

BOARD OF TRUSTEES
****MONDAY, JULY 13, 2026****

TIME: 7:00 PM

LOCATION: Hybrid meeting of the Board of Trustees
Physically held at the District office located at
5750 Imhoff Drive Suite I, Concord, CA 94520

By teleconference at:

<https://us06web.zoom.us/j/94095162206?pwd=amp0UXhCSSEt3a0Qxc2ludWJnVmVmZz09>

Meeting ID: 940 9516 2206

Passcode: 866980

Members of the public may participate in the meeting via teleconference or in-person. Public comments may be submitted in advance of the meeting by emailing Paula Macedo at pmacedo@contracostamosquito.com. Alternatively, members of the public may offer spoken comments when public comment is requested, either at the beginning of the meeting as to non-agenda items, or regarding an agenda item at the time the item is considered. Comments shall be limited to three minutes per person, unless different time limits are set by the Chairperson.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Paula Macedo, General Manager, as early as possible, and at least 48 hours before the meeting at (925) 457-8464 or pmacedo@contracostamosquito.com.

Supporting materials on agenda items are available for public review at the District's office at 5750 Imhoff Drive, Ste. I, Concord, CA and on the District's website at www.contracostamosquito.com. During the meeting, supporting materials are available in the Board Room.

Unauthorized AI transcription bots, automated meeting assistants, or external recording tools are not permitted during District Board meetings. The District's official recording and Board-approved minutes constitute the official record, and retention is governed by the District's Records Retention Policy.

Protecting Public Health Since 1927

BOARD OF TRUSTEES

President **KEVIN MARKER** Orinda • Vice President **JENNIFER HOGAN** Pleasant Hill • Secretary **DANIEL PELLEGRINI** Martinez

Antioch **ALFREDO PEREZ** • Brentwood **VINOY MEREDDY** • Clayton **ERIC HINZEL** • Concord **PERRY CARLSTON** • Contra Costa County **CHRIS COWEN, JIM PINCKNEY, & DARRYL YOUNG**
Danville **G. MARK GRAHAM** • El Cerrito **JIM DOLGONAS** • Hercules **MARIATI MESSINGER** • Lafayette **DERRICK SEAVER** • Moraga **JAMES FRANKENFIELD** • Oakley **MICHAEL KRIEG**
Pinole **VIVIAN RAMIREZ-RODRIGUEZ** • Pittsburg **RICHARD AINSLEY, PhD** • Richmond **CHRIS DUPIN** • San Pablo **Vacant** • San Ramon **PETER PAY** • Walnut Creek **PEGGIE HOWELL**

****AMENDED****

AGENDA

1. CALL TO ORDER

Roll Call
Pledge of Allegiance

2. * AGENDA MANAGEMENT

3. PUBLIC INPUT ON NON-AGENDA ITEMS

This time is reserved for members of the public to address the Board relative to matters of the District NOT on the agenda. No action may be taken on non-agenda items unless authorized by law. Public comments may be submitted as specified above and will be limited to three minutes per person.

4. PRESENTATIONS

Pinole has appointed a new Trustee, Vivian Ramirez-Rodriguez, to a two-year term. Martinez has reappointed Trustee, Daniel Pellegrini, to a new four-year term, once the term expires 1/31/2027.

5.* CONSENT CALENDAR

Any item may be pulled from the Consent Calendar and separately considered at the request of any Trustee. All items may be acted on by a single motion.

- A. Minutes of the May 11, 2026 Board of Trustees Meeting
- B. Expenditures for April & May 2026
- C. Payroll Expenditures for April & May 2026
- D. Investment Activity for April & May 2026
- E. Financial Report

6. BOARD AND STAFF REPORTS

- A. Board
- B. General Manager
- C. Staff
- D. Legal Counsel

7. BOARD COMMITTEE REPORTS

- A. Personnel Committee
- B. Budget Committee
- C. Executive Committee
- D. Ad Hoc Building Committee

8. COMPLIANCE WITH LEGAL OBLIGATIONS RE: PUBLIC HEARING ON CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT VACANCIES AND RECRUITMENT EFFORTS (Assembly Bill 2561/Government Code Section 3502.3)

9.* ACTION ITEMS

A.* MOSQUITO AND VECTOR SURVEILLANCE AND CONTROL ASSESSMENT – FISCAL YEAR 2026-2027 ENGINEER’S REPORT

- i. ** Consider approval of the Mosquito and Vector Control Assessment, Fiscal Year 2026-2027 Engineer’s Report.
- ii. ** Consider approval of Board Resolution 26-1 to continue the Mosquito and Vector Control Assessment for the benefit of four zones and to continue financing the project by continued assessment upon property within the District.

B.* BOARD CONSIDERATION AND APPROVAL OF PROPOSED BUDGET FOR FY 2026-2027

C.* BOARD CONSIDERATION AND APPROVAL OF UPDATES TO THE RESERVE POLICY AND THE INVESTMENT POLICY

D.* BOARD CONSIDERATION AND APPROVAL OF THE RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE

**E.* BOARD CONSIDERATION AND APPROVAL OF AMENDMENT NO.3 TO THE DESIGN-BUILD AGREEMENT BETWEEN OWNER AND DESIGN-BUILDER FOR DESIGN AND CONSTRUCTION WHERE THE BASIS FOR PAYMENT IS A GUARANTEED MAXIMUM PRICE;
Project: Improvements to Administration, Maintenance & Operations Buildings and Sitework Project**

F.* BOARD CONSIDERATION AND APPROVAL OF UPDATED UNMANNED AIRCRAFT SYSTEM (UAS) POLICY

CLOSED SESSION

10. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

Title: General Manager

11. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

Agency Negotiator: Kevin Marker, Board President
Unrepresented Employee: General Manager

RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSION

12* BOARD CONSIDERATION AND APPROVAL OF AMENDMENT OF CONTRACT WITH GENERAL MANAGER, DR. PAULA MACEDO

Title: General Manager

13. CLOSING COMMENTS

This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.

14. ADJOURNMENT

I hereby certify that the District Board of Trustee Agenda was posted 72 hourss before the noted meeting.

Christine Widger, Customer Service Specialist

710/2026

Date

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

JULY 13, 2026 BOARD MEETING STAFF REPORT

1. No comment
- 2.* **AGENDA MANAGEMENT** – Consider order of items.
3. **PUBLIC INPUT ON NON-AGENDA ITEMS**
4. **PRESENTATIONS**

Pinole has appointed a new Trustee, Vivian Ramirez-Rodriguez, to a two-year term. Martinez has reappointed Trustee, Daniel Pellegrini, to a four-year term, once the term expires 1/31/2027.

5.* **CONSENT CALENDAR**

- A. Minutes of the May 11, 2026 Board Meeting (*Pages 10-14*). Approval of Minutes 26-4, Board Meeting held on May 11, 2026.
- B. Check Expenditures for payroll & accounts payable for April & May 2026 (*Pages 15-20*) – Approval of expenditures of April 1, 2026 through May 31, 2026, including:
 - Accounts payable April 15th checks No. XXXX57 through No. XXXX66
 - Accounts payable April 30th checks No. XXXX68 through No. XXXX85
 - Accounts payable May 15th checks No. XXXX86 through No. XXXX01
 - **Payroll May 15th
 - Accounts payable May 29th checks No. XXXX02 through No. XXXX16

Accounts Payable Total: \$2,214,046.12 *Payroll Total: \$92.35
- C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of April 1, 2026 through May 31, 2026, including:
 - **Payroll April 15th
 - Accounts payable April 15th EXXX44 through EXXX60
 - **Payroll April 30th
 - Accounts payable April 30th EXXX61 through EXXX76
 - **Payroll May 15th
 - Accounts payable May 15th EXXX77 through EXXX88
 - **Payroll May 29th
 - Accounts payable May 29th EXXX89 through EXXX08

Accounts Payable Total: \$642,818.45 Payroll Total: \$421,127.68

***Payroll software administers payroll checks and direct deposit slips out of sequential order.*

- D. Investment Activity for April & May 2026 2026 (*Pages 21-29*)
- E. Financial Report (*Pages 30-33*)

Recommendation – *Approve the Consent Calendar.*

6. BOARD AND STAFF REPORTS

- A. Board
- B. General Manager
- C. Staff – staff reports have been submitted and staff will be present to answer any questions (*Pages 34-53*).
- D. Legal Counsel

7. BOARD COMMITTEE REPORTS

- A. Personnel Committee – Committee Chair Hogan will report the on the Personnel committee meeting from May 18, 2026. The committee met in closed session to discuss the previously Board-approved salary increase for unrepresented employees for FY 2026-2027.
- B. Budget Committee – Committee Chair Pay will report the on the Budget committee meeting from June 8, 2026. The committee reviewed the draft Benefit Assessment for FY 2026-2027, as the as the District's YTD (May 31, 2026) budget, proposed FY 2026-2027 budget and long-range forecast, as well as the Investment and Reserve policies.
- C. Executive Committee – Committee Chair Marker will report on the Executive Committee special meeting from June 29, 2026. The committee met in closed session to discuss the General Manager evaluation.
- D. Ad Hoc Building Committee - The committee met on June 4 and July 9, 2026 and received project updates. Matthew Estes, CPM, will be present to present the updates to the Board.

8. COMPLIANCE WITH LEGAL OBLIGATIONS RE: PUBLIC HEARING ON CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT VACANCIES AND RECRUITMENT EFFORTS (Assembly Bill 2561/Government Code Section 3502.3)

Executive Summary - AB 2561 requires public agencies to hold at least one public hearing per fiscal year to discuss vacancies and recruitment and retention efforts. Human Resources and Administration Manager Stark will discuss the District's legal obligations under the new law, which took effect on January 1, 2025, and present the measures taken by the District to ensure compliance with such legal obligations (*Pages 54-55*).

Background - AB 2561 was introduced to address the issue of job vacancies in local government, which adversely affects the delivery of public services and employee workload. Among other requirements, the bill mandates that public agencies present the status of vacancies and recruitment and retention efforts during a public hearing before the agency's governing body at least once per fiscal year. The bill was enacted into law and is codified at Government Code section 3502.3. The new law was effective January 1, 2025.

9.* ACTION ITEMS

A.* MOSQUITO AND VECTOR SURVEILLANCE AND CONTROL ASSESSMENT – FISCAL YEAR 2026-2027 ENGINEER'S REPORT

- i. ** Consider approval of the Mosquito and Vector Control Assessment, Fiscal Year 2026-2027 Engineer's Report (enclosed) - Each year the Board determines whether to continue the mosquito and vector control project adopted by Board Resolution 96-5 and the assessments levied pursuant to Board Resolution 96-5, as updated by the Engineer's report. Jordan Brown and Ed Espinoza, from Francisco & Associates, will be present to give an overview of the Engineer's Report for Contra Costa Mosquito and Vector Benefit Assessment District, Fiscal Year 2026-2027 and answer questions.

***Recommendation** – Approval of item i Alternatively, items i and ii could be approved together in one motion is the Board so desires.*

- ii. ** Consider approval of Board Resolution 26-1 to continue the Mosquito and Vector Control Assessment for the benefit of four zones and to continue financing the project by continued assessment upon property within the District (**Pages 56-57**).

***Recommendation** – Approval of item ii. Alternatively, items i and ii could be approved together in one motion is the Board so desires.*

B.* BOARD CONSIDERATION AND APPROVAL OF PROPOSED BUDGET FOR FY 2026-2027 - The Budget Committee has reviewed the proposed budget for FY 2026-2027 and is recommending it for Board approval (**Pages 31-33**).

***Recommendation** – Approval of proposed Budget for FY 2026-2027*

C.* BOARD CONSIDERATION AND APPROVAL OF UPDATES TO THE RESERVE POLICY AND THE INVESTMENT POLICY – The Budget Committee has reviewed the District's Investment and Reserve Policies. There are no proposed changes to the Investment Policy (**Pages 58-62**). For the Reserve Policy, the committee is recommending the changes as marked on the document (**Pages 63-67**).

***Recommendation** – Approval of the Investment Policy and updated Reserve Policy.*

- D.* BOARD CONSIDERATION AND APPROVAL OF THE RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE POLICY**– The Contra Costa County Administrators Office issues a Biennial Notice for revisions to our Conflict of Interest Code and the District may make additions or changes to the list of designated positions when appropriate. Due to the recent organizational changes in the District, the policy was revised and staff is bringing it to the Board for approval (68-74).

***Recommendation** – Approve updated policy and Resolution 26-2 updating the District’s Conflict of Interest Code.*

- E.* BOARD CONSIDERATION AND APPROVAL OF AMENDMENT NO.3 TO THE DESIGN-BUILD AGREEMENT BETWEEN OWNER AND DESIGN-BUILDER FOR DESIGN AND CONSTRUCTION WHERE THE BASIS FOR PAYMENT IS A GUARANTEED MAXIMUM PRICE; Project: Improvements to Administration, Maintenance & Operations Buildings and Sitework Project** - On October 4, 2024, the District entered into a Design-Build Agreement (Agreement) with F&H Construction for Improvements to Administration, Maintenance & Operations Buildings and Sitework Project (Project). On November 4, 2025, the District signed Amendment No. 1 approving a budget for the demolition scope of work of the Project, and subsequently, on November 19, 2025, the District signed the Notice to Proceed with the demolition, which is now underway. On December 15, 2025, the GMP and construction timeline were approved by the Board and Amendment No. 2 and the Notice to Proceed were signed on January 26, 2026. Since then, owner-requested changes were discussed with the Ad hoc Building committee as shown on Exhibit A. In order to perform the work, a change on the Construction GMP for a total not to exceed \$225,000 is necessary. That does not represent an additional cost to the total planned for the project or an increased total project cost, as staff is requesting to move that amount from the owner contingency already accounted for the project to the Construction GMP. Staff is asking for authority from the Board to sign Amendment No. 3 as presented or amended at the pleasure of the Board. (Pages 75-82).

***Recommendation** – Approve Amendment No. 3 and provide the General Manager with authority to execute the amendment to the Agreement.*

- F.* BOARD CONSIDERATION AND APPROVAL OF UPDATED UNMANNED AIRCRAFT SYSTEM (UAS) POLICY** – The District’s UAS (Drone) Policy was initially approved by the Board in 2018. The policy was updated in 2025 and again this year. This year’s updates include the addition of the District’s certification under FAA Part 137. (Pages 83-89)

***Recommendation** – Approve the Unmanned Aircraft System (UAS) Policy.*

CLOSED SESSION

10. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

Title: General Manager

11. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

Agency Negotiator: Kevin Marker

Unrepresented Employee: General Manager

RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSION

12.* BOARD CONSIDERATION AND APPROVAL OF AMENDMENT OF CONTRACT WITH GENERAL MANAGER, DR. PAULA MACEDO

Title: General Manager

13. CLOSING COMMENTS - This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.

14. ADJOURNMENT

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 26-4

A meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, May 11, 2026, at the District office at 5750 Imhoff Drive Ste. I, Concord, CA 94520.

TRUSTEES PRESENT	Kevin Marker, President, Orinda Jennifer Hogan, Vice President, Pleasant Hill Daniel Pellegrini, Secretary, Martinez G. Mark Graham, Danville Perry Carlston, Concord Chris Cowen, Contra Costa County Jim Dolgonas, El Cerrito Chris Dupin, Richmond James Frankenfield, Moraga Peggie Howell, Walnut Creek Michael Krieg, Oakley Mariati Messinger, Hercules Peter Pay, San Ramon Derrick Seaver, Lafayette
TRUSTEES ABSENT	Richard Ainsley, Pittsburg Eric Hinzl, Clayton Vinoy Mereddy, Brentwood Alfredo Perez, Antioch James Pinckney, Contra Costa County Darryl Young, Contra Costa County
VACANCIES	Pinole San Pablo
OTHERS PRESENT	Paula Macedo, General Manager; David Wexler, Operations Manager; Steve Schutz, Scientific Programs Manager; Natalie Martini, Financial Administrator (remote); Wayne Shieh, IT Systems Administrator (remote); Christine Widger, Customer Service Specialist; Douglas Coty, BKS Law Firm (remote); Matthew Estes, CPM (remote); Brook Mincey, Portola Systems (remote); Olivia Bick, Verkada (remote); other members of the public

1. CALL TO ORDER – President Marker called the meeting to order at 7:00 p.m.

Roll Call: At the time of the roll call 14 Trustees were present, six Trustees were absent, and there are two vacancies.

Pledge of Allegiance

- 2.* AGENDA MANAGEMENT – The agenda was adopted by rule.

3. PUBLIC INPUT ON NON-AGENDA ITEMS – Members of the public Fabeola Muñoz, Roger M. Cocksedge, Mario Cabada, Adriana Argueta, Antoinette Blue (remote), Christopher Doll, Shaun Redman and Brandon Dawkins spoke on behalf of an employee. Josiah Branaman (SEIU Local 1021 Field Representative), Ray Fields (SEIU Local 1021), Joe Summers (Contra Costa Labor Council), and Ron Collins (remote, SEIU Local 1021 East Bay Field Supervisor) also spoke during the public input section on behalf of a union member-employee.

4. PRESENTATIONS

Trustee Hogan was reappointed by the City of Pleasant Hill to a four-year term.
Trustee Krieg was reappointed by the City of Oakley to a four-year term.

- 5.* CONSENT CALENDAR

- A.* Minutes of the March 9, 2026 Board of Trustees Meeting 26-3, Board Meeting held on March 9, 2026

- B.* Check Expenditures for payroll & accounts payable for February & March 2026 – Approval of expenditures of February 1, 2026 through March 31, 2026 including:

Accounts payable February 13th checks No. XXXX16 through No. XXXX23

Accounts payable February 27th checks No. XXXX24 through No. XXXX34

**Payroll February 27th

Accounts payable March 13th checks No. XXXX35 through No. XXXX46

**Payroll March 13th

Accounts payable March 30th checks No. XXXX47 through No. XXXX56

**Payroll March 30th

Accounts Payable Total: \$933,382.48

*Payroll Total: \$3,954.15

- C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of February 1, 2026 through March 31, 2026, including:

**Payroll February 13th

Accounts payable February 13th EXXX80 through EXXX95

**Payroll February 27th

Accounts payable February 27th EXXX96 through EXXX10

****Payroll March 13th**

Accounts payable March 13th EXXX11 through EXXX28

****Payroll March 30th**

Accounts payable March 30th EXXX29 through EXXX43

Accounts Payable Total: \$934,620.36

Payroll Total: \$402,927.18

**Payroll software administers payroll checks and direct deposit slips out of sequential order.*

D. Investment Activity for February & March 2026

E. Financial Report

****** Motion was made by Trustee Graham and seconded by Trustee Howell to approve all items in the consent calendar. *Motion passed unanimously.*

6. BOARD AND STAFF REPORTS

A. Board – Trustee Graham spoke about his experience at the MVCAC conference, which took place in February of this year.

B. General Manager – General Manager Macedo reminded Trustees to check their District emails often. She reminded Trustees who are planning on attending the SB 827 mandatory fiscal training by CSDA, scheduled for June 17th, to have their CSDA login secured before the day of training. Macedo informed the Board that Jack Rainey, the WNV survivor who spoke on behalf of WNV survivors at the MVCAC conference, has passed away.

C. Staff – Staff reports were included in the agenda. Scientific Programs Manager Schutz and Operations Manager Wexler answered questions from the Board regarding mosquito population predictions for the year, the cost of surveillance and treatment of rice fields in Contra Costa County, and fish production and stocking.

D. Legal Counsel - None

7. BOARD COMMITTEE REPORTS

A. Budget Committee – Committee Chair Pay reported on the Budget committee meeting of April 27, 2026. The committee met to discuss the current budget status as of March 31, 2026 and expected revenues and expenses for the end of the fiscal year.

B. Ad Hoc Building Committee – The committee met on May 7, 2026. Matthew Estes, CPM, gave an update on the progress of the building project. The project continues to be on time and within the Board-approved budget.

8. INFORMATION ITEMS

- A. Annual Operations Report - Scientific Programs Manager Schutz presented the Annual Operations Report, which summarized District activities during 2025, and compared it with the previous ten years. Schutz and Operations Manager David Wexler answered questions from the Board.
- B. Board Discussion of the Use of Innovative Technologies for the Control of Invasive Mosquitoes – General Manager Macedo shared videos produced by the Mosquito and Vector Association of California on innovative technologies, particularly the use of drones and the use of sterile male mosquitoes to control mosquitoes. Macedo spoke about the use of Wolbachia, and how the District is considering a pilot study to evaluate if that would be an effective tool to incorporate in Antioch, where the District found invasive mosquitoes for the third year in a row. Macedo answered questions from the Board. The Board was very supportive of the District’s plan to release non-biting male mosquitoes infected with Wolbachia in a small 25-acre area in Antioch and evaluate the efficacy for *Aedes aegypti* control under those particular conditions and the overall use of this technology in the District.

9. ACTION ITEMS

- A. Board Consideration and Ratification of the Boardroom/Overflow Room AV Proposal from Diversified Workplace, One Diversified, LLC, for a total of \$153,525.35– One Diversified was selected through the District’s procurement process although the proposal and quote would expire on April 15 and would be subject to an increase. Therefore, the General Manager signed the agreement on April 7, 2026, to avoid significant delays to the project and secure pricing. This amount was included in the cost calculations of the building renovation project discussed with the Board previously; however, as the total agreement amount exceeded the General Manager’s authority, it was requested that the Board ratify this action.
- ** Motion was made by Trustee Dolgonas and seconded by Trustee Graham to ratify the Boardroom/Overflow Room AV proposal from Diversified Workplace, One Diversified, LLC, for a total of \$153,525.35. *Motion passed unanimously.*
- B. Board Consideration and Approval of the Proposal for Security System and Access Controls from Portola Systems Inc for \$284,924.72– Portola Systems was selected through the District’s procurement process to provide access control, security system and monitoring to ensure complete coverage of all buildings and assets and modernizing the access control system across the Administration building. The proposal also includes the first 5 years of monitoring. This cost was included in previous calculations of the building renovation project discussed with the Board; however, the total agreement amount exceeded the General Manager’s authority and Board approval was necessary.

- ** Motion was made by Trustee Graham and seconded by Trustee Cowen to approve the proposal for security system and access controls from Portola Systems, Inc. not to exceed \$290,000. *Motion passed unanimously.*
- C. Board Consideration of Purchase of 12,000-lb. Capacity Two-Post Vehicle Lift with Auxiliary Arms from BendPak for \$26,448.14. – Bendpak is currently the only vendor that provides the lift with telescoping arms that work independently and the ability to safely replace EV vehicle batteries.
- ** Motion was made by Trustee Graham and seconded by Trustee Dolgonas to approve the purchase of a 12,000-lb. capacity two-post vehicle lift with auxiliary arms from BendPak for \$26,448.14. *Motion passed unanimously.*

CLOSED SESSION – 9:01 p.m.

RETURN TO OPEN SESSION – 9:53 p.m.

10. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

Title: General Manager

REPORT FROM CLOSED SESSION – No reportable action.

11. CLOSING COMMENTS – None

12. ADJOURNMENT – 9:53 p.m.

I certify the above minutes were approved as read or corrected at the meeting of the Board held on July 13, 2026.

Ayes: _____

Noes: _____

Abstain: _____

Absent: _____

Daniel Pellegrini
2026 Secretary, Board of Trustees

Contra Costa Mosquito & Vector Control District
Activity from 4/01/2026 - 5/31/2026

Check No.	Payment Date	Vendor Name	Payment Amount
EXXX44	4/15/2026	Concur Technologies, Inc	\$ 677.71
EXXX45	4/15/2026	ADAPCO, Inc.	\$ 40,479.52
EXXX46	4/15/2026	ESD Waste2Water, Inc.	\$ 4,841.69
EXXX47	4/15/2026	Reliance Standard Life In	\$ 486.48
EXXX48	4/15/2026	Health Care Dental Trust	\$ 4,946.69
EXXX49	4/15/2026	Regional Government Services (RGS)	\$ 6,537.79
EXXX50	4/15/2026	Bay Alarm Company	\$ 3,628.60
EXXX51	4/15/2026	PandaDoc, Inc.	\$ 1,524.00
EXXX52	4/15/2026	Pryor Learning, LLC	\$ 229.00
EXXX53	4/15/2026	Mission Linen Supply	\$ 1,167.17
EXXX54	4/15/2026	KBM-Hogue	\$ 118,308.21
EXXX55	4/15/2026	CDW Government, Inc.	\$ 464.36
EXXX56	4/15/2026	Streamline	\$ 490.70
EXXX57	4/15/2026	Contra Costa Janitorial Services	\$ 1,350.00
EXXX58	4/15/2026	iSolved Benefit Services	\$ 132.12
EXXX59	4/15/2026	Culligan Quench	\$ 261.29
EXXX60	4/15/2026	Dell Marketing L.P.	\$ 343.31
XXXX57	4/15/2026	ACS	\$ 767.00
XXXX58	4/15/2026	Astound	\$ 1,602.53
XXXX59	4/15/2026	CA Dept of Public Health	\$ 410.00
XXXX60	4/15/2026	Diablo Trophies & Awards	\$ 169.35
XXXX61	4/15/2026	DMV	\$ 54.00
XXXX62	4/15/2026	F&H Construction	\$ 813,666.28
XXXX63	4/15/2026	Kramer Workplace Investigations	\$ 5,806.50
XXXX64	4/15/2026	PG&E	\$ 1,690.26
XXXX65	4/15/2026	Republic Services #210	\$ 246.40
XXXX66	4/15/2026	Staples Business Advantage	\$ 285.37
XXXX67	4/15/2026	Terracon Consultants, Inc.	\$ 19,980.00
EFT	4/15/2026	Mt. Diablo Resource Recovery-Concord	\$ 628.95
EFT	4/15/2026	Great-West Trust Company, LLC (Empower)	\$ 12,178.44
EXXX61	4/30/2026	Minuteman Press Concord	\$ 40.25
EXXX62	4/30/2026	CalPERS	\$ 73,897.31
EXXX63	4/30/2026	Vision Service Plan	\$ 569.79
EXXX64	4/30/2026	T-Mobile	\$ 643.30
EXXX65	4/30/2026	BKS Law Firm, PC	\$ 750.00
EXXX66	4/30/2026	Sage Intacct, Inc.	\$ 819.20
EXXX67	4/30/2026	Reliance Standard Life In	\$ 838.57
EXXX68	4/30/2026	Liebert Cassidy Whitmore	\$ 1,034.00
EXXX69	4/30/2026	Mission Linen Supply	\$ 1,215.87
EXXX70	4/30/2026	4AllPromos LLC	\$ 1,645.98
EXXX71	4/30/2026	SEIU UPE LOCAL 1021-Union Dues	\$ 2,467.14
EXXX72	4/30/2026	Verizon Wireless	\$ 2,802.31
EXXX73	4/30/2026	MBR Plumbing LLC	\$ 5,505.84

Contra Costa Mosquito & Vector Control District
Activity from 4/01/2026 - 5/31/2026

Check No.	Payment Date	Vendor Name	Payment Amount
EXXX74	4/30/2026	Clarke	\$ 5,805.78
EXXX75	4/30/2026	Sigray, Inc.	\$ 26,231.94
EXXX76	4/30/2026	Culligan Quench	\$ 261.29
XXXX68	4/30/2026	Canon U.S.A., Inc.	\$ 507.94
XXXX69	4/30/2026	Capital Program Management, Inc. (CPM)	\$ 28,250.25
XXXX70	4/30/2026	Colonial Life	\$ 629.46
XXXX71	4/30/2026	Contra Costa County - Fleet	\$ 4,104.19
XXXX72	4/30/2026	David Wexler	\$ 68.68
XXXX73	4/30/2026	Empower Trust Company, LLC	\$ 2,000.00
XXXX74	4/30/2026	F&H Construction	\$ 158,555.00
XXXX75	4/30/2026	Kings III Emergency Communications, LLC	\$ 232.50
XXXX76	4/30/2026	Luz Maria Robles	\$ 225.00
XXXX77	4/30/2026	Mandy Frazer	\$ 143.31
XXXX78	4/30/2026	OSCA	\$ 135.00
XXXX79	4/30/2026	PG&E	\$ 167.35
XXXX80	4/30/2026	Stacy Stark	\$ 172.16
XXXX81	4/30/2026	Staples Business Advantage	\$ 100.54
XXXX82	4/30/2026	Sun Life Financial	\$ 1,718.85
XXXX83	4/30/2026	<i>TireHub</i>	\$ 859.84
XXXX84	4/30/2026	US POSTAL SERVICE CMRS-FP	\$ 1,000.00
XXXX85	4/30/2026	Veseris (ES OPCO USA LLC)	\$ 9,802.87
EFT	4/30/2026	U.S. BANK CORPORATE PAYMENT SYSTEMS	\$ 9,275.65
EFT	4/30/2026	Great-West Trust Company, LLC (Empower)	\$ 12,178.43
EXXX77	5/15/2026	Concur Technologies, Inc	\$ 677.71
EXXX78	5/15/2026	Health Care Dental Trust	\$ 4,616.72
EXXX79	5/15/2026	Regional Government Services (RGS)	\$ 95.50
EXXX80	5/15/2026	Bay Alarm Company	\$ 605.59
EXXX81	5/15/2026	Harkey Media Management LLC	\$ 20,025.00
EXXX82	5/15/2026	Bay Area Sign and Printing, Inc.	\$ 1,999.82
EXXX83	5/15/2026	Minuteman Press Concord	\$ 5,139.91
EXXX84	5/15/2026	Lamar Transit, LLC	\$ 15,950.00
EXXX85	5/15/2026	Transit Media, Inc.	\$ 5,116.85
EXXX86	5/15/2026	Streamline	\$ 490.70
EXXX87	5/15/2026	Contra Costa Janitorial Services	\$ 1,350.00
EXXX88	5/15/2026	Mission Linen Supply	\$ 374.21
XXXX86	5/15/2026	Astound	\$ 1,602.53
XXXX87	5/15/2026	Brentwood Press & Publish	\$ 6,732.00
XXXX88	5/15/2026	Contra Costa Marketplace, Inc.	\$ 4,800.00
XXXX89	5/15/2026	Contra Costa Water District	\$ 39.13
XXXX90	5/15/2026	David Wexler	\$ 93.95
XXXX91	5/15/2026	Department of General Services	\$ 150.00
XXXX92	5/15/2026	F&H Construction	\$ 995,716.47
XXXX93	5/15/2026	FP MAILING SOLUTIONS	\$ 154.79

Contra Costa Mosquito & Vector Control District
Activity from 4/01/2026 - 5/31/2026

Check No.	Payment Date	Vendor Name	Payment Amount
XXXX94	5/15/2026	Leading Edge Associates, Inc.	\$ 6,720.00
XXXX95	5/15/2026	Luz Maria Robles	\$ 445.00
XXXX96	5/15/2026	Otis Elevator Company	\$ 175.00
XXXX97	5/15/2026	PG&E	\$ 1,228.44
XXXX98	5/15/2026	Republic Services #210	\$ 246.40
XXXX99	5/15/2026	S & J Advertising	\$ 4,740.00
XXXX00	5/15/2026	Staples Business Advantage	\$ 66.85
XXXX01	5/15/2026	TireHub	\$ 1,006.31
EFT	5/15/2026	Great-West Trust Company, LLC (Empower)	\$ 12,128.44
EFT	5/15/2026	Mt. Diablo Resource Recovery-Concord	\$ 628.95
EXXX89	5/29/2026	iSolved Benefit Services	\$ 117.44
EXXX90	5/29/2026	CalPERS	\$ 73,897.31
EXXX91	5/29/2026	Culligan Quench	\$ 261.29
EXXX92	5/29/2026	Vision Service Plan	\$ 569.79
EXXX93	5/29/2026	T-Mobile	\$ 643.30
EXXX94	5/29/2026	Sage Intacct, Inc.	\$ 696.60
EXXX95	5/29/2026	Reliance Standard Life In	\$ 838.57
EXXX96	5/29/2026	Mission Linen Supply	\$ 1,164.30
EXXX97	5/29/2026	Contra Costa Janitorial Services	\$ 1,350.00
EXXX98	5/29/2026	Verizon Wireless	\$ 1,981.56
EXXX99	5/29/2026	SEIU UPE LOCAL 1021-Union Dues	\$ 2,400.19
EXXX00	5/29/2026	Minuteman Press Concord	\$ 4,584.37
EXXX01	5/29/2026	MBR Plumbing LLC	\$ 5,505.84
EXXX02	5/29/2026	Advanced Filing Concepts Inc.	\$ 8,599.00
EXXX03	5/29/2026	MosquitoMate, Inc.	\$ 9,612.98
EXXX04	5/29/2026	Liebert Cassidy Whitmore	\$ 11,563.65
EXXX05	5/29/2026	Sigray, Inc.	\$ 26,231.94
EXXX06	5/29/2026	USA Today Media Corp.	\$ 30,000.00
EXXX07	5/29/2026	ADAPCO, Inc.	\$ 36,466.89
EXXX08	5/29/2026	Red Wing Business Advantage Account	\$ 246.91
XXXX02	5/29/2026	Associated Business Machines	\$ 262.00
XXXX03	5/29/2026	Bendpak, Inc.	\$ 26,448.14
XXXX04	5/29/2026	Canon U.S.A., Inc.	\$ 642.07
XXXX05	5/29/2026	Capital Program Management, Inc. (CPM)	\$ 29,891.25
XXXX06	5/29/2026	Colonial Life	\$ 629.46
XXXX07	5/29/2026	Contra Costa County - Fleet	\$ 8,383.41
XXXX08	5/29/2026	Contra Costa Health Services	\$ 1,894.00
XXXX09	5/29/2026	Contra Costa Water District	\$ 398.44
XXXX10	5/29/2026	Diablo Trophies & Awards	\$ 19.67
XXXX11	5/29/2026	Empower Trust Company, LLC	\$ 2,000.00
XXXX12	5/29/2026	Kramer Workplace Investigations	\$ 8,632.00
XXXX13	5/29/2026	Portola Systems, Inc.	\$ 49,350.00
XXXX14	5/29/2026	Staples Business Advantage	\$ 509.33

Contra Costa Mosquito & Vector Control District
Activity from 4/01/2026 - 5/31/2026

Check No.	Payment Date	Vendor Name	Payment Amount
XXXX15	5/29/2026	Sun Life Financial	\$ 1,718.85
XXXX16	5/29/2026	Vectorborne Disease Account	\$ 6,000.00
EFT	5/29/2026	U.S. BANK CORPORATE PAYMENT SYSTEMS	\$ 14,110.63
EFT	5/29/2026	Great-West Trust Company, LLC (Empower)	\$ 12,228.44
Total Activity from 4/01/2026 - 5/31/2026			\$ 2,870,975.20

CONTRA COSTA MOSQUITO & VECTOR CONTROL DISTRICT
UNUSUAL ITEMS LIST (*Policy Effective May 2021*)

- *Any checks or ACH over the amount of \$10,000.00 (excludes Procurement Policy General Manager Authority items: payroll taxes, employee fringe benefit payments, and aggregate corporate credit card amount).*
- *Any vendor that has not been paid by the District in the past 15 months.*
- *All legal fees over \$5,000.00 in one month*

DATE	CHECK #	AMOUNT OF CHECK	VENDOR & DESCRIPTION
April 15, 2026	EXXX45	\$40,479.52	ADAPCO, Inc. – Control Materials Mosquito Larviciding
April 15, 2026	EXXX54	\$118,308.21	KBM-Hogue – Capital Improvement Project (CIP) Furniture (Deposit)
April 15, 2026	XXXX62	\$813,666.28	F&H Construction – Capital Improvement Project (CIP) Building Remodel
April 15, 2026	XXXX67	\$19,980.00	Terracon Consultants, Inc. - Capital Improvement Project (CIP) Building Engineering
April 30, 2026	EXXX75	\$26,231.94	Sigray, Inc. – 5750 Imhoff Drive Office Space, May 2026 Rent
April 30, 2026	XXXX69	\$28,250.25	Capital Program Management, Inc. (CPM) - Capital Improvement Project (CIP) Building Remodel
April 30, 2026	XXXX74	\$158,555.00	F&H Construction – Capital Improvement Project (CIP) Building Remodel
May 15, 2026	EXXX81	\$20,025.00	Harkey Media Management LLC – Digital Billboard Advertising
May 15, 2026	EXXX84	\$15,950.00	Lamar Transit, LLC – Bus Advertising
May 15, 2026	XXXX92	\$995,716.47	F&H Construction – Capital Improvement Project (CIP) Building Remodel
May 29, 2026	EXXX02	\$8,599.00	Advanced Filing Concepts, Inc. - Capital Improvement Project (CIP) Fireproof Battery Storage
May 29, 2026	EXXX03	\$9,612.98	MosquitoMate, Inc. - Control Materials Mosquito Other (SIT)
May 29, 2026	EXXX04	\$11,563.65	Liebert Cassidy Whitmore – Legal Counsel
May 29, 2026	EXXX05	\$26,231.94	Sigray, Inc. – 5750 Imhoff Drive Office Space, June 2026 Rent
May 29, 2026	EXXX06	\$30,000.00	USA Today Media Corp. – Internet Social Media Advertising

DATE	CHECK #	AMOUNT OF CHECK	VENDOR & DESCRIPTION
May 29, 2026	EXXX07	\$36,466.89	ADAPCO, Inc. – Control Materials Mosquito Larviciding
May 29, 2026	XXXX03	\$26,448.14	BendPak, Inc. – Capital Improvement Project (CIP) Vehicle Lift
May 29, 2026	XXXX05	\$29,891.25	Capital Program Management, Inc. (CPM) - Capital Improvement Project (CIP) Building Remodel
May 29, 2026	XXXX13	\$49,350.00	Portola Systems, Inc. - Capital Improvement Project (CIP) Security System (Deposit)

INVESTMENT ACTIVITY REPORT

Month of April 2026							
Transaction Number	Date	LAIF	California CLASS	CLASS CIP	California CLASS Enhanced	Five Star Money Market	Five Star Checking
Balance	4/1/2026	\$ 12,381,208.65	\$ 2,148,480.09	\$ 5,862,697.33	\$ 1,285,651.69	\$ 3,787,231.67	\$ 750,413.53
1	4/7/2026						104.68
2	4/10/2026					(1,200,000.00)	1,205,870.56
3	4/22/2026						3,652,145.39
4	4/28/2026					4,000,000.00	(4,000,000.00)
5	4/28/2026			(1,143,601.43)			1,143,601.43
6	4/30/2026	121,330.72	6,519.40	17,443.31	3,952.52	10,564.79	
7	4/30/2026						(2,226,187.74)
Balance		\$ 12,502,539.37	\$ 2,154,999.49	\$ 4,736,539.21	\$ 1,289,604.21	\$ 6,597,796.46	\$ 525,947.85

Transaction Number & Brief Description

- 1 Misc Deposits into Five Star Checking
- 2 Transfer from Five Star Money Market to Checking & Misc Deposits into Five Star Checking
- 3 Misc Deposits & Property Tax Deposit into Five Star Checking
- 4 Transfer of Property Taxes from Five Star Checking to Money Market
- 5 Transfer from CLASS CIP to Five Star Checking (Apr 2026 CIP costs)
- 6 Interest Earned & Unrealized Gains/Losses from LAIF, California CLASS, CLASS CIP, CLASS Enhanced & Five Star Money Market Accounts
- 7 Five Star Bank clearing of Payroll & Vendor Checks

Month of May 2026							
Transaction Number	Date	LAIF	California CLASS	CLASS CIP	California CLASS Enhanced	Five Star Money Market	Five Star Checking
Balance	5/1/2026	\$ 12,502,539.37	\$ 2,154,999.49	\$ 4,736,539.21	\$ 1,289,604.21	\$ 6,597,796.46	\$ 525,947.85
1	5/8/2026						6,018.02
2	5/11/2026					(1,200,000.00)	1,200,000.00
3	5/13/2026						1,792.59
4	5/27/2026			(1,113,709.86)			1,113,709.86
5	5/27/2026						4,710.15
6	5/31/2026		6,767.81	14,308.55	4,110.77	18,768.53	
7	5/31/2026						(1,981,066.48)
Balance		\$ 12,502,539.37	\$ 2,161,767.30	\$ 3,637,137.90	\$ 1,293,714.98	\$ 5,416,564.99	\$ 871,111.99

Transaction Number & Brief Description

- 1 Misc Deposits into Five Star Checking
- 2 Transfer from Five Star Money Market to Five Star Checking
- 3 Misc Deposits into Five Star Checking
- 4 Transfer from California CLASS to Five Star Checking (May 2026 CIP costs)
- 5 Misc Deposits into Five Star Checking
- 6 Interest Earned & Unrealized Gains/Losses from California CLASS, CLASS CIP, CLASS Enhanced & Five Star Money Market Accounts
- 7 Five Star Bank clearing of Payroll & Vendor Checks

Designated Reserves POLICY FY26 (July 1, 2025 - June 30, 2026)	
Bond/Loan Proceeds Reserve	
<i>*Bond/Loan Proceeds Reserve is equal to current year's principal & interest payments</i>	948,017
Public Health Emergency	2,500,000
Capital Improvement	7,500,000
Emergency Reconstruction Response	500,000
Operations	5,277,366
Vehicle & Equipment Replacement	250,000
IT Equipment Replacement	250,000
	17,225,383

I certify that this report reflects all cash transactions and is in conformity with District Policy. The cash flow shown provides sufficient cash flow liquidity to meet the next six months expenditures.

Respectfully submitted,

Paula Macedo
General Manager



Local Agency Investment
Fund

P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

May 04, 2026

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[PMIA Average Monthly Yields](#)

CONTRA COSTA MOSQUITO AND VECTOR CONTROL
DISTRICT
MANAGER
155 MASON CIRCLE
CONCORD, CA 94520

[Tran Type Definitions](#)

April 2026 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
4/15/2026	4/14/2026	QRD	1796837	N/A	SYSTEM	121,330.72

Account Summary

Total Deposit:	121,330.72	Beginning Balance:	12,381,208.65
Total Withdrawal:	0.00	Ending Balance:	12,502,539.37



Contra Costa Mosquito & Vector
Control District
155 Mason Circle
Concord, CA 94520

California CLASS

California CLASS

Average Monthly Yield: 3.6918%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
General CLASS	2,148,480.09	0.00	0.00	6,519.40	25,562.18	2,148,697.40	2,154,999.49
Restricted CIP	5,862,697.33	0.00	1,143,601.43	17,443.31	79,723.25	5,748,918.63	4,736,539.21
TOTAL	8,011,177.42	0.00	1,143,601.43	23,962.71	105,285.43	7,897,616.03	6,891,538.70



Summary Statement

April 30, 2026

Contra Costa Mosquito & Vector
Control District
155 Mason Circle
Concord, CA 94520

California CLASS Enhanced Cash

Average Monthly Yield: 3.7404%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Enhanced	1,285,651.69	0.00	0.00	3,952.52	15,842.55	1,285,783.44	1,289,604.21
TOTAL	1,285,651.69	0.00	0.00	3,952.52	15,842.55	1,285,783.44	1,289,604.21

**FIVE STAR BANK**

PO Box 779000
Rocklin CA 95677

(800) 416-6117
www.fivestarbanc.com

2396126
Contra Costa Mosquito & Vector Control
155 Mason Circle
Concord CA 94520

Date 4/30/26
Enclosures

Page 1

Public Money Market		Number of Enclosures	0
Account Number	Ending [REDACTED]	Statement Dates	4/01/26 thru 4/30/26
Previous Balance	3,787,231.67	Average Ledger	3,347,231.67
1 Deposits/Credits	4,000,000.00	Average Collected	3,347,231.67
1 Checks/Debits	1,200,000.00	Annual Percentage Yield Earned	3.91%
Service Charge	.00	2026 Interest Paid	59,659.88
Current Balance	6,597,796.46	Interest Paid	10,564.79

Deposits and Additions

Date	Description	Amount
4/28	Funds Transfer via Online	4,000,000.00
4/30	Interest Deposit	10,564.79

Checks and Withdrawals

Date	Description	Amount
4/10	Funds Transfer via Online	1,200,000.00-

Daily Balance Information

Date	Balance	Date	Balance
4/01	3,787,231.67	4/28	6,587,231.67
4/10	2,587,231.67	4/30	6,597,796.46

Interest Rate Summary

Date	Rate
3/31	3.871000%
4/06	3.826000%



Local Agency Investment
Fund

P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

June 01, 2026

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CONTRA COSTA MOSQUITO AND VECTOR CONTROL
DISTRICT
MANAGER
155 MASON CIRCLE
CONCORD, CA 94520

[Tran Type Definitions](#)

//

May 2026 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	12,502,539.37
Total Withdrawal:	0.00	Ending Balance:	12,502,539.37



Contra Costa Mosquito & Vector
Control District
155 Mason Circle
Concord, CA 94520

California CLASS

California CLASS							Average Monthly Yield: 3.6977%	
	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance	
General CLASS	2,154,999.49	0.00	0.00	6,767.81	32,329.99	2,155,654.44	2,161,767.30	
Restricted CIP	4,736,539.21	0.00	1,113,709.86	14,308.55	94,031.80	4,558,293.29	3,637,137.90	
TOTAL	6,891,538.70	0.00	1,113,709.86	21,076.36	126,361.79	6,713,947.73	5,798,905.20	



Summary Statement

May 31, 2026

Contra Costa Mosquito & Vector
Control District
155 Mason Circle
Concord, CA 94520

California CLASS Enhanced Cash

Average Monthly Yield: 3.7532%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Enhanced	1,289,604.21	0.00	0.00	4,110.78	19,953.33	1,290,002.02	1,293,714.98
TOTAL	1,289,604.21	0.00	0.00	4,110.78	19,953.33	1,290,002.02	1,293,714.98



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2431539
Contra Costa Mosquito & Vector Control
155 Mason Circle
Concord CA 94520

Date 5/31/26
Enclosures

Page 1

Public Money Market

Account Number Ending [REDACTED]
Previous Balance 6,597,796.46
Deposits/Credits .00
1 Checks/Debits 1,200,000.00
Service Charge .00
Current Balance 5,416,564.99

Number of Enclosures

0

Statement Dates 5/01/26 thru 5/31/26
Average Ledger 5,784,893.23
Average Collected 5,784,893.23
Annual Percentage Yield Earned 3.89%
2026 Interest Paid 78,428.41
Interest Paid 18,768.53

Deposits and Additions

Date	Description	Amount
5/31	Interest Deposit	18,768.53

Checks and Withdrawals

Date	Description	Amount
5/11	Funds Transfer via Online	1,200,000.00-

Daily Balance Information

Date	Balance
5/01	6,597,796.46
5/11	5,397,796.46
5/31	5,416,564.99

Interest Rate Summary

Date	Rate
4/30	3.826000%
5/06	3.811000%

**Balance Sheet
As of May 2026**

	May 2025	May 2026
ASSETS		
Current Assets		
Five Star Checking:General	2,458,859.17	709,020.84
Money Market: General	189,009.63	5,416,564.99
California CLASS:General	2,048,289.86	3,455,482.28
California CLASS: CIP	0.00	3,637,137.90
LAIF	13,099,446.30	12,502,539.37
VCJPA	1,275,940.00	1,413,223.00
Property Tax Due from County	1,485,351.92	279,819.81
Benefit Assessment Due from County	101,460.80	938,140.26
Prepaid Retirement CCCERA	374,672.27	423,528.33
Total Current Assets:	21,033,029.95	28,775,456.78
Fixed Assets		
Asset Nondepreciable (Land):General	778,640.00	778,640.00
Asset Depreciable:General	695,755.00	556,342.00
CIP Building	0.00	4,796,032.02
Structures & Improvements	0.00	0.00
Vehicles & Heavy Equipment	0.00	214,837.89
Total Fixed Assets:	1,474,395.00	6,345,851.91
Other Assets		
Net Pension Asset:General	643,711.00	780,742.00
GASB 68/75 Outflow	2,258,655.00	3,021,133.00
Total Other Assets:	2,902,366.00	3,801,875.00
Total Assets:	25,409,790.95	38,923,183.69
LIABILITIES & EQUITY		
Current Liabilities		
Accrued Liabilities	120,197.79	(225,576.29)
Deferred Revenue	824,909.99	845,561.62
Total Current Liabilities:	945,107.78	619,985.33
Long-Term Liabilities		
Net Pension Liability	4,328,728.00	4,752,002.21
CIP Loan	0.00	6,688,200.82
Total Long-Term Liabilities:	4,328,728.00	11,440,203.03
Total Liabilities:	5,273,835.78	12,060,188.36
Accrued Equity & Designated Reserves	18,639,734.52	23,354,545.91
Current Year Net Income	1,496,220.65	3,508,449.42
Total Equity:	20,135,955.17	26,862,995.33
Total Liabilities & Equity:	25,409,790.95	38,923,183.69

Contra Costa Mosquito and Vector Control District
FY26 Budget Year & FY27 Proposed Budget

FY26 (July 1, 2025 - June 30, 2026) & FY27 (July 1, 2026 - June 30, 2027)

92 % of the Year completed					
	FY 26 <i>As of 5/31/26</i>	APPROVED FY 26	YTD FY26 VS Adopted	ADOPTED FY26 VS FY26 \$	PROPOSED FY 27
Personnel Costs					
Payroll & OT	3,164,103.37	5,125,000.00	61.7%	1,960,896.63	4,800,000.00
Payroll Tax Liabilities (SocSec/Medicare/Unemployment)	311,407.66	413,562.50	75.3%	102,154.84	381,900.00
Retirement	836,078.90	1,000,000.00	83.6%	163,921.10	1,020,970.00
Fringe Benefits (Medical/Dental/Vision, Retirement Fees, etc.)	639,201.25	725,841.73	88.1%	86,640.48	722,594.49
Disability Ins	8,385.70	10,062.84	83.3%	1,677.14	10,500.00
Other Post Employment Benefits	75,331.00	215,000.00	35.0%	139,669.00	71,623.00
District Paid Health Retiree Cost & Fees	119,722.30	139,725.30	85.7%	20,003.00	150,000.00
Subtotal Personnel Costs	5,154,230.18	7,629,192.37	67.6%	2,474,962.19	7,157,587.49
Professional Services					
				0.00	
Auditing Services	24,998.00	20,000.00	125.0%	(4,998.00)	25,000.00
Building and Grounds Maintenance & Repairs Minor < \$10K	15,571.47	10,000.00	155.7%	(5,571.47)	10,000.00
Consulting - General	19,701.11	300,000.00	6.6%	280,298.89	80,000.00
Engineers Report	9,975.00	9,975.00	100.0%	0.00	9,975.00
Janitorial Services	16,612.50	17,000.00	97.7%	387.50	20,000.00
Landscaping Services	0.00	0.00	0.0%	0.00	9,600.00
Legal - Counsel General	18,013.34	60,000.00	30.0%	41,986.66	30,000.00
Legal - Counsel Labor	72,024.65	75,000.00	96.0%	2,975.35	120,000.00
Medical Services - General	0.00	500.00	0.0%	500.00	500.00
Medical Services - Pre-Employment	1,674.00	2,000.00	83.7%	326.00	2,000.00
Permits & Fees	3,315.43	5,000.00	66.3%	1,684.57	4,000.00
Security Service	20,438.87	20,000.00	102.2%	(438.87)	20,000.00
Subtotal Professional Services	202,324.37	519,475.00	38.9%	317,150.63	331,075.00
Public Affairs					
Community Event Registration Fees	1,482.00	1,700.00	87.2%	218.00	1,700.00
Advertisement Online	30,000.00	35,000.00	85.7%	5,000.00	49,500.00
Advertisement Print	57,363.85	60,000.00	95.6%	2,636.15	60,000.00
Branded Collateral	7,392.87	12,500.00	59.1%	5,107.13	20,000.00
Brochures	8,149.35	15,000.00	54.3%	6,850.65	20,000.00
Business Cards	346.12	1,000.00	34.6%	653.88	1,000.00
Design	67.87	500.00	13.6%	432.13	500.00
Displays	1,981.76	3,000.00	66.1%	1,018.24	2,000.00
Door Hangers	4,833.98	2,000.00	241.7%	(2,833.98)	8,000.00
Website Development & Maintenance	10,061.50	6,000.00	167.7%	(4,061.50)	12,000.00
Professional Branded Wear	873.45	2,500.00	34.9%	1,626.55	2,000.00
Subtotal Public Affairs	122,552.75	139,200.00	88.0%	16,647.25	176,700.00
Operation and Facilities					
Aerial Services	19,431.06	20,000.00	97.2%	568.94	60,000.00
Automotive - Gasoline	46,970.64	60,000.00	78.3%	13,029.36	75,000.00
Automotive - Repairs	60,590.60	65,000.00	93.2%	4,409.40	70,000.00
Automotive - Services	370.25	5,000.00	7.4%	4,629.75	0.00
Operational Supplies (formerly auto supplies)	7,564.94	5,000.00	151.3%	(2,564.94)	8,000.00
Building & Grounds Materials / Supplies	1,095.87	3,000.00	36.5%	1,904.13	2,000.00
Control Materials - Mosquito Adulticiding	0.00	8,000.00	0.0%	8,000.00	8,000.00
Control Materials - Mosquito Larviciding	350,233.69	375,000.00	93.4%	24,766.31	450,000.00
Control Materials - Other	0.00	0.00	0.0%	0.00	25,000.00
Control Materials - Vertebrate	1,416.67	1,500.00	94.4%	83.33	2,000.00
Control Materials - Yellowjacket & Bees	6,878.76	2,000.00	343.9%	(4,878.76)	0.00
Equipment Rental	261.00	5,000.00	5.2%	4,739.00	500.00
Equipment Repair	5,271.40	10,000.00	52.7%	4,728.60	10,000.00
Equipment Small	9,720.24	10,000.00	97.2%	279.76	4,000.00
Safety & PPE	6,595.39	5,000.00	131.9%	(1,595.39)	6,000.00
Safety Boots	1,434.82	5,000.00	28.7%	3,565.18	5,000.00
Uniform Rental	18,040.61	20,000.00	90.2%	1,959.39	25,000.00
Subtotal Operation and Facilities	535,875.94	599,500.00	89.4%	63,624.06	750,500.00
Lab Services					
Aquaculture	10,566.80	10,000.00	105.7%	(566.80)	15,000.00
General Lab Supplies & Materials	343.73	3,500.00	9.8%	3,156.27	3,500.00

Contra Costa Mosquito and Vector Control District
FY26 Budget Year & FY27 Proposed Budget

FY26 (July 1, 2025 - June 30, 2026) & FY27 (July 1, 2026 - June 30, 2027)

92 % of the Year completed					
	FY 26 <i>As of 5/31/26</i>	APPROVED FY 26	YTD FY26 VS Adopted	ADOPTED FY26 VS FY26 \$	PROPOSED FY 27
Dry Ice	20,922.44	10,000.00	209.2%	(10,922.44)	25,000.00
Lab Equipment	282.31	2,000.00	14.1%	1,717.69	5,000.00
Lab Testing	6,157.00	22,000.00	28.0%	15,843.00	22,000.00
Sentinel Bird	2,941.22	1,500.00	196.1%	(1,441.22)	1,500.00
Surveillance	10,859.72	24,000.00	45.2%	13,140.28	24,000.00
Subtotal Lab Services	52,073.22	73,000.00	71.3%	20,926.78	96,000.00
Information & Technology					
Computer Equipment under \$5K	29,586.76	33,000.00	89.7%	3,413.24	22,250.00
Computer Equipment over \$5K	0.00	0.00	0.0%	0.00	0.00
GPS Tracking	6,976.55	6,600.00	105.7%	(376.55)	8,000.00
I.T Subscriptions	31,496.76	53,000.00	59.4%	21,503.24	96,450.00
Phone Accessories	1,098.01	1,500.00	73.2%	401.99	0.00
Printing Supplies	2,948.05	5,000.00	59.0%	2,051.95	5,600.00
Software	20,967.99	83,500.00	25.1%	62,532.01	0.00
Subtotal Information & Technology	93,074.12	182,600.00	51.0%	89,525.88	132,300.00
General Office Administration					
Assessments & County Fees	4,768.26	5,000.00	95.4%	231.74	6,000.00
Bond/Loan Interest	286,717.52	325,374.58	88.1%	38,657.06	298,630.60
District Membership & Subscription Dues	35,385.65	36,500.00	96.9%	1,114.35	40,000.00
Employee - Development	695.95	1,000.00	69.6%	304.05	2,000.00
Employee - Lodging	13,884.31	15,000.00	92.6%	1,115.69	18,000.00
Employee - Meal	1,826.06	4,000.00	45.7%	2,173.94	4,000.00
Employee - Memberships	1,808.00	2,500.00	72.3%	692.00	3,000.00
Employee - Training	22,874.94	30,000.00	76.2%	7,125.06	30,000.00
Employee - Travel	8,041.42	20,000.00	40.2%	11,958.58	20,000.00
Financial Services Fees	399.17	1,000.00	39.9%	600.83	500.00
Insurance - Auto Physical Damage	7,914.00	7,914.00	100.0%	0.00	9,178.00
Insurance - Crime & Weapons	1,893.00	1,893.00	100.0%	0.00	2,058.00
Insurance - General	4,861.00	4,861.00	100.0%	0.00	1,660.00
Insurance - Liability	155,216.00	171,288.00	90.6%	16,072.00	190,187.00
Insurance - Property	21,868.00	21,868.00	100.0%	0.00	24,214.00
Insurance - Workers Comp	146,593.00	175,766.00	83.4%	29,173.00	175,689.00
Office Supplies - General	5,408.57	7,000.00	77.3%	1,591.43	10,000.00
Office Supplies - Janitorial	395.98	1,000.00	39.6%	604.02	1,000.00
Postage	4,949.88	12,000.00	41.2%	7,050.12	12,000.00
Safety Program - Incentive	580.46	1,300.00	44.7%	719.54	1,300.00
Service & Leasing Contracts	10,731.00	11,500.00	93.3%	769.00	19,200.00
Trustee - Expense General	1,040.61	3,000.00	34.7%	1,959.39	2,000.00
Trustee - Lodging	9,159.64	5,000.00	183.2%	(4,159.64)	7,000.00
Trustee - Meal	1,429.45	2,000.00	71.5%	570.55	2,000.00
Trustee - Training	10,833.29	12,000.00	90.3%	1,166.71	12,000.00
Trustee - Travel	2,026.80	3,000.00	67.6%	973.20	3,000.00
Uncategorized Expenses	9,612.98	0.00	0.0%	(9,612.98)	0.00
Utilities Cell Phone	21,091.61	24,000.00	87.9%	2,908.39	18,500.00
Utilities Electric	24,669.93	45,000.00	54.8%	20,330.07	50,000.00
Utilities Garbage	10,274.45	12,000.00	85.6%	1,725.55	12,000.00
Utilities Gas	8,764.32	10,000.00	87.6%	1,235.68	10,000.00
Utilities Internet	14,238.56	17,000.00	83.8%	2,761.44	23,400.00
Utilities Landline	4,934.89	7,000.00	70.5%	2,065.11	5,800.00
Utilities Water	3,239.81	5,000.00	64.8%	1,760.19	5,000.00
Utilities Sewer:General	1,827.00	4,000.00	45.7%	2,173.00	4,000.00
Employment Advertisements	375.00	500.00	75.0%	125.00	300.00
Other Expense - General	0.00	500.00	0.0%	500.00	500.00
Rental Expense (5750 Imhoff Rent & 150 Mason Rent)	336,424.48	405,000.00	83.1%	68,575.52	135,500.00
Subtotal General Office Administration	1,196,754.99	1,411,764.58	84.8%	215,009.59	1,159,616.60
Total Expenditures	7,356,885.57	10,554,731.95	69.7%	3,197,846.38	9,803,779.09
Revenues					
Property Taxes	7,849,505.39	8,052,267.00	97.5%	202,761.61	8,350,325.00

Contra Costa Mosquito and Vector Control District

FY26 Budget Year & FY27 Proposed Budget

FY26 (July 1, 2025 - June 30, 2026) & FY27 (July 1, 2026 - June 30, 2027)

	92 % of the Year completed FY 26 <i>As of 5/31/26</i>	APPROVED FY 26	YTD FY26 VS Adopted	ADOPTED FY26 VS FY26 \$	PROPOSED FY 27
Benefit Assessment	1,919,932.63	2,094,472.00	91.7%	174,539.37	2,103,494.00
Contract Billing	142,642.02	54,121.61	263.6%	(88,520.41)	145,000.00
Interest Income	922,845.68	705,230.98	130.9%	(217,614.70)	619,780.00
Fixed Asset Disposal	0.00	0.00	0.0%	0.00	0.00
Miscellaneous	30,409.27	20,000.00	152.0%	(10,409.27)	25,000.00
Subtotal Revenue	10,865,334.99	10,926,091.59	99.4%	60,756.60	11,243,599.00
Net Operating Income and Expenses	3,508,449.42	371,359.64			1,439,819.91

Capital					
Debt Reduction (Principal Payment on Outstanding Debt)	660,067.80	660,067.80	100.0%	0.00	691,720.32
Structures & Improvements (CIP)	4,796,032.02	7,335,438.00	65.4%	2,539,405.98	5,082,035.30
Vehicles	67,871.19	75,000.00	90.5%	7,128.81	190,000.00
Heavy Equipment	146,966.70	68,000.00	216.1%	(78,966.70)	0.00
Subtotal Capital	5,670,937.71	8,138,505.80	69.7%	2,467,568.09	5,963,755.62

Projected Equity			
	FY26 Beginning Balance	FY27 Budget Allocation	Projected Ending Balance
Beginning Assigned/Unassigned	22,645,406.00	(5,963,755.62)	16,681,650.38
Projected 2026-2027 Operating Profit/Loss (Ending Total Net Position)	1,439,819.91		18,121,470.29

Designated Reserves POLICY FY26 (July 1, 2025 - June 30, 2026)	
Bond/Loan Proceeds Reserve	948,017
<i>*Bond/Loan Proceeds Reserve is equal to current year's principal & interest payments</i>	
Public Health Emergency	2,500,000
Capital Improvement	7,500,000
Emergency Reconstruction Response	500,000
Operations	5,277,366
Vehicle & Equipment Replacement	250,000
IT Equipment Replacement	250,000
	17,225,383

June 2026 Mosquito and Arbovirus Surveillance Report

Updated July 1st 2026 by Steve Schutz, Ph.D., Scientific Programs Manager

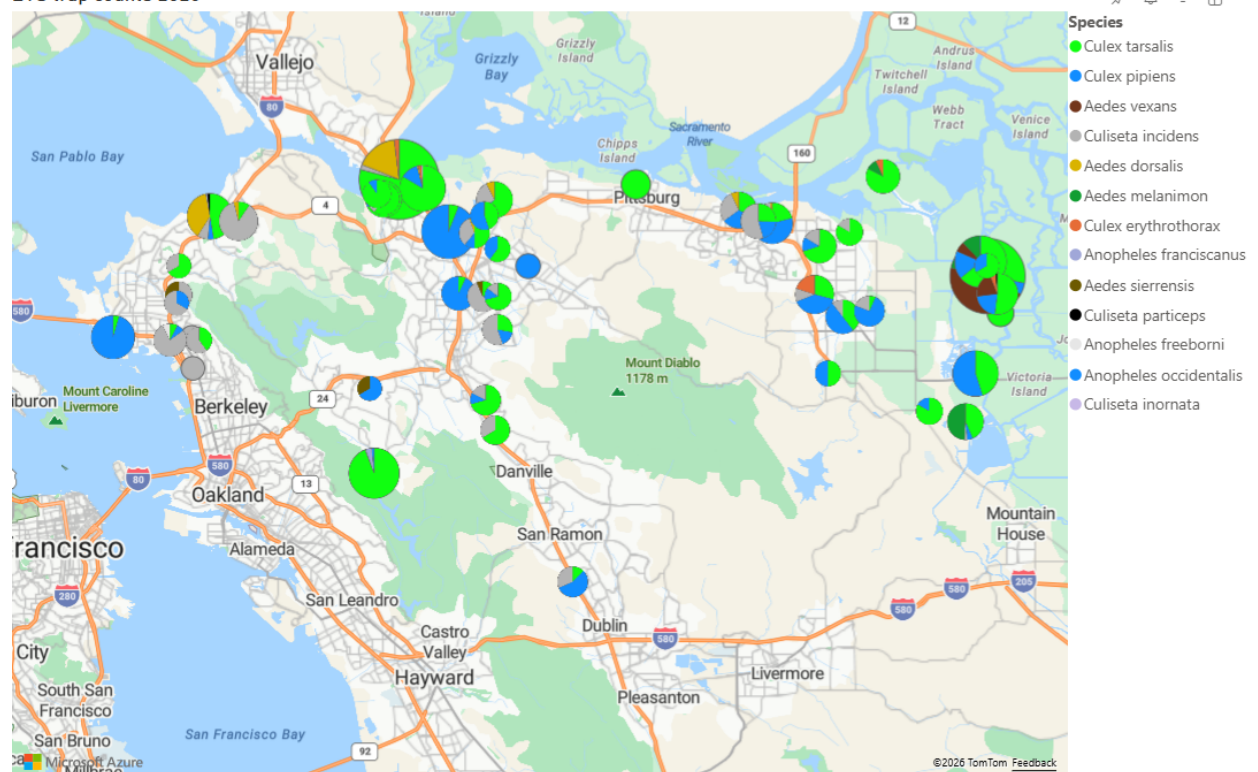
Human cases: As of July 1st, one human cases of WNV (fatal) was reported in Los Angeles County and one seropositive blood donor was reported in San Diego County.

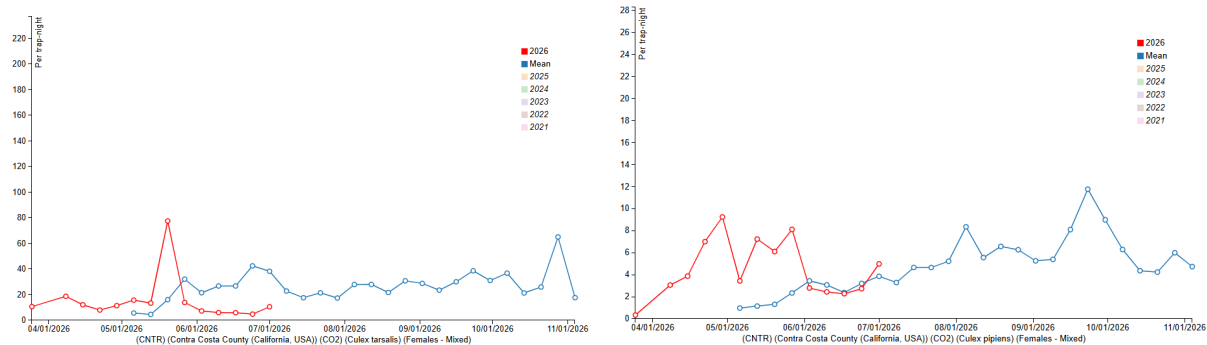
Horses: One equine case of WNV has been reported in San Luis Obispo County. An effective vaccine is available for horses; most affected horses are unvaccinated or un-boosted.

Dead birds: As of July 1st, 188 dead birds had been reported in Contra Costa County, 17 were tested, one (crow, 6/27, El Cerrito) was positive for WNV. The public is encouraged to report dead birds via the statewide West Nile call center at (925) 968-2473 or online at <https://westnile.ca.gov/report>

Trap counts: *Culex pipiens* counts are currently slightly above average and *Culex tarsalis* counts are below average, countywide.

EVS trap counts 2026





Mosquito pool testing: 179 pooled samples have been submitted for testing. One (*Cx. tarsalis*, Shore Terminal/Martinez) has been positive for WNV.

Larval samples: Lab staff process larval samples collected by field employees daily, year-round.

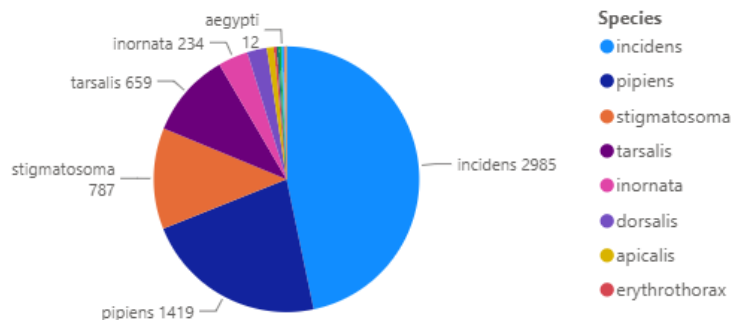
5 Years Average

18

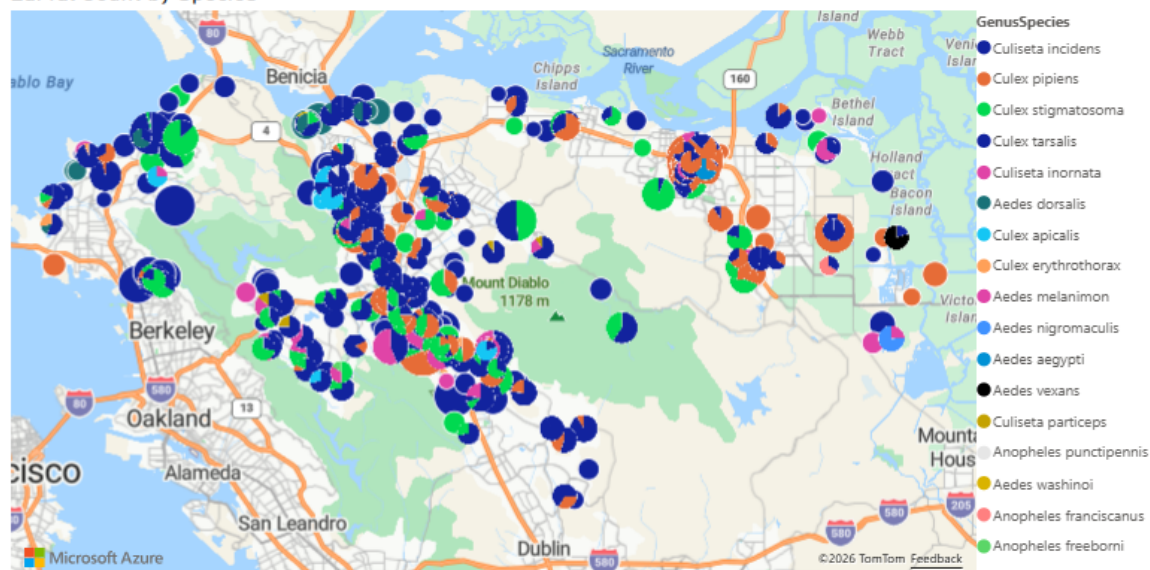
Current Year Average

9.97

Larval Count by Species



Larval Count by Species

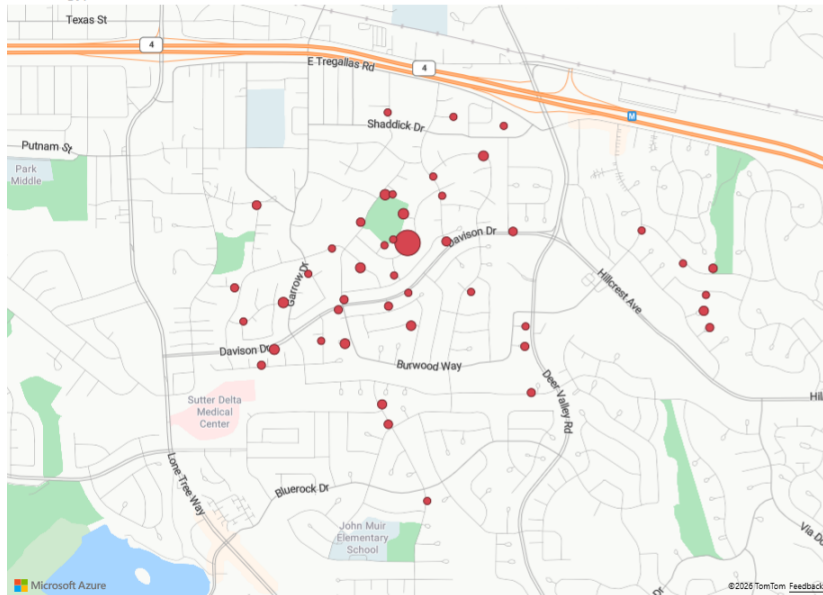


Larval samples June 2026

Sentinel chickens: Sentinel flocks were set up in April at our usual four locations (Walnut Creek, Martinez, Oakley, Holland Tract). No positive samples have been reported yet, statewide.

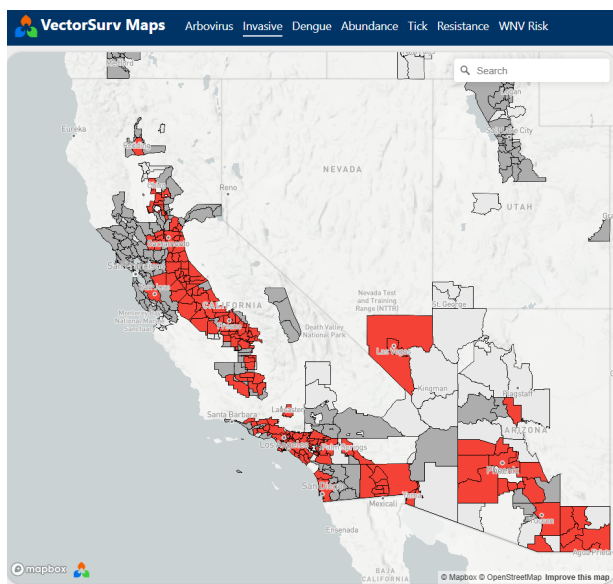
Invasive *Aedes* surveillance: We have been collecting mostly small numbers of *Aedes aegypti* in the same area of Antioch where we have found them for the past 3 years; one site (near Harbour Park) has been consistently producing higher counts.

Aedes aegypti Adults



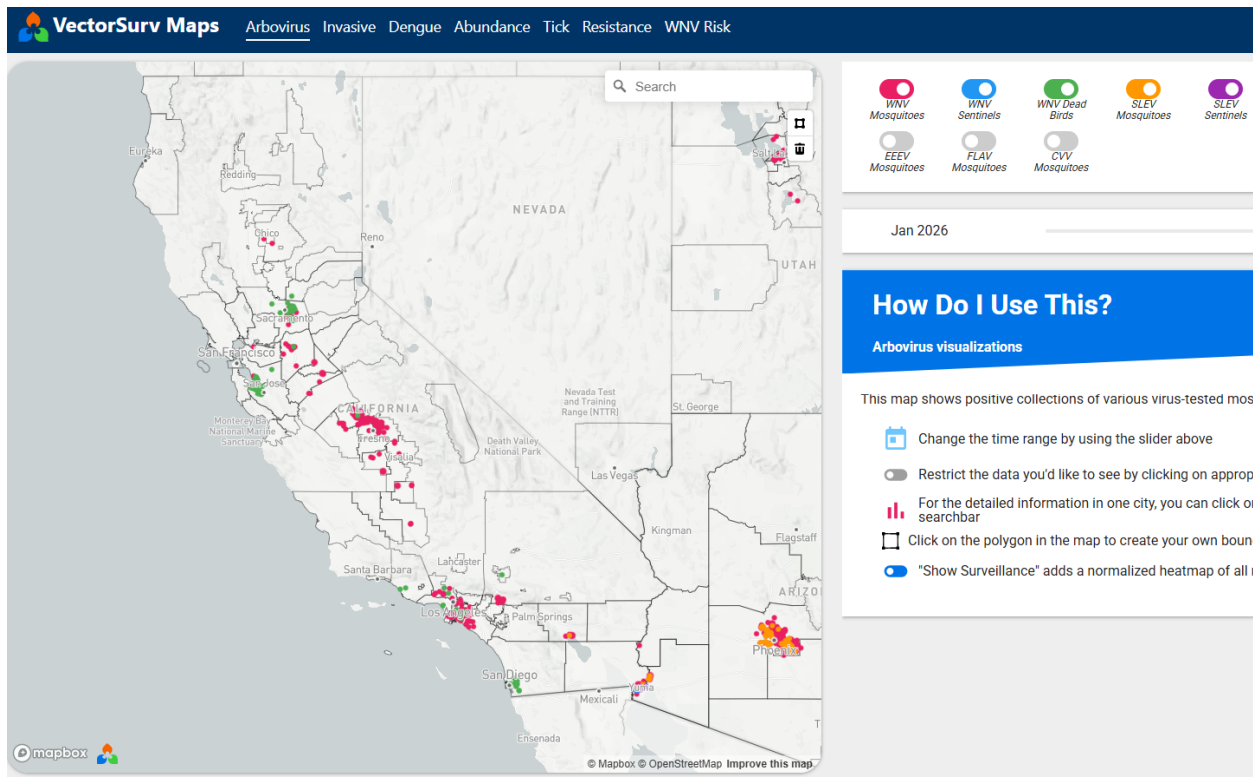
Adult *Ae. aegypti* collected in BG Sentinel traps

Statewide *Aedes aegypti* detections in 2026, year-to-date (note detections in Alameda, Santa Clara, San Joaquin, Sacramento and Yolo Counties, in addition to Contra Costa).



Weather conditions: After a cool spring, we are now consistently above the 55-degree incubation threshold for West Nile virus transmission.

Statewide: West Nile positive dead birds have been reported in Santa Clara, Alameda, and Sacramento, and WNV-positive mosquito samples have been reported in Contra Costa, Alameda, Sacramento, and San Joaquin. SLE-positive mosquito samples were reported in Riverside County. The Phoenix, Arizona area is reporting both WNV and SLE-positive mosquito samples.



June 2026 Operations Report

Prepared on July 2, 2026, by David Wexler, Terry Davis, and Tim Mann

General:

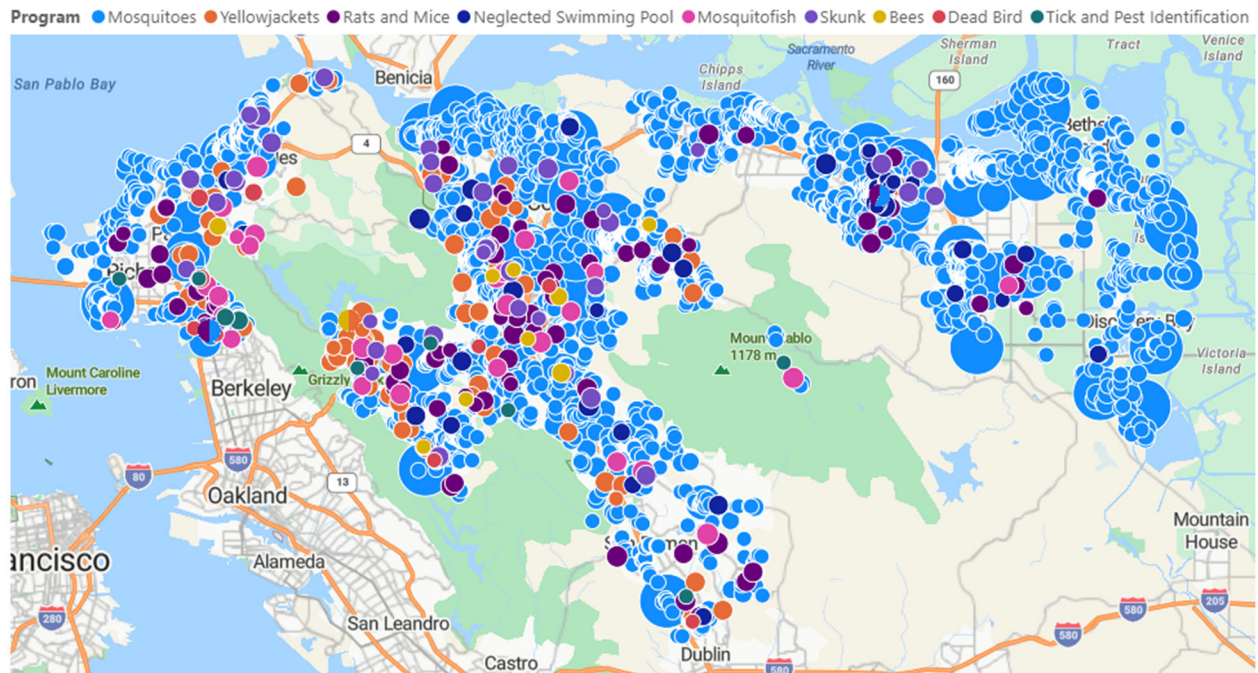
A 70-acre drone treatment was successfully performed this month on a managed marsh. We continued to work with the Department of Water Resources to reduce the mosquito population in their rice fields, which were created as an effort to rebuild the natural habitat of the Delta and fight subsidence. Mosquitofish were stocked in Holland Tract, totaling 7,600 fish this month.



In terms of the District's Programs and Services during this time, Operations did 23,155 mosquito actions, 118 mosquitofish actions, 127 neglected swimming pool actions, 253 rats and mice actions, 117 skunk actions, and 254 yellowjacket actions.

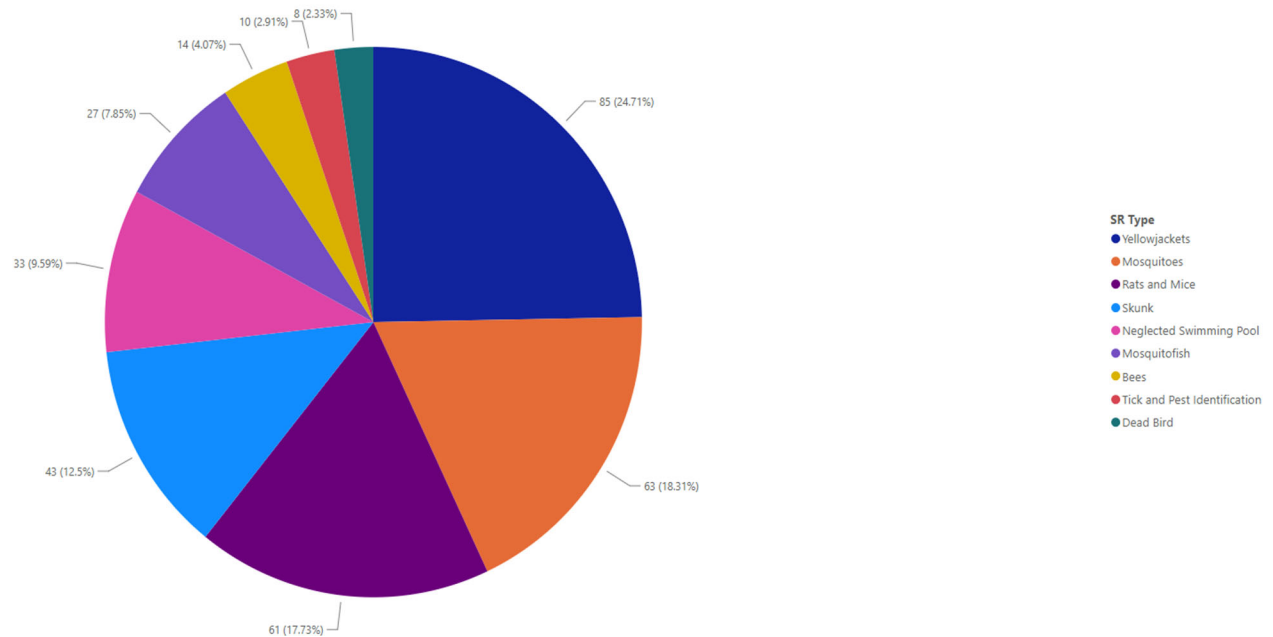
All program actions:

Total actions performed: 24,068



Service Requests:

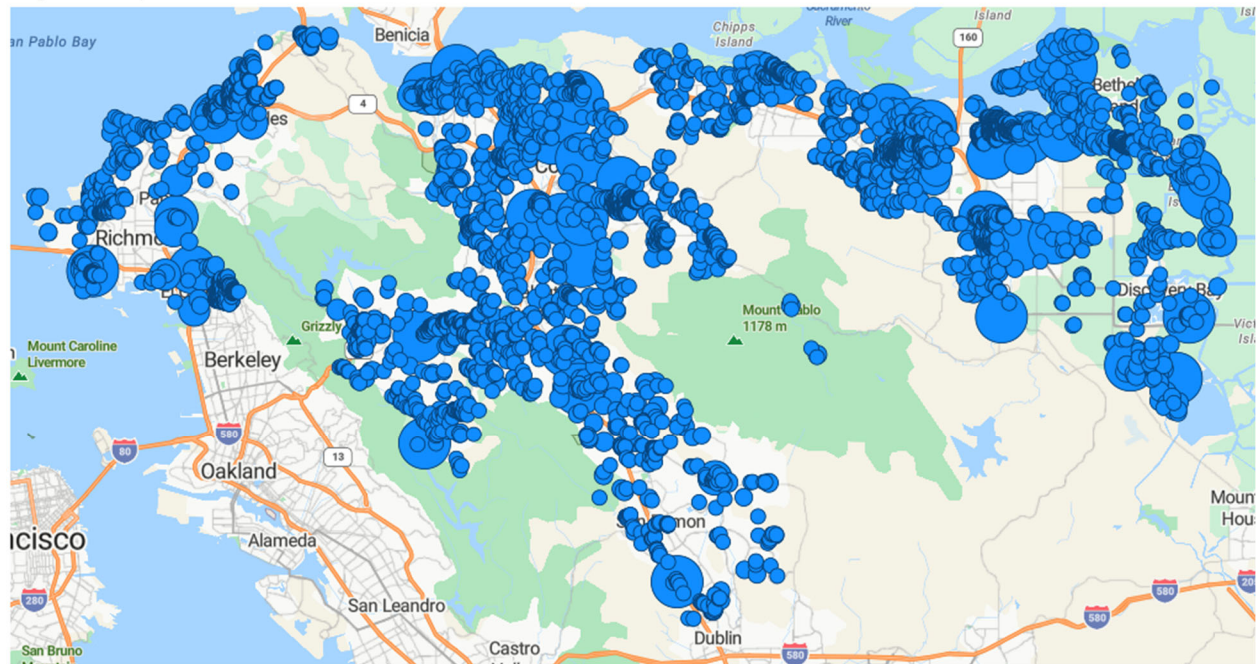
346 service requests from the public were received.



Mosquitoes:

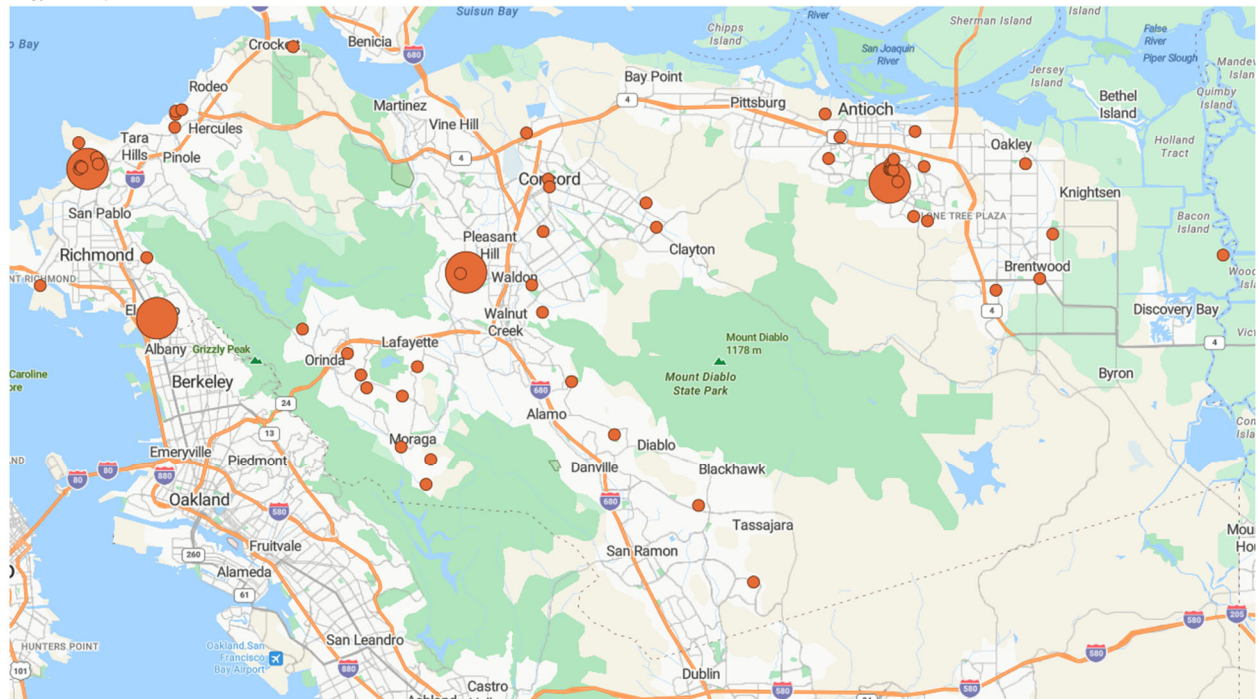
Program actions: 23,155

Program ● Mosquitoes



Service Requests: The District received 63 requests for Mosquito service

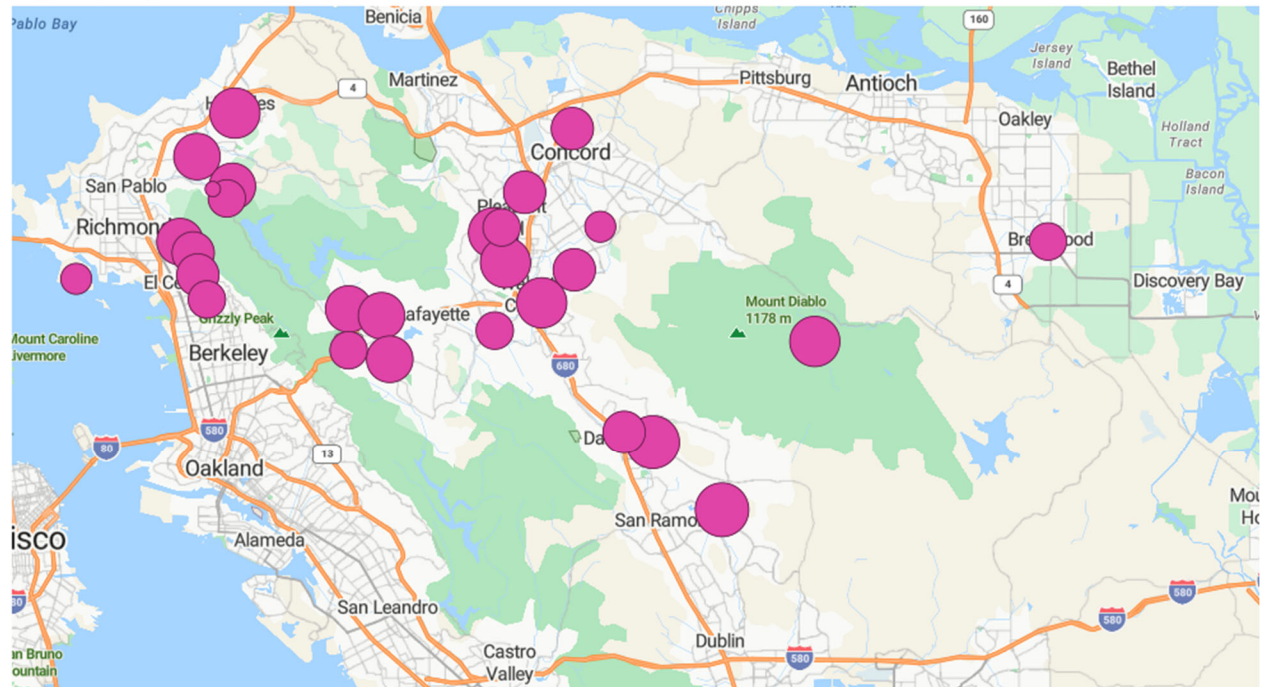
SRType ● Mosquitoes



Mosquito Fish:

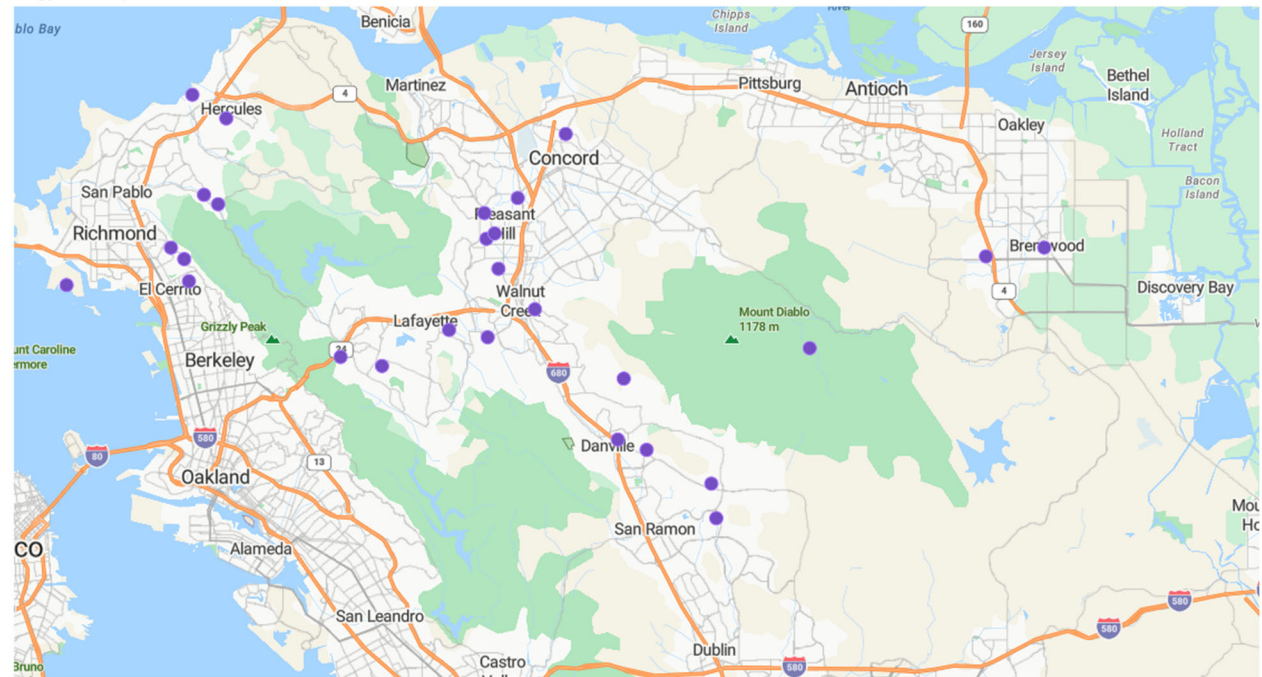
Program Actions: 118

Program ● Mosquitofish



Service Requests: The District received 27 requests for Mosquitofish service

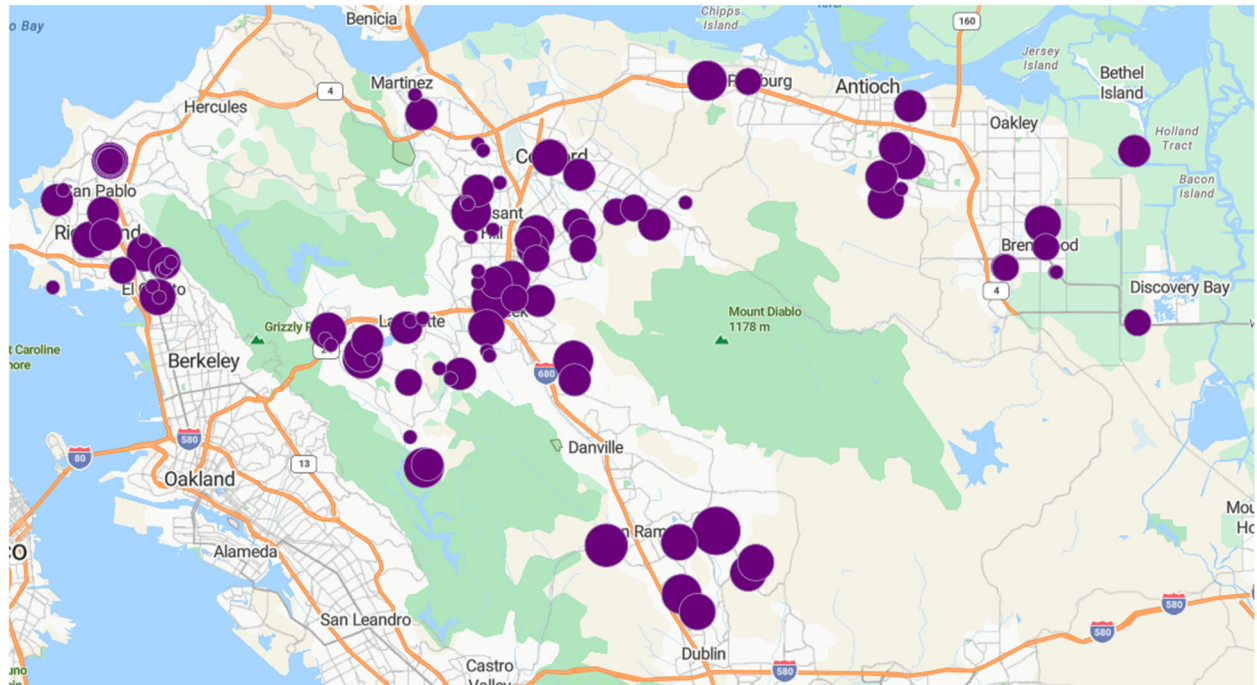
SRTType ● Mosquitofish



Rats and Mice:

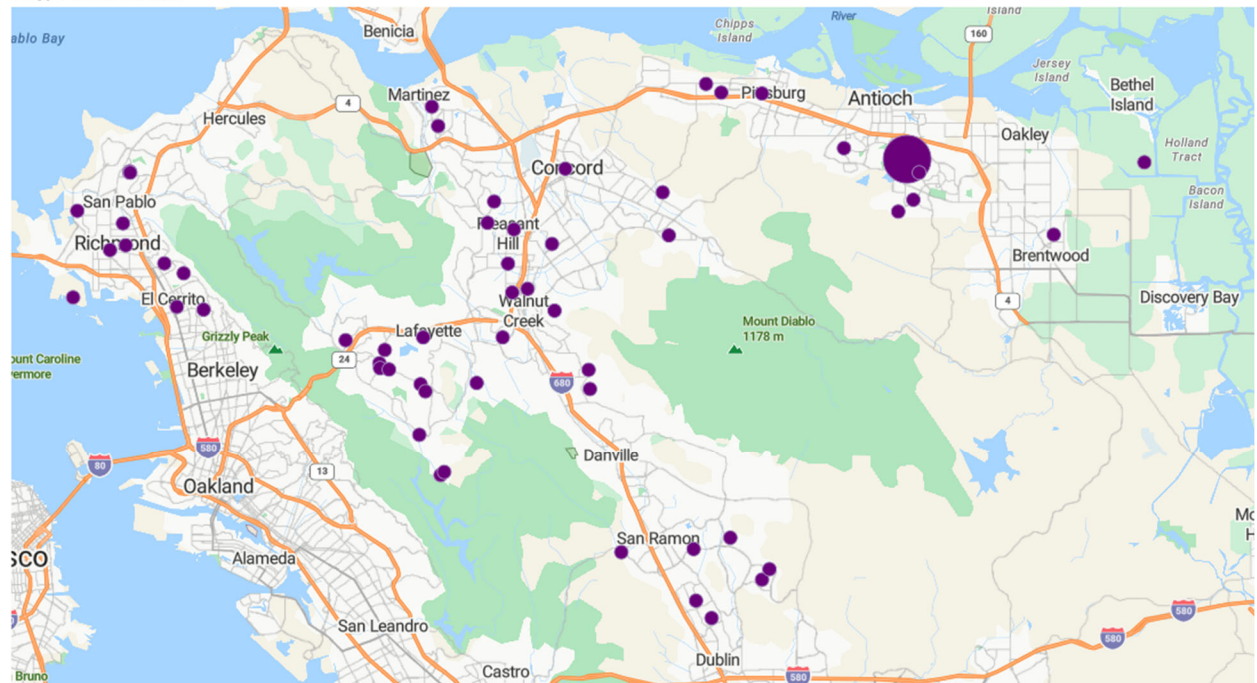
Program actions: 253

Program ● Rats and Mice



Service Requests: The District received 61 requests for Rats and Mice service.

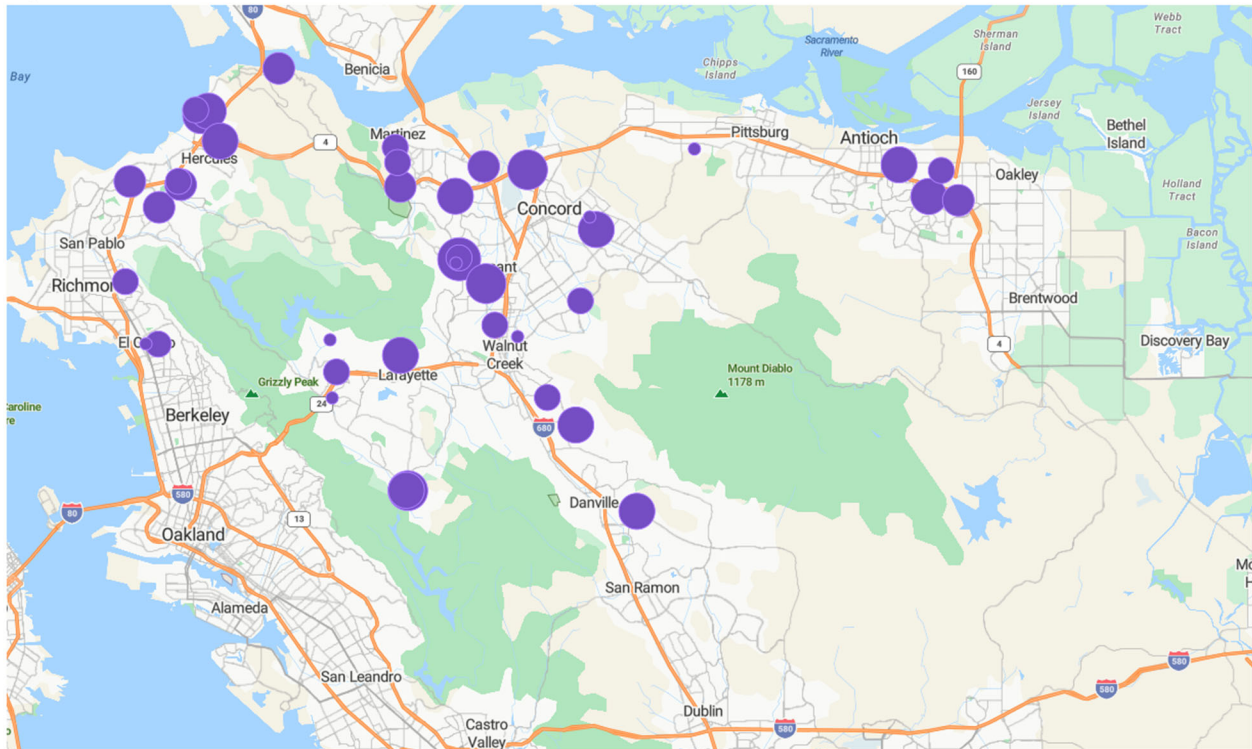
SRTtype ● Rats and Mice



Skunks:

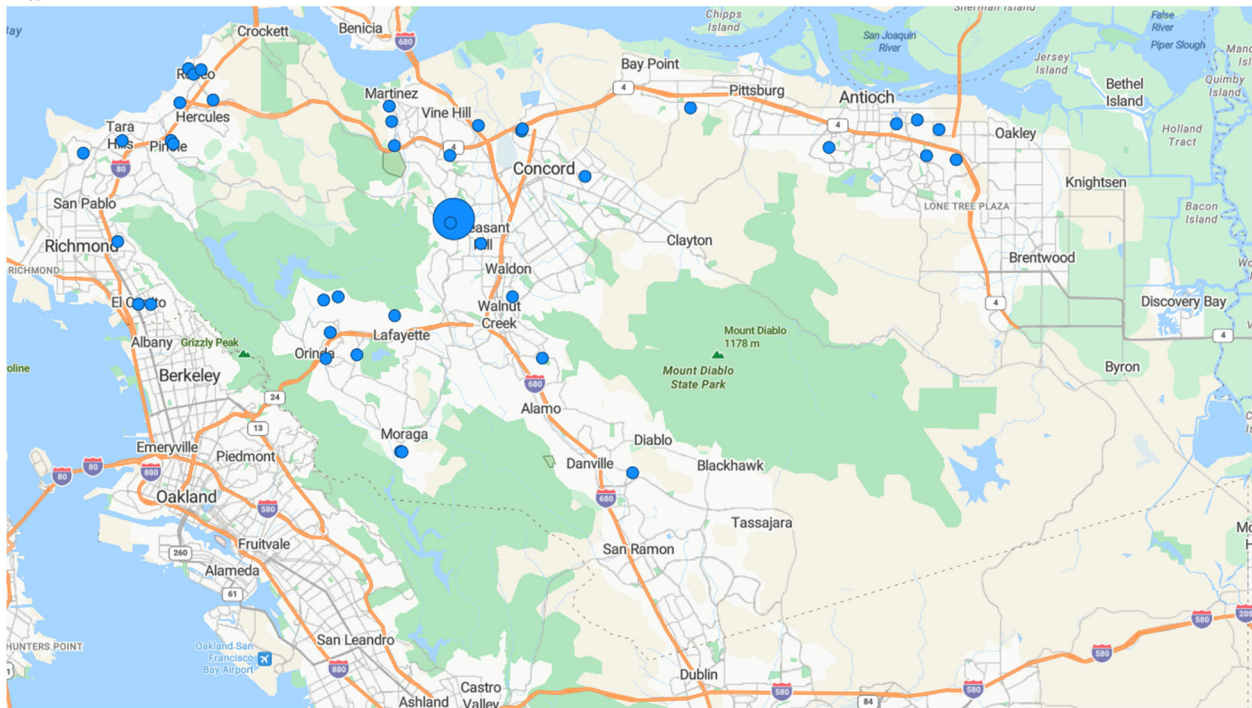
Program Actions: 117

Program ● Skunk



Service Requests: The District received 43 requests for Skunk service.

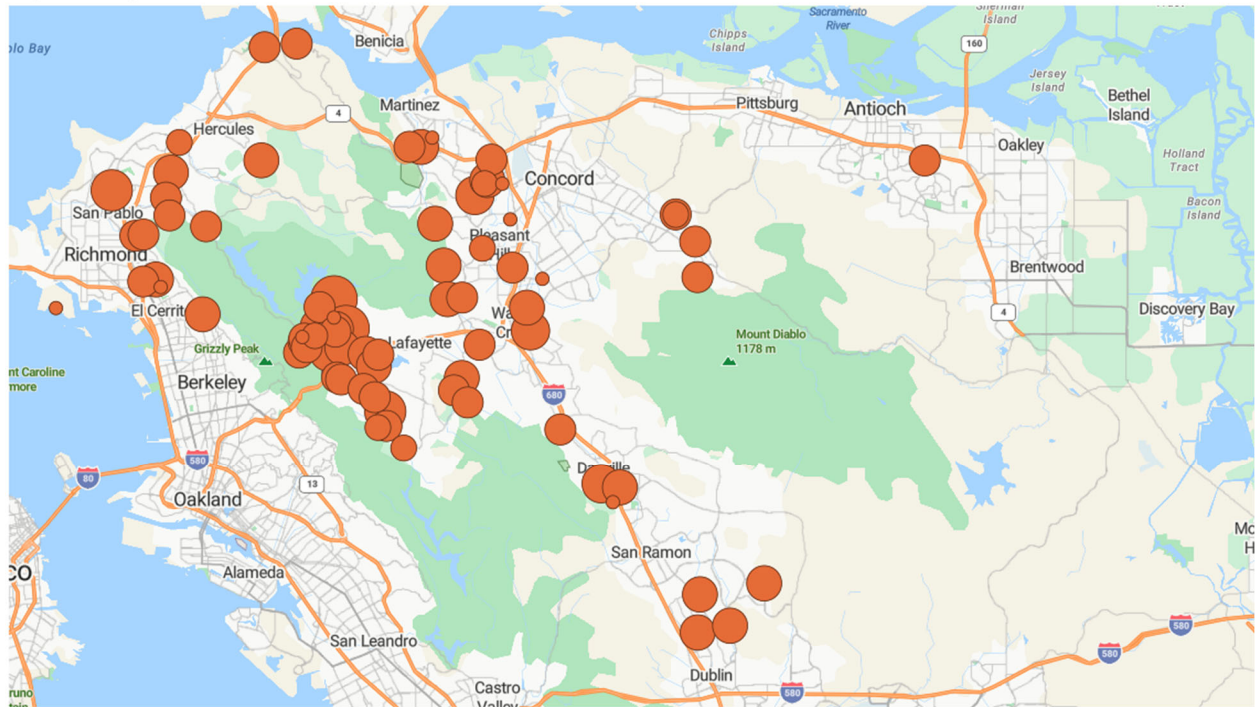
SRType ● Skunk



Yellowjackets:

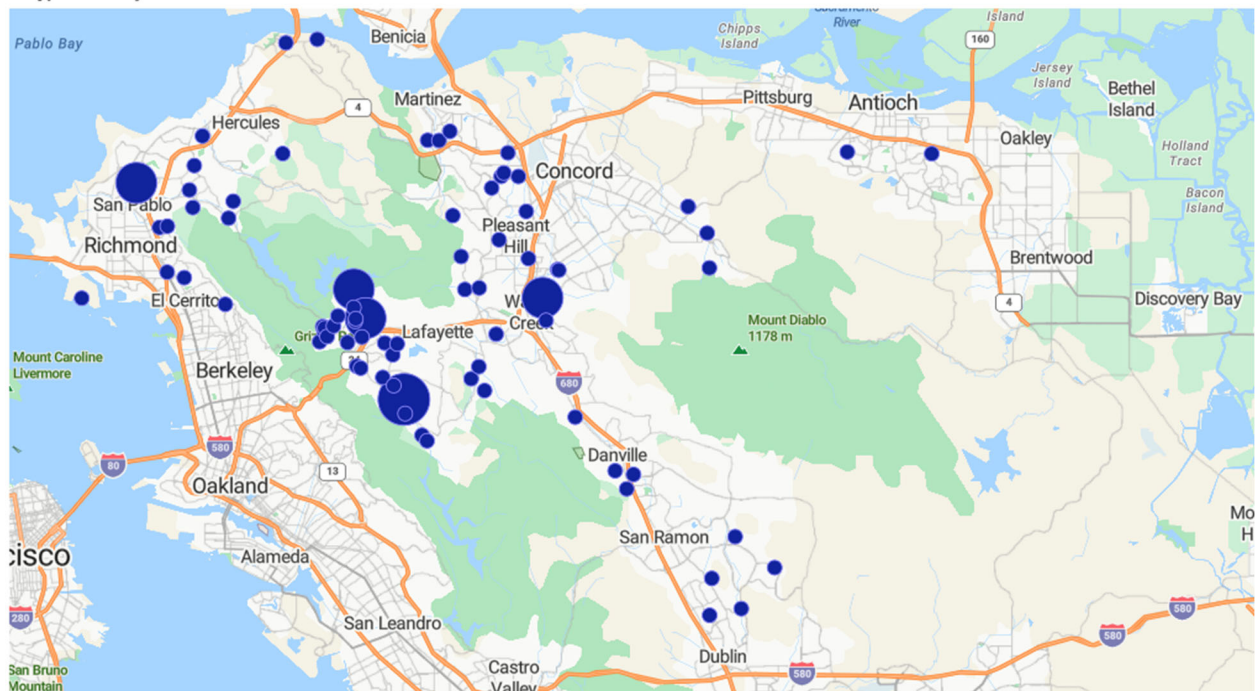
Program Actions: 254

Program ● Yellowjackets



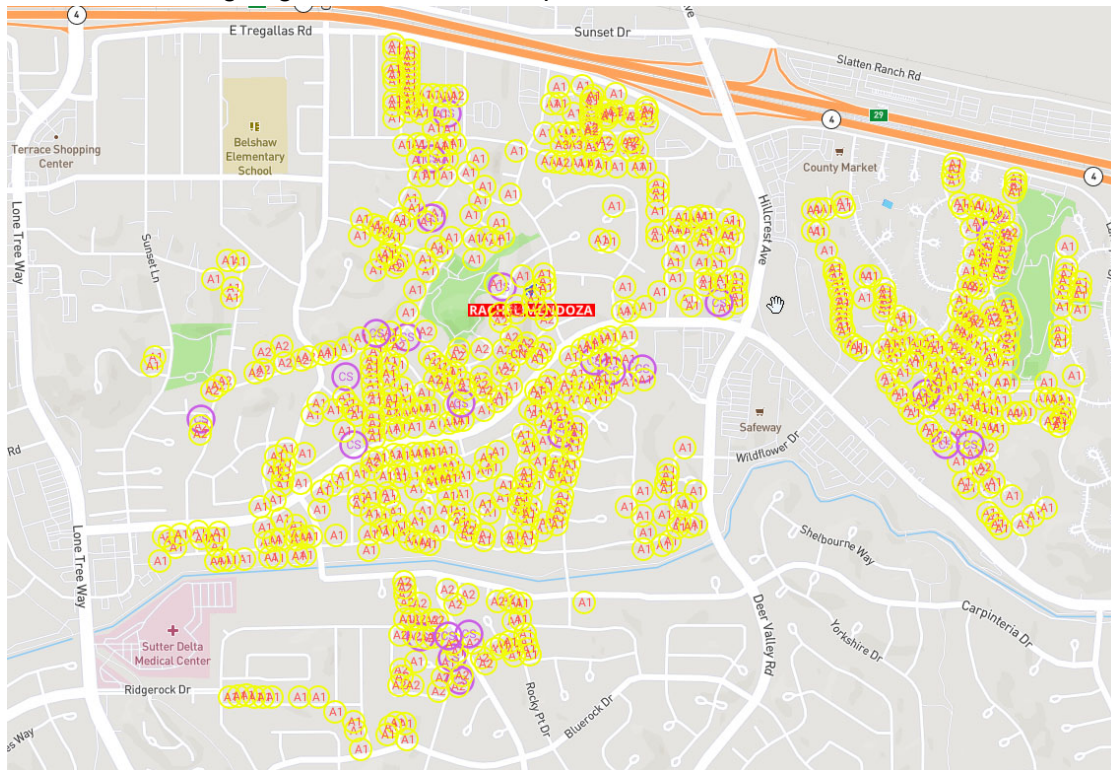
Service Requests: The District received 85 requests for Yellowjacket service

SRTYPE ● Yellowjackets

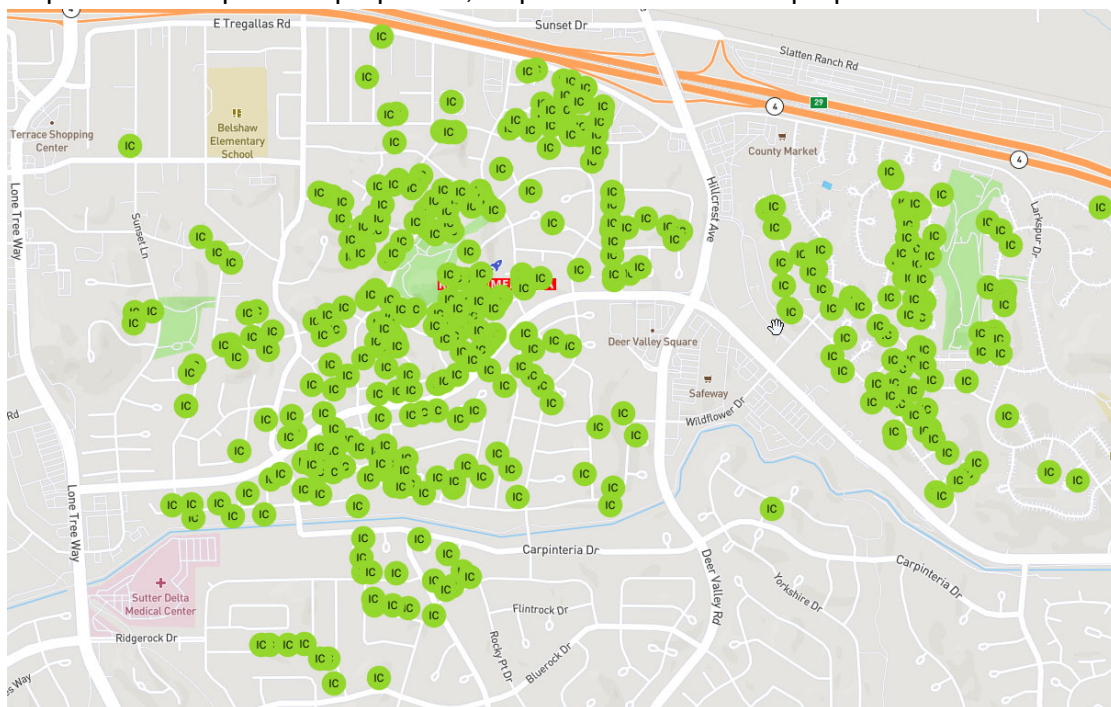


Invasive:

Technicians are going door-to-door once per week with a YTD clear rate of 47%.



Inspection attempts: 573 properties, inspection cleared: 312 properties



June 2026 Public Affairs Report to the Board of Trustees

Prepared June 30, 2026, by the Public Affairs Team

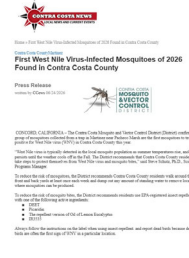
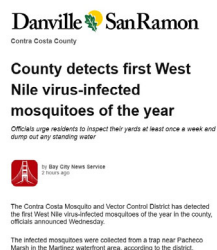
Presentations & Events

- In June 2026, the Public Affairs staff provided five presentations. Three were to each office of the Contra Costa Water District in Brentwood, Concord, and Oakley. District staff also provided presentations to the Contra Costa County Board of Supervisors and the Antioch City Council. Staff members also participated in seven events including the Family Library Programs in Concord, Pleasant Hill, and San Pablo; the annual King of the County event in Martinez; Pittsburg's new Table and Talk event; the Oakley Summer Fest; and District staff participated in a Community Meeting in Antioch to share factual information about the District's plan of releasing *Wolbachia*-treated male *Aedes aegypti* mosquitoes in an area of Antioch in an effort to reduce the population of these dangerous mosquitoes over time.



News Coverage

- In June 2026, the Public Affairs Department published two news releases. The first was about the first mosquitoes of the year infected with West Nile virus. The second news release explained the District's plan to release male *Aedes aegypti* mosquitoes infected with *Wolbachia* bacteria in Antioch in July. Subsequently, the District received news coverage from Bay City News, Contra Costa News, Local News Matters, the Brentwood Press, and East Bay News.



- The District also received news coverage from NBC Bay Area as the District was considering the aforementioned project.



Advertising

As of June 2026:

- The District's annual advertising campaign focuses on mosquitoes, what Contra Costa County residents can do about them on their own properties, and how District employees can help the residents through the District's Mosquito Service. This ad appeared in the Brentwood Press newspaper.



Social Media

The District uses a combination of Twitter, Nextdoor, Facebook, Instagram, and Threads to conduct District outreach on social media.

Twitter (X) Activity — Account @CCMosquito Yearly Comparisons

June 2026 Twitter/X Activity

1412 Followers
12 Tweets
746 Impressions
4 Likes
0 Link Clicks
52 Media/Video Views
0 Replies
51 Engagements
32 Retweets
2 Profile Visits
0 Mentions
2 Detail Expands

June 2025 Twitter/X Activity

1426 Followers
13 Tweets
446 Impressions
2 Likes
0 Link Clicks
0 Media/Video Views
0 Replies
12 Engagements
0 Retweets
0 Profile Visits
0 Mentions
0 Detail Expands

Most Popular @ccmosquito Tweet — June 22, 2026

1 Like
256 Impressions
5 Retweets
9 Engagements
1 Detail Expands
20 Video Views



Nextdoor Activity Contra Costa Mosquito and Vector Control District - Local Agency

Overall, as of June 29, 2026, there are:

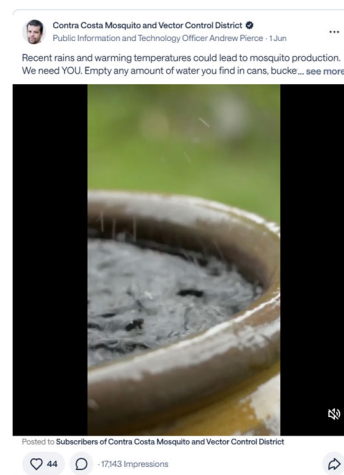
- 683,866members
- 329,472 claimed household
- 1011 neighborhoods

The District's Nextdoor Activity June 2026

- 24 Posts
- 231 Reactions
- 182,684 Impressions
-

Most Popular Nextdoor Post — June 1, 2026

17,143 Impressions
44 Reactions



Facebook Activity — Account @CCMosquito Yearly Comparisons

June 2026 Facebook Activity

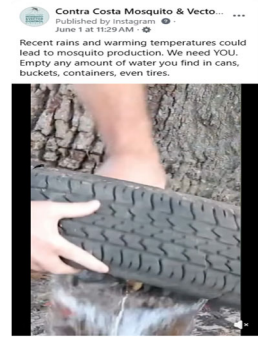
105 Followers
12 Posts
2032 Post Views
541 Video Views
10 Interactions
0 Link Clicks
8 Reactions
0 Comments
2 Shares
0 Saves

June 2025 Facebook Activity

69 Followers
13 Posts
2723 Post Views
49 3-Second Video Views
1 1-minute Views
0 Link Clicks
20 Reactions
3 Comments
7 Shares
0 Saves

Most Popular @CCMosquito Facebook Post — June 1, 2026

385 Post Views
3 Post Interactions
1 Likes
2 Share



Instagram Activity — Account @contracostamosquito

June 2026 Instagram Activity

416 Followers
13 Posts
1876 Views
1322 Reach
57 Interactions
47 Likes
47 Accounts Engaged
7 Profile Visits
3 Save
3 Shares

June 2025 Instagram

245 Followers
13 Posts
1641 Views
1093 Reach
66 Interactions
50 Likes
375 Accounts Engaged
2 Profile Visits
3 Save
20 Shares

Most Popular @contracostamosquito Instagram Post — June 29, 2026

243 Post Views
169 Post Reach
8 Interactions
6 Likes
7 Engagement
1 Share
1 Profile Visit



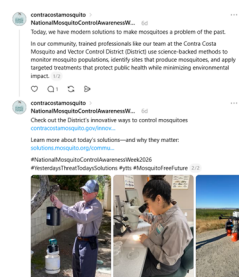
Threads Activity — Account @contracostamosquito

June 2026 Threads Activity

28 Followers
11 Posts
23 Views
1 Interaction

Most Popular @contracostamosquito Threads Post — June 24, 2026

4 Views
1 Interaction

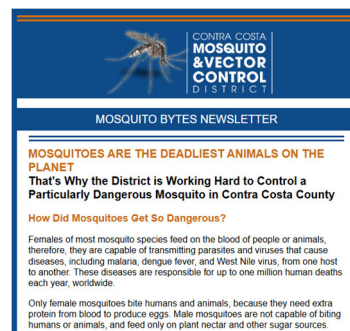


Publications

- **Total Constant Contact Subscribers**
 - Constant Contact is how the District distributes Mosquito Bytes newsletters, Employee Newsletters, Adult Mosquito Control Notifications, and News Releases.
 - June 2026
 - 3133 Subscribers
 - June 2025
 - 3118 Subscribers
- **Newsletters**

On **June 5th, 2026**, Public Affairs staff published a **Mosquito Bytes Newsletter** providing information on how mosquitoes are the deadliest animal on the planet and what the District is doing to combat them in Contra Costa County.

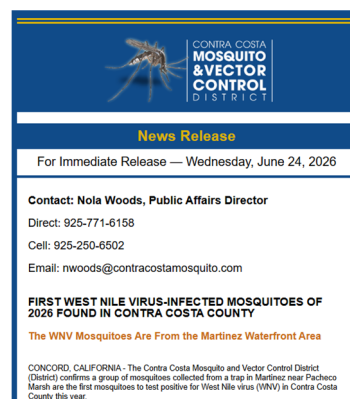
- 1672 Sent
- 55% Opened
- 2% Click Rate



News Releases

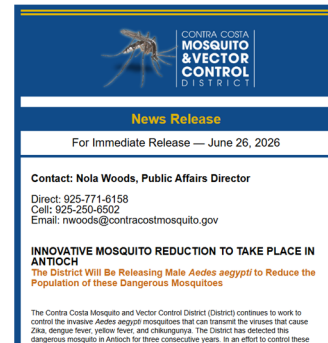
On **June 24, 2026**, Public Affairs staff published a **news release** on the first mosquitoes of the year that the District confirmed were infected with West Nile virus.

- 1543 Sent
- 48% Opened
- 2% Click Rate



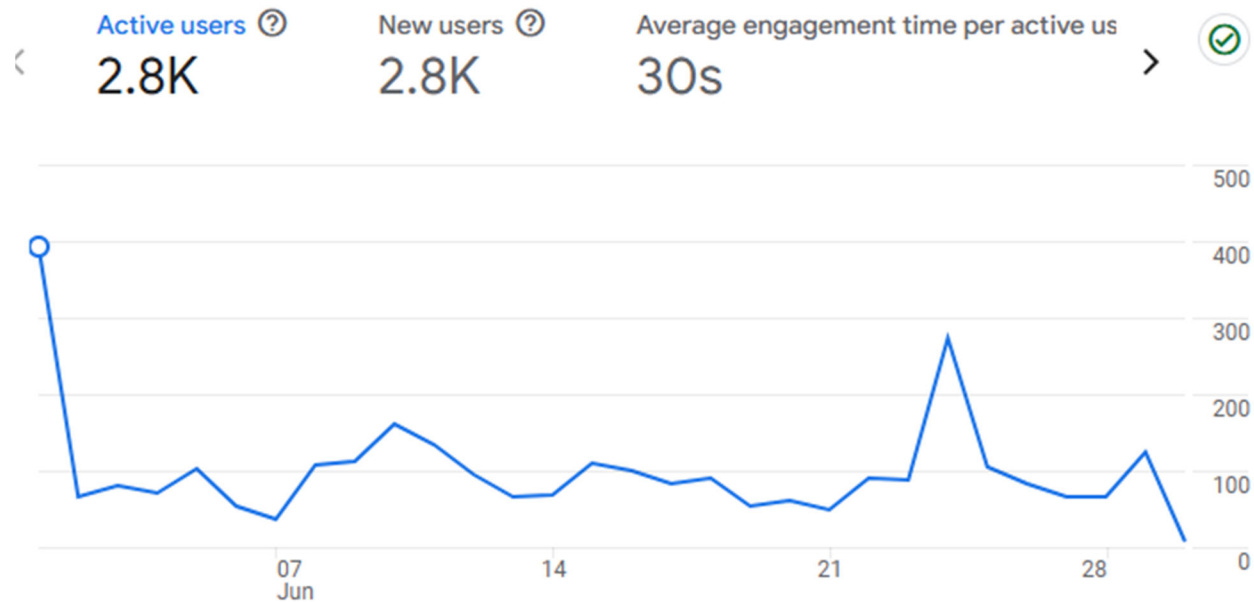
On June 26, 2026, Public Affairs staff published a **news release** on the District's plan to release *Wolbachia*-treated male *Aedes aegypti* mosquitoes in Antioch.

- 1545 Sent
- 43.7% Opened
- 1.6% Click Rate



Website Statistics

- Overview of Website Usage June 1-30, 2026



- **Most Viewed Pages June 1-30, 2026**

	Page title and screen class	↓ Views	Active users	Views per active user	Average engagement time per active user	Event count All events
☒	Total	5,275 100% of total	2,841 100% of total	1.86 Avg 0%	30s Avg 0%	14,320 100% of total
☒	1 Homepage Contra Costa Mosquito And Vector Control District	1,430 (27.11%)	864 (30.41%)	1.66	27s	4,237 (29.59%)
☒	2 Request Services - Contra Costa Mosquito And Vector Control District	396 (7.51%)	288 (10.14%)	1.38	37s	861 (6.01%)
☒	3 Invasive Mosquito Species - Contra Costa Mosquito And Vector Control District	168 (3.18%)	114 (4.01%)	1.47	24s	431 (3.01%)
☒	4 Employment Opportunities - Contra Costa Mosquito And Vector Control District	160 (3.03%)	87 (3.06%)	1.84	11s	395 (2.76%)
☒	5 Especies de mosquitos invasores - Contra Costa Mosquito And Vector Control District	142 (2.69%)	123 (4.33%)	1.15	14s	443 (3.09%)
☐	6 Services and Programs - Contra Costa Mosquito And Vector Control District	109 (2.07%)	91 (3.2%)	1.20	41s	260 (1.82%)
☐	7 2026 West Nile Virus Activity - Contra Costa Mosquito And Vector Control District	104 (1.97%)	73 (2.57%)	1.42	13s	251 (1.75%)
☐	8 Board Meeting - Contra Costa Mosquito And Vector Control District	85 (1.61%)	85 (2.99%)	1.00	0s	251 (1.75%)
☐	9 Brochures & Booklets - Contra Costa Mosquito And Vector Control District	78 (1.48%)	42 (1.48%)	1.86	42s	185 (1.29%)
☐	10 About Us - Contra Costa Mosquito And Vector Control District	67 (1.27%)	50 (1.76%)	1.34	48s	148 (1.03%)

- **Device Preference June 1-30, 2026**

Active users▼ by Device category



● DESKTOP 70.5%
 ● MOBILE 28.4%
 ● TABLET 1.1%

Customer Service Program

- **Physical survey cards**

- Up to 30 are sent out each week, year-round to county residents at random
- The postage-paid cards are sent two weeks after the initial service request

- **“Contact Us” form via the District website (Comments to the Website) June 1-30, 2026**

- Inquiry re: Request to participate in an event in September.

- **Examples of June 2026 Survey Card Responses**

“Christine answered and arranged for your technician to come to our house. He was very friendly, knowledgeable, and respectful.”

“From the information I received on this survey card, I will request additional services in the future.”

8. COMPLIANCE WITH LEGAL OBLIGATIONS RE: PUBLIC HEARING ON CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT VACANCIES AND RECRUITMENT EFFORTS (Assembly Bill 2561/Government Code Section 3502.3)

Executive Summary -AB 2561 requires public agencies to hold at least one public hearing per fiscal year to discuss vacancies and recruitment and retention efforts.

Background -AB 2561 was introduced to address the issue of job vacancies in local government, which adversely affects the delivery of public services and employee workload. Among other requirements, the bill mandates that public agencies present the status of vacancies and recruitment and retention efforts during a public hearing before the agency's governing body at least once per fiscal year. The bill was enacted into law and is codified at Government Code section 3502.3. The new law was effective January 1, 2025.

	12/31/2025			12/31/2026		
Agency Total # of Budgeted FTEs	35			35		
Bargaining Unit	# of Vacancies	# of Budgeted FTEs	% of Vacancies	# of Vacancies	# of Budgeted FTEs	% of Vacancies
Unrepresented	1	17	5.9%	2	17	11.8%
SEIU Local 1021	1	18	5.6%	1	18	5.6%

Vacancy #	Bargaining Unit	Classification	Reason for Vacancy	Date Vacancy Created	Date Vacancy Filled	Days To Fill Vacancy	Recruitment Activity Type
4	Unrepresented	Operations Supervisor	Voluntary Separation	1/1/2025		#NUM!	External & Internal
5	Unrepresented	Laboratory Technician	Newly Budgeted Position	1/1/2025	3/1/2025	59	External & Internal
6	SEIU Local 1021	Vector Control Inspector & Technicians	Involuntary Separation	2/1/2025	3/1/2025	28	Continuous / Eligibility List
7	SEIU Local 1021	Vector Control Inspector & Technicians	Voluntary Separation	7/1/2025	7/1/2025	0	Continuous / Eligibility List
8	SEIU Local 1021	Vector Control Inspector & Technicians	Newly Budgeted Position	7/1/2025	7/1/2025	0	Continuous / Eligibility List
9	SEIU Local 1021	Vector Control Inspector & Technicians	Involuntary Separation	10/15/2025	7/1/2026	259	Continuous / Eligibility List
10	SEIU Local 1021	Vector Control Inspector & Technicians	Voluntary Separation	2/6/2026		#NUM!	Continuous / Eligibility List
11	Unrepresented	Public Information and Technology Officer	Voluntary Separation	6/30/2026		#NUM!	External & Internal

Month/Year	# of Vacancies Created	# of Vacancies Filled	# of Remaining Vacancies	# of Budgeted FTEs	% of Vacancies	Calendar Year Vacancy % Monthly Summary					
Jan-25	2	0	5	34	14.7%						
Feb-25	1	0	6	34	17.6%						
Mar-25	0	5	1	34	2.9%						
Apr-25	0	0	1	34	2.9%						
May-25	0	0	1	34	2.9%						
Jun-25	0	0	1	34	2.9%						
Jul-25	2	2	1	35	2.9%						
Aug-25	0	0	1	35	2.9%						
Sep-25	0	0	1	35	2.9%						
Oct-25	1	0	2	35	5.7%						
Nov-25	0	0	2	35	5.7%						
Dec-25	0	0	2	35	5.7%	2025					
						Average %	5.8%	Highest %	17.6%	Lowest %	2.9%
Jan-26	0	0	2	35	5.7%						
Feb-26	1	0	3	35	8.6%						
Mar-26	0	0	3	35	8.6%						
Apr-26	0	0	3	35	8.6%						
May-26	0	0	3	35	8.6%						
Jun-26	1	0	4	35	11.4%						
Jul-26	0	1	3	35	8.6%						
Aug-26	0	0	3	35	8.6%						
Sep-26	0	0	3	35	8.6%						
Oct-26	0	0	3	35	8.6%						
Nov-26	0	0	3	35	8.6%						
Dec-26	0	0	3	35	8.6%	2026					
						Average %	8.6%	Highest %	11.4%	Lowest %	5.7%

BEFORE THE BOARD OF TRUSTEES OF
CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

**Resolution of the Contra Costa Mosquito and
Vector Control District to Continue a Mosquito
and Vector Surveillance and Control Project for
the Benefit of Four Zones and to Continue the
Financing of the Project by Continued Assessment
upon Property within the District**

RESOLUTION 26-1

At a meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District, a special district organized and existing under the laws of the State of California, held on the 13th day of July 2026, at 5750 Imhoff Drive Ste. I, Concord, California, a quorum being present, the following Resolution was adopted:

WHEREAS the Contra Costa Mosquito and Vector Control District (the "District") is an independent special district formed and governed pursuant to California Health and Safety Code Section 2000, et seq.; and

WHEREAS the District's jurisdiction encompasses all that area lying within the boundaries of Contra Costa County; and

WHEREAS the District is governed by a Board of Trustees representing the cities and the county of Contra Costa County; and

WHEREAS, the District is authorized to take all necessary and appropriate action to control mosquitoes and other vectors within the District boundaries; and

WHEREAS, mosquito and vector surveillance and control are necessary on a continuous, routine, and area-wide basis to enhance the economic development, recreational use and enjoyment of property and the protection of health; and

WHEREAS, California Health and Safety Code Section 2291 provided at the time of adoption of Resolution 96-5 that the District could conduct vector surveillance and control projects, and Section 2291.1 provided that the District Board could determine whether a project is for the common benefit of the District as a whole or for the benefit of one or more zones, and Section 2291.2 provided that the District could finance the cost of vector surveillance and control projects by assessment upon property; and

WHEREAS, by Resolution 96-5, adopted June 17, 1996, the District instituted a mosquito and vector surveillance and control project for the benefit of four zones and assessments to finance such project; and

WHEREAS, Resolution 96-5 was adopted after proper notice and hearing; and

WHEREAS, the Board has received and reviewed an Engineer's Report of Francisco & Associates, Inc., dated July 13, 2026 (Engineer's Report), attached hereto, and incorporated herein by this reference concerning the mosquito and vector surveillance and control project.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT as follows:

1. The District Board hereby accepts the Engineer's Report of Francisco & Associates dated July 13, 2026 (Engineer's Report).
2. The District Board hereby determines to continue the mosquito and vector surveillance and control project adopted by Resolution 96-5 and the assessments levied pursuant to Resolution 96-5, as updated by the Engineer's Report dated July 13, 2026, for fiscal year 2026-2027, beginning July 1, 2026.
3. The amounts of assessments levied upon parcels for fiscal year 2026-2027 shall be based upon assessment units, as indicated in the Engineer's Report.
4. The District Board hereby finds that the amounts of assessments upon parcels as hereby adopted and as set forth in the Engineer's Report are in accordance with the provisions of Resolution 96-5.

I, DANIEL PELLEGRINI, the undersigned Secretary of the said Board of Trustees of the Contra Costa Mosquito and Vector Control District, a special district, hereby certify that I am the Secretary of said special district, the foregoing is a full, true and correct copy of the Resolution passed by the Board of Trustees thereof at a meeting of said Board held on the day and at the place therein specified, and that said Resolution has never been revoked, rescinded, or set aside, and is now in full force and effect.

PASSED AND ADOPTED by the Board of Trustees of the Contra Costa Mosquito and Vector Control District July 13, 2026, by the following vote.

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Daniel Pellegrini
2026 Secretary, Board of Trustees

Contra Costa Mosquito and Vector Control District Investment Policy

Overview

The purpose of the Investment Policy (Policy) is to establish cash management and investment guidelines of the Contra Costa Mosquito and Vector Control District (the “District”) for funds not required for immediate disbursement or use. The District will manage funds in accordance with applicable sections of California Government Code as stated herein. All portfolio activities will be judged by the standards of the Policy and its ranking of investment objectives. This policy is to be accountable and auditable.

Exclusions:

The regulation codified in this policy does not apply to the investment of the District's Other Post-Employment Benefits (OPEB) Trust funds.

Purpose/Objectives

The purpose of the Policy is to establish guidelines for investment of all excess and investable cash reserves.

The objectives of the District's investments are first to provide for the safety and security of all funds; second, to provide sufficient liquidity to meet the District's cash requirements at all times; and third, to maximize yield in a diversified manner to the extent allowable by law, and consistent with prudent fiscal management.

Investments' Compliance with the Law

The investment and deposit of funds of the District and the sale of bonds, notes and other evidence of indebtedness shall be in accordance with all applicable law, generally including, without limitation, California Government Code sections 53600 - 53692. California Government Code section 53601 provides specific authority for investments that may be made by the District.

Authority to Invest

The Board of Trustees, acting in its capacity as a fiduciary and Government Code section 53607, delegates the management and control of the District's investments to the General Manager and the Human Resources and Administration Manager, who shall be responsible for the investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing of the public funds placed under their control. The General Manager and/or Human Resources and Administration Manager shall thereafter make all reports required by law to the Board of Trustees and maintain written procedures for the operation of the investment program. The General Manager and/or Human Resources and Administration Manager shall be responsible for all transactions undertaken and shall establish controls to regulate the assignments to and activities of subordinates.

In the documented absence of either the General Manager or Human Resources and Administration Manager, the President and the Vice President of the Board of Trustees are each authorized to manage designated funds and execute day-to-day investment transactions.

The General Manager and/or Human Resources and Administration Manager, with the approval of the Board of Trustees, may engage an investment advisor to assist with the District's investment program.

As authorized by the General Manager and/or Human Resources and Administration Manager, the investment advisor will have responsibility for managing designated funds and executing day-to-day investment transactions. The investment advisor shall follow this investment policy and such other written instructions as are provided.

Investment Guidelines- Deposit of Funds

Prudence:

When investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, the General Manager and Human Resources and Administration Manager, in accordance with the authority delegated above, shall act with the care, skill, prudence and diligence under the circumstances then prevailing, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal of the funds under their control their control and to maintain the liquidity needs of the District. (Government Code Section 53600.3 and 53600.5)

Qualified Institutions:

In selecting depositories, the solvency and credit worthiness of each shall be considered and a review of credit characteristics and financial history will be performed. Annually, the District will review all financial institutions doing business with the District and review their most recent report on their financial condition. If it is a publicly traded entity, the District will look at its credit worthiness using two independent firm ratings. To the extent possible, the District will deposit funds with institutions having offices within the territory of the District, subject to providing for the safety, liquidity, and yield of the deposited funds consistent with this Policy.

Securities dealers and investment brokers utilized by the District must be members of a federally regulated securities exchange. If an investment advisor is authorized to conduct investment transactions on the District's behalf, the investment advisor may use their own list of approved broker/ dealers and financial institutions for investment purposes. All securities dealers and investment brokers shall operate as a fiduciary for the District.

Collateralization:

For deposit accounts in banks and savings and loans associations, amounts in excess of Federal Deposit Insurance Corporation (FDIC) maximums shall be collateralized in accordance with California Government Code Sections 53630 et seq, more specifically 53651-53652 as they state eligible securities.

Investment Instruments:

To diversify the District's investment portfolio to ensure maximum safety of District funds, the District may invest in the instruments below. For those which are limited to a percent of the portfolio, the percentage limits apply as of the date that the investment was purchased.

- Collateralized certificates of deposit with intuitions which are FDIC insured, and limited to twenty percent of the District's investment cash flow portfolio.
- United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

- Federal agency or United States government-sponsored enterprise (GSE) obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or GSE.
- Repurchase agreements collateralized by U.S. Treasury or federal agency/GSE securities with a maximum agreement term of three hundred sixty five days and limited to ten percent of the District's investment cash flow portfolio.
- Commercial paper of the highest quality rated "A1," or its equivalent, with a maximum maturity of three hundred sixty five (365) days and limited to five percent of the District's investment portfolio.
- Medium term notes 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, rated in a rating category of "A" or its equivalent or better, with a maximum maturity of five years and limited to an overall twenty percent of the District's investment cash flow portfolio. No more than ten percent of the portfolio may be invested in any single corporate issue.
- Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association, or a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank. Purchases are limited to issuers with a short-term debt rating of "A-1" or its equivalent, or a long-term debt rated in a rating category of at least "A" or its equivalent or better with a maximum maturity of five years; and no more than twenty percent of the District's investment cash flow. No more than ten percent of the portfolio may be invested in any single financial institution.
- State of California Local Agency Investment Fund.
- California Asset Management Program.
- PARS or CalPers Investments.
- Other Agencies. once approved by the board.
- Money market funds registered with the Securities and Exchange Commission that invest majority in U.S. Treasuries and federal agency/GSE obligations and repurchase agreements relating to such obligations and limited to twenty percent of the District's investment cash flow.

Maturity Scheduling:

Investment maturities for operating funds shall be scheduled to coincide with projected cash flow needs. Where no maturity limit is stated in this Policy, no investment shall exceed a maturity of five years from the date of purchase unless the Board of Trustees has granted express authority to make that investment either specifically or as a part of an investment program approved by the Board of Trustees no less than three months prior to the investment. Investments shall be made with the intent of holding them to maturity. This policy recognizes that in a diversified portfolio, investments may be sold prior to maturity provided that such sales are consistent with the District's overall investment objectives.

Investment Rating Changes:

Should an investment subject to minimum acceptable ratings fall below that minimum rating prior to maturity, parameter shall be obtained from the Board of Trustees to establish the conditions under which that investment would be sold prior to maturity. The intent of the parameter would be to mitigate any potential loss to the District funds.

Annual Review of District Investment Policy and Compliance / Controls

The Budget Committee is responsible for reviewing the Investment Policy annually and for recommending approval or policy changes to the full Board of Trustees at a subsequent Board meeting.

Management will provide the Board of Trustees investment statements and accounting of cash flow in all accounts at each Board meeting (Bi-Monthly). The General Manager will be the primary individual responsible for monitoring cash balances and monitoring of investment transactions. Reporting will be done by a member of the Administration staff other than the manager, enabling a check and balance control method. In addition, the District will annually seek and receive a third party review of all investment activities from an independent professional auditing firm.

Contra Costa Mosquito and Vector Control District

Reserve Policy

Overview

Contra Costa Mosquito and Vector Control (the “District”) is committed to ensuring that the District will, at all times, have sufficient funding available to meet its operating and capital needs. Reserve Policy (the “Policy”) commits the District and every individual to having a fiscal responsibility to ensure that funds are spent in a prudent manner. In compliance to the California Health & Safety Code §2070, it is the Board of Trustees’ responsibility to adopt a final budget by August 1 of each year, and that the Board of Trustees may divide the annual budget into categories, which is hereby established by this policy. The Reserve Policy covers all reserve funds of the District. At the end of each fiscal year, compliance with the Reserve Policy will be reported to the District’s Board of Trustees as part of each Fiscal Year-End Financial Report. This Reserve Policy shall be:

- Compliant with laws, regulations and the District’s policies and procedures
- Accountable and auditable

Purpose/Objectives

The purpose of the Policy is to establish guidelines for cash reserves.

Reserve Fund Types Definitions

There are three major types of reserve funds: Legally Restricted Reserves, Board Designated Reserves and Unassigned Reserves. Legally Restricted Reserves have restrictions imposed by an outside source, such as bond covenants, contractual obligations, etc. Board Designated Reserves are set aside for a specific purpose as determined by the Board of Trustees. The Board of Trustees has the authority to redirect the use of these reserves as the needs of the District change.

Legally Restricted Reserves

- Bond/Loan Proceeds Reserve:
This fund is governed by legal covenants for any of the District’s bonds/loans. Legal covenants require that this fund be maintained at a level sufficient to fund maximum annual debt service payments. These funds are held in restricted accounts during the term of the bonds/loans and are to be used in the event that the District is unable to meet its required semi-annual debt service obligation.
- Board Designated Specific Purposes Reserves:
Per California Health & Safety Code §2070 the Board has authority to establish restricted reserves for the District on categories including, but not limited to: Maintenance and operation, Employee compensation, Capital outlay, Interest and redemption for indebtedness, Restricted reserve for public health emergencies, Restricted reserve for capital and asset preservation, Restricted reserve for contingencies, Unallocated general reserve.

Restricted reserve for public health emergencies:

This fund is established for public health emergencies planning and dealing with epidemic risks. This can include, but is not limited to: Africanized honey bee, emerging disease surveillance, enhanced mosquito-borne virus surveillance and testing, response planning, aerial control in Contra Costa County, and potentially additional labor to cover

the additional public health emergencies. Recommended amount for this reserve is set at \$2,500,000. The fund balance will be re-evaluated against future requirements annually, and any proposed adjustments will be presented to the Board of Trustees for consideration.

Capital Improvement Reserve:

This fund is established by the Board of Trustees to fund capital improvement projects. This Reserve is for Future Construction or remodeling and is an assigned fund balance category for construction projects that have been identified in the District Capital Improvement Plan ~~but have only reached the planning stage. These projects are not yet approved by the Board of Trustees but will be identified and singularly approved during the budgeting process and brought before the Board in a Public Meeting. The recommended amount for this reserve is \$7,500,000 and it is re-evaluated annually against the planned projects.~~ The Capital Improvement Reserve shall be maintained at a level sufficient to fully fund the estimated remaining balance of the active Capital Improvement Plan (CIP) project. The target reserve amount will be re-evaluated annually against the scope, timeline, and projected cash flows of planned projects.

Reserve for IT Equipment Replacements:

The District will maintain a "Reserve for Replacements" for replacing District IT Equipment and Software. The District shall endeavor to maintain in each Reserve for Replacements a minimum amount equal to the accumulated amount of depreciation for that particular capital item. The funds in this reserve will be used for replacement of IT and GIS capital items. The recommended maximum funding for this reserve item is the amount equal to the original purchase cost plus CPI. Estimated at \$250,000.

Vehicle & Equipment Replacement Reserve (General Fund):

This fund is established by the Board of Trustees to fund planned replacement of vehicles and heavy equipment that have reached the end of their useful lives. The recommended minimum funding for this reserve item is \$250,000. The fund balance will be re-evaluated against future requirements annually, and any proposed adjustments presented to the Board of Trustees for consideration. This fund will be drawn down annually as replacement vehicles are purchased, consistent with the adopted budget. At the beginning of each fiscal year, funds will be deposited in this sinking fund as provided for in the adopted fiscal year budget. Budget levels will be based generally on annualized deposit requirements as determined by the District's Financial Plan. If any additional deposits are needed, Management will provide proposed adjustments that will be presented to the Board of Trustees for consideration.

Emergency Reconstruction Response Reserve:

The purpose of this reserve is to provide funding for events the Board may deem as "emergency". The reserve shall fund repairs to critical facilities or assets damaged from emergency events. Use of this reserve shall be approved by the Board of Trustees. This fund shall be maintained at a minimum level of \$500,000. The balance in this reserve

shall be evaluated annually and may be increased or decreased as authorized by the Board.

Reserve for Operations (General Fund):

The District shall maintain a minimum Reserve for Operations equal to 50% of budget expenditures. These funds are set aside because the District receives the majority of its funding from the property taxes and benefit assessment collected by the County of Contra Costa. These funds do not reach the District until December or January, six months into the fiscal year. This is a six-month delay in receiving revenue from the beginning of the fiscal year. Therefore, it is imperative that the District has an operating fund to fulfill its general operating expenditures.

OPEB Trust Reserve:

To comply with Government Accounting Standards Board (GASB) Standard 75, the District established a trust fund in early FY12 to fund the actuarial value of other post-employment benefits (OPEB) for retirees, primarily medical insurance premiums. This fund is an irrevocable Trust and will be noted on the Audited financials as such. The District will strive to maintain full actuarial payments into the Trust during the fiscal year. At the end of each fiscal year, the fund balance will be reviewed and budgeted with this target.

Unassigned Balances

Unassigned fund balance is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. These reserves are unassigned balances.

Reserve Fund	Amount
Bond/Loan Proceeds Reserve	Equal to current year's principal and interest payments
Public Health Emergencies	\$2.5M
Capital Improvement	\$7.55.1M on July 1, 2024 2026
IT Equipment	\$.25M
Vehicle & Equipment Replacement	\$.25M
Emergency Reconstruction	\$.50M
Reserve for Operations	50% budgeted expenditures

Contra Costa Mosquito and Vector Control District

Conflict of Interest Code

Purpose

Pursuant to the provisions of Government Code Sections 87300, et seq., the Contra Costa Mosquito & Vector Control District hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code Section 81000 et seq.). The provisions of this Code are additional to Government Code Section 87100 et. seq. and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Code shall be interpreted in a manner consistent therewith.

Designated Positions

The positions on Exhibit "A" are designated positions. Officers and employees holding those positions are designated employees and are deemed to make or participate in the making of decisions which may foreseeably have a material effect on a financial interest.

Disclosure Statements

Designated positions shall be assigned to one or more of the disclosure categories also set forth on Exhibit "A". Each designated employee shall file an annual statement disclosing that employee's interest in investments, real property, and income, designated as reportable under the category to which the employee's position is assigned.

Place and Time of Filing

- a) All designated employees required to submit a statement of financial interests shall file using the guideline required by Contra Costa County.
- b) In the case of agency heads and the members of the boards and commissions, the District's filing information will be held by the Clerk of the Board of Supervisors of Contra Costa County.
- c) All designated employees employed by the agency on the effective date of this Code, as originally adopted, promulgated, and approved by the code reviewing body, shall file statements within 30 days after the effective date of this code. Thereafter, each person already in a position when it is designated by an amendment to this Code shall file an initial statement within thirty days after the effective date of the amendment. Employees appointed, promoted, or transferred to designated positions shall file initial statements within 30 days after the date of employment.
- d) Annual statements shall be filed by all designated employees. Such statements shall cover the period of the preceding calendar year. Closing statements shall be filed within 30 days of leaving a designated position. Such statements shall cover the period from the closing date of the last statement filed to the date of leaving the position.
- e) A designated employee required to file a statement of financial interest with any other agency, which is within the same territorial jurisdiction, may comply with the provisions of this Code by filing a duplicate copy of the statement filed with the other agency, in lieu of an entirely separate document.

Contents of Disclosure Statements

Disclosure statements shall be made on the required form by the Clerk of Contra Costa County, and shall contain the following information:

A. Contents of Investment and Real Property Reports:

When an investment, or an interest in real property, is required to be reported, the statement shall contain:

- 1) A statement of the nature of the investment or interest;
- 2) The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;
- 3) The address or other precise location of the real property;
- 4) A statement whether the fair market value of the investment, or interest in real property, equals or exceeds one thousand dollars (\$1,000), ten thousand dollars (\$10,000), or one hundred thousand dollars (\$100,000).

This information need not be provided with respect to an interest in real property which is used principally as the residence of the filer.

B. Contents of Personal Income Reports:

When personal income is required to be reported, the statement shall contain:

- 1) The name and address of each source of income aggregating two hundred and fifty dollars (\$250) or more in value, or fifty dollars (\$50) or more in value if the income was a gift, and a general description of the business activity, if any of each source. In the case of a gift received through an intermediary, the name, address, and business activity of both the donor and the intermediary must be disclosed.
- 2) A statement whether the aggregate value of income from each source was greater than one thousand dollars (\$1,000), and whether it was greater than ten thousand dollars (\$10,000):
- 3) A description of the consideration, if any, for which the income was received:
- 4) In the case of a gift, the amount, and the date on which the gift was received:
- 5) In the case of a loan, the annual interest rate, and the security if any, given for the loan.

C. Contents of Business Entity Income Reports:

When income of a business entity, including income of a sole proprietorship, is required to be reported, the statement shall contain:

- 1) The name, address, and a general description activity of the business entity:
- 2) The name of every person from whom the business entity received payments of the filer's pro rata share of gross receipts from such person was equal to or greater than ten thousand dollars (\$10,000) during a calendar year.

D. Contents of Management Positions Reports:

When management positions are required to be reported, designated employees shall list the name of each business entity not specified above in which they are a director, officer, partner, trustee, employee, or in which they hold any position of management.

E. Initial Statement:

The initial statement filed by an employee appointed to a designated position shall disclose any reportable investments and interests in real property.

F. Acquisition or Disposal During Reporting Period:

In the case of a statement filed under Section 400(d), if the investment, or interest in real property, was partially or wholly acquired or disposed of during the period covered by the statement, the date of acquisition or disposal.

Disqualification

Designated employees must disqualify themselves from making or participating in the making of or using their official position to influence the making of any decisions in which they have a reportable financial interest, when it is reasonably foreseeable that such interest may be materially affected by the decision. No designated employee shall be required to disqualify himself with respect to any matter which could not be legally acted upon or decided without their participation.

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
CONFLICT OF INTEREST CODE

APPENDIX 'A'

<u>Designated Positions</u>	<u>Required Disclosure Category</u>
Member, Board of Trustees	1
General Manager	1
District Counsel	1
Operations Manager	1
Scientific Programs Manager	1
Human Resources & Administration Manager	1
Public Affairs Director	1
Operations Supervisor	1
Financial Administrator	2
Senior Vector Ecologist	2
Vector Ecologist	2
Public Information and Technology Officer	2
IT Systems Administrator	2
Vector Control Planner	2

Disclosure Categories:

Category 1

- Investments in businesses doing business in Contra Costa County
- Business positions
- Sources of income, including gifts, loans and travel payments
- Interests in real property in Contra Costa County

Category 2

- All disclosures included in Category 1, except "Interests in real property in Contra Costa County"

BEFORE THE BOARD OF TRUSTEES OF
CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

**Resolution of the Contra Costa Mosquito and
Vector Control District Adopting a Conflict of
Interest Code**

RESOLUTION 26-2

At a meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District, a special district organized and existing under the laws of the State of California, held on the 13th day of July 2026, at 5750 Imhoff Drive Ste. I, Concord, California, a quorum being present, the following Resolution was adopted:

WHEREAS, the Political Reform Act, California Government Code Section 81000, *et seq.* requires that state and local government agencies adopt a conflict of interest code; and

WHEREAS, incorporation by reference of 2 California Code of Regulations Section 18730 along with the designation of employees (“Designated Positions”) and the formulation of disclosure categories (“Disclosure Categories”) constitutes the adoption and promulgation of a conflict of interest code within the meaning of California Government Code Section 87300 or the amendment of a conflict of interest code within the meaning of California Government Code Section 87306; and

WHEREAS, designated employees are required to file statements of economic interests as set forth in 2 California Code of Regulations Section 18730.

WHEREAS, a conflict of interest code so amended or adopted and promulgated requires the reporting of reportable items in a manner substantially equivalent to the requirements of article 2 of chapter 7 of the Political Reform Act, California Government Code Section 81000, *et seq.*; and

WHEREAS, the requirements of a conflict of interest code are in addition to other requirements of the Political Reform Act, such as the general prohibition against conflicts of interest contained in California Government Code Section 87100, and to other state or local laws pertaining to conflicts of interest,

WHEREAS, the Political Reform Act requires every regulated government agency to review its conflict-of-interest code biennially to determine if it is accurate or, alternatively, that the code must be amended.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF
THE CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT:**

1. The Board of Trustees hereby adopts, and incorporates by reference, terms of 2 California Code of Regulations Section 18730 and as such regulation may be duly amended by the Fair Political Practices Commission, along with the designation

of employees (“Designated Positions”) and disclosure categories (“Disclosure Categories”) set forth in the attached Exhibit ‘A’.

- 2. Once approved by the County of Contra Costa, as the code reviewing body, this July 13, 2026 Conflict of Interest Code Resolution shall constitute the Conflict of Interest Code of the Contra Costa Mosquito & Vector Control District and shall supersede any previously adopted Conflict of Interest Code Policy of the Contra Costa Mosquito & Vector Control District.
- 3. The General Manager, or his/her designee, is hereby authorized to do all things necessary and proper to implement this Resolution.

I, DANIEL PELLEGRINI, the undersigned Secretary of the said Board of Trustees of the Contra Costa Mosquito and Vector Control District, a special district, hereby certify that I am the Secretary of said special district, the foregoing is a full, true and correct copy of the Resolution passed by the Board of Trustees thereof at a meeting of said Board held on the day and at the place therein specified, and that said Resolution has never been revoked, rescinded, or set aside, and is now in full force and effect.

PASSED AND ADOPTED by the Board of Trustees of the Contra Costa Mosquito and Vector Control District July 13, 2026, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

Daniel Pellegrini
2026 Secretary, Board of Trustees

AMENDMENT NO. 3

Owner-Requested Changes (Construction)

This Amendment No. 3 to the October 4, 2024 Design-Build Agreement with Guaranteed Maximum Price (“Agreement”) between Owner Contract Costa Mosquito and Vector Control District (“CCMVCD”) and Design-Builder for Design and Construction F&H Construction (“F&H”), referred to singularly as “Party” or jointly as “Parties.”

1. RECITALS

1.1 CCMVCD and F&H entered into the Agreement for Improvements to Administration, Maintenance & Operations Buildings and Sitework (the “Project”).

1.2 On November 4, 2025, CCMVCD and F&H entered in Amendment 1 which set a Guaranteed Maximum Price (“GMP”) for the limited scope of work related to required onsite demolition.

1.3 On January 26, 2026, CCMVCD and F&H entered in Amendment 2 which established a comprehensive GMP for construction of the Project and issued a Notice to Proceed (“NTP”) authorizing such work to begin.

1.4 CCMVCD now desires to authorize an increase in the total GMP for the Project to accommodate Owner-Requested changes in construction on the Project as set forth in Exhibit A (Owner-Requested Changes).

2. WORK AUTHORIZED; LIMITATIONS

2.1 **Authorization.** CCMVCD authorizes F&H to perform the additional Scope of Work described in Exhibit A in accordance with all of the terms and conditions of the Agreement, except as expressly modified herein.

3. AMEND CONSTRUCTION GMP

3.1 **Price.** Change the Construction GMP from a total amount of (\$11,395,432.00) to a total amount of (\$11,620,432.00), an increase of (\$225,000.00). This GMP is itemized in Exhibit B (Estimated Budget Breakdown – Construction) which represents the full and final cost of Project construction and is inclusive of the Design Phase, Phase 1 (Demolition), and Phase 2 (Renovation) budgets as provided in Exhibit B.

4. COMPLIANCE.

4.1 **General.** All other terms and conditions of the Agreement apply and remain in full force and effect, as well as F&H's obligation to comply with all applicable laws, codes, and regulation, including but not limited to occupational safety, environmental protection, transportation, disposal of wastes, labor, and utility-owner requirements.

4.2 **Successors and Assigns; Enforceability.** This Amendment shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns. If any provision of this Amendment shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Amendment or Agreement.

4.3 **Counterparts.** This Amendment may be executed and delivered in any number of counterparts, each of which so executed and delivered shall be deemed an original and all of which shall constitute one and the same instrument.

4.4 **Inconsistency.** In the event of any inconsistency between the terms of this Amendment and the Agreement, the terms of this Amendment shall control.

[Signatures on Following Page]

The Parties have executed this Amendment 3 by their duly authorized officers as of the latest day and year written below.

CONTRACTOR:

F & H Construction

By:

Name

Title

DATE: _____

OWNER:

**Contra Costa Mosquito & Vector Control
District**

By:

Name

Title

DATE: _____

EXHIBIT A – OWNER REQUESTED CHANGES

PCO 006	Pelican Controls - HVAC	\$ 48,510.77
PCO 016	Campus Wide Exterior Paint	\$ 56,618.95
PCO 017	New Casework at the Lab	\$ 75,446.53
PCO 019	Window Repairs and New Doors	\$ 37,000.00
Total PCO's		\$ 217,576.25
Balance Owner Controlled Allowance		\$ 7,423.75
Amendment #3		\$ 225,000.00

EXHIBIT B – ESTIMATED BUDGET BREAKDOWN

(see attached)

PROJECT: CCMVCD ADMIN BUILDING PHASE 2 - RENOVATION CONCORD, CA 94250
REVISED: 7-7-26

SPEC. No.	DESCRIPTION	TOTAL BID AMOUNT	NOTES
	SURVEY	\$11,400.00	
	GPRS SURVEY & STRUCTURAL SCAN & SURVEY	\$8,400.00	GPRS Surveys (2)
	TOTAL STATION SURVEY	\$10,500.00	
02 41 19	SELECTIVE DEMOLITION	\$14,092.00	Phase 2 Only
02 41 19	FOOTING REMOVAL/DEMO	\$68,462.00	
03 20 00	CONCRETE REINFORCING - BUILDING	\$26,785.00	
32 13 13	CONCRETE REINFORCING - SITE	\$18,000.00	
03 30 00	CAST-IN-PLACE CONCRETE	\$631,913.00	VE Options - SOG Tie In, Windows, Maintenance
32 13 13	SITE CONCRETE		W/ 03 30 00
	CURB & GUTTER AT EAST PROPERTY LINE FENCE - Allowance	\$20,352.00	Allowance - Full Replacement Included
32 32 19	SITE WALLS (FREE STANDING SEAT WALL)		W/SITE CONCRETE
32 17 26	TACTILE WARNING SURFACE		W/SITE CONCRETE
NO SPEC	SEALED CONCRETE FLOOR	\$5,800.00	
05 50 00	METAL FABRICATIONS	\$74,410.00	
05 52 13	PIPE AND TUBE RAILING - 44LF HANDRAILING	\$9,240.00	
06 10 00	ROUGH CARPENTRY	\$553,166.00	
	UNFORESEEN & DRY ROT REPAIRS AT EXISTING FRAMING		Allowance Recommended
06 16 00	SHEATHING		W/ 06 10 00
06 10 00	ROUGH CARPENTRY - LUMBER		W/ 06 10 00
06 20 23	INTERIOR FINISH CARPENTRY	\$341,380.00	
06 41 16	PLASTIC-LAMINATE-CLAD ARCHITECTURAL CABINETS		W/06 20 23
12 36 61.16	SOLID SURFACE COUNTERTOPS		W/06 20 23
07 13 53	ELASTOMERIC SHEET WATERPROOFING		W/ 09 91 13
07 21 00	THERMAL INSULATION	\$32,447.00	
07 25 00	WEATHER BARRIERS FOR PLASTER		W/ 09 24 00
07 25 00	WEATHER BARRIERS WRAP AT WINDOWS	\$24,540.00	
07 26 00	VAPOR RETARDERS		Building Concrete Slabs W/ 03 30 00
NO SPEC	CANOPY OVERHANG - (MAPES PRODUCT)	\$37,557.00	
07 52 16	SBS MODIFIED BITUMINOUS MEMBRANE ROOFING (INCLUDES DEMO)	\$558,298.00	Includes Additional Rigid Insulation
07 62 00	SHEET METAL FLASHING AND TRIM	\$73,548.00	
07 72 00	ROOF ACCESSORIES - ROOF HATCH, SAFETY RAIL, LADDER ASSIST POST	\$7,150.00	
07 92 00	JOINT SEALANTS	\$25,000.00	Architectural
07 92 19	ACOUSTICAL JOINT SEALANTS - FOR DRYWALL		W 09 29 00
07 92 19	ACOUSTICAL JOINT SEALANTS - UNDER NEW SILL PLATES	\$6,060.00	
NO SPEC	DOOR FRAMES	\$178,175.00	\$21,500 Reduction for KD Frames
08 14 16	FLUSH WOOD DOORS		W/ 08 14 16
08 71 00	DOOR HARDWARE		W/ 08 14 16
	INSTALL FRAMES, DOOR AND HARDWARE	\$84,911.00	
	ACCESS HATCHES	\$12,690.00	
08 41 13	ALUMINUM-FRAMED ENTRANCES AND STOREFRONTS	\$224,800.00	
08 56 53	SECURITY WINDOWS		W/ 08 14 13

08 71 00	DOOR HARDWARE FOR ALUMINUM-FRAMED ENTRANCES/STOREFRONTS		W/ 08 14 13
08 80 00	GLAZING		W/ 08 14 13
	WATER INTRUSION SURVEY, SELECT DEMO/REPAIR & VERIFICATION	\$12,394.00	
08 83 00	MIRRORS		W/ 10 21 16.14
09 24 00	CEMENT PLASTERING	\$220,905.00	\$90,000 Reduction Included for Existing Building Plaster
09 29 00	GYPSUM BOARD	\$282,950.00	\$40,000 Reduction Included for Self-Preform Sound Proofing
09 30 13	CERAMIC TILING	\$85,189.00	
09 51 13	ACOUSTICAL PANEL CEILINGS	\$152,568.00	WL-5 Scope
09 72 00	FIBERGLASS REINFORCED PANELS	\$18,967.00	
09 65 13	RESILIENT BASE AND ACCESSORIES	\$123,579.00	
09 68 13	TILE CARPETING		W/ 09 65 13
NO SPEC	LUXURY VINYL TILE (LVT)		W/ 09 65 13
NO SPEC	EPOXY FLOOR	\$50,951.00	
09 72 00	FIBERGLASS REINFORCED PANELS	\$18,967.00	
09 91 13	EXTERIOR PAINTING	\$154,000.00	Full Building Paint
09 91 23	INTERIOR PAINTING		W/ 09 91 13
	SCAFFOLDING FOR DEMO & FINISH TRADES	\$77,078.00	
07 19 00	WATER REPELLENTS		W/ 09 91 13
10 14 00	SIGNAGE & GRAPHICS	\$25,272.00	
10 14 23.16	ROOM IDENTIFICATION PANEL SIGNAGE		W/10 14 00
10 21 16.14	STAINLESS STEEL COMPARTMENTS	\$33,779.00	
10 28 00	TOILET, BATH, & LAUNDRY ACCESSORIES		W/ 10 21 16
NO SPEC	FOLDING PARTITIONS	\$33,371.00	
10 57 00	TV WALL MOUNTS, PROJECTION SCREENS & MOUNTS	\$5,301.00	
10 44 13 & 10 44 16	FIRE EXTINGUISHERS	\$3,800.00	
10 51 13	METAL LOCKERS	\$31,650.00	
	BENCHES		W/ 10 51 13
10 75 00	FLAGPOLES	\$2,250.00	
10 75 00	FLAGPOLES INSTALL	\$7,421.00	
11 26 00	APPLIANCES - Allowance	\$20,209.00	Allowance
	OWNER FURNISHED & CONTRACTOR INSTALLED ITEMS	\$753.00	
12 24 13	ROLLER WINDOW SHADES	\$13,683.00	
NO SPEC	VEHICLE LIFT		Air Lube Quote - \$20,201
DIV 21	FIRE SPRINKER - DESIGN	\$24,500.00	
DIV 21	FIRE SPRINKER - INSTALL - Allowance	\$260,250.00	Includes \$10,000 for unforeseen allowance
DIV 22	PLUMBING	\$343,115.00	
DIV 23	HVAC	\$729,179.00	
DIV 26	ELECTRICAL	\$1,846,881.00	
31 05 13	SOILS FOR EARTHWORK		W/ 31 20 00
31 10 00	SITE CLEARING		W/ 31 20 00
31 20 00	EARTHWORK	\$210,500.00	
31 20 05	TRENCHING		W/ 31 20 00
31 22 19	FINISH GRADING		W/ 31 20 00
32 13 73	PAVING JOINT SEALANTS		W/ 31 20 00
32 17 43	POROUS PAVEMENT		W/ 31 20 00
DIV 33	STORM DRAINAGE FACILITIES		W/ 31 20 00
32 17 23	PAVEMENT MARKING / WHEEL STOPS & SIGNAGE	\$10,170.00	
	POWER WASH & REPAINT EXISTING CURB	\$2,358.00	
32 31 00	FENCES AND GATES - Allowance	\$328,262.00	Allowance
32 31 19	ORNAMENTAL METAL FENCING AND GATE		W/ 32 31 00
32 01 90	LANDSCAPE MAINTENANCE		W/ 32 90 00

32 80 00	IRRIGATION	\$78,271.00	
32 90 00	PLANTING		W/ 32 90 00
	Subtotal Hard Costs Above	\$ 8,267,599.00	
	TESTING	BY OWNER	
	GENERAL CONDITIONS	W/ CONTRACT FEES	
	SUPERVISION	W/ CONTRACT FEES	
	SUBSISTENCE / TRUCK ALLOWANCE	W/ CONTRACT FEES	
	HOUSING	W/ CONTRACT FEES	
	EQUIPMENT RENTAL	\$4,900.00	
	GAS, FUEL, MAINTENANCE	\$14,665.00	
	SWPPP	\$28,201.00	
	Sub Total	\$8,315,365.00	
	DESIGN PHASE FEE (FIXED)		
	GENERAL CONDITIONS	\$603,378.00	
	GENERAL REQUIREMENTS	\$54,018.00	
	INSURANCE	\$56,514.00	
	BONDS	\$76,407.00	
	OH&P	\$313,275.00	
	Sub Total - all Contract Fees	\$9,418,957.00	
	OWNER CONTINGENCY	\$300,000.00	
	OWNER REQUESTED CHANGES CONTINGENCY	\$225,000.00	
	PHASE 2 - RENOVATION TOTAL	\$ 9,943,957.00	
	DESIGN PHASE	\$1,077,330.00	
	PHASE 1 - DEMOLITION	\$599,145.00	
	PHASE 2 - RENOVATION	\$9,943,957.00	
	TOTAL CONSTRUCTION COST - GMP - Includes Allowances & Owner Contingency	\$11,620,432.00	

Contra Costa Mosquito and Vector Control Unmanned Aircraft System (UAS) Policy

Unmanned Aircraft System (UAS) Policy
Approved and adopted by the Board of Trustees on: January 13th, 2025

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Overview

Contra Costa Mosquito and Vector Control's (the "District") mission is to protect the community from mosquitoes and other vectors of disease. The District provides county-wide public health services through the surveillance and control of disease vectors, and by minimizing vector population outbreaks which would interfere with recreational, residential, agricultural, and industrial activities. The core mission of UAS operations personnel is to further the District's purpose with safe, reliable and cost-effective usage of UAS. Additional manuals, revisions, and scenario-based procedures may be created to suit operational needs or specific missions. UAS personnel seeking mission-specific guidance should consult with the Vector Control Planner or management.

Purpose/Objectives

The purpose of this policy is to provide guidance and standards for the safe and lawful usage of the Contra Costa Mosquito and Vector Control District's Unmanned Aircraft Systems (UAS) for research, operations, and public safety¹. Trained and certified personnel can use Unmanned Aircraft Systems for the purposes of augmenting existing mosquito surveillance and control by visual mapping and detection of mosquito habitat, operational planning, public information videos and photos, larvae detection, and application of mosquito control products. Implementation of the procedures and processes found within this policy will ensure the safe, lawful, and effective operation of UAS. It is the responsibility of all those involved in UAS operations to understand the safety policies, required documentation, and reporting procedures addressed in this policy and all future revisions.

Privacy

To ensure UASs are used to their full potential, every effort must be made to protect the privacy of residents and business owners in the District. Trained UAS operations personnel are committed to the protection of individual rights and personal property before, during, and after the deployment of a UAS and efforts will go beyond current privacy laws when possible. Pilots in Command (PIC) will avoid using UAS for the purposes of collecting data where privacy is to be expected. Efforts to protect privacy are described as the following²:

- Pilots in Command will not fly over or within private property without the consent of the property owner or appropriate legal authority.
- Data will not be retained longer than what is needed for legal purposes.
- The Pilot in Command will make every effort to direct cameras attached to the UAS away from private residences or occupied structures not in the area of concern.
- UASs will be utilized by the District for the purposes of training, visual mapping and detection of mosquito habitat, operational planning, public information videos and photos, larvae detection, and application of mosquito control products.
- Pilots in Command are responsible for destroying all photographs or videos that are made using the UAS within seven working days from the conclusion of the UAS operation if they contain personally identifiable information (PII), including, but not limited to, images of faces or vehicle license plates.

Unmanned Aircraft System (UAS) Policy

Approved and adopted by the Board of Trustees on: January 13th, 2025

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Operations

This policy is not intended to be all-inclusive but is to be used in conjunction with District guidelines and safety policies, Federal Aviation Administration (FAA) regulations, and the UAS manufacturer's flight manual. State and Federal legislation regarding UAS operation is continually evolving, therefore, this policy and any manuals should be reviewed as needed and updated to reflect changes in Federal and State laws.

Control of operations is the responsibility of District management, which has the right to terminate, postpone, or change flight operations as circumstances dictate.

Roles of the Vector Control Planner in the UAS Program

The UAS program is directed by the Vector Control Planner, under the guidance of the Operations Manager, and is composed of trained UAS personnel including UAS Pilots in Command (PIC) and Visual Observers (VO). It is the responsibility of the Vector Control Planner to direct training of PICs and VOs, maintain records of trainings, certifications, retain flight and maintenance records, and records of flight incidents. The Vector Control Planner will stay current on new advances in UAS technology and adjust the program accordingly with approval of the Operations Manager. A UAS PIC or VO may be removed from flight status at any time by the Vector Control Planner for issues related to performance, physical, or mental capability. The Vector Control Planner is the primary coordinator of all UAS operations and is responsible for scheduling and approving requests to use the UAS. The Vector Control Planner will also respond to service requests and requests from other departments as needed if the use of UAS is justified.

Roles of the UAS Pilot in Command (PIC)

A trained PIC will always operate the UAS according to FAA guidelines and regulations. UAS flights pertaining to the purposes of research, operations, and public safety fall under the FAA's Small Unmanned Aircraft Rule "Part 107" (rules for routine non-hobbyists). "Part 107" flights can be piloted by a PIC possessing a Remote Pilot Airman Certificate with a small UAS rating.

UAS PICs must meet all FAA requirements for becoming a UAS pilot outlined under UAS rule (Part 107)³. Pilot certificates are valid for two years and certificate holders must pass the FAA recurrent knowledge test prior to certificate expiration. UAS PICs must maintain all valid licensure required to operate UAS and possess licensure during the time of UAS operation.

Operational limitations under "Part 107" are described as but not limited to the following⁴:

- UAS must weigh less than 55 lbs (25 kg).
- UAS must remain within the unaided Visual line-of-sight (VLOS) of the PIC and VO.
- UAS may not be operated under a covered structure or inside a stationary vehicle.
- UAS can only be operated between the hours beginning 30 minutes before official sunrise and 30 minutes after official sunset and must have appropriate anti-collision lighting.
- ~~The use of a Visual Observer (VO) is required.~~
- Maximum groundspeed of 100 mph.
- Maximum altitude of 400 feet above ground level.

The District's Certificate of Authorization (COA) [and Part 137 Certificate](#) issued by the FAA allows a PIC to operate a drone in excess of 55lbs. The PIC is required to have a copy of the ~~COA~~ [certificate they are operating under](#) during any flight.

The Department of Pesticide Regulations (DPR) requires that the PIC must have the appropriate DPR pilot's certificate to apply pesticides by UAS.

Unmanned Aircraft System (UAS) Policy

Approved and adopted by the Board of Trustees on: January 13th, 2025

Records Retention Policy

Date: November 12th, 2024

UAS PICs are the final authority for safety, maintenance, and policy for flight operations. PICs must appropriately brief VOs and other crew of the flight plan, document inspections, document maintenance, and note weather conditions prior to flight. PICs must maintain 100% control of the UAS at all times.

All PICs will provide the District with written notification and a plan of action (Flight Plan) prior to operating the UAS. Written notification should include when and where the UAS will operate and the type of data being collected. PICs will keep a maintenance record book for each UAS and a flight log book in which all UAS operations will be recorded.

Roles of the Visual Observer (VO)

Visual Observers are to maintain awareness and visual line of sight (VLOS) of the UAS at all times. The VO increases the safety and success of the mission by satisfying the FAA recommendation of maintaining VLOS. Visual Observers must be trained to clearly communicate any instructions to the UAS PIC in order to avoid obstacles or unlawful usage of the UAS.

Safety

Every employee is responsible for his/her safety as well as the safety of others in the workplace. Flight operations personnel, managers, and administrators are fully committed to the professional use of UAS with safety as the number one priority. To achieve our goal of maintaining a safe workplace, everyone must be safety-conscious at all times. An accident-free workplace is congruent with the best practices of the District as well as efforts to protect the environment, personal property, and equipment. It is the duty of all personnel associated with the UAS program to support the District's safety program, understand safety policies, and attend scheduled safety training. Personnel who observe unsafe, dangerous, or unlawful acts committed before, during, or after the operation of UAS should notify the Operations Manager immediately. Operating the UAS in a manner that is unnecessarily risky, unsafe, violates operational procedures, or is hazardous to the environment can result in a PIC being removed from flight status by the UAS Vector Control Planner and/or other disciplinary action outlined in the District Employee handbook.

Achieving a safe and accident-free UAS program requires that all District employees make safety a priority and adhere to approved procedures and training. Familiarization with safety procedures, personal property law, and environmental regulation will serve to help protect UAS personnel from injury and disciplinary action.

Accidents and Accident Reporting

It is the responsibility of all employees to report events and/or accidents that occur at any time during the deployment and operation of UAS. All incidents or accidents will be investigated according to District procedures and policies.

In the event of an accident⁵ the safety of all involved is imperative. After an accident, stop all operations immediately, offer assistance, and contact 911 if necessary. Notify local police or state authorities in all injury accidents or as required by law. Fill out a vehicle accident form and take pictures of the accident if applicable. Flight personnel are not to discuss or communicate any information regarding the accident with anyone except proper authorities, Vector Control Planner, [Program Operations](#) Supervisors, or management. The District will coordinate with any organization that may request information pertaining

Unmanned Aircraft System (UAS) Policy

Approved and adopted by the Board of Trustees on: January 13th, 2025

Records Retention Policy

Date: November 12th, 2024

to the accident. The PIC shall report to the FAA within ten days of any operation that results in at least serious injury or property damage of at least \$500.

Safety incidents⁶ are also to be reported. Safety incidents include but are not limited to:

- Near mid-air collisions with other aircraft, vegetation, stationary objects, birds, or other wildlife
- Unnecessary or risky flying near infrastructure
- Private property damage not resulting in damage to the aircraft
- Inflight emergencies
- Lost aircraft or equipment
- Malfunction of equipment

After an accident or incident flight operations will cease until the UAS is deemed safe to operate by the Operations Manager.

Personal Protective Equipment (PPE)

Personal Protective Equipment (PPE)⁷ requirements for UAS flight operations will include but are not limited to:

- CCMVCD uniform including full length work pants and work shirt
- Steel or composite toe work boots
- ANSI approved work glasses or goggles

Additional or specialized PPE may be required during missions in environments with unique hazards, such as operations in or around aquatic habitats. Additional PPE may be required depending on the product being applied by the UAS. The appropriate PPE required for completing missions safely and efficiently will be determined by the UAS Vector Control Planner or PIC and will be provided by the District.

Preventive Maintenance Checks and Services

Inspections and maintenance (including inspections of PPE) are required before, during, and after each use of UAS equipment to note proper mechanical function or damage to the UAS. Preventive maintenance will help to reduce failures of operational equipment, reduce the possibility of injuries, and allow operations personnel to use and train on their equipment effectively. Deficiencies of equipment should be noted and brought to the attention of the UAS Vector Control Planner.

Service bulletins, repairs, or regularly scheduled servicing will be followed per manufacturer guidelines.

Unmanned Aircraft System (UAS) Policy

Approved and adopted by the Board of Trustees on: January 13th, 2025

Records Retention Policy

Date: November 12th, 2024

Training

Flight personnel will receive training coordinated by the UAS Vector Control Planner under the general guidance of the Operations Manager. Training will include aircraft familiarization, pre and post flight maintenance procedures, storage, safety, terminology, weather, and any other topic the Vector Control Planner finds appropriate. Certified PICs will receive additional training designed to establish a working knowledge of FAA rules and regulations. Visual Observers will receive training on flight communication and safe operation of the UAS. Proficiency will be graded on performance based measures and knowledge of training topics. Training will be conducted on an annual basis but can be conducted more often if the need arises.

Endnotes

¹Flights for these criteria fall under the FAA's Small Unmanned Aircraft Rule "Part 107" (rules for routine non-hobbyists). "Part 107" flights can be piloted by someone possessing a remote pilot airman certificate with a small UAS rating. A pilot's license is not required.

https://www.faa.gov/uas/commercial_operators

²Efforts to protect privacy are outlined further in the National Telecommunications and Information Administration (NTIA) Voluntary Best Practices for UAS Privacy, Transparency, and Accountability. Drafted May 18th 2016

https://www.ntia.doc.gov/files/ntia/publications/uas_privacy_best_practices_6-21-16.pdf

³UAS Pilots in Command must meet all FAA requirements for becoming a UAS pilot outlined under UAS rule (Part 107) https://www.faa.gov/uas/commercial_operators

⁴Summary of Small Unmanned Aircraft Rule (Part 107)

https://www.faa.gov/uas/media/Part_107_Summary.pdf

⁵An accident is defined by the NTSB as an occurrence in which a person suffers death or serious injury or in which an aircraft is damaged.

⁶ An incident is defined by the NTSB as an occurrence other than an accident that affects or could affect the safety of operations.

⁷Personal protective equipment, commonly referred to as "PPE", is defined by the United States Department of Labor as equipment worn to minimize exposure to hazards that cause serious workplace injuries and illnesses.

⁸DPR unmanned pilot Assembly bill 527: Persons who are authorized by the FAA to apply pesticides using a UAS are to examine and hold the appropriate DPR Unmanned Pest Control Aircraft Pilot certification. <https://www.cdpr.ca.gov/>

Abbreviations

- ANSI: American National Standards Institute
- COA: Certificate of Authorization
- FAA: Federal Aviation Administration

Unmanned Aircraft System (UAS) Policy

Approved and adopted by the Board of Trustees on: January 13th, 2025

Records Retention Policy

Date: November 12th, 2024

- PIC: Pilot in Command
- PPE: Personal Protective Equipment
- UAS: Unmanned Aircraft System
- VLOS: Visual Line of Sight
- VO: Visual Observer

Unmanned Aircraft System (UAS) Policy

Approved and adopted by the Board of Trustees on: January 13th, 2025

Records Retention Policy

Date: November 12th, 2024