant Positions as required by AB 2561

BACKGROUND:

California State Assembly Bill (AB) 2561 was approved on September 22, 2024, and added §3502.3 to the Government Code. This law requires public agencies to present the status of their vacancies at a public hearing before their governing body at least once per fiscal year. The presentation must be made before adopting a final budget for the fiscal year.

DISCUSSION:

This report is presented to comply with §3502.3 of the Government Code. **The District currently has no vacancies.**

To comply with this Government Code, the District must also address the retention efforts currently employed by the public agency. The District has not had any issues regarding retention efforts, as seen below in the average employee retention time for both employment categories.

Unrepresented Staff - 12.5 years

Represented Staff - 9.8 years

National Average - 6.5 years

The District must also identify any policy, procedure, or recruitment activity changes that could negatively affect efforts to reduce vacancies.

During its evaluation, the District found no deficiencies in policies, procedures, or recruitment efforts. Over the past four years, the Board approved two contracts that maintained most staff as the highest paid in their roles across California, while also adding a wellness benefit, life insurance, and an extra half-day holiday. These measures, along with management's focus on hiring the right candidates and fostering a positive culture, have contributed to long-term employee retention.

ATTACHMENTS:

1. Public Hearing Notification



NOTICE OF PUBLIC HEARING

The Board of San Mateo County Mosquito and Vector Control District will conduct a Public Hearing to consider the following:

In accordance with GC Section 3502.3 (Assembly Bill 2561), a public agency must present the status of vacancies, recruitment, and retention efforts at a Public Hearing once per fiscal year before adopting an annual budget.

LOCATION: Agency-wide

APPLICANT: San Mateo County Mosquito and Vector Control District

ENVIRONMENTAL REVIEW: The proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA).

The Public Hearing will be held as follows: July 9, 2025

Time: 6 PM

Location: 1351 Rollins Rd., Burlingame, California

Public members may attend the Hearing in person or through Zoom at <https://zoom.us/j/6503448592>.

For further information, please contact Brian Weber, District Manager, at 650-344-8592 or email at bweber@smcmvcd.org.

Published: July 3, 2025

AGENDA ITEM 7A

BOARD COMMITTEE REPORTS

SUBJECT: Finance Committee Meeting of the Board of Trustees

Committee Chair Collins decided to forgo the July Finance Committee meeting due to a light agenda. However, committee members still received the May 2025 Financial Report and the status of the North Carolan building project.

A brief oral report will be provided by Committee Chair Collins and Finance Director Richard Arrow.



1415 N. Carolan Ave. Project Management Report

Reporting date

5/5/2025 – 6/27/2025

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 May

1. Submitted plans to the City of Burlingame for first review
2. Met with Aetypic and CPM regarding the project
3. Received 100% plans and the associated cost estimate remained at \$9.5 million
4. Comments received from the City of Burlingame and reviewed by staff

Work planned for completion in June

1. Meet with CPM and Aetypic twice monthly
2. Revise the cost and spending plan
3. Resubmit plans to the City of Burlingame for additional comments

Outlook for the remainder of 2025

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

Budget status and outlook

Total budget approved for Phase 2:	\$ 1,100,000
Budget spent for Phase 2 (construction plans):	\$ 612,807
Total budget spent since property purchase:	\$ 770,058*

- See details attached as Agenda Item 4A.1

SAN MATEO COUNTY
Transaction Report
July 1, 2021-June 27, 2025

Account	Date	Transacti on type	Num	Name	Memo/Description	Account full name	Account	Amount	Balance
6010 Building Improvements									
6010 Building Improvements	08/12/2021	Bill	18823561-1st half Dp	Bay Alarm Company	1415 N. Carolan-Alarm Installation-1st Half Deposit	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	1,889	1,889
6010 Building Improvements	08/27/2021	Bill	74937	All Fence Company Inc.	Repair & replace chain link fence @ 1415 N Carolan	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	1,685	3,574
6010 Building Improvements	09/08/2021	Bill	18989742-2nd half	Bay Alarm Company	1415 N. Carolan-Alarm Installation-2nd Half Deposit	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	1,889	5,463
6010 Building Improvements	12/11/2021	Bill	C57-406	Bay Area Paving Co. Inc.	Replaced cracked driveway and sidewalk (1415 N. Carolan) PO#02706-1767	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	7,866	13,329
6010 Building Improvements	05/17/2022	Journal Entry	05172022A		Re-code 1415 N Carolan Ground Mulch Cover Refresh	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements		3,090	16,419
6010 Building Improvements	05/17/2022	Journal Entry	05172022A		Re-code 1415 N Carolan Landscape Improvements	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements		4,878	21,297
6010 Building Improvements	06/24/2022	Journal Entry	06242022A		Re-code to 6010-1415 N Carolan Intrusion Alarm Install-1st 1/2 Dep	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements		325	21,622
6010 Building Improvements	06/24/2022	Journal Entry	06242022A		Re-code to 6010-1415 N Carolan Intrusion Alarm Install-2nd 1/2 Dep	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements		325	21,947
6010 Building Improvements	11/03/2022	Bill	AET-2022-1007	Aetypic, Inc.	Geotechnical Services: 1415 N. Carolan Ave Improvement Project	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	11,352	33,298
6010 Building Improvements	12/08/2022	Bill	AET-2022-K003	Aetypic, Inc.	Professional Services thru 11/25/22: 1415 N. Carolan Improv Project	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	96,421	129,720
6010 Building Improvements	04/12/2023	Bill	AET-2023-C003	Aetypic, Inc.	Professional Services thru 03/31/2023: 1415 N. Carolan Improv Project	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	12,947	142,666
6010 Building Improvements	06/30/2023	Bill	AET-2023-F007	Aetypic, Inc.	Professional Services thru 06/30/2023: 1415 N. Carolan Improv Project	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	14,585	157,251
6010 Building Improvements	12/08/2023	Bill	23-15-01	Capital Program Management Inc.	Construction Mgmt Services thru 11/30/2023; Proj No. 23-15 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	389	157,640
6010 Building Improvements	01/08/2024	Bill	23-15-02	Capital Program Management Inc.	Construction Mgmt Services thru 12/31/2023; Proj No. 23-15 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	2,720	160,359
6010 Building Improvements	02/06/2024	Bill	AET-2024-A004	Aetypic, Inc.	Professional Services thru 01/26/2024 (1415 N. Carolan Improv Project)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	400	160,759
6010 Building Improvements	02/06/2024	Bill	AET-2023-J008	Aetypic, Inc.	Professional Services thru 10/27/2023 (1415 N. Carolan Improv Project)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	5,796	166,555
6010 Building Improvements	02/09/2024	Bill	23-15-03	Capital Program Management Inc.	Construction Mgmt Services thru 01/31/2024; Proj No. 23-15 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	4,862	171,217
6010 Building Improvements	03/08/2024	Bill	23-15-04	Capital Program Management Inc.	Construction Mgmt Services thru 02/29/2024; Proj No. 23-15 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	3,830	175,047
6010 Building Improvements	04/08/2024	Bill	23-15-05	Capital Program Management Inc.	Construction Mgmt Services thru 03/31/2024; Proj No. 23-15 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	3,830	178,876
6010 Building Improvements	05/10/2024	Bill	23-15-06	Capital Program Management Inc.	Construction Mgmt Services thru 04/30/2024; Proj No. 23-15 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	4,163	183,039
6010 Building Improvements	06/10/2024	Bill	23-15-07	Capital Program Management Inc.	Construction Mgmt Services thru 05/31/2024; Proj No. 23-15 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	2,054	185,092
6010 Building Improvements	06/30/2024	Bill	AET-2024-F009	Aetypic, Inc.	Professional Services thru 6/30/2024 (1415 N. Carolan Improv Project)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	29,285	214,377
6010 Building Improvements	06/30/2024	Bill	24-14-01	Capital Program Management Inc.	Construction Mgmt Services thru 06/30/2024; Proj No. 23-15 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	4,607	218,984
6010 Building Improvements	08/09/2024	Bill	24-14-02	Capital Program Management Inc.	Construction Mgmt Services thru 07/31/2024; Proj No. 23-15 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	8,250	227,233
6010 Building Improvements	09/04/2024	Bill	AET-2024-H006	Aetypic, Inc.	Professional Services thru 8/31/2024 (1415 N. Carolan Improv Project)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	18,967	246,200
6010 Building Improvements	09/09/2024	Bill	24-14-03	Capital Program Management Inc.	Construction Mgmt Services thru 08/31/2024; Proj No. 23-15 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	5,137	251,336
6010 Building Improvements	10/09/2024	Bill	24-14-04	Capital Program Management Inc.	Construction Mgmt Services thru 09/30/2024; Proj No. 24-14 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	5,106	256,442
6010 Building Improvements	10/30/2024	Bill	AET-2024-J010	Aetypic, Inc.	Professional Services thru 10/25/2024 (1415 N. Carolan Improv Project)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	21,723	278,165
6010 Building Improvements	11/08/2024	Bill	24-14-05	Capital Program Management Inc.	Construction Mgmt Services thru 10/31/2024; Proj No. 24-14 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	14,704	292,869
6010 Building Improvements	12/09/2024	Bill	24-14-06	Capital Program Management Inc.	Construction Mgmt Services thru 11/30/2024; Proj No. 24-14 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	6,050	298,918
6010 Building Improvements	12/16/2024	Bill	AET-2024-K013	Aetypic, Inc.	Professional Services thru 11/29/2024 (1415 N. Carolan Improv Project)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	8,247	307,165
6010 Building Improvements	01/10/2025	Bill		Capital Program Management Inc.	Construction Mgmt Services thru 1/30/2025; Proj No. 24-14 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	13,215	320,380
6010 Building Improvements	01/22/2025	Bill	AET-2024-L004	Aetypic, Inc.	Part 2 Prof. Services thru 12/27/2024 (1415 N. Carolan Improv Proj)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	11,947	332,327
6010 Building Improvements	02/06/2025	Bill	AET-2025-A010	Aetypic, Inc.	Part 2 Prof. Services thru 01/31/2025 (1415 N. Carolan Improv Proj)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	8,253	340,580
6010 Building Improvements	02/10/2025	Bill	24-14-08	Capital Program Management Inc.	Construction Mgmt Services thru 01/31/2025; Proj No. 24-14 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	18,963	359,542
6010 Building Improvements	3/10/2025	Bill	24-14-09	Capital Program Management Inc.	Construction Mgmt Services thru 03/24/2025; Proj No. 24-14 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	13,079	372,621
6010 Building Improvements	04/01/2025	Bill	AET -2025-B008	Aetypic, Inc.	Part 2 Prof. Services thru 02/28/2025 (1415 N. Carolan Improv Proj)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	24,338	396,959
6010 Building Improvements	04/08/2025	Bill	24-14-10	Capital Program Management Inc.	Construction Mgmt Services thru 03/31/2025; Proj No. 24-14 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	10,369	407,328
6010 Building Improvements	04/15/2025	Bill	AET -2025-C003	Aetypic, Inc.	Part 2 Prof. Services thru 03/31/2025 (1415 N. Carolan Improv Proj)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	189,477	596,805
6010 Building Improvements	05/01/2025	Bill	B25-0347	City of Burlingame	Building Permit for 1415 N Carolan Ave Improvement Project	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	139,109.29	735,914
6010 Building Improvements	05/09/2025	Bill	24-14-11	Capital Program Management Inc.	Construction Mgmt Services thru 04/30/2025; Proj No. 24-14 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	3,522.75	739,437
6010 Building Improvements	05/18/2025	Bill	AET -2025-D007	Aetypic, Inc.	Part 2 Prof. Services thru 04/25/2025 (1415 N. Carolan Improv Proj)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	24,837.28	764,274
6010 Building Improvements	06/06/2025	Bill	24-14-12	Capital Program Management Inc.	Construction Mgmt Services thru 05/31/2025; Proj No. 24-14 (1415 N Carolan)	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	5,351.25	769,626
6010 Building Improvements	06/10/2025	Bill	1415 N. Carolan	Central County Fire Dept.	Fire Flow Test Applic. Fee-1415 N Carolan Ave	6000 CAPITAL IMPROVEMENTS:6010 Building Improvements	Accounts Payable	432.00	770,058



Agenda Item 8.A. – Operations Staff Program Reports

Field Operations in June 2025

Salt Marsh Mosquitoes & Tidal Habitat Management in San Mateo County

Tidal activity plays a significant role in salt marsh mosquito production in San Mateo County. King tide events—caused by the alignment of the sun and moon when they are closest to Earth—occur three to four times a year and can dramatically flood coastal marshes. Full and new moons also contribute to elevated tides. These events create temporary pools of brackish water, ideal breeding grounds for mosquitoes. To stay ahead of mosquito emergence, District staff use tide prediction tools to schedule inspections of tidal marshes. In warmer months, inspections happen 5–7 days after an above-average tide; in colder months, they occur 3–4 weeks later. In addition to Bair Island, staff regularly monitor salt marsh sites such as Pillar Point Marsh in Half Moon Bay, Faber Marsh in East Palo Alto, the shoreline east of Shorebird Park in Foster City, and Outer Bair Island in Redwood City.

Accessing Outer Bair Island, which is approximately 92 acres in size, requires a boat. Two key species of concern in this area are *Aedes squamiger* (California salt marsh mosquito) and *Aedes dorsalis*, another aggressive salt marsh mosquito common in summer. Although this island might appear dry in warmer months, extremely high tides throughout the summer can flood low-lying areas and create ideal mosquito breeding conditions. District staff closely monitor tidal events and respond by inspecting and treating areas where mosquito larvae are detected.



If left untreated, salt marsh mosquitoes can emerge in large numbers. *Aedes squamiger* in particular can fly up to 20 miles from its breeding site, and both species are known for their aggressive daytime biting behavior. Controlling these mosquitoes is a high priority due to their impact on quality of life and the volume of service requests they generate.

Managing mosquito production in salt marsh habitats is one of the foundational reasons the San Mateo County Mosquito and Vector Control District was formed. In 1904, control efforts began in San Mateo,

(Above) The blue dots represent locations on Bair Island where District staff have captured mosquito larvae in the past 5 years.



Agenda Item 8.A. – Operations Staff Program Reports



(Above) This area in East Palo Alto has the potential to produce large numbers of salt marsh mosquitoes. The combination of stagnant water and pickleweed creates an ideal breeding ground.

Burlingame, and Hillsborough after entomologists discovered that 95% of mosquito bites on residents were caused by salt marsh mosquitoes originating from the San Francisco Bay salt marshes. The Mosquito Abatement Act of 1915 gave local governments the authority to fund and form mosquito control districts.

Since then, the county has seen substantial development, and cooperation with land managers has helped reduce the extent of salt marshes that need regular inspection. Although many inspection methods remain the same, new technologies and modern mosquito larvicides have made the process more efficient. Some larvicides now provide effective control for up to 40 days, allowing staff to manage mosquito populations with fewer applications.



Agenda Item 8.A. – Operations Staff Program Reports

District Staff in Action



(Above) Vector Control Technician Eric Eckstein inspects for juvenile mosquitoes on Outer Bair Island, which is inspected on a regular basis during the summer months.



(Left) Vector Control Technician Kim Keyser attempts to wrangle in an aerial yellow jacket nest in Portola Valley.



Agenda Item 8.A. – Operations Staff Program Reports



(Left) Vector Control Technician Devon Macdonald prepares to inspect standing water for Salt Marsh mosquitoes on Bair Island in Redwood City.

(Right) Vector Control Technician Stephanie Busam conducts a rodent inspection in the City of San Mateo



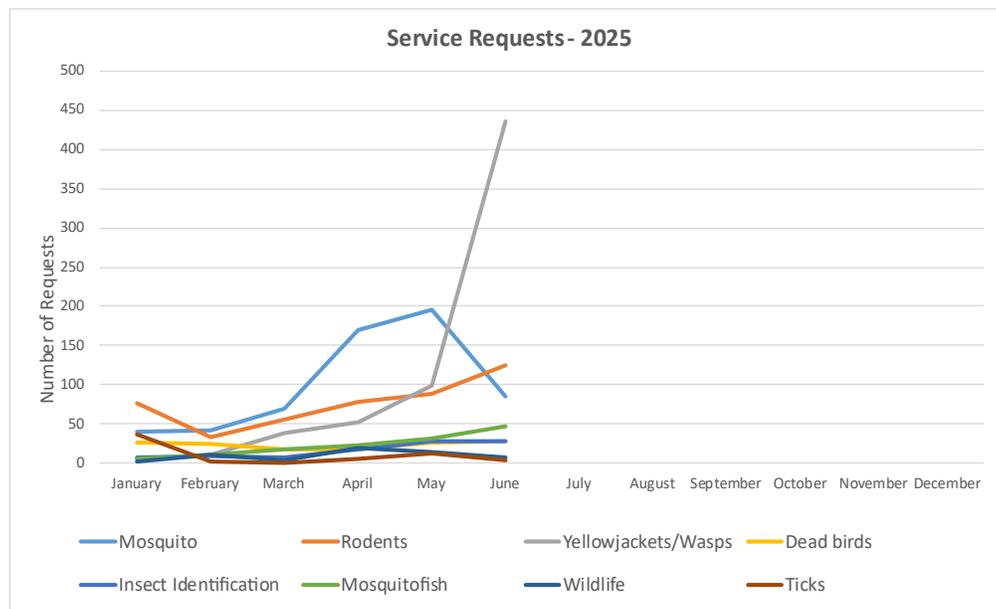


Agenda Item 8.A. – Operations Staff Program Reports

June 2025 Service Requests

<u>Type of Request</u>	<u>June 2025</u>	<u>5-year June average</u>
Yellowjackets/wasps	436	183
Rodents	125	62
Mosquito	86	96
Mosquitofish	48	27
Insect identification	28	17
Dead birds	28	16
Wildlife	7	4
Ticks	4	3
Other	12	12
Total	774	420

The total number of service requests in June was much higher than average (774 requests compared to a five-year average of 420). All categories of service requests were above average in June except for mosquitoes, but the largest difference was in the category of yellowjackets/wasps, which had 436 requests compared to a five-year average of 183. The reason for the spike in yellowjacket/wasp requests is uncertain, but it could result from a mild winter and not much spring rain. Rodent service requests were also much higher than usual, more than twice the five-year average (125 requests compared to an average of 62). Service requests in the category “other” included insect-related requests regarding bees, bumblebees, flies, and gnats. Warm sunny days increase the activity of a variety of types of insects.



(Above) Service requests by type in 2025. Yellowjacket and wasp requests rose sharply from May to June.



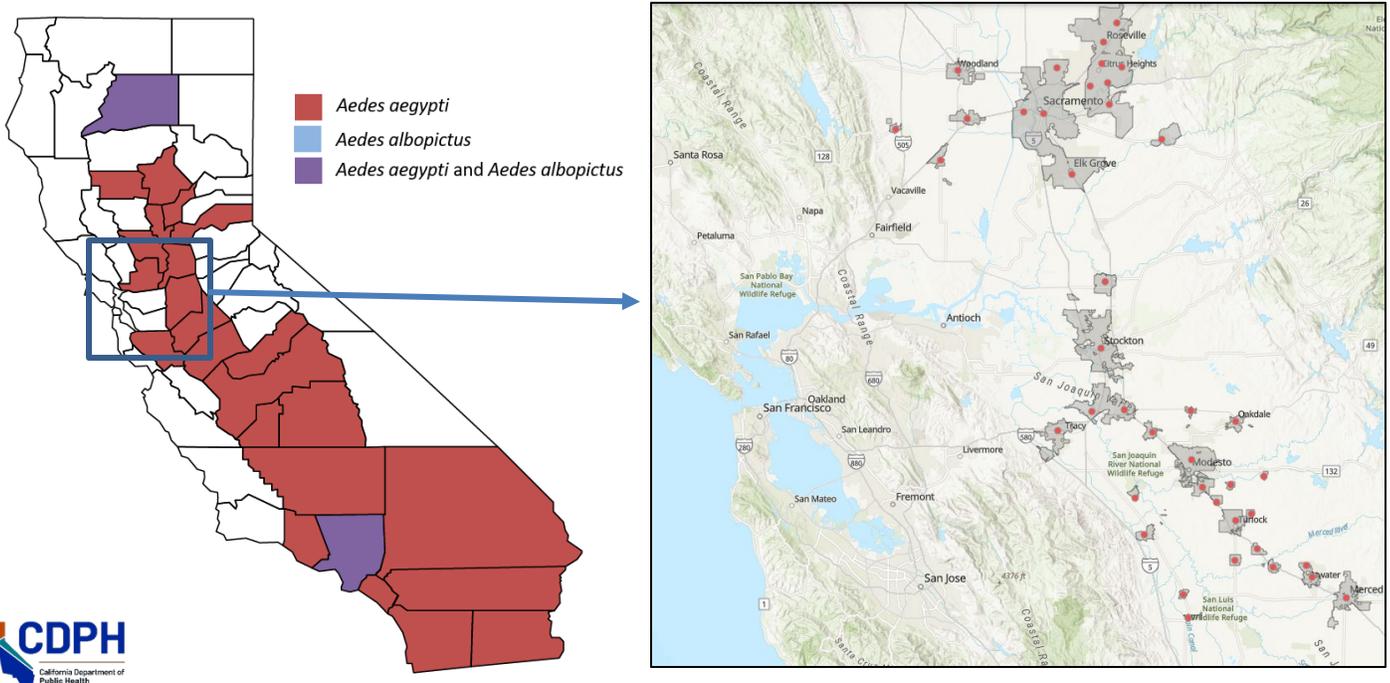
Agenda Item 8.B. – Laboratory Staff Program Reports

Lab Activities in June 2025

Invasive *Aedes* Mosquitoes – Regional Update

Over the past decade, one of the most concerning developments in the California mosquito control community has been the expanding range of invasive mosquitoes *Aedes aegypti* and *Aedes albopictus*. These mosquitoes are tiny, black-and-white-striped day-time biters, and prefer to feed on humans (bites on ankles are their specialty). These mosquitoes can also potentially spread tropical diseases such as dengue, Chikungunya, and Zika virus. It is a high priority of the District to detect and eliminate any introductions of these mosquitoes in San Mateo County.

In recent months in 2025, these mosquitoes have been detected in nearby Santa Clara and Contra Costa counties. Below are two maps from the California Department of Public Health. The map on the left shows counties where these invasive mosquitoes have been detected in 2025. The map on the right displays specific areas in central California where *Aedes aegypti* have become established.



The District looks for these mosquitoes using specialized traps set in key areas across the county. These locations include plant nurseries, where mosquito eggs stuck to plant containers could be brought in from other areas. Cemeteries, with many small, cup-like features that can hold water and breed mosquitoes, are also considered high-risk areas for invasive mosquito infestation.

You can help keep these mosquitoes out of our county by dumping and draining any containers in your yard that hold water. And if you notice mosquito bites during the day, don't hesitate to call us!



Agenda Item 8.B. – Laboratory Staff Program Reports

West Nile Virus 2025 Season

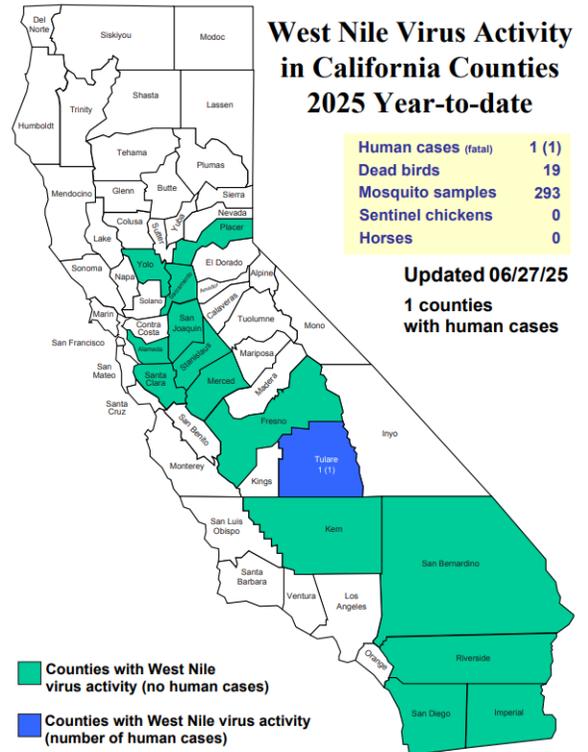
San Mateo County

Through the end of June, 345 dead birds were reported in San Mateo County in 2025. Of these, 100 were suitable for testing, and none have tested positive. No mosquito samples or horses have yet tested positive in San Mateo County this year. The District does not have sentinel chicken flocks this summer.

California

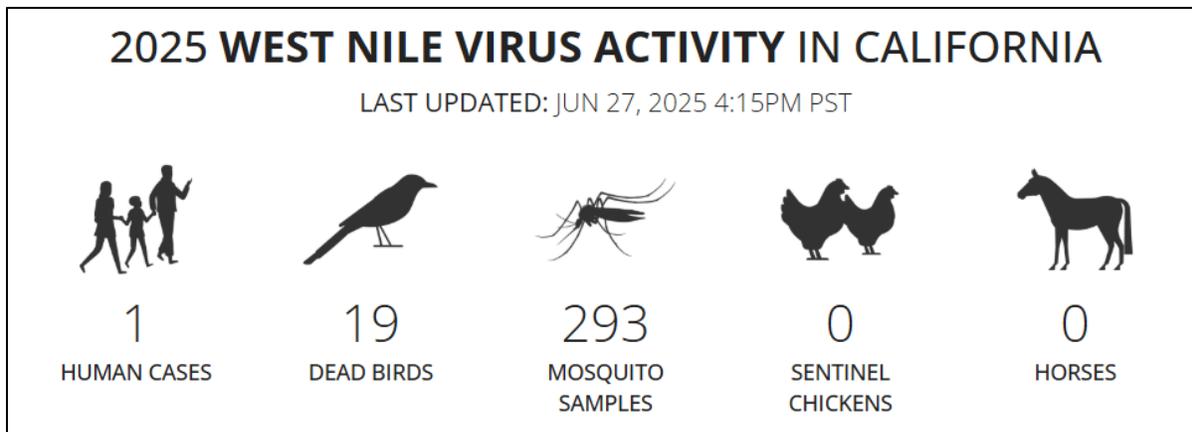
Thus far in 2025, WNV has been detected in fifteen counties statewide, including two in the coastal region: Alameda County and Santa Clara County. The first human case of WNV in California during 2025 was reported in June, from Tulare County. This case was a fatality.

Statewide, 4,450 birds have been reported, 765 have been tested and 23 have tested positive for WNV (3%). Mosquito samples have tested positive for WNV in twelve counties. No sentinel chickens or horses have tested positive for WNV.



West Nile Virus Dead Bird Hotline

The California Department of Public Health's West Nile virus call center opened on April 15 with live operators. Residents who find a dead bird in good condition should call **1-877-WNV-BIRD** (1-877-968-2473) or file a report online at westnile.ca.gov. If suitable for testing, the District will collect the bird and test the carcass for the presence of mosquito-borne disease.



Source of map and infographic: westnile.ca.gov

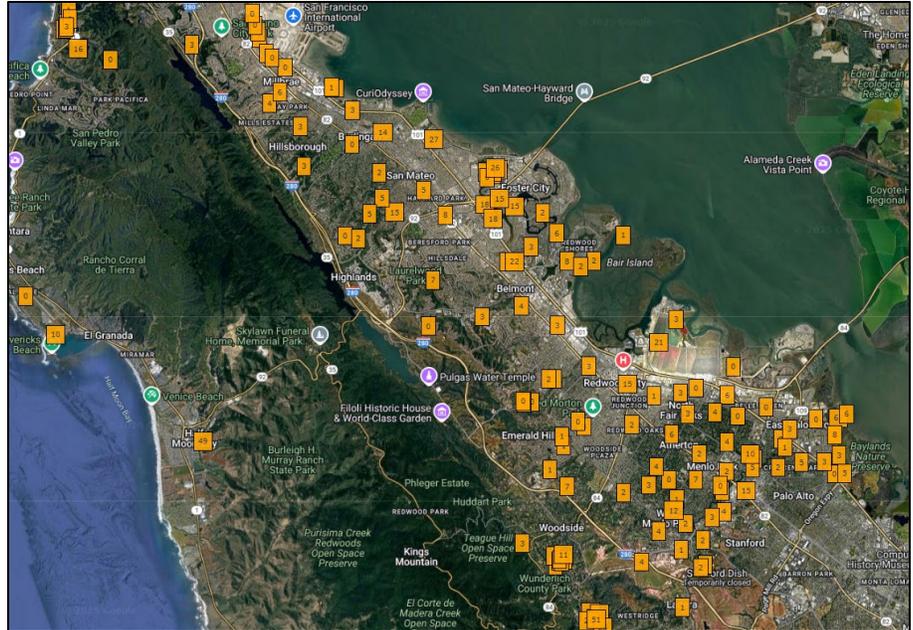


Agenda Item 8.B. – Laboratory Staff Program Reports

CO2 Traps – Average adult mosquitoes collected per trap per night

In June, adult mosquito counts of the top six most commonly-trapped species are all below five per trap per night, which is typical for this time of year.

Culex erythrothorax was trapped at substantially lower numbers than average. This mosquito species has been suppressed the last three summers by District control efforts, but historically has had very high abundances in the summer. *Culex pipiens* will likely continue to increase in number, as it is usually most abundant from June to October. This mosquito is a West Nile vector and the main target of the seasonal catch basin control program.



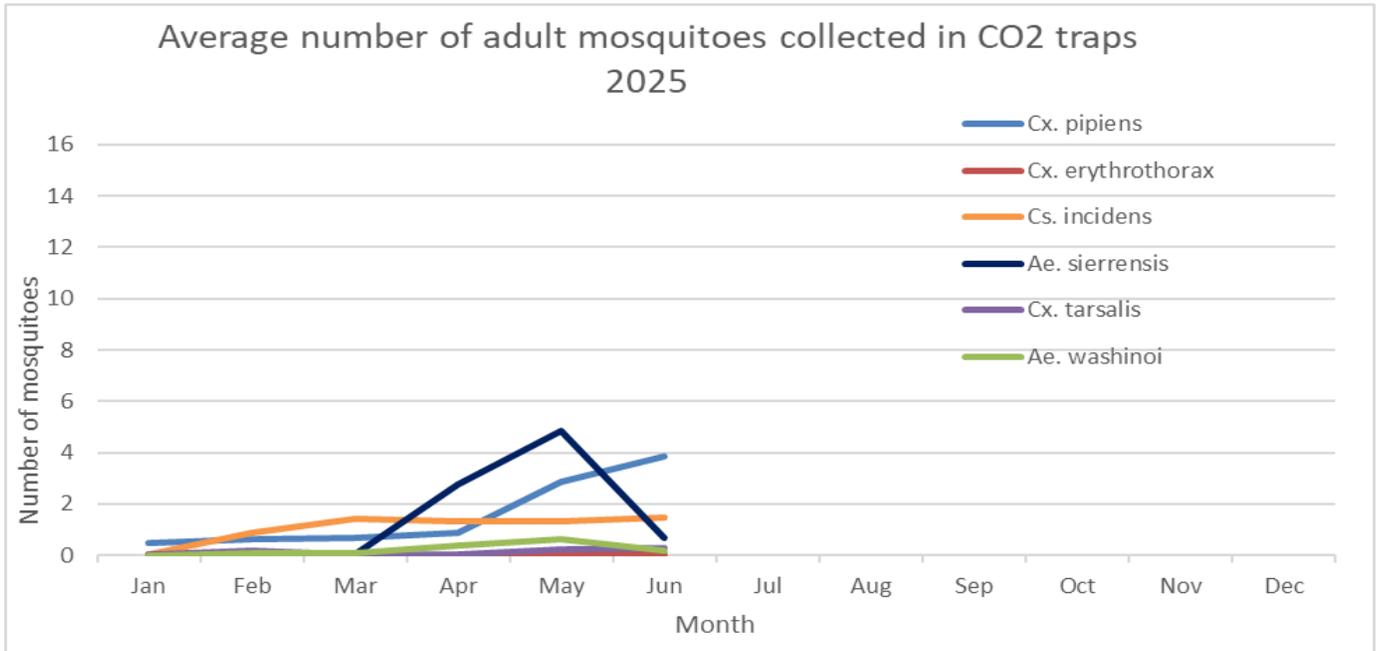
The District documents all mosquito trap collections in its GIS-based MapVision data management system. This screenshot shows CO₂ trap captures from a section of San Mateo County in June 2025.

The following table and graph show the average number of mosquitoes collected per trap per night during June. The following graph shows the five-year average of mosquito counts over the different months of a year.

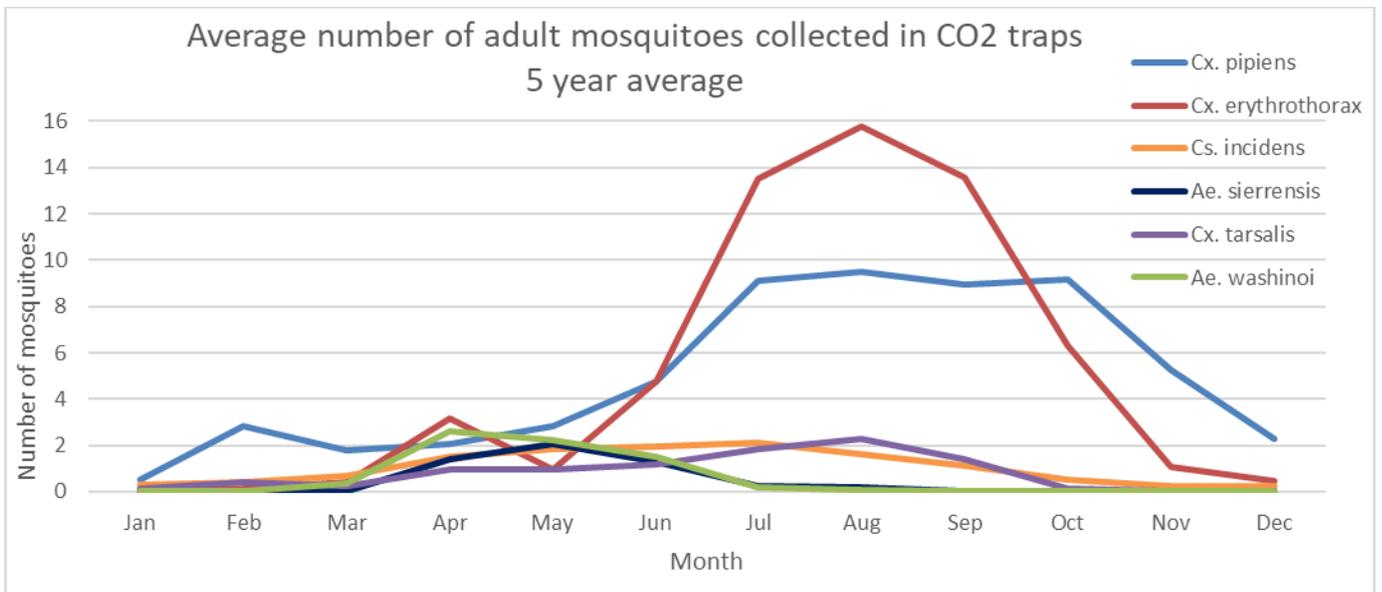
<u>Species</u>	<u>June 2025</u>	<u>5-year June average</u>
 <i>Culex pipiens</i>	3.87	4.76
 <i>Culex tarsalis</i>	0.27	1.18
 <i>Culiseta incidens</i>	1.48	1.97
 <i>Culex erythrothorax</i>	0.05	4.76
 <i>Aedes sierrensis</i>	0.68	1.30
 <i>Aedes washinoi</i>	0.19	1.51



Agenda Item 8.B. – Laboratory Staff Program Reports



Average number of adult mosquitoes collected in CO₂ traps per trap per night during 2025. The graph shows the six most common species of mosquitoes trapped in San Mateo County.



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



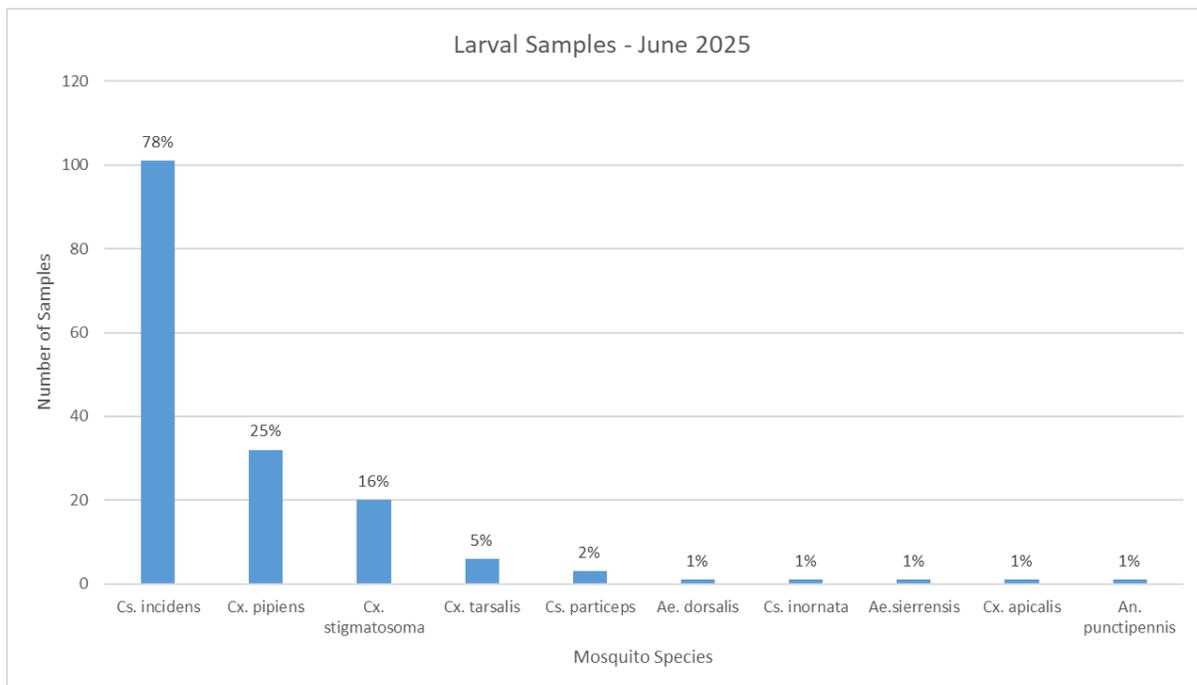
Agenda Item 8.B. – Laboratory Staff Program Reports

Larval Surveillance

During June, summer mosquito larval samples were collected from residential areas, such as backyard fountains and fishponds, water under buildings, storm drains, containers in yards, and tree holes. Some were also collected from pockets along creeks. District staff collected 129 larval samples in June. Technicians use a dipper to take a water sample and visually inspect it for mosquito larvae. If larvae are present, the sample is returned to the District laboratory for species identification.

The collected samples contained larvae of ten different mosquito species. Larval samples in June were dominated by *Culiseta incidens*, present in 101 of the 129 samples (78%). This mosquito is present year-round in San Mateo County and is frequently collected from fishponds, containers holding water, and freshwater impounds. The high numbers of *Culiseta incidens* samples reflect an effort of the operations department to collect samples from residential sources. This data provides records of species found from individual water sources and is helpful in the detection of introduced species.

Other commonly collected species were *Culex pipiens* (25% of samples), and *Culex stigmatosoma* (16% of samples). *Culex pipiens* breeds in underground sources such as storm drains and backyard sources, including containers holding water and small fountains or bird baths, whereas *Cx. stigmatosoma* breeds in similar sources but prefers high organic content in the water. *Culex pipiens* is an important vector of West Nile virus. *Cx. stigmatosoma* does not often bite humans but can play a role in West Nile virus transmission among birds. Controlling mosquitoes while they are in the larval stage is the best way to prevent disease during the summer months.



Number and percent of larval samples containing each mosquito species from water samples collected in June 2025. Larval samples commonly contain multiple species.

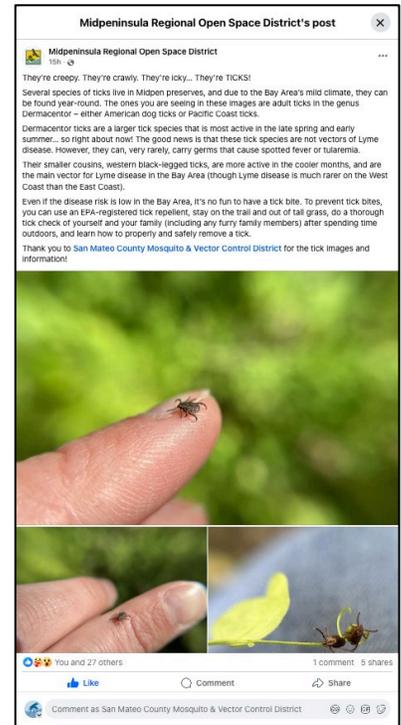


Agenda Item 8.C. Staff Program Reports

Communications Activities, June 2025

June was a very busy outreach month! With the school year wrapping up, the County Fair, Mosquito Control Awareness Week, and the Open House, there is a lot to share...

- A few schools requested very late presentations this year. Third grade classes at Franklin Elementary (Burlingame) and Baywood Elementary (San Mateo) enjoyed presentations on mosquito life cycles.
- Rachel tabled at a 'Things that Go' event at the Millbrae Library, where she educated participants about District services and backyard mosquito breeding sources.
- Collaboration with San Mateo County's Big Lift, Inspiring Summers program started in June. Each summer, the program borrows the educational materials the District lends to school classrooms during the school year. This allows more children to learn about mosquitoes and other insects. Feedback from program staff is positive, and they report that the children really enjoy watching the mosquitoes grow in the little mosquito aquaria.
- Rachel presented to the San Mateo County Emergency Services Council about District services and actions residents can take to protect themselves from West Nile virus.
- The San Mateo County Fair ran from May 30 to June 8 this year. The District had a self-paced display about District services, history, and a call to report biting mosquitoes (as a hopeful early indicator of invasive *Aedes aegypti* in our County).
- Rachel provided photos and information in response to a request from Midpeninsula Open Space District for a social media collaboration about *Dermacentor* ticks.



Midpeninsula Open Space District collaborated on a tick-themed social media post.



Agenda Item 8.C. Staff Program Reports



Set-up at the San Mateo County Fair was an overview of the District's history, from origin to present day services.

- The Town of Hillsborough, City of San Carlos, City of San Bruno, City of Millbrae, and City of Burlingame each issued proclamations in recognition of Mosquito Control Awareness Week (June 15-21). Brian attended and presented at the Hillsborough, Millbrae, and Burlingame meetings, while Rachel attended and presented at the San Carlos and San Bruno meetings. Trustees Baluom (Millbrae), Gilligan (Burlingame), and Collins (San Carlos) were able to attend their respective meetings in person.



Agenda Item 8.C. Staff Program Reports

Website Analytics

- In June 2025, there were ~11,748 visits to the website, compared to ~8,677 in June 2024.
- Top pages for May 2025 included the pages about: mosquito-like insects, rodent identification, the service request page, the District homepage, yellowjacket nest treatment, biting mites, millipedes and centipedes, the open house, opossums, and midges.

Open House

Staff put on the 2025 Open House, with more than 175 people attending throughout the County. This year, the Open House included Beetle Lady's Pop-Up Bug Museum, as well as old favorites like face painting and popsicles. Attendees had positive feedback about District staff, services, and the Open House set-up.



Children always enjoy collecting and viewing mosquito larvae. Vector Control Technician Eric hosted that station at the Open House.



Vector Control Technician Vanessa hosted a station about yellowjackets at the Open House.



Several people mentioned that learning about, and feeding, mosquitofish was their favorite part of the Open House. Vector Control Technician Justin hosted the station at the Open House.



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

Information Technology July 2025

Satellite phone services

Summary

- Satellite phone services in Beta with major telecom carriers

Satellite cellular services hit mainstream

The District has been keeping an eye on emerging technology in the Telecom/Satellite Communication sector, and one such technology that has yet to hit the open market is T-satellite, a Starlink powered service that will be launching towards the end of the month. There are some areas of the county that have less than satisfactory cellular service. This platform could eliminate a lot of dead zones that we as a district could run into, our technicians' duties can take them into some remote and rural areas. A service such as this could enhance their ability to communicate despite being in a secluded location.

Based on the attached article, it seems like the service is relatively slow in comparison to our 5G and 4G LTE networks that we are accustomed to, but a service like this isn't necessarily for the best speed, but rather a service that is good enough and can be used from almost anywhere. So, the advantage of this service is uptime rather than speed and being able to communicate from areas that we couldn't before.

As it is, it seems like the platform is still in its early stages and will become more robust over time. Apple has similar satellite capabilities for its emergency calling services and "find my" network. We suspect that many similar services will come into the space, and it will improve over time. The District will continue to monitor this technology and assess if it improves the efficiency of our technicians. One such service is AT&T's AST SpaceMobile platform which seems to be very similar except it's a different carrier and satellite provider. All this competition is very good for the optics of improving the level of service as well as keeping costs competitive. AT&T has a way to go as AST SpaceMobile has yet to build their satellite infrastructure.

It would be ideal for a satellite service to be robust enough to handle our Mapvision software, this would be a huge boon to our operations. However, in its current state it seems to be intended for the most basic communication features such as SMS.

Source:

1. <https://www.pcmag.com/news/testing-t-mobile-satellite-cellular-starlink-remote-area-is-it-worth-it>
2. <https://www.pcmag.com/news/att-goes-up-against-t-mobile-starlink-with-ast-spacemobile-satellite-deal>

Agenda Item 9

MANAGER'S REPORT

CSDA Trainings

The California Special District Association (CSDA) offers excellent training for Board members and staff. Please review the information below and email President Brutschy and me if you wish to attend one of the in-person trainings, such as the CSDA Annual Conference from August 25 to 28 or the Leadership Academy in October and November 2025. New Board members and those who haven't attended a conference recently will be given priority when selecting attendees.

Below are some additional training sessions that can be attended or viewed from the comfort of home. These courses are recommended for all Board members who have not participated in many CSDA training sessions or have not attended one in the last five years.

Legislative

Assembly Bill 339 (Ortega) Local public employee organizations: notice requirements

AB 339 is the latest in a series of bills aimed at limiting public employers' ability to contract for services. The measure follows last year's Assembly Bill 2557 (Ortega), which would have achieved a similar goal of greatly impacting governments' ability to contract for services, although with some different requirements. CSDA and its coalition partners blocked AB 2557 in the Senate Appropriations Committee.

AB 339 requires the governing body of a public agency to give a union at least 60 days' written notice before issuing a request for proposal, a request for quote, or renewing or extending an existing contract, to perform services within the scope of work of the job classifications represented by the recognized employee organization. Below is a list of the criteria that will have to be provided to a staff Association or Union should the legislation pass.

- The written notice prescribed by AB 339 shall include all of the following:
- The anticipated duration of the contract.
- The scope of work under the contract.
- The anticipated cost of the contract.
- The draft solicitation, or if not yet drafted, any information that would usually be included in a solicitation.

- The reason the public agency believes the contract is necessary.

Fortunately, this legislation will not have as much impact on SMCMVCD as it would on other large public agencies. However, the District might encounter challenges in contracting out smaller construction or vehicle maintenance services that our Association's maintenance technicians could handle. It also could delay the hiring of ready-to-treat aerial applicators if larger treatments become necessary due to an unforeseen disease outbreak. A draft letter opposing this legislation and submitted by Manager Weber can be seen as Item 9.1.

HR 3824

HR 3824 proposes amendments to the Federal Insecticide, Fungicide, and Rodenticide Act and the Federal Water Pollution Control Act to better clarify Congress's intent. It states that mosquito control products intended for US waterways and regulated under FIFRA will not be subject to regulation under the Water Pollution Control Act.

This bill provides additional relief already given to districts over the past few years when the definition of the “waters of the United States” (WOTUS) was changed to limit its scope. This revised definition is important because it influences how many applications California mosquito control agencies include in their annual National Pollutant Discharge Elimination System (NPDES) reports.

In 2009, it was clarified that applying pesticides, intentionally or accidentally, to a WOTUS counts as a pollutant discharge, requiring permits and reports. The NPDES program manages the regulation and control of pollutant discharges into waters like rivers, lakes, and oceans in the United States. Political influences have traditionally shaped the WOTUS definition, and this new change is just another alteration over the years.

Since 2010, mosquito control districts like SMCMVCD have carefully documented and submitted reports to the California State Water Resources Control Board for every larvicide application on WOTUS. Some believe that detailed reporting for each mosquito control activity does not significantly hinder the main goals of the Clean Water Act. While these changes benefit vector districts by lowering their administrative workload, they also highlight the regulatory challenges staff of parent organizations face, such as MVCAC and AMCA, in managing these issues.

Insects in the News

Between June 2024 and January 2025, the United States experienced its worst honey bee die-off, with 62% of commercial hives lost, up from 55% the previous year. After a thorough investigation, the U.S. Department of Agriculture (USDA) identified the main cause: viruses

spread by parasitic varroa mites, which were found to be resistant to amitraz, the only remaining effective pesticide or miticide for applicators.

This resistance is causing a major problem in the bee industry because varroa mites have already developed resistance to multiple other pesticides. Losing the effectiveness of the miticide amitraz would leave beekeepers with very few options, as other effective miticides are either more toxic or less effective.

For now, experts recommend an approach that includes rotating miticides, sterilizing equipment, and isolating infected colonies. However, many beekeepers have already missed their rebuilding window for this season, and continued losses could threaten pollination services vital to U.S. agriculture, which depends on honey bees for over 90 crops and up to \$30 billion in annual revenue.

This underscores the importance of the District in informing beekeepers about adult mosquito treatments in their area. The ways the District ensures effective communication with San Mateo County beekeepers include:

- Maintaining communication with the San Mateo County Beekeepers Guild. The District contacts the Beekeepers Guild hierarchy annually and provides presentations and refers their services for hive and swarm removal when the District receives a honeybee call.
- If adult mosquito treatment is necessary, the District can use Beeware, a website created by the California Department of Agriculture that provides contact information for all registered hives, the District's opt-in email notification system, contact the Beekeepers Guild, which will disseminate treatment information on behalf of the District, and issue press releases.

These measures and the District's best management practices ensure that adult mosquito treatments do not interfere with wild and commercial beekeeping operations.

The Honorable Lola Smallwood-Cuevas
Chair, Labor, Public Employment and Retirement Committee
1021 O Street, Room 6740
Sacramento, CA 95814

**RE: Assembly Bill 339 (Ortega) - Local public employee organizations: notice requirements
As amended May 23, 2025**

Dear Chair Smallwood-Cuevas

On behalf of the San Mateo County Mosquito and Vector Control District, we respectfully oppose Assembly Bill 339. This measure would require the governing body of a non-school local public agency to provide written notice to the employee organization at least 120 days before issuing a request for proposals, a request for quotes, or renewing or extending an existing contract to perform services within the scope of work of the job classifications represented by the recognized employee organization. AB 339 would be impractical in its implementation, unworkable for ensuring the provision of public services, and would discourage final agreements in local labor negotiations.

AB 339 applies to any contract within the scope of work of a job classification represented by a recognized employee organization. Nearly every contract would be subject to notice and possible meet and confer for local agencies with represented workforces. This provision is significantly broader than the current requirement for bargaining under the Meyers-Milias Brown Act (MMBA); under existing law, when contracting out is legally permissible, local agencies are still required to “meet and confer in good faith” with any affected bargaining unit before making decisions within the scope of representation. (Gov. Code, §§ 3505.) However, there are several common-sense exceptions, such as longstanding past practices of contracting for certain services or when contracting out is outlined in the relevant MOU. AB 339 undermines these well-established principles, harming the quality of local public services.

AB 339 lacks a clear definition of emergency or exigent circumstances, weakening existing emergency contracting authority. Additionally, this provision only covers the initial notice requirement, not the meet and confer provisions, rendering it almost meaningless during an emergency. You are undoubtedly aware of the significant responsibility carried by local agencies during a natural disaster, public health emergency, or other local crisis. As first responders, local agencies depend on existing statutes that offer considerable flexibility to protect the safety and well-being of our communities.

AB 339 also weakens the existing provisions of the MMBA that ensure negotiating parties can reach a final agreement on an MOU. Under the section of the measure that allows indefinite reopening of negotiations, employers are not incentivized to finalize negotiations and settle on an agreement, resulting in a lack of labor peace.

AB 339 discourages local agencies from partnering with local community organizations, which are on the front lines of providing critical local services and are already under attack by the federal government. This adds significant uncertainty to their ongoing financial stability.

Finally, sponsors claim that documents related to a Request for Proposals (RFP), Request for Quotes (RFQ), contract extensions, and contract renewals are unavailable to the public. In reality, RFPs and RFQs are generally public and subject to competitive bidding processes and regulations, while contracts are almost always public records under the Public Records Act. We dispute the assertion that local agencies are improperly withholding public records and disagree that they fail to comply with existing notification requirements under the MMBA. If either were true, remedies already exist for sponsors to address these issues.

Like previous unsuccessful proposals that aimed to weaken local agencies' ability to contract for public services, AB 339 represents a broad change to the core functions of local governments. However, we are unaware of any specific, widespread problem this measure would solve or prevent. We are fully aware of the real harm that could result from this measure. AB 339 will not improve services, reduce costs, or protect employees. Therefore, we oppose it. If you have any questions about our stance, please contact us directly.

Sincerely,

Brian Weber

CC: The Honorable Liz Ortega, Member of the California State Assembly
Members and Staff, Senate Labor, Public Employment and Retirement Committee
Alma Perez, Chief Consultant, Senate Labor, Public Employment and Retirement
Committee
Scott Seekatz, Policy Consultant, Senate Republican Caucus
Cory Botts, Policy Consultant, Senate Republican Caucus