



**REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
September 13, 2023, 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 2<sup>nd</sup> 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:** 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](mailto:comments@smcmvcd.org), write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you 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](mailto:bweber@smcmvcd.org). Advanced notification will enable the District to resolve such requests to ensure accessibility swiftly.

**PUBLIC RECORDS:**

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records 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)). Information about the requirements of AB-2449 can be found at the following link.

[Bill Text - AB-2449 Open meetings: local agencies: teleconferences.](#)

- Trustee Parker will attend remotely pursuant to ADA accommodation.
- 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, 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. Meeting Minutes**

Minutes from July 12, 2023

**B. Approval of Purchases**

Approval of sole source Capital purchase of a KingFisher Duo Prime benchtop automated extraction instrument for \$ 18,437.75 from Thermo Scientific

**ACTION:** Motion to approve the Consent Calendar

**REGULAR AGENDA**

6. **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/Real Estate Committee Report**

1. Finance Committee Report – September 5, 2023

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

**B. Consider transferring \$1,000,000 from the District's Real Estate Acquisition Fund to the District's alternative depository (CalCLASS).**

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

**ACTION:** Motion to authorize District Manager Weber to transfer \$1,000,000 from the District's Real Estate Acquisition Reserve Fund held by the San Mateo County Treasury to CalCLASS.

**C. Review the Financial Report for FY 2022-23 as of June 30, 2023**

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

**ACTION:** Motion to approve Financial Report FY 2022-23 as of June 30, 2023

**D. Review the Financial Report for FY 23-24 as of July 31, 2023**

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

**ACTION:** Motion to approve Financial Report FY 23-24 as of July 31, 2023

**E. Ad hoc Real Estate Committee Report and authorizing the District Manager to approve a scope of work with Aetypic and budget authorization for a not to exceed amount of \$530,923 to create construction documents for 1415 N. Carolan Ave**

**Report by:** Paul Norton, Committee Chair

**ACTION:** Motion to approve authorizing the District Manager to approve a scope of work with Aetypic not to exceed \$530,923 to create construction documents for 1415 N. Carolan Ave

**F. Ad hoc Board Officer Nominating Committee Report**

**Report by:** Donna Rutherford, Committee Chair

Information only



**G. Review changes to Policy 4150 Nomination and Election of Board Officers as recommended by the Ad hoc Board Officer and Policy Committee**

**Report by:** Brian Weber, District Manager

**ACTION:** Motion to approve changes to policy 4150 Nomination and Election of Board Officers

**H. Review changes to Policy 4060 Board Secretary as recommended by the Ad hoc Board Officer and Policy Committee**

**Report by:** Brian Weber, District Manager

**ACTION:** Motion to approve changes to policy 4060 Board Secretary

**I. Ad hoc Manager's Review Committee Report**

**Report by:** Kat Lion, Committee Chair

**7. 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 technology matters.

**8. MANAGER'S REPORT**

Manager Weber will provide an update on relevant District information.

**9. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

**10. ADJOURNMENT**



**REGULAR MEETING OF THE BOARD OF TRUSTEES  
July 12, 2023  
6:00 P.M.**

A meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on July 12, 2023. Location: **1351 Rollins Road Burlingame, CA 94010**

**TRUSTEES PRESENT:**

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

**TRUSTEES ABSENT:** Carolyn Parker, City of Brisbane  
Peter DeJarnatt, City of Pacifica

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



**1. CALL TO ORDER**

The meeting was called to order at 6:01 P.M.

**2. PLEDGE OF ALLEGIANCE**

District Manager Brian Weber led the Pledge of Allegiance.

**3. ROLL CALL**

The roll call indicated that 19 Trustees were present, including 18 Trustees in the boardroom and 1 Trustees on Zoom video conference, constituting a quorum. Trustee Carlton relied on the just cause basis under AB 2449 for the first time this year, citing medical reasons. 2 Trustees were absent.

**4. PUBLIC COMMENTS AND ANNOUNCEMENTS**

**Public Comment: None**

**Board Comment: None**

**5. CONSENT CALENDAR**

1. Approval of Minutes from June 14, 2023
2. Approval of pesticide purchases totaling \$96,723.79 from three vendors

**Public Comment: None**

**Board Comment:**

- ACTION: Motion by Trustee Ron Collins, second by Trustee Glen Sylvester, to approve items 1 and 2. Motion passed by 19 yeas, 0 noes.**

**REGULAR AGENDA**



---

## 6. BOARD COMMITTEE REPORTS

### A. Finance Committee

Committee Chair Mason Brutschy and Committee members met on July 3, 2023. Also in attendance were Policy Committee Chair Robert Riechel and members of the Policy Committee. Chair Brutschy provided a written report in the Board Packet. He highlighted reviewing Policy 6075 Investment of District Funds and Policy 6140 Credit Card Use. The Financial Report for FY 22-23 as of May 31, 2023, was also reviewed after discussing these items. The Committee recommended forwarding them to the District Board of Trustees for approval.

### B. Financial Report

Finance Director Richard Arrow reviewed the financial report for May 31, 2023. He highlighted that revenues received from July 1, 2022, through May 31, 2023, were \$6.6 million, total expenditures YTD were \$5.3 million, and the change in fund balance was \$1.4 million. The District had \$9.6 million in cash available in County Treasury. Director Arrow provided a written report in the Board Packet.

**Public Comments: None**

**Board Comments: There was an inquiry on the transactions process exceeding the payment deadline.**

**ACTION: MOTION made by Trustee D. Scott Smith, seconded by Trustee Mason Brutschy, to approve the Financial Report for FY 2022-23 as of May 31, 2023. Passed by 19 yeas, 0 noes.**

### C. Policy Committee Report

Policy Committee Chair Robert Riechel and Committee members met with the Financial Committee in a joint meeting on July 3, 2023. The Committee reviewed the new draft of District Policies 6075 Investment Policy for Liquid Assets and 6140 Credit Card Use. The Committee recommended approval of the District Board members. Chair Riechel provided a written report in the Board Packet.

**Public Comment: None**

**Board Comment: None**

### D. Review new District Policy 6075 Statement of Investment Policy for Liquid Assets



District Manager Weber provided the background information on selecting the alternate depository for the District and authorized an initial transfer of \$200,000. As part of a review of best practices for local government, the staff updated the liquid assets policy. The primary focus of the update is on how CalCLASS will invest the District's assets. He provided a written report in the Board Packet.

**Public Comment: None**

**Board Comment: None**

**ACTION: MOTION made by Trustee Robert Riechel, second by Trustee Ed Degliantoni, to approve Policy 6075 Statement of Investment Policy for Liquid Assets. Passed by 19 yeas, 0 noes.**

#### **E. Review new District Policy 6140 Credit Card Use**

District Manager Weber gave the report. This policy serves as a guide for managing District credit cards, encompassing guidelines and procedures for credit card issuance, spending limits, accounting, and reporting. Its primary objective is establishing accountability and promoting responsible use of credit cards within the Agency.

**Public Comment: None**

**Board Comment: None**

**ACTION: MOTION made by Trustee Robert Riechel, second by Trustee Laura Walsh, to approve Policy 6140 Credit Card Use. Passed by 19 yeas, 0 noes.**

#### **F. Real Estate Committee Report**

Committee Chair Paul Norton provided an update on the 1415 N. Carolan Avenue property. He indicated that the progress has been affected due to a difference of opinion between the District's representatives and the City of Burlingame staff on what upgrades are required and are not required by the City Code Compliance. Meetings have begun to resolve these issues, and there will be more reporting on this item at an upcoming meeting. This is an informational item. No action is required. There is a written report in the Board Packet.

**Public Comment: None**

**Board Comment: Trustee Sylvester requests a Needs Assessment**



## **7. STAFF REPORTS**

- A. Operation Director Casey Stevenson provided a written report in the Board Packet on Field Operations. He highlighted more calls on Yellowjackets. He thanked his staff for the excellent work they were doing.
- B. Laboratory Director Angie Nakano provided a written report on Laboratory Activities. She reported mosquitoes, dead birds, and chickens testing with no positive results. The staff found some mosquito eggs, which were all local species.
- C. Public Health Education and Outreach Officer Rachel Curtis-Robles provided a written report in the Board Packet. She indicated that ~500 people stopped by the District booth at the San Mateo County Fair with positive comments. Rachel also has an intern helping with various tasks. She reminded Board members of the upcoming Open House on August 12, 2023.
- D. Informational & Technology Director Matthew Nienhuis provided a written report in the Board Packet. He highlighted the implication of IT infrastructure that he recommends improving the network as the District moves into the new building. Matthew suggests two options for allowing devices into the District Domain, so there will be no interruption to the network system.

**Public Comment: None**

**Board Comments: There were several comments on IT Director Nienhuis's report.**

## **8. MANAGER'S REPORT**

District Manager Brian Weber provided a written report in the Board Packet. He discussed the purchasing card program with several banks to determine if additional benefits could be gained. The District Manager indicated that the two credit cards currently being used by the District, US Bank, and Umpqua Bank, are still the best for the District.

He also attended the CSDA General Manager Summit Leadership Conference on June 24-26, 2023. District Manager Weber reminded Board members of the upcoming CSDA Annual Conference on August 28-31, 2023, in Monterey, CA. He recommends that all new Trustees attend this Conference. If trustees are interested, please get in touch with Devina Walker.

## **9. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

**No August Board Meeting**

**Next Meeting is September 13, 2023, at 6:00 p.m., the 2<sup>nd</sup> Wednesday of the Month.**



**10. ADJOURNMENT: 7:21 P.M**

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

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

I certify that the above minutes were approved as read or corrected at a meeting of the Board held in 2023.

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

**Approved:**

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

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

Agenda Item 5B

**SUBJECT: Consider recommending the Board approve the Capital purchase of a KingFisher Duo Prime benchtop automated extraction instrument for \$18,437.75**

---

**SUMMARY**

Staff is asking the Finance Committee to recommend the Board approve the Capital Fund purchase of a Thermo Scientific KingFisher Duo Prime benchtop automated extraction instrument. Laboratory staff will use this equipment to extract DNA and RNA from arthropod specimens for low-throughput applications, such as weekly WNV testing of bird and mosquito samples. The KingFisher Duo Prime will replace the District's MagMax Express instrument, which has been used since 2014 but broke unexpectedly in July 2023.

**BACKGROUND AND STATUS**

In mid-July, the District's MagMax Express instrument experienced a critical failure during an RNA extraction run. After examination by an instrument technician and an application scientist from Thermo Fisher Scientific manufacturer, the instrument was deemed non-repairable. The MagMax Express is no longer produced or sold by Thermo Fisher but has been replaced by a newer extraction instrument, the KingFisher Duo Prime. Staff is requesting approval to purchase a KingFisher Duo Prime system at a total cost of \$18,437.75.

The District currently uses two automated extraction instruments. The Kingfisher Flex processes 96 samples at a time and is used for high-throughput extraction needs such as the seasonal testing of thousands of ticks. In contrast, the MagMax Express processes up to 24 samples for low-throughput extraction runs such as weekly, year-round testing of dead bird samples for West Nile virus. Both machines play a critical role in the laboratory's testing protocols and save hundreds of hours of lab staff time processing samples for disease testing using manual methods. The Kingfisher Duo Prime has a maximum capacity of 24 samples and will directly replace the MagMax Express.

The proposed instrument was selected for several reasons. The single-plate design of this instrument will appropriately support the District laboratory's year-round WNV testing needs



while minimizing the waste and expense of processing a small number of samples on a high-throughput instrument, which uses more plastic consumables per run. Both KingFisher instruments share the same MagMax reagents, sample plates, and protocols already used by the District, the California Department of Public Health laboratory, and most vector control districts that perform in-house WNV testing statewide. Keeping testing equipment and chemistry in line with other vector control labs allows the District to collaborate on improved or modified protocols, help troubleshoot issues, and share resources.

The KingFisher Duo Prime is manufactured and sold only by Thermo Fisher Scientific. A sole source document is attached describing the unique specifications of this instrument. Pricing reflects a significant discount from the list price granted by Thermo Fisher, including a \$5,000 trade-in value for the District’s MagMax Express instrument.

Item	Quantity	List Price	Quote Price	Description
KingFisher Duo Prime instrument	1	\$ 31,440.00	\$ 23,265.60	Automated extraction instrument
SmartStart	1	\$ 3,650.00	\$ 0.00	Set up and Orientation by Thermo Fisher Rep.
Trade-in Credit for MagMax Express	1	n/a	-\$ 5,000.00	Credit for return of existing instrument
Estimated S & H	1		\$ 172.15	
<b>Total</b>			<b>\$ 18,437.75</b>	

**STRATEGIC OBJECTIVES SUPPORTED:**

**Objective 2b.** Monitor the distribution of vector-borne diseases in local vectors.

**Objective 9b.** Adequately maintain and improve District physical assets and equipment and keep them up to date with the best technology available.

**REFERENCE MATERIALS ATTACHED:**

1. Quote for KingFisher Duo Prime
2. KingFisher Duo Prime instrument brochure
3. Sole Source Specification Statement from Thermo Fisher

**Life Technologies Corporation**

5781 Van Allen Way  
 Carlsbad, CA 92008  
 Fax No.: 1-800-331-2286 USA  
 To Order: 1-800-955-6288 USA  
[www.thermofisher.com](http://www.thermofisher.com)

To place an order from this quote, sign in to your account at [thermofisher.com](http://thermofisher.com)

Alternatively, you can email your order to  
[NAInstrumentOrders@thermofisher.com](mailto:NAInstrumentOrders@thermofisher.com)  
 or Fax it to 877-680-2537.

To ensure you receive your discount pricing, please clearly reference your quotation number on your purchase order. Please issue your **Purchase Order to: Life Technologies Corporation.**

We now offer highly competitive financing options with low monthly payments. Please contact your local sales representative, or click [here](#) for more information on how we can meet your financing needs.

<b>Valid From</b>	: 08/07/2023
<b>Valid To</b>	: 09/30/2023
<b>Freight Terms</b>	: FOB FACTORY - FRT QUOTED
<b>Payment Terms</b>	: Net 30

SAN MATEO COUNTY MVCD
.
1351 ROLLINS RD
BURLINGAME, CA 94010 US
<b>ATTN:</b>

WE ARE PLEASED TO QUOTE ON YOUR REQUIREMENT AS FOLLOWS

Item No	SKU	Description	Min Qty	List Price	Net Price	Extended Price
1	5400110	KINGFISHER DUO PRIME EACH	1	\$31,440.00	\$23,265.60	\$23,265.60
2	S202	TRADE-IN CREDIT EACH We are offering a \$5000.00 trade-in credit for the return of your Model MagMax 24. Serial number 700-853. The credit is being offered in advance and is contingent upon purchase of the new instrument and Life Technologies receiving good and clear title to, and possession of, the trade-in instrument accompanied by the original Certification of Decontamination (see below) within 30 days after installation of new instrument. You may take the credit	1	\$0.00	-\$5,000.00	-\$5,000.00

Item No	SKU	Description	Min Qty	List Price	Net Price	Extended Price
		<p>for the return of the trade-in instrument off the dollar value of your purchase order. The purchase order must reflect the trade-in dollar amount as a separate line item. After your purchase order is received, you will receive a Return Authorization letter (RA), and a Certificate of Decontamination. The Certificate of Decontamination MUST be completed and faxed back to Life Technologies prior to the instrument return and the original Certificate of Decontamination must be placed on the on the outside of the crate. If our receipt of the trade-in instrument is not confirmed within 30 days after installation of your new instrument, you will be invoiced for and must pay the amount of the advanced credit given.</p> <p>PRICE FOR THE NEW INSTRUMENT AFTER TRADE-IN CREDIT HAS BEEN APPLIED WILL BE \$18,265.60</p>				
3	TRN00340	SMARTSTART KINGFISHER, 1DAY EA EACH	1	\$3,650.00	\$0.00	\$0.00

Estimated Shipping & Handling : \$172.15

Total: \$18,437.75

Optional Items:

Item No	SKU	Description	Min Qty	List Price	Net Price	Extended Price
4	ZG11SCKF AB DUOPRIME ASSURANCE,KFISHERDUOPRIME PC		3	\$3,570.00	\$2,391.90	\$7,175.70

This quotation, and Life Technologies' **GENERAL TERMS AND CONDITIONS OF SALE** (which are incorporated by reference into this quotation and any resulting contract), set out the terms on which Life Technologies is offering to sell the product(s) or service(s) listed in this quotation. By issuing a purchase order or otherwise ordering or accepting product(s) or services, you expressly confirm that you intend to be bound by and agree to the terms of this quotation and Life Technologies' General Terms and Conditions of Sale to the exclusion of all other terms not expressly agreed to in writing by an authorized representative of Life Technologies, and that the purchase and sale transaction between you and Life Technologies is subject to and will be governed by this quotation and Life Technologies' General Terms and Conditions of Sale.

Customers may be required to evaluate as a discount, for cost-reporting purposes, the value of any Product listed as \$0.00 on any invoice. The Product listed as \$0.00 represents an in-kind discount and is included in the total fair market value price for the instrument product.

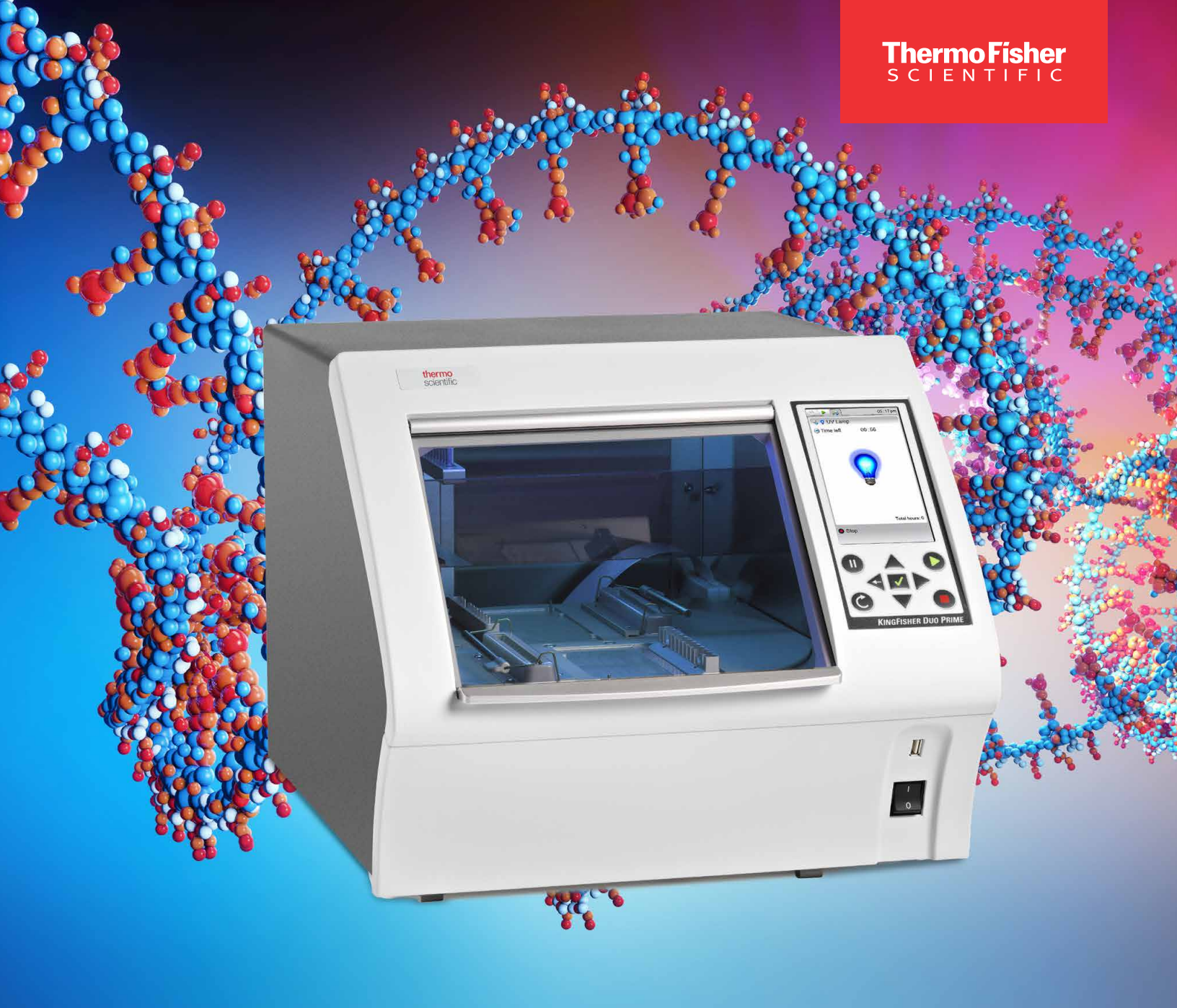
Life Technologies' General Terms and Conditions of Sale can be found on Life Technologies' website at <http://www.thermofisher.com/termsandconditions> under the "terms and conditions" link at the bottom of the webpage.

NOTE: Customer MUST reference quotation number when ordering to receive discounts

#### ADDITIONAL TERMS AND CONDITIONS OF QUOTATION

1. This quotation shall apply only to direct order purchases. In order to receive quoted prices, the quotation number must be referenced at time of order. Credits will not be issued for orders not referencing quotation numbers.
2. The effective dates of this quotation appear on the first page unless otherwise noted.
3. Percentage discounts in this quotation will be calculated from our current price for the applicable product. Discounts will be calculated from single unit catalog price. We reserve the right to change our prices at any time. Any increase or decrease to the price of a product would result in a change to your discounted price. Certain discounts are based on categories of products (e.g., "Pricing Product Line" or "PPL" discounts) that might change over time. We reserve the right to re-align products within a category or add or remove products to or from a specific category at any time. Such realignment, addition or removal may result in a change to your discounted price for a particular product.
4. We may terminate this quotation upon written notice.
5. This quotation contains our confidential pricing information which if disclosed to third parties could cause competitive harm to us. Subject to overriding obligations to third party funding agencies or governmental entities, the customer agrees to keep all pricing information contained herein confidential.

**Shaunda Brouns**  
**shaunda.brouns@thermofisher.com**  
**Sales Representative**



Nucleic acid isolation

## KingFisher Duo Prime Purification System

Experience consistency and reproducibility with an affordable, automated sample purification system



# Are you still using manual processes for DNA, RNA, protein, and cell purification?

## Affordable automation is now within reach

The Thermo Scientific™ KingFisher™ Duo Prime Purification System is an automated magnetic bead purification system. The system delivers high-quality samples with reduced hands-on time compared to manual methods.

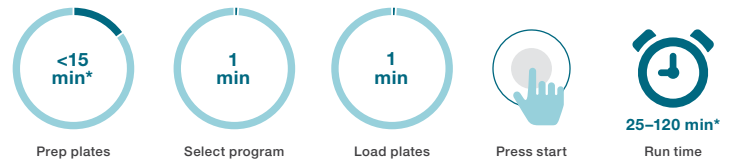
### Your samples, consistently

Thermo Scientific™ KingFisher™ instruments are designed to reduce user processing errors while increasing the reproducibility of your results. Our data show that samples processed with KingFisher instruments have consistent results across runs and different users, which is important for more sensitive, downstream applications such as real-time PCR (qPCR), next-generation sequencing (NGS), digital PCR (dPCR), and mass spectrometry.

### Your samples, more easily

KingFisher instruments offer optimized, easy-to-follow protocols for nearly every downstream application or sample type.

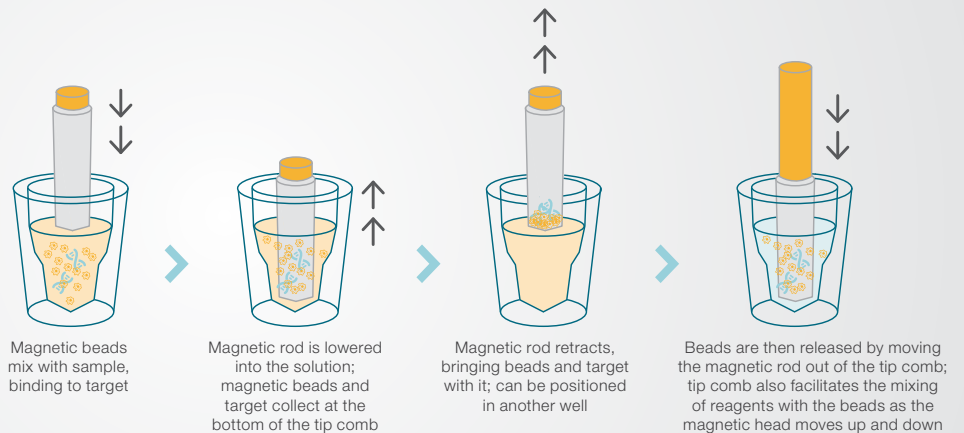
### Typical run with the KingFisher instrument



\* Run times can vary depending on application and instrument.

## How KingFisher instruments work

KingFisher instruments automate extraction of DNA, RNA, protein, and cells by moving magnetic beads (not liquids), leading to clean extractions and enabling consistent results. Using a simple process (bind, wash, elute), KingFisher instruments can automate the extraction of any analyte of interest with a bead on it.



















### Key features include:






















- Automated magnetic bead purification system for DNA, RNA, proteins, and cells
- Barcode reader to help improve traceability
- Built-in ultraviolet (UV) lamp designed for effective decontamination
- Customizable workflow for different sample types, reagents, and protocols
- Ready-made, easy-to-start protocols for different types of applications
- Thermo Scientific™ KingFisher™ plastics designed for ideal magnetic particle processing



The KingFisher Duo Prime system supports a variety of analytes and sample types for a wide range of protocols from trusted reagents.

Legend	 Blood	 Cell culture	 Clean-up	 Buccal swab	 Viral transport media (VTM)	 Wastewater
	 Plant tissue	 FFPE	 Feces	 Other swabs	 Fungi	
	 Tissue (non-plant)	 Plasma or serum	 Saliva	 Urine	 Soil	

Thermo Scientific™, Applied Biosystems™, and Invitrogen™ nucleic acid purification products

Analyte	Sample type	Specialty kit	Cat. No.
Total RNA (excluding small RNA)		MagMAX <i>mir</i> Vana Total RNA Isolation Kit	A27828
		MagMAX Plant Isolation Kit	A33784
True total RNA (miRNA and large)		MagMAX <i>mir</i> Vana Total RNA Isolation Kit	A27828
		MagMAX Cell-Free Total Nucleic Acid Isolation Kit	A36716
		MagMAX FFPE DNA/RNA Ultra Kit	A31881
		MagMAX Total Nucleic Acid Isolation Kit	AM1840
mRNA (polyA selected)		Dynabeads mRNA DIRECT Purification Kit	61011
		Dynabeads mRNA DIRECT Micro Purification Kit	61021
		Dynabeads mRNA Purification Kit	61006
DNA		MagMAX DNA Multi-Sample Ultra 2.0 Kit	A36570
		KingFisher Duo-Ready DNA Ultra 2.0 Prefilled Plates	A36584
		MagMAX Cell-Free DNA Isolation Kit	A29319
		MagMAX Total Nucleic Acid Isolation Kit	AM1840
		MagMAX FFPE DNA/RNA Ultra Kit	A31881
		MagMAX saliva gDNA Isolation Kit	A39059 A39060
		MagMAX Plant DNA Isolation Kit	A32549 A32580
		MagMAX Microbiome Ultra Nucleic Acid Isolation Kit, with bead tubes	A42358
	MagMAX Microbiome Ultra Nucleic Acid Isolation Kit, with bead plate	A42357	
Bacterial/fungal/viral nucleic acid		MagMAX Viral/Pathogen Ultra Nucleic Acid Isolation Kit	A42356
		MagMAX Viral/Pathogen Nucleic Acid Isolation Kit	A42352
		MagMAX Microbiome Ultra Nucleic Acid Isolation Kit, with bead tubes	A42358
		MagMAX Microbiome Ultra Nucleic Acid Isolation Kit, with bead plate	A42357
		MagMAX Wastewater Ultra Nucleic Acid Isolation Kit	A52606
		MagMAX Wastewater Ultra Nucleic Acid Isolation Kit with Virus Enrichment	A52610
Total nucleic acid		MagMAX Cell-Free Total Nucleic Acid Isolation Kit	A36716
		MagMAX Microbiome Ultra Nucleic Acid Isolation Kit, with bead tubes	A42358
		MagMAX Microbiome Ultra Nucleic Acid Isolation Kit, with bead plate	A42357
		MagMAX Total Nucleic Acid Isolation Kit	AM1840

## Invitrogen™ immunoprecipitation and protein products

Protein isolation and immunoprecipitation	Dynabeads Protein A for Immunoprecipitation	10002D
		10008D
	Dynabeads Protein A Immunoprecipitation Kit	10006D
	Dynabeads Protein G for Immunoprecipitation	10004D
		10009D
	Dynabeads Protein G Immunoprecipitation Kit	10007D
	Dynabeads Sheep Anti-Mouse IgG	11202D
	Dynabeads Sheep Anti-Rabbit IgG	11204D
Virus/exosome isolation	Dynabeads Intact Virus Enrichment	10701D
	Dynabeads CD3	1115D

## KingFisher instrument services and support



### Instrument and application specialists

Whether servicing your KingFisher purification system or addressing your workflow application questions, Thermo Fisher Scientific employs more than 1,000 trained professionals who make up the industry's largest network and are ready to assist you when you need it.



### Quick-start training

The KingFisher system includes SmartStart Orientation to get you up and running quickly in your lab. The orientation includes basic familiarization and setup with online instrument management and includes on-site training with standard kits.



### Warranty and service plans

Every KingFisher system comes with a one-year warranty. Extended-coverage service plans are also available at the time of instrument purchase. Whether your laboratory requires the highest service levels and adherence to stringent regulatory guidelines, or you need to maximize performance with a limited budget—or anything in between—we'll work with you to develop a solution that best suits your needs.

## Specifications

Applications	DNA and RNA isolation from various starting materials; proteomic applications; cell isolation
Samples per run	Up to 12 with 12-pin magnet head
	Up to 6 with 6-pin magnet head
Max sample load	24
Plastic consumables	96 deep-well plate
	24 deep-well plate
	1 x 12 elution strip
Volume range	30–1,000 µL (12-pin magnet head)
	200–5,000 µL (6-pin magnet head)
Heating and cooling	10–75°C in RT (plate row A)
	4–75°C in RT (elution strip)
UV lamp	8W
UV exposure time	Up to 16 hours
Internal memory	Space for about 200 protocols
Protocol import	Using Thermo Scientific™ BindIt™ Software or USB memory device
Computer interface	USB
Size W x D x H	40 x 46 x 34 cm (15.7 x 18.1 x 13.4 in.)
Weight	17 kg (37.5 lb)

## A complete system that automates sample preparation

### Ordering information

Description	Cat. No.
<b>System</b>	
KingFisher Duo Prime Purification System	5400110
<b>Accessories</b>	
2D Barcode Reader for KingFisher Duo Prime system	N16640
<b>Plastics for 96 deep-well format</b>	
KingFisher 96 deep-well plate	95040450
KingFisher 96 deep-well plate, sterile	95040460
KingFisher Duo Prime 12-tip comb, for 96 deep-well plate	97003500
KingFisher Duo Prime 12-tip elution strip	97003520
KingFisher Duo Prime elution strip cap for 12-pin magnet	97003540
KingFisher combi pack for microtiter 96 deep-well plate	97003530
Includes 8 each of 96 deep-well plate, 12-tip comb, elution strip, cap for elution strip	
<b>Plastics for 24 deep-well format</b>	
KingFisher 24 deep-well plate	95040470
KingFisher 24 deep-well plate, sterile	95040480
KingFisher Duo Prime 6-tip comb and 24 deep-well plate (12 pieces of 24 deep-well plates, each including 4 tip combs)	97003510

Learn more at [thermofisher.com/kingfisherduo](https://thermofisher.com/kingfisherduo)

thermo scientific

## Thermo Scientific KingFisher Duo Prime Magnetic Particle Purification System

### Sole Source Specifications

- Low to medium throughput automated system consisting of KingFisher Duo Prime magnetic particle purification instrument, optimized DNA/RNA purification kits, plastics consumables and BindIt software.
- Small bench top footprint (40 x 46 x 34 cm), weight 17 kg.
- Process up to 12 samples per run (working volume up to 1ml) or 6 samples per run (working volume 5 ml).
- Possible to run two purification methods sequentially without interruption, raising the throughput up to 24 samples (working volume up to 1 ml).
- Includes 2 optional magnet heads (12 or 6 pin) for different volume and capacity needs.
  - Customer can easily change the magnet head, no service needed.
- Validated purification protocols for KingFisher Pure kits are available for easy assay set up.
- Typical sample processing time is 30-60 minutes, depending on the application.
- Wide variety of starting material can be used, from blood and other body fluids to cell and tissue samples.
- Open system.
  - Can be used also for proteomic and cell isolation applications (not only for nucleic acid isolation applications).
  - Can be used with other magnetic bead based kits with magnetic bead size  $\geq 1 \mu\text{m}$
- Specially designed plastic consumables for efficient sample processing.
- Instrument can be operated as stand alone or under PC control.
- Includes USB port for protocol import/export and run log file recording.
- With the BindIt software, customer can modify the existing protocols or write customized protocols.
- Protocols can be protected and imported to the instrument via a USB memory stick
- User friendly color display.
- Space for ca. 200 purification protocols in instrument internal memory
- UV-lamp for instrument chamber decontamination (max 16 h duration)
- Heating and cooling option
  - Row A in Microtiter 96 Deepwell plate: Block temperature +10°C to +75 °C in RT
  - Elution strip: Block temperature +4°C to +75 °C in RT

This sole source document informs, confirms, and certifies that the Thermo Scientific KingFisher Duo Prime is according to our best knowledge the only magnetic particle processor with the above feature combination and therefore a proprietary item of Thermo Fisher Scientific.

Agenda Item 6A

**BOARD COMMITTEE REPORTS**

---

**SUBJECT: Finance/Real Estate Committee Meeting of the Board of Trustees**

Finance/Real Estate Committee members attended a meeting on September 5, 2023. Attendees included Committee Chairs Mason Brutschy (Finance) Paul Norton (Real Estate), Ray Williams, Robert Riechel, Kati Martin, Michael Yoshida, Rena Gilligan, and Ron Collins. Staff attending included District Manager Brian Weber, Finance Director Richard Arrow, Information and Technology Director Matthew Nienhuis. Guests included Andrew Brown (U.S. Bank) and Jennifer Meza (PARS)

- Andrew Brown (U.S. Bank) and Jennifer Meza (PARS) gave a presentation of the investment results of the District's OPEB and Pension Rate Stabilization funds as of July 31, 2023. Highlights included OBEP account balances are \$2,248,651 and the Pension Rate stabilization Fund is \$116,338. Both funds are invested in the moderate/conservative investment portfolio. Also discussed was the OPEB actuarial results where the District funding ratio of 160% representing the value of actuarially determined assets over liabilities. This underscores the excellent financial condition of our OPEB trust.
- District Manager Brian Weber and Committee Chair Paul Norton presented the status of the 1415 N. Carolan building project and to finalize the construction documents, scope of services, and costs. It was unanimously approved to recommend the Board of Trustees authorize the District Manager to spend an amount not to exceed \$530,923 to create construction documents relative to 1415 N. Carolan.
- Finance Director Richard Arrow presented the preliminary Financial Report for FY 22-23 as of June 30, 2023 and July 31, 2023. After a brief discussion highlighting the financial condition and results of operations for those periods, it was unanimously approved to forward the financial reports to the District's Board of Trustees for approval.

- Finance Director Richard Arrow requested the Finance Committee to consider transferring an additional \$1,000,000 or greater to the District's alternative depository (CalCLASS). After discussion it was agreed that the committee would recommend the Board authorize an additional transfer from District funds within the County Treasury to CalCLASS to enhance interest income opportunities that would benefit the District. It was further agreed that funds so transferred would be associated with the Districts Real Property Acquisition Reserve.
  
- District Manager Brian Weber submitted a recommendation for approval of the purchase of a KingFisher Duo Prime Benchtop automated extraction instrument in the amount of \$ 18,437.75. The Finance Committee recommended that the request be forwarded to the District Board of Trustees for consideration and approval on the consent calendar.

Agenda Item 6B.1

**SUBJECT: CONSIDERATION OF FUND TRANSFER OF RESERVES**

**SUMMARY**

At their meeting on March 8, 2023, the Board of Trustees approved the selection of CalCLASS as the alternative depository for the District and authorized an initial transfer of \$200,000. As part of a review of best management practices for local government, the staff decided to update the liquid asset management investment policy of SMCMVCD (San Mateo County Mosquito and Vector Control District). The Board approved the new policy 6075 at their July 12, 2023, meeting. The objective of the policy is to provide clear investment guidance for the liquid assets of the District while ensuring compliance with California Government Code Section 53600 et. seq. and other relevant state laws.

**DISCUSSION**

We have been reviewing the investment results of both CalCLASS and the San Mateo County investment pool. The latest information as of July 31, 2023, in terms of investment earnings is as follows:

- CalCLASS: 5.293%
- San Mateo County Treasury: 3.509%

Staff and the Finance Committee recommend transferring \$1,000,000 from the Real Property Acquisition Reserve. Staff believes this is a prudent financial transfer due to the markedly increased interest earnings potential compared to the San Mateo County Treasury. The treasurer has a constraint that only 12.5% of the previous month's fund balance can be transferred at any given time. Therefore, a series of transfers may be necessary to accomplish the \$1,000,000 or more balance. This limitation ensures that the County Treasurer will not experience any liquidity issues.

**RECOMMENDATION**

Staff and the Finance Committee is recommending the Board authorizing the District Manager to begin a series of transfers from District funds held by the County of San Mateo Treasurer to the District's alternate fund depository (CalCLASS) initially in an amount \$1,000,000. Subsequent transfers to be recommended by Staff and the Finance Committee.

**MATERIALS ATTACHED:**

1. District Policy 6075 Statement of Investment Policy for Liquid Assets
2. CalCLASS portfolio performance as of July 31, 2023
3. San Mateo portfolio performance as of July 31, 2023
4. San Mateo Treasurer Memo to Special Districts



---

## **POLICIES AND PROCEDURES**

**TITLE:** **Statement of Investment Policy for Liquid Assets**

**NUMBER:** **6075**

**6075.10** The purpose of this policy is to comply with the legal requirements of California Government Code Section 53600 et. seq. and to provide clear guidance for the investment of all San Mateo County Mosquito and Vector Control District funds. In all instances, the District shall comply with state law requirements as are amended from time to time. In addition to the requirements of state law, the District:

- a) shall not purchase or sell securities on margin.
- b) shall not borrow funds for the sole purpose of arbitrage

**6075.20** This policy applies to all District liquid financial assets. This policy shall not apply to assets designated to cover the cost of retiree benefits, such as post-retirement health care plan funds, pension supplemental funds managed by the District, and those deposit with the Vector Control Joint Powers Authority.

### **6075.30 Investment Objectives**

The investment of all funds of the District is structured to achieve, in priority order, the goals of safety, liquidity, and yield within the parameters established by law.

The primary objective of the investment policy of the District is ensuring the safety of principals. To attain this objective, the District diversifies its investments using a mixture of securities offered by a variety of financial institutions. The goal will be to mitigate credit risk and interest rate risk. Most investments will be highly liquid. Maturities will be selected to anticipate cash needs, thereby, avoiding the need for forced liquidation. The District's investment portfolio shall be designed with the objective of attaining a benchmark rate of return throughout budgetary and economic cycles, considering the investment risk constraints of safety and liquidity needs.

### **6075.40. Ethics and Conflict of Interest**

Employees and investment officials shall disclose any material financial interests in the manner required by the District's Conflict of Interest Code.

---



Officers and employees shall refrain from undertaking any personal investment transactions with the same individual with whom business is conducted on behalf of the District. Under no circumstances shall investment officers or employees accept gifts, trips, or any type of gratuity from individuals or institutions engaged in investment practices with the District.

**6075.50. Investment Authority**

The District's investment program is derived from California Government Code Section 53607. The Board of Trustees retains ultimate fiduciary responsibility for the portfolio. Therefore, the Finance Committee and Board of Trustees shall receive monthly reports, review policy 6075 annually, and provide feedback on the liquid assets investment strategy.

The Board has delegated the primary responsibility for the District's investment program and the authority to make investments on behalf of the District to the District Manager and Board President. Pursuant to Government Code Section 53607, this delegation shall be reconsidered during Policy 6075's review or request of a trustee.

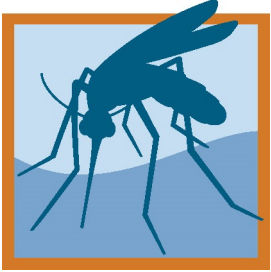
Such investments shall be limited to the instruments authorized under applicable law, including California Government Code Sections 53601 and 53635 and further described in Appendix A. Unless removed by the District Manager, the District's Finance Director has the authority to access online financial information from the asset manager.

**6075.60. Authorized Financial Institutions and Broker/Dealers**

The District Manager/Finance Director will maintain a list of financial institutions authorized to provide investment services. Selection of authorized broker/dealers shall be made by the District Manager/ Finance Director with the guidance of the Finance Committee.

Selection of financial institutions to serve as depositories for the District shall be made by the District Manager/Finance Director with the guidance of the Finance Committee.

Reviewed by Policy Committee:	July 3, 2023
Reviewed By Finance Committee:	July 3, 2023
Board Approval:	July 12, 2023



ALLOWABLE INVESTMENT INSTRUMENTS PER STATE GOVERNMENT  
CODE (AS OF JANUARY 1, 2022) APPLICABLE TO ALL LOCAL AGENCIES

INVESTMENT TYPE	MAXIMUM MATURITY <sup>c</sup>	MAXIMUM SPECIFIED % OF PORTFOLIO <sup>d</sup>	MINIMUM QUALITY REQUIREMENTS	GOV'T CODE SECTIONS
Local Agency Bonds	5 years	None	None	53601(a)
U.S. Treasury Obligations	5 years	None	None	53601(b)
State Obligations— CA And Others	5 years	None	None	53601(c) 53601(d)
CA Local Agency Obligations	5 years	None	None	53601(e)
U.S Agency Obligations	5 years	None	None	53601(f)
Bankers' Acceptances	180 days	40% <sup>e</sup>	None	53601(g)
Commercial Paper—Non-Pooled Funds <sup>f</sup> (under \$100,000,000 of investments)	270 days or less	25% of the agency's money <sup>g</sup>	Highest letter and number rating by an NRSRO <sup>h</sup>	53601(h)(2)(c)
Commercial Paper—Non-Pooled Funds (min. \$100,000,000 of investments)	270 days or less	40% of the agency's money <sup>g</sup>	Highest letter and number rating by an NRSRO <sup>h</sup>	53601(h)(2)(c)
Commercial Paper— Pooled Funds <sup>i</sup>	270 days or less	40% of the agency's money <sup>g</sup>	Highest letter and number rating by an NRSRO <sup>h</sup>	53635(a)(1)
Negotiable Certificates of Deposit	5 years	30% <sup>j</sup>	None	53601(i)
Non-negotiable Certificates of Deposit	5 years	None	None	53630 et seq.
Placement Service Deposits	5 years	50% <sup>k</sup>	None	53601.8 and 53635.8
Placement Service Certificates of Deposit	5 years	50% <sup>k</sup>	None	53601.8 and 53635.8
Repurchase Agreements	1 year	None	None	53601(j)
Reverse Repurchase Agreements and Securities Lending Agreements	92 days <sup>l</sup>	20% of the base value of the portfolio	None <sup>m</sup>	53601(j)
Medium-Term Notes <sup>n</sup>	5 years or less	30%	"A" rating category or its equivalent or better	53601(k)
Mutual Funds And Money Market Mutual Funds	N/A	20%	Multiple <sup>p,q</sup>	53601(l) and 53601.6(b)
Collateralized Bank Deposits <sup>r</sup>	5 years	None	None	53630 et seq. and 53601(n)
Mortgage Pass-Through and Asset-Backed Securities	5 years or less	20%	"AA" rating category or its equivalent or better	53601(o)
County Pooled Investment Funds	N/A	None	None	27133
Joint Powers Authority Pool	N/A	None	Multiple <sup>s</sup>	53601(p)
Local Agency Investment Fund (LAIF)	N/A	None	None	16429.1
Voluntary Investment Program Fund <sup>t</sup>	N/A	None	None	16340
Supranational Obligations <sup>u</sup>	5 years or less	30%	"AA" rating category or its equivalent or better	53601(q)
Public Bank Obligations	5 years	None	None	53601(r), 53635(c) and 57603

## TABLE OF NOTES FOR FIGURE 1

- <sup>A</sup> Sources: Sections 16340, 16429.1, 27133, 53601, 53601.6, 53601.8, 53630 et seq., 53635, 53635.8, and 57603.
- <sup>B</sup> Municipal Utilities Districts have the authority under the Public Utilities Code Section 12871 to invest in certain securities not addressed here.
- <sup>C</sup> Section 53601 provides that the maximum term of any investment authorized under this section, unless otherwise stated, is five years. However, the legislative body may grant express authority to make investments either specifically or as a part of an investment program approved by the legislative body that exceeds this five year remaining maturity limit. Such approval must be issued no less than three months prior to the purchase of any security exceeding the five-year maturity limit.
- <sup>D</sup> Percentages apply to all portfolio investments regardless of source of funds. For instance, cash from a reverse repurchase agreement would be subject to the restrictions.
- <sup>E</sup> No more than 30 percent of the agency's money may be in bankers' acceptances of any one commercial bank.
- <sup>F</sup> Includes agencies defined as a city, a district, or other local agency that do not pool money in deposits or investment with other local agencies, other than local agencies that have the same governing body.
- <sup>G</sup> Local agencies, other than counties or a city and county, may purchase no more than 10 percent of the outstanding commercial paper and medium-term notes of any single issuer.
- <sup>H</sup> Issuing corporation must be organized and operating within the U.S., have assets in excess of \$500 million, and debt other than commercial paper must be in a rating category of "A" or its equivalent or higher by a nationally recognized statistical rating organization, or the issuing corporation must be organized within the U.S. as a special purpose corporation, trust, or LLC, have program wide credit enhancements, and have commercial paper that is rated "A-1" or higher, or the equivalent, by a nationally recognized statistical rating agency.
- <sup>I</sup> Includes agencies defined as a county, a city and county, or other local agency that pools money in deposits or investments with other local agencies, including local agencies that have the same governing body. Local agencies that pool exclusively with other local agencies that have the same governing body must adhere to the limits set forth in Section 53601(h)(2)(C).
- <sup>J</sup> No more than 30 percent of the agency's money may be in negotiable certificates of deposit that are authorized under Section 53601(i).
- <sup>K</sup> Effective January 1, 2020, no more than 50 percent of the agency's money may be invested in deposits, including certificates of deposit, through a placement service as authorized under 53601.8 (excludes negotiable certificates of deposit authorized under Section 53601(i)). On January 1, 2026, the maximum percentage of the portfolio reverts back to 30 percent. Investments made pursuant to 53635.8 remain subject to a maximum of 30 percent of the portfolio.
- <sup>L</sup> Reverse repurchase agreements or securities lending agreements may exceed the 92-day term if the agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity dates of the same security.
- <sup>M</sup> Reverse repurchase agreements must be made with primary dealers of the Federal Reserve Bank of New York or with a nationally or state chartered bank that has a significant relationship with the local agency. The local agency must have held the securities used for the agreements for at least 30 days.
- <sup>N</sup> "Medium-term notes" are defined in Section 53601 as "all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States."
- <sup>O</sup> No more than 10 percent invested in any one mutual fund. This limitation does not apply to money market mutual funds.
- <sup>P</sup> A mutual fund must receive the highest ranking by not less than two nationally recognized rating agencies or the fund must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years' experience investing in instruments authorized by Sections 53601 and 53635.
- <sup>Q</sup> A money market mutual fund must receive the highest ranking by not less than two nationally recognized statistical rating organizations or retain an investment advisor registered with the SEC or exempt from registration and who has not less than five years' experience investing in money market instruments with assets under management in excess of \$500 million.
- <sup>R</sup> Investments in notes, bonds, or other obligations under Section 53601(n) require that collateral be placed into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, among other specific collateral requirements.
- <sup>S</sup> A joint powers authority pool must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years' experience investing in instruments authorized by Section 53601, subdivisions (a) to (o).
- <sup>T</sup> Local entities can deposit between \$200 million and \$10 billion into the Voluntary Investment Program Fund, upon approval by their governing bodies. Deposits in the fund will be invested in the Pooled Money Investment Account.
- <sup>U</sup> Only those obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development (IBRD), International Finance Corporation (IFC), and Inter-American Development Bank (IADB), with a maximum remaining maturity of five years or less.



0000052-0000191 PDF 555495

San Mateo County Mosquito and Vector Control District  
1351 Rollins Road  
Burlingame, CA 94010

California CLASS

California CLASS

Average Monthly Yield: 5.2934%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01-0053-0001	General Fund	201,737.87	0.00	0.00	906.72	2,644.59	201,767.12	202,644.59
<b>TOTAL</b>		<b>201,737.87</b>	<b>0.00</b>	<b>0.00</b>	<b>906.72</b>	<b>2,644.59</b>	<b>201,767.12</b>	<b>202,644.59</b>



General Fund

Account Summary

Average Monthly Yield: 5.2934%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	201,737.87	0.00	0.00	906.72	2,644.59	201,767.12	202,644.59

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
07/01/2023	Beginning Balance			201,737.87	
07/31/2023	Income Dividend Reinvestment	906.72			
07/31/2023	Ending Balance			202,644.59	



California CLASS

California CLASS

Date	Dividend Rate	Daily Yield
07/01/2023	0.00000000	5.2651%
07/02/2023	0.00000000	5.2651%
07/03/2023	0.000287454	5.2459%
07/04/2023	0.00000000	5.2461%
07/05/2023	0.000143541	5.2393%
07/06/2023	0.000143569	5.2403%
07/07/2023	0.000431046	5.2444%
07/08/2023	0.00000000	5.2444%
07/09/2023	0.00000000	5.2444%
07/10/2023	0.000143979	5.2552%
07/11/2023	0.000143889	5.2520%
07/12/2023	0.000144945	5.2905%
07/13/2023	0.000144529	5.2753%
07/14/2023	0.000433961	5.2799%
07/15/2023	0.00000000	5.2799%
07/16/2023	0.00000000	5.2799%
07/17/2023	0.000144735	5.2828%
07/18/2023	0.000144712	5.2820%
07/19/2023	0.000144794	5.2850%
07/20/2023	0.000144722	5.2824%
07/21/2023	0.000434838	5.2905%
07/22/2023	0.00000000	5.2905%
07/23/2023	0.00000000	5.2905%
07/24/2023	0.000144865	5.2876%
07/25/2023	0.000144666	5.2803%
07/26/2023	0.000144770	5.2841%
07/27/2023	0.000146536	5.3486%
07/28/2023	0.000446565	5.4332%
07/29/2023	0.00000000	5.4332%
07/30/2023	0.00000000	5.4332%
07/31/2023	0.000149159	5.4443%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**



**Sandie Arnott**  
TREASURER-TAX COLLECTOR

# SAN MATEO COUNTY INVESTMENT POOL FUND JULY 2023 MONTH END REPORT





# TABLE OF CONTENTS

- I. Introduction Summary P. 3
- II. GASB Fair Market Value Factor P. 4
- III. Summary of Pool Earnings P. 5
- IV. Fixed Income Distribution P. 6-7
- V. Portfolio Appraisal P. 8-16
- VI. Diversification P. 17
- VII. Asset Allocation Graph P.18
- VIII. 12-Month Cash Flow P. 19





# INTRODUCTION SUMMARY

Gross earnings for the month ending July 2023 was 3.509 %. Current average maturity of the portfolio is 1.67 years with an average duration of 1.53 years. As of the end of the month, the pool is currently on pace to meet the target rate. The current Par Value of the pool is \$7.560 Billion. The largest non-government aggregate position is currently Natixis at 1.26%. The portfolio continues to hold no derivative products.

The estimated earnings for FY 2023-24 is 3.75%.

The San Mateo County Pool complies with Government Code Section 53646, which requires the ability to meet its expenditure requirements for the next six months.

I certify, and our compliance advisor, Silicon Valley Treasury Consulting Group, confirms these reports are in compliance with the Investment Policy dated Calendar Year 2023. Please visit our website if you wish to review Silicon Valley Treasury Consulting Group's monthly compliance report:

<https://www.smcgov.org/treasurer/investment-information>

If you have any questions regarding any of these reports, please call me at (650) 363-4470.

Best regards,

Sandie Arnott  
Treasurer-Tax Collector



Sandie Arnott  
Treasurer-Tax Collector

July 31, 2023

RE: SAN MATEO COUNTY INVESTMENT POOL, GASB FAIR MARKET VALUE FACTOR AS  
OF 07/31/23

As of July 31, 2023, the GASB fair market value factor for the San Mateo County Investment Pool is  
0.97116.



**ESTIMATED SUMMARY OF POOL EARNINGS**

**July 2023**

	<u>Par Value</u>	<u>Gross Earnings</u>	<u>Realized Gain/Loss &amp; Interest Received</u>	<u>Period Earnings</u>
<b>Fixed Income Securities Maturing &gt; 1 year</b>				
U S Treasury Notes	\$ 1,280,780,000.00	\$ 1,471,358.73	Corporate Notes	\$ 258,707.20
Corporate Notes	801,652,000.00	1,839,848.19	Federal Agencies	1,895,378.13
Federal Agencies	2,145,145,318.87	6,485,737.26	U.S. Instrumentalities	161,404.94
U.S. Instrumentalities	129,040,000.00	58,229.00	Asset Backed Securities	21,370.41
Asset Backed Securities	41,376,896.10	21,966.44	U.S. Treasury Bills	130,525.00
Certificate of Deposit	-	-	U S Treasury Notes	425,464.96
	<b>\$ 4,397,994,214.97</b>	<b>\$ 9,877,139.62</b>	Dreyfus	116,853.84
			CAMP	2,219,038.01
			US Bank Earnings Credit	24,750.56
			<b>Total Realized Income</b>	<b>\$ 5,253,493.05</b>
<b>Short Term Securities Maturing &lt; 1 year</b>				
U S Treasury Notes	\$ 668,825,000.00	\$ 590,524.82		
Corporate Notes	183,515,000.00	192,127.14		
Federal Agencies	1,607,699,000.00	4,974,286.72		
U.S. Instrumentalities	150,043,000.00	489,211.51		
U.S. Treasury Bills	15,000,000.00	64,841.67		
Asset Backed Securities	71,456.57	9.44		
Certificate of Deposit	124,000,000.00	547,769.59		
Commercial Paper	111,000,000.00	521,445.83		
Dreyfus	127,204,724.10	-		
CAMP	175,000,000.00	659,846.58		
	<b>\$ 3,162,358,180.67</b>	<b>\$ 8,040,063.29</b>		
<b>Total Accrued Interest</b>	<b>\$ 7,560,352,395.64</b>	<b>\$ 17,917,202.91</b>		
<b>Total Dollar Earnings for July</b>		<b>\$ 23,170,695.96</b>		

AVERAGE BALANCE		\$ 7,775,535,622.08
GROSS EARNINGS RATE / GROSS DOLLAR EARNINGS	3.509%	23,170,695.96
ADMINISTRATION FEES*		(627,368.56)
NET EARNINGS RATE / NET DOLLAR EARNINGS	3.414%	\$ 22,543,327.40

\*Current admin fees rate is at 9.5bp

SAN MATEO COUNTY TREASURER'S OFFICE  
 FIXED INCOME DISTRIBUTION - SETTLED TRADES  
**SAN MATEO COUNTY POOL**

July 31, 2023

**Summary Information**

<b>Totals</b>		<b>Weighted Averages</b>	
Par Value	7,560,352,396	Average YTM	5.06
Market Value	7,353,312,379.06	Average Maturity (yrs)	1.67
Total Cost	7,522,858,268.30	Average Coupon (%)	2.70
Net Gain/Loss	-169,545,889.24	Average Duration	1.53
Annual Income	200,883,598.05	Average Moody Rating	Aa1
Accrued Interest	49,455,851.66	Average S&P Rating	AA
Number of Issues	366		

**Distribution by Maturity**

<u>Maturity</u>	<u>Number</u>	<u>Mkt Value</u>	<u>% Bond Holdings</u>	<u>Average Y T M</u>	<u>Average Coupon</u>	<u>Average Duration</u>
Under 1 Yr	137	3,109,088,340.95	42.3	5.0	2.663%	0.4
1 Yr - 3 Yrs	141	2,809,474,613.65	38.2	5.2	2.363%	1.7
3 Yrs - 5 Yrs	88	1,434,749,424.46	19.5	4.9	3.426%	3.6

**Distribution by Coupon**

<u>Coupon %</u>	<u>Number</u>	<u>Mkt Value</u>	<u>% Bond Holdings</u>	<u>Average Y T M</u>	<u>Average Coupon</u>	<u>Average Duration</u>
Under 1%	94	2,071,430,632.62	28.2	4.6	0.337%	1.3
1% - 3%	106	2,039,229,798.07	27.7	5.1	2.007%	1.5
3% - 5%	103	1,798,529,179.36	24.5	5.1	4.189%	1.4
5% - 7%	63	1,444,122,769.01	19.6	5.6	5.238%	2.1

**Distribution by Duration**

<u>Duration</u>	<u>Number</u>	<u>Mkt Value</u>	<u>% Bond Holdings</u>	<u>Average Y T M</u>	<u>Average Coupon</u>	<u>Average Duration</u>
Under 1 Yr	148	3,222,147,460.34	43.8	5.0	2.662%	0.4
1 Yr - 3 Yrs	144	2,915,243,822.70	39.6	5.1	2.363%	1.8
3 Yrs - 5 Yrs	74	1,215,921,096.02	16.5	5.0	3.590%	3.7

SAN MATEO COUNTY TREASURER'S OFFICE  
**FIXED INCOME DISTRIBUTION - SETTLED TRADES**  
**SAN MATEO COUNTY POOL**

July 31, 2023

**Distribution by Moody Rating**

<b>Rating</b>	<b>Number</b>	<b>Mkt Value</b>	<b>% Bond Holdings</b>	<b>Average Y T M</b>	<b>Average Coupon</b>	<b>Average Duration</b>
Aaa	252	6,143,977,767.37	83.6	5.0	2.683%	1.5
Aa1	1	1,808,780.25	0.0	5.6	2.101%	0.9
Aa2	8	74,411,794.37	1.0	4.4	3.015%	2.1
Aa3	4	43,344,057.02	0.6	5.1	3.826%	2.8
A1	43	497,365,259.00	6.8	5.4	2.696%	1.6
A2	33	320,456,473.54	4.4	5.3	2.470%	1.9
A3	17	147,537,548.90	2.0	5.3	2.765%	2.2
Not Rated	8	124,410,698.61	1.7	4.4	3.327%	1.5

**Distribution by S&P Rating**

<b>Rating</b>	<b>Number</b>	<b>Mkt Value</b>	<b>% Bond Holdings</b>	<b>Average Y T M</b>	<b>Average Coupon</b>	<b>Average Duration</b>
AAA	31	628,575,737.37	8.5	3.5	2.206%	0.8
AA+	225	5,536,601,255.31	75.3	5.2	2.732%	1.6
AA	10	126,721,300.28	1.7	5.1	3.117%	2.4
AA-	8	91,107,258.67	1.2	4.7	4.127%	1.3
A+	21	205,896,451.08	2.8	5.1	2.822%	1.0
A	32	366,175,323.76	5.0	5.6	2.269%	1.7
A-	28	274,686,399.62	3.7	5.1	2.735%	2.1
BBB+	9	96,271,180.77	1.3	5.5	2.904%	1.9
Not Rated	2	27,277,472.19	0.4	4.3	3.687%	4.0

\*\* MARKET VALUE ON THE FIXED INCOME DISTRIBUTION REPORT INCLUDES ANY ACCRUED INTEREST THAT A SECURITY HAS EARNED. TOTAL COST DOES NOT REFLECT AMORTIZATIONS OR ACCRETIONS BUT INCLUDES PURCHASED ACCRUED INTEREST. MONTHLY TRANSACTION SUMMARY REPORT IS AVAILABLE UPON REQUEST.

SAN MATEO COUNTY TREASURER'S OFFICE  
**PORTFOLIO APPRAISAL**  
**SAN MATEO COUNTY POOL**  
*July 31, 2023*

Security	Coupon	Mature Date	Call Date One	Call Price One	Unit Quantity	Unit Cost	Total Cost	Market Price	Market Value	Accrued Interest	Market Value + Accrued Interest	S&P	Pct Assets
<b>CERTIFICATE OF DEPOSIT</b>													
CANADIAN IMP BK COMM NY	5.50	09-01-23			50,000,000	100.00	50,000,000.00	100.00	50,000,000.00	1,161,111.11	51,161,111.11	A+	0.68
TORONTO DOMINION BANK NY	5.35	01-31-24			25,000,000	100.00	25,000,000.00	100.00	25,000,000.00	442,118.06	25,442,118.06	AA-	0.34
MUFG BANK LTD/NY	5.34	03-28-24			25,000,000	100.00	25,000,000.00	100.00	25,000,000.00	430,166.67	25,430,166.67	A	0.34
TORONTO DOMINION BANK NY	6.03	07-05-24			24,000,000	100.00	24,000,000.00	100.00	24,000,000.00	104,520.00	24,104,520.00	AA	0.33
					124,000,000		124,000,000.00		124,000,000.00	2,137,915.83	126,137,915.83		1.70
<b>COMMERCIAL PAPER</b>													
CREDIT AGRICOLE CIB NY	0.00	10-03-23			25,000,000	97.44	24,361,250.00	99.09	24,772,890.00	0.00	24,772,890.00	A+	0.34
NATIXIS NY BRANCH	5.58	02-14-24			25,000,000	96.30	24,073,875.00	96.93	24,232,750.00	647,125.00	24,879,875.00	A	0.33
NATIXIS NY BRANCH	0.00	03-07-24			30,000,000	95.90	28,769,325.00	96.69	29,007,225.00	0.00	29,007,225.00	A	0.40
NATIXIS NY BRANCH	0.00	03-22-24			31,000,000	95.83	29,707,644.44	96.34	29,866,776.40	0.00	29,866,776.40	A	0.41
					111,000,000		106,912,094.44		107,879,641.40	647,125.00	108,526,766.40		1.48
<b>LOCAL AGENCY INVESTMENT FUND</b>													
CA ASSET MGMT PROGRAM	4.50	08-01-23			50,000,000	100.00	50,000,000.00	100.00	50,000,000.00	187,500.00	50,187,500.00	AAA	0.68
CA ASSET MGMT PROGRAM TERM	5.54	12-14-23			12,000,000	100.00	12,000,000.00	100.00	12,000,000.00	422,886.67	12,422,886.67	AAA	0.16
CA ASSET MGMT PROGRAM TERM	5.54	12-15-23			3,000,000	100.00	3,000,000.00	100.00	3,000,000.00	105,260.00	3,105,260.00	AAA	0.04
CA ASSET MGMT PROGRAM TERM	5.63	01-12-24			10,000,000	100.00	10,000,000.00	100.00	10,000,000.00	312,777.78	10,312,777.78	AAA	0.14
CA ASSET MGMT PROGRAM TERM	5.13	01-25-24			50,000,000	100.00	50,000,000.00	100.00	50,000,000.00	1,332,375.00	51,332,375.00	AAA	0.68
CA ASSET MGMT PROGRAM TERM	5.08	02-23-24			50,000,000	100.00	50,000,000.00	100.00	50,000,000.00	1,114,777.78	51,114,777.78	AAA	0.68
					175,000,000		175,000,000.00		175,000,000.00	3,475,577.22	178,475,577.22		2.40
<b>UNITED STATES TREASURY-BILLS</b>													
TREASURY BILL	0.00	08-15-23			15,000,000	98.34	14,751,091.67	99.80	14,969,281.65	0.00	14,969,281.65	AA+	0.20
<b>UNITED STATES TREASURY-NOTES</b>													
UNITED STATES TREAS NTS	2.75	08-31-23			11,800,000	103.55	12,218,531.25	99.78	11,774,481.91	137,150.55	11,911,632.46	AA+	0.16
UNITED STATES TREAS NTS	2.75	08-31-23			24,500,000	104.76	25,665,664.06	99.78	24,447,017.52	284,761.74	24,731,779.27	AA+	0.33
UNITED STATES TREAS NTS	2.87	09-30-23			9,485,000	104.35	9,897,745.70	99.59	9,446,467.19	90,897.92	9,537,365.10	AA+	0.13
UNITED STATES TREAS NTS	2.87	09-30-23			22,425,000	105.45	23,646,987.30	99.59	22,333,898.44	214,906.25	22,548,804.69	AA+	0.31
UNITED STATES TREAS NTS	0.12	10-15-23			16,500,000	99.29	16,383,339.84	98.93	16,323,398.52	6,029.71	16,329,428.23	AA+	0.22
UNITED STATES TREAS NTS	1.62	10-31-23			50,000,000	100.16	50,078,125.00	99.10	49,550,781.00	204,234.97	49,755,015.97	AA+	0.68
UNITED STATES TREAS NTS	0.25	11-15-23			32,000,000	100.25	32,081,250.00	98.54	31,533,750.08	16,739.13	31,550,489.21	AA+	0.43
UNITED STATES TREAS NTS	2.87	11-30-23			26,000,000	104.20	27,092,812.50	99.18	25,786,718.88	124,583.33	25,911,302.21	AA+	0.35
UNITED STATES TREAS NTS	0.50	11-30-23			10,000,000	99.82	9,981,640.63	98.39	9,839,062.50	8,333.33	9,847,395.83	AA+	0.13
UNITED STATES TREAS NTS	2.62	12-31-23			25,000,000	103.46	25,864,257.81	98.90	24,725,586.00	55,584.02	24,781,170.02	AA+	0.34
UNITED STATES TREAS NTS	2.50	01-31-24			18,900,000	103.59	19,577,742.19	98.57	18,629,788.97	0.00	18,629,788.97	AA+	0.26
UNITED STATES TREAS NTS	2.50	01-31-24			43,000,000	104.37	44,879,570.31	98.57	42,385,234.16	0.00	42,385,234.16	AA+	0.58
UNITED STATES TREAS NTS	2.50	01-31-24			19,000,000	103.36	19,639,023.44	98.57	18,728,359.28	0.00	18,728,359.28	AA+	0.26
UNITED STATES TREAS NTS	0.12	02-15-24			20,000,000	99.41	19,882,812.50	97.21	19,442,187.60	11,464.09	19,453,651.69	AA+	0.27
UNITED STATES TREAS NTS	2.37	02-29-24			31,790,000	103.20	32,805,789.84	98.29	31,246,092.81	313,904.65	31,559,997.46	AA+	0.43
UNITED STATES TREAS NTS	2.12	02-29-24			15,500,000	102.43	15,876,601.56	98.14	15,211,191.44	136,941.24	15,348,132.68	AA+	0.21
UNITED STATES TREAS NTS	2.12	02-29-24			40,000,000	101.59	40,635,937.50	98.14	39,254,687.60	353,396.74	39,608,084.34	AA+	0.54
UNITED STATES TREAS NTS	2.12	03-31-24			29,300,000	102.23	29,953,527.34	97.88	28,679,663.92	208,105.64	28,887,769.55	AA+	0.39
UNITED STATES TREAS NTS	2.25	04-30-24			15,000,000	102.87	15,430,664.06	97.71	14,656,054.65	84,375.00	14,740,429.65	AA+	0.20
UNITED STATES TREAS NTS	2.25	04-30-24			25,000,000	102.44	25,610,351.56	97.71	24,426,757.75	140,625.00	24,567,382.75	AA+	0.33
UNITED STATES TREAS NTS	2.25	04-30-24			19,000,000	106.78	20,287,695.31	97.71	18,564,335.89	106,875.00	18,671,210.89	AA+	0.25
UNITED STATES TREAS NTS	2.00	04-30-24			15,000,000	102.04	15,305,859.38	97.52	14,628,515.70	75,000.00	14,703,515.70	AA+	0.20
UNITED STATES TREAS NTS	2.50	05-15-24			25,000,000	104.22	26,055,664.06	97.75	24,437,500.00	130,774.46	24,568,274.46	AA+	0.33
UNITED STATES TREAS NTS	2.00	05-31-24			15,125,000	102.00	15,427,500.00	97.25	14,709,653.28	50,964.67	14,760,617.96	AA+	0.20
UNITED STATES TREAS NTS	2.00	06-30-24			5,100,000	101.89	5,196,222.66	97.02	4,947,996.08	8,592.39	4,956,588.47	AA+	0.07
UNITED STATES TREAS NTS	2.00	06-30-24			10,000,000	101.85	10,185,156.25	97.02	9,701,953.10	16,847.83	9,718,800.93	AA+	0.13

SAN MATEO COUNTY TREASURER'S OFFICE  
**PORTFOLIO APPRAISAL**  
**SAN MATEO COUNTY POOL**  
*July 31, 2023*

Security	Coupon	Mature Date	Call Date One	Call Price One	Quantity	Unit Cost	Total Cost	Market Price	Market Value	Accrued Interest	Market Value + Accrued Interest	S&P	Pct Assets
UNITED STATES TREAS NTS	2.00	06-30-24			25,000,000	101.44	25,360,351.56	97.02	24,254,882.75	42,119.57	24,297,002.32	AA+	0.33
UNITED STATES TREAS NTS	2.00	06-30-24			25,000,000	105.14	26,285,156.25	97.02	24,254,882.75	42,119.57	24,297,002.32	AA+	0.33
UNITED STATES TREAS NTS	2.12	07-31-24			25,000,000	101.98	25,496,093.75	96.88	24,220,703.00	0.00	24,220,703.00	AA+	0.33
UNITED STATES TREAS NTS	3.00	07-31-24			19,400,000	98.25	19,059,742.19	97.71	18,955,164.01	0.00	18,955,164.01	AA+	0.26
UNITED STATES TREAS NTS	1.87	08-31-24			25,000,000	100.86	25,213,867.19	96.35	24,086,914.00	198,118.09	24,285,032.09	AA+	0.33
UNITED STATES TREAS NTS	2.12	09-30-24			15,900,000	102.27	16,260,855.47	96.39	15,326,730.43	112,625.00	15,439,355.43	AA+	0.21
UNITED STATES TREAS NTS	1.50	09-30-24			9,000,000	100.80	9,072,070.31	95.71	8,614,335.96	45,000.00	8,659,335.96	AA+	0.12
UNITED STATES TREAS NTS	1.50	09-30-24			25,000,000	104.75	26,186,523.44	95.71	23,928,711.00	125,000.00	24,053,711.00	AA+	0.33
UNITED STATES TREAS NTS	1.50	10-31-24			33,895,000	99.94	33,875,139.65	95.45	32,351,188.50	127,800.82	32,478,989.32	AA+	0.44
UNITED STATES TREAS NTS	1.50	10-31-24			10,000,000	104.53	10,453,125.00	95.45	9,544,531.20	37,704.92	9,582,236.12	AA+	0.13
UNITED STATES TREAS NTS	1.50	10-31-24			34,500,000	103.57	35,730,410.16	95.45	32,928,632.64	130,081.97	33,058,714.61	AA+	0.45
UNITED STATES TREAS NTS	0.75	11-15-24			15,000,000	99.62	14,943,750.00	94.40	14,159,765.70	23,539.40	14,183,305.10	AA+	0.19
UNITED STATES TREAS NTS	1.00	12-15-24			35,000,000	100.04	35,013,671.88	94.43	33,050,390.80	43,989.07	33,094,379.87	AA+	0.45
UNITED STATES TREAS NTS	1.75	12-31-24			25,000,000	104.49	26,123,046.88	95.29	23,823,242.25	37,056.01	23,860,298.26	AA+	0.33
UNITED STATES TREAS NTS	1.37	01-31-25			25,000,000	103.08	25,770,507.81	94.56	23,639,648.50	0.00	23,639,648.50	AA+	0.32
UNITED STATES TREAS NTS	1.50	02-15-25			29,350,000	95.33	27,979,824.48	94.63	27,773,583.91	203,004.17	27,976,588.08	AA+	0.38
UNITED STATES TREAS NTS	0.50	03-31-25			25,000,000	99.58	24,894,531.25	92.76	23,190,429.75	41,779.89	23,232,209.64	AA+	0.32
UNITED STATES TREAS NTS	0.25	05-31-25			10,125,000	98.45	9,967,587.89	91.78	9,292,456.08	4,264.61	9,296,720.69	AA+	0.13
UNITED STATES TREAS NTS	0.25	05-31-25			11,000,000	98.32	10,815,664.06	91.78	10,095,507.84	4,633.15	10,100,140.99	AA+	0.14
UNITED STATES TREAS NTS	2.75	06-30-25			25,000,000	108.70	27,174,804.69	96.00	24,000,976.50	57,914.40	24,058,890.90	AA+	0.33
UNITED STATES TREAS NTS	0.25	06-30-25			19,000,000	98.18	18,654,140.63	91.54	17,393,164.11	4,001.36	17,397,165.47	AA+	0.24
UNITED STATES TREAS NTS	0.25	06-30-25			10,000,000	98.17	9,817,187.50	91.54	9,154,296.90	2,105.98	9,156,402.88	AA+	0.13
UNITED STATES TREAS NTS	0.25	07-31-25			20,000,000	99.74	19,947,656.25	91.25	18,249,218.80	0.00	18,249,218.80	AA+	0.25
UNITED STATES TREAS NTS	0.25	07-31-25			10,175,000	98.21	9,992,962.89	91.25	9,284,290.06	0.00	9,284,290.06	AA+	0.13
UNITED STATES TREAS NTS	0.25	07-31-25			30,000,000	97.90	29,370,703.13	91.25	27,373,828.20	0.00	27,373,828.20	AA+	0.37
UNITED STATES TREAS NTS	0.25	08-31-25			25,000,000	98.82	24,706,054.69	90.97	22,742,187.50	26,415.75	22,768,603.25	AA+	0.31
UNITED STATES TREAS NTS	0.25	09-30-25			20,000,000	98.20	19,639,843.75	90.78	18,155,468.80	16,666.67	18,172,135.47	AA+	0.25
UNITED STATES TREAS NTS	0.25	10-31-25			11,000,000	99.04	10,893,867.19	90.45	9,949,843.75	6,912.57	9,956,756.32	AA+	0.14
UNITED STATES TREAS NTS	0.25	10-31-25			25,000,000	97.68	24,419,921.88	90.45	22,613,281.25	15,710.38	22,628,991.63	AA+	0.31
UNITED STATES TREAS NTS	0.25	10-31-25			25,000,000	97.84	24,460,937.50	90.45	22,613,281.25	15,710.38	22,628,991.63	AA+	0.31
UNITED STATES TREAS NTS	0.37	11-30-25			48,800,000	98.17	47,907,875.00	90.46	44,146,843.87	30,500.00	44,177,343.87	AA+	0.60
UNITED STATES TREAS NTS	0.37	12-31-25			14,000,000	99.92	13,988,515.63	90.31	12,643,203.16	4,446.72	12,647,649.88	AA+	0.17
UNITED STATES TREAS NTS	0.37	01-31-26			40,500,000	98.99	40,090,253.91	89.98	36,443,671.87	0.00	36,443,671.87	AA+	0.50
UNITED STATES TREAS NTS	0.37	01-31-26			20,000,000	98.05	19,610,937.50	89.98	17,996,875.00	0.00	17,996,875.00	AA+	0.25
UNITED STATES TREAS NTS	1.62	02-15-26			50,000,000	103.85	51,923,828.13	92.77	46,386,719.00	372,582.87	46,759,301.87	AA+	0.64
UNITED STATES TREAS NTS	2.50	02-28-26			46,100,000	108.14	49,854,628.91	94.84	43,722,968.75	479,164.40	44,202,133.15	AA+	0.60
UNITED STATES TREAS NTS	0.50	02-28-26			20,000,000	98.42	19,683,593.75	90.02	18,004,687.60	41,304.35	18,045,991.95	AA+	0.25
UNITED STATES TREAS NTS	0.75	03-31-26			10,200,000	97.21	9,915,515.63	90.52	9,232,593.75	25,569.29	9,258,163.04	AA+	0.13
UNITED STATES TREAS NTS	0.75	03-31-26			11,500,000	91.90	10,567,988.92	90.52	10,409,296.87	28,828.12	10,438,125.00	AA+	0.14
UNITED STATES TREAS NTS	0.75	04-30-26			10,000,000	99.69	9,969,140.63	90.21	9,020,703.10	18,750.00	9,039,453.10	AA+	0.12
UNITED STATES TREAS NTS	0.75	04-30-26			18,000,000	98.03	17,645,625.00	90.21	16,237,265.58	33,750.00	16,271,015.58	AA+	0.22
UNITED STATES TREAS NTS	0.75	04-30-26			25,000,000	92.27	23,067,382.81	90.21	22,551,757.75	46,875.00	22,598,632.75	AA+	0.31
UNITED STATES TREAS NTS	0.75	05-31-26			14,250,000	99.84	14,227,177.73	89.98	12,821,660.08	18,006.11	12,839,666.20	AA+	0.18
UNITED STATES TREAS NTS	0.75	05-31-26			15,000,000	99.83	14,974,804.69	89.98	13,496,484.30	18,953.80	13,515,438.10	AA+	0.18
UNITED STATES TREAS NTS	0.75	05-31-26			20,500,000	100.11	20,522,421.88	89.98	18,445,195.21	25,903.53	18,471,098.74	AA+	0.25
UNITED STATES TREAS NTS	0.87	06-30-26			26,000,000	98.72	25,666,875.00	90.21	23,455,859.44	19,164.40	23,475,023.84	AA+	0.32
UNITED STATES TREAS NTS	0.62	07-31-26			10,000,000	95.80	9,580,078.13	89.24	8,923,828.10	0.00	8,923,828.10	AA+	0.12
UNITED STATES TREAS NTS	0.75	08-31-26			15,975,000	99.36	15,872,036.13	89.34	14,271,416.10	50,638.98	14,322,055.08	AA+	0.20
UNITED STATES TREAS NTS	0.75	08-31-26			17,000,000	97.83	16,630,781.25	89.34	15,187,109.46	53,888.12	15,240,997.58	AA+	0.21
UNITED STATES TREAS NTS	0.75	08-31-26			20,000,000	88.75	17,749,218.75	89.34	17,867,187.60	63,397.79	17,930,585.39	AA+	0.24
UNITED STATES TREAS NTS	1.62	09-30-26			25,000,000	101.72	25,430,664.06	91.68	22,920,898.50	135,416.67	23,056,315.17	AA+	0.31
UNITED STATES TREAS NTS	0.87	09-30-26			10,000,000	99.69	9,968,750.00	89.59	8,958,593.80	29,166.67	8,987,760.47	AA+	0.12
UNITED STATES TREAS NTS	0.87	09-30-26			13,000,000	99.05	12,876,601.56	89.59	11,646,171.94	37,916.67	11,684,088.61	AA+	0.16

SAN MATEO COUNTY TREASURER'S OFFICE  
**PORTFOLIO APPRAISAL**  
**SAN MATEO COUNTY POOL**  
*July 31, 2023*

Security	Coupon	Mature Date	Call Date One	Call Price One	Quantity	Unit Cost	Total Cost	Market Price	Market Value	Accrued Interest	Market Value + Accrued Interest	S&P	Pct Assets
UNITED STATES TREAS NTS	1.12	10-31-26			35,000,000	99.54	34,837,304.69	90.04	31,513,671.70	98,975.41	31,612,647.11	AA+	0.43
UNITED STATES TREAS NTS	1.62	11-30-26			15,000,000	101.82	15,272,460.94	91.34	13,701,562.50	40,625.00	13,742,187.50	AA+	0.19
UNITED STATES TREAS NTS	1.62	11-30-26			4,000,000	94.70	3,788,125.00	91.34	3,653,750.00	10,833.33	3,664,583.33	AA+	0.05
UNITED STATES TREAS NTS	1.25	12-31-26			18,500,000	91.71	16,965,800.78	90.08	16,665,175.73	19,270.83	16,684,446.57	AA+	0.23
UNITED STATES TREAS NTS	1.87	02-28-27			14,760,000	92.47	13,648,387.50	91.73	13,539,417.22	117,618.75	13,657,035.97	AA+	0.19
UNITED STATES TREAS NTS	2.50	03-31-27			11,450,000	95.71	10,958,662.83	93.72	10,731,244.11	95,416.67	10,826,660.78	AA+	0.15
UNITED STATES TREAS NTS	4.12	10-31-27			15,200,000	102.02	15,506,375.00	99.30	15,094,312.58	156,750.00	15,251,062.58	AA+	0.21
UNITED STATES TREAS NTS	2.25	11-15-27			39,400,000	94.54	37,248,390.63	92.05	36,266,468.75	187,150.00	36,453,618.75	AA+	0.50
UNITED STATES TREAS NTS	2.75	02-15-28			25,000,000	97.52	24,379,138.25	93.83	23,457,031.25	317,013.89	23,774,045.14	AA+	0.32
UNITED STATES TREAS NTS	2.75	02-15-28			4,200,000	96.70	4,061,481.39	93.83	3,940,781.25	53,258.33	3,994,039.58	AA+	0.05
UNITED STATES TREAS NTS	1.25	03-31-28			15,000,000	88.19	13,227,868.85	87.47	13,120,312.50	62,500.00	13,182,812.50	AA+	0.18
UNITED STATES TREAS NTS	1.25	04-30-28			13,500,000	87.82	11,855,719.26	87.29	11,784,023.37	42,187.50	11,826,210.87	AA+	0.16
UNITED STATES TREAS NTS	1.25	05-31-28			20,000,000	87.70	17,539,241.80	87.11	17,421,875.00	41,666.67	17,463,541.67	AA+	0.24
					1,949,605,000		1,954,254,123.29		1,836,113,289.28	6,922,851.27	1,843,036,140.55		25.14
<b>FEDERAL AGENCY SECURITIES</b>													
FEDERAL HOME LOAN BANK	3.12	08-01-23			15,000,000	100.00	15,000,000.00	100.00	15,000,000.00	234,375.00	15,234,375.00	AA+	0.21
FEDERAL HOME LOAN BANK DISCOUNT NOTE	0.00	08-01-23			25,000,000	96.90	24,225,750.00	100.00	25,000,000.00	0.00	25,000,000.00	AA+	0.34
FEDERAL FARM CREDIT	0.15	08-10-23			12,000,000	96.88	11,625,912.00	99.85	11,982,416.28	8,550.00	11,990,966.28	AA+	0.16
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.30	08-10-23			25,000,000	99.83	24,957,250.00	99.88	24,970,563.50	35,625.00	25,006,188.50	AA+	0.34
FEDERAL HOME LOAN BANK DISCOUNT NOTE	0.00	08-11-23			15,000,000	96.84	14,526,000.00	99.86	14,978,892.75	0.00	14,978,892.75	AA+	0.21
FEDERAL HOME LOAN BANK DISCOUNT NOTE	0.00	08-11-23			20,000,000	96.47	19,293,655.60	99.86	19,971,857.00	0.00	19,971,857.00	AA+	0.27
FEDERAL HOME LOAN MORTGAGE CORP DN	0.00	08-14-23			25,000,000	98.36	24,589,250.00	99.82	24,954,277.25	0.00	24,954,277.25	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	0.25	08-24-23			15,000,000	96.91	14,536,500.00	99.68	14,952,283.80	16,354.17	14,968,637.97	AA+	0.20
FEDERAL HOME LOAN BANK	3.50	08-28-23			15,000,000	100.00	15,000,000.00	99.86	14,978,982.15	223,125.00	15,202,107.15	AA+	0.21
FEDERAL HOME LOAN BANK	3.51	08-28-23			10,000,000	99.22	9,921,520.00	99.87	9,987,404.50	149,175.00	10,136,579.50	AA+	0.14
FEDERAL HOME LOAN BANK DISCOUNT NOTE	0.00	09-01-23			20,000,000	99.80	19,960,600.00	99.81	19,961,361.80	0.00	19,961,361.80	AA+	0.27
FEDERAL HOME LOAN BANK	3.62	09-06-23			10,810,000	100.00	10,810,000.00	99.79	10,787,798.21	157,833.51	10,945,631.71	AA+	0.15
FEDERAL HOME LOAN BANK DISCOUNT NOTE	0.00	09-08-23			25,000,000	96.52	24,128,864.50	99.46	24,865,835.25	0.00	24,865,835.25	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	0.25	09-08-23			25,780,000	99.97	25,771,492.60	99.46	25,641,355.42	25,600.97	25,666,956.39	AA+	0.35
FEDERAL HOME LOAN BANK	3.55	09-15-23			10,000,000	100.00	10,000,000.00	99.74	9,973,778.60	134,111.11	10,107,889.71	AA+	0.14
FEDERAL HOME LOAN BANK	3.80	09-27-23	08-27-23	100	25,000,000	100.00	25,000,000.00	99.71	24,927,491.00	327,222.22	25,254,713.22	AA+	0.34
FEDERAL HOME LOAN BANK	3.80	09-27-23	08-27-23	100	25,000,000	100.00	25,000,000.00	99.71	24,927,491.00	327,222.22	25,254,713.22	AA+	0.34
FEDERAL HOME LOAN BANK	4.40	09-27-23			25,000,000	100.00	25,000,000.00	99.80	24,950,968.50	287,222.22	25,238,190.72	AA+	0.34
FEDERAL HOME LOAN BANK DISCOUNT NOTE	0.00	09-27-23			25,000,000	96.24	24,059,111.00	99.20	24,799,023.25	0.00	24,799,023.25	AA+	0.34
FEDERAL HOME LOAN BANK DISCOUNT NOTE	0.00	09-27-23			25,000,000	97.82	24,455,555.56	99.20	24,799,023.25	0.00	24,799,023.25	AA+	0.34
FEDERAL HOME LOAN BANK	4.60	09-28-23			20,000,000	99.96	19,991,200.00	99.83	19,965,670.80	314,333.33	20,280,004.13	AA+	0.27
FEDERAL HOME LOAN BANK DISCOUNT NOTE	0.00	09-28-23			8,269,000	95.85	7,926,204.01	99.18	8,201,363.47	0.00	8,201,363.47	AA+	0.11
FEDERAL HOME LOAN BANK	4.02	09-29-23			25,000,000	100.00	25,000,000.00	99.73	24,933,728.50	340,583.33	25,274,311.83	AA+	0.34
FEDERAL HOME LOAN BANK	4.25	09-29-23			15,000,000	100.00	15,000,000.00	99.77	14,965,641.15	216,041.67	15,181,682.82	AA+	0.20
FEDERAL HOME LOAN MORTGAGE CORP	0.12	10-16-23			19,580,000	99.63	19,506,966.60	98.90	19,363,707.96	7,138.54	19,370,846.51	AA+	0.27
FEDERAL HOME LOAN MORTGAGE CORP	0.12	10-16-23			25,000,000	95.72	23,930,600.00	98.90	24,723,835.50	9,114.58	24,732,950.08	AA+	0.34
FEDERAL HOME LOAN BANK	4.25	10-20-23			4,750,000	100.00	4,750,000.00	99.71	4,736,262.24	6,168.40	4,742,430.64	AA+	0.06
FEDERAL HOME LOAN BANK	4.50	10-26-23			25,000,000	100.00	25,000,000.00	99.74	24,933,821.75	296,875.00	25,230,696.75	AA+	0.34
FEDERAL HOME LOAN BANK	1.50	10-27-23			25,000,000	100.00	25,000,000.00	99.38	24,846,108.25	97,916.67	24,944,024.92	AA+	0.34
FEDERAL HOME LOAN BANK	1.62	10-27-23			25,000,000	100.00	25,000,000.00	99.53	24,882,409.25	103,819.44	24,986,228.69	AA+	0.34
FEDERAL HOME LOAN BANK	4.62	11-01-23			25,000,000	99.93	24,981,750.00	99.74	24,934,975.25	289,062.50	25,224,037.75	AA+	0.34
FEDERAL HOME LOAN BANK	4.00	11-03-23	08-03-23	100	25,000,000	100.00	25,000,000.00	99.82	24,954,574.25	244,444.44	25,199,018.69	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	0.25	11-06-23			15,000,000	99.91	14,986,500.00	98.63	14,794,998.15	8,854.17	14,803,852.32	AA+	0.20
FEDERAL FARM CREDIT BANK	5.05	11-09-23	08-09-23	100	9,796,000	100.00	9,796,000.00	99.82	9,778,790.09	112,681.21	9,891,471.30	AA+	0.13
FEDERAL HOME LOAN BANK	1.75	11-09-23			25,000,000	100.00	25,000,000.00	99.31	24,826,260.00	99,652.78	24,925,912.78	AA+	0.34
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.25	11-27-23			17,000,000	99.89	16,980,620.00	98.36	16,721,741.62	7,555.56	16,729,297.18	AA+	0.23
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.25	11-27-23			25,000,000	95.11	23,778,325.00	98.36	24,590,796.50	11,111.11	24,601,907.61	AA+	0.34



SAN MATEO COUNTY TREASURER'S OFFICE  
**PORTFOLIO APPRAISAL**  
**SAN MATEO COUNTY POOL**  
*July 31, 2023*

Security	Coupon	Mature Date	Call Date One	Call Price One	Quantity	Unit Cost	Total Cost	Market Price	Market Value	Accrued Interest	Market Value + Accrued Interest	S&P	Pct Assets
FEDERAL HOME LOAN BANK	5.05	11-28-23	08-28-23	100	25,000,000	100.00	25,000,000.00	99.81	24,952,875.00	220,937.50	25,173,812.50	AA+	0.34
FEDERAL HOME LOAN BANK	4.87	12-07-23			22,795,000	100.07	22,811,412.40	99.75	22,737,153.36	166,688.44	22,903,841.79	AA+	0.31
FEDERAL HOME LOAN BANK	5.00	12-15-23			25,000,000	100.00	25,000,000.00	99.78	24,945,130.75	159,722.22	25,104,852.97	AA+	0.34
FEDERAL NATIONAL MORTGAGE ASSOCIATION	5.00	12-20-23	09-20-23	100	25,000,000	100.00	25,000,000.00	99.72	24,929,475.50	142,361.11	25,071,836.61	AA+	0.34
FEDERAL HOME LOAN BANK	0.25	12-28-23	09-28-23	100	7,450,000	96.49	7,188,207.00	97.83	7,288,308.70	1,707.29	7,290,015.99	AA+	0.10
FEDERAL HOME LOAN BANK	3.00	12-29-23	09-29-23	100	5,355,000	99.70	5,338,935.00	98.91	5,296,842.34	14,280.00	5,311,122.34	AA+	0.07
FEDERAL HOME LOAN BANK	3.00	12-29-23	09-29-23	100	8,250,000	99.78	8,232,015.00	98.91	8,160,401.37	22,000.00	8,182,401.37	AA+	0.11
FEDERAL HOME LOAN BANK-DISCOUNT NOTE	0.00	01-04-24			25,000,000	96.62	24,154,375.00	97.81	24,451,777.25	0.00	24,451,777.25	AA+	0.33
FEDERAL HOME LOAN BANK-DISCOUNT NOTE	0.00	01-04-24			25,000,000	96.62	24,154,368.06	97.81	24,451,777.25	0.00	24,451,777.25	AA+	0.33
FEDERAL HOME LOAN BANK DISCOUNT NOTE	0.00	01-16-24			25,000,000	96.48	24,119,385.42	97.64	24,410,107.50	0.00	24,410,107.50	AA+	0.33
FEDERAL HOME LOAN BANK	5.00	01-26-24	10-26-23	100	25,000,000	100.00	25,000,000.00	99.60	24,900,036.00	17,361.11	24,917,397.11	AA+	0.34
FEDERAL HOME LOAN BANK	3.87	01-29-24	10-29-23	100	25,000,000	100.00	25,000,000.00	99.22	24,805,403.00	5,381.94	24,810,784.94	AA+	0.34
FEDERAL HOME LOAN BANK	4.92	02-01-24			25,000,000	100.00	25,000,000.00	99.74	24,935,886.00	615,000.00	25,550,886.00	AA+	0.34
FEDERAL HOME LOAN BANK - DISCOUNT NOTE	0.00	02-01-24			25,000,000	96.32	24,080,895.83	97.42	24,355,841.25	0.00	24,355,841.25	AA+	0.33
FEDERAL HOME LOAN BANK-DISCOUNT NOTE	0.00	02-02-24			25,000,000	96.41	24,101,375.00	97.41	24,352,386.25	0.00	24,352,386.25	AA+	0.33
FEDERAL HOME LOAN BANK	4.78	02-07-24			10,000,000	101.01	10,100,848.89	99.66	9,966,419.90	231,033.33	10,197,453.23	AA+	0.14
FEDERAL FARM CREDIT BANK	5.04	02-23-24	08-23-23	100	15,239,000	100.00	15,239,000.00	99.54	15,168,318.47	337,086.68	15,505,405.15	AA+	0.21
FEDERAL HOME LOAN BANK	2.66	02-23-24			25,000,000	100.00	25,000,000.00	98.48	24,620,006.00	291,861.11	24,911,867.11	AA+	0.34
FEDERAL HOME LOAN BANK	4.75	03-08-24			4,000,000	100.03	4,001,240.00	99.64	3,985,486.40	75,472.22	4,060,958.62	AA+	0.05
FEDERAL HOME LOAN BANK	4.75	03-08-24			25,000,000	100.08	25,019,700.00	99.64	24,909,290.00	471,701.39	25,380,991.39	AA+	0.34
FEDERAL HOME LOAN BANK	4.75	03-08-24			4,470,000	99.94	4,467,228.60	99.64	4,453,781.05	84,340.21	4,538,121.26	AA+	0.06
FEDERAL HOME LOAN BANK	4.75	03-08-24			19,000,000	99.91	18,982,074.07	99.64	18,931,060.40	358,493.06	19,289,553.46	AA+	0.26
FEDERAL HOME LOAN BANK	4.00	03-28-24			3,250,000	99.55	3,235,375.00	98.97	3,216,633.45	44,416.67	3,261,050.12	AA+	0.04
FEDERAL HOME LOAN BANK	5.50	04-01-24	09-08-23	100	5,100,000	100.00	5,100,000.00	99.69	5,084,009.15	111,420.83	5,195,429.99	AA+	0.07
FEDERAL HOME LOAN BANK	5.34	04-23-24	09-28-23	100	10,000,000	100.10	10,010,450.00	99.55	9,955,271.20	182,450.00	10,137,721.20	AA+	0.14
FEDERAL HOME LOAN BANK	2.72	04-29-24	10-29-23	100	25,000,000	100.00	25,000,000.00	97.79	24,447,904.50	173,777.78	24,621,682.28	AA+	0.33
FEDERAL HOME LOAN BANK	3.50	04-29-24	10-29-23	100	25,000,000	100.00	25,000,000.00	98.64	24,659,832.50	4,861.11	24,664,693.61	AA+	0.34
FEDERAL HOME LOAN BANK	4.62	05-08-24			10,000,000	99.97	9,997,300.00	99.25	9,925,466.50	106,631.94	10,032,098.44	AA+	0.14
FEDERAL HOME LOAN BANK	4.62	05-08-24			12,500,000	99.89	12,485,875.00	99.25	12,406,833.12	133,289.93	12,540,123.06	AA+	0.17
FEDERAL HOME LOAN BANK	4.75	05-17-24			25,000,000	99.97	24,992,250.00	99.36	24,841,105.00	244,097.22	25,085,202.22	AA+	0.34
FEDERAL HOME LOAN BANK	5.12	05-22-24	08-22-23	100	25,000,000	100.00	25,000,000.00	99.36	24,840,643.50	245,333.33	25,085,976.83	AA+	0.34
FEDERAL HOME LOAN BANK	4.87	05-22-24			4,350,000	99.87	4,344,459.19	99.44	4,325,754.49	40,645.31	4,366,399.80	AA+	0.06
FEDERAL HOME LOAN BANK	4.72	06-07-24			15,000,000	100.00	15,000,000.00	99.32	14,897,416.80	106,200.00	15,003,616.80	AA+	0.20
FEDERAL HOME LOAN BANK	2.87	06-14-24			5,000,000	104.25	5,212,300.00	97.82	4,890,793.70	18,767.36	4,909,561.06	AA+	0.07
FEDERAL HOME LOAN BANK	2.81	06-14-24			25,000,000	100.00	25,000,000.00	97.43	24,356,546.25	91,715.28	24,448,261.53	AA+	0.33
FEDERAL HOME LOAN BANK	4.50	06-14-24			25,000,000	99.61	24,902,250.00	99.09	24,771,361.75	146,875.00	24,918,236.75	AA+	0.34
FEDERAL HOME LOAN BANK	4.87	06-14-24			10,000,000	100.06	10,006,156.82	99.59	9,958,785.40	63,645.83	10,022,431.23	AA+	0.14
FEDERAL HOME LOAN BANK	4.87	06-14-24			20,000,000	100.37	20,074,200.00	99.59	19,917,570.80	127,291.67	20,044,862.47	AA+	0.27
FEDERAL HOME LOAN MORTGAGE CORP	5.25	06-20-24	09-20-23	100	25,000,000	100.00	25,000,000.00	99.44	24,860,277.25	149,479.17	25,009,756.42	AA+	0.34
FEDERAL HOME LOAN BANK	5.25	06-21-24	09-21-23	100	25,000,000	100.00	25,000,000.00	99.44	24,858,881.25	145,833.33	25,004,714.58	AA+	0.34
FEDERAL HOME LOAN BANK	4.55	06-26-24			25,000,000	100.00	25,000,000.00	99.11	24,778,506.50	110,590.28	24,889,096.78	AA+	0.34
FEDERAL HOME LOAN BANK	2.75	06-28-24			14,165,000	96.77	13,706,782.96	97.66	13,833,221.42	35,707.60	13,868,929.02	AA+	0.19
FEDERAL FARM CREDIT BANK	5.37	07-03-24			6,000,000	100.00	6,000,000.00	99.88	5,992,555.86	25,083.33	6,017,639.19	AA+	0.08
FEDERAL HOME LOAN BANK	4.55	07-19-24			25,000,000	100.00	25,000,000.00	99.08	24,770,936.25	37,916.67	24,808,852.92	AA+	0.34
FEDERAL HOME LOAN BANK	4.60	07-19-24			25,000,000	100.00	25,000,000.00	99.21	24,803,567.75	38,333.33	24,841,901.08	AA+	0.34
FEDERAL HOME LOAN BANK	4.67	07-22-24			25,000,000	100.00	25,000,000.00	99.18	24,795,712.00	29,187.50	24,824,899.50	AA+	0.34
FEDERAL HOME LOAN BANK	4.50	07-24-24			25,000,000	100.00	25,000,000.00	99.17	24,793,457.25	21,875.00	24,815,332.25	AA+	0.34
FEDERAL HOME LOAN BANK	4.45	08-15-24			25,000,000	100.00	25,000,000.00	99.07	24,767,188.75	512,986.11	25,280,174.86	AA+	0.34
FEDERAL HOME LOAN BANK	2.87	09-13-24			4,000,000	109.63	4,385,200.00	97.25	3,890,185.08	44,083.33	3,934,268.41	AA+	0.05
FEDERAL HOME LOAN BANK	4.87	09-13-24			15,000,000	100.34	15,051,150.00	99.48	14,921,675.40	280,312.50	15,201,987.90	AA+	0.20
FEDERAL HOME LOAN BANK	4.87	09-13-24			25,000,000	99.70	24,924,300.00	99.48	24,869,459.00	467,187.50	25,336,646.50	AA+	0.34
FEDERAL HOME LOAN BANK	4.87	09-13-24			25,000,000	100.76	25,189,375.00	99.48	24,869,459.00	467,187.50	25,336,646.50	AA+	0.34
FEDERAL HOME LOAN BANK	0.42	09-17-24	09-17-23	100	33,000,000	94.22	31,092,050.00	94.32	31,125,387.15	51,590.00	31,176,977.15	AA+	0.43

SAN MATEO COUNTY TREASURER'S OFFICE  
**PORTFOLIO APPRAISAL**  
**SAN MATEO COUNTY POOL**  
*July 31, 2023*

Security	Coupon	Mature Date	Call Date One	Call Price One	Quantity	Unit Cost	Total Cost	Market Price	Market Value	Accrued Interest	Market Value + Accrued Interest	S&P	Pct Assets
FEDERAL NATIONAL MORTGAGE ASSOCIATION	5.25	09-23-24	09-23-23	100	25,000,000	100.00	25,000,000.00	99.25	24,812,986.75	138,541.67	24,951,528.42	AA+	0.34
FEDERAL HOME LOAN BANK	5.18	09-24-24			25,000,000	100.00	25,000,000.00	99.96	24,989,855.50	456,847.22	25,446,702.72	AA+	0.34
FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.62	10-15-24			15,900,000	99.83	15,872,811.00	95.69	15,215,230.25	76,077.08	15,291,307.33	AA+	0.21
FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.62	10-15-24			12,300,000	103.37	12,714,141.00	95.69	11,770,272.46	58,852.08	11,829,124.54	AA+	0.16
FEDERAL HOME LOAN BANK	5.05	10-21-24	10-21-23	100	25,000,000	100.00	25,000,000.00	99.01	24,752,613.00	350,694.44	25,103,307.44	AA+	0.34
FEDERAL HOME LOAN BANK	5.50	10-25-24	10-25-23	100	25,000,000	100.00	25,000,000.00	99.32	24,829,643.75	366,666.67	25,196,310.42	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	4.65	11-15-24	11-15-23	100	25,000,000	99.95	24,987,500.00	99.41	24,852,028.50	245,416.67	25,097,445.17	AA+	0.34
FEDERAL NATIONAL MORTGAGE ASSOCIATION	5.25	11-22-24	11-22-23	100	25,000,000	100.00	25,000,000.00	99.15	24,787,731.00	251,562.50	25,039,293.50	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	5.10	11-29-24	11-29-23	100	25,000,000	100.00	25,000,000.00	99.17	24,793,068.75	219,583.33	25,012,652.08	AA+	0.34
FEDERAL FARM CREDIT BANK	4.62	12-05-24			10,000,000	99.93	9,992,630.00	98.98	9,897,515.00	71,944.44	9,969,459.44	AA+	0.14
FEDERAL FARM CREDIT BANK	4.62	12-05-24			10,000,000	100.29	10,028,600.00	98.98	9,897,515.00	71,944.44	9,969,459.44	AA+	0.14
FEDERAL HOME LOAN BANK	0.62	12-09-24	08-09-23	100	14,420,000	93.60	13,497,696.80	93.58	13,493,526.97	12,913.91	13,506,440.88	AA+	0.18
FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.62	01-07-25			34,900,000	99.68	34,788,669.00	95.12	33,195,278.79	37,808.33	33,233,087.12	AA+	0.45
FEDERAL HOME LOAN MORTGAGE CORP	5.20	01-10-25	10-10-23	100	25,000,000	100.00	25,000,000.00	99.05	24,762,758.75	75,833.33	24,838,592.08	AA+	0.34
FEDERAL HOME LOAN BANK	4.82	01-15-25			25,000,000	100.00	25,000,000.00	98.41	24,602,857.75	53,555.56	24,656,413.31	AA+	0.34
FEDERAL HOME LOAN BANK	5.12	01-24-25	10-24-23	100	25,000,000	100.00	25,000,000.00	98.95	24,737,666.50	345,225.69	25,082,892.19	AA+	0.34
FEDERAL HOME LOAN BANK	4.90	01-30-25	01-30-24	100	25,000,000	100.00	25,000,000.00	98.75	24,687,893.00	0.00	24,687,893.00	AA+	0.34
FEDERAL HOME LOAN BANK	4.31	02-10-25			25,000,000	100.00	25,000,000.00	98.95	24,738,630.00	511,812.50	25,250,442.50	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	1.50	02-12-25			41,535,000	99.92	41,503,018.05	94.71	39,337,696.74	292,475.62	39,630,172.36	AA+	0.54
FEDERAL FARM CREDIT BANK	1.75	02-14-25			17,305,000	99.73	17,258,795.65	95.17	16,468,791.25	140,482.95	16,609,274.20	AA+	0.23
FEDERAL FARM CREDIT BANK	1.75	02-14-25			6,809,000	96.02	6,537,744.57	95.17	6,479,976.86	55,275.84	6,535,252.70	AA+	0.09
FEDERAL FARM CREDIT BANK	4.00	03-10-25			25,000,000	99.97	24,991,500.00	98.30	24,573,944.00	391,666.67	24,965,610.67	AA+	0.34
FEDERAL HOME LOAN BANK	2.37	03-14-25			18,800,000	106.96	20,109,420.00	95.68	17,987,554.99	169,918.06	18,157,473.05	AA+	0.25
FEDERAL HOME LOAN BANK	4.62	03-14-25			20,000,000	101.94	20,388,502.78	99.23	19,845,849.80	352,013.89	20,197,863.69	AA+	0.27
FEDERAL FARM CREDIT BANK	4.00	03-28-25			25,000,000	99.57	24,893,650.00	98.02	24,505,472.25	341,666.67	24,847,138.92	AA+	0.34
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.62	04-22-25			25,000,000	101.13	25,283,250.00	92.72	23,179,378.25	42,968.75	23,222,347.00	AA+	0.32
FEDERAL FARM CREDIT BANK	4.00	05-09-25			10,000,000	99.98	9,998,000.00	98.15	9,814,618.40	91,111.11	9,905,729.51	AA+	0.13
FEDERAL HOME LOAN MORTGAGE CORP	5.25	05-16-25	08-16-23	100	26,709,000	100.00	26,709,000.00	99.03	26,448,769.94	292,129.69	26,740,899.63	AA+	0.36
FEDERAL FARM CREDIT BANK	4.25	06-13-25			25,000,000	100.00	25,000,000.00	98.58	24,644,715.00	141,666.67	24,786,381.67	AA+	0.34
FEDERAL HOME LOAN BANK	5.12	06-13-25			5,000,000	100.33	5,016,312.50	100.13	5,006,693.05	34,166.67	5,040,859.72	AA+	0.07
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.50	06-17-25			24,800,000	99.79	24,748,664.00	92.02	22,820,848.90	15,155.56	22,836,004.45	AA+	0.31
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.50	06-17-25			18,400,000	100.50	18,492,920.00	92.02	16,931,597.57	11,244.44	16,942,842.01	AA+	0.23
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.50	06-17-25			5,000,000	92.74	4,637,100.00	92.02	4,600,977.60	3,055.56	4,604,033.16	AA+	0.06
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.50	06-17-25			5,000,000	92.60	4,630,100.00	92.02	4,600,977.60	3,055.56	4,604,033.16	AA+	0.06
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.50	06-17-25			25,000,000	92.64	23,160,375.00	92.02	23,004,888.00	15,277.78	23,020,165.78	AA+	0.31
FEDERAL FARM CREDIT BANK	4.62	06-20-25			11,000,000	99.92	10,990,651.99	99.35	10,928,495.82	57,940.97	10,986,436.79	AA+	0.15
FEDERAL HOME LOAN BANK	3.30	06-30-25	06-30-24	100	7,000,000	99.85	6,989,500.00	96.70	6,769,306.32	19,250.00	6,788,556.32	AA+	0.09
FEDERAL HOME LOAN MORTGAGE CORP	0.37	07-21-25			15,135,000	99.50	15,059,627.70	91.53	13,852,575.58	1,576.56	13,854,152.14	AA+	0.19
FEDERAL HOME LOAN MORTGAGE CORP	0.37	07-21-25			5,000,000	99.62	4,981,100.00	91.53	4,576,338.15	520.83	4,576,858.98	AA+	0.06
FEDERAL HOME LOAN MORTGAGE CORP	0.37	07-21-25			10,000,000	99.52	9,951,600.00	91.53	9,152,676.30	1,041.67	9,153,717.97	AA+	0.13
FEDERAL FARM CREDIT BANK	4.25	07-24-25			20,000,000	99.93	19,986,200.00	98.71	19,741,114.60	16,527.78	19,757,642.38	AA+	0.27
FEDERAL FARM CREDIT BANK	4.25	07-24-25			25,000,000	99.94	24,985,250.00	98.71	24,676,393.25	20,659.72	24,697,052.97	AA+	0.34
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.37	08-25-25			47,475,000	99.53	47,252,817.00	91.11	43,253,488.82	77,146.87	43,330,635.69	AA+	0.59
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.37	08-25-25			7,000,000	91.95	6,436,701.25	91.11	6,377,554.96	11,375.00	6,388,929.96	AA+	0.09
FEDERAL HOME LOAN BANK	4.00	08-28-25	08-28-23	100	25,000,000	99.48	24,870,341.67	97.69	24,423,638.00	425,000.00	24,848,638.00	AA+	0.33
FEDERAL HOME LOAN BANK	0.37	09-04-25			5,140,000	99.70	5,124,580.00	91.18	4,686,560.71	7,870.62	4,694,431.34	AA+	0.06
FEDERAL HOME LOAN MORTGAGE CORP	5.12	09-19-25	09-19-23	100	25,000,000	100.00	25,000,000.00	99.68	24,919,906.00	469,791.67	25,389,697.67	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	0.37	09-23-25			46,035,000	99.70	45,896,434.65	90.95	41,870,546.38	62,339.06	41,932,885.45	AA+	0.57
FEDERAL HOME LOAN MORTGAGE CORP	0.37	09-23-25			10,200,000	99.70	10,169,400.00	90.95	9,277,279.75	13,812.50	9,291,092.25	AA+	0.13
FEDERAL HOME LOAN MORTGAGE CORP	0.37	09-23-25			25,000,000	99.71	24,927,500.00	90.95	22,738,430.75	33,854.17	22,772,284.92	AA+	0.31
FEDERAL HOME LOAN MORTGAGE CORP	0.60	10-20-25			25,000,000	90.00	22,500,525.00	91.02	22,755,650.00	42,083.33	22,797,733.33	AA+	0.31
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.50	11-07-25			18,015,000	99.64	17,950,506.30	90.74	16,347,686.53	21,017.50	16,368,704.03	AA+	0.22
FEDERAL HOME LOAN MORTGAGE CORP	5.50	12-16-25	09-16-23	100	13,827,000	100.24	13,860,724.05	99.83	13,803,644.26	95,060.62	13,898,704.89	AA+	0.19

SAN MATEO COUNTY TREASURER'S OFFICE  
**PORTFOLIO APPRAISAL**  
**SAN MATEO COUNTY POOL**  
*July 31, 2023*

Security	Coupon	Mature Date	Call Date One	Call Price One	Quantity	Unit Cost	Total Cost	Market Price	Market Value	Accrued Interest	Market Value + Accrued Interest	S&P	Pct Assets
FEDERAL HOME LOAN BANK	5.50	01-27-26	08-27-23	100	25,000,000	100.00	25,000,000.00	99.28	24,820,779.75	15,277.78	24,836,057.53	AA+	0.34
FEDERAL HOME LOAN BANK	5.20	01-27-26	10-27-23	100	16,950,000	100.00	16,950,000.00	99.00	16,779,853.53	9,793.33	16,789,646.86	AA+	0.23
FEDERAL HOME LOAN BANK	0.68	02-24-26	08-24-23	100	10,000,000	91.14	9,113,755.56	90.00	8,999,938.50	29,655.56	9,029,594.06	AA+	0.12
FEDERAL FARM CREDIT BANK	4.50	03-02-26			25,000,000	101.44	25,359,500.00	99.61	24,902,201.25	465,625.00	25,367,826.25	AA+	0.34
FEDERAL FARM CREDIT BANK	3.87	03-30-26			25,000,000	99.38	24,845,000.00	97.73	24,432,269.00	322,916.67	24,755,185.67	AA+	0.33
FEDERAL FARM CREDIT BANK	5.50	05-14-26	11-14-23	100	25,000,000	100.00	25,000,000.00	99.21	24,802,001.25	294,097.22	25,096,098.47	AA+	0.34
FEDERAL FARM CREDIT BANK	4.00	05-26-26			6,195,000	99.86	6,186,332.10	98.33	6,091,681.28	44,741.67	6,136,422.94	AA+	0.08
FEDERAL HOME LOAN BANK	4.00	06-12-26			6,320,000	99.83	6,309,104.50	97.82	6,182,486.03	34,408.89	6,216,894.92	AA+	0.08
FEDERAL FARM CREDIT BANK	4.25	06-15-26			24,700,000	99.97	24,693,112.48	98.89	24,426,823.19	134,134.72	24,560,957.91	AA+	0.33
FEDERAL HOME LOAN MORTGAGE CORP	5.00	06-18-26	06-20-24	100	25,000,000	100.00	25,000,000.00	98.81	24,701,428.75	142,361.11	24,843,789.86	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	4.65	07-30-26	07-30-24	100	25,000,000	100.00	25,000,000.00	98.37	24,592,252.00	0.00	24,592,252.00	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	5.10	09-14-26	09-14-23	100	25,000,000	100.00	25,000,000.00	99.67	24,917,655.00	485,208.33	25,402,863.33	AA+	0.34
FEDERAL FARM CREDIT BANK	5.18	10-13-26	08-13-23	100	28,000,000	100.00	28,000,000.00	98.85	27,678,313.04	435,120.00	28,113,433.04	AA+	0.38
FEDERAL HOME LOAN BANK	1.25	10-26-26	10-26-23	100	25,000,000	91.35	22,836,500.00	89.93	22,481,659.50	82,465.28	22,564,124.78	AA+	0.31
FEDERAL HOME LOAN MORTGAGE CORP	0.80	10-27-26	10-27-23	100	12,650,000	86.91	10,994,115.00	88.33	11,174,138.29	26,424.44	11,200,562.73	AA+	0.15
FEDERAL HOME LOAN MORTGAGE CORP	0.80	10-27-26	10-27-23	100	5,000,000	87.68	4,383,950.00	88.33	4,416,655.45	10,444.44	4,427,099.89	AA+	0.06
FEDERAL HOME LOAN MORTGAGE CORP	0.80	10-27-26	10-27-23	100	20,000,000	89.00	17,800,400.00	88.33	17,666,621.80	41,777.78	17,708,399.58	AA+	0.24
FEDERAL HOME LOAN MORTGAGE CORP	0.80	10-28-26			22,767,000	88.78	20,212,770.27	88.41	20,128,461.34	47,051.80	20,175,513.14	AA+	0.28
FEDERAL HOME LOAN MORTGAGE CORP	0.63	12-14-26	12-14-23	100	10,000,000	88.13	8,812,600.00	87.75	8,774,934.30	8,290.28	8,783,224.58	AA+	0.12
FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.87	12-18-26	09-18-23	100	8,700,000	88.40	7,690,808.70	88.13	7,667,667.48	9,092.71	7,676,760.19	AA+	0.10
FEDERAL HOME LOAN BANK	5.45	12-21-26	10-21-23	100	3,890,000	100.00	3,890,000.00	99.09	3,854,435.56	58,890.28	3,913,325.84	AA+	0.05
FEDERAL FARM CREDIT BANK	0.70	01-27-27	08-10-23	100	10,000,000	88.81	8,881,200.00	87.09	8,709,246.00	777.78	8,710,023.78	AA+	0.12
FEDERAL HOME LOAN MORTGAGE CORP	5.00	06-28-27	06-28-24	100	25,000,000	100.00	25,000,000.00	98.05	24,513,311.50	114,583.33	24,627,894.83	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	4.75	07-12-27	07-12-24	100	25,000,000	100.00	25,000,000.00	97.76	24,439,194.25	62,673.61	24,501,867.86	AA+	0.33
FEDERAL HOME LOAN MORTGAGE CORP	5.12	11-22-27	11-22-24	100	50,000,000	100.00	50,000,000.00	98.66	49,331,974.00	491,145.83	49,823,119.83	AA+	0.68
FEDERAL HOME LOAN BANK	5.40	12-15-27	12-15-23	100	25,000,000	100.00	25,000,000.00	98.56	24,639,382.00	172,500.00	24,811,882.00	AA+	0.34
FEDERAL HOME LOAN BANK	4.55	12-27-27	12-27-24	100	25,000,000	100.00	25,000,000.00	97.50	24,373,785.75	107,430.56	24,481,216.31	AA+	0.33
FEDERAL HOME LOAN BANK	5.00	12-27-27	06-27-24	100	25,000,000	100.00	25,000,000.00	97.95	24,488,655.00	118,055.56	24,606,710.56	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	5.05	12-27-27	09-27-23	100	25,000,000	100.00	25,000,000.00	99.56	24,890,669.75	119,236.11	25,009,905.86	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	5.35	01-06-28	10-06-23	100	25,000,000	100.00	25,000,000.00	98.50	24,624,691.75	92,881.94	24,717,573.69	AA+	0.34
FEDERAL HOME LOAN BANK	5.35	01-12-28	01-12-24	100	25,000,000	100.00	25,000,000.00	98.50	24,626,023.50	70,590.28	24,696,613.78	AA+	0.34
FEDERAL FARM CREDIT BANK	5.14	01-18-28	01-18-24	100	25,000,000	100.00	25,000,000.00	98.16	24,540,074.75	40,462.78	24,586,477.53	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	5.00	02-07-28	02-07-24	100	25,000,000	100.00	25,000,000.00	98.11	24,526,655.75	604,166.67	25,130,822.42	AA+	0.34
FEDERAL HOME LOAN MORTGAGE CORP	5.02	02-16-28	02-16-24	100	10,000,000	100.00	10,000,000.00	98.14	9,814,095.10	230,083.33	10,044,178.43	AA+	0.13
FEDERAL HOME LOAN MORTGAGE CORP	5.02	02-16-28	02-16-24	100	25,000,000	100.00	25,000,000.00	98.14	24,535,237.75	575,208.33	25,110,446.08	AA+	0.34
FEDERAL HOME LOAN BANK	6.00	03-16-28	09-16-23	100	9,273,319	100.00	9,273,318.87	99.30	9,208,177.98	208,649.67	9,416,827.65	AA+	0.13
FEDERAL HOME LOAN BANK	5.70	03-27-28	06-27-24	100	25,000,000	100.00	25,000,000.00	99.24	24,809,185.00	490,833.33	25,300,018.33	AA+	0.34
FEDERAL HOME LONA BANK	6.05	04-03-28	08-03-23	100	25,000,000	100.00	25,000,000.00	99.18	24,795,637.75	495,763.89	25,291,401.64	AA+	0.34
FEDERAL HOME LOAN BANK	5.00	04-12-28	07-12-24	100	25,000,000	100.00	25,000,000.00	97.79	24,448,480.00	378,472.22	24,826,952.22	AA+	0.33
FEDERAL HOME LOAN MORTGAGE CORP	5.10	04-17-28	04-17-24	100	25,000,000	100.00	25,000,000.00	97.77	24,443,516.50	368,333.33	24,811,849.83	AA+	0.33
FEDEAL HOME LOAN MORTGAGE CORP	5.12	04-24-28	01-24-24	100	25,000,000	100.00	25,000,000.00	97.80	24,449,598.00	345,225.69	24,794,823.69	AA+	0.33
FEDERAL HOME LOAN MORTGAGE CORP	5.10	04-24-28	04-24-24	100	25,000,000	100.00	25,000,000.00	97.77	24,443,588.75	343,541.67	24,787,130.42	AA+	0.33
FEDERAL HOME LOAN MORTGAGE CORP	5.35	04-28-28	10-28-23	100	25,000,000	100.00	25,000,000.00	98.21	24,551,889.25	0.00	24,551,889.25	AA+	0.34
FEDERAL FARM CREDIT BANK	5.00	06-30-28	06-30-25	100	25,000,000	100.00	25,000,000.00	98.17	24,541,301.25	104,166.67	24,645,467.92	AA+	0.34
FEDERAL HOME LOAN BANK	4.00	06-30-28			10,000,000	99.73	9,973,400.00	98.73	9,872,899.90	33,333.33	9,906,233.23	AA+	0.14
					3,719,059,319		3,685,569,888.55		3,636,330,285.61	26,953,282.66	3,663,283,568.27		49.79
<b>US INSTRUMENTALITIES</b>													
INTERNATIONAL FINANCE CORP DISCOUNT NOTE	0.00	08-28-23			25,000,000	98.21	24,553,583.33	99.62	24,905,130.75	0.00	24,905,130.75	AAA	0.34
INTERNATIONAL BANK RECON & DEVELOP	2.32	09-27-23			10,956,000	99.56	10,907,355.36	99.61	10,913,817.87	1,232,769.12	12,146,586.99	AAA	0.15
INTERNATIONAL BANK RECON & DEVELOP	0.25	11-24-23			17,625,000	99.78	17,587,106.25	98.37	17,338,057.95	8,200.52	17,346,258.47	AAA	0.24
INTER-AMERICAN DEVELOPMENT BANK	2.62	01-16-24			20,290,000	98.42	29,810,266.98	98.65	29,879,925.50	33,129.69	29,913,055.19	AAA	0.41
INTER-AMERICAN DEVELOPMENT BANK	3.00	02-21-24			25,000,000	99.00	24,751,000.00	98.57	24,641,275.75	333,333.33	24,974,609.08	AAA	0.34

SAN MATEO COUNTY TREASURER'S OFFICE  
**PORTFOLIO APPRAISAL**  
**SAN MATEO COUNTY POOL**  
*July 31, 2023*

Security	Coupon	Mature Date	Call Date One	Call Price One	Quantity	Unit Cost	Total Cost	Market Price	Market Value	Accrued Interest	Market Value + Accrued Interest	S&P	Pct Assets
INTER-AMERICAN DEVELOPMENT BANK	3.00	02-21-24			21,172,000	99.48	21,061,976.17	98.57	20,868,203.61	282,293.33	21,150,496.94	AAA	0.29
INTER-AMERICAN DEVELOPMENT BANK	3.00	02-21-24			10,000,000	99.42	9,941,966.67	98.57	9,856,510.30	133,333.33	9,989,843.63	AAA	0.13
INTERNATIONAL BANK RECON & DEVELOP	2.50	03-19-24			10,000,000	107.39	10,739,200.00	98.06	9,805,910.10	91,666.67	9,897,576.77	AAA	0.13
INTER-AMERICAN DEVELOPMENT BANK	0.50	09-23-24			24,390,000	99.93	24,371,951.40	94.55	23,059,678.91	43,360.00	23,103,038.91	AAA	0.32
INTERNATIONAL BANK RECON & DEVELOP	1.62	01-15-25			15,000,000	99.77	14,965,500.00	94.95	14,242,223.40	10,833.33	14,253,056.73	AAA	0.19
INTER-AMERICAN DEVELOPMENT BANK	1.75	03-14-25			25,000,000	105.37	26,342,750.00	94.71	23,676,332.25	166,493.06	23,842,825.31	AAA	0.32
INTERNATIONAL BANK RECON & DEVELOP	0.37	07-28-25			25,000,000	99.83	24,956,750.00	91.41	22,853,726.00	781.25	22,854,507.25	AAA	0.31
INTERNATIONAL BANK RECON & DEVELOP	0.50	10-28-25			20,000,000	100.11	20,023,000.00	90.88	18,175,464.20	25,833.33	18,201,297.53	AAA	0.25
INTER-AMERICAN DEVELOPMENT BANK	1.50	01-13-27			15,000,000	99.69	14,954,100.00	90.33	13,550,215.95	0.00	13,550,215.95	AAA	0.19
INTER-AMERICAN DEVELOPMENT BANK	1.50	01-13-27			4,650,000	99.67	4,634,887.50	90.33	4,200,566.94	0.00	4,200,566.94	AAA	0.06
					<u>279,083,000</u>		<u>279,601,393.66</u>		<u>267,967,039.48</u>	<u>2,362,026.97</u>	<u>270,329,066.45</u>		<u>3.67</u>
<b>CORPORATE BONDS</b>													
PACCAR FINANCIAL CORP.	0.35	08-11-23			4,845,000	99.87	4,838,653.05	99.86	4,838,172.57	8,007.71	4,846,180.28	A+	0.07
TOYOTA MOTOR CREDIT CORP.	0.50	08-14-23			20,320,000	99.92	20,304,353.60	99.83	20,285,456.81	47,131.11	20,332,587.92	A+	0.28
UNILEVER CAPITAL CORP	0.37	09-14-23	08-01-23	100	3,130,000	99.87	3,125,993.60	99.42	3,111,760.86	4,466.77	3,116,227.63	A+	0.04
PEPSICO INC	0.40	10-07-23			5,150,000	99.94	5,147,064.50	99.05	5,100,862.20	6,523.33	5,107,385.54	A+	0.07
TOYOTA MOTOR CREDIT CORP	2.25	10-18-23			10,000,000	101.59	10,159,400.00	99.24	9,924,431.70	64,375.00	9,988,806.70	A+	0.14
ABBOTT LABORATORIES (A)	3.40	11-30-23			10,000,000	108.15	10,815,300.00	99.26	9,926,212.80	56,666.67	9,982,879.47	AA-	0.14
JOHN DEERE CAPITAL CORP	0.45	01-17-24			19,895,000	99.93	19,880,874.55	97.75	19,446,379.89	3,481.62	19,449,861.51	A	0.27
CHARLES SCHWAB CORP	3.55	02-01-24	01-02-24	100	10,000,000	105.50	10,550,000.00	98.76	9,875,605.00	177,500.00	10,053,105.00	A-	0.14
BANK OF NY MELLON CORP.	3.65	02-04-24	01-05-24	100	5,000,000	106.31	5,315,650.00	98.95	4,947,381.85	89,729.17	5,037,111.02	A	0.07
NATIONAL RURAL UTIL COOP	0.35	02-08-24			12,645,000	99.93	12,636,274.95	97.26	12,298,301.16	21,268.19	12,319,569.35	A-	0.17
AMERICAN EXPRESS CO (1)	3.40	02-22-24	01-22-24	100	10,000,000	103.82	10,382,500.00	98.63	9,863,222.20	150,166.67	10,013,388.87	BBB+	0.14
CHARLES SCHWAB CORP-A	0.75	03-18-24	02-18-24	100	8,255,000	99.95	8,250,872.50	96.80	7,991,065.53	22,873.23	8,013,938.76	A-	0.11
BANK OF AMERICA CORP.	4.00	04-01-24			10,000,000	106.68	10,668,400.00	98.86	9,886,344.20	133,333.33	10,019,677.53	A-	0.14
IBM CORP.	3.00	05-15-24			5,000,000	105.66	5,282,800.00	98.11	4,905,731.20	31,666.67	4,937,397.87	A-	0.07
CATERPILLAR FINANCIAL SERVICE	2.85	05-17-24			4,785,000	102.97	4,927,018.80	97.85	4,682,168.53	28,032.12	4,710,200.66	A	0.06
NVIDIA CORP	0.58	06-14-24	08-14-23	100	5,000,000	97.97	4,898,600.00	95.85	4,792,350.85	3,812.22	4,796,163.07	A	0.07
AMERICAN HONDA FINANCE	2.40	06-27-24			10,000,000	99.55	9,954,600.00	97.18	9,717,921.40	22,666.67	9,740,588.07	A-	0.13
GOLDMAN SACHS GROUP INC.(A)	3.85	07-08-24	04-08-24	100	9,500,000	105.49	10,021,835.00	98.23	9,331,655.44	23,367.36	9,355,022.80	BBB+	0.13
GOLDMAN SACHS GROUP INC.(A)	3.85	07-08-24	04-08-24	100	9,990,000	107.44	10,733,755.50	98.23	9,812,972.40	24,572.62	9,837,545.03	BBB+	0.13
US BANK	2.40	07-30-24	06-28-24	100	10,000,000	99.91	9,991,100.00	96.86	9,686,406.40	0.00	9,686,406.40	A	0.13
BB&T CORP. (A)	2.50	08-01-24	07-01-24	100	15,000,000	99.86	14,979,750.00	96.77	14,514,884.40	187,500.00	14,702,384.40	A-	0.20
PACCAR FINANCIAL CORP	0.50	08-09-24			5,260,000	99.95	5,257,159.60	95.06	5,000,223.33	12,565.56	5,012,788.88	A+	0.07
BMW US CAPITAL LLC	0.75	08-12-24			4,080,000	99.99	4,079,632.80	95.22	3,885,128.47	14,365.00	3,899,493.47	A	0.05
UNILEVER CAPITAL CORP-A	0.63	08-12-24	08-01-23	100	2,320,000	100.00	2,320,000.00	95.21	2,208,929.16	6,817.84	2,215,747.00	A+	0.03
PACCAR FINANCIAL CORP.	2.15	08-15-24			8,000,000	100.13	8,010,560.00	96.62	7,729,388.96	79,311.11	7,808,700.07	A+	0.11
UNITED HEALTH GROUP INC	2.37	08-15-24			5,000,000	100.47	5,023,500.00	96.88	4,844,246.25	54,756.94	4,899,003.19	A+	0.07
WALT DISNEY CO. (A)	1.75	08-30-24	07-30-24	100	9,115,000	99.59	9,077,810.80	96.20	8,768,304.41	67,792.81	8,836,097.22	BBB+	0.12
JOHN DEERE CAPITAL CORP	0.62	09-10-24			4,045,000	99.93	4,042,370.75	94.83	3,835,690.79	9,901.82	3,845,592.61	A	0.05
NESTLE HOLDINGS INC.-A	0.61	09-14-24			7,275,000	100.00	7,275,000.00	94.89	6,903,500.60	16,777.36	6,920,277.96	AA-	0.09
JP MORGAN CHASE & CO	0.65	09-16-24	08-16-24	100	7,455,000	100.00	7,455,000.00	99.50	7,417,502.10	18,255.43	7,435,757.53	A-	0.10
JP MORGAN CHASE & CO	0.65	09-16-24	08-16-24	100	8,000,000	100.04	8,003,280.00	99.50	7,959,760.80	19,590.00	7,979,350.80	A-	0.11
BANK OF NY MELLON CORP.	2.10	10-24-24			10,785,000	100.44	10,832,454.00	96.07	10,361,031.84	61,025.12	10,422,056.96	A	0.14
BANK OF NY MELLON CORP	0.85	10-25-24	09-25-24	100	8,915,000	99.93	8,909,205.25	94.39	8,414,590.08	20,207.33	8,434,797.42	A	0.12
PNC FINANCIAL SERVICES	2.20	11-01-24	10-02-24	100	5,000,000	99.97	4,998,350.00	95.71	4,785,718.30	27,500.00	4,813,218.30	A-	0.07
PNC FINANCIAL SERVICES	2.20	11-01-24	10-02-24	100	10,000,000	99.74	9,973,800.00	95.71	9,571,436.60	55,000.00	9,626,436.60	A-	0.13
CATERPILLAR FINL SERVICE	2.15	11-08-24			10,000,000	99.80	9,979,800.00	96.11	9,611,261.60	49,569.44	9,660,831.04	A	0.13
CATERPILLAR FINL SERVICE	2.15	11-08-24			25,000,000	100.22	25,055,500.00	96.11	24,028,154.00	123,923.61	24,152,077.61	A	0.33
JOHN DEERE CAPITAL CORP	2.05	01-09-25			12,000,000	100.08	12,010,080.00	95.75	11,489,461.20	15,033.33	11,504,494.53	A	0.16
JOHN DEERE CAPITAL CORP	1.25	01-10-25			5,480,000	99.95	5,477,424.40	94.60	5,183,879.87	3,995.83	5,187,875.70	A	0.07
COOPERATIEVE RABOBANK UA	5.00	01-13-25			10,000,000	99.98	9,998,500.00	99.31	9,930,631.10	25,000.00	9,955,631.10	A+	0.14

SAN MATEO COUNTY TREASURER'S OFFICE  
**PORTFOLIO APPRAISAL**  
**SAN MATEO COUNTY POOL**  
*July 31, 2023*

Security	Coupon	Mature Date	Call Date One	Call Price One	Quantity	Unit Cost	Total Cost	Market Price	Market Value	Accrued Interest	Market Value + Accrued Interest	S&P	Pct Assets
JP MORGAN CHASE & CO	3.12	01-23-25	10-23-24	100	7,500,000	106.13	7,959,975.00	96.80	7,259,899.05	5,208.33	7,265,107.38	A-	0.10
PACCAR FINANCIAL CORP	1.80	02-06-25			5,450,000	104.51	5,695,849.50	94.77	5,164,950.23	47,687.50	5,212,637.73	A+	0.07
NATIONAL RURAL UTIL COOP	1.87	02-07-25			2,875,000	100.00	2,874,913.75	94.73	2,723,348.49	26,054.69	2,749,403.18	A-	0.04
NATIONAL RURAL UTIL COOP	1.87	02-07-25			5,000,000	95.61	4,780,400.00	94.73	4,736,258.25	45,312.50	4,781,570.75	A-	0.06
TOYOTA MOTOR CREDIT CORP.	1.80	02-13-25			7,000,000	100.98	7,068,390.00	94.90	6,642,753.32	58,800.00	6,701,553.32	A+	0.09
AMERICAN EXPRESS CO	2.25	03-04-25	08-04-23	100	3,485,000	99.90	3,481,480.15	94.97	3,309,824.98	32,018.44	3,341,843.41	BBB+	0.05
ROCHE HOLDINGS INC	2.13	03-10-25	02-10-25	100	8,620,000	100.00	8,620,000.00	95.37	8,220,623.16	71,979.87	8,292,603.03	AA	0.11
EXXON MOBIL CORPORATION	2.99	03-19-25	02-19-25	100	10,000,000	109.28	10,927,700.00	96.51	9,650,768.50	109,706.67	9,760,475.17	AA-	0.13
BMW US CAPITAL LLC	3.90	04-09-25	03-09-25	100	5,000,000	109.91	5,495,700.00	97.70	4,885,198.60	60,666.67	4,945,865.27	A	0.07
AMAZON.COM INC	3.00	04-13-25			25,090,000	99.84	25,050,106.90	96.73	24,269,396.42	225,810.00	24,495,206.42	AA	0.33
HOME DEPOT INC	2.70	04-15-25	03-15-25	100	1,040,000	99.82	1,038,180.00	96.02	998,578.98	8,268.00	1,006,846.98	A	0.01
SUNTRUST BANKS INC (A)	4.00	05-01-25	03-01-25	100	10,000,000	113.41	11,340,800.00	97.02	9,702,058.20	100,000.00	9,802,058.20	A-	0.13
APPLE INC	3.20	05-13-25			5,000,000	111.44	5,571,950.00	96.86	4,843,166.70	34,666.67	4,877,833.37	AA+	0.07
CATERPILLAR FINL SERVICE	3.40	05-13-25			7,505,000	99.87	7,495,468.65	97.01	7,280,865.58	55,286.83	7,336,152.41	A	0.10
CATERPILLAR FINL SERVICE	3.40	05-13-25			5,000,000	99.95	4,997,700.00	97.01	4,850,676.60	36,833.33	4,887,509.93	A	0.07
GOLDMAN SACHS GROUP INC (A)	3.75	05-22-25	02-22-25	100	9,000,000	111.69	10,052,100.00	96.57	8,691,514.38	64,687.50	8,756,201.88	BBB+	0.12
BRISTOL-MYERS SQUIBB CO	3.87	08-15-25	05-15-25	100	5,393,000	114.28	6,163,336.12	96.66	5,212,652.20	96,362.42	5,309,014.63	A+	0.07
BANK OF AMERICA CORP	3.09	10-01-25	10-01-24	100	8,200,000	96.95	7,950,292.23	96.75	7,933,245.14	84,542.00	8,017,787.14	A-	0.11
PACCAR FINANCIAL CORP	4.95	10-03-25			2,500,000	99.93	2,498,150.00	99.99	2,499,627.30	40,562.50	2,540,189.80	A+	0.03
MORGAN STANLEY	1.16	10-21-25	10-21-24	100	6,085,000	100.00	6,085,000.00	93.99	5,719,029.97	19,674.83	5,738,704.80	A-	0.08
NATIONAL AUSTRALIA BK/NY	4.97	01-12-26			16,780,000	100.00	16,780,000.00	99.51	16,697,340.55	43,979.45	16,741,319.99	AA-	0.23
CITIGROUP INC	2.01	01-25-26	01-25-25	100	4,950,000	100.00	4,950,000.00	94.35	4,670,304.31	1,661.55	4,671,965.86	BBB+	0.06
CITIGROUP INC	2.01	01-25-26	01-25-25	100	10,000,000	96.65	9,665,100.00	94.35	9,434,958.20	3,356.67	9,438,314.87	BBB+	0.13
MORGAN STANLEY	2.63	02-18-26	02-18-25	100	11,695,000	100.00	11,695,000.00	95.22	11,136,028.24	139,264.71	11,275,292.95	A-	0.15
MORGAN STANLEY	2.63	02-18-26	02-18-25	100	7,000,000	100.05	7,003,780.00	95.22	6,665,429.47	83,356.39	6,748,785.86	A-	0.09
ROCHE HOLDINGS INC	0.99	03-05-26	02-05-26	100	15,000,000	90.91	13,636,737.50	90.70	13,605,621.30	60,285.83	13,665,907.13	AA	0.19
JPMORGAN CHASE & CO	3.30	04-01-26	01-02-26	100	13,000,000	96.12	12,496,228.33	95.34	12,393,765.93	143,000.00	12,536,765.93	A-	0.17
BANK OF AMERICA CORP	3.50	04-19-26			6,000,000	97.22	5,833,000.00	95.95	5,757,016.08	59,500.00	5,816,516.08	AA	0.08
AMAZON.COM INC	1.00	05-12-26	04-12-26	100	10,000,000	88.95	8,895,200.00	90.27	9,027,173.20	21,944.44	9,049,117.64	AA	0.12
ASTRAZENECA FINANCE LLC	1.20	05-28-26			4,500,000	100.71	4,532,040.00	90.34	4,065,454.08	9,450.00	4,074,904.08	A	0.06
TOYOTA MOTOR CREDIT CORP	1.12	06-18-26			5,815,000	99.78	5,802,090.70	89.86	5,225,258.05	7,813.91	5,233,071.96	A+	0.07
MICROSOFT CORP	2.40	08-08-26	05-08-26	100	10,000,000	94.11	9,411,100.00	93.67	9,366,844.00	115,333.33	9,482,177.33	AAA	0.13
BANK OF NY MELLON CORP	2.45	08-17-26	05-17-26	100	5,000,000	104.40	5,219,850.00	92.90	4,644,956.50	55,805.56	4,700,762.06	A	0.06
AMERICAN HONDA FINANCE	1.30	09-09-26			4,200,000	96.77	4,064,466.00	89.24	3,748,072.57	21,536.67	3,769,609.23	A-	0.05
JP MORGAN CHASE & CO	2.95	10-01-26	07-01-26	100	5,000,000	105.75	5,287,700.00	93.67	4,683,658.50	49,166.67	4,732,825.17	A-	0.06
JP MORGAN CHASE & CO	2.95	10-01-26	07-01-26	100	5,000,000	105.74	5,287,250.00	93.67	4,683,658.50	49,166.67	4,732,825.17	A-	0.06
JP MORGAN CHASE & CO	2.95	10-01-26	07-01-26	100	10,000,000	93.45	9,344,700.00	93.67	9,367,317.00	98,333.33	9,465,650.33	A-	0.13
CITIGROUP INC	3.20	10-21-26	07-21-26	100	10,000,000	92.89	9,289,100.00	93.70	9,370,322.40	88,888.89	9,459,211.29	BBB+	0.13
HONEYWELL INTERNATIONAL	2.50	11-01-26	08-01-26	100	4,473,000	93.43	4,179,213.36	93.46	4,180,356.88	27,956.25	4,208,313.13	A	0.06
AMERICAN EXPRESS CO	1.65	11-04-26	10-04-26	100	5,000,000	99.29	4,964,450.00	89.61	4,480,358.45	19,937.50	4,500,295.95	BBB+	0.06
AMERICAN EXPRESS CO	1.65	11-04-26	10-04-26	100	10,000,000	94.49	9,449,300.00	89.61	8,960,716.90	39,875.00	9,000,591.90	BBB+	0.12
TARGET CORP	1.95	01-15-27	12-15-26	100	1,770,000	99.83	1,766,991.00	91.75	1,623,988.51	1,534.00	1,625,522.51	A	0.02
TARGET CORP	1.95	01-15-27	12-15-26	100	13,700,000	100.23	13,731,373.00	91.75	12,569,854.53	11,873.33	12,581,727.86	A	0.17
BANK OF NY MELLON CORP	2.05	01-26-27			10,000,000	100.12	10,012,100.00	90.39	9,038,528.00	2,847.22	9,041,375.22	A	0.12
GOLDMAN SACHS GROUP INC	3.85	01-26-27	01-26-26	100	9,500,000	96.43	9,160,470.00	95.32	9,055,621.82	5,079.86	9,060,701.69	BBB+	0.12
JP MORGAN CHASE & CO	1.04	02-04-27	02-04-26	100	5,000,000	89.02	4,451,200.00	89.19	4,459,568.30	25,566.67	4,485,134.97	A-	0.06
IBM CORP	2.20	02-09-27	01-09-27	100	5,000,000	98.63	4,931,400.00	91.08	4,553,828.20	52,555.56	4,606,383.76	A-	0.06
IBM CORP	2.20	02-09-27	01-09-27	100	5,000,000	90.58	4,528,950.00	91.08	4,553,828.20	52,555.56	4,606,383.76	A-	0.06
HONEYWELL INTERNATIONAL	1.10	03-01-27			10,000,000	95.31	9,531,400.00	88.45	8,845,066.20	45,833.33	8,890,899.53	A	0.12
HONEYWELL INTERNATIONAL	1.10	03-01-27			18,000,000	89.76	16,156,800.00	88.45	15,921,119.16	82,500.00	16,003,619.16	A	0.22
TRUIST FINANCIAL CORP	1.27	03-02-27			10,000,000	93.96	9,396,000.00	89.10	8,909,599.30	52,439.72	8,962,039.02	A-	0.12
COMCAST CORP	3.30	04-01-27			10,000,000	100.83	10,083,300.00	94.67	9,467,002.80	110,000.00	9,577,002.80	A-	0.13
AMAZON.COM INC	3.30	04-13-27	03-13-27	100	10,000,000	98.95	9,895,400.00	95.28	9,528,270.90	99,000.00	9,627,270.90	AA	0.13

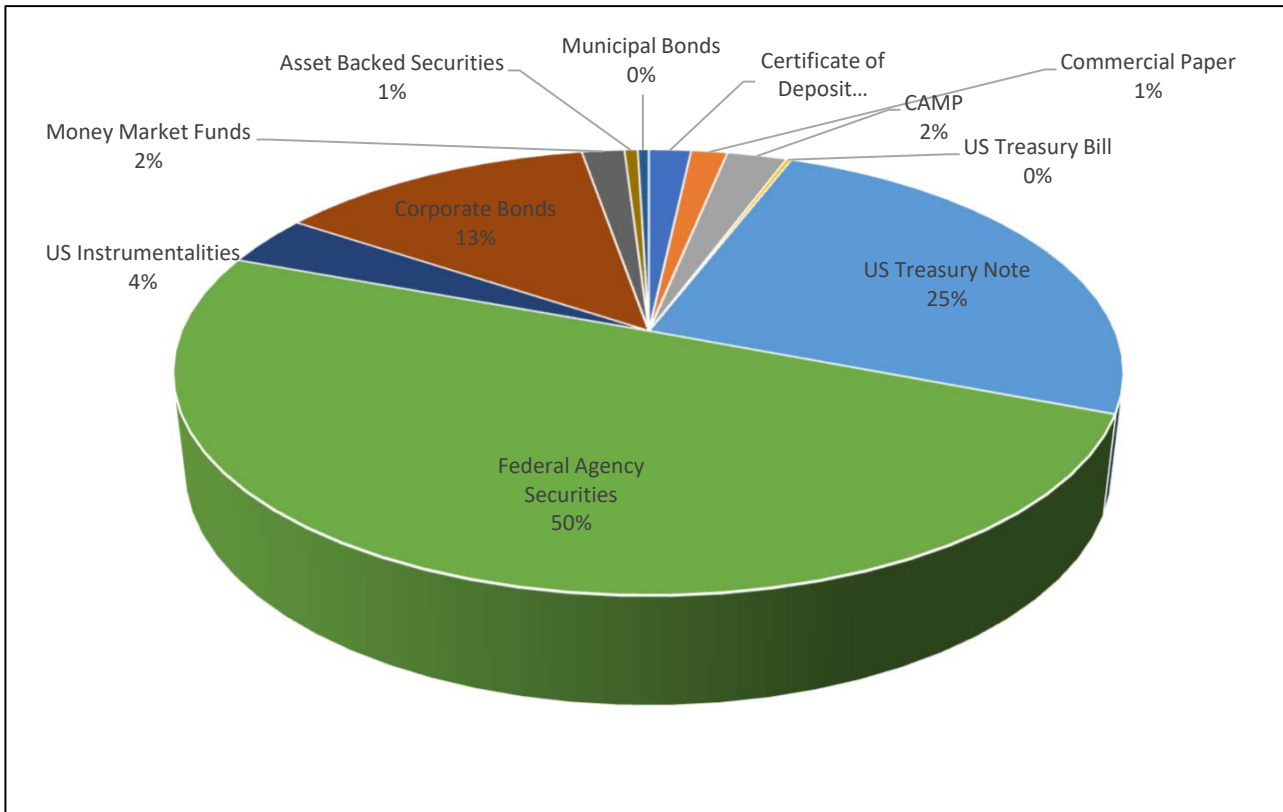
SAN MATEO COUNTY TREASURER'S OFFICE  
**PORTFOLIO APPRAISAL**  
**SAN MATEO COUNTY POOL**  
 July 31, 2023

Security	Coupon	Mature Date	Call Date One	Call Price One	Quantity	Unit Cost	Total Cost	Market Price	Market Value	Accrued Interest	Market Value + Accrued Interest	S&P	Pct Assets
NORTHERN TRUST CORP	4.00	05-10-27	04-10-27	100	12,311,000	101.42	12,485,816.20	96.63	11,895,998.65	110,799.00	12,006,797.65	A+	0.16
UNITED HEALTH GROUP INC	3.70	05-15-27	04-15-27	100	300,000	99.95	299,838.00	96.55	289,653.22	2,343.33	291,996.55	A+	0.00
IBM CORP	4.15	07-27-27	06-27-27	100	10,000,000	97.84	9,783,900.00	97.32	9,732,427.00	4,611.11	9,737,038.11	A-	0.13
INTEL CORP	3.75	08-05-27	07-05-27	100	4,325,000	99.98	4,324,178.25	95.80	4,143,496.31	79,291.67	4,222,787.98	A	0.06
HOME DEPOT INC	2.80	09-14-27	06-14-27	100	5,000,000	93.30	4,665,100.00	93.12	4,656,173.90	53,277.78	4,709,451.68	A	0.06
BANK OF AMERICA CORP	3.25	10-21-27	10-21-26	100	6,000,000	94.33	5,660,017.33	93.79	5,627,125.80	54,133.33	5,681,259.13	A-	0.08
TEXAS INSTRUMENT INC	2.90	11-03-27	08-03-27	100	10,000,000	93.49	9,349,400.00	93.30	9,330,162.40	70,888.89	9,401,051.29	A+	0.13
COMCAST CORP	5.35	11-15-27	10-15-27	100	4,860,000	102.23	4,968,475.20	101.66	4,940,758.47	54,891.00	4,995,649.47	A-	0.07
COMCAST CORP	5.35	11-15-27	10-15-27	100	5,000,000	102.65	5,132,700.00	101.66	5,083,084.85	56,472.22	5,139,557.07	A-	0.07
UNITED PARCEL SERVICE	3.05	11-15-27	08-15-27	100	10,000,000	93.64	9,363,600.00	93.92	9,391,836.60	64,388.89	9,456,225.49	A	0.13
STATE STREET CORP	1.68	11-18-27	11-18-26	100	15,000,000	89.42	13,412,700.00	89.64	13,445,913.60	51,221.67	13,497,135.27	A	0.18
TOYOTA MOTOR CREDIT CORP	4.62	01-12-28			10,000,000	99.19	9,918,900.00	99.59	9,958,669.00	24,409.72	9,983,078.72	A+	0.14
JOHN DEERE CAPITAL CORP	4.75	01-20-28			5,000,000	101.61	5,080,500.00	99.71	4,985,331.25	7,256.94	4,992,588.19	A	0.07
HONEYWELL INTERNATIONAL	4.95	02-15-28	01-15-28	100	10,000,000	103.61	10,361,025.00	101.36	10,136,325.70	228,250.00	10,364,575.70	A	0.14
NESTLE HOLDINGS INC	5.00	03-14-28	02-14-28	100	10,000,000	102.63	10,263,444.44	100.91	10,091,130.00	190,277.78	10,281,407.78	AA-	0.14
NATIONAL RURAL UTIL COOP	4.80	03-15-28	02-15-28	100	10,000,000	100.39	10,038,633.33	99.01	9,901,376.10	181,333.33	10,082,709.43	A-	0.14
WALMART INC	3.90	04-15-28	03-15-28	100	18,000,000	99.53	17,915,250.00	97.61	17,569,605.60	206,700.00	17,776,305.60	AA	0.24
BANK OF AMERICA CORP	4.38	04-27-28	04-27-27	100	10,000,000	96.35	9,635,328.89	96.25	9,624,653.50	114,262.22	9,738,915.72	A-	0.13
BANK OF NEW YORK MELLON CORP	3.85	04-28-28			10,000,000	97.16	9,715,766.67	95.59	9,558,597.90	99,458.33	9,658,056.23	A	0.13
APPLE INC	4.00	05-10-28	04-10-28	100	25,000,000	99.81	24,951,750.00	98.20	24,548,919.75	225,000.00	24,773,919.75		0.34
AMAZON.COM INC	1.65	05-12-28	03-12-28	100	17,000,000	88.63	15,066,391.67	87.40	14,857,943.05	61,554.17	14,919,497.22	AA	0.20
					985,167,000		979,616,120.82		941,922,632.59	6,634,877.22	948,557,509.82		12.90
<b>MONEY MARKET FUNDS</b>													
DREYFUS-713762	0.00	08-01-23			120,022,456	100.00	120,022,455.55	100.00	120,022,455.55	14.24	120,022,469.79	AAA	1.64
DREYFUS-715757	0.00	08-01-23			7,182,269	100.00	7,182,268.55	100.00	7,182,268.55	0.85	7,182,269.41	AAA	0.10
					127,204,724		127,204,724.10		127,204,724.10	15.09	127,204,739.19		1.74
<b>ASSET BACKED SECURITIES</b>													
TOYOTA LEASE OWNER TRUST 2021-A A3	0.39	04-22-24	11-20-23	100	71,457	99.99	71,448.23	99.76	71,285.07	8.52	71,293.59	AAA	0.00
CARMAX	1.89	12-16-24			845,647	99.98	845,481.38	99.63	842,518.40	710.34	843,228.75	AAA	0.01
GM FINANCIAL AUTOMOBILE	0.50	07-21-25			2,260,000	100.00	2,259,918.41	97.41	2,201,466.00	345.28	2,201,811.28	AAA	0.03
KUBOTA CREDIT OWNER TRUST 2021-A1 A3	0.62	08-15-25			2,582,911	99.98	2,582,382.48	96.90	2,502,840.70	711.74	2,503,552.44	NR	0.03
VW AUTO LOAN ENHANCED TRUST 2021-1 A3	1.02	06-22-26			3,511,520	100.00	3,511,381.89	96.42	3,385,807.14	1,094.42	3,386,901.56	AAA	0.05
DISCOVER CARD EXECUTION NT 2021-A1 A1	0.58	09-15-26			8,325,000	99.98	8,323,217.62	94.55	7,871,287.50	2,146.00	7,873,433.50	AAA	0.11
GM FINL CONSMR AUTO RCVBL TRST 2021-4 A3	0.68	09-16-26	08-16-25	100	2,294,732	100.00	2,294,673.48	95.93	2,201,336.40	650.17	2,201,986.57	AAA	0.03
HYUNDAI AUTO RECVBL TRUST 2022-A A3	2.22	10-15-26	04-15-26	100	11,090,000	100.00	11,089,573.04	96.40	10,690,760.00	10,942.13	10,701,702.13	AAA	0.15
WORLD OMNI AUTO RCVBL TR 2021-D A3	0.81	10-15-26	08-15-25	100	3,297,086	99.99	3,296,637.26	96.15	3,170,148.51	1,186.95	3,171,335.46	AAA	0.04
CAPITAL ONE MULTI-ASSET EXEC. TRUST	1.04	11-15-26			7,170,000	99.99	7,169,011.97	94.58	6,781,386.00	3,314.13	6,784,700.13	AAA	0.09
					41,448,353		41,443,725.76		39,718,835.72	21,109.69	39,739,945.41		0.54
<b>MUNICIPAL BONDS</b>													
CALIFORNIA STATE TAXBL	3.40	08-01-23			10,000,000	104.35	10,434,900.00	100.00	10,000,000.00	170,000.00	10,170,000.00	AA-	0.14
SAN DIEGO CCD	2.00	08-01-23			5,790,000	100.00	5,790,000.00	100.00	5,790,000.00	57,784.20	5,847,784.20	AAA	0.08
UNIV OF CALIFORNIA REVS SRS 2020-BF	0.83	05-15-24			2,000,000	100.00	2,000,000.00	96.44	1,928,720.00	3,517.11	1,932,237.11	AA-	0.03
CHAFFEY JT UN HSD	2.10	08-01-24			1,860,000	100.00	1,860,000.00	96.72	1,799,010.60	9,769.65	1,808,780.25	AA-	0.02
LOS ANGELES CCD SR 2020	0.67	08-01-24			4,450,000	100.00	4,450,000.00	95.31	4,241,206.00	14,974.25	4,256,180.25	AA+	0.06
UNIV OF CALIFORNIA REVS 2013-AG TXBL	3.05	05-15-25			2,950,000	109.67	3,235,206.00	96.26	2,839,640.50	18,994.72	2,858,635.22	AA	0.04
LOS ANGELES CCD SR 2020	0.77	08-01-25			6,735,000	100.00	6,735,000.00	91.35	6,152,220.45	26,030.77	6,178,251.22	AA+	0.08
					33,785,000		34,505,106.00		32,750,797.55	301,070.71	33,051,868.26		0.45
<b>TOTAL PORTFOLIO</b>					<b>7,560,352,396</b>		<b>7,522,858,268.30</b>		<b>7,303,856,527.39</b>	<b>49,455,851.66</b>	<b>7,353,312,379.06</b>		<b>100.00</b>

## DIVERSIFICATION BY ISSUER

31-Jul-23	Asset-Backed	Certificate of Deposit	Commercial Paper	Corporate Bonds	Municipal Bonds	Total Par Value	Total %
Abbott Laboratories				\$10,000,000		\$10,000,000	0.15%
Amazon.com Inc.				\$62,090,000		\$62,090,000	0.91%
American Express				\$28,485,000		\$28,485,000	0.42%
American Honda Finance				\$14,200,000		\$14,200,000	0.21%
Apple Inc.				\$30,000,000		\$30,000,000	0.44%
Astrazeneca Finance LLC				\$4,500,000		\$4,500,000	0.07%
Bank of America				\$40,200,000		\$40,200,000	0.59%
Bank of New York				\$49,700,000		\$49,700,000	0.73%
Bristol-Myers Squibb Co				\$5,393,000		\$5,393,000	0.08%
BB&T Corporation				\$25,000,000		\$25,000,000	0.37%
BMW				\$9,080,000		\$9,080,000	0.13%
California State TXBL					\$10,000,000	\$10,000,000	0.15%
Canadian Imp Bk Comm NY		\$50,000,000				\$50,000,000	0.73%
Capital One Multi Asset Exectn Trust	\$7,170,000					\$7,170,000	0.10%
Carmax	\$845,647					\$845,647	0.01%
Caterpillar				\$52,290,000		\$52,290,000	0.76%
Chaffey CA JT UHSD					\$1,860,000	\$1,860,000	0.03%
Charles Schwab Corp.				\$18,255,000		\$18,255,000	0.27%
CitiGroup				\$24,950,000		\$24,950,000	0.36%
Comcast Corp				\$19,860,000		\$19,860,000	0.29%
Cooperatieve Rabobank				\$10,000,000		\$10,000,000	0.15%
Credit Agricole CIB NY			\$25,000,000			\$25,000,000	0.37%
Discover Card Execution Note	\$8,325,000					\$8,325,000	0.12%
Exxon Mobil				\$10,000,000		\$10,000,000	0.15%
General Motors	\$4,554,732					\$4,554,732	0.07%
Goldman Sachs				\$37,990,000		\$37,990,000	0.56%
Home Depot Inc				\$6,040,000		\$6,040,000	0.09%
Honeywell International				\$42,473,000		\$42,473,000	0.62%
Hyundai	\$11,090,000					\$11,090,000	0.16%
IBM Corp.				\$25,000,000		\$25,000,000	0.37%
Intel Corp				\$4,325,000		\$4,325,000	0.06%
John Deere				\$46,420,000		\$46,420,000	0.68%
JP Morgan				\$50,955,000		\$50,955,000	0.74%
Kubota Credit	\$2,582,911					\$2,582,911	0.04%
Los Angeles CA CCD					\$11,185,000	\$11,185,000	0.16%
Microsoft Corp				\$10,000,000		\$10,000,000	0.15%
Morgan Stanley				\$24,780,000		\$24,780,000	0.36%
MUFG Bank		\$25,000,000				\$25,000,000	0.37%
National Australia BK/NY				\$16,780,000		\$16,780,000	0.25%
National Rural Util Coop				\$30,520,000		\$30,520,000	0.45%
Natixis NY Branch			\$86,000,000			\$86,000,000	1.26%
Nestle Holdings Inc				\$17,275,000		\$17,275,000	0.25%
Northern Trust				\$12,311,000		\$12,311,000	0.18%
Nvidia Corp				\$5,000,000		\$5,000,000	0.07%
Paccar Financial Group				\$26,055,000		\$26,055,000	0.38%
Pepsico Inc				\$5,150,000		\$5,150,000	0.08%
PNC Financial Services				\$15,000,000		\$15,000,000	0.22%
Roche Holdings Inc.				\$23,620,000		\$23,620,000	0.35%
San Diego CA CCD					\$5,790,000	\$5,790,000	0.08%
State Street Corp				\$15,000,000		\$15,000,000	0.22%
Suntrust Banks Inc				\$10,000,000		\$10,000,000	0.15%
Target Corp				\$15,470,000		\$15,470,000	0.23%
Texas Instrument Inc				\$10,000,000		\$10,000,000	0.15%
Toronto Dominion Bk NY		\$49,000,000				\$49,000,000	0.72%
Toyota	\$71,457			\$53,135,000		\$53,206,457	0.78%
Truist Financial Corp				\$10,000,000		\$10,000,000	0.15%
Unilever Capital Corp				\$5,450,000		\$5,450,000	0.08%
United Health Group Inc.				\$5,300,000		\$5,300,000	0.08%
United Parcel Service				\$10,000,000		\$10,000,000	0.15%
University of California					\$4,950,000	\$4,950,000	0.07%
US Bank				\$10,000,000		\$10,000,000	0.15%
Volkswagen	\$3,511,520					\$3,511,520	0.05%
Walmart Inc				\$18,000,000		\$18,000,000	0.26%
Walt Disney Co.				\$9,115,000		\$9,115,000	0.13%
World Omni	\$3,297,086					\$3,297,086	0.05%
<b>Grand Total</b>	<b>\$41,448,353</b>	<b>\$124,000,000</b>	<b>\$111,000,000</b>	<b>\$985,167,000</b>	<b>\$33,785,000</b>	<b>\$1,295,400,353</b>	<b>18.94%</b>

**SAN MATEO COUNTY TREASURER - ASSET ALLOCATION**  
**as of July 31, 2023**



<b>SECTOR</b>	<b>MARKET VALUE*</b>	
Certificate of Deposit	126,137,916	1.7%
Commercial Paper	108,526,766	1.5%
CAMP	178,475,577	2.4%
US Treasury Bill	14,969,282	0.2%
US Treasury Note	1,843,036,141	25.1%
Federal Agency Securities	3,663,283,568	49.8%
US Instrumentalities	270,329,066	3.7%
Corporate Bonds	948,557,510	12.9%
Money Market Funds	127,204,739	1.7%
Asset Backed Securities	39,739,945	0.5%
Municipal Bonds	33,051,868	0.4%
<b>TOTALS</b>	<b>7,353,312,379</b>	<b>100.0%</b>

\*Market Values listed include accrued interest for the reported period.



(In 000's)	<u>AUGUST</u> <u>2023</u>	<u>SEPTEMBER</u>	<u>OCTOBER</u>	<u>NOVEMBER</u>	<u>DECEMBER</u>	<u>JANUARY</u> <u>2024</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>TOTAL</u>
<b>CASH IN:</b>													
Taxes:													
Secured	\$0	\$0	\$96,358	\$350,842	\$250,368	\$48,844	\$39,848	\$139,980	\$153,751	\$7,295	\$1,222	\$0	\$1,088,507
Mixed	\$97,163	\$33,565	\$168,015	\$434,926	\$763,281	\$86,065	\$94,817	\$321,101	\$615,722	\$34,107	\$28,717	\$17,621	\$2,695,101
State Automatics	\$87,528	\$96,340	\$89,507	\$50,034	\$109,892	\$71,601	\$85,537	\$92,016	\$67,581	\$83,315	\$49,735	\$76,319	\$959,404
Unscheduled Sub. (Lockbox)	\$19,119	\$38,987	\$28,467	\$58,293	\$57,264	\$38,101	\$33,448	\$57,114	\$59,759	\$30,441	\$46,963	\$15,553	\$483,507
Treasurer's Deposit	\$81,428	\$77,612	\$82,883	\$104,615	\$74,769	\$94,175	\$62,088	\$92,019	\$60,071	\$89,499	\$81,464	\$61,398	\$962,019
Hospitals	\$15,912	\$25,752	\$41,318	\$14,263	\$16,027	\$11,690	\$16,669	\$19,049	\$48,989	\$12,252	\$34,142	\$19,820	\$275,882
Retirement Deposit	\$0	\$0	\$0	\$0	\$17	\$0	\$0	\$10,200	\$22,103	\$22,103	\$19,499	\$0	\$73,922
Housing Authority	\$3,166	\$4,852	\$4,094	\$4,625	\$6,058	\$3,337	\$3,391	\$3,649	\$4,135	\$3,308	\$6,947	\$12,258	\$59,819
SMCOE/SMCCCD	\$3,879	\$7,717	\$2,165	\$4,329	\$2,273	\$3,619	\$7,562	\$2,707	\$4,981	\$2,580	\$1,491	\$1,324	\$44,629
GO Bond Proceeds		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANS	\$12,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,000
Coupon	\$7,134	\$6,523	\$7,777	\$6,942	\$6,400	\$11,371	\$10,143	\$11,742	\$18,658	\$16,635	\$20,407	\$15,057	\$138,789
<b>TOTAL CASH IN:</b>	<b>\$327,328</b>	<b>\$291,347</b>	<b>\$520,583</b>	<b>\$1,028,869</b>	<b>\$1,286,350</b>	<b>\$368,804</b>	<b>\$353,502</b>	<b>\$749,576</b>	<b>\$1,055,750</b>	<b>\$301,534</b>	<b>\$290,587</b>	<b>\$219,349</b>	<b>\$6,793,579</b>
<b>CASH OUT:</b>													
Tax Apportionments:	(\$35,802)	(\$977)	(\$1,197)	(\$21,983)	(\$221,008)	(\$24,649)	(\$30,801)	(\$20,752)	(\$113,316)	(\$13,021)	(\$54,609)	(\$731)	(\$538,847)
Voluntary Participants W/D	(\$15,284)	(\$16,460)	(\$24,999)	(\$30,032)	(\$152,792)	(\$142,743)	(\$32,625)	(\$54,035)	(\$122,334)	(\$51,052)	(\$53,909)	(\$133,091)	(\$829,355)
County Payments	(\$2,117)	(\$42,059)	(\$791)	(\$124,846)	(\$17,615)	(\$14,396)	(\$27,492)	(\$24,140)	(\$1,692)	(\$45,471)	(\$49,201)	(\$48,241)	(\$398,060)
GO Bond/TRANS Payments	(\$87,044)	(\$113,958)	(\$6,461)	\$0	\$0	(\$26,076)	(\$26,120)	(\$22,516)	(\$3,119)	\$0	(\$29,611)	(\$41,984)	(\$356,888)
Payroll - County	(\$59,695)	(\$51,668)	(\$52,942)	(\$55,985)	(\$73,235)	(\$63,380)	(\$54,104)	(\$55,338)	(\$56,734)	(\$55,927)	(\$76,180)	(\$65,048)	(\$720,235)
SMCOE/SMCCCD	(\$73,043)	(\$103,409)	(\$114,370)	(\$112,613)	(\$134,027)	(\$82,130)	(\$110,538)	(\$113,657)	(\$122,343)	(\$118,253)	(\$126,304)	(\$94,998)	(\$1,305,686)
Retirement	(\$24,496)	(\$21,313)	(\$27,901)	(\$24,337)	(\$23,766)	(\$24,325)	(\$24,976)	(\$24,655)	(\$26,218)	(\$22,311)	(\$29,738)	(\$26,311)	(\$300,348)
SMC-payables	(\$56,033)	(\$69,341)	(\$83,460)	(\$62,081)	(\$97,916)	(\$80,210)	(\$118,336)	(\$114,515)	(\$93,695)	(\$81,617)	(\$93,390)	(\$118,880)	(\$1,069,474)
SMCOE-payables	(\$97,685)	(\$66,852)	(\$82,652)	(\$66,158)	(\$80,935)	(\$69,564)	(\$75,645)	(\$79,508)	(\$70,525)	(\$99,876)	(\$77,711)	(\$73,653)	(\$940,764)
SMCCCD-payables	(\$10,967)	(\$8,251)	(\$8,974)	(\$7,353)	(\$5,930)	(\$4,963)	(\$9,254)	(\$9,882)	(\$5,161)	(\$10,169)	(\$8,189)	(\$17,135)	(\$106,226)
Housing Authority(Payroll-Payables)	(\$3,691)	(\$3,634)	(\$3,451)	(\$4,437)	(\$4,894)	(\$3,204)	(\$3,270)	(\$3,904)	(\$3,910)	(\$3,610)	(\$4,800)	(\$12,740)	(\$55,544)
Other ARS Debits	(\$19,565)	(\$19,530)	(\$15,340)	(\$16,241)	(\$19,257)	(\$18,942)	(\$16,777)	(\$26,997)	(\$14,570)	(\$22,029)	(\$22,752)	(\$32,093)	(\$244,092)
Returned Chks/Misc. Fees	(\$12)	(\$563)	(\$186)	(\$44)	(\$8)	(\$18)	(\$3)	(\$4)	(\$3)	(\$11)	(\$1)	(\$157)	(\$1,009)
<b>TOTAL CASH OUT:</b>	<b>(\$485,435)</b>	<b>(\$518,015)</b>	<b>(\$422,722)</b>	<b>(\$526,110)</b>	<b>(\$831,382)</b>	<b>(\$554,599)</b>	<b>(\$529,940)</b>	<b>(\$549,902)</b>	<b>(\$633,620)</b>	<b>(\$523,346)</b>	<b>(\$626,394)</b>	<b>(\$665,062)</b>	<b>(\$6,866,526)</b>
<b>TOTAL ESTIMATED CASH FLOW</b>	<b>(\$158,107)</b>	<b>(\$226,668)</b>	<b>\$97,861</b>	<b>\$502,759</b>	<b>\$454,968</b>	<b>(\$185,796)</b>	<b>(\$176,437)</b>	<b>\$199,674</b>	<b>\$422,130</b>	<b>(\$221,812)</b>	<b>(\$335,807)</b>	<b>(\$445,712)</b>	<b>(\$72,947)</b>
<b>MATURING SECURITIES (SMC)</b>	<b>\$192,000</b>	<b>\$270,035</b>	<b>\$104,750</b>	<b>\$134,796</b>	<b>\$93,850</b>	<b>\$155,290</b>	<b>\$181,411</b>	<b>\$28,250</b>	<b>\$50,000</b>	<b>\$76,850</b>	<b>\$184,165</b>	<b>\$106,000</b>	<b>\$1,577,397</b>
<b>LAIF/CAMP/DREYFUS(SMC)</b>	<b>\$295,022</b>												<b>\$295,022</b>
<b>CALLABLE SECURITIES (SMC)</b>	<b>\$279,744</b>	<b>\$219,155</b>	<b>\$270,840</b>	<b>\$100,000</b>	<b>\$35,000</b>	<b>\$100,000</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$107,000</b>	<b>\$75,000</b>	<b>\$1,296,739</b>



**Sandie Arnott**  
TREASURER - TAX COLLECTOR

**Tiffany Htwe**  
INVESTMENT & FINANCE OFFICER

**Kathy Nunes**  
PROPERTY TAX DIVISION MANAGER

**Date:** May 16, 2023

**To:** All San Mateo County Special Districts

**From:** Sandie Arnott, Treasurer-Tax Collector

**Subject:** County Pool Revised Withdrawal Process

Effective immediately, the Treasurer's Office will work directly with the Controller in processing future withdrawals from the County Pool to ensure such requests meet the requirements outlined in the investment policy.

In the event a withdrawal request causes the submitting district's balance to fall below the set \$250,000.00 minimum required to remain in the pool, the Treasurer's team will immediately reach out to that district to advise of the requirement to close the account to avoid a policy violation.

All voluntary participants are required to maintain a \$250,000.00 minimum balance in the pool in order to remain an active participant as stated in the current County Investment Policy. It is imperative that this requirement be a consideration by all voluntary participants when submitting withdrawal requests to ensure compliance with the policy. Unfortunately, no exceptions can be accommodated.

Should you have any questions, please contact Tiffany Htwe, Investment & Finance Officer, at 650-599-1239 or email at [thtwe@smcgov.org](mailto:thtwe@smcgov.org).

/sa

555 County Center, 1<sup>st</sup> Floor, Redwood City, CA 94063

Treasurer  
(650) 363-4580 ♦ Fax: (650) 363-4944  
[treasurer.smcgov.org](mailto:treasurer.smcgov.org)

Tax Collector  
(866) 220-0308 ♦ Fax: (650) 599-1511  
[tax.smcgov.org](mailto:tax.smcgov.org)

issuer, maturity date, par and dollar amount of the investment. For the total Pooled Investment Fund, the report will list average maturity, the market value and the pricing source. Additionally, the report will show any funds under the management of contracting parties, a statement of compliance to the Policy and a statement of the Pooled Investments Fund's ability to meet the expected expenditure requirements for the next 6 months. In accordance with GASB Statements 31 and 40, the Treasurer shall provide financial information on the treasury for the County's Comprehensive Annual Financial Report.

## **XVI. Withdrawal Requests**

### **Voluntary Pool Participants**

- A.** Any request to withdraw funds shall be released at no more than 12.5% per month, based on the month-end balance of the prior month.
- B.** Current secured tax apportionments and property tax revenue distributed to Redevelopment Property Tax Trust Funds will be exempt from the 12.5% withdrawal rule, however, these apportionments must be withdrawn in the same month they are received or they will be subjected to the 12.5% withdrawal rule.
- C.** Any additional withdrawal requests will be considered on a case-by-case basis.
- D.** All requests for withdrawals must first be made in writing to the Treasurer, at a minimum, 24 hours in advance.

In accordance with California Government Code § 27136 et seq, and §27133 (h) et seq, these requests are subject to the Treasurer's consideration of the stability and predictability of the pooled investment fund, or the adverse effect on the interests of the other depositors in the pooled investment fund.

### **Schools**

- A.** Withdrawals of surplus funds by a school district for investment elsewhere will require a Resolution from the District Office requesting such withdrawal and specifying that funds are 'surplus.' Such requests must be made at a minimum 24 hours in advance.
- B.** A one-year dark period will exist for such withdrawals before funds can be re-deposited into the treasury by that school district. A Resolution from the District Office will be required to do so.
- C.** Any emergency situation that requires previously withdrawn school district funds be re-deposited into the treasury within that one-year period will require a Resolution from the District Office and Office of Education.
- D.** No Bond Proceeds may be withdrawn for investment outside of the pool (AB2738)

## **XVII. Internal Controls**



**Item 6C**

**Preliminary  
Monthly Financial Report  
Month Ending June  
2023**

**Staff Recommendation:** Motion to recommend approval of the June 30, 2023, preliminary Financial Report.

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

Total revenues received from July 1 through June 30, 2023 (YTD) were \$ 6.8 million; total expenditures YTD were \$ 5.8 million; and the change in fund balance was \$ 1.0 million. The District had \$ 9.2 million in cash available in County Treasury and \$ 201,738 in CalCLASS.

	<b>General</b>	<b>Capital</b>	<b>Total</b>
	<b>Fund</b>	<b>Fund</b>	<b>Funds</b>
<b>Beginning Fund Balance 7/1/2022:</b>	\$ 8,001,587	\$ 749,944	\$ 8,751,531
Revenues/Resources	\$ 6,831,063	\$ 18,533	\$ 6,849,597
Due To (From) Funds	\$ (276,044)	\$ 276,044	\$ -
Expenditures	\$ 5,493,716	\$ 290,502	\$ 5,784,218
<b>Change in Fund Balance</b>	<b>1,061,303</b>	<b>4,076</b>	<b>\$ 1,065,379</b>
<b>* Ending Fund Balance</b>	<b>\$ 9,062,890</b>	<b>\$ 754,020</b>	<b>\$ 9,816,910</b>

<b>* Components of Fund Balance:</b>			
<b>Nonspendable (Inventory)</b>	\$ 143,930.00	\$ -	\$ 143,930.00
<b>Assigned (Capital Improvements)</b>	-	754,020	754,020
<b>Public Health Emergency Fund</b>	800,000	-	800,000
<b>Natural Disaster Emergency Fund</b>	650,000	-	650,000
<b>Real Property Acquisiton Fund</b>	2,434,670	-	2,434,670
<b>Debt Service Repayment Fund</b>	1,000,000	-	1,000,000
<b>Unrestricted Fund Balance</b>	4,034,290	-	4,034,290
<b>Total</b>	<b>\$ 9,062,890</b>	<b>\$ 754,020</b>	<b>\$ 9,816,910</b>



**Budget Variances**

**Revenues**

Actual revenues received through June 2023 were over budget by \$ 151,407 resulting from increased Property Tax (\$ 211,961), decreased Program Revenue ( \$42,175) and decreased all other revenue (\$ 18,379).

**Expenditures**

Expenditures through June 2023 were under budget by \$ 2,030,109 primarily due to the timing of expenditures contained in the table below:

Budget Category	Over/ Under	Variance	% of YTD Budget	Explanation
Salaries & Wages	Under	\$38,087	98.7%	Position Vacancy and late hiring of Seasonal employees.
Employee Benefits	Over	\$16,225	101.8%	Employee Benefits greater than budgeted
Administration	Under	\$182,792	69.2%	Various unspent items such as HR consultant, Professional & legal services, and facility lease costs.
Computer Hardware & Software	Under	\$12,914	81.6%	Unspent IT consulting & licensing costs
Laboratory	Under	\$19,482	77.3%	Unspent surveillance, supplies, & PCR maint.
Capital	Under	\$1,717,052	14.5%	Unspent Capital Project expenditures related to 1415 N. Carolan.

The Board’s budget level of control is at the category level, for example Salaries, Benefits, Admin., Operations, etc. The above table provides explanations for variances over \$15,000. Due to the Employee Benefits category of expenditures are overspent, we are requesting that \$18,000 be transferred from available balances within the Salaries and Wages accounts.

**Questions**

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

**Approval**

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





**Attachments:**

1. Statement of Financial Position/Balance Sheet

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

3. Budget Variance Reports

Month

YTD

YTD compared with adopted budget

4. Accounts Receivable Aging Summary

On the June 2023 summary, accounts receivable outstanding greater than 90 days total is \$ 0.

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 2006 to 2090 (US Bank). Last month's check number ended at 22696 (Union Bank). All checks written were to vendors on account, retired employees, or reimbursements to current employees, per District policy. In June 2023, 85 checks written from the General Fund totaled \$ 270,851.07. In addition, the District wrote 3 checks from the Capital Fund totaling \$ 58,542.33 (check numbers 1256 through 1258).

8. Purchase Card Report and Bank Statement

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

---

San Mateo County Mosquito & Vector Control District  
Balance Sheet  
As of Jun 30, 2023

	Total Jun 30, 23	General Fund	Capital Fund
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
1010 · Cash-County Treasury-GF x2706	8,451,092	8,451,092	
1013 · Checking -US Bank - GF x3353	(70,671)	(70,671)	
1018 · Cash-Cal CLASS	201,738	201,738	
1020 · Cash-County Treasury-CPF x2705	761,785		761,785
1023 · Checking -US Bank - CPF x4183	-		-
1016 · County Funds - FMV	(262,567)	(263,107)	540
1030 · Petty Cash	400	400	
1035 · PARS Pension Rate Stabilization	110,183	110,183	
<b>Total Checking/Savings</b>	<b>9,191,961</b>	<b>8,429,636</b>	<b>762,325</b>
<b>Accounts Receivable</b>			
1100 · Accounts Receivable	41,842	41,842	
1105 · Interest Receivable	71,793	65,423	6,370
<b>Total Accounts Receivable</b>	<b>113,635</b>	<b>107,265</b>	<b>6,370</b>
<b>Other Current Assets</b>			
1106 · Other Receivable	38,863	38,863	
1220 · VCJPA-Member Contingency Fund	477,718	477,718	
1230 · Pesticide Inventory	160,226	160,226	
1300 · Prepaid Items	32,217	32,217	
<b>Total Other Current Assets</b>	<b>709,024</b>	<b>709,024</b>	<b>-</b>
<b>Total Current Assets</b>	<b>10,014,621</b>	<b>9,245,926</b>	<b>768,695</b>
<b>TOTAL ASSETS</b>	<b>10,014,621</b>	<b>9,245,926</b>	<b>768,695</b>
<b>LIABILITIES &amp; FUND BALANCE</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
2000 · Accounts Payable	65,311	50,636	14,675
<b>Total Accounts Payable</b>	<b>65,311</b>	<b>50,636</b>	<b>14,675</b>
<b>Credit Cards</b>			
1040 · US Bank Purchase Card	7,856	7,856	
<b>Total Credit Cards</b>	<b>7,856</b>	<b>7,856</b>	<b>-</b>
<b>Other Current Liabilities</b>			
2200 · Accrued Wages	124,544	124,544	
<b>Total Other Current Liabilities</b>	<b>124,544</b>	<b>124,544</b>	<b>-</b>
<b>Total Current Liabilities</b>	<b>197,711</b>	<b>183,036</b>	<b>14,675</b>
<b>Total Liabilities</b>	<b>197,711</b>	<b>183,036</b>	<b>14,675</b>
<b>Fund Balance</b>			
Beginning Fund Balance, 7/1/2022	8,751,531	8,001,587	749,944
Due To (From) Funds	-	(276,044)	276,044
Revenues Over Expenditures	1,065,379	1,337,347	(271,968)
<b>Ending Fund Balance *</b>	<b>9,816,910</b>	<b>9,062,890</b>	<b>754,020</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>10,014,621</b>	<b>9,245,926</b>	<b>768,695</b>
<b>* COMPONENTS OF ENDING FUND BALANCE</b>			
Nonspendable (Inventory)	143,930	143,930	-
Assigned (Capital Improvements)	754,020	-	754,020
Public Health Emergency Fund	800,000	800,000	-
Natural Disaster Emergency Fund	650,000	650,000	-
Real Property Acquisiton Fund	2,434,670	2,434,670	-
Debt Service Repayment Fund	1,000,000	1,000,000	-
Unrestricted Fund Balance (Includes Working Capital)	4,034,290	4,034,290	-
<b>Total Fund Balance</b>	<b>9,816,910</b>	<b>9,062,890</b>	<b>754,020</b>

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

Month of Report:  
**June, 2023**

	Annual Budget	YTD Actual	Annual Variance	%	YTD Budget	YTD Variance	%	Monthly Budget	Monthly Actual	Monthly Variance	%
<b>GENERAL FUND:</b>											
<b>Ordinary Revenues/Expenditures</b>											
<b>Revenues</b>											
Total 4000 · PROGRAM REVENUES	2,452,750	2,410,575	(42,175)	98.3%	2,452,750	(42,175)	98.3%	72,252	55,298	(16,954)	76.5%
Total 4100 · PROPERTY TAX REVENUES	3,197,480	3,409,441	211,961	106.6%	3,197,480	211,961	106.6%	-	85,960	85,960	0.0%
Total 4200 · OTHER TAX REVENUES	841,578	828,713	(12,865)	98.5%	841,578	(12,865)	98.5%	-	104	104	0.0%
Total 4300 · OTHER REVENUES	187,848	182,333	(5,515)	97.1%	187,848	(5,515)	97.1%	47,273	63,930	16,657	135.2%
<b>Total Revenues</b>	<b>6,679,656</b>	<b>6,831,063</b>	<b>151,407</b>	<b>102.3%</b>	<b>6,679,656</b>	<b>151,407</b>	<b>102.3%</b>	<b>119,525</b>	<b>205,292</b>	<b>85,767</b>	<b>171.8%</b>
<b>Expenditures</b>											
Total 5000 · SALARIES & WAGES	3,031,167	2,993,080	38,087	98.7%	3,031,167	(38,087)	98.7%	342,597	364,242	21,645	106.3%
Total 5100 · EMPLOYEE BENEFITS	887,416	903,641	(16,225)	101.8%	887,416	16,225	101.8%	61,853	31,403	(30,450)	50.8%
Total 5200 · TRAINING - BOARD & STAFF	87,973	62,786	25,187	71.4%	87,973	(25,187)	71.4%	19,804	912	(18,892)	4.6%
Total 5300 · ADMINISTRATION	593,988	411,196	182,792	69.2%	593,988	(182,792)	69.2%	43,445	5,849	(37,596)	13.5%
Total 5400 · INSURANCE	143,254	138,306	4,948	96.5%	143,254	(4,948)	96.5%	-	-	-	0.0%
Total 5450 · COMPUTER HARDWARE & SOFTWARE	70,365	57,451	12,914	81.6%	70,365	(12,914)	81.6%	3,036	2,228	(808)	73.4%
Total 5500 · FACILITIES MAINTENANCE	51,547	51,851	(304)	100.6%	51,547	304	100.6%	4,296	9,610	5,314	223.7%
Total 5550 · UTILITIES	77,617	64,034	13,583	82.5%	77,617	(13,583)	82.5%	6,469	3,213	(3,256)	49.7%
Total 5600 · FLEET MAINTENANCE	59,891	46,542	13,349	77.7%	59,891	(13,349)	77.7%	4,991	2,141	(2,850)	42.9%
Total 5700 · OPERATIONS	262,067	259,442	2,625	99.0%	262,067	(2,625)	99.0%	21,839	30,821	8,982	141.1%
Total 5800 · LABORATORY	85,668	66,186	19,482	77.3%	85,668	(19,482)	77.3%	7,033	11,891	4,858	169.1%
Total 5900 · PUBLIC OUTREACH	125,820	121,107	4,713	96.3%	125,820	(4,713)	96.3%	10,485	22,733	12,248	216.8%
Total 6500 · DEBT SERVICE	330,000	318,094	11,906	96.4%	330,000	11,906	96.4%	-	-	-	0.0%
<b>Total Expenditures</b>	<b>5,806,773</b>	<b>5,493,716</b>	<b>(313,057)</b>	<b>94.6%</b>	<b>5,806,773</b>	<b>(313,057)</b>	<b>94.6%</b>	<b>525,848</b>	<b>485,044</b>	<b>(40,804)</b>	<b>92.2%</b>
<b>General Fund Net Revenues Over Expenditures</b>	<b>872,883</b>	<b>1,337,347</b>	<b>464,464</b>		<b>872,883</b>	<b>464,464</b>		<b>(406,323)</b>	<b>(279,752)</b>	<b>126,571</b>	
<b>CAPITAL IMPROVEMENT FUND:</b>											
Total 6000 · CAPITAL IMPROVEMENTS REVENUE	-	18,533	(18,533)	0.0%	-	18,533	0.0%	-	6,370	6,370	0.0%
Total 6000 · CAPITAL IMPROVEMENTS EXPENDITURES	2,007,554	290,502	1,717,052	14.5%	2,007,554	(1,717,052)	14.5%	1,441,720	18,127	(1,423,593)	1.3%
<b>Capital Improvement Fund Net Revenue Over Expenditures</b>	<b>(2,007,554)</b>	<b>(271,968)</b>	<b>1,735,586</b>		<b>(2,007,554)</b>	<b>1,735,586</b>		<b>(1,441,720)</b>	<b>(11,758)</b>	<b>1,429,962</b>	



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

06/30/2023

**A/R Aging Summary**

As of June 30, 2023

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
City of Foster City	6,873.73	5,003.07	0.00	0.00	0.00	11,876.80
City of Pacifica Public Works Wastewater	78.08	0.00	0.00	0.00	0.00	78.08
City of Redwood City, Public Works	5,511.67	2,970.73	0.00	0.00	0.00	8,482.40
City of San Francisco, Public Utilities	0.00	369.76	0.00	0.00	0.00	369.76
City of San Mateo, Public Works	0.00	0.00	0.00	18,659.00	0.00	18,659.00
City of San Mateo, Wastewater Treatment	171.46	0.00	0.00	0.00	0.00	171.46
City of South San Francisco Water Quality	161.66	161.66	0.00	0.00	0.00	323.32
San Francisco Int'l Airport	582.27	563.44	0.00	0.00	0.00	1,145.71
San Francisco Zoological Society	145.90	105.65	0.00	0.00	0.00	251.55
Sewer Authority Mid-Coastside	78.08	78.08	0.00	0.00	0.00	156.16
Silicon Valley Clean Water	163.90	0.00	0.00	163.90	0.00	327.80
<b>TOTAL</b>	<b><u>13,766.75</u></b>	<b><u>9,252.39</u></b>	<b><u>0.00</u></b>	<b><u>18,822.90</u></b>	<b><u>0.00</u></b>	<b><u>41,842.04</u></b>

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

08/18/2023

**A/R Aging Summary**

As of August 18, 2023

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
City of Foster City	0.00	5,066.34	0.00	0.00	0.00	5,066.34
City of Pacifica Public Works Wastewater	0.00	78.08	0.00	0.00	0.00	78.08
City of Redwood City, Public Works	0.00	3,752.30	0.00	0.00	0.00	3,752.30
City of San Francisco, Public Utilities	0.00	193.68	0.00	0.00	0.00	193.68
City of San Mateo, Wastewater Treatment	0.00	166.86	0.00	0.00	0.00	166.86
City of South San Francisco Water Quality	0.00	168.06	0.00	0.00	0.00	168.06
San Francisco Int'l Airport	0.00	0.00	582.27	563.44	0.00	1,145.71
San Francisco Zoological Society	0.00	0.00	0.00	105.65	0.00	105.65
Sewer Authority Mid-Coastside	0.00	78.08	0.00	0.00	0.00	78.08
Silicon Valley Clean Water	0.00	327.80	0.00	0.00	0.00	327.80
<b>TOTAL</b>	<b><u>0.00</u></b>	<b><u>9,831.20</u></b>	<b><u>582.27</u></b>	<b><u>669.09</u></b>	<b><u>0.00</u></b>	<b><u>11,082.56</u></b>

**San Mateo County Mosquito and Vector Control District**  
**Cash Activity & Reconciliation to County Statement**  
**General Fund**  
**June 30, 2023**

<b>GF-Jun</b> <b>2023</b>
------------------------------

**Beginning Cash per District as of May 31, 2023** 8,726,597

<b>Reductions</b>	
Payroll Related (ADP)	(214,605)
Checks Written	(270,851)
Bank Fee (No Bank Chrg in May)	-
<b>Total Reductions</b>	<b>(485,456)</b>

<b>Additions</b>	
Quarterly Interest	-
Abatement Services	8,320
Property Tax Revenue	85,960
ERAF Rebate	-
RDA/RPTTF	11
Special Benefit Assessment	32,073
Special Mosquito Tax	9,459
Misc Deposit	2,468
<b>Total Additions</b>	<b>138,290</b>

**Ending Cash per District as of Jun 30, 2023** 8,379,432

**Cash per County General Fund Statement** 8,379,432

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 ]      06/01/2023-06/30/2023      Page 2  
 FRI, JUL 28, 2023, 3:45 PM --req: VALENCIR--leg: GL JL--loc: CONTROL---job:16415842 J16660--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 06/01/23		14,249,536.35	5,522,939.16	8,726,597.19	
	06/07/23	HOE6073	AutoID: ITX607A3 Job: 16272 JE		1,526.20	0.00	8,728,123.39	
	06/14/23	SPU6143	AutoID: ITX614A3 Job: 16290 JE		654.04	0.00	8,728,777.43	
	06/14/23	SPR6143	AutoID: ITX614C3 Job: 16290 JE		1,970.94	0.00	8,730,748.37	
	06/17/23	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE		8,918.75	0.00	8,739,667.12	
	06/21/23	HPR6213	AutoID: ITX621A3 Job: 16313 JE		35.31	0.00	8,739,702.43	
	06/27/23	SPS6273	AutoID: ITX627E3 Job: 16331 JE		6,671.02	0.00	8,746,373.45	
	06/27/23	FWL6273	AutoID: ITX627A3 Job: 16343 JE		57.48	0.00	8,746,430.93	
	06/27/23	SPP6273	AutoID: ITX627C3 Job: 16357 JE		405.65	0.00	8,746,836.58	
	06/27/23	JE539429	AutoID: JRV703G3 Job: 16366 JE		0.00	485,455.90	8,261,380.68	
	06/29/23	UCP6293	AutoID: ITX629E3 Job: 16336 JE		0.00	298.96	8,261,081.72	
	06/29/23	SEC6293	AutoID: ITX629J3 Job: 16336 JE		87,878.07	0.00	8,348,959.79	
	06/29/23	ABX6293K	AutoID: ITX629P3 Job: 16342 JE		10.79	0.00	8,348,970.58	
	06/29/23	ZZZ6293	AutoID: ITX629G3 Job: 16345 JE		11,971.52	0.00	8,360,942.10	
	06/29/23	UNI6293	AutoID: ITX629A3 Job: 16345 JE		304.07	0.00	8,361,246.17	
	06/29/23	UCC6293	AutoID: ITX629C3 Job: 16345 JE		6,990.83	0.00	8,368,237.00	
	06/30/23	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE		1,776.71	0.00	8,370,013.71	
	06/30/23	SPS6303	AutoID: ITX630C3 Job: 16375 JE		9,387.19	0.00	8,379,400.90	
	06/30/23	SPR6303	AutoID: ITX630B3 Job: 16379 JE		3.45	0.00	8,379,404.35	
	06/30/23	SPU6303	AutoID: ITX630A3 Job: 16381 JE		27.22	0.00	8,379,431.57	
		DR	* SUB ACCT Total *		14,388,125.59*	6,008,694.02*	8,379,431.57*	

**San Mateo County Mosquito and Vector Control District  
Cash Activity & Reconciliation to County Statement  
Capital Project Fund  
June 30, 2023**

<b>CPF-Jun 2023</b>
-------------------------

<b>Beginning Cash per District as of May 31, 2023</b>	820,327
<b>Reductions</b>	
Checks Written	(58,542)
Bank Fee (No Bank Chrg for May)	-
Transfer-Out to General Fund	-
<b>Total Reductions</b>	<u>(58,542)</u>
<b>Additions</b>	
Quarterly Interest	-
Transfer-In from General Fund	-
<b>Total Additions</b>	<u>-</u>
<b>Ending Cash per District as of Jun 30, 2023</b>	<u><u>761,785</u></u>
<b>Cash per County Capital Project Fund Statement</b>	761,785
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 ]      06/01/2023-06/30/2023      Page 1  
FRI, JUL 28, 2023, 3:45 PM --req: VALENCIR--leg: GL JL--loc: CONTROL---job:16415842 J16660--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 06/01/23	1,037,701.51	217,374.23	820,327.28		
	06/27/23	JE539429	AutoID: JRV703G3 Job: 16366 JE	0.00	58,542.33	761,784.95		
		DR	* SUB ACCT Total *	1,037,701.51*	275,916.56*	761,784.95*		

**San Mateo County Mosquito and Vector Control District**  
**ADP Payroll Disbursement**  
 June 30, 2023

<b>Jun</b> <b>2023</b>
---------------------------

	<u>June 9, 2023</u>	<u>June 13, 2023</u>	Footnotes:
<b>Payroll ACH Disbursement (including Net Pay &amp; Taxes )</b>			
Total Net Pay	79,879	80,024	
Federal W/H Tax	14,240	13,891	
Social Security Tax	1,544	1,882	← A
Medicare	3,500	3,479	
CA W/H Tax	5,879	5,747	
CA SUI/DI	1,858	1,976	
<b>Total</b>	<b>106,901</b>	<b>106,999</b>	
<b>ADP Process Fee PPE 5/6 &amp; 5/20</b>	<b>252</b>	<b>315</b>	
<b>ADP Time &amp; Attendance</b>	<b>138</b>	<b>-</b>	
<b>Total amount for the period</b>	<b><u>107,291</u></b>	<b><u>107,314</u></b>	
<b>Total amount for the month:</b>		<b><u>214,605</u></b>	

**Footnotes:**

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

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

June 2023

<b>GF-Jun 2023</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
<b>2006</b>	<b>06/01/2023</b>	<b>ADP Screening &amp; Selection Services</b>	<b>Billing A/C: 1466165-8</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-168.50</b>
1466165-05-2023	05/30/2023		Background check for 2 Seasonal Hires	5310 · Background / drug screening	168.50
TOTAL					168.50
<b>2007</b>	<b>06/01/2023</b>	<b>Airgas Dry Ice</b>	<b>4317638</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-548.54</b>
9138100212	05/16/2023		Dry Ice (200 lbs)	5820 · Dry Ice	274.37
9138382323	05/23/2023		Dry Ice (200 lbs)	5820 · Dry Ice	274.17
TOTAL					548.54
<b>2008</b>	<b>06/01/2023</b>	<b>Capstone</b>	<b>Invoice 322737</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-880.56</b>
322737	05/25/2023		Insects for public outreach programs	5910 · Media and Network	880.56
TOTAL					880.56
<b>2009</b>	<b>06/01/2023</b>	<b>Cintas</b>	<b>Customer #11322412</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-60.30</b>
5160351124	05/26/2023		First Aid-Kit refill (2)	5720 · Safety Equipment	60.30
TOTAL					60.30
<b>2010</b>	<b>06/01/2023</b>	<b>Colorprint</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-3,456.44</b>
33628	05/18/2023		Tick removal cards (1,000)	5910 · Media and Network	153.48
33469	05/18/2023		SM-District Services Eng & Spanish (250x2)	5910 · Media and Network	363.00
33644	05/19/2023		SM-Newspaper-06130-36x48	5910 · Media and Network	130.59
33627	05/19/2023		Storm drain posters 20x14" (2)	5910 · Media and Network	141.55
33556	05/22/2023		Poison labels-laminated (1,000)	5630 · Ops Equipment & Repairs	662.21
33700	05/24/2023		Cities & Pulgas Maps (2)	5910 · Media and Network	163.48
33709	05/26/2023		District Services-English version (500)	5910 · Media and Network	363.00
33672	05/31/2023		Signage on Falconboard (45)	5910 · Media and Network	1,073.37
33733	05/31/2023		Signage & display cards (2 prints)	5910 · Media and Network	106.34
33762	05/31/2023		Signage on Falconboard (7)	5910 · Media and Network	256.53
33763	05/31/2023		Laminated posters (2)	5910 · Media and Network	42.89

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

June 2023

<b>GF-Jun 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
TOTAL					3,456.44
2011	06/01/2023	Great-West Life & Annuity Co	Group No. 98368	1013 · Checking - US Bank - GF x3353	-6,515.01
05202023	05/20/2023		Employee Deferred Comp PPE 05/20/2023	5185 · Actives - Deferred Compensation	6,515.01
TOTAL					6,515.01
2012	06/01/2023	San Mateo County Retirement Assoc. SM M.A.D.		1013 · Checking - US Bank - GF x3353	-21,741.37
05-20-2023	05/20/2023		Employee Contribution Pay Period 05/07/2023-05/20/2023	5115 · Retirement - Employee Contribut	9,382.72
			Employer Contribution Pay Period 05/07/2023-05/20/2023	5110 · Retirement - Employer Contribut	12,358.65
TOTAL					21,741.37
2013	06/01/2023	U.S. Bank PARS Account # 674602240 Agency Name: San Mateo County Mosquito & Vector Control Distric		1013 · Checking - US Bank - GF x3353	-572.18
6746022400-PP5-20	05/20/2023		Alternate Retirement System for Richard Arrow PPE 05/20/2023	5116 · Alternate Retire-Employee Contr	572.18
TOTAL					572.18
2014	06/01/2023	Fusion, LLC	Customer No. 3789973	1013 · Checking - US Bank - GF x3353	-522.96
9692012	05/18/2023		Phone System Jun-2023	5570 · Phone - VOIP - Fusion/MegaPath	522.96
TOTAL					522.96
2015	06/01/2023	GLS US	Account #32493	1013 · Checking - US Bank - GF x3353	-15.58
5036097	05/21/2023		Ship sentinel chicken to UC Davis lab for testing	5810 · Sentinel Chicken Flocks/Supply	15.58
TOTAL					15.58
2016	06/01/2023	MidAmerica Admin & Retirement Solu Cust ID: SANMA002 (Admin Fees Jan-Mar '23)		1013 · Checking - US Bank - GF x3353	-648.00
HRA-Admin-Jan-Mar	05/16/2023		Admin Fees for Actives HRA Jan thru Mar '23	5130 · Actives - HRA Health Reimb Acct	528.00
			Admin Fees for Retirees HRA Jan thru Mar '23	5160 · Retirees - HRA & Medical Reimb	120.00
TOTAL					648.00
2017	06/01/2023	Pacific Bay Equipment	Customer No.: SMC MOSQUITO	1013 · Checking - US Bank - GF x3353	-526.29

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

June 2023

<b>GF-Jun 2023</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
89761	05/11/2023		Pressure washer hotsy machine repair	5620 · Auto, Hotsy, Plug, Boat, Traile	526.29
TOTAL					<u>526.29</u>
<b>2018</b>	<b>06/01/2023</b>	<b>Pitney Bowes Global Financial Servi</b>	<b>0076-7976-00-4</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-209.35</b>
3106104762	05/30/2023		Postage meter rental 04/01/23-06/30/23	5380 · Copier and postage	209.35
TOTAL					<u>209.35</u>
<b>2019</b>	<b>06/01/2023</b>	<b>RankPlus SEO</b>	<b>Invoice 000557</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-153.75</b>
000557	05/25/2023		Google Analytic Services (.75hr)	5910 · Media and Network	153.75
TOTAL					<u>153.75</u>
<b>2020</b>	<b>06/01/2023</b>	<b>Redwood Trading Post</b>	<b>Customer ID CU00001000007751</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-426.27</b>
1000286383	05/14/2023		Boots & bogs for lab seasonal & gaiters for field wrk	5630 · Ops Equipment & Repairs	426.27
TOTAL					<u>426.27</u>
<b>2021</b>	<b>06/01/2023</b>	<b>Santa Clara Cnty Vector Control Distri</b>	<b>San Mateo Cnty Mosquito &amp; Vector Ctrl-CEU 11-9-23</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-990.00</b>
LIVECEU 11-9-2023	05/23/2023		Coastal Region Live CEU 11/9/2023 (\$55x18)	5630 · Ops Equipment & Repairs	990.00
TOTAL					<u>990.00</u>
<b>2022</b>	<b>06/01/2023</b>	<b>Standard Insurance Company</b>	<b>142979</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,458.77</b>
142979-0001 May20	05/19/2023		Long term disability due 06/01/2023	5165 · Long Term Disability - Standard	1,458.77
TOTAL					<u>1,458.77</u>
<b>2023</b>	<b>06/01/2023</b>	<b>Tara Roth</b>	<b>Reimb eye infection medication</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-56.01</b>
Reimb5-19-23	05/19/2023		Reimb eye infection medication	5810 · Sentinel Chicken Flocks/Supply	56.01
TOTAL					<u>56.01</u>
<b>2024</b>	<b>06/01/2023</b>	<b>Vector Control Joint Powers Agency</b>	<b>Inv # VCJPA-192</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-4,500.00</b>

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

June 2023

<b>GF-Jun 2023</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
VCJPA-192	05/22/2023		Cyber Risk Management Services-Tier 2	5455 · IT Consulting - Compu-Data	4,500.00
TOTAL					<u>4,500.00</u>
<b>2025</b>	<b>06/01/2023</b>	<b>Charles P. Hansen</b>	<b>Retiree Health Insurance Reimb-Jun '23</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-580.68</b>
06012023	06/01/2023		Retiree Health Insurance Reimb-Jun '23	5160 · Retirees - HRA & Medical Reimb	580.68
TOTAL					<u>580.68</u>
<b>2026</b>	<b>06/01/2023</b>	<b>Dennis J Jewell</b>	<b>Retiree Health Insurance Reimb-Jun '23</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-580.68</b>
06012023	06/01/2023		Retiree Health Insurance Reimb-Jun '23	5160 · Retirees - HRA & Medical Reimb	580.68
TOTAL					<u>580.68</u>
<b>2027</b>	<b>06/01/2023</b>	<b>Flyers Energy, LLC</b>	<b>Account 700895</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-2,776.62</b>
CFS-3426170	05/15/2023		Fuels 05/01/2023-05/15/2023	5735 · Fuel	2,776.62
TOTAL					<u>2,776.62</u>
<b>2028</b>	<b>06/01/2023</b>	<b>Home Depot</b>	<b>A/C #6035-3225-3190-9392</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-13.08</b>
60353225319093921	05/21/2023		Wall hangers for picture frames	5335 · Office Expense	13.08
TOTAL					<u>13.08</u>
<b>2029</b>	<b>06/01/2023</b>	<b>MidAmerica Administrative &amp; Retirement</b>	<b>San Mateo County Mosquito</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-8,375.64</b>
Jul-Dec'23-HRA Mec	06/01/2023		Retiree HRA Medical Premium Reimb (Jul-Dec 2023)	5160 · Retirees - HRA & Medical Reimb	8,375.64
TOTAL					<u>8,375.64</u>
<b>2030</b>	<b>06/01/2023</b>	<b>Streamline</b>	<b>Invoice No: 112D6F75-0027</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-370.00</b>
112D6F75-0028	06/01/2023		Streamline Web 6/1/2023-6/30/2023	5475 · Website Hosting / Microsoft	370.00
TOTAL					<u>370.00</u>
<b>2031</b>	<b>06/01/2023</b>	<b>U.S. Rubber Tech, Inc.</b>	<b>Inv #30085477</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-20.39</b>



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

June 2023

<b>GF-Jun 2023</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
30085477	05/26/2023		Parts for BVA Tank Deliver Transfer	5505 · Facility - Repairs & Maint	20.39
TOTAL					20.39
<b>2032</b>	<b>06/01/2023</b>	<b>Wells Fargo Vendor Fin Serv</b>	<b>Customer Number 3691890351</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-13.40</b>
5025228252	05/23/2023		2020 Personal Prop Tax Due for Apple iPad Rental	5580 · Phone - Mobile Devices-Verizon	13.40
TOTAL					13.40
<b>2033</b>	<b>06/15/2023</b>	<b>Great-West Life &amp; Annuity Co</b>	<b>Group No. 98368</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-6,478.20</b>
06032023	06/03/2023		Employee Deferred Comp PPE 06/03/2023	5185 · Actives - Deferred Compensation	6,478.20
TOTAL					6,478.20
<b>2034</b>	<b>06/15/2023</b>	<b>San Mateo County Retirement Assoc. SM M.A.D.</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-21,638.82</b>
06-03-2023	06/03/2023		Employee Contribution Pay Period 05/21/2023-06/03/2023	5115 · Retirement - Employee Contribut	9,346.84
			Employer Contribution Pay Period 05/21/2023-06/03/2023	5110 · Retirement - Employer Contribut	12,291.98
TOTAL					21,638.82
<b>2035</b>	<b>06/15/2023</b>	<b>U.S. Bank PARS Account # 674602240 Agency Name: San Mateo County Mosquito &amp; Vector Control Distri</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-572.18</b>
674602240-PP6-3-	06/03/2023		Alternate Retirement System for Richard Arrow PPE 06/03/2023	5116 · Alternate Retire-Employee Contr	572.18
TOTAL					572.18
<b>2036</b>	<b>06/15/2023</b>	<b>Airgas Dry Ice</b>	<b>4317638</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-274.17</b>
9138530383	05/30/2023		Dry Ice (200 lbs)	5820 · Dry Ice	274.17
TOTAL					274.17
<b>2037</b>	<b>06/15/2023</b>	<b>American Fidelity Assurance Compan Payor: 56840</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,966.62</b>
2189759A	06/04/2023		Flexible Spending Account (Employee Contrib)	5170 · Actives - Other Benefits	1,966.62
TOTAL					1,966.62

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

June 2023

<b>GF-Jun 2023</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
2038	06/15/2023	California Animal Health & Food Safet	Billing ID: SAN297	1013 · Checking - US Bank - GF x3353	-50.00
SAN297, 6-1-2023	06/01/2023		Dead chicken necropsy exams	5810 · Sentinel Chicken Flocks/Supply	50.00
TOTAL					50.00
2039	06/15/2023	Cintas Corporation #0464	Payer #15914933	1013 · Checking - US Bank - GF x3353	-956.70
15914933 May-2023	05/31/2023		Uniform Services 05/03/23 Inv #4154432056	5725 · Apparel - Uniforms & Boots	278.74
			Uniform Services 05/10/23 Inv #4155029764	5725 · Apparel - Uniforms & Boots	162.97
			Uniform Services 05/17/23 Inv #4155731714	5725 · Apparel - Uniforms & Boots	167.95
			Uniform Services 05/24/23 Inv #4156544437	5725 · Apparel - Uniforms & Boots	173.52
			Uniform Services 05/24/23 Inv #4157343029	5725 · Apparel - Uniforms & Boots	173.52
TOTAL					956.70
2040	06/15/2023	Comcast	A/C #8155200280283815	1013 · Checking - US Bank - GF x3353	-169.33
8155200280283815	06/03/2023		Business Internet 06/08/23-07/07/23 (1351 Rollins)	5575 · Phone - Land Line-AT&T/Comcast	169.33
TOTAL					169.33
2041	06/15/2023	Compu-Data, Inc.	Inv #64317	1013 · Checking - US Bank - GF x3353	-1,021.98
64317	06/07/2023		Install network cables for security cameras at 1415 N Carolan	5455 · IT Consulting - Compu-Data	1,021.98
TOTAL					1,021.98
2042	06/15/2023	Eco Medical Inc.	Invoice #18796	1013 · Checking - US Bank - GF x3353	-104.00
18796	05/31/2023		28 Gal. Bio-waste container pick-up - May 2023	5830 · Lab Biowaste Disposal	104.00
TOTAL					104.00
2043	06/15/2023	FDAC EBA	51 - SMCMVCD Billing Period Jul-2023	1013 · Checking - US Bank - GF x3353	-33,448.58
FDAC0723-SMCM	06/08/2023		Medical Insurance for Jul-2023	5125 · Actives - Medical Insurance	30,107.88
			Dental Insurance	5135 · Actives - Dental Insurance	2,754.18
			Vision	5145 · Actives - Vision Insurance	482.02
			Hartford Group Life	5150 · Group Life Insurance	104.50

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

June 2023

<b>GF-Jun 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
TOTAL					33,448.58
<b>2044</b>	<b>06/15/2023</b>	<b>Grainger</b>	<b>809934680</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-2,295.91</b>
7111380411	06/05/2023		BVA Tank & Bldg maint supply	5505 · Facility - Repairs & Maint	603.71
			Ops field equipment & supply	5630 · Ops Equipment & Repairs	254.09
			Ops safety supply	5720 · Safety Equipment	71.65
			Hip waders	5725 · Apparel - Uniforms & Boots	95.78
			Lab Sentinel XL PAPR System	5805 · Disease Surveillance	1,270.68
TOTAL					2,295.91
<b>2045</b>	<b>06/15/2023</b>	<b>Kim Keyser</b>	<b>VOID: Re-write for Kim's out of pocket cost of \$17 after submitted c</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>0.00</b>
TOTAL					0.00
<b>2046</b>	<b>06/15/2023</b>	<b>Kone Inc.</b>	<b>Customer #N191941</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,853.40</b>
871060223	06/01/2023		Elevator Maintenance 06/01/2023-08/31/2023	5505 · Facility - Repairs & Maint	1,548.84
			Emergency Monitoring & Wireless Service	5505 · Facility - Repairs & Maint	304.56
TOTAL					1,853.40
<b>2047</b>	<b>06/15/2023</b>	<b>Lampire Biological Laboratories, Inc.</b>	<b>A/C # SANMAT</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-349.00</b>
468411	06/06/2023		Chicken Blood (PO# 02076-1847)	5815 · Mosquito Blood	349.00
TOTAL					349.00
<b>2048</b>	<b>06/15/2023</b>	<b>Occupational Health Centers of Califo</b>	<b>Account #N23-1060276454</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-66.00</b>
79334142	05/24/2023		Drug test for Seasonal Public Outreach Asst Hire (1)	5310 · Background / drug screening	66.00
TOTAL					66.00
<b>2049</b>	<b>06/15/2023</b>	<b>ODP Business Solutions, LLC</b>	<b>A/C #36568593</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-204.26</b>
26650361	05/29/2023		Office Supplies	5335 · Office Expense	204.26
TOTAL					204.26

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

June 2023

<b>GF-Jun 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
<b>2050</b>	<b>06/15/2023</b>	<b>Pacific Office Automation</b>	<b>Customer #446374</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-271.14</b>
195810	06/05/2023		Maintenance for 1 Color & 2 Blk/Wht Copiers 06/02/23-07/02/23	5380 · Copier and postage	271.14
TOTAL					<u>271.14</u>
<b>2051</b>	<b>06/15/2023</b>	<b>PG&amp;E</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,846.28</b>
5584709654-6 May	05/29/2023		1351 Rollins Site 04/28/2023-05/29/2023	5560 · Gas & Electricity - PG&E	993.98
5594119880-0 May	05/29/2023		PGE Elec & Gas for 1415 N Carolan 04/28/23-05/29/2023	5560 · Gas & Electricity - PG&E	852.30
TOTAL					<u>1,846.28</u>
<b>2052</b>	<b>06/15/2023</b>	<b>Rachel Curtis</b>	<b>566725038</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-172.60</b>
ReimbExp-6-1-23Ta	06/01/2023		Reimb Tap Plastic-Display Stands	5910 · Media and Network	172.60
TOTAL					<u>172.60</u>
<b>2053</b>	<b>06/15/2023</b>	<b>Recology San Mateo County</b>	<b>A/C #731001072</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-456.00</b>
49825656	05/30/2023		Garbage Service - May 2023	5340 · Janitorial/Household Expense	456.00
TOTAL					<u>456.00</u>
<b>2054</b>	<b>06/15/2023</b>	<b>RMT Landscape Contractors, Inc.</b>	<b>Customer #M332</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-790.00</b>
20230633	06/09/2023		Landscape Maintenance Jun-2023 (1351 Rollins Rd)	5505 · Facility - Repairs & Maint	495.00
			Landscape Maintenance (1415 N Carolan Ave)	5505 · Facility - Repairs & Maint	295.00
TOTAL					<u>790.00</u>
<b>2055</b>	<b>06/15/2023</b>	<b>Spark Creative Design</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,534.31</b>
2797	06/01/2023		District services displays, design & edits	5910 · Media and Network	959.31
2798	06/04/2023		District services prints, displays, signs, report design & edits	5910 · Media and Network	575.00
TOTAL					<u>1,534.31</u>
<b>2056</b>	<b>06/15/2023</b>	<b>Western Scientific Company, Inc.</b>	<b>Invoice #78105</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-549.50</b>

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

June 2023

<b>GF-Jun 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
78105	04/21/2023		Preventive maintenance on lab microscopes (6)	5840 · Lab Equip. Maintenance	549.50
TOTAL					<u>549.50</u>
<b>2057</b>	<b>06/15/2023</b>	<b>Aim To Please Janitorial Services</b>	<b>Invoice #61 - May 2023</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,633.25</b>
61	05/31/2023		1351 Rollins Janitorial Services-May 2023	5340 · Janitorial/Household Expense	1,200.00
			1415 N Carolan Janitorial Services	5340 · Janitorial/Household Expense	325.00
			1415 N Carolan Restroom Cleaning	5340 · Janitorial/Household Expense	108.25
TOTAL					<u>1,633.25</u>
<b>2058</b>	<b>06/15/2023</b>	<b>Amazon Capital Services</b>	<b>Account # ARX6UTA334C06</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-2,894.59</b>
1MMT-QHTV-6QQP	05/31/2023		iPad tools	5460 · Computer Hardware	60.26
			Ops equipment supply	5630 · Ops Equipment & Repairs	105.69
			Repellants for techs	5720 · Safety Equipment	80.54
			Rodent surveillance supply	5805 · Disease Surveillance	1,132.91
			Boots for seasonals	5725 · Apparel - Uniforms & Boots	211.26
			Outreach supplies	5910 · Media and Network	1,303.93
TOTAL					<u>2,894.59</u>
<b>2059</b>	<b>06/15/2023</b>	<b>American Mosquito Control Associati</b>	<b>AMCA Membership Renewal</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-6,085.01</b>
1504	06/12/2023		AMCA Membership Renewal	5330 · Memberships & Subscriptions	6,085.01
TOTAL					<u>6,085.01</u>
<b>2060</b>	<b>06/15/2023</b>	<b>Fisher Scientific</b>	<b>Account No. 058330-001</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-584.48</b>
3455343	06/02/2023		Molecular Biology Grades	5805 · Disease Surveillance	584.48
TOTAL					<u>584.48</u>
<b>2061</b>	<b>06/15/2023</b>	<b>Flyers Energy, LLC</b>	<b>Account 700895</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-3,561.35</b>
CFS-3438207	05/31/2023		Fuels 05/16/2023-05/31/2023	5735 · Fuel	3,561.35
TOTAL					<u>3,561.35</u>

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

June 2023

<b>GF-Jun 2023</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
2062	06/15/2023	Jarvis Fay LLP	Invoice 17671	1013 · Checking - US Bank - GF x3353	-2,451.00
17671	05/31/2023		Board Matters (7.9 hrs) - Legal Services thru May-2023 Contracts (.7 hr)	5350 · Legal Services 5350 · Legal Services	2,251.50 199.50
TOTAL					<u>2,451.00</u>
2063	06/15/2023	Life Technologies Corporation		1013 · Checking - US Bank - GF x3353	-4,101.44
83290597	06/06/2023		PCR supplies restocking (P.O.#02706-1880)	5845 · Lab PCR Supplies	2,073.44
83297914	06/06/2023		PCR supplies restocking (P.O.#02706-1880)	5845 · Lab PCR Supplies	2,028.00
TOTAL					<u>4,101.44</u>
2064	06/15/2023	MidAmerica Administrative & Retirement	HRA (Actives) Contribution Period 7/1/23-6/30/24	1013 · Checking - US Bank - GF x3353	-12,600.00
Jul23-Jun24Actives	06/15/2023		Annual HRA (Actives) Contribution (20 Full-time & 2 Part-time)	5130 · Actives - HRA Health Reimb Acct	12,600.00
TOTAL					<u>12,600.00</u>
2065	06/15/2023	Vector Control Joint Powers Agency	Inv # VCJPA-204	1013 · Checking - US Bank - GF x3353	-680.25
VCJPA-204	05/22/2023		Vector Control JPA Annual Workshop for Brian- February 2023	5215 · Conferences / Workshops Staff	680.25
TOTAL					<u>680.25</u>
2066	06/15/2023	Verizon Wireless	A/C #271667168-00002	1013 · Checking - US Bank - GF x3353	-11,880.43
9935840958	05/26/2023		Services for period 04/27-5/26/23 (CalNet)	5580 · Phone - Mobile Devices-Verizon	1,679.41
			Prepay-Services for period 05/27-6/26/23 (CalNet)	5580 · Phone - Mobile Devices-Verizon	1,486.98
			iPads (Qty:12)	5460 · Computer Hardware	8,714.04
TOTAL					<u>11,880.43</u>
2067	06/27/2023	Great-West Life & Annuity Co	Group No. 98368	1013 · Checking - US Bank - GF x3353	-6,202.28
06172023	06/17/2023		Employee Deferred Comp PPE 06/17/2023	5185 · Actives - Deferred Compensation	6,202.28
TOTAL					<u>6,202.28</u>

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

June 2023

<b>GF-Jun 2023</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
<b>2068</b>	<b>06/27/2023</b>	<b>San Mateo County Retirement Assoc. SM M.A.D.</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-20,870.03</b>
06-17-2023	06/17/2023		Employee Contribution Pay Period 06/04/2023-06/17/2023	5115 · Retirement - Employee Contribut	9,077.81
			Employer Contribution Pay Period 06/04/2023-06/17/2023	5110 · Retirement - Employer Contribut	11,792.22
TOTAL					20,870.03
<b>2069</b>	<b>06/27/2023</b>	<b>U.S. Bank PARS Account # 674602240 Agency Name: San Mateo County Mosquito &amp; Vector Control Distri</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-572.18</b>
674602240-PP6-17	06/17/2023		Alternate Retirement System for Richard Arrow PPE 06/17/2023	5116 · Alternate Retire-Employee Contr	572.18
TOTAL					572.18
<b>2070</b>	<b>06/27/2023</b>	<b>ADAPCO</b>	<b>Cust #20200</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-35,133.33</b>
134338	05/31/2023		Larvoil BVA 2 Larvicide Bulk (Qty 3,011) (P.O. #02706-1874)	5705 · Pesticides	35,133.33
TOTAL					35,133.33
<b>2071</b>	<b>06/27/2023</b>	<b>Airgas Dry Ice</b>	<b>4317638</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-657.79</b>
9138787241	06/06/2023		Dry Ice (250 lbs)	5820 · Dry Ice	329.02
9139072348	06/14/2023		Dry Ice (250 lbs)	5820 · Dry Ice	328.77
TOTAL					657.79
<b>2072</b>	<b>06/27/2023</b>	<b>American Fidelity Assurance</b>	<b>Payor: 56840</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-457.98</b>
D604521	06/19/2023		Life/Acc/Cancer EE Insurance for Jun-2023	5170 · Actives - Other Benefits	457.98
TOTAL					457.98
<b>2073</b>	<b>06/27/2023</b>	<b>Clarke Mosquito Control Products, Inc Customer # 002486</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-2,036.34</b>
5105173	06/15/2023		BG-Trap Supplies (PO 02706-1881)	5825 · Lab Supplies	2,036.34
TOTAL					2,036.34
<b>2074</b>	<b>06/27/2023</b>	<b>Colorprint</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-2,012.59</b>
33549	06/06/2023		Mini fly swatter (1,000)	5910 · Media and Network	901.94

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

June 2023

<b>GF-Jun 2023</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
33935	06/26/2023		Deluxe Signicade Frames and Holders (4)	5910 · Media and Network	642.41
33936	06/26/2023		District Open House Signages (4)	5910 · Media and Network	468.24
TOTAL					<u>2,012.59</u>
<b>2075</b>	<b>06/27/2023</b>	<b>Comcast</b>	<b>A/C #8155200280658818</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-179.28</b>
8155200280658818	06/15/2023		Business Internet 06/20/23-07/19/23 (1415 N Carolan)	5575 · Phone - Land Line-AT&T/Comcast	179.28
TOTAL					<u>179.28</u>
<b>2076</b>	<b>06/27/2023</b>	<b>Compu-Data, Inc.</b>	<b>Inv #64325</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-280.00</b>
64325	06/19/2023		Reconfigured NVR at 1415 N Carolan (2hrs)	5455 · IT Consulting - Compu-Data	280.00
TOTAL					<u>280.00</u>
<b>2077</b>	<b>06/27/2023</b>	<b>Erika Eugenia Alor Vazquez</b>	<b>San Mateo County Mosquito</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-80.00</b>
7262023	07/26/2023		Spanish translation for outreach materials	5910 · Media and Network	80.00
TOTAL					<u>80.00</u>
<b>2078</b>	<b>06/27/2023</b>	<b>Fisher Scientific</b>	<b>Account No. 058330-001</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-50.37</b>
3492800	06/05/2023		Lab supply	5825 · Lab Supplies	50.37
TOTAL					<u>50.37</u>
<b>2079</b>	<b>06/27/2023</b>	<b>Flyers Energy, LLC</b>	<b>Account 700895</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-3,256.60</b>
CFS-3460013	06/15/2023		Fuels 06/01/2023-06/15/2023	5735 · Fuel	3,256.60
TOTAL					<u>3,256.60</u>
<b>2080</b>	<b>06/27/2023</b>	<b>Fusion, LLC</b>	<b>Customer No. 3789973</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-522.96</b>
9709110	06/19/2023		Phone System Jul-2023	5570 · Phone - VOIP - Fusion/MegaPath	522.96
TOTAL					<u>522.96</u>
<b>2081</b>	<b>06/27/2023</b>	<b>James Barry</b>	<b>Inv #198011</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-150.00</b>



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

June 2023

<b>GF-Jun 2023</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
198011	06/23/2023		Fish pond maintenance	5505 · Facility - Repairs & Maint	150.00
TOTAL					150.00
<b>2082</b>	<b>06/27/2023</b>	<b>Kim Keyser</b>	<b>Reimb out-of-pocket dental work</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-171.00</b>
Dental-02-21-23	06/06/2023		Reimb out-of-pocket dental work	5140 · Actives - Dental Reimbursement	171.00
TOTAL					171.00
<b>2083</b>	<b>06/27/2023</b>	<b>Public Agency Retirement Services (P Customer #SAN400</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-312.12</b>
53351	06/13/2023		PARS Alternate Retirement System Fees PE 04/30/2023	5325 · HR & Finance Consultant	312.12
TOTAL					312.12
<b>2084</b>	<b>06/27/2023</b>	<b>Rachel Curtis</b>	<b>Photography Class @ Stanford 4/7/23</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-595.00</b>
ReimbPhotographCl	06/23/2023		Photography Class @ Stanford 4/7/23	5910 · Media and Network	595.00
TOTAL					595.00
<b>2085</b>	<b>06/27/2023</b>	<b>Spark Creative Design</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,605.00</b>
2806	06/16/2023		District services reports, signs, labels design and edits	5910 · Media and Network	630.00
2811	06/27/2023		District services displays and edits	5910 · Media and Network	975.00
TOTAL					1,605.00
<b>2086</b>	<b>06/27/2023</b>	<b>Standard Insurance Company</b>	<b>142979</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,458.77</b>
142979-0001 June2	06/20/2023		Long term disability due 07/01/2023	5165 · Long Term Disability - Standard	1,458.77
TOTAL					1,458.77
<b>2087</b>	<b>06/27/2023</b>	<b>Target Specialty Products</b>	<b>Customer ID 5005852</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,343.49</b>
INVP501175443	06/12/2023		DeltaDust (1lb) 24/cs, 30Cs/Plit (Qty:58) PO#02706-1870	5705 · Pesticides	1,343.49
TOTAL					1,343.49

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

June 2023

<b>GF-Jun 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
2088	06/27/2023	Tick Key International	Invoice #2023-581	1013 · Checking - US Bank - GF x3353	-7,000.00
2023-581	05/24/2023		Tick Keys & logo engraving (Qty 2,000) (P.O. #02706-1877)	5910 · Media and Network	7,000.00
TOTAL					<u>7,000.00</u>
2089	06/27/2023	United States Treasury	2023 Form 720-V 2nd Qtr; EIN 94-6004102	1013 · Checking - US Bank - GF x3353	-77.25
2023 Form720-V	06/19/2023		2023 Form 720-V 2nd Qtr; EIN 94-6004102	5130 · Actives - HRA Health Reimb Acct	77.25
TOTAL					<u>77.25</u>
2090	06/27/2023	U.S. Bank	4246-0445-5564-6391	1013 · Checking - US Bank - GF x3353	-6,105.56
05222023	05/22/2023		District Credit Card Payment	1040 · US Bank Purchase Card	6,105.56
TOTAL					<u>6,105.56</u>
<b>CHECK TOTAL</b>					<b><u><u>270,851.07</u></u></b>

Note: Previous month's check numbers were 22644-22696 (from old Union Bank acct). Current month's check numbers are 2006-2090 (85 checks from new US Bank acct).

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

<b>CPF-Jun 2023</b>
-------------------------

June 2023

Num	Date	Name	Memo	Account	Original Amount
1256	06/01/2023	Leading Edge Associates, Inc.	VOID: Re-write to correct check amount	1023 · Checking - US Bank - CPF x4183	0.00
TOTAL					0.00
1257	06/01/2023	Leading Edge Associates, Inc.	Invoice #162803	1023 · Checking - US Bank - CPF x4183	-55,000.00
162803	05/20/2023		MapVision Upgrade (Due 1st half of \$110,000)	6025 · Software	55,000.00
TOTAL					55,000.00
1258	06/15/2023	Enterprise FM Trust	Customer No. 458563	1023 · Checking - US Bank - CPF x4183	-3,542.33
FBN476119	06/03/2023		22NCN8-2018 NISS Frontier- June 2023	6030 · Vehicle Leases	248.89
			22NCNB-2018 NISS Frontier	6030 · Vehicle Leases	248.89
			22NCNF-2018 NISS Frontier	6030 · Vehicle Leases	32.89
			22NCNJ-2018 NISS Frontier	6030 · Vehicle Leases	32.89
			23CDWF-2020 Subaru Forester	6030 · Vehicle Leases	318.64
			23LVXF-2019 NISS Frontier (Kim)	6030 · Vehicle Leases	405.59
			23LW6S-2019 NISS Frontier (Lab)	6030 · Vehicle Leases	455.33
			23MNV2-2020 NISS Frontier	6030 · Vehicle Leases	391.87
			23MNV3-2020 NISS Frontier	6030 · Vehicle Leases	391.88
			25QSHX-2022 FORD Explorer	6030 · Vehicle Leases	492.81
			266LKM-2021 RAM 2500	6030 · Vehicle Leases	522.65
TOTAL					3,542.33
<b>CHECK TOTAL</b>					<b>58,542.33</b>

Note: Previous month's check number was 1104 (from old Union Bank acct). Current month's check numbers are 1256-1258 (3 checks from new US Bank acct).

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

<b>June 2023</b>
----------------------

**June 2023**

<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
<b>1040 · US Bank Purchase Card</b>					
<b>1045 · US Bank Visa Brian x2315</b>					
Credit Card Charge	05/24/2023	California Special District Assoc	CSDA General Manager Summit Conf. registration for Brian Weber	5215 · Conferences / Workshops Staff	750.00
Credit Card Charge	05/24/2023	California Special District Assoc	CSDA Conf. registrations for Brian and Casey	5215 · Conferences / Workshops Staff	1,850.00
			CSDA Conf. registrations for Trustees Mason and Ray	5210 · Conferences / Workshops Board	1,850.00
Credit Card Charge	05/25/2023	Misc-Admin	Stayforlong.com - hotel rm for Brian CSDA General Mgr Summit Conf.	5215 · Conferences / Workshops Staff	752.00
Credit Card Credit	06/07/2023	Government Finance Officers Assoc	Refund for overpayment	5375 · Audit	-805.00
Credit Card Credit	06/08/2023	Microsoft	Refund for annual overpayment	5475 · Website Hosting / Microsoft	-24.46
Credit Card Credit	06/08/2023	Microsoft	Refund for annual overpayment	5475 · Website Hosting / Microsoft	-16.84
Credit Card Charge	06/12/2023	Misc-Lab	Lucky's - long handled cleaning brushes	5825 · Lab Supplies	38.23
Credit Card Charge	06/13/2023	Misc-Admin	Capelo's Barbecue - Dinner for the July 14th Board Meeting	5305 · Board Meeting Expenses	816.15
Credit Card Charge	06/19/2023	Misc- Outreach	Topside Maps - district's educational materials	5910 · Media and Network	1,064.00
Total 1045 · US Bank Visa Brian x2315					6,274.08
<b>1050 · US Bank Visa Admin x5992</b>					
Credit Card Charge	05/23/2023	B&H Photo	Cases to protect devices for field use	5460 · Computer Hardware	834.21
Credit Card Charge	05/25/2023	Costco	Food for staff training and holiday gathering	5220 · Staff Training	164.58
Credit Card Charge	05/28/2023	Misc-Lab	Webstaurant Store - cups for yellowjacket bait	5825 · Lab Supplies	123.09
Credit Card Charge	05/31/2023	Summit Racing Equipment	Supplies and parts for airboat fuel system	5630 · Ops Equipment & Repairs	107.20
Credit Card Charge	06/01/2023	Mosyle Business	Mosyle Business Premium License	5465 · Computer Software	30.00
Credit Card Charge	06/06/2023	Register.com Website	Website renewal - www.smcvmcd.org	5475 · Website Hosting / Microsoft	147.75
Credit Card Charge	06/07/2023	Misc-Admin	Regal Awards Unlimited - Trustee Chuck Cotten nameplate	5335 · Office Expense	29.05
Credit Card Charge	06/07/2023	Grammarly	Yearly subscription renewal - four users	5330 · Memberships & Subscriptions	540.00
Credit Card Charge	06/07/2023	Misc- Outreach	J.L. Darling - items for youth focused activities	5910 · Media and Network	834.86
Credit Card Charge	06/09/2023	Eppendorf North America, Inc.	Repeating pipettor refill	5845 · Lab PCR Supplies	226.76
Credit Card Charge	06/09/2023	Craigslist	Job posting for OPS seasonal position	5335 · Office Expense	150.00
Credit Card Charge	06/12/2023	GoToMyPC.Com	Membership renewal for Richard's computer	5465 · Computer Software	420.00
Credit Card Charge	06/13/2023	Peninsula Feed	Bedding for San Mateo coop - treating lice	5810 · Sentinel Chicken Flocks/Supply	43.77
Credit Card Charge	06/14/2023	Target	Boxes for outreach material	5910 · Media and Network	53.33
Credit Card Charge	06/15/2023	Misc- Outreach	Vimeo - online fee for webinar about bats	5910 · Media and Network	15.00
Credit Card Charge	06/16/2023	Misc- Outreach	The Reading Bug - books for school outreach	5910 · Media and Network	329.67
Credit Card Charge	06/16/2023	Cresco Equipment Rental	Forklift fuel	5505 · Facility - Repairs & Maint	37.27
Credit Card Charge	06/16/2023	Misc- Ops	PPG Paints - paint and supplies for touchup building exterior	5505 · Facility - Repairs & Maint	177.79
Credit Card Charge	06/16/2023	Misc- Outreach	Chico Bags - outreach promo item with District logo	5910 · Media and Network	977.74
Credit Card Charge	06/19/2023	Costco	Misc. office supplies	5335 · Office Expense	325.04
			Misc. janitorial supplies	5340 · Janitorial/Household Expense	144.38

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

<b>June 2023</b>
----------------------

**June 2023**

<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
			Misc. board meeting supplies	5305 · Board Meeting Expenses	117.84
Total 1050 · US Bank Visa Admin x5992					<u>5,829.33</u>
<b>TOTAL 1040 · US Bank Purchase Card</b>					<b><u><u>12,103.41</u></u></b>



P.O. BOX 8343  
FARGO ND 58125-8343

Jun  
2023



ACCOUNT NUMBER [REDACTED]  
STATEMENT DATE 06-22-2023  
AMOUNT DUE \$18,208.97  
NEW BALANCE \$18,208.97  
PAYMENT DUE ON RECEIPT

000000908 01 SP 0.600 106481709470826 P  
SMCMVCD  
ATTN DISTRICT MANAGER  
1351 ROLLINS RD  
BURLINGAME CA 94010-2409

AMOUNT ENCLOSED  
\$ 12,103.41

Please make check payable to U.S. Bank

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

[REDACTED] 001820897 001820897

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY									
SMCMAD	Previous Balance	Purchases And Other Charges	Cash Advances	Cash Advance Fees	Late Payment Charges	Credits	Payments	New Balance	
[REDACTED]	\$15,951.06	\$12,949.71	\$0.00	\$0.00	\$0.00	\$846.30	\$9,845.50	\$18,208.97	

CORPORATE ACCOUNT ACTIVITY				
SMCMAD				TOTAL CORPORATE ACTIVITY
[REDACTED]				\$9,845.50 CR
Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-30	05-27	74798263150000000000672	PAYMENT - THANK YOU 00000 C	9,845.50 PY

NEW ACTIVITY					
SMCMVCD ADMIN		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
[REDACTED]		\$0.00	\$5,829.33	\$0.00	\$5,829.33
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-24	05-23	24906413143174576130281	B&H PHOTO 800-806-8969 800-2215743 NY	834.21	
05-26	05-25	24943003146898002112023	COSTCO WHSE #0147 FOSTER CITY CA	164.58	
05-29	05-28	24113433149600160154007	THE WEBSTAIRANT STORE INC 717-392-7472 PA	123.09	
06-01	05-31	24445003152600082979907	SUMMIT RACING MAIL ORDER 800-230-3030 OH	107.20	
06-02	06-01	24492163153000004215097	MOSYLE BUS* MOSYLE_BUS HTTPSBUSINESS FL	30.00	

<b>CUSTOMER SERVICE CALL</b> 800-344-5696	ACCOUNT NUMBER [REDACTED]		ACCOUNT SUMMARY	
	STATEMENT DATE 06/22/23	DISPUTED AMOUNT .00	PREVIOUS BALANCE	15,951.06
<b>SEND BILLING INQUIRIES TO:</b> U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 8335 Fargo, ND 58125-8335	<b>AMOUNT DUE</b>  18,208.97		PURCHASES & OTHER CHARGES	12,949.71
			CASH ADVANCES	.00
			CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	846.30
			PAYMENTS	9,845.50
			ACCOUNT BALANCE	18,208.97



Company Name: SMCMVCD
Corporate Account Number: [REDACTED]
Statement Date: 06-22-2023

Jun  
2023

**NEW ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-07	06-06	24906413157175617733317	WEB*REGISTERWEBSITE 800-8999723 FL	60.75
06-07	06-06	24906413157175618807714	WEB*REGISTERWEBSITE 800-8999723 FL	11.00
06-08	06-07	24013393158000846151862	REGAL AWARDS UNLIMITED LINCOLN NE	29.05
06-08	06-07	24492153158719347541788	GRAMMARLY COIYHXMD2 GRAMMARLY.COM CA	540.00
06-12	06-09	24121573161610134646950	EPPENDORF NORTH AMERIC 800-6453050 NY	226.76
06-12	06-09	24692163160104952389380	CRAIGSLIST.ORG 415-399-5200 CA	75.00
06-12	06-09	24692163160104952754419	CRAIGSLIST.ORG 415-399-5200 CA	75.00
06-12	06-10	249064131611175871277260	WEB*REGISTERWEBSITE 800-8999723 FL	76.00
06-13	06-12	24692163163107838175805	GOTOCOM*GOTOMYPC GOTO.COM MA	420.00
06-14	06-07	24251383164017023447214	JL DARLING 253-922-5000 WA	834.86
06-14	06-13	24692163164108566452050	SQ *PENINSULA FEED STORE REDWOOD CITY CA	43.77
06-15	06-14	24431063165083002689961	TARGET.COM * 800-591-3869 MN	53.33
06-16	06-15	24692163166100154789340	VMO*VIMEO.COM 848-359-5618 NY	15.00
06-19	06-16	24121573169000187160025	THE READING BUG 000-0000000 CA	329.67
06-19	06-16	24323043168048700208736	CRESCO EQUIPMENT RENTALS BURLINGAME CA	37.27
06-19	06-16	24435653167490003117978	PPG PAINTS 8120 SAN CARLOS CA	177.79
06-19	06-16	24761473169030016612071	CHICO BAG 888-496-6166 CA	977.74
06-20	06-19	24692163170103189018331	COSTCO DELIVERY 654 800-788-9968 CA	587.26

<b>BRIAN WEBER</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$846.30	\$7,120.38	\$0.00	\$6,274.08

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-26	05-24	24202983145030038387631	CALIFORNIA SPECIAL DISTRI 916-442-7887 CA	750.00
05-26	05-24	24202983145030038387664	CALIFORNIA SPECIAL DISTRI 916-442-7887 CA	3,700.00
05-26	05-25	74108263145008185811016	STAYFORLONG.COM STAYFORLONG	752.00
06-08	06-07	74492153158717365783089	GOVERNMENT FINANCE OFFICE 3129779700 IL	805.00 CR
06-09	06-08	74430993159400810000309	MICROSOFT*365 MSBILL INFO WA	24.46 CR
06-09	06-08	74430993159400814000248	MICROSOFT*365 MSBILL INFO WA	16.84 CR
06-14	06-12	24427333164710036276497	LUCKY #726 MILLBRAE MILLBRAE CA	38.23
06-14	06-13	24692163165108783514962	SQ *CAPELO'S BARBECUE PRI REDWOOD CITY CA	816.15
06-20	06-19	24011343170000042261409	WWW.TOPSIDEMAPS.COM WWW.TOPSIDEMA UT	1,064.00

Department: 00000 Total:  
Division: 00000 Total:

\$12,103.41  
\$12,103.41



**Item 6D**

**Monthly Financial Report  
Month Ending July 31, 2023**

**Staff Recommendation:** Motion to recommend approval of the July 31, 2023, Financial Report.

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

Total revenues received from July 1 through July 31, 2023 (YTD) were \$ 11.7 thousand; total expenditures YTD were \$ 987.6 thousand , and the change in fund balance was \$ 975.9 thousand. The District had \$ 8.3 million in cash available in County Treasury and \$202,645 in CalCLASS.

	<b>General</b>	<b>Capital</b>	<b>Total</b>
	<b>Fund</b>	<b>Fund</b>	<b>Funds</b>
<b>Beginning Fund Balance 7/1/2023:</b>	\$ 9,062,890	\$ 754,020	\$ 9,816,910
Revenues/Resources	\$ 11,719	\$ -	\$ 11,719
Due To (From) Funds	\$ -	\$ -	\$ -
Expenditures	\$ 983,985	\$ 3,601	\$ 987,585
<b>Change in Fund Balance</b>	<b>(972,266)</b>	<b>(3,601)</b>	<b>\$ (975,867)</b>
<b>* Ending Fund Balance</b>	<b>\$ 8,090,624</b>	<b>\$ 750,419</b>	<b>\$ 8,841,043</b>

<b>* Components of Fund Balance:</b>			
<b>Nonspendable (Inventory)</b>	\$ 143,930.00	\$ -	\$ 143,930.00
<b>Assigned (Capital Improvements)</b>	-	750,419	750,419
<b>Public Health Emergency Fund</b>	800,000	-	800,000
<b>Natural Disaster Emergency Fund</b>	650,000	-	650,000
<b>Real Property Acquisiton Fund</b>	2,434,670	-	2,434,670
<b>Debt Service Repayment Fund</b>	1,000,000	-	1,000,000
<b>Unrestricted Fund Balance</b>	3,062,024	-	3,062,024
<b>Total</b>	<b>\$ 8,090,624</b>	<b>\$ 750,419</b>	<b>\$ 8,841,043</b>





**Budget Variances**

**Revenues**

Actual revenues received through July 31, 2023, were under budget by \$ 30,038 resulting from timing of Program and Other revenue.

**Expenditures**

Expenditures through July 31, 2023, were under budget by \$ 17,072 primarily due to the timing of expenditures contained in the table below:

Budget Category	Over/ Under	Variance	% of YTD Budget	Explanation
Operations	Under	\$15,168	44.3%	Timing of Helicopter 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 \$15,000.

**Questions**

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

**Approval**

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



**Attachments:**

1. Statement of Financial Position/Balance Sheet

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

3. Budget Variance Reports

Month

YTD

YTD compared with adopted budget.

4. Accounts Receivable Aging Summary

On the July 31, 2023 summary, accounts receivable outstanding greater than 90 days total were \$ 163.90. Currently, total accounts receivable over 90 days is \$0.

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 2091 to 2163. Last month's check number ended at 2090. All checks written were to vendors on account, retired employees, or reimbursements to current employees, per District policy. In July 2023, 73 checks written from the General Fund totaled \$ 821,530.65. In addition, the District wrote 2 checks from the Capital Fund totaling \$ 18,127.33 (check numbers 1259-1260).

8. Purchase Card Report and Bank Statement

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

---

San Mateo County Mosquito & Vector Control District  
 Balance Sheet  
 As of Jul 31, 2023

	Total Jul 31, 23	General Fund	Capital Fund
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
1010 · Cash-County Treasury-GF x2706	7,553,863	7,553,863	
1013 · Checking -US Bank - GF x3353	(86,077)	(86,077)	
1018 · Cash-Cal CLASS	202,645	202,645	
1020 · Cash-County Treasury-CPF x2705	749,969		749,969
1023 · Checking -US Bank - CPF x4183	-		-
1026 · County Funds - FMV	(262,567)	(263,017)	450
1030 · Petty Cash	400	400	
1035 · PARS Pension Rate Stabilization	110,183	110,183	
<b>Total Checking/Savings</b>	<b>8,268,417</b>	<b>7,517,998</b>	<b>750,419</b>
<b>Accounts Receivable</b>			
1100 · Accounts Receivable	24,639	24,639	
1105 · Interest Receivable	-	-	-
<b>Total Accounts Receivable</b>	<b>24,639</b>	<b>24,639</b>	<b>-</b>
<b>Other Current Assets</b>			
1220 · VCJPA-Member Contingency Fund	477,718	477,718	
1230 · Pesticide Inventory	160,226	160,226	
<b>Total Other Current Assets</b>	<b>637,944</b>	<b>637,944</b>	<b>-</b>
<b>Total Current Assets</b>	<b>8,931,000</b>	<b>8,180,581</b>	<b>750,419</b>
<b>TOTAL ASSETS</b>	<b>8,931,000</b>	<b>8,180,581</b>	<b>750,419</b>
<b>LIABILITIES &amp; FUND BALANCE</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
2000 · Accounts Payable	89,957	89,957	-
<b>Total Accounts Payable</b>	<b>89,957</b>	<b>89,957</b>	<b>-</b>
<b>Credit Cards</b>			
1040 · US Bank Purchase Card	-	-	
<b>Total Credit Cards</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Current Liabilities</b>			
2200 · Accrued Wages	-	-	
<b>Total Other Current Liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Current Liabilities</b>	<b>89,957</b>	<b>89,957</b>	<b>-</b>
<b>Total Liabilities</b>	<b>89,957</b>	<b>89,957</b>	<b>-</b>
<b>Fund Balance</b>			
Beginning Fund Balance, 7/1/2023	9,816,910	9,062,890	754,020
Due To (From) Funds	-	-	-
Revenues Over Expenditures	(975,867)	(972,266)	(3,601)
<b>Ending Fund Balance *</b>	<b>8,841,043</b>	<b>8,090,624</b>	<b>750,419</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>8,931,000</b>	<b>8,180,581</b>	<b>750,419</b>
<b>* COMPONENTS OF ENDING FUND BALANCE</b>			
Nonspendable (Inventory)	143,930	143,930	-
Assigned (Capital Improvements)	750,419	-	750,419
Public Health Emergency Fund	800,000	800,000	-
Natural Disaster Emergency Fund	650,000	650,000	-
Real Property Acquisiton Fund	2,434,670	2,434,670	-
Debt Service Repayment Fund	1,000,000	1,000,000	-
Unrestricted Fund Balance (Includes Working Capital)	3,062,024	3,062,024	-
<b>Total Fund Balance</b>	<b>8,841,043</b>	<b>8,090,624</b>	<b>750,419</b>

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

Month of Report:

July, 2023

GENERAL FUND:

Ordinary Revenues/Expenditures

Revenues

	Annual Budget	YTD Actual	Annual Variance	%	YTD Budget	YTD Variance	%	Monthly Budget	Monthly Actual	Monthly Variance	%
Total 4000 · PROGRAM REVENUES	2,506,718	9,831	(2,496,887)	0.4%	41,757	(31,926)	23.5%	41,757	9,831	(31,926)	23.5%
Total 4100 · PROPERTY TAX REVENUES	3,592,034	-	(3,592,034)	0.0%	-	-	0.0%	-	-	-	0.0%
Total 4200 · OTHER TAX REVENUES	799,499	-	(799,499)	0.0%	-	-	0.0%	-	-	-	0.0%
Total 4300 · OTHER REVENUES	115,848	1,888	(113,960)	1.6%	-	1,888	0.0%	-	1,888	1,888	0.0%

<b>Total Revenues</b>	<b>7,014,099</b>	<b>11,719</b>	<b>(7,002,380)</b>	<b>0.2%</b>	<b>41,757</b>	<b>(30,038)</b>	<b>28.1%</b>	<b>41,757</b>	<b>11,719</b>	<b>(30,038)</b>	<b>28.1%</b>
-----------------------	------------------	---------------	--------------------	-------------	---------------	-----------------	--------------	---------------	---------------	-----------------	--------------

Expenditures

Total 5000 · SALARIES & WAGES	3,277,706	130,639	3,147,067	4.0%	137,817	(7,178)	94.8%	137,817	130,639	(7,178)	94.8%
Total 5100 · EMPLOYEE BENEFITS	1,344,973	265,248	1,079,725	19.7%	251,309	13,939	105.5%	251,309	265,248	13,939	105.5%
Total 5200 · TRAINING - BOARD & STAFF	73,010	7,184	65,826	9.8%	3,267	3,917	219.9%	3,267	7,184	3,917	219.9%
Total 5300 · ADMINISTRATION	412,667	33,920	378,747	8.2%	33,919	1	100.0%	33,919	33,920	1	100.0%
Total 5400 · INSURANCE	188,516	178,059	10,457	94.5%	188,516	(10,457)	94.5%	188,516	178,059	(10,457)	94.5%
Total 5450 · COMPUTER HARDWARE & SOFTWARE	102,816	14,930	87,886	14.5%	6,503	8,427	229.6%	6,503	14,930	8,427	229.6%
Total 5500 · FACILITIES MAINTENANCE	54,640	2,168	52,472	4.0%	4,557	(2,389)	47.6%	4,557	2,168	(2,389)	47.6%
Total 5550 · UTILITIES	64,264	5,443	58,821	8.5%	5,918	(475)	92.0%	5,918	5,443	(475)	92.0%
Total 5600 · FLEET MAINTENANCE	64,650	3,512	61,138	5.4%	4,480	(968)	78.4%	4,480	3,512	(968)	78.4%
Total 5700 · OPERATIONS	284,821	12,043	272,778	4.2%	27,211	(15,168)	44.3%	27,211	12,043	(15,168)	44.3%
Total 5800 · LABORATORY	95,653	3,493	92,160	3.7%	5,082	(1,589)	68.7%	5,082	3,493	(1,589)	68.7%
Total 5900 · PUBLIC OUTREACH	133,369	9,253	124,116	6.9%	12,153	(2,900)	76.1%	12,153	9,253	(2,900)	76.1%
Total 6500 · DEBT SERVICE	318,094	318,094	(0)	100.0%	318,094	(0)	100.0%	318,094	318,094	0	100.0%

<b>Total Expenditures</b>	<b>6,415,179</b>	<b>983,985</b>	<b>(5,431,194)</b>	<b>15.3%</b>	<b>998,826</b>	<b>(14,841)</b>	<b>98.5%</b>	<b>998,826</b>	<b>983,985</b>	<b>(14,841)</b>	<b>98.5%</b>
---------------------------	------------------	----------------	--------------------	--------------	----------------	-----------------	--------------	----------------	----------------	-----------------	--------------

<b>General Fund Net Revenues Over Expenditures</b>	<b>598,920</b>	<b>(972,266)</b>	<b>(1,571,186)</b>		<b>(957,069)</b>	<b>(15,197)</b>		<b>(957,069)</b>	<b>(972,266)</b>	<b>(15,197)</b>	
--	----------------	------------------	--------------------	--	------------------	-----------------	--	------------------	------------------	-----------------	--

CAPITAL IMPROVEMENT FUND:

Total 6000 · CAPITAL IMPROVEMENTS REVENUE	-	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
Total 6000 · CAPITAL IMPROVEMENTS EXPENDITURES	2,599,626	3,601	2,596,025	0.1%	5,831	(2,230)	61.8%	5,831	3,601	(2,230)	61.8%

<b>Capital Improvement Fund Net Revenue Over Expenditures</b>	<b>(2,599,626)</b>	<b>(3,601)</b>	<b>2,596,025</b>		<b>(5,831)</b>	<b>2,230</b>		<b>(5,831)</b>	<b>(3,601)</b>	<b>2,230</b>	
---	--------------------	----------------	------------------	--	----------------	--------------	--	----------------	----------------	--------------	--

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

06/30/2023

**A/R Aging Summary**

As of July 31, 2023

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
City of Foster City	5,066.34	0.00	6,873.73	0.00	0.00	11,940.07
City of Pacifica Public Works Wastewater	78.08	0.00	78.08	0.00	0.00	156.16
City of Redwood City, Public Works	3,752.30	0.00	5,511.67	0.00	0.00	9,263.97
City of San Francisco, Public Utilities	193.68	0.00	0.00	369.76	0.00	563.44
City of San Mateo, Wastewater Treatment	166.86	0.00	171.46	0.00	0.00	338.32
City of South San Francisco Water Quality	168.06	0.00	0.00	0.00	0.00	168.06
San Francisco Int'l Airport	0.00	0.00	582.27	563.44	0.00	1,145.71
San Francisco Zoological Society	0.00	0.00	145.90	105.65	0.00	251.55
Sewer Authority Mid-Coastside	78.08	0.00	78.08	0.00	0.00	156.16
Silicon Valley Clean Water	327.80	0.00	163.90	0.00	163.90	655.60
<b>TOTAL</b>	<b><u>9,831.20</u></b>	<b><u>0.00</u></b>	<b><u>13,605.09</u></b>	<b><u>1,038.85</u></b>	<b><u>163.90</u></b>	<b><u>24,639.04</u></b>

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

08/21/2023

**A/R Aging Summary**

As of August 21, 2023

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
City of Foster City	0.00	5,066.34	0.00	0.00	0.00	5,066.34
City of Pacifica Public Works Wastewater	0.00	78.08	0.00	0.00	0.00	78.08
City of Redwood City, Public Works	0.00	3,752.30	0.00	0.00	0.00	3,752.30
City of San Francisco, Public Utilities	0.00	193.68	0.00	0.00	0.00	193.68
City of San Mateo, Wastewater Treatment	0.00	166.86	0.00	0.00	0.00	166.86
City of South San Francisco Water Quality	0.00	168.06	0.00	0.00	0.00	168.06
San Francisco Int'l Airport	0.00	0.00	582.27	563.44	0.00	1,145.71
San Francisco Zoological Society	0.00	0.00	0.00	105.65	0.00	105.65
Sewer Authority Mid-Coastside	0.00	78.08	0.00	0.00	0.00	78.08
Silicon Valley Clean Water	0.00	327.80	0.00	0.00	0.00	327.80
<b>TOTAL</b>	<b><u>0.00</u></b>	<b><u>9,831.20</u></b>	<b><u>582.27</u></b>	<b><u>669.09</u></b>	<b><u>0.00</u></b>	<b><u>11,082.56</u></b>

**San Mateo County Mosquito and Vector Control District**  
**Cash Activity & Reconciliation to County Statement**  
**General Fund**  
**July 31, 2023**

<b>GF-Jun</b> <b>2023</b>
------------------------------

**Beginning Cash per District as of Jun 30, 2023** 8,379,432

<b>Reductions</b>	
Payroll Related (ADP)	(223,341)
Checks Written	(821,531)
Deposit Permit not reflected in Cty Stmt	(39,921)
Bank Fee (No Bank Chrg in May)	(66)
<b>Total Reductions</b>	(1,084,859)

<b>Additions</b>	
Quarterly Interest	65,423
Abatement Services	27,034
Property Tax Revenue	-
ERAF Rebate	-
RDA/RPTTF	-
Special Benefit Assessment	-
Special Mosquito Tax	-
Misc Deposit	39,844
<b>Total Additions</b>	132,302

**Ending Cash per District as of Jul 31, 2023** 7,426,875

**Cash per County General Fund Statement** 7,426,875

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] 07/01/2023-07/31/2023 Page 2  
 THU, AUG 10, 2023, 12:02 PM --req: VALENCIR--leg: GL JL--loc: CONTROL---job:16448298 J4761---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 07/01/23	8,379,431.57	0.00	8,379,431.57
	07/01/23	RJNYINRV	AutoID: JXG725D3 Job: 16407 JE	65,423.22	0.00	8,444,854.79
	07/14/23	RJ15CFT2	Daily Cash Float Tsfr-Op Fd JE	26,957.40	0.00	8,471,812.19
	07/26/23	JB541831	AutoID: JRV728A3 Job: 16442 JE	0.00	1,044,871.98	7,426,940.21
	07/31/23	JB542012	AutoID: JVD801A3 Job: 16431 JE	0.00	65.70	7,426,874.51
		DR	* SUB ACCT Total *	8,471,812.19*	1,044,937.68*	7,426,874.51*

**San Mateo County Mosquito and Vector Control District**  
**Cash Activity & Reconciliation to County Statement**  
**Capital Project Fund**  
**July 31, 2023**

<b>CPF-Jul</b> <b>2023</b>
-------------------------------

<b>Beginning Cash per District as of Jun 30, 2023</b>	761,785
<b>Reductions</b>	
Checks Written	(18,127)
Bank Fee	(58)
Transfer-Out to General Fund	-
<b>Total Reductions</b>	(18,186)
<b>Additions</b>	
Quarterly Interest	6,370
Transfer-In from General Fund	-
<b>Total Additions</b>	6,370
<b>Ending Cash per District as of Jul 31, 2023</b>	749,969
<b>Cash per County Capital Project Fund Statement</b>	749,969
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]      07/01/2023-07/31/2023      Page 1  
 THU, AUG 10, 2023, 12:02 PM --req: VALENCIR--leg: GL JL--loc: CONTROL---job:16448298 J4761---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 07/01/23	761,784.95	0.00	761,784.95				
	07/01/23	RJNYINRV	AutoID: JXG725D3 Job: 16407 JE	6,369.70	0.00	768,154.65				
	07/26/23	JE541831	AutoID: JRV728A3 Job: 16442 JE	0.00	18,127.33	750,027.32				
	07/31/23	JE542012	AutoID: JVD801A3 Job: 16431 JE	0.00	58.40	749,968.92				
		DR	* SUB ACCT Total *	768,154.65*	18,185.73*	749,968.92*				

**San Mateo County Mosquito and Vector Control District**  
**ADP Payroll Disbursement**  
 July 31, 2023

<b>Jul</b> <b>2023</b>
---------------------------

	<u>July 7, 2023</u>	<u>July 21, 2023</u>	Footnotes:
<b>Payroll ACH Disbursement (including Net Pay &amp; Taxes )</b>			
Total Net Pay	80,415	86,329	
Federal W/H Tax	13,946	15,512	
Social Security Tax	1,725	1,986	A
Medicare	3,493	3,758	
CA W/H Tax	5,749	6,458	
CA SUI/DI	1,522	1,704	
<b>Total</b>	<b>106,849</b>	<b>115,748</b>	
<b>ADP Process Fee PPE 6/3 &amp; 6/17</b>	<b>267</b>	<b>319</b>	
<b>ADP Time &amp; Attendance</b>	<b>159</b>	<b>-</b>	
<b>Total amount for the period</b>	<b><u>107,275</u></b>	<b><u>116,066</u></b>	
<b>Total amount for the month:</b>		<b><u>223,341</u></b>	

**Footnotes:**

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



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

<b>GF-Jul 2023</b>
------------------------

July 2023

Num	Date	Name	Memo	Account	Original Amount
<b>2091</b>	<b>07/12/2023</b>	<b>Charles P. Hansen</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-922.08</b>
Drug-6-30-23	06/30/2023		Retiree Prescription Drug Reimbursemt PE 6-30-23	5155 · Retirees - HRA & Prescrip Reimb	341.40
07012023	07/01/2023		Retiree Health Insurance Reimb-Jul '23	5160 · Retirees - HRA & Medical Reimb	580.68
TOTAL					<u>922.08</u>
<b>2092</b>	<b>07/12/2023</b>	<b>Dennis J Jewell</b>	<b>Retiree Health Insurance Reimb-Jul '23</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-580.68</b>
07012023	07/01/2023		Retiree Health Insurance Reimb-Jul '23	5160 · Retirees - HRA & Medical Reimb	580.68
TOTAL					<u>580.68</u>
<b>2093</b>	<b>07/12/2023</b>	<b>Great-West Life &amp; Annuity Co</b>	<b>Group No. 98368</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-6,257.61</b>
07012023	07/01/2023		Employee Deferred Comp PPE 07/01/2023	5185 · Actives - Deferred Compensation	6,257.61
TOTAL					<u>6,257.61</u>
<b>2094</b>	<b>07/12/2023</b>	<b>San Mateo County Retirement Ass SM M.A.D.</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-21,024.19</b>
07012023	07/01/2023		Employee Contribution Pay Period 06/18/2023-07/01/2023	5115 · Retirement - Employee Contribut	9,131.76
			Employer Contribution Pay Period 06/18/2023-07/01/2023	5110 · Retirement - Employer Contribut	11,892.43
TOTAL					<u>21,024.19</u>
<b>2095</b>	<b>07/12/2023</b>	<b>U.S. Bank PARS Account # 674602 Agency Name: San Mateo County Mosquito &amp; Vector Control Distric</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-572.18</b>
6746022400-PP7-1	07/01/2023		Alternate Retirement System for Richard Arrow PPE 07/01/2023	5116 · Alternate Retire-Employee Contr	572.18
TOTAL					<u>572.18</u>
<b>2096</b>	<b>07/12/2023</b>	<b>Angelle Desiree LaBeaud</b>	<b>Jan-2023 Board Meeting Exp Reimb</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-100.00</b>
Jan'23Reimb	06/30/2023		Jan-2023 Board Meeting Exp Reimb	5305 · Board Meeting Expenses	100.00
TOTAL					<u>100.00</u>
<b>2097</b>	<b>07/12/2023</b>	<b>Irena Gilligan</b>	<b>Jan-Jun 2023 Board Meeting Exp Reimb</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-600.00</b>
Jan-Jun'23	06/30/2023		Jan-Jun 2023 Board Meeting Exp Reimb	5305 · Board Meeting Expenses	600.00

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

July 2023

<b>GF-Jul 2023</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
TOTAL					600.00
<b>2098</b>	<b>07/12/2023</b>	<b>Mason Brutschy</b>	<b>Jan thru Jun 2023 Board Meeting Exp Reimbursement</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-600.00</b>
Jan-Jun2023 Exp R	06/30/2023		Jan thru Jun 2023 Board Meeting Exp Reimbursement	5305 · Board Meeting Expenses	600.00
TOTAL					600.00
<b>2099</b>	<b>07/12/2023</b>	<b>Michael D. Yoshida</b>	<b>Jan thru Jun 2023 Board Meeting Exp Reimbursement</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-600.00</b>
Jan-Jun'23 Reimb	06/30/2023		Jan thru Jun 2023 Board Meeting Exp Reimbursement	5305 · Board Meeting Expenses	600.00
TOTAL					600.00
<b>2100</b>	<b>07/12/2023</b>	<b>ACT Art Conservation LLC</b>	<b>Invoice# 2023-onsiteSMC1</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-450.00</b>
2023-onsiteSMC1	06/22/2023		Onsite assessment of collection	5910 · Media and Network	450.00
TOTAL					450.00
<b>2101</b>	<b>07/12/2023</b>	<b>Airgas Dry Ice</b>	<b>4317638</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-989.55</b>
9139301322	06/20/2023		Dry Ice (250 lbs)	5820 · Dry Ice	328.77
9139534925	06/28/2023		Dry Ice (250 lbs)	5820 · Dry Ice	329.02
9139685077	07/03/2023		Dry Ice (250 lbs)	5820 · Dry Ice	331.76
TOTAL					989.55
<b>2102</b>	<b>07/12/2023</b>	<b>Alliant Insurance Services, Inc.</b>	<b>Account #SANMATE-10</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-2,950.95</b>
2354199	07/04/2023		Cyber Liability Insurance (7/1/2023 to 7/1/2024)	5436 · Cyber Liability	2,950.95
TOTAL					2,950.95
<b>2103</b>	<b>07/12/2023</b>	<b>Amazon Capital Services</b>	<b>Account # ARX6UTA334C06</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-3,715.48</b>
1V4W-FHLD-MG7C	06/30/2023		Office Expense	5335 · Office Expense	139.53
			Ops supply	5630 · Ops Equipment & Repairs	37.26
			Water bottle	5720 · Safety Equipment	17.53
			Work boots for Sean & Everst	5725 · Apparel - Uniforms & Boots	215.94
			PAPR and filters	5805 · Disease Surveillance	1,184.89

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

July 2023

<b>GF-Jul 2023</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
			Chicken coop supplies	5810 · Sentinel Chicken Flocks/Supply	119.15
			Outreach supplies	5910 · Media and Network	2,001.18
TOTAL					3,715.48
<b>2104</b>	<b>07/12/2023</b>	<b>American Fidelity Assurance Com Payor: 56840</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,966.62</b>
2189760A	07/04/2023		Flexible Spending Account (Employee Contrib)	5170 · Actives - Other Benefits	1,966.62
TOTAL					1,966.62
<b>2105</b>	<b>07/12/2023</b>	<b>AVQuest Insurance Service</b>	<b>Invoice #4631</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-4,625.00</b>
4631	07/05/2023		Non-Owned Commercial Aircraft Insurance 7/6/2023-7/6/2024	5435 · Non-owned Aircraft	4,625.00
TOTAL					4,625.00
<b>2106</b>	<b>07/12/2023</b>	<b>Bay Alarm</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-2,001.00</b>
20684779	07/01/2023		Access Control System 08/01/23-10/31/23 (1351 Rollins Rd)	5385 · Security and fire alarm	855.00
20700855	07/02/2023		Fire Alarm Monitoring 08/01/2023-10/31/2023 (1351 Rollins Rd)	5385 · Security and fire alarm	445.20
			Sprinkler Inspection Services 08/01/2023-10/31/2023	5385 · Security and fire alarm	160.80
20710832	07/03/2023		Security Alarm Monitoring 08/01/2023-10/31/2023 (1415 N Carolan Ave)	5385 · Security and fire alarm	540.00
TOTAL					2,001.00
<b>2107</b>	<b>07/12/2023</b>	<b>Brian Weber</b>	<b>Replenish Petty Cash 07/01/22-06/30/23</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-233.34</b>
PettyCash6-30-23	06/30/2023		Replenish Petty Cash 07/01/22-06/30/23	1030 · Petty Cash	233.34
TOTAL					233.34
<b>2108</b>	<b>07/12/2023</b>	<b>Cintas Corporation #0464</b>	<b>Payer #15914933</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-698.65</b>
15914933 Jun-2023	06/30/2023		Uniform Services 06/07/23 Inv #4157816618	5725 · Apparel - Uniforms & Boots	173.52
			Uniform Services 06/14/23 Inv #4158516138	5725 · Apparel - Uniforms & Boots	173.52
			Uniform Services 06/21/23 Inv #4159211779	5725 · Apparel - Uniforms & Boots	173.52
			Uniform Services 06/28/23 Inv #4159904755	5725 · Apparel - Uniforms & Boots	178.09
TOTAL					698.65
<b>2109</b>	<b>07/12/2023</b>	<b>City National Bank</b>	<b>Lease Agreement #21-001 dated 7/1/2021</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-318,094.12</b>

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

July 2023

<b>GF-Jul 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
Lease #21-001 7/20	07/01/2023		Principal-Re: Lease Agreement #21-001	6510 · Principal Payments	213,177.02
			Interest Due Date: 7/29/23	6520 · Interest Payments	104,917.10
TOTAL					318,094.12
<b>2110</b>	<b>07/12/2023</b>	<b>City of Burlingame, Water</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,128.44</b>
53-310184-Jun23	06/23/2023		3/4 Inch 04/18/23-06/20/23	5565 · Water	148.21
53-310176-Jun23	06/23/2023		Fireline 04/18/23-06/20/23	5565 · Water	13.15
53-133346-Jun23	06/23/2023		1 1/2 Inch 04/18/23-06/20/23	5565 · Water	757.32
53-485494-Jun23 C	07/11/2023		1 Inch meter 04/18/23-06/20/23-1415 N. Carolan Ave	5565 · Water	209.76
TOTAL					1,128.44
<b>2111</b>	<b>07/12/2023</b>	<b>Colorprint</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-476.05</b>
33972	06/28/2023		Print & laminate poster	5910 · Media and Network	207.33
33893	06/28/2023		Pesticide tags (150)	5910 · Media and Network	268.72
TOTAL					476.05
<b>2112</b>	<b>07/12/2023</b>	<b>Comcast</b>	<b>A/C #8155200280283815</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-169.33</b>
8155200280283815	07/03/2023		Business Internet 07/08/23-08/07/23 (1351 Rollins)	5575 · Phone - Land Line-AT&T/Comcast	169.33
TOTAL					169.33
<b>2113</b>	<b>07/12/2023</b>	<b>County of San Mateo LAFCO</b>	<b>San Mateo County Mosquito &amp; Vector Control District</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-4,020.00</b>
LAFCO-23-24Budget	07/01/2023		Po-rata share of LAFCO's adopted budget for FY 2023-2024	5330 · Memberships & Subscriptions	4,020.00
TOTAL					4,020.00
<b>2114</b>	<b>07/12/2023</b>	<b>Eco Medical Inc.</b>	<b>Invoice #19365</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-104.00</b>
19365	06/30/2023		28 Gal. Bio-waste container pick-up - Jun 2023	5830 · Lab Biowaste Disposal	104.00
TOTAL					104.00
<b>2115</b>	<b>07/12/2023</b>	<b>Fastenal Company</b>	<b>Cust No. CAS180583</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-20.61</b>

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

July 2023

<b>GF-Jul 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
CABUR80270	06/26/2023		Fleet maintenance supply	5620 · Auto, Hotsy, Plug, Boat, Traile	20.61
TOTAL					20.61
<b>2116</b>	<b>07/12/2023</b>	<b>FDAC EBA</b>	<b>51 - SMCMVCD Billing Period Aug-2023</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-33,448.58</b>
FDAC0823-SMCM	07/10/2023		Medical Insurance for Aug-2023	5125 · Actives - Medical Insurance	30,107.88
			Dental Insurance	5135 · Actives - Dental Insurance	2,754.18
			Vision	5145 · Actives - Vision Insurance	482.02
			Hartford Group Life	5150 · Group Life Insurance	104.50
TOTAL					33,448.58
<b>2117</b>	<b>07/12/2023</b>	<b>Flowers Electric &amp; Service Co., Inc Customer #1798</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-5,998.00</b>
22304027	06/29/2023		Install new 30' flag pole (PO#02706-1872)	5505 · Facility - Repairs & Maint	5,998.00
TOTAL					5,998.00
<b>2118</b>	<b>07/12/2023</b>	<b>Flyers Energy, LLC</b>	<b>Account 700895</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-3,625.81</b>
CFS-3482088	06/30/2023		Fuels 06/16/2023-06/30/2023	5735 · Fuel	3,625.81
TOTAL					3,625.81
<b>2119</b>	<b>07/12/2023</b>	<b>Grainger</b>	<b>809934680</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-581.98</b>
7111940693	06/15/2023		Hip waders	5725 · Apparel - Uniforms & Boots	191.55
			Rodent survy supply	5805 · Disease Surveillance	390.43
TOTAL					581.98
<b>2120</b>	<b>07/12/2023</b>	<b>Infosec</b>	<b>INV000076719</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,089.90</b>
INV000076719	07/05/2023		Cybersecurity workshop for staff & trustees	5465 · Computer Software	1,089.90
TOTAL					1,089.90
<b>2121</b>	<b>07/12/2023</b>	<b>MidAmerica Admin &amp; Retirement S Cust ID: SANMA002 (Admin Fees Apr-Jun '23)</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-648.00</b>
HRA-Admin-Apr-Jui	06/30/2023		Admin Fees for Actives HRA (Apr thru Jun '23)	5130 · Actives - HRA Health Reimb Acct	528.00
			Admin Fees for Retirees HRA (Apr thru Jun '23)	5160 · Retirees - HRA & Medical Reimb	120.00

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

July 2023

<b>GF-Jul 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
TOTAL					648.00
2122	07/12/2023	O'Reilly Automotive, Inc.	Customer #1275593	1013 · Checking - US Bank - GF x3353	-284.84
1275593 Stmt06/28	06/28/2023		Jeep maintenance supply	5620 · Auto, Hotsy, Plug, Boat, Traile	284.84
TOTAL					284.84
2123	07/12/2023	Occupational Health Centers of C	Account #N23-1060276454	1013 · Checking - US Bank - GF x3353	-66.00
79704112	06/28/2023		Drug test for Seasonal Tech (1)	5310 · Background / drug screening	66.00
TOTAL					66.00
2124	07/12/2023	PG&E		1013 · Checking - US Bank - GF x3353	-1,422.91
5594119880-0 Jun-	06/27/2023		PGE Elec & Gas for 1415 N Carolan 05/30/23-06/27/2023	5560 · Gas & Electricity - PG&E	841.77
5584709654-6 Jun.	06/27/2023		1351 Rollins Site 05/30/2023-06/27/2023	5560 · Gas & Electricity - PG&E	581.14
TOTAL					1,422.91
2125	07/12/2023	Quench USA, Inc.		1013 · Checking - US Bank - GF x3353	-410.00
INV05816080	06/01/2023		Water Dispenser Rental - Jun 2023	5335 · Office Expense	205.00
INV05948643	07/01/2023		Water Dispenser Rental - Jul 2023	5335 · Office Expense	205.00
TOTAL					410.00
2126	07/12/2023	RankPlus SEO	Invoice 000586	1013 · Checking - US Bank - GF x3353	-256.25
000586	06/29/2023		Google Analytic Services (1.25hr)	5910 · Media and Network	256.25
TOTAL					256.25
2127	07/12/2023	Recology San Mateo County	A/C #731001072	1013 · Checking - US Bank - GF x3353	-456.00
50148857	06/29/2023		Garbage Service - Jun 2023	5340 · Janitorial/Household Expense	456.00
TOTAL					456.00
2128	07/12/2023	Streamline	Invoice No: 112D6F75-0029	1013 · Checking - US Bank - GF x3353	-431.00

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

July 2023

<b>GF-Jul 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
112D6F75-0029	07/01/2023		Streamline Web 7/1/2023-7/31/2023	5475 · Website Hosting / Microsoft	431.00
TOTAL					431.00
<b>2129</b>	<b>07/12/2023</b>	<b>Target Specialty Products</b>	<b>Customer ID 5005852</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-4,951.76</b>
INVP501184957	06/20/2023		Spheratax SPH 50G (40lb) (Qty:20 bags) PO#02706-1883	5705 · Pesticides	4,951.76
TOTAL					4,951.76
<b>2130</b>	<b>07/12/2023</b>	<b>Vector-Borne Disease Account</b>	<b>San Mateo Co MVCD</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-3,114.00</b>
SMATM-07-2023	07/12/2023		Re-certification for District Employeee (18)	5205 · Coastal Regional Continuing Ed.	3,114.00
TOTAL					3,114.00
<b>2131</b>	<b>07/12/2023</b>	<b>Vector Control Joint Powers Agen Customer #SAN002</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-294,396.00</b>
VCJPA-239	07/03/2023		Worker's Comp Program (2023-24 Program Year)	5182 · Workers Compensation	123,913.00
			Liability Program	5410 · Liability Insurance - VCJPA	117,006.00
			Pooled Auto Physical Damage	5415 · Auto Physical Damage	3,907.00
			Property Program	5420 · Group Property Program	39,448.00
			General Fund Contribution	5425 · VCJPA - General Fund Allocation	3,529.00
			Group Fidelity ACIP Crime Program	5430 · Group Fidelity	5,714.00
			Alliant Deadly Weapons Response Program	5410 · Liability Insurance - VCJPA	401.00
			Business Travel Accident	5445 · Business Travel Accident Ins	478.00
TOTAL					294,396.00
<b>2132</b>	<b>07/12/2023</b>	<b>Verizon Wireless</b>	<b>A/C #271667168-00002</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,008.56</b>
9938199517	07/11/2023		Balance-Services for period 05/27/23-6/26/23 (CalNet)	5580 · Phone - Mobile Devices-Verizon	581.57
			Upgrade iPhone for Brian	5580 · Phone - Mobile Devices-Verizon	426.99
TOTAL					1,008.56
<b>2133</b>	<b>07/12/2023</b>	<b>U.S. Bank</b>	<b>4246-0445-5564-6391</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-12,103.41</b>
06222023	06/22/2023		District Credit Card Payment	1040 · US Bank Purchase Card	12,103.41
TOTAL					12,103.41

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

July 2023

<b>GF-Jul 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
2134	07/26/2023	Great-West Life & Annuity Co	Group No. 98368	1013 · Checking - US Bank - GF x3353	-6,509.88
07152023	07/15/2023		Employee Deferred Comp PPE 07/15/2023	5185 · Actives - Deferred Compensation	6,509.88
TOTAL					6,509.88
2135	07/26/2023	San Mateo County Retirement Ass VOID: Mis-printed check		1013 · Checking - US Bank - GF x3353	0.00
TOTAL					0.00
2136	07/26/2023	U.S. Bank PARS Account # 674602 VOID: Mis-printed check		1013 · Checking - US Bank - GF x3353	0.00
TOTAL					0.00
2137	07/26/2023	San Mateo County Retirement Ass SM M.A.D.		1013 · Checking - US Bank - GF x3353	-35,938.36
07152023	07/15/2023		Employee Contribution Pay Period 07/02/2023-07/15/2023	5115 · Retirement - Employee Contribut	9,451.20
			Employer Contribution Pay Period 07/02/2023-07/15/2023	5110 · Retirement - Employer Contribut	26,487.16
TOTAL					35,938.36
2138	07/26/2023	U.S. Bank PARS Account # 674602 Agency Name: San Mateo County Mosquito & Vector Control Distric		1013 · Checking - US Bank - GF x3353	-606.51
6746022400-PP7-1	07/15/2023		Alternate Retirement System for Richard Arrow PPE 07/15/2023	5116 · Alternate Retire-Employee Contr	606.51
TOTAL					606.51
2139	07/26/2023	Aim To Please Janitorial Services Invoice #62 - Jun 2023		1013 · Checking - US Bank - GF x3353	-1,633.25
62	06/28/2023		1351 Rollins Janitorial Services-Jun 2023	5340 · Janitorial/Household Expense	1,200.00
			1415 N Carolan Janitorial Services	5340 · Janitorial/Household Expense	325.00
			1415 N Carolan Restroom Cleaning	5340 · Janitorial/Household Expense	108.25
TOTAL					1,633.25
2140	07/26/2023	ADP Screening & Selection Services		1013 · Checking - US Bank - GF x3353	-204.86
1466165-06-2023	06/26/2023		Background check for Seasonal Hire	5310 · Background / drug screening	102.43
1466165-07-2023	07/24/2023		Background check for Seasonal Hire	5310 · Background / drug screening	102.43
TOTAL					204.86



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

July 2023

<b>GF-Jul 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
2141	07/26/2023	Airgas Dry Ice	4317638	1013 · Checking - US Bank - GF x3353	-331.51
9139957268	07/11/2023		Dry Ice (250 lbs)	5820 · Dry Ice	331.51
TOTAL					331.51
2142	07/26/2023	American Fidelity Assurance	Payor: 56840	1013 · Checking - US Bank - GF x3353	-457.98
D616622	07/19/2023		Life/Acc/Cancer EE Insurance for Ju6-2023	5170 · Actives - Other Benefits	457.98
TOTAL					457.98
2143	07/26/2023	Cintas	Customer #11322412	1013 · Checking - US Bank - GF x3353	-100.32
5167546902	07/19/2023		First Aid-Kit refill (2)	5720 · Safety Equipment	100.32
TOTAL					100.32
2144	07/26/2023	Colorprint		1013 · Checking - US Bank - GF x3353	-368.97
33952	07/03/2023		Uniform name badges (Vanessa & 7 Seasonals)	5725 · Apparel - Uniforms & Boots	107.70
34051	07/21/2023		Gift labels (Qty: 2,000)	5920 · Promotion & Printing	261.27
TOTAL					368.97
2145	07/26/2023	Comcast	A/C #8155200280658818	1013 · Checking - US Bank - GF x3353	-179.28
8155200280658818	07/15/2023		Business Internet 07/20/23-08/19/23 (1415 N Carolan)	5575 · Phone - Land Line-AT&T/Comcast	179.28
TOTAL					179.28
2146	07/26/2023	Flyers Energy, LLC	Account 700895	1013 · Checking - US Bank - GF x3353	-2,906.42
CFS-3500749	07/15/2023		Fuels 07/01/2023-07/15/2023	5735 · Fuel	2,906.42
TOTAL					2,906.42
2147	07/26/2023	Fusion, LLC	Customer No. 3789973	1013 · Checking - US Bank - GF x3353	-523.13
9725338	07/19/2023		Phone System Aug-2023	5570 · Phone - VOIP - Fusion/MegaPath	523.13
TOTAL					523.13

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

July 2023

<b>GF-Jul 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
2148	07/26/2023	Jarvis Fay LLP	Invoice 17769	1013 · Checking - US Bank - GF x3353	-2,907.00
17769	06/30/2023		Board Matters (3.8 hrs) - Legal Services thru Jun-2023	5350 · Legal Services	1,083.00
			Contract (1 hr)	5350 · Legal Services	285.00
			District Policies (5.4 hrs)	5350 · Legal Services	1,539.00
TOTAL					<u>2,907.00</u>
2149	07/26/2023	Lampire Biological Laboratories, I A/C # SANMAT		1013 · Checking - US Bank - GF x3353	-349.00
470543	07/05/2023		Chicken Blood (PO# 02076-1847)	5815 · Mosquito Blood	349.00
TOTAL					<u>349.00</u>
2150	07/26/2023	Leadership Council San Mateo Co Invoice: NS1876 Rachel Curtis-Robles		1013 · Checking - US Bank - GF x3353	-2,800.00
NS1876	07/25/2023		Immersive Leadership Training Program for Rachel	5215 · Conferences / Workshops Staff	2,800.00
TOTAL					<u>2,800.00</u>
2151	07/26/2023	Leading Edge Associates, Inc.	Invoice #2323	1013 · Checking - US Bank - GF x3353	-2,150.00
2323	07/17/2023		PV Aerial Application Services (VectoMax FG)	5715 · Helicopter	2,150.00
TOTAL					<u>2,150.00</u>
2152	07/26/2023	MVCAC	2023-2024 Corporate Member Dues	1013 · Checking - US Bank - GF x3353	-11,000.00
7364115	07/13/2023		2023-2024 Corporate Member Dues	5330 · Memberships & Subscriptions	11,000.00
TOTAL					<u>11,000.00</u>
2153	07/26/2023	Napa Auto Parts		1013 · Checking - US Bank - GF x3353	-1,548.73
160705	07/05/2023		Fleet Engine Oil	5620 · Auto, Hotsy, Plug, Boat, Traile	876.91
161226	07/13/2023		Battery for Nissan	5620 · Auto, Hotsy, Plug, Boat, Traile	274.05
161270	07/14/2023		Battery for Nissan & Cleaners	5620 · Auto, Hotsy, Plug, Boat, Traile	384.00
161425Cr	07/14/2023		Battery Core Credit (Inv. #161425)	5620 · Auto, Hotsy, Plug, Boat, Traile	-18.00
161562	07/19/2023		Assembly lube	5620 · Auto, Hotsy, Plug, Boat, Traile	31.77
TOTAL					<u>1,548.73</u>

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

July 2023

<b>GF-Jul 2023</b>
------------------------

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
2154	07/26/2023	Pacific Office Automation	Customer #446374	1013 · Checking - US Bank - GF x3353	-271.14
260920	07/05/2023		Maintenance for 1 Color & 2 Blk/Wht Copiers 07/02/23-08/02/23	5380 · Copier and postage	271.14
TOTAL					<u>271.14</u>
2155	07/26/2023	Public Agency Retirement Service	Customer #SAN400	1013 · Checking - US Bank - GF x3353	-312.12
53505	07/06/2023		PARS Alternate Retirement System Fees PE 05/31/2023	5325 · HR & Finance Consultant	312.12
TOTAL					<u>312.12</u>
2156	07/26/2023	RankPlus SEO	Invoice 000612	1013 · Checking - US Bank - GF x3353	-742.00
000612	07/20/2023		Google Ads Services (July)	5920 · Promotion & Printing	742.00
TOTAL					<u>742.00</u>
2157	07/26/2023	Richard Arrow	Reimb CPA License 2 Yrs-9/1/23-8/31/25	1013 · Checking - US Bank - GF x3353	-280.00
ReimbCPA-Lic7-23	07/20/2023		Reimb CPA License 2 Yrs-9/1/23-8/31/25	5215 · Conferences / Workshops Staff	280.00
TOTAL					<u>280.00</u>
2158	07/26/2023	RMT Landscape Contractors, Inc.	Customer #M332	1013 · Checking - US Bank - GF x3353	-790.00
20230733	07/10/2023		Landscape Maintenance Jul-2023 (1351 Rollins Rd)	5505 · Facility - Repairs & Maint	495.00
			Landscape Maintenance (1415 N Carolan Ave)	5505 · Facility - Repairs & Maint	295.00
TOTAL					<u>790.00</u>
2159	07/26/2023	Spark Creative Design		1013 · Checking - US Bank - GF x3353	-2,435.26
2825	07/16/2023		Artwork & design-Water bottle stickers	5910 · Media and Network	839.80
2824	07/16/2023		Production-Die-cut water bottle stickers	5910 · Media and Network	820.46
2826	07/16/2023		Open Hse, Forgotten Bkyrd, CASPER designs	5910 · Media and Network	775.00
TOTAL					<u>2,435.26</u>
2160	07/26/2023	Standard Insurance Company	142979	1013 · Checking - US Bank - GF x3353	-1,458.77

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

July 2023

<b>GF-Jul 2023</b>
------------------------

Num	Date	Name	Memo	Account	Original Amount
142979-0001 Jul21	07/19/2023		Long term disability due 08/01/2023	5165 · Long Term Disability - Standard	1,458.77
TOTAL					<u>1,458.77</u>
<b>2161</b>	<b>07/26/2023</b>	<b>Target Specialty Products</b>		<b>1013 · Checking - US Bank - GF x3353</b>	<b>-1,397.53</b>
INVP501199728	07/05/2023		Fastrac All-Weather Blox (4 lb)-2/cs (84cs/Plit) Qty:12	5705 · Pesticides	873.23
INVP501212582	07/17/2023		Protecta LP Blk Bait Station 6/cs 44cs/Plit (Qty 6cs)	5705 · Pesticides	524.30
TOTAL					<u>1,397.53</u>
<b>2162</b>	<b>07/26/2023</b>	<b>Theresa Shelton</b>	<b>Dental reimb for daughter, Adelaide</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-88.00</b>
DentalReimb7-21-2	07/21/2023		Dental reimb for daughter, Adelaide	5140 · Actives - Dental Reimbursement	88.00
TOTAL					<u>88.00</u>
<b>2163</b>	<b>07/26/2023</b>	<b>Topside, LLC</b>	<b>Inv #91, Final payment due upon delivery &amp; setup</b>	<b>1013 · Checking - US Bank - GF x3353</b>	<b>-6,047.75</b>
91	06/30/2023		Final payment-Customized display tables for District lobby area	5910 · Media and Network	6,047.75
TOTAL					<u>6,047.75</u>
<b>CHECK TOTAL</b>					<b><u><u>821,530.65</u></u></b>

Note: Previous month's check numbers were 2006-2090. Current month's check numbers are 2091-2163 (73 checks).

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

<b>CPF-Jul 2023</b>
-------------------------

July 2023

Num	Date	Name	Memo	Account	Original Amount
1259	07/12/2023	Aetypic	Invoice #AET-2023-F007	1023 · Checking - US Bank - CPF x4183	-14,585.00
AET-2023-F007	06/30/2023		Professional Services thru 06/30/2023: 1415 N. Carolan Improv Project	6010 · Building Improvements	14,585.00
TOTAL					14,585.00
1260	07/12/2023	Enterprise FM Trust	Customer No. 458563	1023 · Checking - US Bank - CPF x4183	-3,542.33
FBN4791798	07/06/2023		22NCN8-2018 NISS Frontier- July 2023	6030 · Vehicle Leases	248.89
			22NCNB-2018 NISS Frontier	6030 · Vehicle Leases	248.89
			22NCNF-2018 NISS Frontier	6030 · Vehicle Leases	32.89
			22NCNJ-2018 NISS Frontier	6030 · Vehicle Leases	32.89
			23CDWF-2020 Subaru Forester	6030 · Vehicle Leases	318.64
			23LVXF-2019 NISS Frontier (Kim)	6030 · Vehicle Leases	405.59
			23LW6S-2019 NISS Frontier (Lab)	6030 · Vehicle Leases	455.33
			23MNV2-2020 NISS Frontier	6030 · Vehicle Leases	391.87
			23MNV3-2020 NISS Frontier	6030 · Vehicle Leases	391.88
			25QSHX-2022 FORD Explorer	6030 · Vehicle Leases	492.81
			266LKM-2021 RAM 2500	6030 · Vehicle Leases	522.65
TOTAL					3,542.33
<b>CHECK TOTAL</b>					<b>18,127.33</b>

Note: Previous month's check number were 1256-1258. Current month's check numbers are 1259-1260 (2 checks)

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

<b>July 2023</b>
----------------------

July 2023

Type	Date	Name	Memo	Split	Amount
<b>1040 · US Bank Purchase Card</b>					
<b>1045 · US Bank Visa Brian x2315</b>					
Credit Card Charge	06/22/2023	Scholastic Inc.	Books for youth outreach program	5910 · Media and Network	4,130.79
Credit Card Charge	06/22/2023	California Special District Assoc	CSDA conf. reg. for Trustee Rena Gilligan	5210 · Conferences / Workshops Board	925.00
Credit Card Charge	06/22/2023	California Special District Assoc	CSDA conf. reg. for Richard Arrow	5215 · Conferences / Workshops Staff	675.00
Credit Card Charge	06/25/2023	Misc-Admin	Popeyes-Brian Lunch-Mgr's Leadership Summit conf.	5215 · Conferences / Workshops Staff	32.31
Credit Card Charge	06/26/2023	Misc-Admin	Travel Traders-Meal for Brian-GM Leadership conf.	5215 · Conferences / Workshops Staff	25.57
Credit Card Charge	06/27/2023	Misc-Admin	76 - gas for District Manager's vehicle	5735 · Fuel	74.89
Credit Card Charge	06/27/2023	Misc-Admin	Moe's Original BBQ-Dinner for Brian-GM Leadership conf.	5215 · Conferences / Workshops Staff	40.48
Credit Card Charge	06/27/2023	Misc-Admin	Travel Traders-Breakfast for Brian-GM Leadership conf.	5215 · Conferences / Workshops Staff	15.93
Credit Card Charge	06/27/2023	Hyatt Hotels	Hyatt Everline Resort-Brian Weber-GM Leadership conf.	5215 · Conferences / Workshops Staff	162.70
Credit Card Credit	07/08/2023	Microsoft	Online Email Services Overpaymt Annual	5475 · Website Hosting / Microsoft	-15.59
Credit Card Charge	07/08/2023	Microsoft	Online Email Services	5475 · Website Hosting / Microsoft	16.45
Credit Card Charge	07/11/2023	Misc-Admin	Original Joe's - dinner for July board meeting	5305 · Board Meeting Expenses	767.62
Total 1045 · US Bank Visa Brian x2315					6,851.15
<b>1050 · US Bank Visa Admin x5992</b>					
Credit Card Charge	06/22/2023	Misc- Ops	Action Towing - tow for cb jeep radiator issues	5615 · Garage Repairs Outside	195.00
Credit Card Charge	06/29/2023	Misc- Outreach	Crabtree Books-Books on mosq for lending to schools	5910 · Media and Network	176.85
Credit Card Charge	06/29/2023	Big 5 Sporting Goods	Work boots for Seasonal Tech Galen Guo	5725 · Apparel - Uniforms & Boots	27.46
Credit Card Charge	06/29/2023	Summit Racing Equipment	Airboat gaskets and filters	5620 · Auto, Hotsy, Plug, Boat, Traile	130.78
Credit Card Charge	06/29/2023	Summit Racing Equipment	Fuel pump for airboat	5620 · Auto, Hotsy, Plug, Boat, Traile	225.77
Credit Card Charge	06/30/2023	Rock Auto	Fleet maintenance parts for CB Jeeps	5620 · Auto, Hotsy, Plug, Boat, Traile	992.86
Credit Card Charge	06/30/2023	FasTrak	Toll replenish	5215 · Conferences / Workshops Staff	25.00
Credit Card Charge	07/03/2023	Mosyle Business	Premium license	5465 · Computer Software	60.00
Credit Card Charge	07/03/2023	OMNI International, Inc.	Ticks and other genetic testing	5845 · Lab PCR Supplies	524.71
Credit Card Charge	07/04/2023	Register.com Website	Private registration for District website	5475 · Website Hosting / Microsoft	1.00
Credit Card Charge	07/05/2023	Summit Racing Equipment	Fuel system parts for Airboat	5620 · Auto, Hotsy, Plug, Boat, Traile	73.27
Credit Card Charge	07/05/2023	Survey Monkey	Survey platform for customer surveys	5910 · Media and Network	468.00
Credit Card Charge	07/05/2023	B&H Photo	Various items for lab upkeep & devices for field ops	5460 · Computer Hardware	730.89
Credit Card Charge	07/06/2023	Life Technologies Corporation	For use with the Viral kit	5845 · Lab PCR Supplies	308.79
Credit Card Charge	07/06/2023	Shutterstock	Stock photos for adding to District outreach materials	5910 · Media and Network	299.00
Credit Card Charge	07/12/2023	West Marine Pro	New trailer jack for airboat trailer	5620 · Auto, Hotsy, Plug, Boat, Traile	202.80
Credit Card Charge	07/12/2023	Safeway Store	Cookies for July Board Meeting	5305 · Board Meeting Expenses	13.98
Credit Card Charge	07/13/2023	Misc- Ops	Sportsman's Guide - Waders for Vanessa	5725 · Apparel - Uniforms & Boots	93.16

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

<b>July 2023</b>
----------------------

**July 2023**

<b>Type</b>	<b>Date</b>	<b>Name</b>	<b>Memo</b>	<b>Split</b>	<b>Amount</b>
Credit Card Charge	07/14/2023	Harbor Freight	Supplies and tools for service truck	5610 · Garage Tools	331.61
Credit Card Charge	07/14/2023	Ebay	Replacement coolant heater tube unit #53	5620 · Auto, Hotsy, Plug, Boat, Traile	71.03
Credit Card Charge	07/14/2023	Costco	Misc. office supplies	5335 · Office Expense	238.72
			Misc board meeting expenses	5305 · Board Meeting Expenses	147.40
Credit Card Charge	07/15/2023	FasTrak	Toll Violation	5335 · Office Expense	11.75
Credit Card Charge	07/17/2023	Ebay	CB jeep transmission seals and sensor	5620 · Auto, Hotsy, Plug, Boat, Traile	77.82
Credit Card Charge	07/17/2023	Misc- Outreach	Jelly Belly - small prizes for open house	5910 · Media and Network	179.96
Credit Card Charge	07/18/2023	Misc- Ops	Berls Commercial Supp-Replace dispenser for womens restrm	5505 · Facility - Repairs & Maint	454.95
Credit Card Charge	07/19/2023	Putnam	CB jeep transmission parts	5620 · Auto, Hotsy, Plug, Boat, Traile	88.14
Credit Card Charge	07/19/2023	Putnam	Nissan frontier coolant for fleet trucks	5620 · Auto, Hotsy, Plug, Boat, Traile	46.02
Credit Card Charge	07/20/2023	Peninsula Feed	Feed for sentinal chicken	5810 · Sentinel Chicken Flocks/Supply	84.57
Credit Card Charge	07/22/2023	Misc-Admin	Global Industrial - sanitary napkins for women's restroom	5335 · Office Expense	78.86
Total 1050 · US Bank Visa Admin x5992					<b>6,360.15</b>
<b>TOTAL 1040 · US Bank Purchase Card</b>					<b>13,211.30</b>



P.O. BOX 6343  
FARGO ND 58125-6343

Jul  
2023



000000938 01 SP 0.630 106481794230165 P  
SMCMVCD  
ATTN DISTRICT MANAGER  
1351 ROLLINS RD  
BURLINGAME CA 94010-2409

ACCOUNT NUMBER [REDACTED]  
STATEMENT DATE 07-24-2023  
AMOUNT DUE \$13,211.30  
NEW BALANCE \$13,211.30  
PAYMENT DUE ON RECEIPT

AMOUNT ENCLOSED  
\$ 13,211.30

Please make check payable to U.S. Bank

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

[REDACTED] 001321130 001321130

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY									
SMCMAD	Previous Balance	Purchases And Other + Charges	Cash Advances +	Cash Advance Fees +	Cash Payment Charges -	Late Payment Credits -	Payments	New Balance	
[REDACTED]	\$18,208.97	\$13,226.89	\$0.00	\$0.00	\$0.00	\$15.59	\$18,208.97	\$13,211.30	
Company Total									

CORPORATE ACCOUNT ACTIVITY					
SMCMAD					TOTAL CORPORATE ACTIVITY
[REDACTED]					\$18,208.97 CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
07-07	07-04	74798263188000000000447	PAYMENT - THANK YOU 00000 C		6,105.56 PY
07-19	07-18	74798263200000000000490	PAYMENT - THANK YOU 00000 C		12,103.41 PY

NEW ACTIVITY					
SMCMVCD ADMIN		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
[REDACTED]		\$0.00	\$6,360.15	\$0.00	\$6,360.15
Post Date	Tran Date	Reference Number	Transaction Description		Amount
06-26	06-22	24207853174035800145806	ACTION TOWING REDWOOD CITY CA		195.00
06-30	06-29	240113431800000044123605	WWW.CRABTREEBOOKS.COM 180-03877850 NY		176.85
06-30	06-29	24431063181091322000073	BIG 5 SPORTING GOODS 433 SAN BRUNO CA		27.46
06-30	06-29	24445003181600089545177	SUMMIT RACING MAIL ORDER 800-230-3030 OH		130.78

CUSTOMER SERVICE CALL	ACCOUNT NUMBER	ACCOUNT SUMMARY	
800-344-5696	[REDACTED]	PREVIOUS BALANCE	18,208.97
		PURCHASES & OTHER CHARGES	13,226.89
	STATEMENT DATE	DISPUTED AMOUNT	
	07/24/23	.00	
		CASH ADVANCES	.00
		CASH ADVANCE FEES	.00
		LATE PAYMENT CHARGES	.00
		CREDITS	15.59
		PAYMENTS	18,208.97
		ACCOUNT BALANCE	13,211.30
		AMOUNT DUE	13,211.30

Jul  
2023



Company Name: SMCMVCD
Corporate Account Number: [REDACTED]
Statement Date: 07-24-2023



**NEW ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-30	06-29	24445003181600089545250	SUMMIT RACING MAIL ORDER 800-230-3030 OH	225.77
07-03	06-30	24055233181819841153575	ROCK AUTO ROCKAUTO.COM WI	992.86
07-03	06-30	24431063181081448746956	FASTRAK CSC 415-486-8655 CA	25.00
07-04	07-03	24492163184000036746161	MOSYLE BUS* MOSYLE_BUS HTTPSBUSINESS FL	60.00
07-05	07-03	24639233185900016400073	OMNI INTERNATIONAL TNC. 800-7764431 GA	524.71
07-05	07-04	24906413185177610408075	WEB*REGISTERWEBSITE 800-9999723 FL	1.00
07-06	07-05	24445003187600080858581	SUMMIT RACING MAIL ORDER 800-230-3030 OH	73.27
07-06	07-06	24492153187715659119200	LIFETECHCORP10386204 800-955-6288 CA	308.79
07-06	07-05	24906413188177708508274	SMK* SURVEYMONKEY.COM 971-2311154 CA	468.00
07-06	07-05	24906413188177710499692	B&H PHOTO 800-606-9969 800-2215743 NY	730.89
07-07	07-06	24793383187000744304946	STK*SHUTTERSTOCK 866-8633954 NY	299.00
07-12	07-12	24692163193101377849999	WEST MARINE #300 800-937-2628 CA	202.80
07-14	07-12	24231683194837001216543	SAFEWAY #1547 BURLINGAME CA	13.98
07-14	07-14	24231683195083163413326	HARBOR FREIGHT TOOLS 805-388-1000 CA	16.84
07-14	07-13	24692163194102656337788	SPORTSMANS GUIDE 800-888-5222 MN	93.16
07-17	07-14	24204293195305218218728	EBAY O*24-10297-33591 SAN JOSE CA	71.03
07-17	07-15	24231683196083163413325	HARBOR FREIGHT TOOLS 805-388-1000 CA	314.77
07-17	07-15	24431063196081976724006	FASTRAK VIOLATION CENT 415-486-8655 CA	11.75
07-17	07-14	24692163195100634404638	COSTCO DELIVERY 654 800-788-9968 CA	386.12
07-18	07-17	24204293198286410538724	EBAY O*06-10305-17132 SAN JOSE CA	28.49
07-18	07-17	24204293198286410718722	EBAY O*06-10305-17133 SAN JOSE CA	49.33
07-19	07-18	24431063199608202603401	JELLY BELLY CANDY CO 800-950-1292 CA	179.96
07-19	07-18	24492153199852480031316	BERLS COMMER SUPPLY 704-937-2673 NC	454.95
07-20	07-19	24493983200207486100019	PUTNAM MAZDA AND VOLVO BURLINGAME CA	88.14
07-20	07-19	24493983201286516300061	NISSAN OF BURLINGAME BURLINGAME CA	46.02
07-21	07-20	24692163201105878020143	SQ *PENINSULA FEED STORE GOSQ.COM CA	84.57
07-24	07-23	24692163204107805885569	GIH*GLOBALINDUSTRIALEQ 800-645-2986 FL	78.86

<b>BRIAN WEBER</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$15.59	\$6,866.74	\$0.00	\$6,851.15

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-23	06-22	24009583174600119378712	SCHOLASTIC EDUCATION 573-632-1834 MO	4,130.79
06-26	06-22	24071053174627194062314	CALIFORNIA SPECIAL DIS 916-4427887 CA	925.00
06-26	06-22	24071053174627194062322	CALIFORNIA SPECIAL DIS 916-4427887 CA	675.00
06-26	06-25	24231683177400000100209	POPEYES 14184 NORTH HIGHLAN CA	32.31
06-28	06-27	24034543178003115666082	76 - DBA SEI 42032 DUTCH FLAT CA	74.89
06-28	06-27	24137463178100374528925	TST* MOE'S ORIGINAL BBQ - TAHOE CITY CA	40.48
06-28	06-26	24445003178500342012319	TRAVEL TRADERS #3160 OLYMPIC VALLE CA	25.57
06-29	06-27	24445003178500332161729	TRAVEL TRADERS #3160 OLYMPIC VALLE CA	15.93
06-29	06-27	24943003179750010460326	HYATT EVERLINE RESORT OLYMPIC VALLE CA 0001046032 ARRIVAL: 06-25-23	162.70
07-10	07-08	74430993189400814000218	MICROSOFT*365 MSBILL INFO WA	15.59 CR
07-10	07-08	24430993189400813022085	MSFT * E010002SK7 MSBILL INFO WA	16.45
07-12	07-11	24692163192100824247436	TST* ORIGINAL JOES - WES 650-755-7400 CA	767.62

Department: 00000 Total:  
Division: 00000 Total:

\$13,211.30  
\$13,211.30

**Agenda Item 6E**

**BOARD COMMITTEE REPORTS**

**SUBJECT: Real Estate Committee Report**

---

The Real Estate Committee members met on August 10, 2023, at 4 p.m. Present at the meeting were Committee Chair Paul Norton, Ray Williams, Kati Martin, Michael Yoshida, Paul Fregulia, Rena Gilligan, and Mason Brutschy, who attended as an observer. Staff present were District Manager Weber, Finance Director Richard Arrow, and Operations Director Casey Stevenson.

Steve Grist, Project Manager, Aetypic, reviewed the status of the 1415 N. Carolan building project, including projected costs, draft visioning report, and what is necessary to move the project forward. It was unanimously recommended to the Board and Finance Committee that they authorize the District Manager to spend an amount not to exceed \$530,923 to create construction documents related to 1415 N. Carolan.

Additionally, the committee met again on September 5, 2023, as a joint meeting with the Finance Committee. Details regarding that meeting can be found in the Finance report.

**Budget status and outlook**

Budget Part 1 spent to date: \$135,304.58

Budget Part 1 remaining: \$14,695.42

**ATTACHMENTS**

1. 1415 N. Carolan Ave. Project Management Report

Agenda Item 6E

**SUBJECT:            AUTHORIZIE THE DISTRICT MANAGER BUDGET  
AUTHORIZATION FOR A NOT TO EXCEED AMOUNT OF  
\$530,923 TO CREATE CONSTRUCTION DOCUMENTS FOR  
1415 N. CAROLAN AVE**

---

**SUMMARY**

Part one of the 1415 N. Carolan Ave Improvement Project “Improvement Project” has concluded. The staff is seeking the Board’s approval to authorize the District Manager to spend an amount not to exceed \$530,923 to create construction documents for 1415 N. Carolan Ave.

**BACKGROUND**

In August 2021, the Board of Trustees approved the acquisition of 1415 N. Carolan Ave, a move central to addressing the District's present and future requirements concerning vehicle storage, staff facilities, and storage space. Following this decision, the Ad hoc Committee on Real Estate collaborated closely with staff and contractor Aetypic to devise property development concepts. This undertaking prioritized essential factors, including code compliance, fiscal responsibility, and staff needs. As a direct outcome of this work, the Board approved the release of a Request for Proposal (RFP) to procure the services of an architect.

After a selection process, the Board accepted Aetypic's proposal on July 13, 2022. Subsequently, the Ad hoc Committee on Real Estate and staff worked closely with Aetypic to outline a comprehensive scope of services, with the primary goal of delivering accurate financial information and enabling the development of a feasible funding strategy if required. Part 1 of the project included the following services by Aetypic:

1. **Preliminary geotechnical survey, hazardous materials survey, and seismic evaluation.** The architect deemed this testing to identify public health/safety issues and the costs of mitigating those risks. These reports are available upon request.
2. **Programming / Project Visioning workshop** – Aetypic worked with District staff to identify primary construction goals to guide the conceptual design process. The document outlines the project framework, design principles, overarching goals, and project justification.
3. **Preliminary plans** - The plans give the Committees and staff an idea of building project concepts and their potential locations within the property and help the estimator with accuracy.

4. **Rough Order Magnitude Cost Estimate** - The 89-page report incorporates all information from Part 1 of the project. The report provides three distinct cost estimates on the sub-project level. The contractor applied escalators for items such as inflation, project duration, prevailing wage, change orders, and other industry standards.

With these items completed, the Ad hoc Committee on Real Estate and staff are ready to proceed to the next phase of the 1415 N. Carolan Ave project by creating construction documents. The cost estimate is for a not to exceed amount of \$530,923. Staff has reviewed the scope of work and, through discussions with other architects and online research, determined the cost is reasonable.

Staff has attached a real estate timeline showing past, current, and future projects and associated costs attached as **Agenda Item 6E.2**.

### **RECOMMENDATION**

Authorize the District Manager to approve a scope of work with Aetypic not to exceed \$530,923 to create construction documents for 1415 N. Carolan Ave.

### **MATERIALS ATTACHED**

1. **Construction Document Cost Estimate and Scope of Work**
2. **Real Estate Projects Timeline**

### **MATERIALS AVAILABLE UPON REQUEST**

1. **1415 N. Carolan Ave. Draft Visioning Report**
2. **Rough Order Magnitude Cost Estimate**
3. **Rough Order Magnitude Cost Estimate summary and priority schedule**



August 16, 2023

Brian Weber  
District Manager  
San Mateo County Mosquito and Vector Control District  
1351 Rollins Road  
Burlingame, CA 94010

cc: via email to [bweber@smcmvcd.org](mailto:bweber@smcmvcd.org)

attachments: 20220701\_SMCMVCD\_Part 2\_Fee Proposal.pdf

**Subject: 1451 N. Carolan Avenue Improvement Project  
1451 N. Carolan Avenue  
Burlingame, CA 94010  
Proposal for Part 2 – Schematic Design, Design Development, and Construction Documents  
(AET-22-010)**

Dear Mr. Weber:

Per your request, Aetypic Inc. is pleased to offer the following proposal for Schematic Design, Design Development, and Construction Documents Services associated with Part 2 of the 1451 N. Carolan Avenue Improvement Project for the San Mateo County Mosquito and Vector Control District.

## **PROJECT DESCRIPTION**

This proposal amends the Scope of Work originally proposed in our Proposal for Architectural Services, dated May 25, 2022, in response to the Request for Proposals for Architectural Services.

## **PROPOSED SCOPE OF WORK – PART 2**

Aetypic proposes the following professional services:

### **AA.5 Site Survey**

1. Perform a topographic site survey.

### **B.1 Schematic Design**

1. Finalize/Update Visioning Report.
2. Assist the District in prioritizing and further developing the “Shopping List” of required/suggested building and site improvements into a Proposed Project.
3. Prepare a Basis of Design.
4. Prepare Schematic Design document package including drawings and preliminary details for high level architectural plans and finishes, mechanical systems, electrical systems, structural plans, landscape design, and civil plans.
5. Prepare Project Cost Estimate based on the Schematic Design document package.
6. Coordinate with City Agencies and other Authorities Having Jurisdiction (AHJ).

### **C.1 Design Development**

1. Assist the District in further developing the Proposed Project defined during Schematic Design into the Final Project.
2. Update Basis of Design.
3. Prepare Design Development document package updating the architectural and engineering drawings with additional details as needed to establish the design intent of the District.
4. Update Project Cost Estimate based on the Design Development document package.
5. Coordinate with City Agencies and other Authorities Having Jurisdiction (AHJ).

### **D.1 65% Construction Documents**

1. Prepare 65% Construction Drawings for review by District.
2. Update Basis of Design including Specification Table of Contents (TOC)
3. Update Project Cost Estimate based on the 65% Construction Documents.
4. Coordinate with City Agencies and other Authorities Having Jurisdiction (AHJ).

### **D.2 95% Construction Documents**

1. Update 65% Construction Drawings into 95% Construction Drawings for review by District.
2. Update Basis of Design.
3. Prepare 95% Construction Specifications for review by District.
4. Update Project Cost Estimate based on the 95% Construction Documents.
5. Coordinate with City Agencies and other Authorities Having Jurisdiction (AHJ).

### **D.3 Final Construction Documents**

1. Update 95% Construction Drawings into Final Construction Drawings for Building Permit application and City Agency Review.
2. Update Basis of Design.
3. Update 95% Construction Specifications into Final Specifications for Building Permit application and City Agency Review.
4. Update Project Cost Estimate based on the Final Construction Documents.
5. Coordinate with City Agencies and other Authorities Having Jurisdiction (AHJ).

Aetypic proposes the following scope of services and deliverables:

#### **Submittals (5)**

1. Schematic Design  
Intended for review/approval of Proposed Project by District staff prior to proceeding into Design Development.  
No City Agency review.
2. Design Development  
Intended for review/approval of Final Project by District staff prior to proceeding into Construction Documents.  
No City Agency Review.
3. 65% Construction Documents  
Intended for review by District staff prior to proceeding into 95% Construction Documents.  
Includes pick up of District staff comments.  
No City Agency Review.

4. 95% Construction Documents  
 Intended for review by District staff prior to proceeding into Final Construction Documents.  
 Includes pick up of District comments.  
 No City Agency Review.
5. Final Construction Documents  
 Intended for Building Permit application and City Agency Review.  
 Includes pick up of District comments.

**In-Person Meetings / Site Walks (1)**

1. Site Investigation (If required)  
 Performed on as-needed basis to confirm existing site conditions.

Field Work associated with the Site Survey, as required, are assumed to be in addition to the meetings/walks noted above.

Review meetings as well as any other client requested meetings are assumed to be conducted by videoconference.

Additional in-person meetings or site walks can be provided as an Additional Service and billed on a time and materials basis in accordance with the contract fee schedule noted below.

**PROPOSED FEE**

Aetypic proposes to provide the Part 2 Services noted herein on a time and materials basis in accordance with the base contract rate schedule.

Using the assumptions noted above, Aetypic proposes a not-to-exceed of **\$530,923**.

Task	Scope of Services	TOTAL
<b>PART II</b>		
<b>AA</b>	<b>Additional Services</b>	
AA.5	Site Survey	\$ 14,072
<b>Subtotal (Task AA) Additional Services</b>		<b>\$ 14,072</b>
<b>B</b>	<b>Schematic Design</b>	
B.1	Schematic Design & Basis of Design	\$ 122,305
<b>Subtotal (Task B)</b>		<b>\$ 122,305</b>
<b>C</b>	<b>Design Development</b>	
C.1	Design Development & Basis of Design	\$ 102,377
<b>Subtotal (Task C)</b>		<b>\$ 102,377</b>
<b>D</b>	<b>Construction Documents</b>	
D.1	65% Construction Documents	\$ 141,816
D.2	95% Construction Documents	\$ 89,337
D.3	Final Construction Documents	\$ 61,016
<b>Subtotal (Task D)</b>		<b>\$ 292,169</b>
<b>Subtotal PART II</b>		<b>\$ 530,923</b>

Brian Weber  
District Manager  
San Mateo County Mosquito and Vector Control District  
August 16, 2023  
Page 4 of 4

A detailed breakdown of the proposed fee summarized above has been provided to the District and is attached to this proposal for reference.

Additional services beyond those described above, performed with your prior approval, will be billed on a time and materials basis in accordance with the base contract rate schedule.

Thank you for the opportunity to submit this proposal. We look forward to working further with you and with everyone at the San Mateo County Mosquito and Vector Control District.

Sincerely,

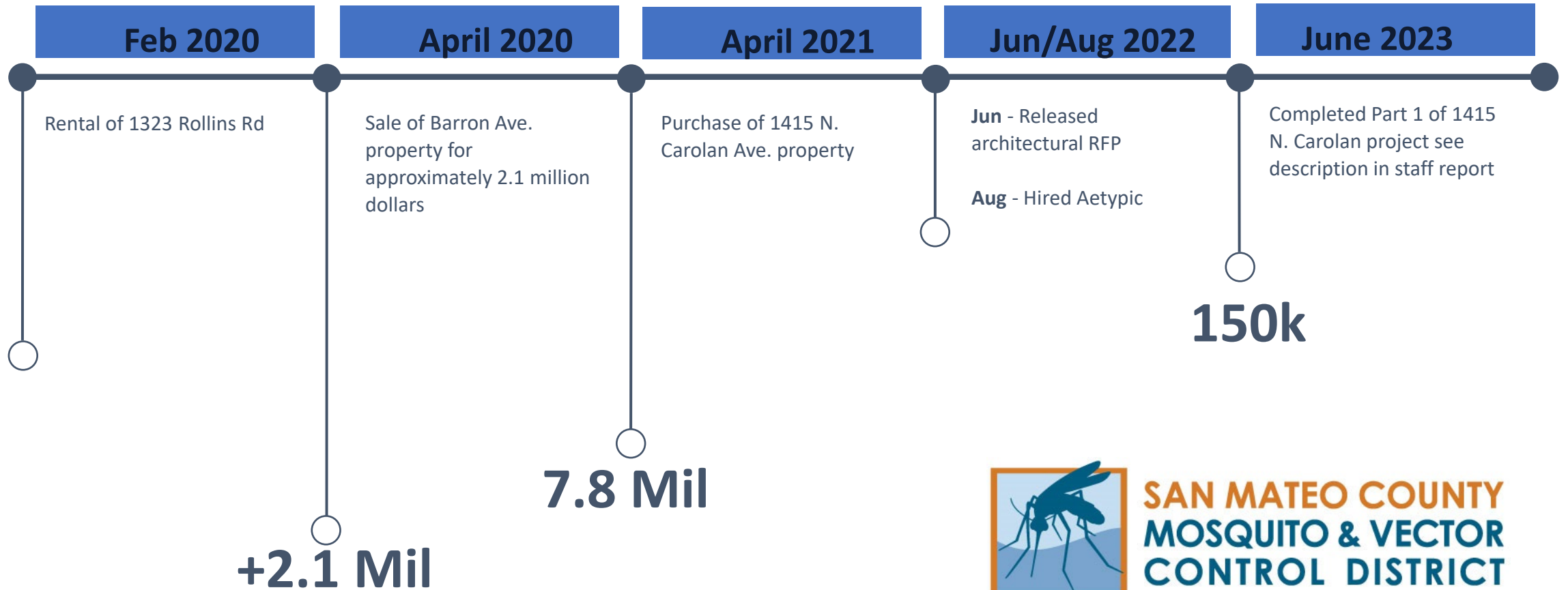
A handwritten signature in black ink, appearing to read 'S. Grist', is positioned above the typed name.

Steve Grist  
Partner, Senior Vice President  
**Aetypic, Inc.**

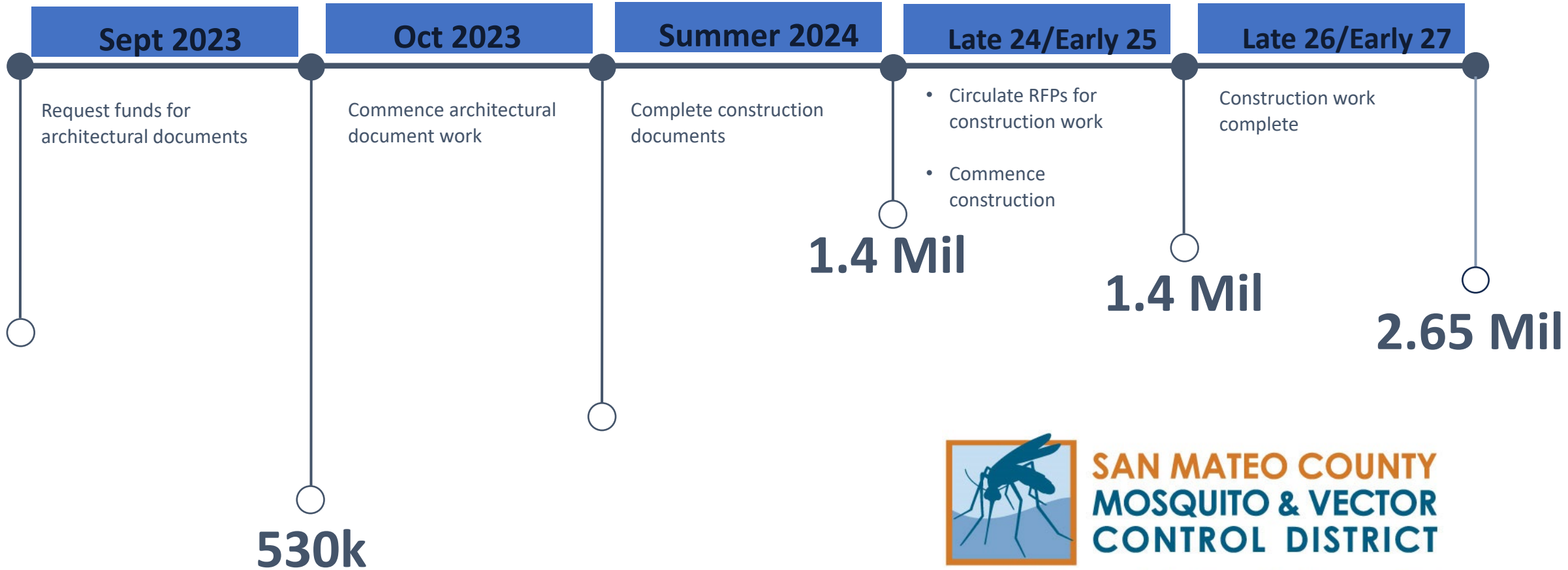




# REAL ESTATE PROJECTS TIMELINE AND ASSOCIATED COSTS



# REAL ESTATE PROJECTS TIMELINE AND ASSOCIATED COSTS



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

*Protecting public health since 1916*

Agenda Item 6F

**BOARD COMMITTEE REPORTS**

**SUBJECT: Ad Hoc Board Officer Nominating and Policy Committee**

---

The committee chair is Trustee Donna Rutherford. Members include Trustees Ron Collins, Rena Gilligan, and Ed Degliantoni. Attending from the Policy Committee was committee chair Robert Riechel. District Manager Brian Weber and District Counsel Alexandra Barnhill were also present.

The committee met on September 5, 2023, at 4:00 PM. The committee reviewed potential changes to **Policy 4150 Nomination and Election of Board Officers**. Policy edits were made to reflect Board member comments received at the January 24, 2022, Special Board Meeting, the California Health and Safety Code, and the Brown Act.

The committee also discussed potential changes to **Policy 4060 Board Secretary**. It was discussed that the California Health and Safety Code gives the Board authority to increase pay for this role, and compensation for the Board Secretary has remained unchanged since early 2000 when the Board voted to compensate an additional \$100 per month for the Board Officer role. Since then, living costs have increased by over 40%. To account for this increase and to make the compensation “future-ready,” Trustee Reichel suggested an increase from \$100 to \$200. The committee unanimously approved.

Agenda Item Three at the meeting included a discussion regarding Board Officer Candidates and the next steps in the Board Officer review process. The Committee also agreed on timelines for the nomination and election process, as well as roles and responsibilities.

---

Agenda Item 6G

**SUBJECT:            CONSIDER EDITS TO POLICY 4150 NOMINATION AND  
                         ELECTION OF BOARD OFFICERS**

---

Following the January 24, 2022, Special Board Meeting, the Ad hoc Board Officer Nominating Committee was tasked with improving the nomination and election process for SMCMVCD Board members. This also included revising **Policy 4150 for the Nomination and Election of Board Officers**. Attached to this report, you will find Policy 4150, which has undergone some improvements based on input from the Ad hoc Board Officer Nominating and Policy Committees, as well as relevant legal considerations such as the CA Health & Safety Code § 2027 and the Brown Act (Government Code Section 54953).

The revisions to Policy 4150 stem from discussions and recommendations made during the January 24, 2022, Special Board Meeting, where the entire Board election and nomination process were thoroughly examined. The following legal provisions also guided committee revisions:

- **CA Health & Safety Code § 2027**
  - (a) At the first meeting of the initial board of trustees of a newly formed district, and in the case of an existing district at the first meeting in January every year or every other year, the board of trustees shall elect its officers.
  
- **Brown Act (Government Code Section 54953)**
  - (c) The vote of each Trustee must be publicly reported, and the Board cannot take action by secret ballot, whether preliminary or final.

The Ad hoc Board Officer Nominating and Policy Committees unanimously recommended the revisions incorporated into Attachment 4A.2. Additionally, the edits have been reviewed by District Counsel to ensure compliance with all applicable laws and regulations.

**ATTACHMENTS:**

1. **Policy 4150 Nomination and Election of Board Officers (unedited)**
2. **Policy 4150 Nomination and Election of Board Officers (edited)**



---

## **POLICIES AND PROCEDURES**

**TITLE:**                    **Nomination and Election of Board Officers**

**NUMBER:**                **4150**

**4150.10**            **Background** The Officers of the District Board of Trustees include the President, Vice President, Secretary, and Assistant Secretary. All officers are elected by the membership at large. The term of office is for two consecutive years. Each officer may stand for re-election.

**4150.20**            **Overview**

**4150.21**            Nominations for the officers will be accepted by the Board Secretary from the floor at the November Board meeting, or in writing prior to the November meeting.

**4150.22**            The Board Secretary will include the election notice and a list of candidates in the Pre-packet for the January Board Meeting.

**4150.23**            The election will be conducted by a roll call vote at the January Board meeting and the results will be announced at that meeting.

**4150.24**            The new Board Officers will take office at the following February Board meeting.

**4150.30**            **Criteria**

**4150.31**            Participation on the Board of Trustees as a Board Officer requires a substantial commitment of time. Policies #4040-4070 on the Duties of Board Officers and Policy #4150 on Nominations and Elections will be included in the packet for the November Board meeting that is sent to all Trustees.

**4150.40**            **Process**

**4150.41**            Nominations for the Board officers will occur at the November Board meeting as directed:

---



---

**4150.411** Nominations can be submitted orally, at the November Board meeting, or in writing, to the Board Secretary, prior to the November Board meeting.

**4150.412** Trustees who are present when nominated must immediately accept or decline. Nominated Trustees who are absent must accept or decline by writing to the Board Secretary prior to the mailing of the January Board packets. Nominees who fail to respond on time will be considered to have declined the nomination.

**4150.413** After the closing of nominations at the November Board meeting, each candidate may make a brief acceptance statement.

**4150.414** At the November Board meeting, the Board Secretary will announce the Slate of Candidates for Board Offices (Appendix # 4150-1). The Slate of Candidates for each office will be confirmed at the November meeting by a majority vote of the Board.

**4150.415** Requests by nominees to have their names removed from the ballot must be submitted in writing and received by the Board Secretary prior to the mailing of the Pre-Packet for the January Board Meeting.

**4150.42** Election of the Board Officers will be conducted at the January Board meeting as directed:

**4150.421** The Board Secretary will provide a list of candidates for each Board Office (Appendix #4150-2) for inclusion in the packet for the January Board meeting.

**4150.422** The list of candidates for each Board Office will have each Trustee listed only once and for only one position. The list of candidates will include all nominees who have agreed to stand for election.

**4150.424** A candidate must receive a majority of the votes cast in order to be elected to office.

**4150.425** If no candidate receives a majority of the votes cast, then a runoff election will be held between the two candidates with the highest number of votes.

---



**4150.426** In the event of a three way or more tie for the highest number of votes in the election, a drawing of straws will be used in order to eliminate all but two of the candidates. The remaining two candidates will participate in a runoff election.

**4150.427** In the event of a tie in a runoff election, a coin flip will determine the winner.

**4150.428** The election roll call votes will be tallied at the January Board meeting by the Board Secretary.

**4150.429** The election tally sheet will be included in the record for the Board meeting.

**4150.430** The Board Secretary will announce the elected Board Officers at the January Board meeting, after the votes have been tallied.

**4150.431** If any office becomes vacant during the two-year term, nominations and a special election to fill the remaining term, will be held at the next appropriate Board of Trustees meetings. Time must be allowed to include the nominations and election announcement and documents in the packet for the Board meetings at which nominations are taken and the election will be held. Otherwise, the same nomination and election process described above (Policy #4150.20 to 4150.31) will be applied to the special election. Any qualified Trustee or qualified current Officer may be nominated to run for election. The election of a current Officer to the vacant position will create another vacancy and require an additional nomination and election to be held at the same meeting.

**Issued:** September 9, 2009

**Revised:** November 14, 2013

**Revised by committee:** June 2015

**Board Approval:** September 14, 2016





## POLICIES AND PROCEDURES

**TITLE:** Nomination and Election of Board Officers

**NUMBER:** 4150

**4150.10 Background** The Officers of the District Board of Trustees include the President, Vice President, Secretary, and Assistant Secretary. [Descriptions for each of these Board Officer positions can be found in District Policies 4040 – 4070.](#) All officers are elected by the membership at large. The term of office is for two consecutive years. Each officer may stand for re-election.

[4150.11 Board Secretary may be interchangeable with a Board Officer Nominating Committee to determine responsibilities in this policy](#)

**4150.20 Overview**

**4150.21** Nominations for the officers will be accepted by the Board Secretary from the floor at the November Board meeting, or in writing prior to the November meeting.

**4150.22** The Board Secretary will include the election notice and a list of candidates in the Pre-packet for the January Board Meeting.

**4150.23** The election will be conducted by a roll call vote at the January Board meeting, and the results will be announced at that meeting.

**4150.24** The new Board Officers will take office at the [following February/January](#) Board meeting.

**4150.30 Criteria**

**4150.31** Participation on the Board of Trustees as a Board Officer requires a substantial [commitment of time](#) [time commitment](#). Policies #4040-4070 on the Duties of Board Officers and Policy #4150 on Nominations and Elections will be included in the packet



**4150.40**      **Process**

**4150.41**      Nominations for the Board officers will occur at the November Board meeting as directed:

**4150.411**      Nominations can be submitted orally, at the November Board meeting, or in writing, to the Board Secretary prior to the November Board meeting.  
**(4150.411 - .413)**

**4150.412**      Trustees who are present when nominated will immediately accept or decline. Nominated Trustees who are absent must accept or decline by writing to the Board Secretary ~~prior to before~~ the mailing of the January Board packets. Nominees who fail to respond on time will be considered to have declined the nomination.

**4150.413**      After the closing of nominations at the November Board meeting, each candidate may make a brief acceptance statement.

**4150.414**      At the November Board meeting, the Board Secretary will announce the Slate of Candidates for Board Offices (Appendix # 4150-1). The Slate of Candidates for each office will be confirmed at the November meeting by a majority vote of the Board.

**4150.415**        Requests by nominees to have their names removed from the ballot must be submitted in writing and received by the Board Secretary ~~prior to the mailing of before mailing~~ the Pre-Packet for the January Board Meeting.

**4150.42**      Election of the Board Officers will be conducted by a roll call vote of the Board at the January Board meeting (as required by Health and Safety Code section 2027) as directed:

**4150.421**      The Board Secretary will provide a list-slate of candidates with a-candidate bio for each Board Office (Appendix #4150-2) for inclusion in the packet for the January Board meeting.



**4150.422** The ~~list~~slate of candidates for each Board Office will have each Trustee listed only once and for only one position. The slate ~~list~~ of candidates will include all nominees who have agreed to stand for election.

~~4150.423~~ The election shall be conducted by voice vote. When there is a single candidate for a particular office, the Board Secretary may declare that candidate is elected by acclamation. When there are two or more candidates for a particular office, the Board Secretary shall announce the office, conduct a roll call vote, and each Trustee may cast a vote for a single candidate among those listed on the Slate of Candidates for that particular office.

**4150.424** A candidate must receive a majority of the votes cast in order to be elected to office.

**4150.425** If no candidate receives a majority of the votes cast, then a runoff election will be held between the two candidates with the highest number of votes.

**4150.426** In the event of a three way or more tie for the highest number of votes in the election, a drawing of straws will be used in order to eliminate all but two of the candidates. The remaining two candidates will participate in a runoff election.

**4150.427** In the event of a tie in a runoff election, a coin flip will determine the winner.

**4150.428** The election roll call votes will be tallied and announced at the January Board meeting by the Board Secretary. Pursuant to the Brown Act (Government Code Section 54953(c), the vote of each Trustee must be publicly reported and the Board cannot take action by secret ballot, whether preliminary or final.

**4150.429** The election tally sheet will be included in the record for the Board meeting.

~~4150.430~~ The Board Secretary will announce the elected Board Officers at the January Board meeting, after the votes have been tallied.

**4150.431** If any office becomes vacant during the two-year term, nominations and a special election to fill the remaining term, will be held at the next appropriate

Commented [BW1]: Included above



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

*Protecting public health since 1916*

1351 Rollins Road  
Burlingame, CA 94010

phone (650) 344-8592  
fax (650) 344-3843

[www.smcmvcd.org](http://www.smcmvcd.org)

Board of Trustees meetings. Time must be allowed to include the nominations ~~and election announcement~~, [election announcement](#), and documents in the packet for the Board meetings at which nominations are taken and the election will be held. Otherwise, the same nomination and election process described above (Policy #4150.20 to 4150.31) will be applied to the special election. Any qualified Trustee or qualified current Officer may be nominated to run for election. The election of a current Officer to the vacant position will create another vacancy and require an additional nomination and election to be held at the same meeting.

**Issued:** September 9, 2009  
**Revised:** November 14, 2013  
**Revised by committee:** June 2015  
**Board Approval:** September 14, 2016

Agenda Item 6H

**SUBJECT:           CONSIDER EDITS TO POLICY 4060  
                          BOARD SECRETARY**

---

**SUMMARY**

Compensation for the Board Secretary is addressed in **Policy 4060 Board Secretary** and was recently discussed during the Ad Hoc Board Nominating/Policy Committee meeting on September 5. Mainly whether an adjustment in Board Secretary compensation should be considered since it has remained unchanged since early 2000.

As stipulated by **California Health and Safety Code section 2030**, "the secretary of the board of trustees may receive compensation in an amount determined by the board of trustees." This provision grants the Board the authority to determine compensation for the Board Secretary role. At their most recent meeting, the Ad Hoc Board Officer Nominating/Policy Committee recommended increased compensation for this position from \$100 to \$200.

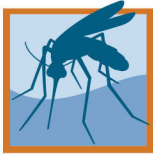
The Committee asks the Board to consider the long-standing unchanged rate and the changing economic landscape since this rate was adopted.

**RECOMMENDATION:**

Approve attached edits to **Policy 4060 Board Secretary** increasing compensation from \$100 per meeting to \$200 per meeting

**ATTACHMENTS:**

1. **Policy 4060 Board Secretary**
2. **HSC 2030- Boards of Trustees and Officers**



---

## **POLICIES AND PROCEDURES**

**TITLE:** Board Secretary

**NUMBER:** 4060

**4060.10** In the absence of the President and the Vice President, the Secretary of the Board of Trustees shall serve as chairperson over all meetings of the Board. He/she shall have the same rights as the other members of the Board in voting; introducing motions, resolutions and ordinances, and any discussion of questions that follow these actions.

**4060.20** The Secretary has authorization to sign checks approved by the Board for expenses incurred by the District in accordance with District Policy 6040, Signing of District Warrants.

**4060.30** The Secretary must be a trustee appointed by a city council or the Board of Supervisors to be a member of the Board and shall be a voter in that city or county and a resident of that portion of the city or county that is within the District.

**4060.40** The Secretary will as appropriate be responsible for personally performing or overseeing the District staff in the administration of the following duties.

**4060.401** Supervising the Board of Trustees Officers nominations and election process as outlined in District Policy # 4150.

**4060.402** Overseeing all Board of Trustees meeting administrative requirements including but not limited to the preparation of the Board's pre-packet, public noticing of changes to the public meetings date and time, verifying that copies of documents are available at meetings, mailing of Board documents to Trustees or members of the public, and verifying all approved documents are posted on the District's web site.

**4060.403** Personally recording the Board of Trustees meetings minutes. As of January 2015, the Board of Trustees has approved \$~~100~~200 for compensation to the Board Secretary for completing board meeting administration.

**4060.404** Instructing the Assistant Secretary to share in the aforementioned duties as necessary.

---

**4060.50** The Secretary shall participate as a voting member at the meetings of the Executive Committee. The Executive Committee includes the Board Officers.

**4060.60** The term of office for the Secretary is two consecutive years. The Secretary may stand for re-election.

**4060.70** In the absence of the President and the Vice President the Secretary shall represent the District whenever possible as the annual American Mosquito Control Association (AMCA), California Special District Association (CSDA), Mosquito and Vector Control Association of California (MVCAC), and any other local meetings as directed.

**Issued: November 13, 2002**

**Revised: April 10, 2013**

**Review by Policy Committee July 2015 and January 2016**

**Board Approval: April 2016**

**Agenda Item 6I**

**BOARD COMMITTEE REPORTS**

**SUBJECT: Ad Hoc Manger Review Committee Report**

---

Trustee Kat Lion will discuss the Manager's Evaluation Form





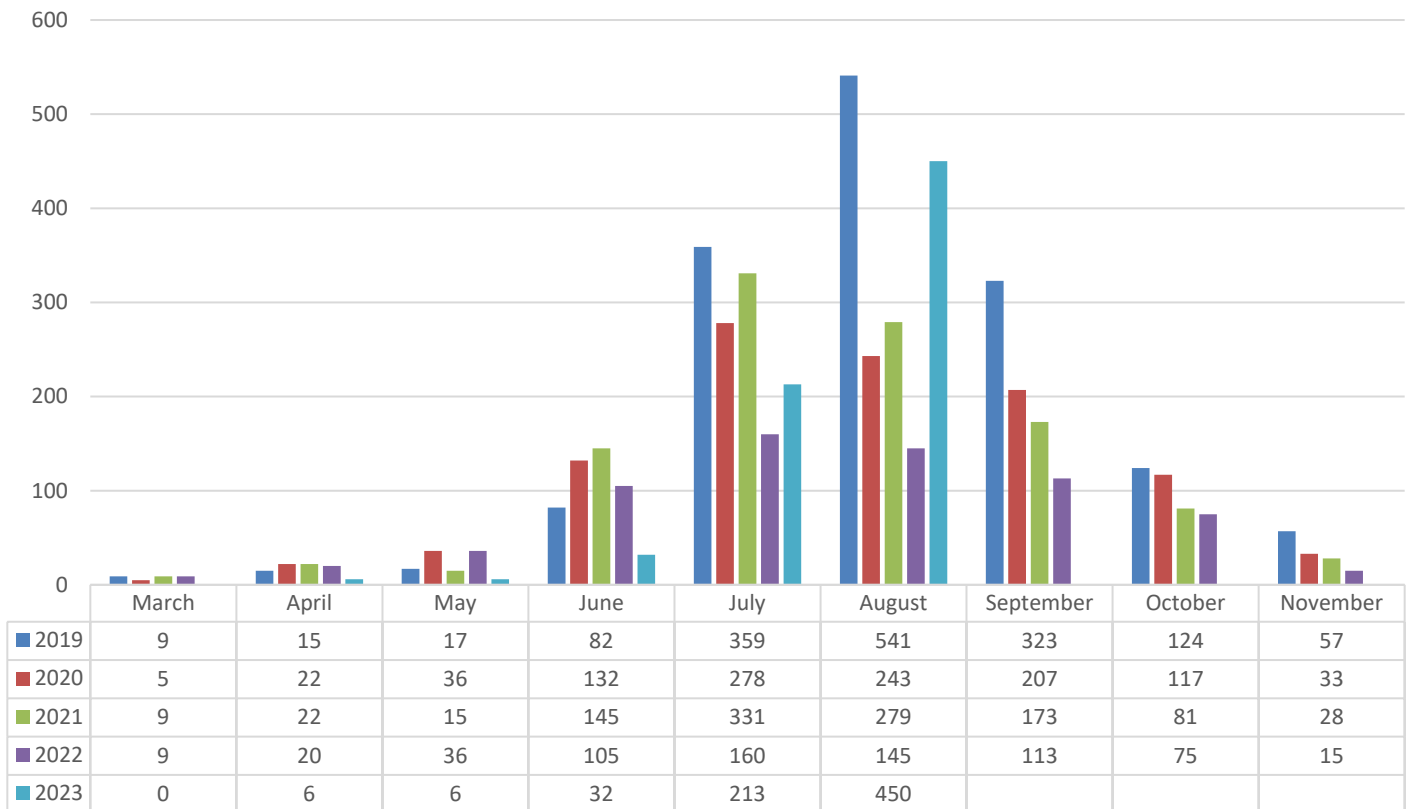
# Agenda Item 7.A. - Operations Staff Program Reports

## Field Operations August 2023

### 2023 Yellowjacket Season – Slow to start but picking up steam!

This has started out as an interesting year for yellowjackets due to the slow start of the season and the significant increase we have seen during July and August. The District had an average of 26 yellowjacket calls for the month of May and 116 for the month of June between 2019 and 2022. In 2023, The District saw a much lower volume of calls, receiving only six (6) in May and 32 in June. Yellowjacket calls started to increase in July this year, and this August's 450 yellowjacket service requests have been the highest for any month since August of 2019, which saw 541 yellowjacket calls (1,527 total for that year). It remains to be seen whether this high level of yellowjacket activity will continue into the remaining months of 2023. Various factors could have caused a slow start to the season, but the prolonged rain and cold weather we had this year could be one of the main causes of the delay.

Yellowjacket Service Requests  
2019-2023

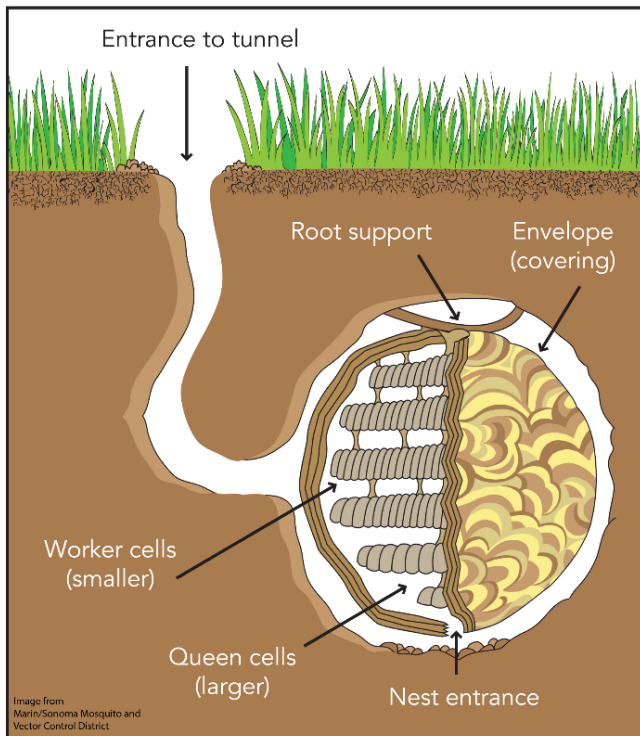


2019 2020 2021 2022 2023



# Agenda Item 7.A. - Operations Staff Program Reports

The District has been performing yellowjacket control since 2001, over which time technicians have responded to 15,350 yellowjacket service calls. Yellowjacket nest control is an important part of public health vector control because reactions to stings can vary from mild to life-threatening. Typically, there is tenderness and swelling at the sting site, which is intense at first, followed by an ache that may last multiple days. A small percentage of people have a more dangerous allergic reaction and can develop hives, nausea, and in rare cases, life-threatening shock and swelling of the tongue or throat. Another risk from multiple stings is taking in more venom than can be processed by the kidneys, leading to renal failure. Yellowjackets typically nest underground or in empty areas such as tree holes or openings in a wall. Their nests are made of wood mixed with saliva. Unlike bees, they can sting more than once and will also bite. The District controls nests in areas where someone has the potential of being stung, such as local parks, schools, residential properties, and walking paths. This program was implemented to help reduce the chance of people being attacked by yellowjackets and minimize the adverse effects of yellowjacket stings in San Mateo County.



*Left - Example of a ground-nesting yellowjacket nest.*

*Bottom Left- Yellowjackets emerging from their nest.*

*Bottom Right-Vector Control Technician David Allen in the process of removing a ground-nesting yellowjacket nest.*







# Agenda Item 7.A. - Operations Staff Program Reports

## District Staff in Action

---



### **Invasive Spartina Control**

*Operations Director Casey Stevenson and Vector Control Technician Evan Ostermann conduct control of an invasive plant that can clog waterways and potentially create mosquito breeding habitat on Bair Island. The District conducts this work as a collaborative project with the California Coastal Conservancy.*





# Agenda Item 7.A. - Operations Staff Program Reports



## Bair Island Inspection

*At least once a month, District staff inspect Bair Island in Redwood City to see if mosquitoes are breeding. If larvae are found, technicians apply a mosquito larvicide that will prevent the mosquito larvae from developing into flying, biting adults. Vector Control Technicians on the boat include airboat pilot Eric Eckstein and Vector Control Technicians Kim Keyser, Stephanie Busam, and Evan Ostermann.*

### July and August 2023 Service Requests

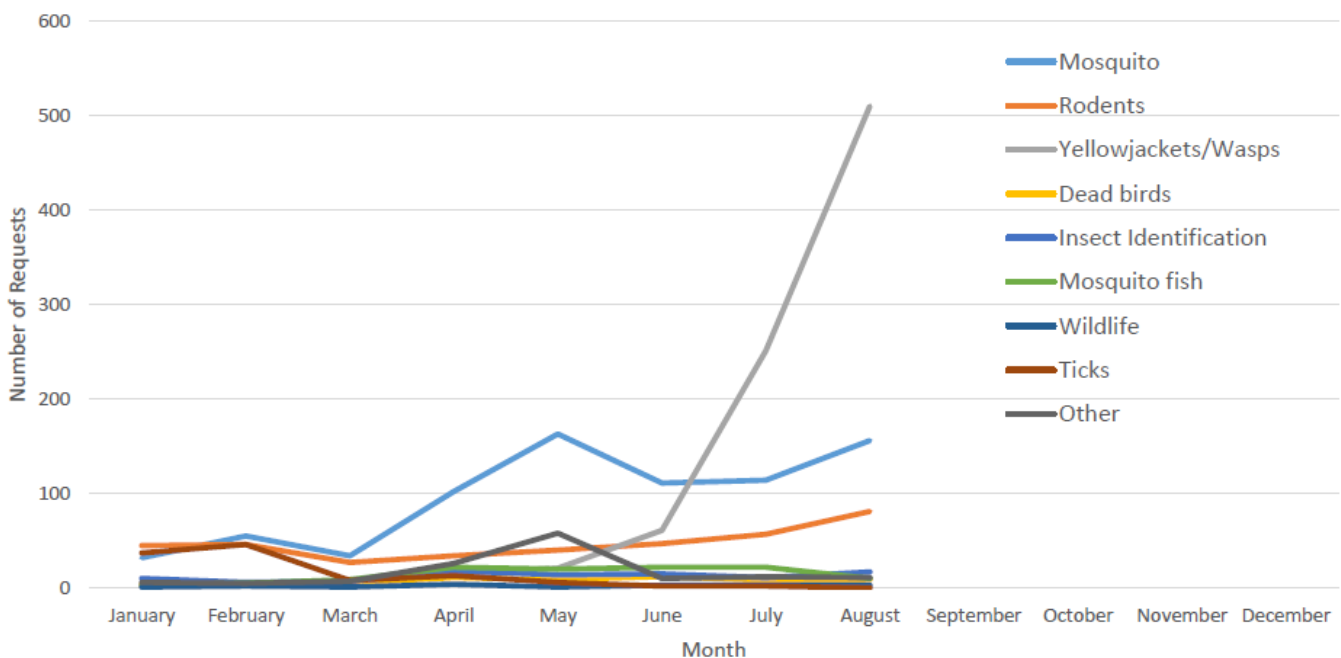
<u>Type of Request</u>	<b>July 2023</b>	<b>5-year July average</b>	<b>August 2023</b>	<b>5-year Aug average</b>
<b>Mosquito</b>	114	82	156	114
<b>Yellowjackets/wasps</b>	251	320	510	379
<b>Rodents</b>	57	43	81	56
<b>Mosquito fish</b>	22	18	10	15
<b>Insect identification</b>	11	11	17	12
<b>Dead birds</b>	8	11	9	13
<b>Wildlife</b>	3	6	3	6
<b>Ticks</b>	2	1	0	0
<b>Other</b>	12	12	11	10
<b>Total</b>	<b>480</b>	<b>504</b>	<b>797</b>	<b>606</b>

This table contains the number of each type of service request in July and August 2023 compared to the five-year averages for these months.

While total service requests this July were slightly below the five-year average for the month (480 requests compared to an average of 504), the total was well above average in August (797 requests compared to an average of 606). This shift was largely due to a delayed surge in yellowjacket requests, more than doubling between July and August, following a very quiet June for these types of requests. Mosquito and rodent service requests remained higher than average in July and August.

The “other” category in July and August included insect-related requests regarding gnats, other flies, and bees, and also non-insect related requests involving mites and spiders.

### Service Requests by Type - 2023





# Agenda Item 7.B. – Laboratory Staff Program Reports

## Lab Activities in August 2023

### Mosquito Safety

This summer, San Mateo County residents experienced unusual rain events and weeks of alternating hot and cool days. Our weather may be uncertain, but one thing remains the same... mosquitoes are out to bite! In the warmer summer and fall months, mosquitoes are more likely to transmit diseases like West Nile virus, so it's important to protect yourself. Here are some mosquito bite prevention tips for both home and traveling.

#### General Mosquito Safety:

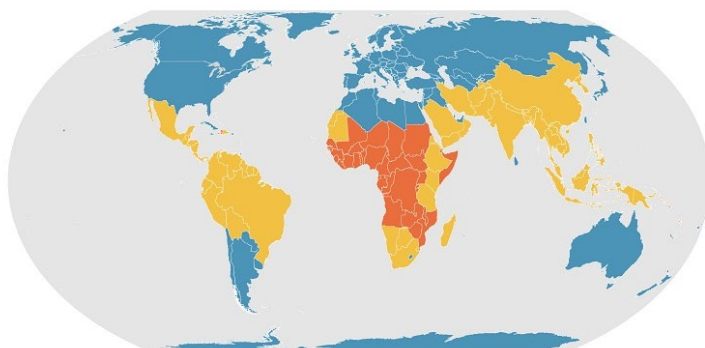
- Use mosquito repellent that is EPA-registered. This is your guarantee that the product is safe and effective.
- Wear long-sleeved shirts, long pants, and socks to cover exposed skin.
- Ensure doors and windows are screened to keep mosquitoes out of your living spaces.
- Eliminate standing water around your home, as it serves as a mosquito breeding site.

#### Mosquito Safety While Traveling:

- Research your destination for mosquito-borne diseases and talk to your healthcare provider to see if you should do anything to protect your health. The Travelers' Health page from the CDC is a good place to start. <https://wwwnc.cdc.gov/travel>
- Pack and use EPA-registered insect repellent.
- Bring some clothes that provide more coverage than shorts and tank tops if mosquitoes may be present during outdoor activities. Many brands of clothing now offer options that are pre-treated to repel insects.
- Use mosquito nets and bed nets provided by accommodations.
- If camping, use mosquito nets and tents with screens. Consider treating your tent and gear with an insect repellent containing Permethrin for added protection.



Always look for the EPA registration number on repellents.



- Malaria transmission is not known to occur
- Malaria transmission occurs in some places
- Malaria transmission occurs throughout

This map from [cdc.gov](https://www.cdc.gov) shows an approximation of the parts of the world where malaria transmission occurs.





# Agenda Item 7.B. – Laboratory Staff Program Reports

## WNV 2023 Season

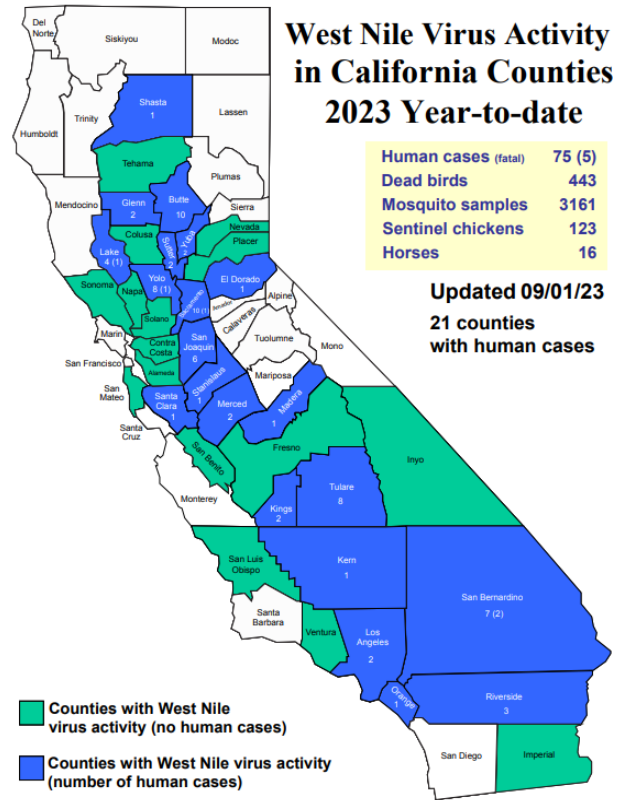
### San Mateo County

To date, there have been 200 dead birds reported in San Mateo County. Of those, 51 have been suitable for testing, and two have tested positive (4%) for West Nile virus (WNV). Additionally, 333 pooled mosquito samples have been tested for West Nile virus in San Mateo County to date this year. These pools included 5,902 mosquitoes, and all tested negative for virus.

The District continues to work closely with the San Mateo Health Department to prevent the spread of mosquito-borne diseases. District staff are notified when the SMC Health Department investigates any evidence of mosquito-borne diseases in San Mateo County, including West Nile virus. Our staff trap and test mosquitoes from areas under investigation and from routine mosquito monitoring traps set throughout the County.

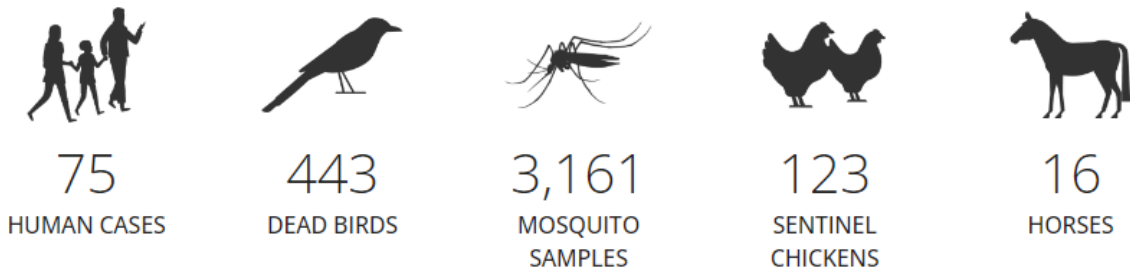
### California

As of September 1, 2023, WNV has been detected in 29 counties statewide, including 21 with human cases. There have been 75 human cases in California, of which five were fatal. Statewide, 4,836 dead birds were reported to the dead bird hotline, 1,395 have been tested, and 443 have tested positive for WNV (31%). Additionally, 3,161 mosquito samples, 123 sentinel chickens, and sixteen horses have tested positive for WNV.



## 2023 WEST NILE VIRUS ACTIVITY IN CALIFORNIA

LAST UPDATED: SEP 01, 2023 5:22PM PST



Map and infographics from <http://westnile.ca.gov>



# Agenda Item 7.B. – Laboratory Staff Program Reports

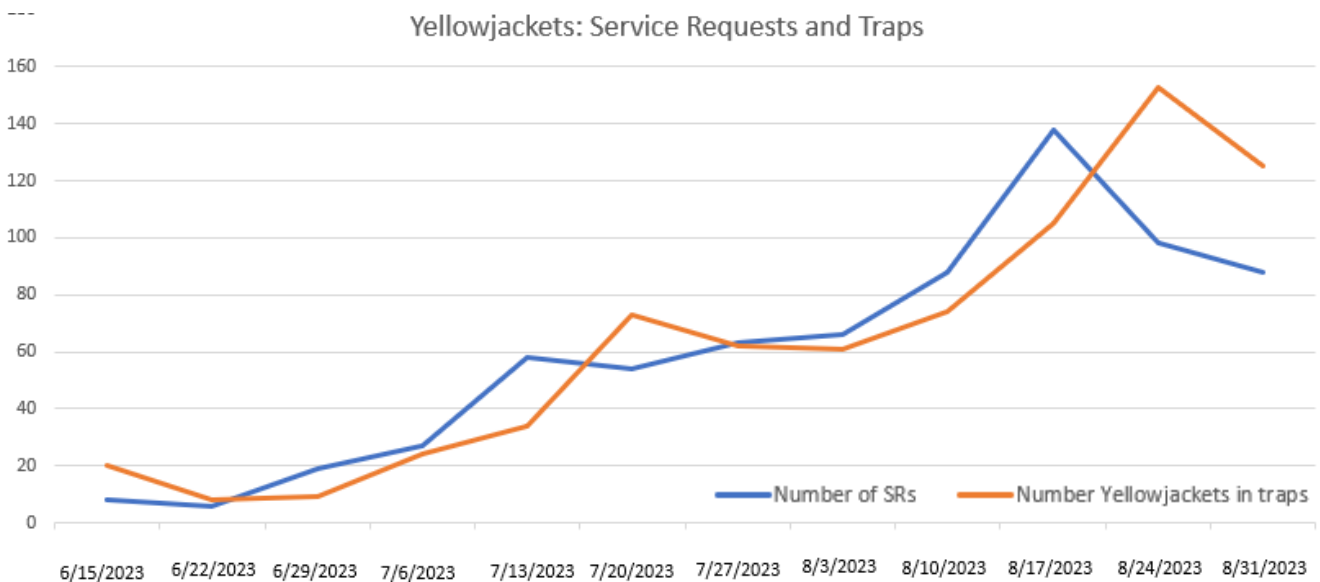
## West Nile Virus Dead Bird Hotline

Would you like to help us protect against mosquito-borne illnesses? The California Department of Public Health's West Nile virus call center is now open with live operators. Residents who find a dead bird in good condition (head and eyes intact and not infested with flies or ants) should call **1-877-WNV-BIRD** (1-877-968-2473) or file a report online at [westnile.ca.gov](http://westnile.ca.gov). If suitable for testing, a District staff member will bring the bird back to the lab and test the carcass for the presence of mosquito-borne disease.

## Yellowjackets

August is the peak season for yellowjackets, which are social wasps in the genera *Vespula* (ground-nesting) and *Dolichovespula* (aerial-nesting). These insects can be a nuisance for picnickers, as they are attracted to sweet and protein-based foods and are a health concern because of their extremely aggressive behavior. If a person steps on or disturbs a yellowjacket nest, these wasps will respond by swarming and stinging numerous times to drive the person away. The stings are painful for several days and very hazardous to anyone allergic to yellowjacket venom.

District laboratory staff have been monitoring yellowjackets at a few sites in the county for the past two seasons. The monitoring data depict when yellowjackets are most abundant and will provide a sense of seasonal variation. This monitoring program is part of a project to determine the effectiveness of yellowjacket baits available to homeowners and other property managers. Although District vector control technicians treat or remove hundreds of yellowjacket nests in the summer months, all nests cannot be located in many cases. Baiting is an alternative option for controlling the yellowjacket population in these instances.



The number of yellowjackets collected each week in traps this year closely aligned with the number of service requests the District received for yellowjacket nest treatments.





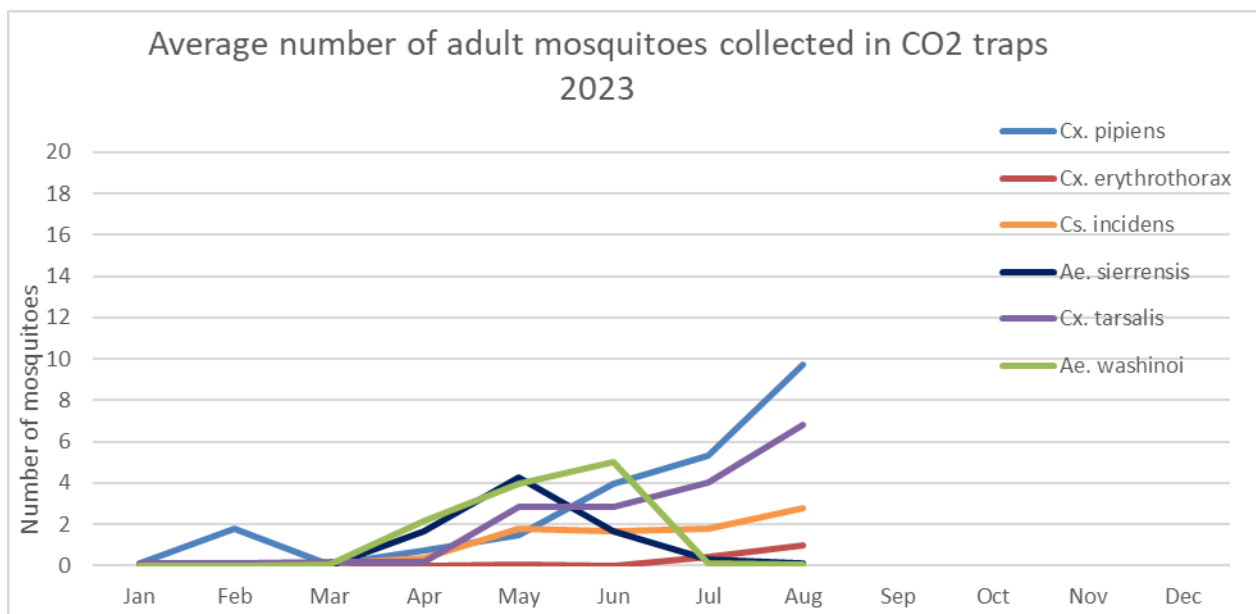
# Agenda Item 7.B. – Laboratory Staff Program Reports

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

In August, the adult mosquito species most frequently collected in traps was *Culex pipiens*, averaging 9.742 per trap. This mosquito is present year-round but peaks in abundance during late summer, as the warmer temperatures speed up its life cycle. *Culex pipiens* numbers are near average for this time of year. *Culex erythrothorax*, a mosquito that breeds among tules (cattails) in ponds and lakes, is far less prevalent this summer than typical, with 0.975 per trap in August compared to an average August abundance of 17.851 per trap. This mosquito can emerge in massive numbers in the spring and summer but generally doesn't fly far from its water source. In contrast, *Culex tarsalis* have been especially numerous this year, with 6.792 per trap compared to an average of 1.033. These mosquitoes breed in various water sources that remain present from spring rains.

The following table and graphs show the average number of adult mosquitoes collected per CO<sub>2</sub> trap per night during August.

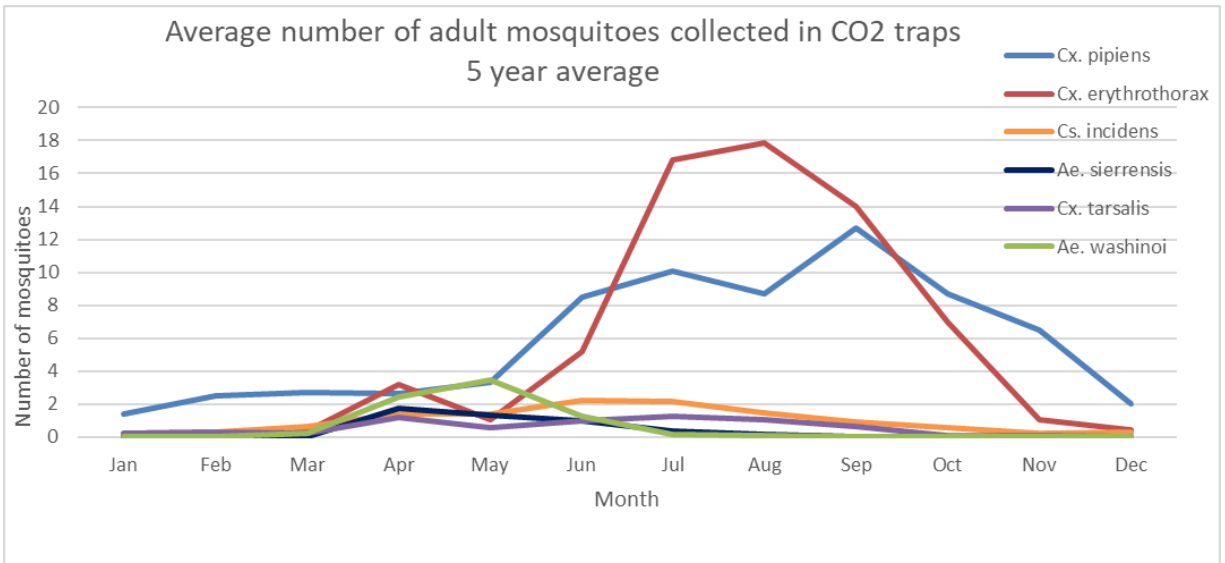
<u>Species</u>	<u>August 2023</u>	<u>5-year August average</u>
<i>Culex pipiens</i>	9.742	8.693
<i>Culex tarsalis</i>	6.792	1.033
<i>Culiseta incidens</i>	2.784	1.455
<i>Culex erythrothorax</i>	0.975	17.851
<i>Aedes sierrensis</i>	0.076	0.159
<i>Aedes washinoi</i>	0.068	0.073



Average number of adult mosquitoes collected in CO<sub>2</sub> traps per trap per night during 2023. The graph shows the six most common species of mosquitoes trapped in San Mateo County.



# Agenda Item 7.B. – Laboratory Staff Program Reports



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



Mosquitoes are collected from the field using a CO2-baited trap (photo at left).

Mosquitoes are identified and sorted using dissecting microscopes in the District laboratory. *Culex pipiens* (top right) and *Culex tarsalis* (bottom right) are important local vectors of West Nile virus.



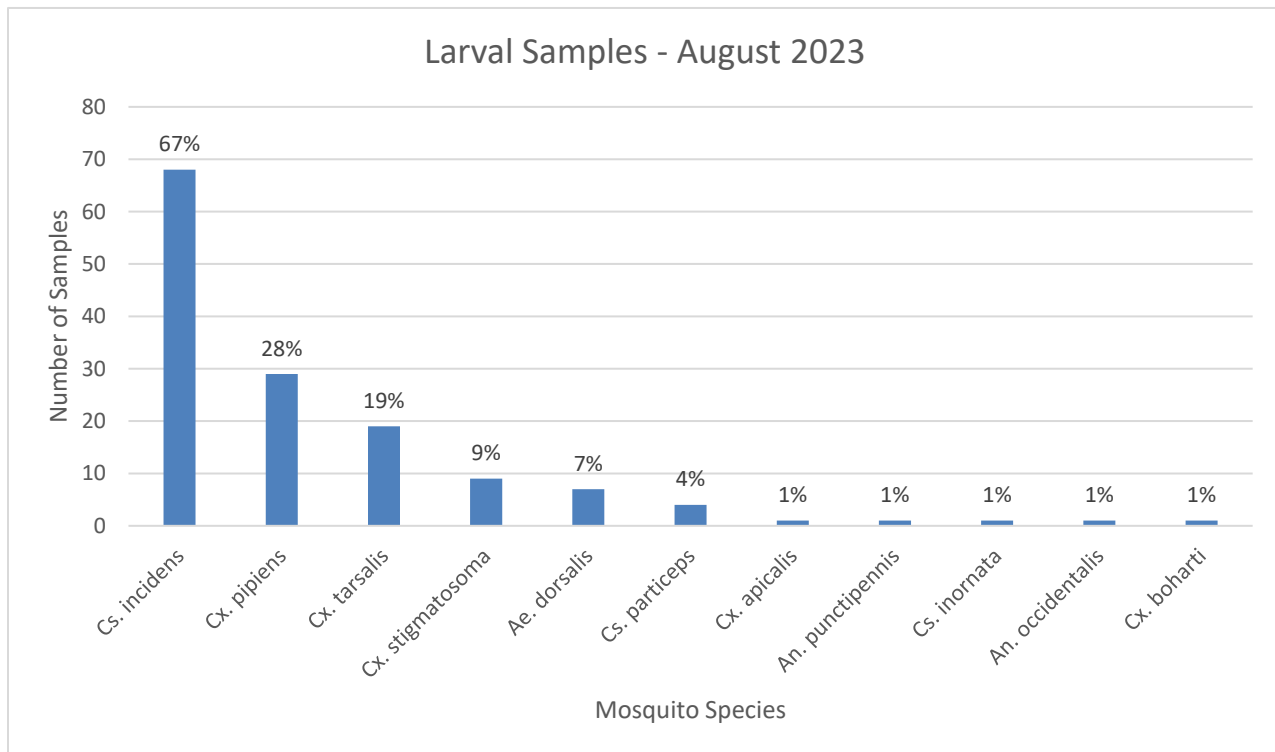


# Agenda Item 7.B. – Laboratory Staff Program Reports

## Larval Surveillance

During summer, mosquito larval samples are usually collected from residential areas, such as backyard fountains and fishponds, water under buildings, storm drains, containers, and tree holes. Some are also collected from pockets of standing water along creeks. In addition, marshes and impounds of water continue to be sources of mosquito breeding of species such as *Aedes dorsalis* and *Culex tarsalis*. This August, 102 larval samples were collected in the field by vector control technicians and submitted to the lab. A District vector control technician uses a dipper to take a water sample and visually determines whether any mosquito larvae are present. The technician then transports the sample to the laboratory for the larvae to be counted and identified.

This August, eleven different mosquito species were identified in larval samples. The species most often found in samples was *Culiseta incidens*, present in 68 of the 102 samples (67%). This mosquito is active year-round in San Mateo County and is often collected from fishponds, containers holding water, and freshwater impounds. The high numbers of *Culiseta incidens* and larval samples from residential sources reflect an effort by the operations department to collect samples from residential areas that may be most impacted by mosquito presence. This data provides a record of the species present in San Mateo County and is helpful for early detection of introduced species.



Number and percentage of larval samples containing each mosquito species from water samples collected in August 2023. Larval samples commonly contain multiple species.





# Agenda Item 7.C Staff Program Reports

## Public Health Education & Outreach, July-August 2023

*Open House, Outreach, Website Analytics, & Post-Service Request Feedback*

### Open House

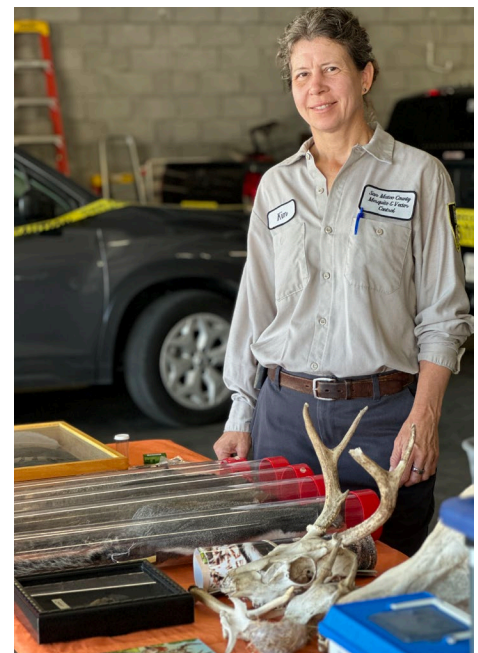
- The District's Open House was held from 12-4 p.m. on Saturday, August 12<sup>th</sup>, after a few years on pause due to the pandemic.
- Staff had displays about District services, equipment, technology, and many other topics.
- In addition to District displays, key agencies were invited to attend – tables about SMC Parks, SMC Libraries, and ReThink Waste were also information-rich sources for attendees.
- Approximately 170 people attended the Open House, including about 90 adults and 80 children.
- More than a third of attendees were from the cities of Burlingame and San Mateo, although people came from throughout the County (as well as neighboring counties) to visit the Open House.
- Advertising for the Open House was most successful via Nextdoor postings in the weeks leading up to the event. However, many people had heard about the Open House from staff, family, friends, newspapers, city e-news, and other methods.
- Many attendees commented on how impressed they were with staff knowledge and enthusiasm, including a specific comment from the 'favorite thing you learned today' section "Lovely smiles and great explanation from knowledgeable and friendly staff."



*Vector Technician Eric is ready for attendees at the 2023 Open House.*



*Vector Ecologist Arielle with a display about one of the District's special projects.*



*Vector Technician Kim staffed a table about local wildlife.*



# Agenda Item 7.C

## Staff Program Reports

### Outreach

- In July-August, staff attended the Colma Community Fair, Millbrae Farmers' Market, San Mateo (College of San Mateo) Farmers' Market, and San Carlos Farmers' Market to share information about District services.
- SMC's Big Lift program borrowed a variety of insect-themed school materials (usually loaned to classrooms during the school year) for their site in San Bruno. Children and Big Lift staff enjoyed using these materials and learning about the mosquito life cycle during their summer learning. This was a great way to maximize the use of District outreach materials.
- Rachel and Liz presented at various library and summer events, including in Ladera, Portola Valley, North Fair Oaks, Redwood City, Brisbane, San Mateo, Pacifica, and Woodside.
- Rachel presented to scouts at Huddart Park about the mosquito life cycle.
- Staff had a well-attended booth at the San Mateo County Emergency Preparedness Day at the SMC Event Center in early August. Event organizers estimated that over 1,110 people attended the event, and at least 130 people specifically stopped at the District's informational tent. For this event, staff displayed the UAS (drone), which was of interest to many of the other participants; there was also a lot of interest in how to choose safe, effective insect repellents.
- Staff had informational tables and displays at two city-organized camping events. Foster City and Redwood City had overnight camping events at their parks. These events are a great place to offer educational outreach to many families interested in doing more camping, hiking, and other outdoor activities. Information about insect/tick repellents and tick bite prevention is always popular at these events.
- Rachel was invited to present at the City of San Mateo's Library science series. She shared information about District services and the history of the district, as well as information about mosquito and yellowjacket biology. The talk was well-received by library staff and attendees.



*Students interact with insect-related educational materials in the Big Lift program.*

### Website Analytics

- In July and August 2023, there were 7,300 and 8,288 visits to the website, respectively. Which were 75% and 110% increases over July and August 2022 (4,176 and 3,937 visits, respectively). These differences are likely due to a variety of things. However, possibly most impactful were local West Nile virus activity in the news (including the District's findings of two positive birds in the Redwood Shores neighborhood of Redwood City), a late-starting but intense yellowjacket season, and a District campaign to report 'even just one mosquito.'



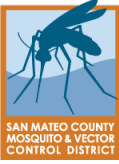
# Agenda Item 7.C

## Staff Program Reports

- Top pages for July and August 2023 included the homepage and pages on yellowjacket nest treatment, the service request page, mosquito-like insects, yellowjackets and wasps, yellowjacket identification, mystery bites, biting mites, mosquito reporting, and rabies.
- The increased visits to pages about yellowjackets were partially due to a Google Ads campaign started in July to help raise awareness of the District's yellowjacket service for people using Google's search engine to find yellowjacket removal/treatment information.

### Post-Service Request Feedback

- "The employees who have come to our house have always been wonderful!"
- "Very friendly/knowledgeable folks at the market and the person who came out was great! Thanks!"
- "I really, really appreciate what your organization does. Your people are responsive, courteous, knowledgeable and so, so helpful. Thank you!!!"
- "The consultant who visited our home to help us with a rodent problem was just excellent. Professional, helpful, thorough. We so appreciated this service and this wonderful representative. Thank you."
- "You are an excellent governmental agency that provides excellent service to the taxpayers to make public health safer by extinguishing to risk, in our case, of yellow jackets. Your employees are professional, competent, efficient and a credit to your organization. They are prompt, polite and get the job done. What more can be asked? Thank you"



# Agenda Item 7.D. – Information Technology Staff Program Reports

## Information Technology September 2023

---

### *3D printing and other technology*

#### **Summary**

- 3D Printing Project

#### **Experimenting with technology**

The district recently acquired a useful technology free from the county library system, an Ultimaker 2+ 3D printer. While this model may not be the latest, it is an economical entry point into 3D printing. It allows staff to explore various use cases and designs for mosquito control without the substantial upfront investment required for a high-end machine. The Ultimaker 2+ offers compatibility with a range of filaments (the threadlike fiber expelled from the machine nozzle), Polylactic Acid (PLA) is primarily utilized due to its forgiving nature and cost-effectiveness.

Staff is in the initial phases of realizing the full potential of this technology and how it can apply to mosquito and vector control. Our focus is crafting custom designs through Computer Aided Design (CAD) software called Tinkercad and/or Blender. These virtual designs can then be translated into instructions for the 3D printer, allowing us to modify or repair specialized equipment within our district. The upkeep costs for minor repairs and filament are exceptionally reasonable, rendering this an opportunity to delve into experimentation and discover the perfect applications.

Additionally, I have been exploring the realm of microcontrollers and the diverse possibilities they present for crafting in-house digital tools and devices. Arduino, an open-source platform for single-board microcontrollers, has attracted our interest due to its affordability, scalability, and adaptability. Tinkercad supplements our efforts by providing simulators that enable us to test our designs in a virtual environment before embarking on the physical circuit assembly.

One of the key objectives driving these initiatives is to expand the technological toolkit at our disposal. Proficiency in these emerging technologies widens the door to creativity and enhances our potential to devise more efficient solutions tailored to our district's unique needs. While these projects remain nascent, I will inform the board of our progress and developments.

Agenda Item 8

**MANAGER’S REPORT**

---

**Upcoming Meetings**

The American Mosquito Control Association (AMCA) will hold its **Annual Conference on March 4-8, 2024, in Dallas, TX**. 1-2 Board members usually attend this event. According to AMCA, “The AMCA Annual Meeting is the premier education and networking event for researchers, educators, vector control professionals, industry representatives, and students in mosquito control. Every year since 1938, hundreds gather to hear the latest research, share ideas, and form collaborations. Our educational sessions and exhibit hall help to put attendees on the cutting edge of this ever-expanding field!”

The 92nd Annual Mosquito and Vector Control Association of California (MVCAC) Conference & Exhibitor Showcase will be held in **Monterey Bay, California, from January 20–24, 2024**. 3-4 Board members traditionally attend this event. This event is much like the AMCA conference, but all attendees and information presented are generally from California.

Please get in touch with Devina Walker if you are interested in attending either meeting.

**CSDA Monterey**

Manager Weber attended the California Special District Association (CSDA) Annual Conference in Monterey, CA, on August 28 – 31, 2023. Some of the relevant information presented was:

**CSDA Governance Foundations.** The presentation covered the entire day and was primarily focused on all things a management staff and Board members need to consider for effective Special District governance.

**ABC’s of Alternative Delivery Models for Capital Improvement Projects.** This presentation discussed the design-build (DB) construction delivery method and how it provides an owner (special district) with a single point of contact for the project's design and construction phases. This delivery method makes one party responsible for all aspects of the project. Additionally, there is one point of contact for the manager and Board to communicate with. This presentation was relevant given the upcoming 1415 N. Carolan Ave construction project.



**Save Money and Time with Programmatic Environmental Impact Reports.** This presentation examined performing CEQA and creating a Programmatic EIR (PEIR) to cover every function of District operations rather than one project at a time. This approach was much like one taken by San Mateo County MVCD when passing its PEIR. This talk was relevant because staff is preparing for an upcoming amendment to the existing PEIR to examine new active ingredients and control methods used in mosquito control.

**How CUPCCAA Benefits Special Districts in Delivering Public Works Projects.** This presentation discussed the California Uniform Public Construction Cost Accounting Act and how Special Districts can implement alternative bidding procedures on public works projects costing less than \$200,000. CUPCCAA was established in 1983 as a means for special districts and other forms of government to save administrative time through alternative bidding procedures, provided they subscribe to uniform construction cost accounting policies and procedures developed in accordance with the law. This was relevant because the staff is overhauling the district's purchasing policy and considering CUPCCAA as part of that new policy. More information about this Act can be found at [California Uniform Construction Cost Accounting Commission](#).

### **In the News**

**A recent United Nations (UN) report found that the global economic cost of invasive species is \$423 billion annually and bound to worsen.** The four-year assessment included a team of 86 researchers from 49 countries. Of the 37,000 invasive species mentioned as being introduced worldwide, 3,500 are considered harmful and pose a "severe global threat" through crop destruction, out-competing native species, and pollution. However, one primary concern mentioned in all articles reviewed by staff was invasive mosquitoes and the diseases they carry. In addition to being capable of transmitting new deadly diseases, invasive mosquitoes do not respond to traditional abatement techniques.

This challenge has caused vector control agencies to seek innovative solutions to reduce or eliminate this new threat. In addition to control measures, some agencies such as SMCMVCD, have used intensive outreach campaigns (media and door-to-door) promoting resident-driven mosquito source prevention and elimination to establish long-term control through behavior change. Others are refining techniques for wide-area larval control, which can be helpful but is costly and challenging to sustain. The article demonstrates the importance of the district having reserve funds and appropriate space to grow when the time comes to combat invasive mosquitoes again.

**Recently revised definition of “waters of the United States” (WOTUS).** The recently revised definition of "waters of the United States" (WOTUS) holds significance in its interaction with the National Pollutant Discharge Elimination System (NPDES) reports submitted by California mosquito control agencies. NPDES is a regulatory program established under the Clean Water Act to manage and regulate the discharge of pollutants into the nation's waters, covering rivers, lakes, and oceans. In 2009, it was determined that applying pesticides, whether intentional or unintentional, to a WOTUS was considered a discharge of pollutants, thus requiring a permit and reporting.

However, the definition of WOTUS has been subject to changes influenced by the political party in power in Washington, DC. Since 2010, mosquito control districts like SMCMVCD have diligently recorded and submitted reports to the California State Water Resources Control Board for every larvicide application made to a WOTUS. Some argue that generating extensive reports for each mosquito control application does not significantly contribute to or detract from the Clean Water Act's intended purpose.

The recent revision of the WOTUS definition of requiring a “relatively permanent/continuous surface connection” to a known US water body. This change has reduced the administrative burden on agencies like SMCMVCD by eliminating the number of locations included in their annual Water Board reports. Although this indirectly benefits districts through work reduction, it underscores the challenges regulators can create for staff and the importance of having parent associations such as MVCAC and AMCA to help navigate them.

[Fact Sheet for the Final NPDES Pesticide General Permit for Point Source Discharges From the Application of Pesticides \(October 31, 2011\) \(epa.gov\).](#)