



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

**JOINT COMMITTEE MEETING: BUDGET & FINANCE AND BUILDING, PROPERTY, &  
EQUIPMENT COMMITTEES: APRIL 29, 2024 AT 12:00 PM**  
**BUDGET & FINANCE COMMITTEE: MAY 16, 2024 AT 2:30 PM**

**NOTICE AND AGENDA  
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
THURSDAY MAY 16, 2024  
925<sup>TH</sup> REGULAR MEETING 3:00 P.M.  
13001 GARDEN GROVE BLVD.  
GARDEN GROVE, CA 92843  
WEBSITE ADDRESS: [www.ocvector.org](http://www.ocvector.org)  
REGULAR MEETING 3:00 P.M.**

**A. PLEDGE OF ALLEGIANCE AND ROLL CALL**

1. Call business meeting to order 3:00 p.m.
2. Pledge of Allegiance
3. Roll Call - (If absences occur, consider whether to deem those absences excused based on facts presented for the absence — such determination shall be the permission required by law.)

PRESIDENT:	Craig Green	Placentia
VICE-PRESIDENT:	Cecilia Hupp	Brea
SECRETARY:	Bob Ruesch	Mission Viejo

Aliso Viejo	Richard Hurt	Lake Forest	Robert Pequeño
Anaheim	Carlos Leon	Los Alamitos	Tanya Doby
Brea	Cecilia Hupp	Mission Viejo	Bob Ruesch
Buena Park	Joyce Ahn	Newport Beach	Erik Weigand
Costa Mesa	William Turpit	Orange	Jon Dumitru
Cypress	Bonnie Peat	Placentia	Craig Green
Dana Point	John Gabbard	Rancho Santa Margarita	April Josephson
Fountain Valley	Kim Constantine	San Clemente	Steve Knoblock
Fullerton	Shana Charles	San Juan Capistrano	John Taylor
Garden Grove	Stephanie Klopfenstein	Santa Ana	Nelida Mendoza
Huntington Beach	Pat Burns	Seal Beach	Nathan Steele
Irvine	Tammy Kim	Stanton	Gary Taylor
La Habra	James Gomez	Tustin	Rebecca Gomez
La Palma	Debbie S. Baker	Villa Park	Crystal Miles
Laguna Beach	Mark Orgill	Westminster	Amy Phan West
Laguna Hills	Erica Pezold	Yorba Linda	Peggy Huang
Laguna Niguel	Gene Johns	County of Orange	Lisa Fernandez
Laguna Woods	Shari Horne		

**B. PUBLIC COMMENTS:**

**(Individual Public Comments may be limited to a 3-minute or less time limit)**

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the agenda. The public may comment on any item on the agenda at the time that item is before the Board for consideration. Any person wishing to speak must come up and speak from the lectern. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the Board President.

**C. PRESENTATIONS: None**

**D. OCMVCD COMMITTEE REPORTS TO THE BOARD OF TRUSTEES:**

1. Joint Committee Meeting: Budget & Finance and Building, Property, & Equipment Committees
2. Budget & Finance Committee

**E. CONSENT CALENDAR:**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion. Any member of the Board may pull an item from the Consent Calendar for additional clarification or action.

1. Approve the DRAFT Minutes for the regular meeting on April 18, 2024
2. Approve Warrant Register for March 2024 (Exhibit A)
3. Approve Monthly Financial Report for March 2024 (Exhibit A)
4. Adopt Resolution No. 577 Approving Changes to the Data Application Specialist Job Description (Exhibit A, B, C)
5. Receive and File Annual Health Benefit Broker Fees and Commission Disclosure
6. Receive and File Annual Report of Expense Reimbursements for 2023 (Exhibit A)

**F. BUSINESS ITEMS:**

1. Adopt Resolution No. 578 Approving the Operating, Capital, and Revenue Budgets for Fiscal Year 2024-25 (Exhibit A, B, C, D)
2. Public Hearing to Consider the Ordering of a Program of Services and Levy of the Assessments for Fiscal Year 2024-25 in Connection with the District's Vector Surveillance and Control Assessment ("District No. 1 Assessment") and the District's Mosquito, Fire Ant and Disease Control Assessment ("District No. 2 Assessment"); adopt Resolution No. 579 Approving the Engineer's Report and Ordering Levy of District No. 1 Assessment, and Ordering Levy of District No. 2 Assessment (Exhibit A, B, C)

**F.2.1 Public Hearings:**

**Recommended Action:** The District Manager Recommends that the Board of Trustees hold two public hearings for the proposed continuation of the assessments for both District No. 1 and District No. 2

**Open Public Hearing for Assessment of District No. 1** to consider the ordering for services, projects, and the levy of the assessments for Fiscal Year 2024-25 for the proposed continuation of the assessment.

**Close Public Hearing for Assessment of District No. 1**

**Open Public Hearing for Assessment of District No. 2** to consider the ordering of services and projects, and the levy of assessments for Fiscal Year 2024-25 for the proposed continuation of the assessment.

**Close Public Hearing for Assessment of District No. 2**

**F.2.2 Adopt Resolution No. 579 (District No. 1 and 2 Assessments)**

**Recommended Action:** The District Manager recommends that after the closing of the public hearing to consider the ordering of services and projects, and the levy of the assessments for Fiscal Year 2024-25, the Board of Trustees adopt by roll call vote Resolution No. 579, entitled Approving the Engineer's Reports, Confirming the Assessments for Fiscal Year 2024-25 for the District's Vector Surveillance and Control Assessment ("District No. 1 Assessment") and for the District's Mosquito, Fire Ant and Disease Control Assessment ("District No. 2 Assessment")

3. Approve up to \$600,000 for the Construction of a Prefabricated Sterile Insect Technique (SIT) Rearing Facility (Exhibit A)
4. Vote for Special District Representative to the Orange County Local Agency Formation Commission (OC LAFCO) (Exhibit A, B)

**G. INFORMATIONAL ITEMS ONLY: (NO ACTION NECESSARY)**

1. Staff Presentation: Staff will give an update on vector activity in Orange County
2. Staff Presentation: Staff will give an update on operations activity in Orange County
3. Staff Presentation: Staff will give an update on outreach activity in Orange County

**H. PRESIDENT'S REPORT AND TRUSTEE COMMENTS:**

**I. DISTRICT MANAGER REPORT: Discussion and Possible Action**

**J. DISTRICT LEGAL COUNSEL REPORT: Discussion and Possible Action**

**K. CORRESPONDENCE: Discussion and Possible Action: None**

**L. FUTURE AGENDA ITEMS:**

**M. ADJOURNMENT:**

1. Adjourn to the next regular meeting on June 20, 2024 starting at 3:00 p.m. at the Orange County Mosquito and Vector Control District offices, 13001 Garden Grove Blvd., Garden Grove, CA 92843.



**JOINT MEETING: BUDGET AND FINANCE COMMITTEE  
AND  
BUILDING, PROPERTY, & EQUIPMENT COMMITTEE  
MEETING NOTICE  
APRIL 29, 2024  
12:00 P.M.**

TO: Budget and Finance Committee  
Richard Hurt (C)  
Cecilia Hupp  
John Gabbard  
James Gomez  
Robert Pequeño  
Erik Weigand  
John Taylor  
Nathan Steele  
Crystal Miles  
Aliso Viejo  
Brea  
Dana Point  
La Habra  
Lake Forest  
Newport Beach  
San Juan Capistrano  
Seal Beach  
Villa Park  
Building, Property, & Equipment Committee  
Bill Turpit  
John Gabbard  
Debbie Baker  
Mark Orgill  
Erica Pezold  
Craig Green  
John Taylor (C)  
Costa Mesa  
Dana Point  
La Palma  
Laguna Beach  
Laguna Hills  
Placentia  
San Juan Capistrano

FROM: Tawnia Pett, Executive Assistant/Clerk of the Board

RE: **NOTE: This is an In-Person Meeting/Facility Tour**  
Joint Committee Meeting:  
12:00 p.m., Monday, April 29, 2024  
[www.ocvector.org](http://www.ocvector.org)

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**AGENDA**

1. Call to Order and Roll Call
2. Public Comments
3. Tour the facility at District Office, 13001 Garden Grove Blvd., Garden Grove to determine its suitability as a District facility
4. Discuss 1221 Dyer St. and 13001 Garden Grove Blvd. Facility Options
5. Adjourn

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**BUDGET AND FINANCE COMMITTEE  
MEETING NOTICE  
MAY 16, 2024  
2:30 P.M.**

TO: Budget and Finance Committee  
Richard Hurt (Chair) Aliso Viejo  
Cecilia Hupp Brea  
John Gabbard Dana Point  
James Gomez La Habra  
Robert Pequeño Lake Forest  
Erik Weigand Newport Beach  
John Taylor San Juan Capistrano  
Nathan Steele Seal Beach  
Crystal Miles Villa Park

FROM: Tawnia Pett, Executive Assistant/Clerk of the Board

RE: Budget and Finance Committee Meeting:  
2:30 p.m., Thursday, May 16, 2024  
[www.ocvector.org](http://www.ocvector.org)

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**AGENDA**

1. Call Meeting to Order and Roll Call
2. Public Comments
3. Approve minutes from April 18, 2024
4. Discuss Proposed District Budget for 2024-25 and 25-26
5. Discuss District Benefit Assessments
6. Adjourn

tep

## MINUTES OF BUDGET AND FINANCE COMMITTEE MEETING

### Orange County Mosquito and Vector Control District

TIME: 1:30 P.M., April 18, 2024

PLACE: Conference Room

Budget and Finance Committee Members Present:

Richard Hurt (Chair)	Aliso Viejo
Cecilia Hupp	Brea
John Gabbard	Dana Point
Robert Pequeño	Lake Forest
Erik Weigand	Newport Beach
Crystal Miles	Villa Park

Budget and Finance Committee Members Absent:

James Gomez	La Habra
John Taylor	San Juan Capistrano
Nathan Steele	Seal Beach

Others Present:

Lora Young	District Manager
Tan Nguyen	Finance Manager
Daniel Medina	Accounting Specialist
Kassie Radermacher	Certified Public Accountant

The meeting was called to order at 1:30 P.M.

- 1. Called the Meeting to Order and Roll Call:** Six members of the committee were present out of nine members.
- 2. Public Comments:** None
- 3. Approved minutes of January 18, 2024:** On motion by Trustee Miles, seconded by Trustee Gabbard, and passed by unanimous vote, the committee approved the minutes of the January 18, 2024 committee meeting. Trustee Weigand abstained.
- 4. Discussed Updated Investment Policy:** On motion from Trustee Miles, seconded by Trustee Hupp, and approved by unanimous vote, the committee recommended approving the updated Investment Policy to the full Board of Trustees.
- 5. Discussed Proposed District Budget for 2024-25 and 25-26** On motion from Trustee Hupp, seconded by Trustee Miles, and approved by unanimous vote, the committee recommended approving the Proposed District Budget to the full board of trustees, Including FY 2023-24 fund transfer to Facilities and 115 Trust.
- 6. Discussed District Benefit Assessments:** Staff discussed the different benefit assessments, the limitations and how District funding in the next five years based on the benefit assessments. No action was taken.

7. **Discussed District SIT Facility:** Staff discussed the different SIT bids, the limitations of each bid, and the requirements for the SIT facility. The Committee directed staff to prepare an RFP for grant and other funding services.
8. **Discussed District Audit:** Certified Public Accountant Radermacher gave a presentation on the District Audit by Clifton, Larson, Allen LLP.
9. **Adjourned:** Meeting adjourned at 2:21 P.M.

**MINUTES OF THE 924<sup>th</sup> MEETING**

**BOARD OF TRUSTEES  
Orange County Mosquito and Vector Control District**

TIME: 3:00 P.M. April 18, 2024

PLACE: 13001 Garden Grove Blvd., Garden Grove, CA 92843

PRESIDENT:	Craig Green	Placentia
VICE PRESIDENT:	Cecilia Hupp	Brea
SECRETARY:	Robert Ruesch	Mission Viejo

**TRUSTEES PRESENT:**

Aliso Viejo	Richard Hurt	Lake Forest	Robert Pequeño
Anaheim	Carlos Leon	Los Alamitos	Tanya Doby
Brea	Cecilia Hupp	Mission Viejo	Robert Ruesch
Buena Park	Joyce Ahn	Newport Beach	Erik Weigand
Costa Mesa	Bill Turpit	Orange	Jon Dumitru
Cypress	Bonnie Peat	Placentia	Craig Green
Dana Point	John Gabbard	Rancho Santa Margarita	April Josephson
Fullerton	Shana Charles	Santa Ana	Nelida Mendoza
Garden Grove	Stephanie Klopfenstein	Stanton	Gary Taylor
Huntington Beach	Pat Burns	Tustin	Rebecca Gomez
Laguna Beach	Mark Orgill	Villa Park	Crystal Miles
Laguna Hills	Erica Pezold	Westminster	Amy Phan West
Laguna Niguel	Gene Johns	County of Orange	Lisa Fernandez

**TRUSTEES ABSENT:**

Fountain Valley	Kim Constantine	Laguna Woods	Shari Horne
Irvine	Tammy Kim	San Clemente	Steve Knoblock
La Habra	James Gomez	San Juan Capistrano	John Taylor
La Palma	Debbie Baker	Seal Beach	Nathan Steele
		Yorba Linda	Peggy Huang

Trustees Constantine, Baker, Horne, Knoblock, J. Taylor, Steele, and Huang had a notified absence.

**OTHERS PRESENT:**

Lora Young, District Manager  
Miquel Jacobs, Director of Communications  
Steve Shepherd, Director of Operations  
Amber Semrow, Director of Scientific Technical Services  
Tawnia Pett, Executive Assistant/Clerk of the Board  
Alan Burns, District Counsel



**A. Opening:**

1. **Call the Business Meeting to Order:** President Green called the meeting to order at 3:00 P.M.
2. **Pledge of Allegiance:** President Green asked Trustee Hurt to lead the Pledge of Allegiance.
3. **Roll Call:** Twenty-six Trustees were present out of the current Board membership of 35.

**President Green announced that he was going to move the business items to after the presentations.**

- B. Public Comments:** One member of the public from the OC LAFCO Board gave an update about LAFCO activity and spoke on his candidacy running for a Board seat.

**C. Presentations:**

1. Staff gave a presentation entitled "Vector Management Plans: Achieving Compliance Through Collaboration".

**F. Business Items:**

1. **Adopted Resolution No. 575 Approving 1) the Addition of Deputy Director/Director of Finance Job Description to the District's Position Schedule; and 2) Removed the Finance Manager Position from the Position Schedule: (Exhibit A, B, C)** On motion from Trustee Josephson, seconded by Trustee Pezold, and approved by unanimous vote, the Board of Trustees approved adding the position Deputy Director/Director of Finance and removing the Finance Manager position.

**Ayes:** Trustees Hurt, Hupp, Ahn, Turpit, Peat, Gabbard, Charles, Klopfenstein, Burns, Orgill, Pezold, Johns, Pequeño, Doby, Ruesch, Weigand, Dumitru, Green, Josephson, Mendoza, G. Taylor, R. Gomez, Miles, West, and Fernandez.

**Noes:** None.

**Abstained:** None.

**Absent:** Trustees Leon, Constantine, Kim, J. Gomez, Baker, Horne, Knoblock, J. Taylor, Steele, and Huang.

2. **Adopted Resolution No. 576 Approving 1) the Addition of Deputy Director/Director of Information Job Description to the District's Position Schedule; and 2) Removed the Information Technology Manager Position from the Position Schedule: (Exhibit A, B, C)** On motion from Trustee Josephson, seconded by Trustee Pezold, and approved by unanimous vote, the Board of Trustees approved adding the position Deputy Director/Director of Information Technology and removing the Information Technology Manager position.

**Ayes:** Trustees Hurt, Hupp, Ahn, Turpit, Peat, Gabbard, Charles, Klopfenstein, Burns, Orgill, Pezold, Johns, Pequeño, Doby, Ruesch, Weigand, Dumitru, Green, Josephson, Mendoza, G. Taylor, R. Gomez, Miles, West, and Fernandez.

**Noes:** None.

**Abstained:** None.

**Absent:** Trustees Leon, Constantine, Kim, J. Gomez, Baker, Horne, Knoblock, J. Taylor, Steele, and Huang.

3. **Did Not Authorize Contract Extension Between Orange County Mosquito and Vector Control District and Kosmont Realty to Perform Brokerage Services: (Exhibit A)** During discussion on the Kosmont contract extension, Trustees decided they wanted to reconsider an RFP for brokerage services. District Counsel Burns stated, per Rosenberg's Rules of Order, since the motion to issue an RFP for brokerage services failed the month before, a Trustee from that majority could put forth the motion to reconsider issuing an RFP for brokerage services. On motion from Trustee Dumitru, seconded by Trustee Miles, and approved by majority vote, the Board of Trustee approved reconsidering an RFP for brokerage services.

Ayes: Trustees Hurt, Leon, Hupp, Ahn, Turpit, Peat, Gabbard, Charles, Klopfenstein, Burns, Orgill, Pezold, Johns, Pequeño, Doby, Ruesch, Weigand, Dumitru, Green, Josephson, Mendoza, R. Gomez, Miles, West, and Fernandez.

Noes: G. Taylor.

Abstained: None.

Absent: Trustees Constantine, Kim, J. Gomez, Baker, Horne, Knoblock, J. Taylor, Steele, and Huang.

On motion from Trustee Dumitru, seconded by Trustee Pezold, the Board of Trustees unanimously approved developing an RFP for brokerage services and releasing it for public bidding.

Ayes: Trustees Hurt, Leon, Hupp, Ahn, Turpit, Peat, Gabbard, Charles, Klopfenstein, Burns, Orgill, Pezold, Johns, Pequeño, Doby, Ruesch, Weigand, Dumitru, Green, Josephson, Mendoza, G. Taylor, R. Gomez, Miles, West, and Fernandez.

Noes: None.

Abstained: None.

Absent: Trustees Constantine, Kim, J. Gomez, Baker, Horne, Knoblock, J. Taylor, Steele, and Huang.

**D. OCMVCD Committee Reports to the Board of Trustees:**

1. Joint Committee: Budget & Finance and Building, Property, & Equipment Committees: Budget & Finance Committee Chair Hurt reported the committee toured the Dyer building as a potential District location. The committee asked staff to obtain utility costs for the property and crime rates in the area. The committee also asked for detailed cost estimates for a complete renovation on Dyer and a new build on the current property. The committee is touring the current property at the end of the month [April].
2. Operations Committee: Committee Chair Miles reported that the committee recommends continuing the SIT project and approving the funds for the SIT facility, for the addition of one limited term staff person, and three seasonal staff to be added into the budget for FY 2024-25. The two allocations are for the SIT project only.
3. Budget & Finance Committee: Committee Chair Hurt reported that the committee had a discussion about the Trustees reaching out to others to find funding to possibly make up for not raising the benefit assessments. The committee also discussed the upcoming budget and budget presentations.
4. Policy & Personnel Committee: Committee Chair Pezold reported that the items were already voted on.

**E. Consent Calendar: Items for Approval by General Consent:**

On motion from Trustee Dumitru, seconded by Trustee Pezold, and approved by unanimous vote, the Board of Trustees approved Consent Calendar Items E.2 through E.6 Agenda Item E.1 was passed by majority vote due to absences at the previous Board Meeting (Abstained: Trustees Hupp, Ahn, Charles, and Doby).

Ayes: Trustees Hurt, Leon, Hupp, Ahn, Turpit, Peat, Gabbard, Charles, Klopfenstein, Burns, Orgill, Pezold, Johns, Pequeño, Doby, Ruesch, Weigand, Dumitru, Green, Josephson, Mendoza, G. Taylor, R. Gomez, Miles, West, and Fernandez.

Noes: None.

Abstained: None.

Absent: Trustees Constantine, Kim, J. Gomez, Baker, Horne, Knoblock, J. Taylor, Steele, and Huang.

1. **Approval of Minutes:** Approved, without reading, the minutes of 923<sup>rd</sup> Meeting of the Board of Trustees held March 21, 2024.
2. **Approved Warrant Register for February 2024: (Exhibit A)** Received and filed.
3. **Approved Monthly Financial Report for February 2024: (Exhibit A)** Received and filed.
4. **Adopted Resolution No. 573 Directing the Preparation of the Engineer's Reports for Fiscal Year 2024-25 for the Orange County Mosquito and Vector Control District, Vector Surveillance and Control Assessment District (District No. 1) and the Mosquito, Fire Ant and Disease Control Assessment District (District No. 2): (Exhibit A)**
5. **Approved the Fiscal Year 2022-23 Audited Financial Statements: (Exhibit A, B)**
6. **Adopted Resolution No. 574 Amending Investment Policy No. 38 for Monies of the Orange County Mosquito and Vector Control District: (Exhibit A, B, C)**

**G. Informational Items Only (No Action Necessary):**

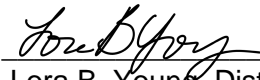
1. **Staff Presentation:** Director of Scientific Technical Services Semrow gave an update on vector activity in Orange County.
2. **Staff Presentation:** Director of Operations Shepherd gave an update on operations activity in Orange County.
3. **Staff Presentation:** Director of Communications Jacobs gave an update on communications activity in Orange County.
4. **Received and Filed Laboratory Reports – Included in agenda packet.**

**H. President's Report and Trustee Comments:**

1. Trustee Turpit requested information on dengue to be distributed to the Board
2. Trustee Pezold asked if staff could provide information at the airports about travel-related mosquito diseases

- I. **District Manager's Report:** District Manager Young reported:
  - 1. There is a Joint Committee Tour of the District Facility on April 29, 2024
  - 2. Two Budget Workshops will be given on April 30 and May 1, 2024
  - 3. The Strategic Plan Ad hoc committee will meet to discuss the strategic plan. Trustees can still join the committee
  - 4. If any Trustee wants to do a ride along with an Inspector from their city, contact staff
  - 5. There is a vacancy in the Finance Department for the Deputy Director/Director of Finance
  - 6. The City of Anaheim made a proclamation for Mosquito Awareness Week
  
- J. **District Counsel Report: None**
  
- K. **Correspondence:**
  - 1. Trustee and Staff reports from conferences attended in March 2024
  
- L. **Future Agenda Items: None**
  
- M. **Adjournment:**
  - 1. President Green adjourned the meeting at 4:36 P.M. to a regular meeting on Thursday, May 16, 2024.

I certify that the above minutes substantially reflect the actions taken by the Board of Trustees at its meeting held April 18, 2024.



\_\_\_\_\_  
Lora B. Young, District Manager

Approved as written and/or corrected by the Board of Trustees at its 925th

Nine hundred and twenty-fifth meeting held May 16, 2024

ATTEST: \_\_\_\_\_  
Robert Ruesch, Secretary



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 16, 2024

## AGENDA REPORT

### AGENDA ITEM E.2

**Prepared By:** Lora Young, District Manager  
**Submitted By:** Lora Young, District Manager

#### Agenda Title:

Approve Warrant Register for March 2024

#### Recommended Action:

Receive and file.

#### Executive Summary:

Receive and file payment of March warrant register dated May 16, 2024, in the amount of \$656,333.36 as presented by in-house check runs dated March 4, 6, 7, 14, 18, 21, 27, 28, 29, and 31, 2024.

#### Strategic Plan Compliance:

Complies with PRIORITY AREA 11: Fiscal Responsibility/Financial, GOAL 11.1: Conduct the Business and Operational Functions of the District in the most cost efficient and effective manner that prioritizes both fiscal and fiduciary responsibility to the residents of Orange County by ensuring a robust system of financial checks and balances are in place.

#### Fiscal Impact:

**What Amount is being requested?** N/A

**Is the Amount Requested Budgeted in the Current Fiscal Year?**

**If No, What Funds Are Requested?**

#### Previous Relevant Board Actions for This Item:

#### Exhibits:

**Exhibit A:** March 2024 Warrant Report

# ORANGE COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

REGISTER OF DEMANDS May 16, 2024

## ACCOUNTS PAYABLE REGISTER

<b>ORANGE COUNTY MOSQUITO &amp; VECTOR CONTROL DISTRICT</b>		
REGISTER OF DEMANDS - AP REGISTER 05/16/24		
AP/Check Run	3/4/2024	6,748.90
AP/Check Run	3/7/2024	53,214.85
AP/Check Run	3/14/2024	83,750.84
AP/Check Run	3/18/2024	200.00
AP/Check Run	3/21/2024	57,675.28
AP/Check Run	3/27/2024	50,829.86
AP/Check Run	3/28/2024	24,027.82
AP/Check Run	3/31/2024	5,768.22
P/R CalPERS1	3/6/2024	44,798.79
P/R EDD	3/6/2024	11,220.39
P/R EEASSOC	3/6/2024	705.00
P/R ICMA	3/6/2024	25,829.39
P/R IRS	3/6/2024	34,630.20
P/R NATION	3/6/2024	5,025.00
P/R TASC	3/6/2024	2,089.48
P/R USB	3/6/2024	91.57
P/R CalPERS1	3/14/2024	45,017.50
P/R EDD	3/14/2024	10,999.68
P/R EEASSOC	3/14/2024	705.00
P/R ICMA	3/14/2024	26,363.88
P/R IRS	3/14/2024	34,089.98
P/R NATION	3/14/2024	5,025.00
P/R TASC	3/14/2024	2,089.48
P/R USB	3/14/2024	83.60
P/R CalPERS1	3/29/2024	45,300.50
P/R EDD	3/29/2024	10,919.11
P/R EEASSOC	3/29/2024	705.00
P/R ICMA	3/29/2024	26,463.88
P/R IRS	3/29/2024	33,902.30
P/R NATION	3/29/2024	5,025.00
P/R TASC	3/29/2024	2,089.48
P/R USB	3/29/2024	114.68
P/R TASC	3/31/2024	833.70
<b>Total</b>		<b>656,333.36</b>

I hereby certify that the claims or demands covered by the foregoing listed warrants have been audited as to the accuracy and availability of funds for payment thereof. Subscribed and sworn on this 16<sup>th</sup> day of May 2024.

  
 Lora Young, District Manager

  
 Tan Nguyen, Finance Manager

# Accounts Payable

## Checks by Date - Summary by Check Date

User: dmedina@ocvector.org  
 Printed: 4/25/2024 7:33 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	ARCO	ARCO Business Solutions	03/04/2024	6,526.90
ACH	OC TOLL	OC Toll Roads	03/04/2024	222.00
Total for 3/4/2024:				6,748.90
ACH	CalPERS1	CalPERS	03/06/2024	44,798.79
ACH	EDD	Employment Development Dept.	03/06/2024	11,220.39
ACH	IRS	Internal Revenue Service	03/06/2024	34,630.20
ACH	NATION	Nationwide Retirement Solutions	03/06/2024	5,025.00
ACH	TASC	Total Administrative Services Corp.	03/06/2024	2,089.48
ACH	EEASSOC	OCVCD Employee Association	03/06/2024	705.00
ACH	ICMA	MissionSquare Retirement (ICMA)	03/06/2024	25,829.39
ACH	USB	PARS/U.S. Bank N.A. Minnesota	03/06/2024	91.57
Total for 3/6/2024:				124,389.82
ACH	GG DISP	Republic Waste Svcs of So. Calif., LLC	03/07/2024	1,965.24
ACH	IRON	Iron Mountain Records Mgmt, Inc.	03/07/2024	333.14
ACH	LINDE	LINDE GAS & EQUIPMENT INC.	03/07/2024	1,357.64
ACH	Steri	STERICYCLE	03/07/2024	1,102.50
ACH	TARGET	Target Specialty Products	03/07/2024	3,513.18
ACH	VERIZON	Verizon Wireless Services LLC	03/07/2024	5,865.95
ACH	TT DEPOT	The Technology Depot, Inc.	03/07/2024	3,000.00
28301	ALANS	Alan's Lawn & Garden Center, Inc.	03/07/2024	708.33
28302	ALARM	Thomas E. Kindschi	03/07/2024	270.00
28303	ATT2	AT&T	03/07/2024	322.54
28304	BES	Sergio Diez	03/07/2024	175.00
28305	BLACKHL	BLACKHOLE TECHNOLOGIES INC	03/07/2024	50.00
28306	CO AUDIT	County of Orange	03/07/2024	9,524.90
28307	FISHER	Fisher Scientific	03/07/2024	455.89
28308	INSIGHT	Insight Public Sector, Inc.	03/07/2024	5,030.68
28309	LIEBERT	Liebert Cassidy Whitmore	03/07/2024	1,740.00
28310	LIFE	Life Technologies	03/07/2024	8,679.03
28311	LIVESCAN	A Livescan Center OC Inc.	03/07/2024	80.00
28312	OCHCA	County of Orange	03/07/2024	10.00
28313	PROLOCK	Professional Lock System, Inc.	03/07/2024	631.80
28314	QDOXS	Q Document Solutions, Inc,	03/07/2024	161.98
28315	Saba	Mike Saba	03/07/2024	480.03
28316	SCE	Southern Calif. Edison	03/07/2024	6,165.93
28317	SHOE INC	SHOETERIA, INC	03/07/2024	171.00
28318	SMART	Smart & Final Stores Corp	03/07/2024	325.41
28319	VWR	VWR International LLC	03/07/2024	1,094.68
Total for 3/7/2024:				53,214.85
ACH	CalPERS1	CalPERS	03/14/2024	45,017.50
ACH	EDD	Employment Development Dept.	03/14/2024	10,999.68



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	IRS	Internal Revenue Service	03/14/2024	34,089.98
ACH	NATION	Nationwide Retirement Solutions	03/14/2024	5,025.00
ACH	TASC	Total Administrative Services Corp.	03/14/2024	2,089.48
ACH	EEASSOC	OCVCD Employee Association	03/14/2024	705.00
ACH	ICMA	MissionSquare Retirement (ICMA)	03/14/2024	26,363.88
ACH	USB	PARS/U.S. Bank N.A. Minnesota	03/14/2024	83.60
ACH	Pett	Tawnia Pett	03/14/2024	246.99
ACH	RUESCH	Robert J. Ruesch	03/14/2024	1,784.01
ACH	SHEPHERD	STEVE SHEPHERD	03/14/2024	116.61
ACH	STEELEN	NATHAN STEELE	03/14/2024	1,743.52
ACH	SPECTRUM	Charter Communications	03/14/2024	1,494.00
ACH	TARGET	Target Specialty Products	03/14/2024	10,821.50
28320	AMAZON	AMAZON CAPITAL SERVICES	03/14/2024	2,188.93
28321	APPLE	Apple Inc.	03/14/2024	684.04
28322	AT&T	AT&T	03/14/2024	64.52
28323	CLARKE	Clarke Mosquito Control Prod Inc.	03/14/2024	28,335.51
28324	DOJ	State of California	03/14/2024	196.00
28325	DPR	Department of Pesticide Regulation	03/14/2024	45.00
28326	GFS	Governmental Financial Services	03/14/2024	2,380.00
28327	HARPER	Harper & Burns, LLP	03/14/2024	2,515.00
28328	HOME DEP	Home Depot Credit Services	03/14/2024	1,250.81
28329	JKI	Francisco Brito	03/14/2024	78.47
28330	JUST	JUST TIRES	03/14/2024	2,180.21
28331	LIEBERT	Liebert Cassidy Whitmore	03/14/2024	4,730.00
28332	LIFTECH	Michael Patrick Vane	03/14/2024	347.88
28333	MARTIN D	Daniel Martinez	03/14/2024	575.00
28334	OCCJ	Orange Coast Chrysler Jeep	03/14/2024	88.36
28335	PENDOLEY	PENDOLEY STRATEGIES AND COMMU	03/14/2024	8,550.00
28336	SCI	SCI Consulting Group	03/14/2024	11,030.00
28337	SHOE INC	SHOETERIA, INC	03/14/2024	200.00
28338	SPARK	Sparkletts	03/14/2024	881.33
28339	STAPLES	Staples Business Advantage	03/14/2024	198.15
28340	WOODRUFF	Woodruff & Smart	03/14/2024	1,025.00
Total for 3/14/2024:				208,124.96
28341	COSTAMOB	COSTA MOBILE DETAILING	03/18/2024	200.00
Total for 3/18/2024:				200.00
ACH	LINDE	LINDE GAS & EQUIPMENT INC.	03/21/2024	1,967.25
ACH	MEGAVIEW	MEGAVIEW SCIENCE CO. LTD	03/21/2024	2,813.95
ACH	WOLBAKI		03/21/2024	18,830.00
28342	BLACKHL	BLACKHOLE TECHNOLOGIES INC	03/21/2024	50.00
28343	ACCURATE	ACCURATE NOW	03/21/2024	33.47
28344	ASABE	American Society of Agriculture & Biologic	03/21/2024	17.00
28345	AUTO Z	Auto Zone, Inc.	03/21/2024	1,314.30
28346	CINTAS	Cintas Corporation No. 2	03/21/2024	24,439.44
28347	DELIRA A	Anthony De Lira	03/21/2024	226.17
28348	GENESEE	Genesee Scientific Corporation	03/21/2024	1,910.08
28349	LIEBERT	Liebert Cassidy Whitmore	03/21/2024	517.00
28350	LIFE	Life Technologies	03/21/2024	1,877.93
28351	PARS	Public Agency Retirement Svcs	03/21/2024	327.25
28352	Players	Michael J. Mackenzie	03/21/2024	19.67
28353	PROACTIV	Proactive Work Health Medical Center, Inc.	03/21/2024	244.00
28354	S&R	S & R A/C And Heating, Inc.	03/21/2024	297.50
28355	SCG	Southern Calif. Gas Co.	03/21/2024	683.19

Check No	Vendor No	Vendor Name	Check Date	Check Amount
28356	STAPLES	Staples Business Advantage	03/21/2024	15.18
28357	WESTCOAS	RJ International	03/21/2024	2,091.90
Total for 3/21/2024:				57,675.28
ACH	ARIASA	Adina Arias	03/27/2024	234.05
ACH	BENNETT	Stephen Bennett	03/27/2024	234.05
ACH	BLAYLOCK	Viki Blaylock	03/27/2024	234.05
ACH	BOBBITT	Catherine Bobbitt	03/27/2024	234.05
ACH	CAMPBELL	JAMES CAMPBELL	03/27/2024	74.96
ACH	Cavileer	Raymond Cavileer	03/27/2024	234.05
ACH	CUMMINGS	Robert F. Cummings	03/27/2024	234.05
ACH	EDISON	SUZANNE R. EDISON	03/27/2024	129.70
ACH	EVER	SANDRA EVERINGHAM	03/27/2024	174.70
ACH	FOGARTY	Carrie Fogarty	03/27/2024	234.05
ACH	Goedhart	Gerard Goedhart	03/27/2024	234.05
ACH	HOWARD	RICHARD J HOWARD	03/27/2024	727.84
ACH	Huff	Robert Huff	03/27/2024	234.05
ACH	KELLER	JUSTINE KELLER	03/27/2024	74.96
ACH	Kimball	Deborah Kimball	03/27/2024	234.05
ACH	KOENIG	Steve Koenig	03/27/2024	234.05
ACH	LACHANCE	Glenn LaChance	03/27/2024	227.20
ACH	LOUGHNER	LINDA LOUGHNER	03/27/2024	174.70
ACH	McCarty	Danny McCarty	03/27/2024	234.05
ACH	MILLER J	Jon Miller	03/27/2024	234.05
ACH	MONTANI	Karen Montani	03/27/2024	58.03
ACH	Niewola	Urszula Niewola	03/27/2024	234.05
ACH	PARSONS	John Parsons	03/27/2024	234.05
ACH	Plummer	John Clark Plummer	03/27/2024	234.05
ACH	POSPISIL	Terry Pospisil	03/27/2024	234.05
ACH	REES	JETTE REES	03/27/2024	174.70
ACH	Rehders	Renee Rehders	03/27/2024	234.05
ACH	Reinig	Allyson Reinig	03/27/2024	234.05
ACH	Reisin	Caroline Reisinger	03/27/2024	234.05
ACH	Rincon	Claudio Rincon	03/27/2024	234.05
ACH	RODRIG	Agripino Rodriguez	03/27/2024	234.05
ACH	SHAW	LAWRENCE SHAW	03/27/2024	234.05
ACH	Sipe	Russell Sipe	03/27/2024	234.05
ACH	FM	CARDMEMBER SERVICE	03/27/2024	40,695.87
ACH	BURNSP	PATRICK BURNS	03/27/2024	100.00
ACH	CONSTANT	Kim Constantine	03/27/2024	100.00
ACH	DUMITRU	Jonathan Dumitru	03/27/2024	100.00
ACH	GABBARDJ	JOHN GABBARD	03/27/2024	100.00
ACH	GOMEZR	REBECCA GOMEZ	03/27/2024	100.00
ACH	GREEN C	Craig S. Green	03/27/2024	100.00
ACH	HORNE	Shari Lucas Horne	03/27/2024	100.00
ACH	HUANG	Peggy Huang	03/27/2024	100.00
ACH	HURT	RICHARD HURT	03/27/2024	100.00
ACH	JOHNS	FOSTER JOHNS	03/27/2024	100.00
ACH	JOSEPH	April Josephson	03/27/2024	100.00
ACH	KLOPFEN	Stephanie L. Klopfenstein	03/27/2024	100.00
ACH	KNOBLOCK	Steven Knoblock	03/27/2024	100.00
ACH	LEONC	CARLOS LEON	03/27/2024	100.00
ACH	MENDOZAN	NELIDA MENDOZA	03/27/2024	100.00
ACH	MILESC	Crystal Miles	03/27/2024	100.00
ACH	ORGILLM	MARK ORGILL	03/27/2024	100.00
ACH	PEATB	BONNIE PEAT	03/27/2024	100.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	PEQUENOR	ROBERT PEQUENO	03/27/2024	100.00
ACH	PEZOLDE	Erica Pezold	03/27/2024	100.00
ACH	RUESCH	Robert J. Ruesch	03/27/2024	100.00
ACH	STEELEN	NATHAN STEELE	03/27/2024	100.00
ACH	TAYLORG	Gary Taylor	03/27/2024	100.00
ACH	TURPIT	WILLIAM TURPIT	03/27/2024	100.00
ACH	WEIGAND	ERIK WEIGAND	03/27/2024	100.00
ACH	WESTA	AMY PHAN WEST	03/27/2024	100.00
28358	TAYLOR	John Taylor	03/27/2024	100.00
Total for 3/27/2024:				50,829.86
ACH	CalPERS	Calif. Public Employees' Retirement	03/28/2024	200.00
ACH	KRUEGER	LAURA KRUEGER	03/28/2024	351.10
ACH	MORGAN	Timothy J. Morgan	03/28/2024	638.51
ACH	Semrow	Amber Semrow	03/28/2024	50.20
28359	34STREET	34TH STREET, INC.	03/28/2024	4,931.68
28360	AT T FAX	AT&T	03/28/2024	382.70
28361	CROWN	Crown Maintenance	03/28/2024	262.00
28362	DuBose	Michael DuBose	03/28/2024	376.49
28363	JENADES	JENADES ELECTRICAL INC	03/28/2024	4,940.00
28364	Players	Michael J. Mackenzie	03/28/2024	40.47
28365	S&R	S & R A/C And Heating, Inc.	03/28/2024	2,792.54
28366	SOKANARY	Sokanary Sun	03/28/2024	340.38
28367	UNIVAR	Veseris ES OPCO USA LLC	03/28/2024	8,721.75
Total for 3/28/2024:				24,027.82
ACH	CalPERS1	CalPERS	03/29/2024	45,300.50
ACH	EDD	Employment Development Dept.	03/29/2024	10,919.11
ACH	IRS	Internal Revenue Service	03/29/2024	33,902.30
ACH	NATION	Nationwide Retirement Solutions	03/29/2024	5,025.00
ACH	TASC	Total Administrative Services Corp.	03/29/2024	2,089.48
ACH	EEASSOC	OCVCD Employee Association	03/29/2024	705.00
ACH	ICMA	MissionSquare Retirement (ICMA)	03/29/2024	26,463.88
ACH	USB	PARS/U.S. Bank N.A. Minnesota	03/29/2024	114.68
Total for 3/29/2024:				124,519.95
ACH	ARCO	ARCO Business Solutions	03/31/2024	5,458.90
ACH	OC TOLL	OC Toll Roads	03/31/2024	222.00
ACH	TASC	Total Administrative Services Corp.	03/31/2024	833.70
ACH	CalPERS	Calif. Public Employees' Retirement	03/31/2024	87.32
Total for 3/31/2024:				6,601.92
Report Total (177 checks):				656,333.36



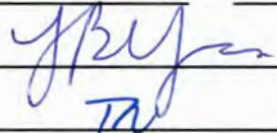
# Warrant Request

**Date:** 4/24/2024  
**Vendor No.** FM  
**Total \$** \$20,815.85  
**Prepared By:** DM  
**Check No.** ACH

**Vendor Name:** FM CARDMEMBER SERVICE  
**Address:** PO BOX 790408  
ST LOUIS, MO 63179-0408

Account #	Description	P.O. #	Invoice #	Amount
10.350.7008	ANYCUBIC		AS0424	\$ 39.99
10.310.7907	SNA CNBC SHOP		AS0424	\$ 3.64
10.310.7907	SHERATON DALLAS		AS0424	\$ 31.00
10.310.7907	SHERATON DALLAS		AS0424	\$ 942.12
10.310.7907	TST HAWKERS ASIAN		AS0424	\$ 124.41
10.310.7907	SHERATON DALLAS		AS0424	\$ 706.59
10.310.7907	SHERATON DALLAS		AS0424	\$ 24.11
10.310.7907	SHERATON DALLAS		AS0424	\$ 942.12
10.510.7004	COSTCO WHSE		AS0424	\$ 65.21
10.310.7907	MARRIOT MONTEREY BAY		AS0424	\$ 1,059.08
10.310.7907	MARRIOT MONTEREY BAY		AS0424	\$ 450.61
10.350.7008	TED PELLA INC		AS0424	\$ 192.23
10.350.7008	HEMOSTAT LABORATORIES DIXON		AS0424	\$ 143.04
10.310.7010	HOBBY LOBBY		AS0424	\$ 56.92
10.310.7010	WOLRDWIDE AQUATIC		AS0424	\$ 479.60
10.350.7008	FRGN TRANS FEE ANYCUBIC		AS0424	\$ 0.79
10.430.7001	AIRGAS LLC		ER0424	\$ 337.45
10.410.7001	AMZ MKYP		ER0424	\$ 130.49
10.430.7803	FIMCO SCHABEN AGSPRAY		ER0424	\$ 202.44
10.430.7803	SPRAYER DEPOT		ER0424	\$ 518.52
10.410.7907	DALLAS MARRIOT		ER0424	\$ 1,079.24
10.410.7907	DALLAS MARRIOT		ER0424	\$ 1,079.24
10.410.7006	WWW COSTCO		ER0424	\$ 70.75
10.140.7005	SAMS CLUB		ER0424	\$ 119.11
10.140.7005	VERITIV WEST		ER0424	\$ 1,583.88
10.440.7411	THE HOME DEPOT		JS0424	\$ 40.00
10.520.7024	PAPERFILE		LN0424	\$ 479.52
10.520.7511	PAGEFREEZER		LN0424	\$ 1,385.21
10.520.7001	YUBIO INC		LN0424	\$ 271.88
10.520.7511	GOTOCOM GOTOCONNECT		LN0424	\$ 1,357.47
	SEE ATTACHED FOR MORE			

**APPROVAL:** Dept Head/District Manager  
Finance Manager

  
 \_\_\_\_\_  
 \_\_\_\_\_

**SPECIAL INSTRUCTIONS/COMMENTS:** \_\_\_\_\_

FUND	DESC.	INVOICE #	TOTAL
10.520.7024	APPLE.COM	LN0424	\$ 3.99
10.520.7511	ZOOM	LN0424	\$ 47.97
10.520.7024	APPLE.COM	LN0424	\$ 3.99
10.520.7511	ZENDESK - US	LN0424	\$ 937.20
10.520.7003	DMI DELL BUS ONLINE	LN0424	\$ 1,626.99
10.520.7511	EVERNOTE	LN0424	\$ 129.99
10.520.7511	FRGN TRANS FEE PAGEFREEZER	LN0424	\$ 27.70
10.520.7024	DUO SECURITY	LN0424	\$ 570.40
10.520.7511	DUO SECURITY	LN0424	\$ (570.40)
10.110.7001	LANDS END BUS OUTFITTER RETURN	LY0424	\$ (50.54)
10.120.7907	LYFT RIDE	LY0424	\$ 9.17
10.510.7602	SQ LA HABRA HOST LION	LY0424	\$ 40.00
10.120.7907	LYFT RIDE	LY0424	\$ 50.73
10.120.7907	LYFT RIDE	LY0424	\$ 8.70
10.120.7907	LYFT RIDE	LY0424	\$ 13.03
10.120.7907	PECAN LODGE	LY0424	\$ 80.36
10.120.7907	0962-LB MARCHE	LY0424	\$ 24.47
10.120.7907	TST SERIOUS PIZZA	LY0424	\$ 31.89
10.120.7907	LOCKHART SMOKEHOUSE	LY0424	\$ 89.91
10.120.7907	LYFT RIDE	LY0424	\$ 16.99
10.310.7012	STERICYCLCE	LY0424	\$ 1,102.50
10.310.7012	LINDE GAS	LY0424	\$ 1,357.64
60.600.7508	REPUBLIC SERVICE	LY0424	\$ 1,211.66
10.140.7410	REPUBLIC SERVICE	LY0424	\$ 753.58
10.410.7014	TARGET SPECIALTY	LY0424	\$ 3,513.18
10.120.7907	SOUTHERN CLASSIC DAIQU	LY0424	\$ 129.08
10.210.7001	IRON MOUNTAIN	LY0424	\$ 333.14
10.120.7110	VERIZON WRLSS	LY0424	\$ 5,865.95
10.120.7907	SHERATON DALLAS	LY0424	\$ 942.12
10.410.7014	TARGET SPECIALTY	LY0424	\$ 10,821.50
10.140.7120	SPECTRUM	LY0424	\$ 1,494.00
10.310.7012	LINDE GAS	LY0424	\$ 1,967.25
10.120.7907	TLAQUEPAQUE RESTAURANT	LY0424	\$ 74.26
10.120.7907	CALIFORNIA SPECIAL DIS	LY0424	\$ 345.00
10.210.7020	ESTRELLA DE MEXICALI	LY0424	\$ 8.93
10.210.7020	VONS	LY0424	\$ 21.80
10.310.7012	STERICYCLCE	LY0424	\$ (1,102.50)
10.310.7012	LINDE GAS	LY0424	\$ (1,357.64)
60.600.7508	REPUBLIC SERVICE	LY0424	\$ (1,211.66)
10.140.7410	REPUBLIC SERVICE	LY0424	\$ (753.58)
10.410.7014	TARGET SPECIALTY	LY0424	\$ (3,513.18)
10.210.7001	IRON MOUNTAIN	LY0424	\$ (333.14)
10.120.7110	VERIZON WRLSS	LY0424	\$ (5,865.95)
10.410.7014	TARGET SPECIALTY	LY0424	\$ (10,821.50)
10.140.7120	SPECTRUM	LY0424	\$ (1,494.00)
10.310.7012	LINDE GAS	LY0424	\$ (1,967.25)
→ 10.510.7907	LYFT RIDE	MJ0424	\$ 40.66
10.510.7022	MAILCHIMP	MJ0424	\$ 92.00
10.510.7907	TERRY BLACKS BBQ DALLAS	MJ0424	\$ 34.58
10.510.7907	SHERATON DALLAS	MJ0424	\$ 235.53
10.510.7907	TST JENIS SPLENDID DALLAS	MJ0424	\$ 11.15
10.510.7907	TST JENIS SPLENDID DALLAS	MJ0424	\$ 7.52
10.510.7907	SHERATON DALLAS	MJ0424	\$ 4.33

10.510.7907	CULTURE MAPS	MJ0424	\$	14.99
10.510.7907	LYFT RIDE	MJ0424	\$	34.99
10.510.7907	SHERATON DALLAS	MJ0424	\$	942.12
10.510.7907	LYFT RIDE	MJ0424	\$	31.99
10.510.7602	ACT CITY OF LA PALMA	MJ0424	\$	199.17
10.510.7022	CAPIO CONFERENCE	MJ0424	\$	280.00
10.510.7906	VIDCON US	MJ0424	\$	195.00
10.510.7602	SQ STRAWBERRY FESTIVAL	MJ0424	\$	530.00
10.510.7903	GARDEN GROVE CHAMBER	MJ0424	\$	149.00
10.000.4300	POINTS REDEEMED	RC0424	\$	(4,925.00)
10.410.7907	PECAN LODGE	SS0424	\$	68.24
10.410.7907	SHERATON DALLAS	SS0424	\$	1,042.56
10.410.7907	DAL WHATABURGER	SS0424	\$	15.00
10.410.7503	MPK ENTERPRISES	SS0424	\$	808.13
10.210.7907	ENTERPRISE RENT A CAR	SV0424	\$	239.43
10.210.7907	76 - SEI	SV0424	\$	23.96
10.120.7901	COSTCO WHSE	SV0424	\$	25.98
10.120.7901	WAL-MART	SV0424	\$	33.90
10.210.7020	ACCURATE NOW	SV0424	\$	33.47
10.210.7020	MOES DELI	SV0424	\$	274.82
10.210.7020	MOES DELI	SV0424	\$	8.61
10.120.7019	OC REGISTER SUBS	TP0424	\$	14.00
10.120.7907	TERRY BLACKS BBQ DALLAS	TP0424	\$	116.46
10.120.7907	PECAN LODGE	TP0424	\$	33.69
10.120.7907	TST SERIOUS PIZZA	TP0424	\$	8.54
10.120.7907	SHERATON DALLAS	TP0424	\$	942.12
10.120.7907	SPLITSVILLE ANAHEIM	TP0424	\$	244.92
10.120.7019	LA TIMES SUBSCRIPTION	TP0424	\$	15.96
10.110.7001	COSTCO WHSE	TP0424	\$	57.64
10.120.7907	CITY CLERKS ASSOCIATION	TP0424	\$	400.00
				\$ 20,815.85



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 16, 2024

## AGENDA REPORT

### AGENDA ITEM E.3

**Prepared By:** Lora Young, District Manager  
**Submitted By:** Lora Young, District Manager

#### Agenda Title:

Approve Monthly Financial Report for March 2024

#### Recommended Action:

Receive and file.

#### Executive Summary:

Receive and file the Orange County Mosquito and Vector Control District Monthly Financial Report for March 2024.

#### Strategic Plan Compliance:

Complies with PRIORITY AREA 11: Fiscal Responsibility/Financial, GOAL 11.1: Conduct the Business and Operational Functions of the District in the most cost efficient and effective manner that prioritizes both fiscal and fiduciary responsibility to the residents of Orange County by ensuring a robust system of financial checks and balances are in place.

#### Fiscal Impact:

**What Amount is being requested?** N/A

**Is the Amount Requested Budgeted in the Current Fiscal Year?**

**If No, What Funds Are Requested?**

#### Previous Relevant Board Actions for This Item:

#### Exhibits:

**Exhibit A:** Monthly Financial Report for March 2024

**Orange County Mosquito and Vector Control District**  
**Monthly Financial Report**  
**Month Ending March 31, 2024**

Fund No.	Fund	Cash Balance 2/29/2024	Revenue	Expenditures	Transfers	Accrual Adjustment	Cash Balance 3/31/2024	Cash Balance 3/31/2023
10	Operating	\$ 12,595,782	\$ 1,254,387	\$ 961,233	\$ -	\$ 50,065	\$ 12,939,001	\$ 10,171,984
20	Vehicle Replacement	619,153	4,603	-	-	-	623,756	609,042
30	Liability Reserve	374,373	2,783	-	-	-	377,156	368,259
40	Equipment Replacement	848,943	6,311	-	-	-	855,254	835,080
50	Emergency Vector Control	1,699,736	12,636	-	-	-	1,712,372	1,671,981
60	Facility Improvement	13,616,909	116,084	1,684	-	-	13,731,309	12,791,209
70	Habitat Remediation	100,002	-	-	-	-	100,002	100,002
90	Retiree Medical Insurance	(39,439)	2,707	7,442	-	(10,945)	(55,119)	(241,753)
95	Retirement Contingency	308,554	2,293	-	-	-	310,847	5,506
99	Payroll Clearing	297,331	-	-	-	(104,453)	192,878	373,306
		<b>\$ 30,421,344</b>	<b>\$ 1,401,804</b>	<b>\$ 970,359</b>	<b>\$ -</b>	<b>\$ (65,333)</b>	<b>\$ 30,787,456</b>	<b>\$ 26,684,616</b>

970,359.32

Cash & Investment Balances:		Monthly Yield
California LAIF	\$ 22,184,096	4.122%
O.C. Treasurer	1,824,325	4.498%
Stifel Brokerage account		
Cash sweep account	32,089	0.15%
Fixed income - Muni (par)	1,870,000	2.57%
Fixed income - other (par)	3,127,000	3.92%
Insured bank deposit program	392,687	5.00%
Unamortized premium/(discount) on investments	45,464	n/a
F&M Checking	947,659	n/a
Payroll Checking	354,130	n/a
F&M HBP	6	0.03%
Petty Cash - Checking	10,000	n/a
<b>Total Cash and Investments</b>	<b>\$ 30,787,456</b>	

Section 115 Irrevocable Trust Balances:		3-month return
PARS Post-Employment Benefits Trust	\$ 4,953,862	3.57%
PARS Pension Trust	3,105,766	3.57%
<b>Total PARS Trust Balances</b>	<b>\$ 8,059,628</b>	

  
 Lora Young  
 District Manager

  
 Tan Nguyen  
 Finance Manager

**Monthly Cash Flow**

Month	Revenue	Expenditures	Transfers	Accrual Adjustment	Monthly Cash Flow	Prior Year Comparison
July	\$ 32,297	\$ 1,387,051	\$ -	\$ 624,848	\$ (729,906)	\$ (622,621)
August	30,623	2,010,850	-	(583,632)	(2,563,859)	(1,889,267)
September	132,281	1,186,511	-	13,298	(1,040,932)	(1,507,550)
October	228,546	1,187,622	-	(15,056)	(974,132)	(796,117)
November	3,643,535	1,204,833	-	(83,849)	2,354,853	1,249,248
December	5,655,813	907,469	-	140,011	4,888,355	6,048,040
January	1,224,919	886,626	-	(32,992)	305,301	(49,352)
February	71,267	1,284,760	-	143,209	(1,070,284)	(1,066,827)
March	1,401,804	970,359	-	(65,333)	366,112	(226,582)
April					-	4,222,389
May					-	(34,011)
June					-	(1,621,046)
<b>Total YTD</b>	<b>\$ 12,421,085</b>	<b>\$ 11,026,081</b>	<b>\$ -</b>	<b>\$ 140,504</b>	<b>\$ 1,535,508</b>	<b>\$ 3,706,304</b>

Revenues: 75% of Fiscal Year



10-Operating Fund	Budget	Actual	Percentage
Property Taxes	\$ 7,498,000	\$ 5,061,774	67.5%
1996 Benefit Assessment	1,581,955	1,025,463	64.8%
2004 Benefit Assessment	7,636,420	4,885,884	64.0%
Interest and Concessions	65,000	187,756	288.9%
Miscellaneous	12,000	50,899	424.2%
Successor Agency Passthr/Residual	450,000	511,328	113.6%
Rent for Cell Sites	31,500	25,308	80.3%
VCJPA Pooled Services	20,000	167,494	837.5%
CDPH - CA State Grant	-	-	0.0%
Charges for Services	60,000	70,944	118.2%
<b>Total Operating Fund Revenues</b>	<b>17,354,875</b>	<b>11,986,850</b>	<b>69.1%</b>

The major distributions of property tax and benefit assessments occur in four installments: December, January, April, and May.

Note 1

Nov 2023 has \$44K of revenue for surplus items sold at auction  
Monies come through the County and are unpredictable

No.	Other Funds	Budget	Actual	Percentage
20	Vehicle Replacement	20,000	10,411	52.1%
30	Liability Reserve	4,000	6,295	157.4%
40	Equipment Replacement	6,500	14,276	219.6%
50	Emergency Vector Control	13,000	28,582	219.9%
60	Facility Improvement	275,000	348,395	126.7%
70	Habitat Remediation	-	-	0.0%
90	Retiree Medical Insurance	31,000	21,087	68.0%
95	Retirement Contingency	1,500	5,189	345.9%
	<b>Total Other Funds</b>	<b>327,000</b>	<b>434,235</b>	<b>132.8%</b>
	<b>Total Revenue</b>	<b>\$ 17,705,875</b>	<b>\$ 12,421,085</b>	<b>70.2%</b>

Note 1

Note 1

Note 1

Note 1

Note 1

Note 1: Throughout the fiscal year, interest receipts are recorded as revenue when cash payments are received. At year-end, any difference between the market and book value of investments is an unrealized gain or loss and is recorded as a component of interest revenue. Interest rates and market value have an inverse relationship whereby rising interest rates results in declining market value. Consequently, interest receipt trends do not predict the year-end interest revenue that will be reported in the annual financial statements. Each quarter, interest receipts are allocated to other funds based on each fund's balance in the District's pool. The majority of revenue in funds 20, 30, 40, 50 and 95 is interest earnings.

#### Expenditures: 75% of Fiscal Year

No.	10-Operating Fund	Budget	Actual	Percentage
110	Trustees	\$ 62,650	\$ 33,287	53.1%
120	District Manager	471,175	169,653	36.0%
130	Legal Services	120,000	63,535	52.9%
140	Non-Departmental	360,500	192,859	53.5%
	<b>Executive</b>	<b>1,014,325</b>	<b>459,334</b>	<b>45.3%</b>
210	Administrative Services	938,530	603,574	64.3%
220	Insurance	873,600	785,432	89.9%
	<b>Administrative Services</b>	<b>1,812,130</b>	<b>1,389,006</b>	<b>76.7%</b>
310	Technical Services	2,195,040	1,551,490	70.7%
350	SIT Program	204,735	161,208	78.7%
	<b>Scientific Technical Services</b>	<b>2,399,775</b>	<b>1,712,698</b>	<b>71.4%</b>
410	Field Operations	7,402,385	5,146,042	69.5%
430	Vehicle Maintenance	853,315	631,737	74.0%
440	Building Maintenance	289,410	212,757	73.5%
	<b>Operations</b>	<b>8,545,110</b>	<b>5,990,536</b>	<b>70.1%</b>
510	Public Information	780,300	457,216	58.6%
520	Information Technology	902,145	639,383	70.9%
530	Public Service	179,830	187,240	104.1%
	<b>Public Information</b>	<b>1,862,275</b>	<b>1,283,839</b>	<b>68.9%</b>
	<b>Total Operating Fund Expenditures</b>	<b>15,633,615</b>	<b>10,835,413</b>	<b>69.3%</b>

Annual insurance premiums were paid in August.

No.	Other Funds	Budget	Actual	Percentage
20	Vehicle Replacement	-	-	0.0%
30	Liability Reserve	-	-	0.0%
40	Equipment Replacement	-	-	0.0%
50	Emergency Vector Control	-	-	0.0%
60	Facility Improvement	440,000	24,235	5.5%
70	Habitat Remediation	-	-	0.0%
90	Retiree Medical Insurance	341,800	166,433	48.7%
95	Retirement Contingency	300,000	-	0.0%
	<b>Total Other Funds</b>	<b>1,081,800</b>	<b>190,668</b>	<b>17.6%</b>
	<b>Total Expenditures</b>	<b>\$ 16,715,415</b>	<b>\$ 11,026,081</b>	<b>66.0%</b>



### STIFEL ACCOUNT STATEMENT

7345 1 1 1 SNFSNF001\_R\_R\_009p\_001  
**ORANGE COUNTY MOSQUITO &  
VECTOR CONTROL DISTRICT**  
13001 GARDEN GROVE BLVD  
GARDEN GROVE CA 92843-2102



*Your Financial Advisor (LU04):*  
SANDRA HEDSTROM WHEELER  
Telephone: (805) 783-2921

*Office Serving Your Account:*  
4460 BROAD STREET  
SUITE 210  
SAN LUIS OBISPO, CA 93401

#### PRIMARY INVESTMENT OBJECTIVE: Income

#### RISK TOLERANCE: Moderate

For a full definition of this objective and risk tolerance, including the use of margin, please see [www.stifel.com](http://www.stifel.com), IMPORTANT DISCLOSURES, or contact your Financial Advisor. If you have any questions concerning your investment objective or risk tolerance, or wish to make a change, please contact your Financial Advisor or the Branch Manager for this office.

#### TRADING TAX LOT RELIEF METHOD : First In, First Out

#### INVESTOR UPDATE

At December 31, 2023, Stifel, Nicolaus & Company, Incorporated had net capital of \$457,933,457 or \$435,886,365 in excess of the minimum requirement of \$22,047,092. The December 31, 2023 Statement of Financial Condition is available at no charge by calling (800) 488-0970 or logging onto [www.stifel.com](http://www.stifel.com).

#### ACCOUNT PROTECTION

Stifel, Nicolaus & Company, Incorporated provides up to \$150 million of coverage for securities held in client accounts, of which \$1.15 million may be in cash deposits. Ask your Financial Advisor for more details.

Thank you for allowing Stifel to serve you. In order to protect your rights, including rights under the Securities Investor Protection Act (SIPA), please promptly report, in writing, any inaccuracies or discrepancies in this account or statement to the Compliance Department of Stifel at the address below. If you have any questions regarding your account or this statement, please contact your Financial Advisor or the Branch Manager for this office. For additional information regarding your Stifel account, please refer to the current Stifel Account Agreement and Disclosure Booklet, which is available at [www.stifel.com/disclosures/account-agreement](http://www.stifel.com/disclosures/account-agreement).

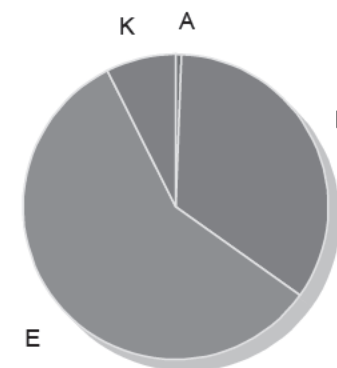
#### PORTFOLIO SUMMARY

	March 31	February 29
Net Cash Equivalents **	32,089.42	216,146.54
Net Portfolio Assets held at Stifel <sup>4</sup>	5,263,979.36	5,062,255.99
Net Portfolio Assets not held at Stifel		
<b>Net Portfolio Value</b>	<b>\$5,296,068.78</b>	<b>\$5,278,402.53</b>
YOUR CHANGE IN PORTFOLIO VALUE		
	March 31	February 29
Net Cash Flow (Inflows/Outflows) <sup>2</sup>		
Securities Transferred In/Out		
Income and Distributions	17,415.79	10,597.46
Change in Securities Value	250.46	-12,630.28
<b>Net Change in Portfolio Value</b>	<b>\$17,666.25</b>	<b>-\$2,032.82</b>

- \*\* See the Stifel Insured Bank Deposit Program Disclosure Statements for additional information.
- <sup>2</sup> Does not include cost or proceeds for buy or sell transactions.
- <sup>4</sup> Includes balances which are FDIC insured bank deposits, not cash held in your Securities Account and not covered by SIPC.

#### YOUR ASSET SUMMARY

	Value on March 31, 2024 (\$)	Percentage of your account
A Net Cash Equivalents**	32,089.42	0.61%
D Fixed Income-Muni	1,813,190.10	34.24%
E Fixed Income-Other	3,058,102.11	57.74%
K Stifel Smart Rate <sup>4</sup>	392,687.15	7.41%
<b>Total Assets</b>	<b>\$5,296,068.78</b>	<b>100.00%</b>





**ASSET SUMMARY**

	Value as of <b>March 31, 2024</b>			% of assets *	Gains/(-)Losses		
	At Stifel	Not at Stifel	Total		Unrealized	Realized	
					This Period	Year-to-date	
Cash							
Cash Sweep**	32,089.42		32,089.42	0.61%			
Margin Balance							
<b>A. Net Cash Equivalents</b>	<b>\$32,089.42</b>		<b>\$32,089.42</b>	<b>0.61%</b>			
<b>B. Equities</b>							
<b>C. Preferreds</b>							
D. Fixed Income-Muni	1,813,190.10		1,813,190.10	34.24%	-90,101.69		-1,215.00
E. Fixed Income-Other	3,058,102.11		3,058,102.11	57.74%	-76,768.27		
F. Mutual Funds							
G. Unit Investment Trusts							
H. Insurance Products							
I. Alternative Investments							
J. Other Investments							
K. Stifel Smart Rate Program **	392,687.15		392,687.15	7.41%			
<b>Net Portfolio Assets</b>	<b>\$5,263,979.36</b>	<b>\$0.00</b>	<b>\$5,263,979.36</b>	<b>99.39%</b>	<b>-\$166,869.96</b>	<b>\$0.00</b>	<b>-\$1,215.00</b>
<b>Net Portfolio Value</b>	<b>\$5,296,068.78</b>	<b>\$0.00</b>	<b>\$5,296,068.78</b>	<b>100.00%</b>	<b>-\$166,869.96</b>	<b>\$0.00</b>	<b>-\$1,215.00</b>

**INCOME & DISTRIBUTION SUMMARY**

	Security Type	Year-to-date	This period
Dividends	Tax-Exempt		
	Taxable		
Interest	Tax-Exempt		
	Taxable	50,974.51	17,415.79
Capital Gain Distributions			
Return of Principal			
Other			
<b>Total Income &amp; Distributions</b>		<b>\$50,974.51</b>	<b>\$17,415.79</b>

**INFORMATION SUMMARY**

	Security Type	Year-to-date	This period
Accrued Interest Paid	Tax-Exempt		
	Taxable	2,612.50	2,612.50
Accrued Interest Received	Tax-Exempt	641.67	
	Taxable		
Gross Proceeds		308,785.00	
Federal Withholding			
Foreign Taxes Paid			
Margin Interest Charged			

\* Please note "% of assets" figures are shown gross of any amounts owed to Stifel and/or net short positions.

\*\* Include balances which are FDIC insured bank deposits, not cash held in your Securities Account and not covered by SIPC.

## ASSET DETAILS

This section shows the cash equivalents and/or securities in your account. Prices obtained from outside sources are considered reliable but are not guaranteed by Stifel. Actual prices may vary, and upon sale, you may receive more or less than your original purchase price. Contact your Financial Advisor for current price quotes. Gain/Loss is provided for informational purposes only. Cost basis may be adjusted for, but not limited to, amortization, accretion, principal paydowns, capital changes, listed option premiums, gifting rules, inheritance step-up, or wash sales. The Gain/Loss information should not be used for tax preparation without the assistance of your tax advisor. Lot detail quantity displayed is truncated to the one thousandth of a share.

### NET CASH EQUIVALENTS

	<i>Current value</i>	<i>Cost Basis</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
STIFEL FDIC INSURED	32,089.42	32,089.42	48.13	0.15%
<b>Total Net Cash Equivalents</b>	<b>\$32,089.42</b>	<b>\$32,089.42</b>	<b>\$48.13</b>	<b>0.15%</b>

#### STIFEL INSURED BANK DEPOSIT PROGRAM

Funds deposited through the Stifel Insured Bank Deposit Program (the "Program") may be deposited at multiple banks. The Program's Disclosure Statement is available at [www.stifel.com/disclosures/account-agreement](http://www.stifel.com/disclosures/account-agreement). The deposits are not covered by the Securities Investor Protection Corporation ("SIPC"). Deposits are insured by the FDIC within applicable limits.

Balances in the Program or in any money market fund offered as an available fund for Cash Investment Services at Stifel, subject to applicable limits, can be liquidated upon request and the proceeds returned to your securities account or can be distributed directly to you with the proper withdrawal form on file.

### PORTFOLIO ASSETS - HELD AT STIFEL

<b>Fixed Income-Muni</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
CONNECTICUT ST SER A B/E TXBL CPN 1.998% DUE 07/01/24 DTD 06/11/20 FC 01/01/21 CUSIP: 20772KJW0 <i>Original Cost: 112,753.90</i>	S&P: AA- Moody: Aa3 <b>Cash</b>	110,000	99.1640 109,080.40	100.1587 110,174.59	549.45	-1,094.19	2,197.80	2.01%
KANSAS ST DEV FIN AUTH REV ATHLETIC FACS K ST SER B 2 B/E TXBL CPN 4.083% DUE 07/01/24 DTD 03/01/12 FC 07/01/12 CUSIP: 485429MF8 <i>Original Cost: 77,557.81</i>	S&P: A- Moody: A1 <b>Cash</b>	70,000	99.6680 69,767.60	100.7667 70,536.70	714.53	-769.10	2,858.10	4.10%



**ASSET DETAILS (continued)**

**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

<b>Fixed Income-Muni</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
AMARILLO TX HOTEL OCCUP TAX REV AGM B/E TXBL CPN 3.070% DUE 08/15/24 DTD 03/15/16 FC 02/15/17 CUSIP: 023039AF7 <i>Original Cost: 80,422.25</i>	S&P: AA <b>Cash</b>	75,000	99.0870 74,315.25	100.8506 75,637.94	294.21	-1,322.69	2,302.50	3.10%
MIAMI DADE CNTY FL AVIATION REV RFDG SER B B/E TXBL CPN 2.504% DUE 10/01/24 DTD 08/25/16 FC 10/01/16 CUSIP: 59333PV39 <i>Original Cost: 208,207.00</i>	S&P: A <b>Cash</b>	200,000	98.5980 197,196.00	100.5212 201,042.31	2,504.00	-3,846.31	5,008.00	2.54%
SAN DIEGO CA CONVNTN CTR EXPANSION FING AUTH LSE REV RFDG B/E TXBL CPN 1.677% DUE 04/15/25 DTD 07/08/20 FC 10/15/20 CUSIP: 79727LBS7 <i>Original Cost: 173,029.30</i>	S&P: AA- <b>Cash</b>	170,000	96.2010 163,541.70	100.4400 170,747.95	1,314.58	-7,206.25	2,850.90	1.74%
SUFFOLK CNTY NY RFDG SER C AGM B/E TXBL CPN 1.607% DUE 06/15/25 DTD 11/18/20 FC 12/15/20 CUSIP: 86476PE20 <i>Original Cost: 252,280.00</i>	S&P: AA <b>Cash</b>	250,000	95.7080 239,270.00	100.2460 250,615.02	1,182.93	-11,345.02	4,017.50	1.68%
FLORIDA ST BRD ADMIN FIN CORP REV SER A B/E TXBL CPN 1.258% DUE 07/01/25 DTD 09/16/20 FC 01/01/21 CUSIP: 341271AD6 <i>Original Cost: 101,351.00</i>	S&P: AA Moody: Aa3 <b>Cash</b>	100,000	95.3370 95,337.00	100.4453 100,445.34	314.50	-5,108.34	1,258.00	1.32%
KENTUCKY HSG CORP REV SER B B/E TXBL CPN 3.312% DUE 07/01/25 DTD 12/01/16 FC 07/01/17 CUSIP: 49130TVJ2 <i>Original Cost: 216,995.00</i>	S&P: AAA Moody: Aaa <b>Cash</b>	200,000	97.7460 195,492.00	102.6022 205,204.33	1,656.00	-9,712.33	6,624.00	3.39%



**ASSET DETAILS (continued)**

**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

<b>Fixed Income-Muni</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
CLEVELAND OH INCM TAX REV RFDG SUB LEIN SER A 1 B/E TXBL CPN 1.985% DUE 10/01/25 DTD 02/26/20 FC 10/01/20 CUSIP: 186387VE3 <i>Original Cost: 104,395.00</i>	S&P: AA Moody: Aa3 <b>Cash</b>	100,000	95.4570 95,457.00	101.3639 101,363.89	992.50	-5,906.89	1,985.00	2.08%
STEPHENSON CNTY IL SCH DIST 145 FREEPORT RFDG AGM B/E TXBL CPN 1.750% DUE 10/01/25 DTD 11/24/20 FC 04/01/21 CUSIP: 858892MD1 <i>Original Cost: 103,005.00</i>	S&P: AA <b>Cash</b>	100,000	95.0790 95,079.00	100.9463 100,946.34	875.00	-5,867.34	1,750.00	1.84%
BAY AREA TOLL AUTH CA TOLL BRDG REV SAN FRANCISO F 1 B/E TXBL CPN 2.425% DUE 04/01/26 DTD 09/26/19 FC 04/01/20 CUSIP: 072024WR9 <i>Original Cost: 133,472.85</i>	S&P: AA Moody: Aa3 <b>Cash</b>	125,000	95.5950 119,493.75	102.8258 128,532.27	1,515.63	-9,038.52	3,031.25	2.54%
UNIVERSITY CA REV RFDG GENL SER AS B/E TXBL CPN 2.587% DUE 05/15/26 DTD 04/20/16 FC 11/15/16 CUSIP: 91412GE27 <i>Original Cost: 161,363.00</i>	S&P: AA Moody: Aa2 <b>Cash</b>	150,000	95.6600 143,490.00	103.2694 154,904.17	1,465.97	-11,414.17	3,880.50	2.70%
MASSACHUSETTS EDL FING AUTH ED LN ISSUE L SR SER A REV B/E TXBL CPN 4.038% DUE 07/01/26 DTD 06/13/18 FC 01/01/19 CUSIP: 57563RPM5 <i>Original Cost: 248,805.20</i>	S&P: AA <b>Cash</b>	220,000	98.0320 215,670.40	105.9732 233,140.94	2,220.90	-17,470.54	8,883.60	4.12%
<b>Total Fixed Income-Muni</b>		<b>1,870,000</b>	<b>\$1,813,190.10</b>	<b>\$1,903,291.79</b>	<b>\$15,600.20</b>	<b>-\$90,101.69</b>	<b>\$46,647.15</b>	<b>2.57%</b>

Municipal Bonds held may or may not be tax free. Please consult with your tax advisor.



**ASSET DETAILS (continued)**

**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

<b>Fixed Income-Other</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
U S TREASURY NOTE CPN 2.500% DUE 05/15/24 DTD 05/15/14 FC 11/15/14 CUSIP: 912828WJ5 <i>Original Cost: 251,268.32</i>	Moody: Aaa <b>Cash</b>	250,000	99.6530 249,132.50	100.0308 250,077.05	2,369.51	-944.55	6,250.00	2.51%
U S TREASURY NOTE CPN 3.000% DUE 06/30/24 DTD 06/30/22 FC 12/31/22 CUSIP: 91282CEX5	Moody: Aaa <b>Cash</b>	100,000	99.4150 99,415.00	99.5147 99,514.72	758.24	-99.72	3,000.00	3.02%
ROGERS MEM HOSP INC BOND CPN 2.383% DUE 07/01/24 DTD 08/28/19 FC 01/01/20 CUSIP: 775200AE8 <i>Original Cost: 104,880.00</i>	S&P: A <b>Cash</b>	100,000	99.1380 99,138.00	100.3214 100,321.36	595.75	-1,183.36	2,383.00	2.40%
WESTERN ASSET MTG CAP CORP SR CONV NOTE CPN 6.750% DUE 09/15/24 DTD 09/14/21 FC 03/15/22 CALL 06/25/24 @ 100.000 CUSIP: 95790DAD7	<b>Cash</b>	175,000	98.9940 173,239.50	99.7229 174,515.00	525.00	-1,275.50	11,812.50	6.82%
U S TREASURY NOTE CPN 2.250% DUE 10/31/24 DTD 10/31/17 FC 04/30/18 CUSIP: 9128283D0 <i>Original Cost: 103,230.00</i>	Moody: Aaa <b>Cash</b>	100,000	98.3070 98,307.00	100.6848 100,684.81	945.74	-2,377.81	2,250.00	2.29%
SOUTHERN CA EDISON CO 1ST & RFDG MTG BOND SER E CPN 3.700% DUE 08/01/25 DTD 08/02/18 FC 02/01/19 CALL 06/01/25 @ 100.000 CUSIP: 842400GN7 <i>Original Cost: 150,425.00</i>	S&P: A- Moody: A2 <b>Cash</b>	150,000	97.8220 146,733.00	100.1148 150,172.27	925.00	-3,439.27	5,550.00	3.78%
SOCIETE GENERALE UNSECD MEDIUM TERM NOTE STEP CPN 1.150% DUE 08/19/25 DTD 08/19/20 FC 02/19/21 CALL 05/19/24 @ 100.000 CUSIP: 83369MD25	S&P: A Moody: A1 <b>Cash</b>	50,000	94.0230 47,011.50	98.5100 49,255.00	67.08	-2,243.50	575.00	1.22%



**ASSET DETAILS (continued)**

**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

<b>Fixed Income-Other</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
REALTY INCOME CORP NOTE CPN 4.625% DUE 11/01/25 DTD 11/01/21 FC 05/01/22 CALL 09/01/25 @ 100.000 CUSIP: 756109BE3	S&P: A- Moody: A3 <b>Cash</b>	200,000	99.0500 198,100.00	99.7385 199,477.00	3,854.17	-1,377.00	9,250.00	4.67%
BMO HARRIS BANK NA CHICAGO IL CD FDIC #16571 CLLB CPN 3.000% DUE 11/26/25 DTD 05/26/22 FC 08/26/22 CALL 05/26/24 @ 100.000 CUSIP: 05600XFJ4	<b>Cash</b>	145,000	96.9490" 140,576.05	100.0000 145,000.00	417.13	-4,423.95	4,350.00	3.09%
SIMON PPTY GRP LP NOTE CPN 3.300% DUE 01/15/26 DTD 01/13/16 FC 07/15/16 CALL 10/15/25 @ 100.000 CUSIP: 828807CW5 <i>Original Cost: 131,249.00</i>	S&P: A- Moody: A3 <b>Cash</b>	120,000	96.6780 116,013.60	103.5398 124,247.82	836.00	-8,234.22	3,960.00	3.41%
MORGAN STANLEY SR NOTE CPN 3.875% DUE 01/27/26 DTD 01/27/16 FC 07/27/16 CUSIP: 61746BDZ6 <i>Original Cost: 100,291.00</i>	S&P: A- Moody: A1 <b>Cash</b>	100,000	97.6960 97,696.00	100.1618 100,161.75	688.89	-2,465.75	3,875.00	3.97%
LEGG MASON INC SR NOTE CPN 4.750% DUE 03/15/26 DTD 03/22/16 FC 09/15/16 CUSIP: 524901AV7 <i>Original Cost: 130,942.50</i>	S&P: A Moody: A2 <b>Cash</b>	125,000	99.3900 124,237.50	102.4991 128,123.89	263.89	-3,886.39	5,937.50	4.78%
PENNYMAC CORP CONV SR NOTE CPN 5.500% DUE 03/15/26 DTD 03/05/21 FC 09/15/21 CUSIP: 70932AAF0	<b>Cash</b>	100,000	94.8800 94,880.00	96.7550 96,755.00	244.44	-1,875.00	5,500.00	5.80%





**ASSET DETAILS (continued)**

**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

<b>Fixed Income-Other</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
CUSTOMERS BANK PHOENIXVILLE PA CD FDIC #34444 CPN 5.000% DUE 03/31/26 DTD 03/31/23 FC 09/30/23 CUSIP: 23204HNV6	<b>Cash</b>	140,000	100.2640" 140,369.60	100.0000 140,000.00	19.18	369.60	7,000.00	4.99%
BANK AMERICA CORP SR NOTE CPN 3.500% DUE 04/19/26 DTD 04/19/16 FC 10/19/16 CUSIP: 06051GFX2 <i>Original Cost: 105,286.00</i>	S&P: A- Moody: A1 <b>Cash</b>	100,000	96.9810 96,981.00	102.6842 102,684.25	1,575.00	-5,703.25	3,500.00	3.61%
FEDL HOME LOAN BANK BOND CPN 0.940% DUE 05/26/26 DTD 05/26/21 FC 11/26/21 CALL 11/26/21 @ 100.000 CUSIP: 3130AMH39	S&P: AA+ Moody: Aaa <b>Cash</b>	135,000	92.1570 124,411.95	100.0000 135,000.00	440.63	-10,588.05	1,269.00	1.02%
BROOKFIELD FIN INC GTD NOTE CPN 4.250% DUE 06/02/26 DTD 06/02/16 FC 12/02/16 CALL 03/02/26 @ 100.000 CUSIP: 11271LAA0	S&P: A- Moody: A3 <b>Cash</b>	115,000	98.2100 112,941.50	98.1793 112,906.25	1,615.59	35.25	4,887.50	4.33%
FEDL FARM CREDIT BANK BOND CPN 0.900% DUE 06/15/26 DTD 06/15/21 FC 12/15/21 CALL 04/05/24 @ 100.000 CUSIP: 3133EMH21	S&P: AA+ Moody: Aaa <b>Cash</b>	50,000	91.8930 45,946.50	99.8897 49,944.87	132.50	-3,998.37	450.00	0.98%
FEDL HOME LOAN BANK BOND CPN 5.125% DUE 01/11/27 DTD 01/11/24 FC 07/11/24 CALL 10/11/24 @ 100.000 CUSIP: 3130AYFY7 <i>Original Cost: 125,893.75</i>	S&P: AA+ Moody: Aaa <b>Cash</b>	125,000	99.8500 124,812.50	100.4999 125,624.92	1,423.61	-812.42	6,406.25	5.13%



**ASSET DETAILS (continued)**

**PORTFOLIO ASSETS - HELD AT STIFEL (continued)**

<b>Fixed Income-Other</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
U S TREASURY NOTE CPN 2.250% DUE 02/15/27 DTD 02/15/17 FC 08/15/17 CUSIP: 912828V98 <i>Original Cost: 101,787.19</i>	Moody: Aaa <b>Cash</b>	98,000	94.1720 92,288.56	102.2259 100,181.39	278.66	-7,892.83	2,205.00	2.39%
FEDL HOME LOAN BANK BOND CPN 2.010% DUE 02/25/27 DTD 02/25/22 FC 08/25/22 CALL 05/25/22 @ 100.000 CUSIP: 3130AQUD3	S&P: AA+ Moody: Aaa <b>Cash</b>	100,000	93.1210 93,121.00	98.7550 98,755.00	201.00	-5,634.00	2,010.00	2.16%
STATE BANK OF INDIA NEW YORK NY CD FDIC #33682 CPN 2.200% DUE 03/10/27 DTD 03/10/22 FC 09/10/22 CUSIP: 856285J36	<b>Cash</b>	59,000	93.2950 " 55,044.05	100.0000 59,000.00	78.24	-3,955.95	1,298.00	2.36%
FEDL HOME LOAN MTG CORP MEDIUM TERM NOTE CPN 5.270% DUE 06/30/27 DTD 11/27/23 FC 05/27/24 CALL 05/30/24 @ 100.000 CUSIP: 3134H1KS1 <i>Original Cost: 100,680.00</i>	S&P: AA+ Moody: Aaa <b>Cash</b>	100,000	100.0150 100,015.00	100.2244 100,224.36	1,815.22	-209.36	5,270.00	5.27%
CANADIAN IMPERIAL BANK SR GLBL MEDIUM TERM NOTE CPN 5.250% DUE 12/30/27 DTD 12/30/22 FC 06/30/23 CALL 12/30/24 @ 100.000 CUSIP: 13607XEB9 <i>Original Cost: 141,804.70</i>	S&P: A- Moody: A2 <b>Cash</b>	140,000	98.4920 137,888.80	100.5937 140,831.18	1,857.92	-2,942.38	7,350.00	5.33%
FEDL HOME LOAN BANK BOND CPN 5.625% DUE 11/27/28 DTD 11/30/23 FC 05/27/24 CALL 11/27/24 @ 100.000 CUSIP: 3130AXX37 <i>Original Cost: 151,497.50</i>	S&P: AA+ Moody: Aaa <b>Cash</b>	150,000	99.9720 149,958.00	100.6667 151,000.11	2,835.94	-1,042.11	8,437.50	5.63%

## ASSET DETAILS (continued)

### PORTFOLIO ASSETS - HELD AT STIFEL (continued)

<b>Fixed Income-Other</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
FEDL HOME LOAN MTG CORP MEDIUM TERM NOTE CPN 5.250% DUE 03/05/29 DTD 03/05/24 FC 09/05/24 CALL 09/05/24 @ 100.000 CUSIP: 3134H1VT7 <i>Original Cost: 100,482.00</i>	S&P: AA+ Moody: Aaa <b>Cash</b>	100,000	99.8440 99,844.00	100.4124 100,412.38	379.17	-568.38	5,250.00	5.26%
<b>Total Fixed Income-Other</b>		<b>3,127,000</b>	<b>\$3,058,102.11</b>	<b>\$3,134,870.38</b>	<b>\$25,143.50</b>	<b>-\$76,768.27</b>	<b>\$120,026.25</b>	<b>3.92%</b>
Principal Protected Notes are subject to the credit risk of the issuer. Principal Protected Market Linked CDs are subject to applicable limits.								
<b>Stifel Smart Rate Program</b>	<i>Symbol/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>		<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
STIFEL SMART RATE STIFEL BANK ID: 998606107 <i>Interest Option: Reinvest</i>	<b>Cash</b>	161,653.510	1.0000 161,653.51	1.0000 161,653.51		0.00	8,082.67	5.00%
STIFEL SMART RATE STIFEL BANK & TRUST ID: 998606305 <i>Interest Option: Reinvest</i>	<b>Cash</b>	231,033.640	1.0000 231,033.64	1.0000 231,033.64		0.00	11,551.68	5.00%
<b>Total Stifel Smart Rate Program</b>			<b>\$392,687.15</b>	<b>\$392,687.15</b>		<b>\$0.00</b>	<b>\$19,634.35</b>	<b>5.00%</b>
Stifel Smart Rate is a FDIC insured bank deposit held in Stifel's name for the benefit of clients, not cash held in your securities account and not covered by SIPC.								
<b>Total Portfolio Assets - Held at Stifel</b>			<b>\$5,263,979.36</b>	<b>\$5,430,849.32</b>		<b>-\$166,869.96</b>	<b>\$186,307.75</b>	<b>3.54%</b>
<b>Total Net Portfolio Value</b>			<b>\$5,296,068.78</b>	<b>\$5,462,938.74</b>		<b>-\$166,869.96</b>	<b>\$186,355.88</b>	<b>3.52%</b>

## FOOTNOTE DEFINITIONS

- <sup>6</sup> **Accrued Income:** Accrued Income amounts are provided for informational purposes only and are not included as part of the Net Portfolio Value. Accrued Income represents the sum of accrued interest and accrued dividends on securities positions, but which Stifel has not yet received. Stifel cannot guarantee the accuracy of the Accrued Income, which may be subject to change. Accrued Income amounts are not covered by SIPC and should not be relied upon for making investment decisions.
- <sup>10</sup> Please note "Unrealized Gain/(-)Loss" does not equal the total current value minus the total cost if any value or cost amounts are missing. Unrealized gains or losses are provided for your information only and should not be used for tax purposes.
- <sup>15</sup> There will be no secondary market for Stifel Fixed Yield time deposits. An early withdrawal penalty of the lessor of 90 days interest or half of the interest earned for the amount withdrawn will apply. For complete terms, please contact your Financial Advisor.
- " The price assigned to this instrument may have been provided by a national pricing service and is derived from a 'market-driven pricing model.'  
This price may not be the actual price you would receive in the event of a sale prior to the maturity of the C.D. Additional information is available upon request.



ACTIVITY SUMMARY				CASH EQUIVALENTS		
Type of Activity	Activity	Year-to-date	This period	Cash	Cash Sweep	Margin
<b>Opening Balance - Net Cash Equivalents</b>			<b>\$216,146.54</b>	<b>\$0.00</b>	<b>\$216,146.54</b>	<b>\$0.00</b>
Buy and Sell Transactions	Assets Bought	-330,645.28	-201,472.91	-201,472.91		
	Assets Sold/Redeemed	309,426.67				
Deposits	Deposits Made To Your Account					
Withdrawals	Withdrawals From Your Account					
Income and Distributions	Income and Distributions	50,974.51	17,415.79	17,415.79		
Cash Sweep Activity	Cash Sweep Activity			184,057.12	-184,057.12	
Margin Interest	Margin Interest Charged					
Other	Other Transactions					
Cash Management Activity	Card Activity					
	ACH/ATM Activity					
Checkwriting Activity	Checks You Wrote					
<b>Closing Balance - Net Cash Equivalents</b>			<b>\$32,089.42</b>	<b>\$0.00</b>	<b>\$32,089.42</b>	<b>\$0.00</b>
Securities Transferred	Securities Transferred In/Out					

ACTIVITY DETAILS						CASH EQUIVALENTS			
						This period	Cash	Cash Sweep	Margin
<b>Opening Balance - Net Cash Equivalents</b>						<b>\$216,146.54</b>	<b>\$0.00</b>	<b>\$216,146.54</b>	<b>\$0.00</b>
<b>Assets Bought</b>									
Date	Activity	Quantity	Price	Description	Total	Cash	Cash Sweep	Margin	
3/4/2024	Asset Bought	100,000.000	100.4770	FEDL HOME LOAN MTG CORP MEDIUM TERM NOTE CPN 5.250% DUE 03/05/29 DTD 03/05/24 FC 09/05/24 CALL 09/05/24 @ 100.000 CUSIP: 3134H1VT7	-100,482.00	-100,482.00			
3/4/2024	Asset Bought	100,000.000	96.7500	PENNYMAC CORP CONV SR NOTE CPN 5.500% DUE 03/15/26 DTD 03/05/21 FC 09/15/21 CUSIP: 70932AAF0	-99,367.50	-99,367.50			



ACTIVITY DETAILS continued	CASH EQUIVALENTS continued
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Assets Bought continued								
Date	Activity	Quantity	Price	Description	Total	Cash	Cash Sweep	Margin
3/26/2024	Interest Reinvest	668.290		STIFEL SMART RATE STIFEL BANK ID: 998606107  REINVEST AT 1.000	-668.29	-668.29		
	****note****							
3/26/2024	Interest Reinvest	955.120		STIFEL SMART RATE STIFEL BANK & TRUST ID: 998606305  REINVEST AT 1.000	-955.12	-955.12		
	****note****							
<b>Total Assets Bought</b>					<b>-\$201,472.91</b>	<b>-\$201,472.91</b>		

Income and Distributions								
Date	Activity	Quantity	Price	Description	Total	Cash	Cash Sweep	Margin
3/11/2024	Interest			STATE BANK OF INDIA NEW YORK NY CD FDIC #33682 CPN 2.200% DUE 03/10/27 DTD 03/10/22 FC 09/10/22 031024 59,000 CUSIP: 856285J36	647.22	647.22		
3/15/2024	Interest			LEGG MASON INC SR NOTE CPN 4.750% DUE 03/15/26 DTD 03/22/16 FC 09/15/16 031524 125,000 CUSIP: 524901AV7	2,968.75	2,968.75		
3/15/2024	Interest			PENNYMAC CORP CONV SR NOTE CPN 5.500% DUE 03/15/26 DTD 03/05/21 FC 09/15/21 031524 100,000 CUSIP: 70932AAF0	2,750.00	2,750.00		
3/15/2024	Interest			WESTERN ASSET MTG CAP CORP SR CONV NOTE CPN 6.750% DUE 09/15/24 DTD 09/14/21 FC 03/15/22 CALL 06/15/24 @ 100.000 031524 175,000 CUSIP: 95790DAD7	5,906.25	5,906.25		



ACTIVITY DETAILS continued	CASH EQUIVALENTS continued
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Income and Distributions continued							
Date	Activity	Quantity	Description	Total	Cash	Cash Sweep	Margin
3/26/2024	Interest		STIFEL SMART RATE STIFEL BANK 032524 160,985.22000 ID: 998606107	668.29	668.29		
3/26/2024	Interest		STIFEL SMART RATE STIFEL BANK & TRUST 032524 230,078.52000 ID: 998606305	955.12	955.12		
3/28/2024	Interest		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM 032824 32,089 CUSIP: 09999844	10.57	10.57		
3/28/2024	Interest		CUSTOMERS BANK PHOENIXVILLE PA CD FDIC #34444 CPN 5.000% DUE 03/31/26 DTD 03/31/23 FC 09/30/23 033124 140,000 CUSIP: 23204HNV6	3,509.59	3,509.59		

<b>Total Income and Distributions</b>	<b>\$17,415.79</b>	<b>\$17,415.79</b>
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Cash Sweep Activity							
Date	Activity		Description	Total	Cash	Cash Sweep	Margin
3/5/2024	Sale		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		100,482.00	-100,482.00	
3/6/2024	Sale		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		99,367.50	-99,367.50	
3/12/2024	Purchase		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-647.22	647.22	
3/18/2024	Purchase		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-11,625.00	11,625.00	
3/28/2024	Purchase		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-10.57	10.57	
3/28/2024	Purchase		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-3,509.59	3,509.59	

<b>Total Cash Sweep Activity</b>	<b>\$0.00</b>	<b>\$184,057.12</b>	<b>-\$184,057.12</b>
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	<i>This period</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
<b>Closing Balance - Net Cash Equivalents</b>	<b>\$32,089.42</b>	<b>\$0.00</b>	<b>\$32,089.42</b>	<b>\$0.00</b>

## REALIZED GAINS/(-)LOSSES

This section provides estimated realized gains or losses for informational purposes only. Cost basis may be adjusted due to, but not limited to, the following: amortization, accretion, principal paydowns, capital changes, listed option premiums, gifting rules, inheritance step-up, or wash sales. Unless another method was in effect at the time of the trade, the trading tax lot relief method indicated on the first page of the statement was used to calculate gains or losses. Please review this information carefully for accuracy, and contact your Financial Advisor with any questions.

	<i>Closing Transaction</i>	<i>Date Acquired</i>	<i>Date Sold</i>	<i>Quantity</i>	<i>Cost Basis</i>	<i>Sale Proceeds</i>	<i>Realized Gain/(-)Loss**</i>
<b>Fixed Income-Muni</b>							
NEW YORK NY CITY HSG DEV CORP MLTIFAM HSG CUSIP: 64972CBF9		08/10/20	01/09/24	110,000	110,000.00	108,785.00	-1,215.00 (LT)
<b>Total Fixed Income-Muni</b>					<b>\$110,000.00</b>	<b>\$108,785.00</b>	<b>-\$1,215.00</b>
<b>Fixed Income-Other</b>							
BMW BANK OF NORTH AMER SALT LAKE CITY UT CD CUSIP: 05580AVB7	REDEEMED	02/25/20	02/28/24	200,000	200,000.00	200,000.00	N/A (LT)
<b>Total Fixed Income-Other</b>					<b>\$200,000.00</b>	<b>\$200,000.00</b>	<b>\$0.00</b>
<b>Total Realized Gains/(-)Losses</b>					<b>\$310,000.00</b>	<b>\$308,785.00</b>	<b>-\$1,215.00</b>
<b>Total Net Short-Term (ST)</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Net Long-Term (LT)</b>					<b>\$310,000.00</b>	<b>\$308,785.00</b>	<b>-\$1,215.00</b>
<b>Total Net Other-Term (OT)</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

\*\* Please note "Realized Gain/(-)Loss" does not equal total sale proceeds minus total cost basis if any cost basis amounts are missing.



**Stifel Insured Bank Deposit Program**

Amount(s) listed below include accrued interest in the amount of \$10.57. The rate at month-end was 0.15%.

Description	Location	Previous Month Value	Current Month Value
Stifel Trust Company NA	St. Louis, MO	\$216,146.45	\$32,089.42
Stifel Bank	St. Louis, MO	\$0.09	\$0.00
Closing Balance - Stifel Insured Bank Deposit Program			\$32,089.42

**Stifel Smart Rate Program**

Amount(s) listed below include accrued interest in the amount of \$1,623.41.\* The rate at month-end for the Stifel Smart Rate Program was 5.00%.

Description	Location	Previous Month Value	Current Month Value
Stifel Bank & Trust	St. Louis, MO	\$230,078.52	\$231,033.64
Stifel Bank	St. Louis, MO	\$160,985.22	\$161,653.51
Closing Balance - Stifel Smart Rate Program			\$392,687.15**

Your deposit balances at each Program Bank are eligible for insurance by the FDIC within applicable limits. The deposit balances are not insured by SIPC. Please refer to the Stifel Insured Bank Deposit Program Disclosure Statement and the Stifel Insured Bank Deposit Program for Retirement Accounts Disclosure Statement which are available at [www.stifel.com/disclosures/account-agreement](http://www.stifel.com/disclosures/account-agreement) or from your Financial Advisor.

Stifel Smart Rate Program balances are bank deposits, which are eligible for insurance by the FDIC within applicable limits. Deposits in the Stifel Smart Rate Program with Stifel Bank, member FDIC, Stifel Bank & Trust, member FDIC, Stifel Trust Company, N.A., member FDIC, or Stifel Trust Company Delaware, N.A., member FDIC are reflected here for your convenience and are not cash held in your securities account(s). Stifel Smart Rate Program deposits are not insured by SIPC. For additional information and terms and conditions concerning these deposits, see the Stifel Smart Rate Program Disclosure which is available at [www.stifel.com/disclosures](http://www.stifel.com/disclosures) or from your Financial Advisor.

\* The interest accrual period for the Stifel Smart Rate Program is measured from the 26th of the previous month through the 25th of the current month. The accrued interest amount is based on this accrual period, not a calendar month.

\*\* The closing balance reflects deposits and withdrawals before the applicable cutoff time on the last business day of the month, regardless of when the transaction settles.



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# STIFEL

## Certain Definitions

“**Stifel**” means Stifel, Nicolaus & Company, Incorporated, Member SIPC and NYSE.

“**Stifel Banks**” means affiliated banks of Stifel, which may include Stifel Bank & Trust, Member Federal Deposit Insurance Corporation (“FDIC”); Stifel Bank, Member FDIC; Stifel Trust Company, National Association, Member FDIC; and Stifel Trust Company Delaware, National Association, Member FDIC. **Unless otherwise specified, products purchased from or held by Stifel in a securities account are not insured by the FDIC, are not deposits or other obligations of the Stifel Banks, are not guaranteed by the Stifel Banks, and are subject to investment risk, including possible loss of the principal.**

“**Stifel Smart Rate Program**” refers to a money market deposit account at Stifel Bank & Trust, Stifel Bank, Stifel Trust Company, N.A., or Stifel Trust Company Delaware, N.A., each an affiliate of Stifel, which is made available to eligible clients of Stifel. The deposits are insured by the FDIC, within applicable limits, and are not cash held in your securities account. For additional information and terms and conditions concerning these deposits, see the Stifel Smart Rate Program Disclosure, which is available at [www.stifel.com/disclosures](http://www.stifel.com/disclosures) or from your Financial Advisor.

“**Stifel Fixed Yield Program**” refers to a time deposit account at Stifel Bank & Trust, Stifel Bank, Stifel Trust Company, N.A., or Stifel Trust Company Delaware, N.A., each an affiliate of Stifel, which is made available to eligible clients of Stifel. The deposits are insured by the FDIC, within applicable limits, and are not cash held in your securities account. For additional information and terms and conditions concerning these deposits, see the Stifel Fixed Yield Program Disclosure, which is available at [www.stifel.com/disclosures](http://www.stifel.com/disclosures) or from your Financial Advisor.

## Account Disclosures

**Errors and Inquiries** – You should review this statement carefully and notify the Manager of the Office servicing your account of anything you believe to be incorrect. Any verbal communications should be re-confirmed in writing to protect your rights, including rights under SIPA. All statements furnished to you shall be considered accurate, complete, and acknowledged by you unless you report any inaccuracies to the Manager. Instructions and inquiries should be directed to your Financial Advisor. When making inquiries, please mention your account number. Please notify us promptly of any change of address.

**Investment Objective** – All clients are requested to promptly notify us of any material change in their investment objective or financial situation in order to assist us in maintaining current background and financial information.

**Pricing and Rating of Securities** – The pricing of securities displayed on your statement is derived from various sources and, in some cases, may be higher or lower than the price you would actually receive in the market. If we cannot obtain a price, “N/A” appears. For securities listed on an exchange or trading continually in an active marketplace, the prices reflect market quotations at the close of your statement period. For securities trading less frequently, we rely on third-party pricing services or a computerized pricing model, which may not always reflect actual market values. Similarly, some insurance product values provided by outside carriers may be valued as of a date other than the statement date. Bond ratings of securities were obtained from various rating services. There is no guarantee with respect to their accuracy. For current price quotes, please contact your Financial Advisor.

**Cost Basis Information** – All information provided with respect to cost basis is derived from transactions in the account or information supplied by other sources. There is no guarantee as to the accuracy of cost basis information or the profit and loss information provided for tax lots designated as noncovered. Stifel uses the first-in, first-out method when calculating the realized gain or loss on sale transactions unless a specific identification is made prior to settlement date. The gain or loss provided on your statement is informational only and should not be used for tax reporting. A 1099 including the cost basis for sale proceeds from covered tax lots will be provided after year-end for tax reporting. Please inform your Financial Advisor if a cost basis is not accurate.

**Transaction Dates** – All securities transactions are reflected on a trade date basis. Effective May 28, 2024, the settlement cycle will be reduced to T+1 (trade date plus one business day) from T+2 (trade date plus two business days).

**Custody of Securities** – Securities held by Stifel, Nicolaus & Company, Incorporated for you, but which are not registered in your name, may be commingled with identical securities being held for other clients by our Correspondent, the Depository Trust Company, or in similar systems.

**Assets Held Away** – You may purchase certain assets through Stifel, which will be held at a custodial institution other than Stifel. Where available, we include information about these assets on your statement. The custodial institution is responsible, however, for providing year-end tax reporting information (Form 1099) and separate periodic statements, which may vary from the information included on your Stifel statement because of different reporting periods. Your Stifel statements may also reflect other assets “not held” at Stifel, in addition to those held by a custodial institution. The value and nature of these investments is generally provided by you. Stifel does not guarantee the accuracy of the information with respect to the value of these investments as reflected on your statement. Assets held away are not covered by Stifel SIPC.

**Estimated Annual Income and Yields** – Estimated annual income and yields are calculated by annualizing the most recent distribution and do not reflect historical experience or project future results. The yield information for the money market funds is based on historical performance; future yields will fluctuate. These figures have been obtained from sources believed to be reliable, but no assurance can be made as to accuracy. Before investing in any of these funds, carefully read the prospectus, which is available through your Financial Advisor.

**Order Routing and Payment for Order Flow** – In order to access a wide variety of execution venues, the firm does participate in the maker/taker model. Certain exchanges and other trading centers to which the firm routes equities and options orders have implemented fee structures under which broker-dealer participants may receive rebates on certain orders. Under these fee structures, participants are charged a fee for orders that take liquidity from the venue, and provided a rebate for orders that add liquidity to the venue. Rebates received by the firm from a venue during any time period may or may not exceed the fees paid by the firm to the venue during that time period. Fees and/or rebates from all venues are subject to change. Stifel will provide customers additional information regarding average net fees/rebates paid/received upon written request. For venues from which Stifel receives a rebate, Stifel is considered to be receiving payment for order flow.

Additional information will be provided upon written request, and certain order routing information is available online at [www.stifel.com/disclosures/best-execution](http://www.stifel.com/disclosures/best-execution). On request of a customer and at no fee, Stifel will disclose to such customer the identity of the venue to which such customer’s orders were routed for execution in the six months prior to the request, whether the orders were directed orders or non-directed orders, and the time of the transactions, if any, that resulted from such orders. Orders may be routed and executed internally through Stifel’s trading desk. In such instances, Stifel stands to share in 100% of remuneration received (in the case of orders executed as agent) or profits or losses generated (in the case of orders executed as principal) as a result of internalizing such orders. Customers may mail their inquiries to: Stifel – Attn: Equity Trading Compliance, One South Street, Baltimore, Maryland 21202.

**Tax Information** – Although your statement may describe certain items as Federally tax-exempt, this is for information purposes only. When reporting your taxes, please rely exclusively on the substitute Form 1099 you will receive from us after year-end for your taxable accounts. (For Retirement Accounts, Form 1099R will report distributions from the account rather than income and dividends or proceeds from sales.)

**SIPC Protection** – Stifel is a member of the Securities Investor Protection Corporation (SIPC). SIPC coverage protects securities customers of its members up to \$500,000 (including \$250,000 for claims for cash). An explanatory brochure is available upon request or at [www.sipc.org](http://www.sipc.org), or investors may contact SIPC at (202) 371-8300. Stifel has purchased additional securities coverage of \$149,500,000 and cash coverage of \$900,000 for a total of \$150,000,000 of securities coverage and \$1,150,000 of cash coverage, subject to the terms and conditions of the policy, with an aggregate limit of \$300,000,000. (For more information, visit: [www.stifel.com/disclosures/asset-protection](http://www.stifel.com/disclosures/asset-protection).) This coverage does not protect against market losses and does not cover securities not held by Stifel.

**Margin Accounts** – If you have a margin account, this is a combined statement of your margin account and special memorandum account (“SMA”) maintained for you under Section 220.5 of Regulation T issued by the Board of Governors of the Federal Reserve System. The permanent record of the (“SMA”) as required by Regulation T is available for your inspection upon request. If you have applied for margin privileges and have been approved, you may borrow money from Stifel in exchange for pledging assets in your account as collateral for any outstanding margin loan. The amount you may borrow is based on Regulation T, Stifel’s internal policies, and the value of securities in your margin account. Securities held in a margin account are identified by the word “margin” on your statement. Stifel reserves the right to limit margin purchases and short sales and to alter its margin requirements and due dates for house or other margin calls in accordance with the Firm’s guidelines, market conditions, and regulatory margin requirements.

# STIFEL

## Account Disclosures Continued

**Margin Account Interest Charges** – The margin interest period includes the second to last day of the prior statement period through the third day prior to the last day of the current statement period. The margin interest charge is computed by multiplying the rate of interest by the average net daily settled debit balance and a fraction, the numerator of which is the number of days the debit balance existed, and the denominator of which is three hundred sixty (360). The rate of interest is determined by the cost of borrowing money and is subject to change without notice. The average net daily settled debit balance includes any settled credit and settled debit balances in your cash and margin accounts during the period. Please review the “Statement of Credit Terms” you have already received for further information.

**Fully Paid Lending Participants** – Without waiving any rights given to you, it is understood and agreed that the provisions of the Securities Investor Protection Act of 1970 may not protect the lender with respect to loaned securities hereunder and that, therefore, the collateral held for you may constitute the only source of satisfaction of Stifel’s obligations in the event Stifel fails to return the loaned securities.

**Late Charges** – If transactions in your account result in a debit balance in your cash account and you do not make payment by the settlement date, you may be subject to interest charges.

**Free Credit Balances** – Customer Free Credit Balances may be used in this Firm’s business subject to the limitations of 17CFR Section 240, 15c3-3 under The Securities Exchange Act of 1934. You have the right to receive from us in the course of normal business operations, upon demand, the delivery of: a) any Free Credit Balances to which you are entitled, b) any Fully-Paid Securities to which you are entitled, c) any Securities purchased on margin upon full payment of any indebtedness to us. If you participate in Cash Management Accounts, the payment to you of a Free Credit Balance may be subject to the cancellation of any commitment made in respect to your account for the payment of checks, automated clearing house (ACH) payments, ATM Card or Point of Sale transaction charges, or other debit card transactions.

**Option Accounts** – 1) Commissions and other charges related to the execution of option transactions have been included on confirmations for such transactions, which have already been sent to you, and copies of confirmations are available upon request; 2) should you have any changes in your investment objective or current financial situation, you should advise your investment professional immediately; and 3) assignment notices for option contracts are allocated among client short positions pursuant to an automated procedure that randomly selects from all client short option positions those contracts that are subject to assignment, which includes positions established on the day of assignment. Additional information pertaining to the procedures used for random selection is available upon request.

**Complaints** – Complaints relating to your account(s) may be directed to Stifel, Legal Department, 501 North Broadway, St. Louis, Missouri 63102 or by phoning (800) 488-0970 or (314) 342-2000.

**Lost Certificates** – In the event your statement indicates that securities were delivered out of your account in certificate form and you have not received them, it is understood that you will notify Stifel immediately in writing. If written notification is received within 120 calendar days after the delivery date, as reflected on your statement, the certificate will be replaced free of charge. Thereafter, a fee for replacement may apply.

**Dividend Reinvestment** – (Optional) The dollar amount of Mutual Fund distributions, Money Market Fund income, or dividends on other securities shown on your statement may have been reinvested into additional shares. You will not receive confirmations for these reinvestment transactions. However, information pertaining to these transactions which would otherwise appear on confirmations will be furnished to you upon written request. In dividend reinvestment transactions, Stifel may act as your agent and receive payment for order flow. The source and nature of such payment will be furnished to you upon written request to Stifel or your introducing firm. If Stifel is currently a market maker in the eligible security, Stifel will purchase, as principal for you, additional shares at the opening market price.

**Stifel Information** – A Statement of Financial Condition of Stifel, Nicolaus & Company, Incorporated is available for your inspection at any of our offices, or a copy will be mailed to you upon request.

**Investor Education and Protection** – Under the Public Disclosure Program, the Financial Industry Regulatory Authority (“FINRA”) provides certain information regarding the disciplinary history of FINRA members and their associated persons via FINRA’s BrokerCheck Hotline (toll-free (800) 289-9999) or on the FINRA website at [www.finra.org](http://www.finra.org), including an investor brochure that includes information describing FINRA BrokerCheck. Stifel, Nicolaus & Company, Incorporated is registered with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board (“MSRB”). Additional information may be obtained from the MSRB website at [www.msrb.org](http://www.msrb.org), including an investor brochure that is posted on the website describing the protections that may be provided by the MSRB rules and how to file a complaint with an appropriate regulatory authority.

**ERISA Section 408(b)(2) Notice** – For Service Provider Fee Disclosures under ERISA 408(b)(2), please see [www.stifel.com/disclosures/ERISA](http://www.stifel.com/disclosures/ERISA). Please direct any questions you may have to your Financial Advisor.

**Notification of Change in Circumstances and Availability of Investment Advisory Disclosure Brochures** – In the event that there are any material changes in your financial situation, investment objective(s), risk tolerance, or instructions regarding your account(s), please promptly report such changes to your Financial Advisor to ensure that your investment advisory accounts are being managed based on the most current information. You should review Stifel’s Form ADV Part 2A (Disclosure Brochure) for information and disclosures relating to Stifel’s investment advisory services (available at: [www.stifel.com/disclosures/investment-advisory-services/program-disclosures](http://www.stifel.com/disclosures/investment-advisory-services/program-disclosures)), including (but not limited to) a discussion of the various conflicts of interest to which our firm may be subject in the provision of investment advisory services to you.



COUNTY OF ORANGE  
**OFFICE OF THE TREASURER-TAX COLLECTOR**  
 Shari L. Freidenrich, CPA, CCMT, CPFA, ACPFIM  
 P. O. BOX 4515  
 SANTA ANA, CA 92702-4515



[octreasurer.com/publicfunds](http://octreasurer.com/publicfunds)

March 31, 2024

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT**

**Fund Number** [REDACTED]

**MARCH 2024 STATEMENT**

**Transactions**

<u>Transaction Date</u>	<u>Transaction Description</u>	<u>Authorized Signer</u>	<u>Amount</u>
03/01/2024	February 2024 Investment Admin Fee		\$ (29.02)
03/20/2024	December 2023 Interest Paid		\$ 6,788.56

**Summary**

Total Deposit:	\$	6,788.56	Beginning Balance:	\$	1,817,565.25
Total Withdrawal:	\$	(29.02)	Ending Balance:	\$	1,824,324.79

# California State Treasurer *Fiona Ma, CPA*



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

April 15, 2024

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

ORANGE COUNTY VECTOR CONTROL DISTRICT

DIRECTOR OF ADMINISTRATIVE SERVICES  
13001 GARDEN GROVE BLVD  
GARDEN GROVE, CA 92843

[Tran Type Definitions](#)

Account Number: [REDACTED]

March 2024 Statement

**Account Summary.**

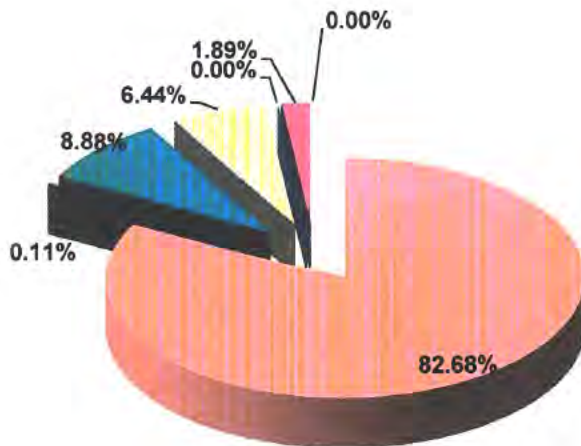
Total Deposit:	0.00	Beginning Balance:	22,184,095.61
Total Withdrawal:	0.00	Ending Balance:	22,184,095.61

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT - INVESTMENT SUMMARY Q3 FY 2024**

BASED ON FACE VALUE AT MATURITY

	STIFEL	LAIF	OCIP	Combined Total
Pooled Investment	\$0	\$22,184,096	\$1,824,325	\$24,008,420
Cash or Money Markets	\$32,089	\$0	\$0	\$32,089
Corporate Bonds & Notes	\$2,579,000	\$0	\$0	\$2,579,000
Municipal Bonds	\$1,870,000	\$0	\$0	\$1,870,000
Govt. Backed CMO Securities	\$0	\$0	\$0	\$0
US Bonds	\$548,000	\$0	\$0	\$548,000
Government Securities	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$5,029,089.42</b>	<b>\$22,184,095.61</b>	<b>\$1,824,324.79</b>	<b>\$29,037,509.82</b>

**Investment Portfolio Summary**



- Pooled Funds - no max
- Cash or Money Markets - 20% max.
- Corporate Bonds & Notes - 30% max.
- Municipal Bonds - no max.
- Govt. Backed CMO Securities - 20% max.
- US Bonds - no max.
- Government Securities - no max.

*Lora Young*  
 \_\_\_\_\_  
 Lora Young  
 District Manager

*Tan Nguyen*  
 \_\_\_\_\_  
 Tan Nguyen  
 Finance Manager

## SUMMARY OF INVESTMENTS BY CORPORATION/GOV'T BY INVESTMENT TYPE

	STIFEL	LAIF	OCERS	Combined Total
<b><u>Pooled Funds</u></b>				
Pooled Funds	\$0.00	\$22,184,096	\$1,824,325	\$24,008,420
<b>Totals</b>	<b>\$0.00</b>	<b>\$22,184,096</b>	<b>\$1,824,325</b>	<b>\$24,008,420</b>
			% of total fund	<b>82.68%</b>

	STIFEL	LAIF	OCERS	Combined Total
<b><u>Certificates of Deposit</u></b>				
<b>Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
			% of total fund	<b>0.00%</b>

	STIFEL	LAIF	OCERS	Combined Total
<b><u>Cash or Money Markets</u></b>				
STIFEL Deposit Program	\$32,089.42	\$0.00	\$0.00	\$32,089.42
<b>Totals</b>	<b>\$32,089.42</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$32,089.42</b>
			% of total fund	<b>0.11%</b>

	STIFEL	LAIF	OCERS	Combined Total
<b><u>Corporate Bonds &amp; Notes</u></b>				
Rogers Mem Hosp Inc Bond	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Western Asset Mtg Cap	\$175,000.00	\$0.00	\$0.00	\$175,000.00
Socal Edison	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Societe Generale	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Realty Income Corp	\$200,000.00	\$0.00	\$0.00	\$200,000.00
BMO Harris Bank NA	\$145,000.00	\$0.00	\$0.00	\$145,000.00
Simon PPTY Grp LP Note	\$120,000.00	\$0.00	\$0.00	\$120,000.00
Morgan Stanley Bank	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Legg Mason Inc	\$125,000.00	\$0.00	\$0.00	\$125,000.00
PennyMac Corp	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Customers Bank	\$140,000.00	\$0.00	\$0.00	\$140,000.00
Bank of America Corp	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Fedl Home Loan Bank	\$135,000.00	\$0.00	\$0.00	\$135,000.00
Brookfield Fin Inc	\$115,000.00	\$0.00	\$0.00	\$115,000.00
FEDL Farm Credit Bank	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Fedl Home Loan Bank	\$125,000.00	\$0.00	\$0.00	\$125,000.00
Fedl Home Loan Bank	\$100,000.00	\$0.00	\$0.00	\$100,000.00
State Bank of India	\$59,000.00	\$0.00	\$0.00	\$59,000.00
Fedl Home Loan Mtg Corp	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Canadian Imperial Bank	\$140,000.00	\$0.00	\$0.00	\$140,000.00

Fedl Home Loan Bank	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Fedl Home Loan Bank	\$100,000.00	\$0.00	\$0.00	\$100,000.00
<b>Totals</b>	<b>\$2,579,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,579,000.00</b>
			<b>% of total fund</b>	<b>8.88%</b>

	STIFEL	LAIF	OCERS	Combined Total
<b><u>Municipal Bonds</u></b>				
Connecticut St	\$110,000.00	\$0.00	\$0.00	\$110,000.00
Kansas ST DEV FIN AUT	\$70,000.00	\$0.00	\$0.00	\$70,000.00
Amarillo, TX HOTEL TAX REV	\$75,000.00	\$0.00	\$0.00	\$75,000.00
Miami Dade Cnty FL Aviation Bonds	\$200,000.00	\$0.00	\$0.00	\$200,000.00
San Diego CONVNTN	\$170,000.00	\$0.00	\$0.00	\$170,000.00
Suffolk CNTY NY	\$250,000.00	\$0.00	\$0.00	\$250,000.00
Florida ST BRD ADMIN FIN	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Kentucky HSG Corp REV	\$200,000.00	\$0.00	\$0.00	\$200,000.00
Cleveland OH INCM TAX	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Stephenson CNTY IL SCHL	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Bay Area TOLL AUTH	\$125,000.00	\$0.00	\$0.00	\$125,000.00
University CA REV	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Massachusetts EDL FING AUTH	\$220,000.00	\$0.00	\$0.00	\$220,000.00
<b>Totals</b>	<b>\$1,870,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,870,000.00</b>
			<b>% of total fund</b>	<b>6.44%</b>

	STIFEL	LAIF	OCERS	Combined Total
<b><u>Government Backed CMO Securities</u></b>				
GNMA	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
			<b>% of total fund</b>	<b>0.00%</b>

	STIFEL	LAIF	OCERS	Combined Total
<b><u>Government Securities</u></b>				
FNMA	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
			<b>% of total fund</b>	<b>0.00%</b>

<b><u>US Bonds</u></b>				
US Treasury Bill	\$250,000.00	\$0.00	\$0.00	\$250,000.00
US Treasury Bill	\$100,000.00	\$0.00	\$0.00	\$100,000.00
US Treasury Bill	\$100,000.00	\$0.00	\$0.00	\$100,000.00
US Treasury Bill	\$98,000.00	\$0.00	\$0.00	\$98,000.00
	<b>\$548,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$548,000.00</b>
				<b>1.89%</b>

				<b>\$29,037,509.82</b>
<b>Grand Total</b>	<b>\$5,029,089.42</b>	<b>\$22,184,095.61</b>	<b>\$1,824,324.79</b>	<b>\$29,037,509.82</b>





# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 16, 2024

## AGENDA REPORT

### AGENDA ITEM E.4

**Prepared By:** Sandra Vera, Director of Human Resources  
**Submitted By:** Lora Young, District Manager

#### Agenda Title

Adopt Resolution No. 577 Approving changes to the Data Application Specialist Job Description

#### Recommended Action

Adopt Resolution No. 577 approving changes to Data Application Specialist Job Description.

#### Executive Summary

The Information Technology Department is structured with four job classifications, the Data Application Specialist is an entry level position within the IT Department and recently vacated. This created an opportunity to evaluate the job description and create a series that would allow for growth opportunities within the position and promote succession planning.

Based on the needs of the District, the District Manager, Director of Information Technology, and the Director of Human Resources determined the change of this position would be required to assist in continuing meeting the IT needs of the District. With the revised job description for the Data Application Specialist Series, the District will ensure succession planning and longevity of incumbents with institutional knowledge.

Staff has received support from the affected bargaining unit regarding the proposed change to this represented position and will satisfy its meet and confer responsibilities under the Meyers-Milias-Brown Act prior to implementation.

The result of these changes in positions will be "Net Zero" in overall staffing numbers. Furthermore, the new classification will result in no additional cost in salary and benefits in FY24/25.

#### Strategic Plan Compliance:

PRIORITY AREA 9: Staffing

GOAL 9.1: Assess and address staffing needs/deficiencies and evaluate options for full-time and part-time staffing models that consider current and future demand for services and growth in the county.

#### Fiscal Impact:

**What Amount is being requested?** None

**Is the Amount Requested Budgeted in the Current Fiscal Year?** N/A

**If No, What Funds Are Requested?** N/A

**Exhibits:**

**Exhibit A:** Data Application Specialist Series Job Description Redline Version

**Exhibit B:** Data Application Specialist Series Job Description Clean Version

**Exhibit C:** Resolution No. 577



~~April 2024~~ ~~January 2019~~  
Class Code: ~~A-40; A-44; A50~~  
FLSA: Non-Exempt

## DATA APPLICATION SPECIALIST SERIES

### DEFINITION

Under general supervision perform a variety of assigned tasks and duties, including but not limited to, support and develop in-house ~~custom data management system applications, develop and integrate web apps that interfaces between different data systems.~~ The successful candidate for this position will have knowledge ~~of~~ and experience with the application development life cycle (ADLC) and be able to perform both front and back-end development in operating systems, software, database, and programing knowledge and experience. The right candidate will have strong organizational and task management skills.

This position supports the District's data application systems and end user support. Duties include requirement gathering, custom application development, reviewing system needs, data integrity validation, report development, staff training, database management, and help desk support. Work with minimal supervision to identify, troubleshoot and research solutions to technological issues.

### SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned management and supervisory staff. Exercises no direct supervision over staff.

### CLASS CHARACTERISTICS

The ideal candidate will have a passion and enthusiasm to learn. Be able to follow instructions accurately with little supervision needed. Be able to work on multiple projects assigned and provide updates to the supervisor in a timely and efficient manner.

### EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

*Job functions and performance are subject to provisions contained within the Personnel and Salary Resolution and Memorandum of Understanding applicable to the specified job classification. Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Build custom web ~~base applications reporting~~ utilizing common programming language and data format such as PHP, HTML, CSS, JavaScript, JSON, etc.
- ~~Strong experience with data analysis tools like Microsoft Excel and/or Google Sheets.~~
- Analyze field collected data to ensure data integrity and consistency.
- Understand geospatial data and the ability to present it on a map.
- Strong experience with Microsoft SQL Server and T-SQL scripting.
- Assist with onboarding of new users.
- Perform workstation hardware and software upgrades as required.
- Create documentation for IT processes and procedures.

- Ensure all working systems are up to date with the latest security patches.
- Establish and maintain cooperative and effective work relationships.
- Strong oral and written communication skills.
- Perform other duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Knowledge and hands on experience with Windows XP, 7, 10.
- iPad management with MDM solutions.
- Good communication skills. Will be interfacing in a team and with end-users.
- Management of windows desktops in a domain enterprise environment.
- Experience installing and configuring the standard Microsoft Office Suite (Word, Excel, PowerPoint, Access, Microsoft Outlook, etc.).
- Network configuration and protocols (DHCP, DNS, etc.)
- Active Directory and how it pertains to management of users.
- Online collaboration tools such as Google Apps.
- ~~Website~~ [Web application development design and utilizing common programing languages](#) such as HTML5, PHP, JavaScript, CSS, etc.
- SQL Server database administration and T-SQL query generation.

### **Ability to:**

- Must be ~~very~~ customer oriented.
- Be punctual, reliable, and dependable.
- Prepare clear and concise correspondence and reports from various sources.
- Understand and follow oral and written instructions.
- [Communicate clearly and concisely, both orally and in writing.](#)
- [Be able to multitask and prioritize tasks to ensure completion on time.](#)
- [Provide routine status updates on tasks and projects](#)

### **Education and Experience:**

*Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:*

[Minimum of Junior status at an accredited university for Junior Data Application Specialist.](#) Minimum one (1) year of relevant technical experience [for Data Application Specialist I.](#) Experience with Vector Control and public health agency is highly desirable. Bachelor's Degree in Computer Science, Information Technology, Information Systems, or other technology related field of study is required [for Data Application Specialist I-](#).

### **Licenses and Certifications:**

- [A valid Class C or Class 3 California State driver's license issued from the California Department of Motor Vehicles.](#)
- [Junior Data Application Specialist: Junior status at an accredited university pursuing a degree in Computer Science, Information Technology, Information Systems, or related field. District Manager's approval must be given should the degree takes longer than two years to acquire.](#)
- [Data Application Specialist I: Bachelors' Degree and \(1\) one year of relevant experience.](#)

- [Data Application Specialist II: Bachelor's Degree or higher and \(5\) five years of experience.](#)

### **PHYSICAL DEMANDS**

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Incumbents will be required to lift equipment under 20 pounds unassisted or over 50 pounds with assistance. Incumbents will need dexterity of hands to reach, vision to perform repairs to broken equipment. Must be able to sit, stand, stoop and reach. Ability to communicate effectively, use analytical skills to problem solve and reach conclusions to research situations. Must be able to evaluate the needs of District staff and work with staff to resolve computer issues.

### **ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



## DATA APPLICATION SPECIALIST SERIES

### **DEFINITION**

Under general supervision, perform a variety of assigned tasks and duties, including but not limited to, support and develop in-house applications. The successful candidate for this position will have knowledge and experience with the application development life cycle (ADLC) and be able to perform both front and back-end development. The right candidate will have strong organizational and task management skills.

This position supports the District's data application systems and end user support. Duties include requirement gathering, custom application development, reviewing system needs, data integrity validation, report development, staff training, database management, and help desk support. Work with minimal supervision to identify, troubleshoot, and research solutions to technological issues.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from assigned management and supervisory staff. Exercises no direct supervision over staff.

### **CLASS CHARACTERISTICS**

The ideal candidate will have a passion and enthusiasm to learn. Be able to follow instructions accurately with little supervision needed. Be able to work on multiple projects assigned and provide updates to the supervisor in a timely and efficient manner.

### **EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)**

*Job functions and performance are subject to provisions contained within the Personnel and Salary Resolution and Memorandum of Understanding applicable to the specified job classification. Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

1. Builds custom web applications utilizing common programming language and data format such as PHP, HTML, CSS, JavaScript, JSON, etc.
2. Analyzes field collected data to ensure data integrity and consistency.
3. Understands geospatial data and the ability to present it on a map.
4. Strong experience with Microsoft SQL Server and T-SQL scripting.
5. Assists with onboarding of new users.
6. Performs workstation hardware and software upgrades as required.
7. Creates documentation for IT processes and procedures.
8. Ensures all working systems are up to date with the latest security patches.
9. Establishes and maintains cooperative and effective work relationships.
10. Strong oral and written communication skills.
11. Performs other duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Knowledge and hands on experience with Windows XP, 7, 10.
- iPad management with MDM solutions.
- Good communication skills. Will be interacting in a team and with end-users.
- Management of windows desktops in a domain enterprise environment.
- Experience installing and configuring the standard Microsoft Office Suite (Word, Excel, PowerPoint, Access, Microsoft Outlook, etc.).
- Network configuration and protocols (DHCP, DNS, etc.)
- Active Directory and how it pertains to management of users.
- Online collaboration tools such as Google Apps.
- Web application development utilizing common programming languages such as HTML5, PHP, JavaScript, CSS, etc.
- SQL Server database administration and T-SQL query generation.

### **Ability to:**

- Must be customer oriented.
- Be punctual, reliable, and dependable.
- Prepare clear and concise correspondence and reports from various sources.
- Understand and follow oral and written instructions.
- Communicate clearly and concisely, both orally and in writing.
- Be able to multitask and prioritize tasks to ensure completion on time.
- Provide routine status updates on tasks and projects.

### **Education and Experience:**

*Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:*

- Minimum of Junior status at an accredited university for Junior Data Application Specialist.
- Data Application Specialist I: Bachelors' Degree and (1) one year of relevant experience.
- Data Application Specialist II: Bachelor's Degree or higher and (5) five years of experience.
- Bachelor's Degree in Computer Science, Information Technology, Information Systems, or other technology related field of study is required for Data Application Specialist I/II.
- Experience with Vector Control and public health agency is highly desirable.

### **Licenses and Certifications:**

- A valid Class C California State driver's license issued from the California Department of Motor Vehicles.

## **PHYSICAL DEMANDS**

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Incumbents will be required to lift equipment under 20 pounds unassisted or over 50 pounds with assistance. Incumbents will need dexterity of hands to reach and vision to perform repairs to broken equipment. Must be able to sit, stand, stoop, and reach. Ability to communicate effectively, use analytical skills to problem solve, and reach conclusions to research situations. Must be able to evaluate the needs of District staff and work with staff to resolve computer issues.

## **ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



**RESOLUTION NO. 577**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE ORANGE COUNTY  
MOSQUITO AND VECTOR CONTROL DISTRICT**

**AMENDING THE INFORMATION TECHNOLOGY DATA APPLICATION SPECIALIST  
JOB DESCRIPTION TO INCLUDE JUNIOR, LEVEL ONE, AND LEVEL TWO**

WHEREAS, The Orange County Mosquito and Vector Control District has a robust information technology program; and

WHEREAS, The current Data Application Specialist position is an entry level position that does not allow for growth and longevity in the position; and

WHEREAS, The Data Application Specialist position's role has adapted to include more programming and higher-level work; and

WHEREAS, The revised Data Application Specialist job description allows for succession, longevity, and increased recruitment pool; and

WHEREAS, The change will not impact the number of staff or the personnel budget.

NOW, THEREFORE, the Board of Trustees of the Orange County Mosquito and Vector Control District does hereby RESOLVE as follows:

SECTION 1. The updated Job Description for the Data Application Specialist Series be approved.

PASSED, APPROVED, and ADOPTED by the Board of Trustees of the Orange County Mosquito and Vector Control District at its regular meeting thereof held on the 16<sup>th</sup> day of May at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

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Craig Green, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees of the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on May 16, 2024:

APPROVED AS TO FORM:

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Robert Ruesch, Secretary

---

Alan R. Burns, District Counsel



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 16, 2024

## AGENDA REPORT

### AGENDA ITEM E.5

**Prepared By:** Tan Nguyen, Finance Manager  
**Submitted By:** Lora Young, District Manager

#### Agenda Title:

Receive and File Annual Health Benefit Broker Fees and Commission Disclosure

#### Recommended Action:

Receive and file

#### Executive Summary:

As required by Section 1367.08 of the California Health and Safety Code and Section 10604.5 of the California Insurance Code, the District must disclose any group health insurance premiums, fees, and commissions paid to all agents, providers, and brokers.

#### Agents/Brokers of Record

Medical Broker/Administrator	Non-Medical Broker
California Public Employee Retirement Services (CalPERS) 400 Q Street Sacramento, CA 94229-2714	USI Insurance Services 21250 Hawthorne Blvd., Suite 380, Torrance, CA 90503

CalPERS administers and negotiates rates and coverage for all District medical plans. Services provided by CalPERS include: plan design, negotiating with medical and pharmaceutical carriers, developing and printing plan summaries outlines and brochures, billing, claims processing, hosting an online database for enrollments and changes, participant appeals and grievances, website design and maintenance, and free workshops/seminars for employers, employees, and retirees.

All non-medical health plans which include vision, dental, long-term disability, accidental death & dismemberment, and life insurance benefits are brokered by USI Insurance Services. Services provided by USI Insurance Services include: plan design options, negotiating rates and benefits with carriers, legal and compliance updates and advice, open enrollment support, assistance with claims processing and resolution, and various analysis upon request.

**Summary of Fees/Commissions**

<b>Plan Year</b>	<b>Broker/ Administrator</b>	<b>Coverage</b>	<b>Premiums</b>	<b>Total Fees/ Commissions</b>	<b>% of Fees to Prens</b>
2023	CalPERS	Medical	1,000,603	2,868	0.29%
2023	USI Insurance Services	Dental, Vision, Long Term Disability, Life Insurance	166,180	20,007	12.00%

**Strategic Plan Compliance: None**

**Fiscal Impact:**

**What Amount is being requested? None**  
**Is the Amount Requested Budgeted in the Current Fiscal Year?**  
**If No, What Funds Are Requested?**

**Previous Relevant Board Actions for This Item:**

**Exhibits: None**



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 16, 2024

## AGENDA REPORT

### AGENDA ITEM E.6

**Prepared By:** Lora Young, District Manager  
**Submitted By:** Lora Young, District Manager

#### Agenda Title:

Receive and File Annual Report of Expense Reimbursements for 2023

#### Recommended Action:

Receive and file

#### Executive Summary:

In compliance with Government Code Section 53065.5, each special district must annually disclose any reimbursement paid by the District within the immediately preceding fiscal year of at least \$100 for each individual charge for service or product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the governing body of the district.

#### Fiscal Impact:

**What Amount is being requested?** N/A

**Is the Amount Requested Budgeted in the Current Fiscal Year?**

**If No, What Funds Are Requested?**

#### Previous Relevant Board Actions for This Item:

#### Exhibits:

**Exhibit A:** Annual Report of Expense Reimbursements from January 1, 2023 through December 31, 2023

**Orange County Mosquito and Vector Control District**  
**Annual Report of Expense Reimbursements**  
**Individual Charges of at least \$100 for**  
**January 1, 2023 through December 31, 2023**

I hereby certify that the claims or demands covered by the foregoing listed warrants have been audited as to the accuracy and availability of funds for payment thereof. Subscribed and sworn on this 16<sup>th</sup> day of May 2024.

Kassandra Reyes	EMPLOYEE	150.00	Safety Boot Reimbursement	01/05/2023
Dana Bausa	EMPLOYEE	150.00	Safety Boot Reimbursement	01/12/2023
Kiet Nguyen	EMPLOYEE	150.00	Safety Boot Reimbursement	01/12/2023
Thanh Pham	EMPLOYEE	150.00	Safety Boot Reimbursement	01/12/2023
Michael DuBose	EMPLOYEE	195.00	Tuition Reimbursement	01/26/2023
Cynthia Ross	EMPLOYEE	179.50	Tuition Reimbursement	01/26/2023
Scott Chambers	EMPLOYEE	106.00	Conference Reimbursement	02/02/2023
Eddie Garcia	EMPLOYEE	150.00	Safety Boot Reimbursement	02/02/2023
Kara A. Miller	EMPLOYEE	150.00	Safety Boot Reimbursement	02/09/2023
Tawnia Pett	EMPLOYEE	327.60	Conference Reimbursement	02/09/2023
Robert J. Ruesch	TRUSTEE	308.47	Conference Reimbursement	02/09/2023
Peggy Huang	TRUSTEE	107.99	Conference Reimbursement	02/16/2023
Sokanary Sun	EMPLOYEE	128.00	Conference Reimbursement	02/16/2023
April Josephson	TRUSTEE	135.50	Conference Reimbursement	02/23/2023
Lucille Kring	TRUSTEE	105.00	Conference Reimbursement	02/23/2023
Nelida Mendoza	TRUSTEE	130.55	Conference Reimbursement	02/23/2023
John S. Savage	EMPLOYEE	150.00	Safety Boot Reimbursement	03/02/2023
Amber Semrow	EMPLOYEE	105.00	Conference Reimbursement	03/02/2023
Scott Chambers	EMPLOYEE	150.00	Safety Boot Reimbursement	03/09/2023
John Drake	EMPLOYEE	590.06	Conference Reimbursement	03/09/2023
Michael DuBose	EMPLOYEE	227.04	Conference Reimbursement	03/09/2023
Hector Gonazlez	EMPLOYEE	150.00	Safety Boot Reimbursement	03/09/2023
Heather Hyland	EMPLOYEE	341.60	Conference Reimbursement	03/16/2023
Laura Krueger	EMPLOYEE	214.33	Conference Reimbursement	03/23/2023
Timothy J. Morgan	EMPLOYEE	269.36	Conference Reimbursement	03/23/2023
Kiet Nguyen	EMPLOYEE	167.12	Safety Boot Reimbursement	03/23/2023
Daisy Rangel	EMPLOYEE	139.52	Conference Reimbursement	03/23/2023
Amber Semrow	EMPLOYEE	206.25	Conference Reimbursement	03/23/2023
Sokanary Sun	EMPLOYEE	343.45	Conference Reimbursement	03/23/2023
Roland Bausa	EMPLOYEE	150.00	Safety Boot Reimbursement	04/13/2023
Dustin Gobel	EMPLOYEE	150.00	Safety Boot Reimbursement	04/13/2023
Antonio J. Moreno	EMPLOYEE	150.00	Safety Boot Reimbursement	04/13/2023
Kara A. Miller	EMPLOYEE	319.79	Uniform Pants Reimbursement	04/27/2023
Lesly Saba	EMPLOYEE	150.00	Safety Boot Reimbursement	04/27/2023
Colt Bellman	EMPLOYEE	150.00	Safety Boot Reimbursement	05/18/2023
Luis Brito	EMPLOYEE	150.00	Safety Boot Reimbursement	05/18/2023
Michael DuBose	EMPLOYEE	150.00	Safety Boot Reimbursement	06/08/2023
Michael DuBose	EMPLOYEE	183.00	Tuition Reimbursement	06/08/2023
Willebaldo Garcia	EMPLOYEE	150.00	Safety Boot Reimbursement	06/08/2023

Cesar Sanchez	EMPLOYEE	150.00	Safety Boot Reimbursement	06/08/2023
James Guymon	EMPLOYEE	109.25	Safety Boot Reimbursement	06/15/2023
Tawnia Pett	EMPLOYEE	116.30	Reimbursements District Expenses	06/15/2023
Francisco Garcia	EMPLOYEE	150.00	Safety Boot Reimbursement	06/22/2023
Daisy Rangel	EMPLOYEE	745.00	Tuition Reimbursement	06/22/2023
Todd Harries	EMPLOYEE	150.00	Safety Boot Reimbursement	07/06/2023
David B. Miller	EMPLOYEE	200.00	Safety Boot Reimbursement	07/13/2023
Thanh Pham	EMPLOYEE	200.00	Safety Boot Reimbursement	07/13/2023
John Drake	EMPLOYEE	200.00	Safety Boot Reimbursement	07/27/2023
John S. Savage	EMPLOYEE	131.70	Safety Boot Reimbursement	08/10/2023
Laura Krueger	EMPLOYEE	200.00	Safety Boot Reimbursement	08/24/2023
Tyler Mehrbrodt	EMPLOYEE	183.18	Safety Boot Reimbursement	08/31/2023
Anthony De Lira	EMPLOYEE	200.00	Safety Boot Reimbursement	09/07/2023
Tawnia Pett	EMPLOYEE	157.33	Conference Reimbursement	10/12/2023
Amber Semrow	EMPLOYEE	259.19	Conference Reimbursement	10/12/2023
Michael DuBose	EMPLOYEE	186.00	Tuition Reimbursement	11/02/2023
Beatriz Gonzalez	EMPLOYEE	157.13	Safety Boot Reimbursement	11/02/2023
Danny Bui	EMPLOYEE	150.58	Safety Boot Reimbursement	11/09/2023
Daniel Medina	EMPLOYEE	1,221.07	Conference Reimbursement	11/09/2023
Tan Nguyen	EMPLOYEE	1,138.16	Conference Reimbursement	11/09/2023
Sandra Vera	EMPLOYEE	129.00	Conference Reimbursement	11/09/2023
Simon De Lira	EMPLOYEE	200.00	Safety Boot Reimbursement	11/16/2023
Pubudu Mudannayakage	EMPLOYEE	132.70	Safety Boot Reimbursement	11/22/2023
Dana Bausa	EMPLOYEE	195.76	Safety Boot Reimbursement	11/30/2023
Antonio J. Moreno	EMPLOYEE	200.00	Safety Boot Reimbursement	11/30/2023
Nick Morey	EMPLOYEE	169.54	Safety Boot Reimbursement	11/30/2023
William Mudge	EMPLOYEE	200.00	Safety Boot Reimbursement	12/07/2023

  
Lora Young, District Manager

  
Tan Nguyen, Finance Manager



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 16, 2024

## AGENDA REPORT

### AGENDA ITEM: F.1

**Prepared By:** Lora Young, District Manager/Tan Nguyen, Finance Manager  
**Submitted By:** Lora Young, District Manager

### Agenda Title:

Adopt Resolution No. 578 Approving the Operating, Capital, and Revenue Budgets for Fiscal Year 2024-25

### Recommended Action:

Adopt Resolution No. 578 Approving the Operating, Capital, and Revenue Budgets for Fiscal Year 2024-25

### Executive Summary:

The District's Budget and Finance Committee met on Thursday, April 18, and Thursday, May 16, to consider the proposed Operating, Capital, and Revenue Budgets for Fiscal Year 2024-25. Additionally, on April 30 and May 1, 2024, staff conducted Budget Workshops for the Board of Trustees where the Budget was discussed in detail.

### Budget Summary:

For FY 2024-25, the District anticipates revenues of \$18.3M, program expenditures of \$18.3M with \$520,340 committed to reserve funds. Pursuant to Board Policy, \$500,000 has been allocated to the Building and Facilities Fund, and staff is recommending that \$20,340 be allocated to the Retiree Medical Fund.

Consistent with Board direction, and as noted above, this budget continues to include a \$500,000 contribution to the District's Building and Facilities fund. This fund is projected to contain approximately \$13.8M by June 30, 2024, providing a portion of funding for future facility needs.

The District's budget is comprised of various expenditure items, with personnel costs representing the single largest expense. In FY 2024-25, personnel costs are expected to be \$11.7M, or approximately 71% of the overall budget, consistent with prior years. An additional 26% represents maintenance and operations expenditures and capital expenditures in the amount of \$1.1M.

Staff anticipates a slight increase in Ad Valorem property tax revenues in FY 2024-25, which are projected to be \$7.9M. Based upon data received from the Orange County Assessor's Office for FY 2024-25 the District is anticipating that its projected revenues will remain steady for the coming current fiscal year.

This budget does include an increase to Assessment District Number 2, and the budget has been developed with rates at the maximum assessment levels of \$8.81 per equivalent dwelling unit (EDU). Assessment District Number 1 remains at the 1996 Board authorized level of \$1.92/EDU.



The District, and specifically the Board of Trustees, have worked very hard over the past number of years to fully eliminate any unfunded pension liabilities. For the current fiscal year, the District is anticipating an OCERS true-up and a payment to CALPERS. The District continues its commitment to fully fund any unfunded liabilities in its CalPERS, OPEB, and OCERS pension systems.

Additionally, the District is fortunate to be in the second year of a four-year labor agreement starting in FY 2023-24, locking in labor issues for the four-year period ending June 30, 2027. The contracted 3% increase is incorporated and included within the proposed FY 2024-25 budget.

The following chart identifies the source of funds for FY 2024-25:

<b>Funding Sources Fiscal Year 2024-25</b>			
Revenues - All Funds:	<b>2023-24</b>	<b>2024-25</b>	<b>% of Total</b>
	<b>Estimate</b>	<b>Budget</b>	
Ad Valorem Property Tax	7,600,000	7,903,000	43.1%
1996 Benefit Assessment	1,581,955	1,586,000	8.6%
2004 Benefit Assessment	7,636,420	7,865,000	42.9%
Residuals & Pass Through	450,000	450,000	2.5%
Rental Income	181,500	175,000	1.0%
Reimbursements	194,495	51,000	0.3%
Charges for Services	72,500	55,000	0.3%
Interest	249,780	241,500	1.3%
Miscellaneous	13,000	27,000	0.1%
<b>Total Sources</b>	<b>\$ 17,979,650</b>	<b>\$ 18,353,500</b>	<b>100%</b>

Expenditures: The District’s expenditure budget for all funds is proposed to be \$18.3M, which represents a 3.59% increase over the current fiscal year, primarily the result of capital outlays, ongoing costs for the SIT project, and the District’s labor agreement.

The preliminary budget is fiscally responsible, as expenditures are fully funded by anticipated revenue sources. More importantly, this expenditure budget provides the District with the resources needed to fulfill the District’s mission to protect Orange County from vectors and prevent vector-borne diseases in an environmentally responsible manner.

For FY 2024-25, the District’s staff is comprised of 69 regular full-time employees, and two Limited-Term employees, which are augmented with seasonal and extra-help employees.

The following chart summarizes the proposed change in expenditures:

<b>Funding Sources Fiscal Year 2024-25</b>			
<b>Expenditures - All Funds</b>	<b>FY 23-24 Budget</b>	<b>FY 23-24 Estimated</b>	<b>FY 24-25 Budget</b>
Personnel	11,217,545	10,645,330	11,772,413
O&M	4,819,950	4,506,491	4,885,647
Capital Outlay	677,920	308,900	1,175,100
	<b>16,715,415*</b>	<b>15,460,721</b>	<b>17,833,160*</b>
Contributions/Transfers	990,460	2,290,460	520,340
<b>Total Use of All Funds</b>	<b>17,705,875</b>	<b>17,751,181</b>	<b>18,353,500</b>
		Change	* 6.7%

It should be noted that for the current fiscal year, expenses are expected to be lower than projections. This is primarily due to reductions in the overall number of seasonal employees for the current fiscal year. Any residual revenues will be allocated to the District's General Fund Reserve Accounts and staff will coordinate with the Budget and Finance Committee when the Fiscal Year End financials are closed.

For a more comprehensive assessment of the preliminary budget, the year in review, and programs moving forward, please refer to the Budget Transmittal Letter.

**Strategic Plan Compliance:**

PRIORITY AREA 11: Fiscal Responsibility/Financial  
 GOAL 11.1: Conduct the Business and Operational Functions of the District in the most cost efficient and effective manner that prioritizes both fiscal and fiduciary responsibility to the residents of Orange County by ensuring a robust system of financial checks and balances are in place.

**Fiscal Impact:**

**What Amount is being requested?** No  
**Is the Amount Requested Budgeted in the Current Fiscal Year?** No  
**If No, What Funds Are Requested?**

**Relevant Board Actions for This Item:**

Budget Workshops on April 30 and May 1, 2024  
 Budget and Finance Committee meetings on April 18 and May 16, 2024

**Exhibits:**

- Exhibit A:** Budget Transmittal Letter
- Exhibit B:** Budget at a Glance
- Exhibit C:** Preliminary FY 2024-25 Budget and FY 2025-26 Budget Forecast
- Exhibit D:** Resolution No. 578



**Orange County**  
**Mosquito and Vector Control District**

*A Public Health Agency Serving Orange County Since 1947*

DATE: May 16, 2024  
TO: Members of the Board of Trustees  
FROM: Lora Young, District Manager  
RE: Fiscal Year 2024-25 Budget Transmittal

**OVERVIEW:**

I am pleased to submit the FY 2024-25 Annual Budget for the Orange County Mosquito and Vector Control District (District/OCMVCD). The FY 2024-25 Budget fully funds District operations in accordance with the District's Mission Statement and Values:

*The mission of the Orange County Mosquito and Vector Control District is to educate and protect Orange County from vectors and prevent vector-borne diseases in an environmentally responsible manner.*

Ad-valorem property taxes continue to be strong and are projected to remain steady for the coming fiscal year. With consistent ad-valorem tax revenues *and an increase* to AD#2 from \$8.55 to \$8.81/EDU, FY 2024-25 estimated revenues of \$18,353,500 are expected to meet anticipated expenditures of \$18,353,500. The District's commitment to continue reducing retirement liabilities, in addition to increased costs associated with retiree medical insurance and the retirement contingency funds, will require fund transfers of \$20,340 from FY2024-25 budget. Per Board directions the District also transfers \$500,000 every fiscal year into the facility fund in anticipation of the facility relocation project. Overall, District staff worked hard to keep operating expenditures flat with minimal increases, however like all corners of the economy, general costs of business continue to increase, including labor (contractual), products, outside professional services, and other business-related expenses.

The District continues to provide the highest level of service to the residents of Orange County while pushing innovation in technology and developing longer term solutions in how the District provides vector control services.

## **DISCUSSION:**

The Orange County Mosquito and Vector Control District continues to be a leader in program development and technology in the vector control industry, and as the District enters into the next fiscal year, OCMVCD will continue to focus on innovation, proactive approaches and how to address vectors and vector-borne diseases.

The established populations of *Aedes aegypti* in Orange County and the threat of local transmission of diseases such as dengue, continue to challenge how the District addresses its mission to protect public health. The continued presence of West Nile virus since 2004, as well as the continued increase in population of invasive *Aedes* mosquitoes since 2015, have demanded that District staff prioritize functions and maximize resources, while continuing to provide a high level of service to Orange County residents. With the local transmission of dengue in nearby jurisdictions in Southern California the District must now look to how services and programs can change to explore new and emerging industry technologies and techniques to address the increased workload.

The Sterile Insect Technique (SIT) project is one type of emerging technology that the District is implementing to address the growing concern of *Aedes* mosquitoes and increased risk of mosquito-borne diseases. The SIT project will focus on testing how well SIT technology works in Orange County. The process of irradiating male mosquitoes and how to best distribute the sterile males in a small project area to suppress the wild *Aedes* population. Fiscal Year 2024-25 has allocated additional funding for an automated pupal separator and one additional limited term Laboratory Assistant to continue implementing the SIT project research and development with the goal of sterile male releases in FY 2024-25.

The use of innovation is not just limited to SIT, as District staff look to how to perform vector control functions in a safe manner and implement longer term solutions for routine sites. To continue to reduce the District's environmental footprint, drones are one tool that the Operations Department uses in sensitive and hard to access areas. The District is budgeting for an additional drone to anticipate compliances with future drone regulations and to allow for increased usage of this tool in sensitive habitats. Staff are also working on long term solutions such as mosquito mesh to reduce mosquito access to drains and property management agreements with larger properties to create a shared responsibility for vector control. These projects provide innovation in shifting how the District has conducted vector control services to increase efficiency.

Vehicle availability and pricing continues to be a challenge, with limited supplies across the nation, District staff had to find alternative suppliers for the District's Fleet vehicles in FY 2023-24. Due to continued limited availability, the District is forgoing the purchase of vehicles in FY 2024-25. The District is replacing 15 vehicle lifts in the vehicle barn due to ageing equipment and to increase safety among staff. Due to limited parking, the District relies on the vehicle lifts to help accommodate the fleet vehicles in the current vehicle barn.

The building relocation project will continue to be a priority as District staff and the Board of Trustees work to explore alternative locations that would meet the District's facility needs. There is no timetable on this project, however the need to make progress is necessary as the current facility is aging and in need repairs and rehabilitation. The joint Budget and Finance and Building, Property, and Equipment Committees will continue to convene as progress moves forward.

From a staffing and personnel perspective, the District continues to see significant change in the staffing, especially in the administrative services area that includes Finance, Human Resources, and Information Technology. The District continues to see challenges in recruiting and retaining staff within the administrative services area due to the strong job market and availability of these positions in municipal agencies, special districts, and the private sector. An assessment of the District's needs with the Policy and Personnel Committee found that a few personnel changes were necessary to continue to make the District a competitive and desirable workplace. Fiscal Year 2024-25 budget will reflect changes to Finance and Information Technology Managers to Deputy Director/Director positions. Additionally, the Director position pay ranges will increase from A-65 to A-68, resulting in a total \$12,000 increase in salary annually per position. The increase in salary is necessary to ensure that the District continues to retain, and be able to recruit, highly professional staff and experts in their fields while providing critical functions to the District. One additional Limited Term Laboratory Assistant will be included in the FY 2024-25 budget for the SIT project.

As the District staff works to complete the strategic plan, the Board of Trustees will be reviewing the District's strategic plan in FY 2024-25 for approval. The revision of the strategic plan will help with the District's overall goals of innovation, building longevity in the organization, and providing a high level of service to the community.

**Budget Considerations**

**FY 2023-2024 status update:**

For the current fiscal year, expenses are expected to be lower than projected. This is primarily due to vacancies in full-time positions and reductions in the overall number of seasonal employees for the current fiscal year. Staff recommends that the \$1.3M be allocated accordingly:

\$300,000 Retiree Medical Fund  
 \$500,000 OPEB Fund  
 \$500,000 Facility Fund

Staff recommends continuing to maintain a strongly funded pension program. As of June 30, 2023, the District's pension programs are slightly underfunded due to lower-than-expected returns. Any unfunded liability to the CalPERS/OCERS and OPEB programs is augmented by Section 115 Trust accounts. The chart below provides additional detail.

	NET PENSION LIABILITY
OPEB	\$18,406
CALPERS/OCERS	\$653,000

**FY 2024-25 Revenue Projections:**

Structurally, revenues are largely steady and are subject only to the economic valuations in the local real estate market, thus establishing a relatively flat income stream that varies slightly from year to year. Mosquito districts do not receive sales tax, transient occupancy tax, gas tax, or a variety of other revenue sources that are customary in many local governments, including cities

and counties. The legislature acknowledged the need for continued mosquito control to combat mosquito-borne diseases regardless of the state of the economy.

The District receives a number of sources of revenue, as noted in the chart below. Overall, and for FY 2024-25, the District anticipates revenues of \$18.3M, and program expenditures of \$18.3M, including \$20,340 allocated to reserve funds, and consistent with Board direction, a \$500,000 allocation to the District’s Building and Facilities fund. The Building and Facilities Fund is projected to contain approximately \$13.8M by June 30, 2024, providing a significant portion of funding for future facility needs.

<b>Funding Sources Fiscal Year 2024-25</b>			
Revenues - All Funds:	<b>2023-24</b>	<b>2024-25</b>	<b>% of Total</b>
	<b>Estimate</b>	<b>Budget</b>	
Ad Valorem Property Tax	7,600,000	7,903,000	43.1%
1996 Benefit Assessment	1,581,955	1,586,000	8.6%
2004 Benefit Assessment	7,636,420	7,865,000	42.9%
Residuals & Pass Through	450,000	450,000	2.5%
Rental Income	181,500	175,000	1.0%
Reimbursements	194,495	51,000	0.3%
Charges for Services	72,500	55,000	0.3%
Interest	249,780	241,500	1.3%
Miscellaneous	13,000	27,000	0.1%
<b>Total Sources</b>	<b>\$ 17,979,650</b>	<b>\$ 18,353,500</b>	<b>100%</b>

**Ad Valorem Property Tax:**

As noted in the table above, Ad Valorem property tax receipts remained strong in FY 2023-2024, with actual revenues exceeding projections.

Staff anticipates a slight increase in FY 2024-25 Ad Valorem property tax revenues which are projected to be \$7.9M. Based upon data received from the Orange County Assessor’s Office for FY 2024-25, the District is anticipating that projected revenues will remain steady for the coming fiscal year. The Orange County Assessor’s office indicates that property tax receipts have remained strong throughout the pandemic. Overall, revenue growth for the past two fiscal years increased steadily.

**Benefit Assessment Districts 1 and 2:**

Assessment District No. 1: Assessment District No.1 provides funding for vector control and disease surveillance services and related capital, operational, and administrative expenses. The rates of the annual assessments levied in connection with Assessment District No. 1 have remained unchanged since 1996 (\$1.92 per Benefit Unit). For FY 2024-25, Assessment District No. 1 is anticipated to yield \$1.586M, an increase of just over \$4,000 over the current fiscal year. This nominal increase is the result of new housing units that have come online over the past year.

Assessment District No. 2: This assessment was established in 2004 and is known as the Mosquito, Fire Ant and Disease Control Assessment and may be used to fund vector control programs. The initial maximum assessment rate balloted and established by the voters in FY 2004-05, was \$5.42 per Single Family Equivalent unit (SFE). The authority granted by the voter-approved ballot includes an annual adjustment to the maximum authorized assessment rate equal to the annual change in the Consumer Price Index for the Los Angeles area, not to exceed 3%.

The existing assessment for District No. 2 is presently levied at \$8.55/SFE. Subject to voter authorized adjustments, the CPI maximum allowable rate for FY 2024-25 is \$8.81/SFE, an increase of \$0.26/SFE/Year over 2023-24 rates.

As noted previously, it is recommended that the assessed rate for AD#2 be increased from the current rate of \$8.55/SFE to \$8.81/SFE. This is consistent with prior years.

For FY 2024-25 Assessment District No. 2 is anticipated to yield \$7.865M, an increase of \$266,581 over current FY 2023-24 and is the result of new housing units that have come online over the past year as well as the \$0.26 increase in the annual assessment over FY2023-24 rates.

The following chart shows the historical levy for Benefit Assessment District No. 2 by fiscal year.

FY	CPI History	Maximum Authorized Assessment Rate District #2	Actual/ Proposed Assessment Rate Levied District #2	Actual/ Proposed Assessment Revenues District #2	Actual/ Proposed Assessment Revenues District #1
2004-05	N/A	\$5.42	\$5.42	\$4,306,278	\$1,488,270
2005-06	3.66%	\$5.58	\$5.30	\$4,263,642	\$1,489,599
2006-07	5.42%	\$5.75	\$5.25	\$4,264,509	\$1,501,507
2007-08	3.20%	\$5.92	\$5.14	\$4,196,517	\$1,505,044
2008-09	3.92%	\$6.10	\$5.10	\$4,180,451	\$1,510,567
2009-10	-0.09%	\$6.28	\$5.06	\$4,162,307	\$1,514,335
2010-11	1.76%	\$6.46	\$5.02	\$4,114,124	\$1,511,186
2011-12	1.80%	\$6.58	\$5.02	\$4,124,774	\$1,509,144
2012-13	2.09%	\$6.72	\$5.02	\$4,125,205	\$1,508,529
2013-14	1.95%	\$6.85	\$5.02	\$4,139,470	\$1,539,529
2014-15	0.77%	\$6.90	\$5.02	\$4,134,001	\$1,528,684
2015-16	-0.05%	\$6.89	\$6.02	\$5,007,779	\$1,543,010
2016-17	3.10%	\$7.10	\$6.72	\$5,648,762	\$1,546,807
2017-18	2.11%	\$7.26	\$6.72	\$5,684,287	\$1,552,191
2018-19	3.51%	\$7.48	\$7.48	\$6,427,237	\$1,557,512
2019-20	3.15%	\$7.70	\$7.70	\$6,678,600	\$1,567,144
2020-21	3.08%	\$7.93	\$7.70	\$6,718,463	\$1,572,270
2021-22	0.87%	\$8.06	\$7.70	\$6,820,639	\$1,575,023
2022-23	7.51%	\$8.30	\$8.30	\$7,388,801	\$1,578,923
2023-24	5.77%	\$8.55	\$8.55	\$7,636,419	\$1,581,955
2024-25	5.77%	\$8.81	\$8.81	\$7,903,000	\$1,586,000

**FY 2024-25 Expenditure Projections:**

The District’s budget is also comprised of various expenditure items, with personnel costs continuing to represent the single largest expense. In FY 2024-25, personnel costs are expected to be \$11.8M, or approximately 71% of the overall budget, consistent with prior years. A total of 3% represents Capital Outlay costs including the replacement of 15 vehicle lifts in the amount of \$148,000, purchase of an additional drone in the amount of \$60,000, replacement of the boardroom Audio Visual system estimated at \$150,000, SIT equipment in the amount of \$74,100 and a backup IT system in the amount of \$82,500. The remaining 26% of the budget includes general business and office supplies, small office equipment, pesticides, fuel, and public utilities,

As noted above, the FY 2024-25 budget does not contemplate any major service or financial changes and is 6.7% higher than the prior year’s spending plans resulting from new SIT program and existing labor agreements.

**For FY 2024-25, the Budget Expenditure Summary for all funds is as follows:**

<b>Funding Uses Fiscal Year 2024-25</b>			
<b>Expenditures - All Funds</b>	<b>FY 23-24 Budget</b>	<b>FY 23-24 Estimated</b>	<b>FY 24-25 Budget</b>
Personnel	11,217,545	10,645,330	11,772,413
O&M	4,819,950	4,506,491	4,885,647
Capital Outlay	677,920	308,900	1,175,100
	<b>16,715,415*</b>	<b>15,460,721</b>	<b>17,833,160*</b>
Contributions/Transfers	990,460	2,290,460	520,340
<b>Total Use of All Funds</b>	<b>17,705,875</b>	<b>17,751,181</b>	<b>18,353,500</b>
		Change	* 6.7%

The FY 2024-25 budget presents a sound operating budget where services continue to be provided and where revenues meet operating needs, while continuing to prudently allocate resources to fund balance reserves in accordance with the District policy.



**Fund Balances**

At the end of FY 2024-25, the District’s fund balances are projected to total \$28.5 million:

<b>FISCAL YEAR 2024-25</b>										
<b>Fund No.</b>	<b>Fund Name</b>	<b>2022-23 Actual Balance</b>	<b>2023-24 Estimated Balance</b>	<b>2024-25 Proposed Revenues</b>	<b>2024-25 Proposed Expenditures</b>	<b>2024-25 Proposed Transfers</b>	<b>2024-25 Proposed Balance</b>	<b>Net (Use of)/ Addition to Reserves</b>		
10	Operating	\$9,600,965	\$ 9,736,134	\$ 17,981,000	\$ 16,483,360	\$ (520,340)	\$ 10,713,434	\$ 977,300.0		
20	Vehicle Replacement	583,274	590,374	20,000	-	-	610,374	20,000		
30	Liability Reserve	365,457	459,357	4,000	-	-	463,357	4,000		
40	Equipment Replacement	828,726	836,826	6,500	-	-	843,326	6,500		
50	Emergency Vector Control	1,659,258	1,678,258	13,000	-	-	1,691,258	13,000		
60	Facilities Improvement	12,501,707	13,753,707	295,000	698,000	500,000	13,850,707	97,000		
70	Habitat Remediation	100,002	100,002	-	-	-	100,002	-		
90	Retiree Medical Ins. (Note 1)	(96,848)	303,352	31,000	351,800	20,340	2,892	(300,460)		
95	Retirement Contingency (Note 2)	5,464	608,924	3,000	300,000	-	311,924	(297,000)		
		<b>\$ 25,548,005</b>	<b>\$ 28,066,934</b>	<b>\$ 18,353,500</b>	<b>\$ 17,833,160</b>	<b>\$ -</b>	<b>\$ 28,587,274</b>	<b>\$ 520,340</b>		

**Conclusion**

As is customary, staff will continue to monitor revenues and expenditures throughout the fiscal year and will make recommendations or modifications as necessary to ensure the District is able to provide quality services while maintaining a balanced budget. The proposed FY 2024-25 budget is balanced, where revenues meet expenditures, and addresses the many challenges facing the District, including an aging facility, increased retirement costs, and challenges in recruitment. District staff is committed to achieving its mission of protecting the health of all those living, working, and playing in Orange County. It is without a doubt that District employees are its greatest asset, and most effective resource, as the District continues to innovate and lead the industry.

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# Orange County Mosquito and Vector Control District

*A Public Health Agency Serving Orange County Since 1947*

## FY 2024-25 OCMVCD ANNUAL BUDGET-AT-A-GLANCE

The Fiscal Year 2024-25 preliminary Orange County Mosquito and Vector Control District (OCMVCD) budget was distributed to Trustees on April 25, 2024, by email. The Budget and Finance Committee discussed the budget on April 18, and May 16, 2024, and budget workshops took place on April 30, 2024 and May 1, 2024.

The Fiscal Year 2024-25 Operating, Capital, and Revenue budgets for the OCMVCD are balanced where revenues are sufficient to meet expenditures and to provide funding for all fund balance reserves in accordance with the District's Fund Reserve Policy.

### **REVENUES**

<b>Funding Sources Fiscal Year 2024-25</b>			
Revenues - All Funds:	<b>2023-24 Estimate</b>	<b>2024-25 Budget</b>	<b>% of Total Budget</b>
Ad Valorem Property Tax	7,600,000	7,903,000	<b>43.06%</b>
1996 Benefit Assessment	1,581,955	1,586,000	<b>8.64%</b>
2004 Benefit Assessment	7,636,420	7,865,000	<b>42.85%</b>
Residuals & Pass Through	450,000	450,000	<b>2.45%</b>
Rental Income	181,500	175,000	<b>0.95%</b>
Reimbursements	194,495	51,000	<b>0.28%</b>
Charges for Services	72,500	55,000	<b>0.3%</b>
Interest	249,780	241,500	<b>1.32%</b>
Miscellaneous	13,000	27,000	<b>0.15%</b>
<b>Total Sources</b>	<b>\$ 17,979,650</b>	<b>\$ 18,353,500</b>	<b>100%</b>

- ✓ Assessment District No. 1 remains the same at \$1.92/EDU
- ✓ Assessment District No. 2 increases to \$8.81/EDU
- ✓ Ad Valorem increases to \$7.9M
- ✓ Revenue from interest and residuals stay consistent from FY 2023-24

## **EXPENDITURES**

For the coming Fiscal Year beginning on July 1, 2024, the Staff anticipates a 6.7% increase in the Budget, as discussed below:

<b>Funding Uses Fiscal Year 2024-25</b>			
<b>Expenditures - All Funds</b>	<b>FY 23-24 Budget</b>	<b>FY 23-24 Estimated</b>	<b>FY 24-25 Budget</b>
Personnel	11,217,545	10,645,330	11,772,413
O&M	4,819,950	4,506,491	4,885,647
Capital Outlay	677,920	308,900	1,175,100
	<b>16,715,415*</b>	<b>15,460,721</b>	<b>17,833,160*</b>
Contributions/Transfers	990,460	2,290,460	520,340
<b>Total Use of All Funds</b>	<b>17,705,875</b>	<b>17,751,181</b>	<b>18,353,500</b>
		Change	* 6.7%

### **Personnel Summary**

Personnel makes up roughly 71% of the District's overall budget.

- ✓ The District currently employs 69 regular, Full-Time employees and one Limited-Term employee
- ✓ Addition of one Limited-Term employee for SIT Project
- ✓ There are no proposed increases in permanent Full-Time employees
- ✓ Fully burdened, all District Full-Time, Limited-Term, Seasonal, and Extra Help Staff total \$11.8M
- ✓ Personnel increases primarily are the result of the current labor agreement and step increases
- ✓ Increases in the pay range for Director Positions from A-65 to A-68 results in an annual increase of \$12,000 per position

### **Operations and Maintenance Summary**

The District Operations and Maintenance (O&M) Budget sees an increase of \$66,000.

- ✓ Expenses stayed relatively flat for FY 2024-25
- ✓ Increase in repairs and maintenance costs to existing buildings

### **Capital Outlay**

- ✓ Capital outlay increase due to the anticipated SIT Facilities, Boardroom Audio Visual System, and replacement of vehicle lifts.

## **ITEMS OF NOTE**

District staff recommends continuing to fund \$500,000 annually to the Building and Facilities Fund to address long term-facility needs; and \$20,340 to the Retiree Medical fund.

### **Budget-At-A-Glance - Fiscal Year 2024-25**

# Table of Contents

	Page
Letter of Transmittal	i
Budget at a Glance	ii
Year in Review - FY 2023/24	iii
<b>Fund Balance Summaries</b>	
Fund Balance Sheet	1
Fund Balance Reserves	2
<b>Summaries</b>	
All Funds: Source and Use of Funds	3
Operating Fund Expenditure Summary - By Division	4
Operating Fund Expenditure Summary - By Department	5
Capital Outlay Summary	6
Personnel Summary	7
Organizational Chart	8
<b>Revenues</b>	9
<b>Departments:</b>	
Executive	10
Administrative Services	16
Scientific Technical Services	20
Operations	24
Communications	31
<b>Other Funds</b>	38
<b>Line Item Summary</b>	43
<b>Appendices:</b>	
A: Glossary	52
<b>Resolution</b>	54

# Fund Balance Sheet

<b>FISCAL YEAR 2024-25</b>								
Fund No.	Fund Name	2022-23 Actual Balance	2023-24 Estimated Balance	2024-25 Proposed Revenues	2024-25 Proposed Expenditures	2024-25 Proposed Transfers	2024-25 Proposed Balance	Net (Use of)/ Addition to Reserves
10	Operating	\$9,600,965	\$ 9,736,134	\$ 17,981,000	\$ 16,483,360	\$ (520,340)	\$ 10,713,434	\$ 977,300.0
20	Vehicle Replacement	583,274	590,374	20,000	-	-	610,374	20,000
30	Liability Reserve	365,457	459,357	4,000	-	-	463,357	4,000
40	Equipment Replacement	828,726	836,826	6,500	-	-	843,326	6,500
50	Emergency Vector Control	1,659,258	1,678,258	13,000	-	-	1,691,258	13,000
60	Facilities Improvement	12,501,707	13,753,707	295,000	698,000	500,000	13,850,707	97,000
70	Habitat Remediation	100,002	100,002	-	-	-	100,002	-
90	Retiree Medical Ins. (Note 1)	(96,848)	303,352	31,000	351,800	20,340	2,892	(300,460)
95	Retirement Contingency (Note 2)	5,464	608,924	3,000	300,000	-	311,924	(297,000)
		<b>\$ 25,548,005</b>	<b>\$ 28,066,934</b>	<b>\$ 18,353,500</b>	<b>\$ 17,833,160</b>	<b>\$ -</b>	<b>\$ 28,587,274</b>	<b>\$ 520,340</b>

Note 1: At June 30, 2023, the net OPEB liability for retiree medical costs (assets held in a retiree medical Section 115 Trust less the total liability) was minimal. As such, no amendment to the budget was recommended to the board regarding additional contribution to the trust. Although an additional transfer of \$500,000 to the fund is needed to maintain the required fund balance. No contribution to the Trust is budgeted in FY 2024-25. This is the most updated information available on the net OPEB liability at this time, but once updated liability information is available, an analysis will be performed to determine whether a budget amendment should be proposed to make an additional contribution to the Trust.

Note 2: The District's did not have a net pension liability recorded at June 30, 2023. But an amendment to the budget was recommended to the board regarding additional transfer \$300,000 to the fund in FY23-24 to meet fund balance requirement. And an OCERS triannual true-up of \$300,000 is expected and budgeted in FY 24-25. Any other additional funding will be considered once updated liability information is available. An analysis will be performed to determine whether a budget amendment should be proposed to make an additional contribution to the Trust. If a contribution to the Trust is proposed by a budget amendment, such contribution will be drawn from the balance in the Retirement Contingency Reserve Fund.

<b>FISCAL YEAR 2025-26</b>								
Fund No.	Fund Name	2024-25 Estimated Balance	2024-25 Proposed Balance	2025-26 Projected Revenues	2025-26 Projected Expenditures	2025-26 Projected Transfers	2025-26 Projected Balance	Net (Use of)/ Addition to Reserves
10	Operating	\$ 9,736,134	\$ 10,713,434	\$ 18,484,620	\$ 16,340,689	\$ (1,939,631)	\$ 10,917,734	\$ 204,300
20	Vehicle Replacement	590,374	610,374	20,500	-	-	630,874	20,500
30	Liability Reserve	459,357	463,357	4,500	-	-	467,857	4,500
40	Equipment Replacement	836,826	843,326	7,000	-	-	850,326	7,000
50	Emergency Vector Control	1,678,258	1,691,258	15,000	-	-	1,706,258	15,000
60	Facilities Improvement	13,753,707	13,850,707	270,000	44,000	500,000	14,576,707	726,000
70	Habitat Remediation	100,002	100,002	-	-	-	100,002	-
90	Retiree Medical Insurance	303,352	2,892	35,000	347,300	250,000	(59,408)	(62,300)
95	Retirement Contingency	608,924	311,924	35,000	200,000	414,472	561,396	249,472
		<b>\$ 28,066,934</b>	<b>\$ 28,587,274</b>	<b>\$ 18,871,620</b>	<b>\$ 16,931,989</b>	<b>\$ (775,159)</b>	<b>\$ 29,751,746</b>	<b>\$ 1,164,472</b>

# Fund Balance Reserves

## FISCAL YEAR 2024-25

Fund No.	Fund Name	2024-25 Proposed Balance	Target Balance
10	Operating	\$ 10,713,434	Note 1
20	Vehicle Replacement	610,374	Note 2
30	Liability Reserve	463,357	461,000
40	Equipment Replacement	843,326	Note 2
50	Emergency Vector Control	1,691,258	1,600,000
60	Facilities Improvement	13,850,707	Note 3
70	Habitat Remediation	100,002	100,000
90	Retiree Medical Insurance	2,892	175,000
95	Retirement Contingency	311,924	Note 4
		<b>\$ 28,587,274</b>	<b>\$ 2,336,000</b>

Note 1: The Fund Balance/Reserves Policy calls for an unrestricted Operating Fund balance equal to 17% - 50% of annual Operating Fund expenditures. For FY 2024-25, this range is \$3,031,600 to \$8,916,580. The proposed ending balance exceeds the maximum of this range in anticipation of any CalPERS UAL in FY 2024-25.

Note 2: The Fund Balance/Reserves Policy calls for reserves equal to a minimum of the estimated cost of replacing assets over five years up to the estimated replacement value. The proposed FY 2024-25 reserve balance falls within these guidelines.

Note 3: The reserve policy provides for an annual \$500,000 contribution to the reserves balance from the ad valorem property tax; the reserve is intended to increase while a facilities improvement plan is developed.

Note 4: Monies in the Retirement Contingency Fund are held for a potential amount due to OCERS at the next triennial true-up; in the year of true-up, any monies in excess of the liability may be returned to operations or may be contributed to the Section 115 Retirement Trust at that time.

## FISCAL YEAR 2025-26

Fund No.	Fund Name	2025-26 Projected Balance	Target Balance
10	Operating	\$ 10,917,734	Note 5
20	Vehicle Replacement	630,874	Note 6
30	Liability Reserve	467,857	354,000
40	Equipment Replacement	850,326	Note 6
50	Emergency Vector Control	1,706,258	1,600,000
60	Facilities Improvement	14,576,707	Note 7
70	Habitat Remediation	100,002	100,000
90	Retiree Medical Insurance	(59,408)	175,000
95	Retirement Contingency	561,396	Note 8
		<b>\$ 29,751,746</b>	<b>\$ 2,229,000</b>

Note 5: The Fund Balance/Reserves Policy calls for an unrestricted Operating Fund balance equal to 17% - 50% of annual Operating Fund expenditures. For FY 2024-25, this range is \$2,878,400 to \$8,466,000; the projected ending balance at the end of FY 2024-25 is higher than the range's maximum.

Note 6: The Fund Balance/Reserves Policy calls for reserves equal to a minimum of the estimated cost of replacing assets over five years up to the estimated replacement value. The proposed FY 2024-25 reserve balance falls within these guidelines.

Note 7: The reserve policy provides for an annual \$500,000 contribution to the reserves balance from the ad valorem property tax; the reserve is intended to increase while a facilities improvement plan is developed.

Note 8: Monies in the Retirement Contingency Fund are held for a potential amount due to OCERS at the next triennial true-up; in the year of true-up, any monies in excess of the liability may be returned to operations or may be contributed to the Section 115 Retirement Trust at that time.

# All Funds: Source and Use of Funds

## BUDGET FOR FISCAL YEAR 2024-25

	Personnel	Maintenance & Operations	Capital Outlay	Total
<b><u>Use of Funds</u></b>				
Expenditures:				
Operating Fund				
Executive	\$ 448,655	\$ 613,300	\$ 150,000	\$ 1,211,955
Administrative Services	724,545	1,177,410	-	1,901,955
Scientific Technical Services	2,224,308	361,540	74,100	2,659,948
Operations	6,977,748	1,487,712	208,500	8,673,960
Communications	1,397,157	555,885	82,500	2,035,542
Subtotal Operating Fund	11,772,413	4,195,847	515,100	16,483,360
Vehicle Replacement Fund	-	-	-	-
Liability Reserve Fund	-	-	-	-
Equipment Replacement Fund	-	-	-	-
Emergency Vector Control Fund	-	-	-	-
Facilities Improvement Fund	-	38,000	660,000	698,000
Habitat Remediation Fund	-	-	-	-
Retiree Medical Insurance Fund	-	351,800	-	351,800
Retirement Contingency Fund	-	300,000	-	300,000
<b>Total Use of Funds - All Funds</b>	<b>\$ 11,772,413</b>	<b>\$ 4,885,647</b>	<b>\$ 1,175,100</b>	<b>17,833,160</b>
<b><u>Sources of Funds</u></b>				
Revenues				18,353,500
<b>Total Funding Sources</b>				<b>18,353,500</b>
<b>Net Addition to Reserves</b>				<b>\$ 520,340</b>

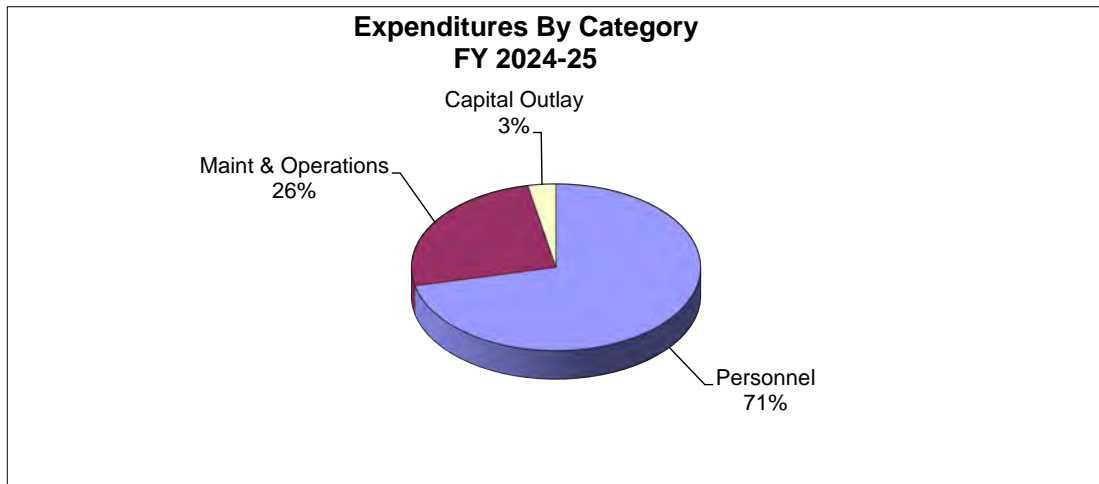
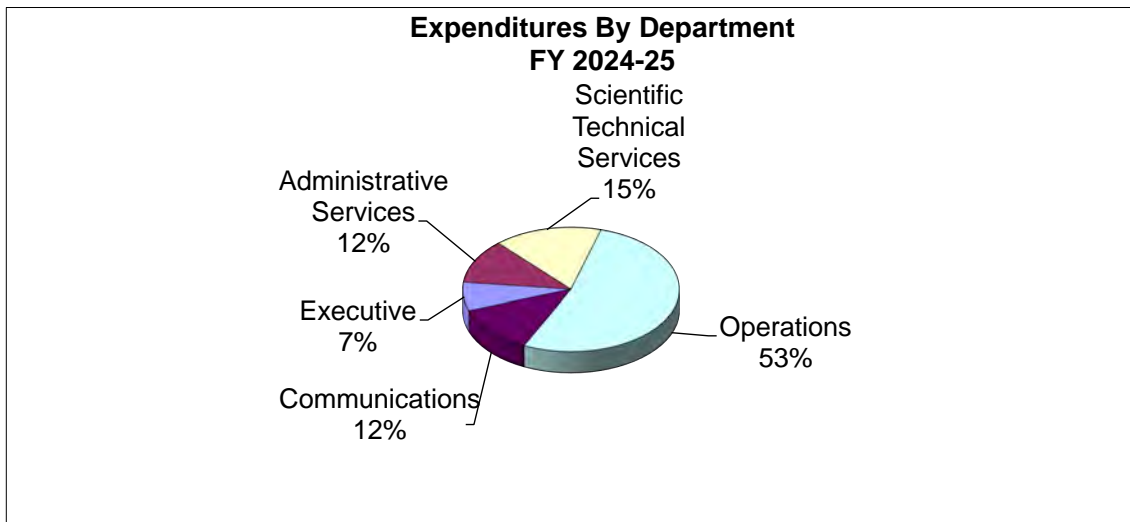
## PROJECTION FOR FISCAL YEAR 2025-26

	Personnel	Maintenance & Operations	Capital Outlay	Total
<b><u>Use of Funds</u></b>				
Expenditures:				
Operating Fund				
Executive	\$ 457,030	\$ 641,550	\$ -	\$ 1,098,580
Administrative Services	753,773	1,173,700	-	1,927,473
Scientific Technical Services	2,172,306	349,400	50,000	2,571,706
Operations	7,214,435	1,488,944	-	8,703,379
Communications	1,449,791	589,760	-	2,039,551
Subtotal Operating Fund	12,047,335	4,243,354	50,000	16,340,689
Vehicle Replacement Fund	-	-	-	-
Liability Reserve Fund	-	-	-	-
Equipment Replacement Fund	-	-	-	-
Emergency Vector Control Fund	-	-	-	-
Facilities Improvement Fund	-	44,000	-	44,000
Habitat Remediation Fund	-	-	-	-
Retiree Medical Insurance Fund	-	347,300	-	347,300
Retirement Contingency Fund	-	200,000	-	200,000
<b>Total Use of Funds - All Funds</b>	<b>\$ 12,047,335</b>	<b>\$ 4,834,654</b>	<b>\$ 50,000</b>	<b>16,931,989</b>
<b><u>Sources of Funds</u></b>				
Revenues				18,871,620
<b>Total Funding Sources</b>				<b>18,871,620</b>
<b>Net Addition to Reserves</b>				<b>\$ 1,939,631</b>

# Operating Fund Expenditure Summary

FY 2024-25	Executive	Administrative Services	Scientific Technical Services	Operations	Communications	Operating Fund Total	Percent of Total
Personnel	\$ 448,655	\$ 724,545	\$ 2,224,308	\$ 6,977,748	\$ 1,397,157	\$ 11,772,413	71%
Maint & Operations	613,300	1,177,410	361,540	1,487,712	555,885	4,195,847	26%
Capital Outlay	150,000	-	74,100	208,500	82,500	515,100	3%
	<b>\$ 1,211,955</b>	<b>\$ 1,901,955</b>	<b>\$ 2,659,948</b>	<b>\$ 8,673,960</b>	<b>\$ 2,035,542</b>	<b>\$ 16,483,360</b>	<b>100%</b>
Percent of Total	7%	12%	16%	53%	12%		100%

FY 2025-26	Executive	Administrative Services	Scientific Technical Services	Operations	Communications	Operating Fund Total	Percent of Total
Personnel	\$ 457,030	\$ 753,773	\$ 2,172,306	\$ 7,214,435	\$ 1,449,791	\$ 12,047,335	74%
Maint & Operations	641,550	1,173,700	349,400	1,488,944	589,760	4,243,354	26%
Capital Outlay	-	-	50,000	-	-	50,000	0%
	<b>\$ 1,098,580</b>	<b>\$ 1,927,473</b>	<b>\$ 2,571,706</b>	<b>\$ 8,703,379</b>	<b>\$ 2,039,551</b>	<b>\$ 16,340,689</b>	<b>100%</b>
Percent of Total	7%	12%	16%	53%	13%		100%





# Operating Fund Expenditure Summary

## BY DEPARTMENT AND EXPENDITURE TYPE

<b>FISCAL YEAR 2024-25</b>				
	Personnel	Maintenance & Operations	Capital Outlay	Total
<b>Executive</b>				
Trustees	\$ -	\$ 57,000	\$ -	\$ 57,000
District Manager	448,655	49,300	-	497,955
Legal Services	-	125,000	-	125,000
Non-Departmental	-	382,000	150,000	532,000
sub-total	448,655	613,300	150,000	1,211,955
<b>Administrative Services</b>				
Administrative Services	724,545	270,810	-	995,355
Insurance	-	906,600	-	906,600
sub-total	724,545	1,177,410	-	1,901,955
<b>Scientific Technical Services</b>				
	2,224,308	361,540	74,100	2,659,948
<b>Operations</b>				
Field Operations	6,506,235	1,056,912	60,000	7,623,147
Vehicle Maintenance	306,698	310,000	148,500	765,198
Building Maintenance	164,815	120,800	-	285,615
sub-total	6,977,748	1,487,712	208,500	8,673,960
<b>Communications</b>				
Public Information	587,342	195,950	-	783,292
Information Technology	606,525	359,935	82,500	1,048,960
Public Service	203,290	-	-	203,290
sub-total	1,397,157	555,885	82,500	2,035,542
Total Operating Expenditures	\$ 11,772,413	\$ 4,195,847	\$ 515,100	\$ 16,483,360

<b>FISCAL YEAR 2025-26</b>				
	Personnel	Maintenance & Operations	Capital Outlay	Total
<b>Executive</b>				
Trustees	\$ -	\$ 62,000	\$ -	\$ 62,000
District Manager	457,030	55,550	-	512,580
Legal Services	-	135,000	-	135,000
Non-Departmental	-	389,000	-	389,000
sub-total	457,030	641,550	-	1,098,580
<b>Administrative Services</b>				
Administrative Services	753,773	267,000	-	1,020,773
Insurance	-	906,700	-	906,700
sub-total	753,773	1,173,700	-	1,927,473
<b>Scientific Technical Services</b>				
	2,172,306	349,400	50,000	2,571,706
<b>Operations</b>				
Field Operations	6,686,616	1,058,144	-	7,744,760
Vehicle Maintenance	345,901	310,000	-	655,901
Building Maintenance	181,918	120,800	-	302,718
sub-total	7,214,435	1,488,944	-	8,703,379
<b>Communications</b>				
Public Information	610,858	213,600	-	824,458
Information Technology	627,795	376,160	-	1,003,955
Public Service	211,139	-	-	211,139
sub-total	1,449,791	589,760	-	2,039,551
Total Operating Expenditures	\$ 12,047,335	\$ 4,243,354	\$ 50,000	\$ 16,340,689

# Capital Outlay Summary

	2023-24 Budget	2024-25 Budget
<b>Operating Fund</b>		
<b>Executive</b>		
Boardroom AV	-	150,000
	-	150,000
<b>Administrative Services</b>		
None	-	-
	-	-
<b>Scientific Technical Services</b>		
(1) Pupal Separator	-	74,100
	-	74,100
<b>Operations</b>		
(7), (2) 4 x 2 Ford Ranger Trucks	70,000	-
(1), (2) 4 x 4 Ford Ranger Trucks	80,000	-
(2) Ford Maverick	60,000	-
(8), (5) Camper Shells	14,620	-
(8) Backpack Sprayers	-	8,000
(15) Lifts	-	148,500
(1) Drone	45,000	52,000
(1) IMop Lite	5,300	-
	274,920	208,500
<b>Communications/IT</b>		
(1) Backup Storage	-	82,500
(1) Digital Display	3,000	-
	3,000	82,500
<b>Operating Fund Total</b>	<b>\$ 277,920</b>	<b>\$ 515,100</b>
<b>Facilities Improvement Fund</b>		
(1) SIT TI	\$ 200,000	\$ 660,000
(1) HBP TI	200,000	-
	\$ 400,000	\$ 660,000
<b>Facilities Improvement Fund</b>	<b>\$ 400,000</b>	<b>\$ 660,000</b>
<b>Total Capital Outlay</b>	<b>\$ 677,920</b>	<b>\$ 1,175,100</b>

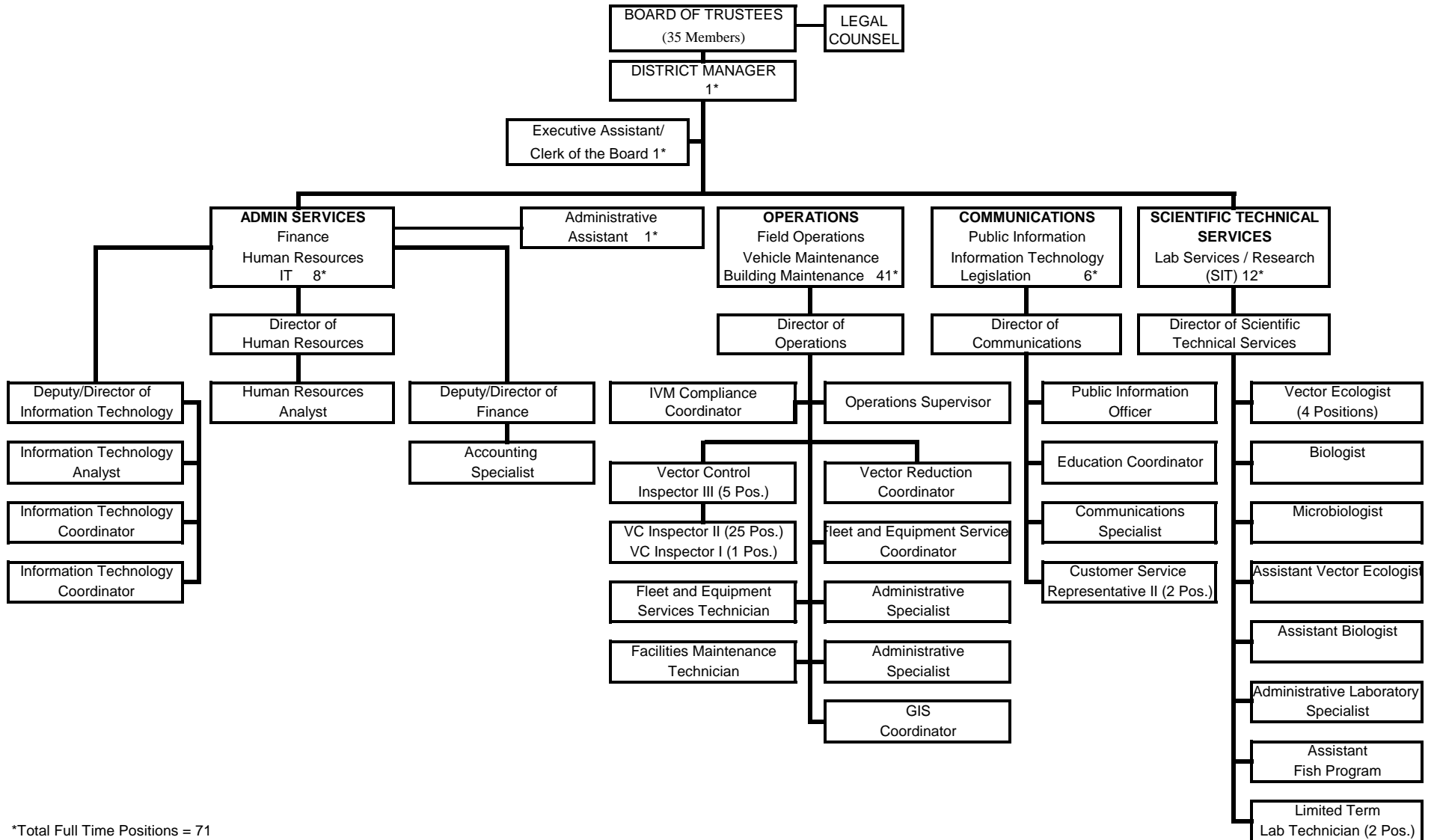
# Personnel Summary

Pay Range	Full-Time Staff (Full-Time Equivalent)	2020-21 Actual	2021-22 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget
	District Manager	1	1	1	1	1
A-44	Accounting Specialist	1	1	1	1	1
A-40	Administrative Assistant	1	1	1	1	1
A-44	Administrative Specialist - Lab	1	1	1	1	1
A-44	Administrative Specialist - OPS	1	1	1	1	1
A-53	Assistant Biologist	-	1	1	1	1
A-40	Assistant Fish Program	1	1	1	1	1
A-53	Assistant Vector Ecologist	1	1	1	1	1
A-58	Biologist	2	1	1	1	1
A-44	Communications Specialist	1	1	1	1	1
A-36	Customer Service Representative I	2	1	1	-	-
A-40	Customer Service Representative II	-	1	1	2	2
A-44	Data Application Specialist	1	1	1	1	1
A-68	Director of Communications	1	1	1	1	1
A-68	Director of Finance	-	-	-	1	1
A-68	Director of Human Resources	-	-	-	1	1
A-68	Director of Information Technology	-	-	-	1	1
A-68	Director of Operations	1	1	1	1	1
A-68	Director of Scientific Technical Services	1	1	1	1	1
A-53	Education Coordinator	1	1	1	1	1
A-58	Executive Assistant/Clerk of the Board	1	1	1	1	1
A-43	Facilities Maintenance Technician	1	1	1	-	1
A-64	Finance Manager	1	1	1	-	-
A-55	Fleet and Equipment Services Coordinator	1	1	1	1	-
A-50	Fleet and Equipment Services Mechanic	1	-	-	1	1
A-43	Fleet and Equipment Services Technician	1	1	1	-	-
A-55	GIS Coordinator	1	1	1	1	1
A-64	Human Resources Manager	1	1	1	-	-
A-52	Human Resource Analyst	-	-	-	1	1
A-44	Human Resources Specialist	1	1	1	-	-
A-59	Information Technology Analyst	1	1	1	1	1
A-50	Information Technology Coordinator	1	1	1	1	1
A-64	Information Technology Manager	1	1	1	1	1
A-58	IVM Compliance Coordinator	1	1	1	1	1
A-40	LT Lab Tech	-	-	1	2	2
A-58	Microbiologist	1	1	1	1	1
A-55	Operations Coordinator	1	1	1	1	1
A-58	Operations Supervisor	1	1	1	1	1
A-54	Public Information Officer	1	1	1	1	1
A-58	Urban Water Program Manager	1	1	-	-	-
A-55	Vector Reduction Coordinator	-	-	1	1	1
A-40	Vector Control Inspector I	1	3	3	2	2
A-50	Vector Control Inspector II	23	23	23	24	24
A-55	Vector Control Inspector III	6	5	5	5	5
A-58	Vector Ecologist	3	4	4	4	4
Total Full-time Employees (Note 1)		<b>68</b>	<b>69</b>	<b>70</b>	<b>71</b>	<b>71</b>
<b>Seasonal/Extra Help Employees (number of hires)</b>						
Operations Department		41	45	45	50	55
Technical Services Department		11	11	13	16	15
Communications Department		1	1	1	1	1
Total Seasonal/Extra Help Employees		<b>53</b>	<b>57</b>	<b>59</b>	<b>67</b>	<b>71</b>
<p>Note 1: During FY 2022/23 there were multiple retirements that created new opportunities to make innovative changes to the District's organizational efficiency such as reorganizing the Inspector positions as well as Administrative Services. The District expects to continue with these changes in the 2024 25 budget year as it moves to continue to stay competitive in the job market.</p>						

# Orange County Mosquito and Vector Control District

## Organizational Chart

July 1, 2024



\*Total Full Time Positions = 71

# Revenues

Fund No. Fund	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
<b>Operating Fund</b>						
10.4100 Property Tax	\$ 7,045,005	\$ 7,689,353	\$ 7,498,000	\$ 7,600,000	\$ 7,903,000	\$ 8,140,090
10.4105 1996 Benefit Assessment	1,564,216	1,568,989	1,581,955	1,581,955	1,586,000	\$ 1,633,580
10.4106 2004 Benefit Assessment	6,775,338	7,333,919	7,636,420	7,636,420	7,865,000	\$ 8,100,950
10.4200 Interest	(145,994)	129,706	65,000	74,680	65,000	70,000
10.4300 Miscellaneous	16,996	79,153	12,000	12,000	12,000	15,000
10.4305 Residuals & Pass Through	767,743	787,043	450,000	450,000	450,000	425,000
10.4310 Rent for Cell Sites	31,156	32,713	31,500	31,500	25,000	25,000
10.4315 VCJPA Pooled Services	191,012	7,355	20,000	167,495	20,000	20,000
10.45XX Charges for Services	136,952	68,257	60,000	72,500	55,000	55,000
<b>Total Operating Fund</b>	<b>16,382,424</b>	<b>17,696,487</b>	<b>17,354,875</b>	<b>17,626,550</b>	<b>17,981,000</b>	<b>18,484,620</b>
<b>Vehicle Replacement</b>						
20.4200 Interest	(7,834)	8,912	5,000	6,100	5,000	5,500
20.4400 Sale of Vehicles	-	21,158	15,000	1,000	15,000	15,000
<b>Total Vehicle Replacement Fund</b>	<b>(7,834)</b>	<b>30,070</b>	<b>20,000</b>	<b>7,100</b>	<b>20,000</b>	<b>20,500</b>
<b>Liability Reserve</b>						
30.4200 Interest	(4,909)	5,403	4,000	3,900	4,000	4,500
<b>Equipment Replacement</b>						
40.4200 Interest	(11,131)	12,253	6,500	8,100	6,500	7,000
<b>Emergency Vector Control</b>						
50.4200 Interest	(22,286)	24,532	13,000	19,000	13,000	15,000
<b>Facilities Improvement</b>						
60.4100 Property Leases	321,535	266,897	205,000	150,000	150,000	195,000
60.4200 Interest	(178,536)	185,334	70,000	135,000	145,000	75,000
<b>Total Facilities Improvement Fund</b>	<b>143,000</b>	<b>452,231</b>	<b>275,000</b>	<b>285,000</b>	<b>295,000</b>	<b>270,000</b>
<b>Retiree Medical Insurance</b>						
90.4150 Retiree Medical Insurance	30,469	27,589	31,000	27,000	31,000	35,000
90.4151 PARS Trust Reimbursemen	-	-	-	-	-	-
<b>Total Retiree Medical Insurance Fund</b>	<b>30,469</b>	<b>27,589</b>	<b>31,000</b>	<b>27,000</b>	<b>31,000</b>	<b>35,000</b>
<b>Retirement Contingency</b>						
95.4200 Interest	1,193	195	1,500	3,000	3,000	35,000
<b>Grand Total All Funds</b>	<b>\$ 16,510,925</b>	<b>\$ 18,248,760</b>	<b>\$ 17,705,875</b>	<b>\$ 17,979,650</b>	<b>\$ 18,353,500</b>	<b>\$ 18,871,620</b>

# Department: Executive

## Departmental Programs

Trustees  
 District Manager  
 Legal Services  
 Non-Departmental

## Department Overview

The Orange County Mosquito and Vector Control District is a special district organized in 1947. The District is governed by a 35 member Board of Trustees representing the 34 cities of Orange County and the County at large. The Board of Trustees is the legislative body of the District and is responsible for the policies of the District and general oversight of the District's operations and performance. The Board of Trustees has eight standing committees: Executive; Policy and Personnel; Budget and Finance; Building, Property and Equipment; Operations; Legislative, Public Relations; and Nuisance Abatement.

The District Manager is appointed by the Board of Trustees and serves at its pleasure. The District Manager is the Chief Executive Officer of the District. The District Manager appoints all Department Heads and is responsible for overseeing the daily operations of the District. The District Manager is assisted by an Executive Assistant/Clerk of the Board. The Executive Assistant/Clerk of the Board is responsible for the preparation of the agenda for the Trustee Board meetings and the maintaining of all official District documents and records. In addition, the Executive Assistant/Clerk of the Board provides general clerical support to the Board and District Manager.

The District Counsel advises the Board of Trustees on all matters of law in the conduct of District affairs. District Counsel prepares resolutions and contracts for consideration by the Board of Trustees. In addition, District Counsel reviews all legal documents and represents the District in matters involving litigation.

## Budget Summary

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
Personnel	\$ 388,838	\$ 388,239	\$ 417,880	\$ 391,540	\$ 448,655	\$ 457,030
Maintenance & Operations	406,350	401,992	596,445	460,100	613,300	\$ 641,550
Capital Outlay	8,203	9,866	-	-	150,000	-
<b>Total Expenditures</b>	<b>\$ 803,391</b>	<b>\$ 800,098</b>	<b>\$ 1,014,325</b>	<b>\$ 851,640</b>	<b>\$ 1,211,955</b>	<b>\$ 1,098,580</b>
Percentage Change	-9.7%	-0.4%	26.8%	-16.0%	42.3%	-9.4%

## Personnel Summary

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
<b>Full-time Positions</b>						
District Manager	1	1	1	1	1	1
Executive Assistant / Clerk of the Board	1	1	1	1	1	1
	2	2	2	2	2	2

<b>Department:</b>	<b>Executive</b>
<b>Program:</b>	<b>Trustees</b>
<b>Program No.:</b>	<b>10.110</b>

<b>Budget Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	53,495	47,453	62,650	43,500	57,000	62,000
Capital Outlay	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 53,495</b>	<b>\$ 47,453</b>	<b>\$ 62,650</b>	<b>\$ 43,500</b>	<b>\$ 57,000</b>	<b>\$ 62,000</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Executive</b>
<b>Program:</b>	<b>Trustees</b>
<b>Program No.:</b>	<b>10.110</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.110.7001	Supplies/Division Expense	\$ 1,385	\$ 8,271	\$ 1,500	\$ 3,500	\$ 2,000	\$ 2,000
10.110.7902	Trustee-in-Lieu	36,800	34,200	42,000	28,500	42,000	42,000
10.110.7906	Training	-	-	1,000	-	1,000	1,000
10.110.7907	Conferences & Meetings	15,310	4,982	18,150	11,500	12,000	17,000
		<b>53,495</b>	<b>47,453</b>	<b>62,650</b>	<b>43,500</b>	<b>57,000</b>	<b>62,000</b>
<b>Total Trustees</b>		<b>\$ 53,495</b>	<b>\$ 47,453</b>	<b>\$ 62,650</b>	<b>\$ 43,500</b>	<b>\$ 57,000</b>	<b>\$ 62,000</b>

<b>Department:</b>	<b>Executive</b>
<b>Program:</b>	<b>District Manager</b>
<b>Program No.:</b>	<b>10.120</b>

<b>Budget Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 388,838	\$ 388,239	\$ 417,880	\$ 391,540	\$ 448,655	\$ 457,030
Maintenance & Operations	34,974	35,749	53,295	47,800	49,300	55,550
Capital Outlay	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 423,812</b>	<b>\$ 471,230</b>	<b>\$ 471,175</b>	<b>\$ 439,340</b>	<b>\$ 497,955</b>	<b>\$ 512,580</b>

<b>Personnel Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
<b>Full-time Positions</b>						
District Manager	1	1	1	1	1	1
Executive Assistant / Clerk of the Board	1	1	1	1	1	1
	2	2	2	2	2	2

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Executive</b>
<b>Program:</b>	<b>District Manager</b>
<b>Program No.:</b>	<b>10.120</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
	<b>Personnel</b>						
10.120.6001	Salaries - Regular	\$ 282,655	\$ 245,913	\$300,595.00	\$ 290,735	\$338,495	\$ 345,265
10.120.6101	Comp Time Payout	2,272	4,370	2,500	-	2,500	2,000
10.120.6102	Vacation Payout	3,496	32,338	5,000	5,000	5,000	5,000
10.120.6103	Sick Leave Payout	3,005	1,282	1,500	1,500	1,500	2,000
10.120.6104	Admin Leave	4,370	21,367	6,500	12,000	15,000	10,000
10.120.6105	Executive Leave	5,107	2,644	2,750	2,750	2,750	2,750
10.120.6209	Unemployment Insurance	868	895	900	895	900	900
10.120.6210	Medicare & FICA	4,676	4,872	4,635	4,850	5,310	5,335
10.120.6212	Retirement	30,823	30,543	29,000	27,500	29,000	30,000
10.120.6220	Health Insurance	24,779	22,246	35,000	20,000	20,000	25,000
10.120.6230	Dental Insurance	951	708	2,100	1,000	1,000	1,000
10.120.6240	Life and AD&D Insurance	456	386	600	500	600	650
10.120.6245	LTD Insurance	1,474	1,111	1,700	1,200	1,500	1,800
10.120.6250	Vision Insurance	142	177	200	150	200	200
10.120.6269	Short Term Disability	1,013	628	1,100	700	1,100	1,200
10.120.6275	Deferred Compensation	11,950	9,959	13,000	11,960	13,000	13,130
10.120.6290	Auto Allowance	10,800	8,800	10,800	10,800	10,800	10,800
		<b>\$ 388,838</b>	<b>\$ 388,239</b>	<b>\$ 417,880</b>	<b>\$ 391,540</b>	<b>\$ 448,655</b>	<b>\$ 457,030</b>



<b>Department:</b>	<b>Executive</b>
<b>Program:</b>	<b>District Manager</b>
<b>Program No.:</b>	<b>10.120</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Executive</b>
<b>Program:</b>	<b>District Manager</b>
<b>Program No.:</b>	<b>10.120</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22 Actual</b>	<b>FY 2023-24 Actual</b>	<b>FY 2023-24 Adopted</b>	<b>FY 2023-24 Estimate</b>	<b>FY 2024-25 Proposed</b>	<b>FY 2025-26 Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.120.7001	Supplies/Division Expense	484	470	1,000	1,000	1,000	3,000
10.120.7003	Minor Office Equipment	325	380	1,000	400	1,000	1,000
10.120.7006	Postage	-	-	500	-	500	500
10.120.7019	Publications	405	389	300	300	300	300
10.120.7022	Public Relations	-	-	500	-	-	500
10.120.7110	Cellular Service	2,075	1,433	1,700	1,600	1,700	1,750
10.120.7901	Employee Appreciation	15,729	14,484	17,000	19,000	21,000	21,000
10.120.7906	Training	-	-	1,500	1,500	1,500	1,500
10.120.7907	Conferences & Meetings	15,957	18,593	29,795	24,000	22,300	26,000
		<b>34,974</b>	<b>35,749</b>	<b>53,295</b>	<b>47,800</b>	<b>49,300</b>	<b>55,550</b>
<b><i>Capital Outlay</i></b>							
10.120.8100	Equipment	-	-	-	-	-	-
		-	-	-	-	-	-
<b>Total District Manager</b>		<b>\$ 423,812</b>	<b>\$ 423,987</b>	<b>\$ 471,175</b>	<b>\$ 439,340</b>	<b>\$ 497,955</b>	<b>\$ 512,580</b>

<b>Department:</b>	<b>Executive</b>
<b>Program:</b>	<b>Legal Services</b>
<b>Program No.:</b>	<b>10.130</b>

<b>Budget Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	60,177	82,602	120,000	95,000	125,000	135,000
Capital Outlay	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 60,177</b>	<b>\$ 82,602</b>	<b>\$ 120,000</b>	<b>\$ 95,000</b>	<b>\$ 125,000</b>	<b>\$ 135,000</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Executive</b>
<b>Program:</b>	<b>Legal Services</b>
<b>Program No.:</b>	<b>10.130</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
	<b><i>Maintenance &amp; Operations</i></b>						
10.130.7507	District Counsel	\$ 25,167	\$ 35,536	\$ 50,000	\$ 32,000	\$ 45,000	\$ 60,000
10.130.7508	Labor Counsel	35,010	10,231	55,000	35,000	50,000	50,000
10.130.7514	Professional Services	-	36,835	15,000	28,000	30,000	25,000
		<b>60,177</b>	<b>82,602</b>	<b>120,000</b>	<b>95,000</b>	<b>125,000</b>	<b>135,000</b>
<b>Total Legal Services</b>		<b>\$ 60,177</b>	<b>\$ 82,602</b>	<b>\$ 120,000</b>	<b>\$ 95,000</b>	<b>\$ 125,000</b>	<b>\$ 135,000</b>

<b>Department:</b>	<b>Executive</b>
<b>Program:</b>	<b>Non-Departmental</b>
<b>Program No.:</b>	<b>10.140</b>

<b>Budget Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	257,703	236,189	360,500	273,800	382,000	389,000
Capital Outlay	8,203	9,866	-	-	150,000	-
<b>Total Expenditures</b>	<b>\$ 265,907</b>	<b>\$ 246,055</b>	<b>\$ 360,500</b>	<b>\$ 273,800</b>	<b>\$ 532,000</b>	<b>\$ 389,000</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Executive</b>
<b>Program:</b>	<b>Non-Departmental</b>
<b>Program No.:</b>	<b>10.140</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22 Actual</b>	<b>FY 2023-24 Actual</b>	<b>FY 2023-24 Adopted</b>	<b>FY 2023-24 Estimate</b>	<b>FY 2024-25 Proposed</b>	<b>FY 2025-26 Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.140.7001	Supplies/Division Expense	\$ 10,404	\$ 6,372	\$ 9,000	\$ 12,500	\$ 12,000	\$ 13,000
10.140.7005	Household Expense	21,438	28,441	21,000	24,000	25,000	25,000
10.140.7006	Postage	639	203	2,000	2,000	2,000	2,000
10.140.7026	Disaster Preparedness	11,891	498	7,500	1,500	7,500	8,500
10.140.7120	Telephone	34,836	35,949	40,000	34,000	40,000	42,000
10.140.7210	Electricity	78,370	84,379	73,000	78,000	80,000	85,000
10.140.7220	Natural Gas	3,393	8,126	8,000	6,500	8,000	8,000
10.140.7230	Water	4,822	4,805	4,500	6,500	7,000	7,500
10.140.7403	Lease & Rental of Equipment	11,127	11,045	10,500	9,900	10,500	10,500
10.140.7404	Landscape Improvement	-	-	-	-	-	-
10.140.7406	Security Alarm Expense	1,155	2,277	1,500	1,400	1,500	1,500
10.140.7410	Refuse Disposal	8,322	8,474	8,500	8,500	8,500	9,000
10.140.7514	Professional Services	3,850	-	100,000	25,000	100,000	100,000
10.140.7520	Records Retention & Disposal	-	-	5,000	-	5,000	2,000
10.140.7522	District Mgr Discretionary M &	22,862	(131)	25,000	19,000	30,000	30,000
10.140.7903	Memberships	44,594	45,753	45,000	45,000	45,000	45,000
		<b>257,703</b>	<b>236,189</b>	<b>360,500</b>	<b>273,800</b>	<b>382,000</b>	<b>389,000</b>
<b><i>Capital Outlay</i></b>							
10.140.8100	Equipment	8,203	9,866	-	-	150,000	-
		<b>8,203</b>	<b>9,866</b>	<b>-</b>	<b>-</b>	<b>150,000</b>	<b>-</b>
<b>Total Non-Departmental</b>		<b>\$ 265,907</b>	<b>\$ 246,055</b>	<b>\$ 360,500</b>	<b>\$ 273,800</b>	<b>\$ 532,000</b>	<b>\$ 389,000</b>

# Department: Administrative Services

## Departmental Programs

Administrative Services  
Insurance

## Department Overview

The Administrative Services Department provides various support functions for the District. Administrative Services is responsible for Finance and Budget, Human Resources, Risk Management (Insurance) and Payroll. Financial responsibilities include developing and monitoring the annual budget; preparing monthly financial statements, accounts payables and receivables; administering petty cash; deferred compensation programs; managing fixed assets inventories; and ensuring compliance with government accounting requirements and standards.

Human Resources coordinates the recruitment and hiring of District staff; administers employee benefits; coordinates employee relations and unemployment issues; maintains employee files; processes District vehicle incident claims; and administers the District's Personnel and Salary Resolution.

Insurance activities involve processing, resolving, and settling claims against the District, as well as claims the District has against others. The District is a member of a self-insurance pool (Vector Control Joint Powers Agency) made up of approximately 40 other California vector control districts. This organization helps administer and manage employment, workers' compensation, liability, collision, property, and other claims against the District.

## Budget Summary

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
Personnel	\$ 598,353	\$ 602,553	\$ 693,620	\$ 573,012	\$ 724,545	\$ 753,773
Maintenance & Operations	962,664	1,036,153	1,118,510	1,112,091	1,177,410	1,173,700
Capital Outlay	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,561,017</b>	<b>\$ 1,638,706</b>	<b>\$ 1,812,130</b>	<b>\$ 1,685,103</b>	<b>\$ 1,901,955</b>	<b>\$ 1,927,473</b>
Percentage Change	0.7%	5.0%	10.6%	-7.0%	12.9%	1%

## Personnel Summary

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
<b>Full-time Positions</b>						
Director of Finance	-	-	-	-	1	1
Finance Manager	1	1	1	1	-	-
Accounting Specialist	1	1	1	1	1	1
Director Human Resources	-	-	1	-	1	1
Human Resources Manager	1	1	-	1	-	-
Human Resources Analyst	-	-	-	-	1	1
Human Resources Specialist	1	1	1	1	-	-
Administrative Assistant	1	1	1	1	1	1
	5	5	5	5	5	5

<b>Department:</b>	<b>Administrative Services</b>
<b>Program:</b>	<b>Administrative Services</b>
<b>Program No.:</b>	<b>10.210</b>

<b>Budget Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 598,353	\$ 602,553	\$ 693,620	\$ 573,012	\$ 724,545	\$ 753,773
Maintenance & Operations	208,251	224,599	244,910	218,500	270,810	267,000
Capital Outlay	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 806,604</b>	<b>\$ 827,152</b>	<b>\$ 938,530</b>	<b>\$ 791,512</b>	<b>\$ 995,355</b>	<b>\$ 1,020,773</b>

<b>Personnel Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Director of Finance	-	-	-	-	1	1
Finance Manager	1	1	1	1	-	-
Accounting Specialist	1	1	1	1	1	1
Director of Human Resources	-	-	1	-	1	1
Human Resources Manager	1	1	-	1	-	-
Human Resources Analyst	-	-	-	-	1	1
Human Resources Specialist	1	1	1	1	-	-
Administrative Assistant	1	1	1	1	1	1
	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Administrative Services</b>
<b>Program:</b>	<b>Administrative Services</b>
<b>Program No.:</b>	<b>10.210</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
	<b>Personnel</b>						
10.210.6001	Salaries - Regular	\$ 423,023	\$ 390,170	485,000	355,000	534,075	550,097
10.210.6002	Extra Help/Seasonal	3,561	59,208	15,000	30,500	5,000	5,000
10.210.6003	Overtime	1,579	1,413	2,000	1,000	2,000	2,000
10.210.6004	Bilingual Pay	2,496	2,080	3,120	2,100	3,120	3,120
10.210.6101	Comp Time Payout	1,120	3,634	2,000	9,500	2,000	3,500
10.210.6102	Vacation Payout	9,968	25,188	15,000	26,000	12,000	15,000
10.210.6103	Sick Leave Payout	918	1,178	1,500	1,500	1,500	2,000
10.210.6105	Executive Leave	6,183	2,738	6,500	4,500	6,500	6,500
10.210.6209	Unemployment Insurance	2,356	3,274	2,604	3,500	2,604	2,605
10.210.6210	Medicare and FICA	7,101	6,506	7,796	6,762	7,796	8,551
10.210.6212	Retirement	36,241	26,725	39,000	37,500	35,000	37,000
10.210.6220	Health Insurance	67,621	55,115	72,000	66,000	71,000	75,000
10.210.6230	Dental Insurance	4,149	1,541	6,000	1,500	2,500	2,500
10.210.6240	Life and AD&D Insurance	930	677	1,200	900	1,200	1,200
10.210.6245	LTD Insurance	2,578	1,784	3,200	2,700	3,200	3,500
10.210.6250	Vision Insurance	728	247	1,200	850	1,200	1,300
10.210.6269	Short Term Disability	1,532	1,236	1,750	1,200	1,500	1,900
10.210.6275	Deferred Compensation	20,270	15,840	22,750	15,000	22,750	23,400
10.210.6290	Auto Allowance	6,000	4,000	6,000	7,000	9,600	9,600
		<b>\$ 598,353</b>	<b>\$ 602,553</b>	<b>\$ 693,620</b>	<b>\$ 573,012</b>	<b>\$ 724,545</b>	<b>\$ 753,773</b>

<b>Department:</b>	<b>Administrative Services</b>
<b>Program:</b>	<b>Administrative Services</b>
<b>Program No.:</b>	<b>10.210</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Administrative Services</b>
<b>Program:</b>	<b>Administrative Services</b>
<b>Program No.:</b>	<b>10.210</b>

Account Number	Expenditure Classification	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
<b>Maintenance &amp; Operations</b>							
10.210.7001	Supplies/Division Expense	3,606	4,933	4,000	4,500	5,000	5,000
10.210.7003	Minor Office Equipment	50	4,414	1,000	2,100	2,500	2,500
10.210.7006	Postage	666	681	1,000	250	1,000	1,000
10.210.7007	Printing Costs	-	-	1,500	500	1,500	1,500
10.210.7018	Employee Physicals & First Aid	19,386	14,609	12,500	11,600	15,000	15,000
10.210.7020	HR Recruitment Expense	11,661	8,202	10,000	9,200	15,000	15,000
10.210.7110	Cellular Service	2,749	2,737	2,100	2,050	2,500	2,500
10.210.7504	Auditing Contract	16,450	21,920	20,000	17,900	20,000	21,000
10.210.7511	Software Maintenance	51,494	53,810	59,000	54,500	59,000	62,000
10.210.7514	Professional Services	17,855	32,450	18,000	27,000	25,000	25,000
10.210.7701	Administrative Fees	12,670	17,267	11,500	11,000	12,000	12,000
10.210.7702	Assessment Expense	31,631	31,783	35,000	31,900	37,000	40,000
10.210.7703	Taxes & Assessments	4,821	1,919	9,500	7,500	9,500	1,000
10.210.7704	Tax Collections Charge	26,085	26,086	35,000	33,000	38,000	39,000
10.210.7903	Memberships	1,793	2,471	1,500	1,200	1,500	1,500
10.210.7904	Tuition Reimbursement	1,349	-	4,000	-	2,500	3,500
10.210.7906	Training	550	1,258	2,500	3,100	4,500	5,500
10.210.7907	Conferences & Meetings	5,436	60	14,310	-	16,810	11,500
10.210.7908	Continuing Education	-	-	2,500	1,200	2,500	2,500
		<b>208,251</b>	<b>224,599</b>	<b>244,910</b>	<b>218,500</b>	<b>270,810</b>	<b>267,000</b>
<b>Capital Outlay</b>							
10.210.8100	Equipment	-	-	-	-	-	-
		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Administrative Services</b>		<b>\$ 806,604</b>	<b>\$ 827,152</b>	<b>\$ 938,530</b>	<b>\$ 791,512</b>	<b>\$ 995,355</b>	<b>\$ 1,020,773</b>

<b>Department:</b>	<b>Administrative Services</b>
<b>Program:</b>	<b>Insurance</b>
<b>Program No.:</b>	<b>10.220</b>

<b>Budget Summary</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	754,413	811,554	873,600	893,591	906,600	906,700
Capital Outlay	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 754,413</b>	<b>\$ 832,600</b>	<b>\$ 873,600</b>	<b>\$ 893,591</b>	<b>\$ 906,600</b>	<b>\$ 906,700</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Administrative Services</b>
<b>Program:</b>	<b>Insurance</b>
<b>Program No.:</b>	<b>10.220</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
	<b><i>Maintenance &amp; Operations</i></b>						
10.220.7310	Workers Compensation	\$ 433,834	\$ 472,697	\$ 520,000	\$ 492,000	\$ 500,000	\$ 520,000
10.220.7320	General Liability	281,360	299,464	310,000	334,500	335,000	315,000
10.220.7330	Property Insurance & Admin Costs	37,799	37,902	42,000	65,600	70,000	45,000
10.220.7340	Earthquake Insurance	-	-	-	-	-	25,000
10.220.7360	Group Fidelity Premium	1,420	1,491	1,600	1,491	1,600	1,700
<b>Total Insurance</b>		<b>\$ 754,413</b>	<b>\$ 811,554</b>	<b>\$ 873,600</b>	<b>\$ 893,591</b>	<b>\$ 906,600</b>	<b>\$ 906,700</b>

# Department: Scientific Technical Services

## Departmental Programs

Scientific Technical Services

## Department Overview

The Department of Scientific Technical Services conducts routine surveillance for several mosquito-borne diseases (West Nile virus, St. Louis encephalitis, and Western Equine encephalomyelitis), rodent-borne diseases (hantavirus and bubonic plague), tick-borne diseases (Lyme Borreliosis and Rocky Mountain spotted fever), and small mammal-reservoir diseases (murine and flea-borne typhus) throughout Orange County. The Department's environmental biologists develop vector minimization guidelines for other governmental regulatory agencies, make assessments of potential vector-producing sites as the result of residential development projects, monitor Best Management Practice (BMP) wetland usage, and oversee mosquito fish production and distribution. Additionally, Scientific Technical Services personnel proactively investigate re-emerging and emerging public health threats, such as Chagas' disease, Pacific Coast Tick Fever, and the introduction of new pests (brown widow spider, bark scorpion, and invasive *Aedes* mosquito species). Staff members also provide technical assistance to the Operations Department, specimen identification services, and advice for the public on pests and vector-borne diseases. The Department's proactive projects include developing the new SIT program in FY 2024-25 and continued development through FY2026-27.

## Budget Summary

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
Personnel	\$ 1,514,556	\$ 1,844,216	\$ 1,995,075	\$ 1,872,506	\$ 2,224,308	\$ 2,172,306
Maintenance & Operations	267,855	292,733	404,700	309,750	361,540	349,400
Capital Outlay	-	166,065	-	9,300	74,100	50,000
<b>Total Expenditures</b>	<b>\$ 1,782,411</b>	<b>\$ 2,303,013</b>	<b>\$ 2,399,775</b>	<b>\$ 2,191,556</b>	<b>\$ 2,659,948</b>	<b>\$ 2,571,706</b>
Percentage Change	2.6%	29.2%	4.2%	-8.7%	21.4%	-3%

## Personnel Summary

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
<b>Full-time Positions</b>						
Director of Scientific Technical Services	1	1	1	1	1	1
Biologist	1	1	1	1	1	1
Assistant Biologist	1	1	1	1	1	1
Vector Ecologist	3	4	4	4	4	4
Assistant Vector Ecologist	2	1	1	1	1	1
Microbiologist	1	1	1	1	1	1
Assistant Fish Program	1	1	1	1	1	1
LT Lab Tech	-	1	1	1	2	2
Administrative Specialist- Lab	1	1	1	1	1	1
	<b>11</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>13</b>	<b>13</b>



<b>Department:</b>	<b>Scientific Technical Services</b>
<b>Program:</b>	<b>Technical Services</b>
<b>Program No.:</b>	<b>10.310</b>

<b>Budget Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 1,514,556	\$ 1,816,802	\$ 1,879,840	\$ 1,787,751	\$ 2,033,502	\$ 2,037,891
Maintenance & Operations	267,855	239,664	315,200	240,750	320,540	322,400
Capital Outlay	-	9,241	-	9,300	-	50,000
<b>Total Expenditures</b>	<b>\$ 1,782,411</b>	<b>\$ 2,065,706</b>	<b>\$ 2,195,040</b>	<b>\$ 2,037,801</b>	<b>\$ 2,354,042</b>	<b>\$ 2,410,291</b>

<b>Personnel Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Director of Scientific Technical Services	1	1	1	1	1	1
Biologist	1	1	1	1	1	1
Assistant Biologist	1	1	1	1	1	1
Vector Ecologist	3	4	4	4	4	4
Assistant Vector Ecologist	2	1	1	1	1	1
Microbiologist	1	1	1	1	1	1
Assistant Fish Program	1	1	1	1	1	1
Administrative Specialist	1	1	1	1	1	1
	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Scientific Technical Services</b>
<b>Program:</b>	<b>Technical Services</b>
<b>Program No.:</b>	<b>10.310</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
<b>Personnel</b>							
10.310.6001	Salaries - Regular	\$ 995,714	\$ 1,228,318	\$ 1,155,213	\$ 1,105,200	\$ 1,226,520	\$ 1,263,316
10.310.6002	Extra Help/Seasonal	140,791	174,617	\$ 287,415	275,000	\$ 360,520	\$ 320,000
10.310.6003	Overtime	4,965	833	\$ 9,500	2,300	\$ 18,750	\$ 10,500
10.310.6004	Bilingual Pay	1,664	1,664	\$ 2,080	1,664	\$ 2,080	\$ 2,080
10.310.6007	Carpool Incentive Pay	500	520	\$ 520	520	\$ 520	\$ 520
10.310.6101	Comp Time Payout	6,807	6,271	\$ 9,500	9,000	\$ 9,500	\$ 10,000
10.310.6102	Vacation Payout	3,137	-	\$ 5,500	3,900	\$ 5,500	\$ 6,500
10.310.6103	Sick Leave Payout	2,036	1,807	\$ 3,000	1,807	\$ 3,000	\$ 3,500
10.310.6105	Executive Leave	2,205	3,294	\$ 3,430	3,500	\$ 3,430	\$ 3,528
10.310.6209	Unemployment Insurance	9,815	10,357	\$ 10,850	9,600	\$ 10,850	\$ 10,850
10.310.6210	Medicare & FICA	17,604	21,634	\$ 21,562	22,000	\$ 21,562	\$ 23,647
10.310.6212	Retirement	119,789	139,469	\$ 140,000	136,000	\$ 140,000	\$ 145,000
10.310.6220	Health Insurance	146,548	156,970	\$ 160,000	151,000	\$ 160,000	\$ 165,000
10.310.6230	Dental Insurance	2,779	2,373	\$ 3,900	3,200	\$ 3,900	\$ 4,300
10.310.6240	Life and AD&D Insurance	1,892	2,115	\$ 2,200	1,950	\$ 2,200	\$ 2,400
10.310.6245	LTD Insurance	6,300	7,096	\$ 7,000	6,250	\$ 7,000	\$ 7,000
10.310.6250	Vision Insurance	467	363	\$ 750	600	\$ 750	\$ 800
10.310.6269	Short Term Disability	3,605	4,123	\$ 4,000	3,700	\$ 4,000	\$ 4,100
10.310.6275	Deferred Compensation	43,137	50,179	\$ 48,620	45,760	\$ 48,620	\$ 50,050
10.310.6290	Auto Allowance	4,800	4,800	\$ 4,800	4,800	\$ 4,800	\$ 4,800
		<b>\$ 1,514,556</b>	<b>\$ 1,816,802</b>	<b>\$ 1,879,840</b>	<b>\$ 1,787,751</b>	<b>\$ 2,033,502</b>	<b>\$ 2,037,891</b>

<b>Department:</b>	<b>Scientific Technical Services</b>
<b>Program:</b>	<b>Technical Services</b>
<b>Program No.:</b>	<b>10.310</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Scientific Technical Services</b>
<b>Program:</b>	<b>Technical Services</b>
<b>Program No.:</b>	<b>10.310</b>

Account Number	Expenditure Classification	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimated	FY 2024-25 Proposed	FY 2025-26 Projected
<b>Maintenance &amp; Operations</b>							
10.310.7001	Supplies/Division Expense	1,694	2,111	2,000	2,000	2,000	2,000
10.310.7003	Minor Office Equipment	3,292	1,985	2,000	2,000	2,000	2,000
10.310.7004	Uniforms	8,653	10,363	9,000	7,500	11,000	11,000
10.310.7006	Postage	77	1,415	4,000	2,500	3,000	3,000
10.310.7008	Micro Lab	77,887	80,201	85,000	80,000	85,000	85,000
10.310.7009	Field Lab	65,225	24,578	30,000	22,000	24,000	24,000
10.310.7010	Environmental Biology	11,929	14,921	15,000	14,000	15,000	15,000
10.310.7011	Disease Surveillance	3,545	3,440	10,000	4,500	7,500	7,500
10.310.7012	General Lab Supplies	41,017	46,948	60,000	46,000	63,000	63,000
10.310.7017	Protective Equipment	5,769	2,393	7,000	2,500	8,000	8,000
10.310.7019	Publications	471	750	2,000	1,000	9,000	9,000
10.310.7110	Cellular Service	8,744	11,258	10,000	12,500	14,040	12,000
10.310.7401	Equipment Repair	9,741	14,734	20,000	16,500	30,000	30,000
10.310.7403	Lease & Rental of Equipment	846	1,136	4,500	1,500	4,500	4,500
10.310.7503	Contract & Applied Research	-	-	15,000	-	10,000	10,000
10.310.7516	Permits and Licenses	530	660	2,000	1,700	2,000	2,000
10.310.7801	Toll Road Transponders	630	90	700	350	700	700
10.310.7903	Memberships	2,537	3,348	4,200	3,700	4,200	4,200
10.310.7904	Tuition Reimbursement	1,250	745	5,000	-	-	-
10.310.7906	Training	1,800	270	2,000	1,000	2,800	4,500
10.310.7907	Conferences & Meetings	22,219	18,316	25,800	19,500	22,800	25,000
		<b>267,855</b>	<b>239,664</b>	<b>315,200</b>	<b>240,750</b>	<b>320,540</b>	<b>322,400</b>
<b>Capital Outlay</b>							
10.310.8100	Equipment	-	9,241	-	9,300	-	50,000
		<b>-</b>	<b>9,241</b>	<b>-</b>	<b>9,300</b>	<b>-</b>	<b>50,000</b>
<b>Total Technical Services</b>		<b>\$ 1,782,411</b>	<b>\$ 2,065,706</b>	<b>\$ 2,195,040</b>	<b>\$ 2,037,801</b>	<b>\$ 2,354,042</b>	<b>\$ 2,410,291</b>

<b>Department:</b>	<b>Scientific Technical Services</b>
<b>Program:</b>	<b>SIT</b>
<b>Program No.:</b>	<b>10.350</b>

<b>Budget Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ -	\$ 27,414	\$ 115,235	\$ 84,755	\$ 190,806	\$ 134,415
Maintenance & Operations	-	53,069	89,500	69,000	41,000	27,000
Capital Outlay	-	156,823	-	-	74,100	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 237,307</b>	<b>\$ 204,735</b>	<b>\$ 153,755</b>	<b>\$ 305,906</b>	<b>\$ 161,415</b>

<b>Personnel Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
LT Lab Tech	-	1	1	1	2	2
	-	1	1	1	2	2

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Scientific Technical Services</b>
<b>Program:</b>	<b>SIT</b>
<b>Program No.:</b>	<b>10.350</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
<b>Personnel</b>							
10.350.6001	Salaries - Regular	\$ -	\$ 16,735	\$ 61,930	\$ 57,000	\$ 126,015	\$ 58,926
10.350.6002	Extra Help/Seasonal	-	-	\$ 12,000	-	\$ 12,000	\$ 22,995
10.350.6003	Overtime	-	-	\$ 1,000	-	\$ 8,000	\$ 8,240
10.350.6209	Unemployment Insurance	-	-	\$ 1,540	1,540	\$ 1,540	\$ 1,540
10.350.6210	Medicare & FICA	-	340	\$ 10,720	9,000	\$ 10,720	\$ 11,879
10.350.6212	Retirement	-	832	\$ 4,335	4,005	\$ 8,821	\$ 4,125
10.350.6220	Health Insurance	-	8,068	\$ 18,000	7,500	\$ 18,000	\$ 21,000
10.350.6230	Dental Insurance	-	-	500	500	500	500
10.350.6240	Life and AD&D Insurance	-	45	300	300	300	300
10.350.6245	LTD Insurance	-	97	300	300	300	300
10.350.6250	Vision Insurance	-	-	150	150	150	150
10.350.6269	Short Term Disability	-	52	300	300	300	300
10.350.6275	Deferred Compensation	-	1,245	4,160	4,160	4,160	4,160
		<b>\$ -</b>	<b>\$ 27,414</b>	<b>\$ 115,235</b>	<b>\$ 84,755</b>	<b>\$ 190,806</b>	<b>\$ 134,415</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Scientific Technical Services</b>
<b>Program:</b>	<b>SIT</b>
<b>Program No.:</b>	<b>10.350</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
<b>Maintenance &amp; Operations</b>							
10.350.7001	Supplies/Division Expense	-	48,443	43,500	42,000	11,000	7,000
10.350.7008	Micro Lab	-	4,626	46,000	27,000	30,000	20,000
10.350.7401	Equipment Repair	-	-	-	-	-	-
10.350.7514	Professional Services	-	-	-	-	-	-
		<b>-</b>	<b>53,069</b>	<b>89,500</b>	<b>69,000</b>	<b>41,000</b>	<b>27,000</b>
<b>Capital Outlay</b>							
10.350.8100	Equipment	-	156,823	-	-	74,100	-
		<b>-</b>	<b>156,823</b>	<b>-</b>	<b>-</b>	<b>74,100</b>	<b>-</b>
<b>Total SIT</b>		<b>\$ -</b>	<b>\$ 237,307</b>	<b>\$ 204,735</b>	<b>\$ 153,755</b>	<b>\$ 305,906</b>	<b>\$ 161,415</b>

# Department: Operations

## Departmental Programs

Field Operations  
 Vehicle Maintenance  
 Building Maintenance

## Department Overview

The Operations Department is organized into three divisions:

Field Operations - This division's primary responsibility is to control mosquitoes, rats, red imported fire ants, and flies. Inspectors safely, efficiently, and effectively use biorational materials to protect the public from vector-borne disease and discomfort.

Vehicle Maintenance - This division is responsible for scheduled maintenance, repair, and replacement of District vehicles, and the fabrication of equipment used on District vehicles.

Building Maintenance - This division is responsible for the maintenance and repair of District facilities.

## Budget Summary

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
Personnel	\$ 6,141,341	\$ 6,287,633	\$ 6,776,880	\$ 6,603,804	\$ 6,977,748	\$ 7,214,435
Maintenance & Operations	1,340,979	1,162,831	1,493,310	1,362,940	1,487,712	\$ 1,488,944
Capital Outlay	289,745	134,857	274,920	299,600	208,500	\$ -
<b>Total Expenditures</b>	<b>\$ 7,772,065</b>	<b>\$ 7,585,321</b>	<b>\$ 8,545,110</b>	<b>\$ 8,266,344</b>	<b>\$ 8,673,960</b>	<b>\$ 8,703,379</b>
Percentage Change	5.5%	-2.4%	12.7%	6.36%	4.9%	0.3%

## Personnel Summary

Full-time Positions	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
Director of Operations	1	1	1	1	1	1
IVM Compliance Coordinator	1	1	1	1	1	1
Urban Water Program Manager	1	1	-	-	-	-
Vector Reduction Coordinator	-	-	1	1	1	1
Operations Supervisor	1	1	1	1	1	1
Vector Control Inspector III	6	5	5	5	5	5
Vector Control Inspector II	23	23	24	23	24	24
Vector Control Inspector I/II	1	3	2	3	2	2
GIS Coordinator	1	1	1	1	1	1
Operations Coordinator	1	1	1	1	1	1
Administrative Specialist	1	1	1	1	1	1
Fleet and Equipment Services Coordinator	1	1	1	1	1	1
Fleet and Equipment Services Mechanic	1	-	1	1	1	1
Fleet and Equipment Services Technician	1	1	-	-	-	-
Facilities Maintenance Technician	1	1	1	1	1	1
	<b>41</b>	<b>41</b>	<b>41</b>	<b>41</b>	<b>41</b>	<b>41</b>

<b>Department:</b>	<b>Operations</b>
<b>Program:</b>	<b>Field Operations</b>
<b>Program No.:</b>	<b>10.410</b>

<b>Budget Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 5,695,665	\$ 5,855,696	\$ 6,294,875	\$ 6,154,436	\$ 6,506,235	\$ 6,686,616
Maintenance & Operations	902,618	782,338	1,062,510	973,640	1,056,912	1,058,144
Capital Outlay	22,959	-	45,000	-	60,000	-
<b>Total Expenditures</b>	<b>\$ 6,621,242</b>	<b>\$ 6,638,034</b>	<b>\$ 7,402,385</b>	<b>\$ 7,128,076</b>	<b>\$ 7,623,147</b>	<b>\$ 7,744,760</b>

<b>Personnel Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Director of Operations	1	1	1	1	1	1
IVM Compliance Coordinator	1	1	1	1	1	1
Vector Reduction Coordinator	-	-	1	1	1	1
Urban Water Program Manager	1	1	-	-	-	-
Operations Supervisor	1	1	1	1	1	1
Vector Control Inspector III	6	5	5	5	5	5
Vector Control Inspector II	23	23	24	23	24	24
Vector Control Inspector I/II	1	3	2	3	2	2
GIS Coordinator	1	1	1	1	1	1
Operations Coordinator	1	1	1	1	1	1
Administrative Specialist	1	1	1	1	1	1
	<b>37</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Operations</b>
<b>Program:</b>	<b>Field Operations</b>
<b>Program No.:</b>	<b>10.410</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22 Actual</b>	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Adopted</b>	<b>FY 2023-24 Estimate</b>	<b>FY 2024-25 Proposed</b>	<b>FY 2025-26 Projected</b>
<b>Personnel</b>							
10.410.6001	Salaries - Regular	\$ 3,135,306	\$ 3,538,563	\$ 3,671,355	\$ 3,618,000	\$ 3,829,895	\$ 3,944,792
10.410.6002	Extra Help/Seasonal	1,013,573	764,242	993,680	987,000	1,046,500	\$ 1,050,000
10.410.6003	Overtime	48,161	42,984	75,000	64,000	75,000	\$ 80,000
10.410.6004	Bilingual Pay	7,296	7,456	8,320	7,264	8,320	\$ 8,320
10.410.6007	Carpool Incentive Pay	1,300	1,140	1,200	1,200	1,200	\$ 12,000
10.410.6101	Comp Time Payout	44,776	25,891	45,000	33,000	45,000	\$ 50,000
10.410.6102	Vacation Payout	62,490	20,356	45,000	35,000	45,000	\$ 55,000
10.410.6103	Sick Leave Payout	11,097	9,213	12,500	9,500	12,500	\$ 13,500
10.410.6105	Executive Leave	1,393	3,114	3,430	3,332	3,430	\$ 3,528
10.410.6209	Unemployment Insurance	39,512	32,432	36,890	29,490	36,890	\$ 39,060
10.410.6210	Medicare & FICA	64,542	66,212	70,940	65,500	70,940	76,216
10.410.6212	Retirement	474,656	502,239	475,000	470,000	475,000	485,000
10.410.6220	Health Insurance	597,463	639,254	620,000	621,000	620,000	625,000
10.410.6230	Dental Insurance	17,472	15,531	17,000	16,000	17,000	17,500
10.410.6240	Life and AD&D Insurance	6,014	6,418	7,000	6,500	7,000	7,500
10.410.6245	LTD Insurance	20,284	21,191	24,000	22,200	24,000	25,000
10.410.6250	Vision Insurance	3,260	2,752	3,800	3,400	3,800	4,000
10.410.6269	Short Term Disability	11,127	12,068	12,000	11,250	12,000	12,500
10.410.6275	Deferred Compensation	131,145	139,840	167,960	146,000	167,960	172,900
10.410.6290	Auto Allowance	4,800	4,800	4,800	4,800	4,800	4,800
		<b>\$ 5,695,665</b>	<b>\$ 5,855,696</b>	<b>\$ 6,294,875</b>	<b>\$ 6,154,436</b>	<b>\$ 6,506,235</b>	<b>\$ 6,686,616</b>

<b>Department:</b>	<b>Operations</b>
<b>Program:</b>	<b>Field Operations</b>
<b>Program No.:</b>	<b>10.410</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Operations</b>
<b>Program:</b>	<b>Field Operations</b>
<b>Program No.:</b>	<b>10.410</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22 Actual</b>	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Adopted</b>	<b>FY 2023-24 Estimate</b>	<b>FY 2024-25 Proposed</b>	<b>FY 2025-26 Projected</b>
	<b><i>Maintenance &amp; Operations</i></b>						
10.410.7001	Supplies/Division Expense	14,510	19,645	20,000	16,500	20,000	20,000
10.410.7003	Minor Office Equipment	750	7,033	3,000	7,500	3,000	3,000
10.410.7004	Uniforms	49,968	52,721	53,000	52,000	53,000	53,000
10.410.7006	Postage	663	1,360	1,000	900	1,000	1,000
10.410.7014	Pesticides	685,596	577,203	825,000	725,000	825,000	825,000
10.410.7016	Rat Bait Station Supplies	2,856	5,226	6,000	5,500	6,000	6,000
10.410.7017	Protective Equipment	45,016	43,101	40,000	39,000	40,000	40,000
10.410.7110	Cellular Service	46,111	46,887	53,000	52,000	53,000	53,000
10.410.7325	Settlement/Claims Paid	-	-	-	-	-	-
10.410.7401	Equipment Repair	-	1,855	1,000	-	1,000	1,000
10.410.7503	Contract & Applied Research	-	2,366	25,000	2,500	25,000	25,000
10.410.7511	Software Maintenance	1,295	-	2,000	8,200	2,000	2,000
10.410.7515	Aerial Surveillance	31,990	-	-	31,990	-	-
10.410.7801	Toll Road Transponders	4,884	4,662	6,000	4,850	6,000	6,000
10.410.7903	Memberships	280	10	1,200	200	1,200	1,200
10.410.7904	Tuition Reimbursement	2,862	1,605	3,750	2,500	3,750	3,750
10.410.7906	Training	1,317	1,949	8,095	5,500	1,047	1,047
10.410.7907	Conferences & Meetings	14,519	16,715	14,465	19,500	15,915	17,147
		<b>902,618</b>	<b>782,338</b>	<b>1,062,510</b>	<b>973,640</b>	<b>1,056,912</b>	<b>1,058,144</b>
	<b><i>Capital Outlay</i></b>						
10.410.8100	Equipment	22,959	-	45,000	-	60,000	-
		<b>22,959</b>	<b>-</b>	<b>45,000</b>	<b>-</b>	<b>60,000</b>	<b>-</b>
<b>Total Field Operations</b>		<b>\$ 6,621,242</b>	<b>\$ 6,638,034</b>	<b>\$ 7,402,385</b>	<b>\$ 7,128,076</b>	<b>\$ 7,623,147</b>	<b>\$ 7,744,760</b>

<b>Department:</b>	<b>Operations</b>
<b>Program:</b>	<b>Vehicle Maintenance</b>
<b>Program No.:</b>	<b>10.430</b>

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2025-26
	Actual	Actual	Adopted	Estimate	Proposed	Projected
Personnel	\$ 311,460	\$ 268,684	\$ 318,695	\$ 297,368	\$ 306,698	\$ 345,901
Maintenance & Operations	327,579	275,603	310,000	298,450	310,000	310,000
Capital Outlay	263,686	134,857	224,620	299,600	148,500	-
<b>Total Expenditures</b>	<b>\$ 902,725</b>	<b>\$ 679,144</b>	<b>\$ 853,315</b>	<b>\$ 895,418</b>	<b>\$ 765,198</b>	<b>\$ 655,901</b>

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2025-26
	Actual	Actual	Adopted	Estimate	Proposed	Projected
<b>Full-time Positions</b>						
Fleet and Equipment Services Coordinator	1	1	1	1	1	1
Fleet and Equipment Services Mechanic	1	-	1	1	1	1
Fleet and Equipment Services Technician	1	1	-	0	-	-
	<u>3</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Operations</b>
<b>Program:</b>	<b>Vehicle Maintenance</b>
<b>Program No.:</b>	<b>10.430</b>

Account Number	Expenditure Classification	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2025-26
		Actual	Actual	Adopted	Estimate	Proposed	Projected
	<b>Personnel</b>						
10.430.6001	Salaries - Regular	\$ 210,362	\$ 187,552	\$ 217,547	\$ 204,500	\$ 205,550	\$ 211,717
10.430.6003	Overtime	-	-	\$ 1,000	500	\$ 1,000	1,500
10.430.6006	Personal Tool Allowance	2,030	1,680	\$ 2,520	2,520	\$ 2,520	2,520
10.430.6101	Comp Time Payout	1,066	-	\$ 1,500	1,000	\$ 1,500	25,000
10.430.6102	Vacation Payout	5,068	1,478	\$ 2,000	1,000	\$ 2,000	3,000
10.430.6209	Unemployment Insurance	868	868	\$ 868	868	\$ 868	868
10.430.6210	Medicare & FICA	3,303	2,815	\$ 3,270	3,500	\$ 3,270	3,547
10.430.6212	Retirement	33,724	27,000	\$ 35,000	31,750	\$ 35,000	40,000
10.430.6220	Health Insurance	40,297	35,309	\$ 41,000	38,500	\$ 41,000	43,000
10.430.6230	Dental Insurance	1,982	1,317	\$ 1,200	1,050	\$ 1,200	1,300
10.430.6240	Life and AD&D Insurance	368	342	\$ 500	450	\$ 500	600
10.430.6245	LTD Insurance	1,451	1,161	\$ 2,000	1,750	\$ 2,000	2,100
10.430.6250	Vision Insurance	309	213	\$ 400	365	\$ 400	450
10.430.6269	Short Term Disability	781	630	\$ 1,050	975	\$ 1,050	1,200
10.430.6275	Deferred Compensation	9,850	8,320	\$ 8,840	8,640	\$ 8,840	9,100
		<b>\$ 311,460</b>	<b>\$ 268,684</b>	<b>\$ 318,695</b>	<b>\$ 297,368</b>	<b>\$ 306,698</b>	<b>\$ 345,901</b>

<b>Department:</b>	<b>Operations</b>
<b>Program:</b>	<b>Vehicle Maintenance</b>
<b>Program No.:</b>	<b>10.430</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Operations</b>
<b>Program:</b>	<b>Vehicle Maintenance</b>
<b>Program No.:</b>	<b>10.430</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22 Actual</b>	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Adopted</b>	<b>FY 2023-24 Estimate</b>	<b>FY 2024-25 Proposed</b>	<b>FY 2025-26 Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.430.7001	Supplies/Division Expense	9,153	12,783	10,000	8,500	10,000	10,000
10.430.7004	Uniforms	72	-	-	-	-	-
10.430.7017	Protective Equipment	622	274	-	300	-	-
10.430.7110	Cellular Service	1,138	1,342	1,000	400	1,000	1,000
10.430.7401	Equipment Repair	2,320	28,798	15,000	5,500	15,000	15,000
10.430.7511	Software Maintenance	32,755	-	-	32,000	-	-
10.430.7802	Fuel	212,487	187,183	225,000	205,000	225,000	225,000
10.430.7803	Vehicle Parts	60,561	43,953	55,000	45,000	55,000	55,000
10.430.7804	Garage Equipment	7,927	930	3,000	1,500	3,000	3,000
10.430.7805	District Vehicle Wash	544	340	1,000	250	1,000	1,000
		<b>327,579</b>	<b>275,603</b>	<b>310,000</b>	<b>298,450</b>	<b>310,000</b>	<b>310,000</b>
<b><i>Capital Outlay</i></b>							
10.430.8100	Equipment	263,686	134,857	224,620	299,600	148,500	-
		<b>263,686</b>	<b>134,857</b>	<b>224,620</b>	<b>299,600</b>	<b>148,500</b>	<b>-</b>
<b>Total Vehicle Maintenance</b>		<b>\$ 902,725</b>	<b>\$ 679,144</b>	<b>\$ 853,315</b>	<b>\$ 895,418</b>	<b>\$ 765,198</b>	<b>\$ 655,901</b>



<b>Department:</b>	<b>Operations</b>
<b>Program:</b>	<b>Building Maintenance</b>
<b>Program No.:</b>	<b>10.440</b>

Budget Summary	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2025-26
	Actual	Actual	Adopted	Estimate	Proposed	Projected
Personnel	\$ 134,217	\$ 163,253	\$ 163,310	\$ 152,000	\$ 164,815	\$ 181,918
Maintenance & Operations	110,782	104,890	120,800	90,850	120,800	120,800
Capital Outlay	3,100	-	5,300	-	-	-
<b>Total Expenditures</b>	<b>\$ 248,098</b>	<b>\$ 268,143</b>	<b>\$ 289,410</b>	<b>\$ 242,850</b>	<b>\$ 285,615</b>	<b>\$ 302,718</b>

Personnel Summary	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2025-26
	Actual	Actual	Adopted	Estimate	Proposed	Projected
<b>Full-time Positions</b>						
Facilities Maintenance Technician	1	1	1	1	1	1

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Operations</b>
<b>Program:</b>	<b>Building Maintenance</b>
<b>Program No.:</b>	<b>10.440</b>

Account Number	Expenditure Classification	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
<b>Personnel</b>							
10.440.6001	Salaries - Regular	\$ 83,453	\$ 87,716	\$ 84,715	\$ 85,500	\$ 90,755	\$ 93,478
10.440.6002	Extra Help/Seasonal	7,180	24,413	\$ 30,035	23,500	\$ 25,500	35,000
10.440.6101	Comp Time Payout	-	-	\$ 1,000	-	\$ 1,000	1,000
10.440.6102	Vacation Payout	-	2,444	\$ 1,000	-	\$ 1,000	3,000
10.440.6103	Sick Leave Payout	958	978	\$ 1,000	950	\$ 1,000	1,050
10.440.6209	Unemployment Insurance	452	868	\$ 1,400	1,150	\$ 1,400	1,500
10.440.6210	Medicare & FICA	1,307	1,674	\$ 1,600	1,500	\$ 1,600	1,700
10.440.6212	Retirement	15,112	18,795	\$ 15,000	13,900	\$ 15,000	16,500
10.440.6220	Health Insurance	20,630	21,230	\$ 22,000	20,400	\$ 22,000	23,000
10.440.6230	Dental Insurance	-	-	\$ 200	100	\$ 200	200
10.440.6240	Life and AD&D Insurance	125	111	\$ 200	200	\$ 200	200
10.440.6245	LTD Insurance	552	563	\$ 600	600	\$ 600	600
10.440.6250	Vision Insurance	-	-	\$ 100	-	\$ 100	100
10.440.6269	Short Term Disability	297	303	\$ 300	300	\$ 300	300
10.440.6275	Deferred Compensation	4,150	4,160	\$ 4,160	3,900	\$ 4,160	4,290
		<b>\$ 134,217</b>	<b>\$ 163,253</b>	<b>\$ 163,310</b>	<b>\$ 152,000</b>	<b>\$ 164,815</b>	<b>\$ 181,918</b>

<b>Department:</b>	<b>Operations</b>
<b>Program:</b>	<b>Building Maintenance</b>
<b>Program No.:</b>	<b>10.440</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Operations</b>
<b>Program:</b>	<b>Building Maintenance</b>
<b>Program No.:</b>	<b>10.440</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22 Actual</b>	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Adopted</b>	<b>FY 2023-24 Estimate</b>	<b>FY 2024-25 Proposed</b>	<b>FY 2025-26 Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.440.7001	Supplies/Division Expense	1,159	3,593	1,000	750	1,000	1,000
10.440.7002	Construction Supplies	71	500	5,000	1,500	5,000	5,000
10.440.7003	Minor Equipment	-	-	200	-	200	200
10.440.7004	Uniforms	359	-	-	480	-	-
10.440.7025	Equipment Rental	-	-	500	-	500	500
10.440.7110	Cellular Service	12	1	-	120	-	-
10.440.7401	Equipment Repair	-	6	100	-	100	100
10.440.7402	Facility Repair & Maintenance	52,664	55,940	55,000	50,000	55,000	55,000
10.440.7407	A/C & Heating Services	29,208	16,344	27,000	15,000	27,000	27,000
10.440.7408	Plumbing Services	4,361	7,127	6,000	4,800	6,000	6,000
10.440.7411	Building Security	10,583	7,501	12,000	10,500	12,000	12,000
10.440.7501	Landscape Contract	10,320	4,817	10,000	6,200	10,000	10,000
10.440.7514	Professional Services	2,045	9,061	4,000	1,500	4,000	4,000
		<b>110,782</b>	<b>104,890</b>	<b>120,800</b>	<b>90,850</b>	<b>120,800</b>	<b>120,800</b>
<b><i>Capital Outlay</i></b>							
10.440.8100	Equipment	3,100	-	5,300	-	-	-
		<b>3,100</b>	<b>-</b>	<b>5,300</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Building Maintenance</b>		<b>\$ 248,098</b>	<b>\$ 268,143</b>	<b>\$ 289,410</b>	<b>\$ 242,850</b>	<b>\$ 285,615</b>	<b>\$ 302,718</b>

# Department: Communications

## Departmental Programs

Public Outreach  
 Information Technology  
 Public Service

## Department Overview

The Communications Department is organized into three divisions:

Public Outreach - The role of this division is education; staff works to engage the residents of Orange County in the shared responsibility of vector control. The Outreach staff also builds awareness of the District and its responsibilities. Public Outreach staff is responsible for education that is required of all certified staff. This division is also responsible for building and maintaining strong education of not only the public, but District staff as well. They maintain continuing relationships with elected officials at all levels of government.

Information Technology - This Division is responsible for incorporating the effective use of current technology. The division is also responsible for training staff to use this technology to provide the highest level of service to the public. Starting FY 2023 and beyond, the IT department will move under the direction of the District Manager and Executive Department.

Public Service - This division is often the first, and sometimes the only, contact the public has with the Orange County Mosquito and Vector Control District.

## Budget Summary

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
Personnel	\$ 1,211,081	\$ 1,239,558	\$ 1,332,090	\$ 1,204,468	\$ 1,397,157	\$ 1,449,791
Maintenance & Operations	387,485	379,121	527,185	401,810	555,885	589,760
Capital Outlay	60,126	4,986	3,000	-	82,500	-
<b>Total Expenditures</b>	<b>\$ 1,658,693</b>	<b>\$ 1,623,666</b>	<b>\$ 1,862,275</b>	<b>\$ 1,606,278</b>	<b>\$ 2,035,542</b>	<b>\$ 2,039,551</b>
Percentage Change	5.1%	-2.1%	14.7%	-3.2%	26.7%	0.2%

## Personnel Summary

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
<b>Full-time Positions</b>						
Director of Communications	1	1	1	1	1	1
Education Coordinator	1	1	1	1	1	1
Public Information Officer	1	1	1	1	1	1
Director of Information Technology	-	-	-	-	1	1
Information Technology Manager	1	1	1	1	-	-
Information Technology Analyst	1	1	1	1	1	1
Data Application Specialist	1	1	1	1	1	1
Information Technology Coordinator	1	1	1	1	1	1
Communications Specialist	1	1	1	1	1	1
Customer Service Representative I	2	2	1	1	-	-
Customer Service Representative II	-	-	1	1	2	2
	10	10	10	10	10	10

**Department: Communications**

**Program: Public Information**

**Program No.: 10.510**

**Budget Summary**

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
Personnel	\$ 519,244	\$ 519,658	\$ 576,290	\$ 512,350	\$ 587,342	\$ 610,858
Maintenance & Operations	168,986	115,797	201,010	167,050	195,950	213,600
Capital Outlay	-	4,986	3,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 688,229</b>	<b>\$ 640,441</b>	<b>\$ 780,300</b>	<b>\$ 679,400</b>	<b>\$ 783,292</b>	<b>\$ 824,458</b>

**Personnel Summary**

	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
<b>Full-time Positions</b>						
Director of Communications	1	1	1	1	1	1
Communications Specialist	1	1	1	1	1	1
Education Coordinator	1	1	1	1	1	1
Public Information Officer	1	1	1	1	1	-
	4	4	4	4	4	3

**Fund: Operating**  
**Department: Communications**  
**Program: Public Information**  
**Program No.: 10.510**

Account Number	Expenditure Classification	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
	<b>Personnel</b>						
10.510.6001	Salaries - Regular	\$ 361,073	\$ 365,803	\$ 390,003	\$ 343,000	\$ 400,120	\$ 412,124
10.510.6002	Extra Help/Seasonal	21,592	20,179	23,390	22,000	24,325	26,500
10.510.6003	Overtime	1,410	1,480	3,000	2,300	3,000	3,500
10.510.6004	Bilingual Pay	608	-	-	-	-	1,040
10.510.6007	Carpool Incentive	160	-	-	-	-	-
10.510.6101	Comp Time Payout	-	52	1,500	900	1,500	1,500
10.510.6102	Vacation Payout	887	-	1,050	1,050	1,050	1,200
10.510.6103	Sick Leave Payout	-	162	500	200	500	500
10.510.6105	Executive Leave	1,137	2,289	3,332	3,500	3,332	3,430
10.510.6209	Unemployment Insurance	2,622	1,709	2,170	2,100	2,170	2,604
10.510.6210	Medicare & FICA	6,116	6,277	6,165	6,200	6,165	6,560
10.510.6212	Retirement	40,761	44,317	45,000	41,500	45,000	49,000
10.510.6220	Health Insurance	59,593	53,414	70,000	63,500	70,000	72,000
10.510.6230	Dental Insurance	2,341	1,245	2,000	2,200	2,000	2,000
10.510.6240	Life and AD&D Insurance	705	584	1,000	750	1,000	1,000
10.510.6245	LTD Insurance	2,203	2,060	2,700	2,300	2,700	2,800
10.510.6250	Vision Insurance	333	92	500	350	500	500
10.510.6269	Short Term Disability	1,094	1,238	1,500	1,500	1,500	1,600
10.510.6275	Deferred Compensation	11,808	12,158	17,680	14,200	17,680	18,200
10.510.6290	Auto Allowance	4,800	6,600	4,800	4,800	4,800	4,800
		<b>\$ 519,244</b>	<b>\$ 519,658</b>	<b>\$ 576,290</b>	<b>\$ 512,350</b>	<b>\$ 587,342</b>	<b>\$ 610,858</b>

**Department: Communications**

**Program: Public Information**

**Program No.: 10.510**

**Fund: Operating**

**Department: Communications**

**Program: Public Information**

**Program No.: 10.510**

Account Number	Expenditure Classification	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
<b><i>Maintenance &amp; Operations</i></b>							
10.510.7001	Supplies/Division Expense	4,620	5,921	3,500	4,500	2,545	3,000
10.510.7003	Minor Office Equipment	1,364	4,436	1,800	900	1,300	1,500
10.510.7004	Uniforms	173	4,151	6,800	6,500	6,800	6,800
10.510.7006	Postage	285	279	500	200	510	500
10.510.7007	Printing Costs	50,307	28,034	52,000	39,000	51,150	55,000
10.510.7019	Publications	-	-	500	-	-	500
10.510.7022	Public Relations - Contract Servic	8,305	1,627	9,120	5,500	11,320	20,000
10.510.7023	Promotional Supplies	10,684	11,286	15,000	9,200	15,425	17,000
10.510.7110	Cellular Service	2,785	2,096	4,200	2,700	4,000	-
10.510.7514	Professional Services	4,840	(376)	5,000	5,500	2,500	2,500
10.510.7602	Outreach Event Fees	4,236	3,599	6,000	4,200	6,230	6,300
10.510.7603	Vector Awareness Advertising	52,217	20,062	60,000	55,000	58,950	65,000
10.510.7606	Multi-Media Production	6,700	11,865	6,000	6,700	7,000	6,000
10.510.7903	Memberships	434	159	1,000	200	1,470	1,500
10.510.7906	Training	894	348	765	450	2,100	2,000
10.510.7907	Conferences & Meetings	7,893	11,247	15,975	14,500	10,750	12,000
10.510.7908	Continuing Education	13,249	11,064	12,850	12,000	13,900	14,000
		<b>168,986</b>	<b>115,797</b>	<b>201,010</b>	<b>167,050</b>	<b>195,950</b>	<b>213,600</b>
<b><i>Capital Outlay</i></b>							
10.510.8100	Equipment	-	4,986	3,000	-	-	-
		<b>-</b>	<b>4,986</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Public Information</b>		<b>\$ 688,229</b>	<b>\$ 640,441</b>	<b>\$ 780,300</b>	<b>\$ 679,400</b>	<b>\$ 783,292</b>	<b>\$ 824,458</b>

**Department: Communications**

**Program: Information Technology**

**Program No.: 10.520**

<b>Budget Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 534,511	\$ 552,231	\$ 575,970	\$ 537,324	\$ 606,525	\$ 627,795
Maintenance & Operations	218,500	263,324	326,175	234,760	359,935	376,160
Capital Outlay	60,126	-	-	-	82,500	-
<b>Total Expenditures</b>	<b>\$ 813,137</b>	<b>\$ 815,556</b>	<b>\$ 902,145</b>	<b>\$ 772,084</b>	<b>\$ 1,048,960</b>	<b>\$ 1,003,955</b>

<b>Personnel Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Director of Information Technology	-	-	-	-	1	1
Information Technology Manager	1	1	1	1	-	-
Information Technology Analyst	1	1	1	1	1	1
Data Application Specialist	1	1	1	1	1	1
Information Technology Coordinator	1	1	1	1	1	1
	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

**Fund: Operating**

**Department: Communications**

**Program: Information Technology**

**Program No.: 10.520**

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
<b>Personnel</b>							
10.520.6001	Salaries - Regular	\$ 396,060	\$ 412,366	\$ 429,195	\$ 403,000	\$ 459,750	\$ 473,545
10.520.6002	Extra-Help/Seasonal	-	-	-	-	-	-
10.520.6003	Overtime	1,873	249	2,000	1,000	2,000	2,000
10.520.6004	Bilingual Pay	832	832	1,040	832	1,040	1,040
10.520.6101	Comp Time Payout	2,424	187	3,000	1,000	3,000	3,000
10.520.6102	Vacation Payout	8,598	4,961	7,500	7,000	7,500	8,000
10.520.6103	Sick Leave Payout	2,058	1,584	2,500	1,600	2,500	3,000
10.520.6105	Executive Leave	2,860	5,834	3,185	2,940	3,185	3,283
10.520.6209	Unemployment Insurance	1,736	1,736	1,740	1,736	1,740	1,740
10.520.6210	Medicare & FICA	6,574	6,818	6,530	6,366	6,530	7,186
10.520.6212	Retirement	41,877	46,127	42,000	39,120	42,000	45,000
10.520.6220	Health Insurance	45,056	46,025	50,000	47,800	50,000	52,000
10.520.6230	Dental Insurance	779	951	1,000	1,000	1,000	1,000
10.520.6240	Life and AD&D Insurance	741	741	1,000	1,000	1,000	1,000
10.520.6245	LTD Insurance	2,406	2,451	2,700	2,500	2,700	2,800
10.520.6250	Vision Insurance	224	283	300	250	300	300
10.520.6269	Short Term Disability	1,602	1,447	1,600	1,500	1,600	1,700
10.520.6275	Deferred Compensation	15,810	16,640	17,680	15,680	17,680	18,200
10.520.6290	Auto Allowance	3,000	3,000	3,000	3,000	3,000	3,000
		<b>\$ 534,511</b>	<b>\$ 552,231</b>	<b>\$ 575,970</b>	<b>\$ 537,324</b>	<b>\$ 606,525</b>	<b>\$ 627,795</b>

**Department: Communications**

**Program: Information Technology**

**Program No.: 10.520**

**Fund: Operating**

**Department: Communications**

**Program: Information Technology**

**Program No.: 10.520**

Account Number	Expenditure Classification	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
<b><i>Maintenance &amp; Operations</i></b>							
10.520.7001	Supplies/Division Expense	13,653	19,391	23,600	17,500	23,100	23,100
10.520.7003	Minor Office Equipment	44,876	52,897	63,400	41,000	65,800	54,100
10.520.7024	Computer Software	6,331	10,017	10,500	17,000	16,225	9,225
10.520.7110	Cellular Service	3,799	2,958	3,500	3,500	3,500	3,500
10.520.7401	Equipment Repair	108	623	4,000	1,000	4,000	4,000
10.520.7505	IT Recovery	4,032	4,032	5,000	-	6,000	6,000
10.520.7510	Computer Consultant	5,802	4,343	5,000	6,500	10,000	10,000
10.520.7511	Software License	121,379	153,223	179,875	131,500	195,010	224,935
10.520.7605	Digital Maps	18,000	15,000	22,000	15,000	32,000	32,000
10.520.7903	Memberships	520	-	500	260	500	500
10.520.7904	Tuition Reimbursement	-	-	1,500	1,500	1,500	1,500
10.520.7905	Mileage Reimbursement	-	-	500	-	500	500
10.520.7906	Training	-	-	1,800	-	1,800	1,800
10.520.7907	Conferences & Meeting	-	839	5,000	-	-	5,000
		<b>218,500</b>	<b>263,324</b>	<b>326,175</b>	<b>234,760</b>	<b>359,935</b>	<b>376,160</b>
<b><i>Capital Outlay</i></b>							
10.520.8100	Equipment	60,126	-	-	-	82,500	-
		<b>60,126</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>82,500</b>	<b>-</b>
<b>Total Information Technology</b>		<b>\$ 813,137</b>	<b>\$ 815,556</b>	<b>\$ 902,145</b>	<b>\$ 772,084</b>	<b>\$ 1,048,960</b>	<b>\$ 1,003,955</b>

**Department: Communications**

**Program: Public Service**

**Program No.: 10.530**

<b>Budget Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 157,327	\$ 167,669	\$ 179,830	\$ 154,794	\$ 203,290	\$ 211,139
Maintenance & Operations	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 157,327</b>	<b>\$ 167,669</b>	<b>\$ 179,830</b>	<b>\$ 154,794</b>	<b>\$ 203,290</b>	<b>\$ 211,139</b>

<b>Personnel Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
<b>Full-time Positions</b>						
Customer Service Representative I	2	2	2	1	-	-
Customer Service Representative II	-	-	-	1	2	2
	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>

**Fund: Operating**

**Department: Communications**

**Program: Public Service**

**Program No.: 10.530**

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
<b>Personnel</b>							
10.530.6001	Salaries - Regular	\$ 107,451	\$ 120,773	\$ 122,610	\$ 103,500	\$ 146,070	\$ 150,452
10.530.6003	Overtime	1,389	739	2,000	1,650	2,000	2,000
10.530.6004	Bilingual Pay	1,376	1,600	2,080	1,664	2,080	2,080
10.530.6007	Carpool Incentive	360	620	520	520	520	520
10.530.6101	Comp Time Payout	177	-	1,000	250	1,000	1,000
10.530.6102	Vacation Payout	1,753	-	2,000	1,760	2,000	2,200
10.530.6103	Sick Leave Payout	356	-	500	400	500	600
10.530.6209	Unemployment Insurance	868	868	870	870	870	870
10.530.6210	Medicare & FICA	1,873	2,072	1,910	1,750	1,910	2,316.4
10.530.6212	Retirement	9,834	9,461	9,500	9,200	9,500	10,000
10.530.6220	Health Insurance	23,587	23,524	25,000	23,000	25,000	27,000
10.530.6230	Dental Insurance	285	696	700	500	700	700
10.530.6240	Life and AD&D Insurance	328	371	500	500	500	500
10.530.6245	LTD Insurance	671	769	1,000	1,000	1,000	1,000
10.530.6250	Vision Insurance	229	154	400	400	400	400
10.530.6269	Short Term Disability	360	413	400	400	400	400
10.530.6275	Deferred Compensation	6,430	5,610	8,840	7,430	8,840	9,100
		<b>\$ 157,327</b>	<b>\$ 167,669</b>	<b>\$ 179,830</b>	<b>\$ 154,794</b>	<b>\$ 203,290</b>	<b>\$ 211,139</b>



**Department: Communications**

**Program: Public Service**

**Program No.: 10.530**

**Fund: Operating**

**Department: Communications**

**Program: Public Service**

**Program No.: 10.530**

Account Number	Expenditure Classification	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted	FY 2023-24 Estimate	FY 2024-25 Proposed	FY 2025-26 Projected
<b><i>Maintenance &amp; Operations</i></b>							
10.530.7001	Supplies/Division Expense	-	-	-	-	-	-
10.530.7003	Minor Office Equipment	-	-	-	-	-	-
10.530.7906	Training	-	-	-	-	-	-
10.530.7907	Conferences & Meetings	-	-	-	-	-	-
<b><i>Capital Outlay</i></b>							
10.530.8100	Equipment	-	-	-	-	-	-
<b>Total Public Service</b>		<b>\$ 157,327</b>	<b>\$ 167,669</b>	<b>\$ 179,830</b>	<b>\$ 154,794</b>	<b>\$ 203,290</b>	<b>\$ 211,139</b>

# Other Funds



<p><b>Other Funds</b>          Facilities Improvement Fund          Habitat Remediation Fund          Environmental Fund          Retiree Medical Insurance Fund          Retirement Contingency Fund</p>
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**Description**  
 The Orange County Mosquito and Vector Control District Other Funds are special funds used for specific purposes or operations.

<b>Budget Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Maintenance & Operations	\$ 548,498	\$ 641,463	\$ 681,800	\$ 859,800	\$ 689,800	\$ 591,300
Capital Outlay	-	4,810	400,000	-	660,000	-
<b>Total Expenditures</b>	<b>\$ 548,498</b>	<b>\$ 646,273</b>	<b>\$ 1,081,800</b>	<b>\$ 859,800</b>	<b>\$ 1,349,800</b>	<b>\$ 591,300</b>

<b>Fund:</b>	<b>Facilities Improvement</b>
<b>Program:</b>	<b>Facilities Improvement</b>
<b>Program No.:</b>	<b>60.000</b>

<b>Budget Summary</b>						
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Maintenance & Operations - District	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ 4,000
Maintenance & Operations - HBP	38,785	28,080	38,000	33,000	38,000	40,000
Capital Outlay	-	4,810	400,000	-	660,000	-
<b>Total Expenditures</b>	<b>\$ 38,785</b>	<b>\$ 32,890</b>	<b>\$ 440,000</b>	<b>\$ 33,000</b>	<b>\$ 698,000</b>	<b>\$ 44,000</b>

<b>Fund:</b>	<b>Facilities Improvement</b>
<b>Program:</b>	<b>Facilities Improvement</b>
<b>Program No.:</b>	<b>60.000</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
60.100.7520	Facility Improvement	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ 4,000
		\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ 4,000
<b><i>Haster Business Park Expenditures:</i></b>							
60.600.7500	Property Management	-	3,711	3,500	2,500	3,500	3,500
60.600.7501	Repairs & Maintenance	10,996	5,079	5,000	6,500	5,000	6,000
60.600.7504	A/C & Heating Services	3,633	2,076	5,000	2,000	5,000	5,000
60.600.7505	Landscape & Lot Maintenance	2,100	2,100	3,000	2,600	3,000	3,000
60.600.7508	Refuse Disposal	12,597	13,761	14,500	13,500	14,500	15,500
60.600.7510	HBP Utilities	3,403	2,991	3,500	3,400	3,500	3,500
60.600.7703	Property Taxes	6,056	(1,638)	3,500	2,500	3,500	3,500
		\$ 38,785	\$ 28,080	\$ 38,000	\$ 33,000	\$ 38,000	\$ 40,000
<b><i>Capital Outlay</i></b>							
60.000.8100	Equip & Improvements - Distri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60.600.8100	Equipment & Improvements- H	-	4,810	400,000	-	660,000	-
		\$ -	\$ 4,810	\$ 400,000	\$ -	\$ 660,000	\$ -
<b>Total Facilities Improvement</b>		<b>\$ 38,785</b>	<b>\$ 32,890</b>	<b>\$ 440,000</b>	<b>\$ 33,000</b>	<b>\$ 698,000</b>	<b>\$ 44,000</b>

<b>Fund:</b>	<b>Habitat Remediation Fund</b>
<b>Program:</b>	<b>Habitat Remediation Fund</b>
<b>Program No.:</b>	<b>70.000</b>

<b>Budget Summary</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Maintenance & Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Fund:</b>	<b>Habitat Remediation Fund</b>
<b>Program:</b>	<b>Habitat Remediation Fund</b>
<b>Program No.:</b>	<b>70.000</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22 Actual</b>	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Adopted</b>	<b>FY 2023-24 Estimate</b>	<b>FY 2024-25 Proposed</b>	<b>FY 2025-26 Projected</b>
	<i>Maintenance &amp; Operations</i>						
70.000.7505	Habitat Remediation Contracts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Habitat Remediation Fund</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Fund:</b>	<b>Retiree Medical Insurance</b>
<b>Program:</b>	<b>Retiree Medical Insurance</b>
<b>Program No.:</b>	<b>90.000</b>

<b>Budget Summary</b>		<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Maintenance & Operations		\$ 209,714	\$ 613,383	\$ 341,800	\$ 326,800	\$ 351,800	\$ 347,300
<b>Total Expenditures</b>		<b>\$ 209,714</b>	<b>\$ 613,383</b>	<b>\$ 341,800</b>	<b>\$ 326,800</b>	<b>\$ 351,800</b>	<b>\$ 347,300</b>

<b>Fund:</b>	<b>Retiree Medical Insurance</b>
<b>Program:</b>	<b>Retiree Medical Insurance</b>
<b>Program No.:</b>	<b>90.000</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
	<b><i>Maintenance &amp; Operations</i></b>						
90.000.7350	Medicare Premium Reimbur	\$ 32,170	\$ 34,985	\$ 36,000	\$ 35,500	\$ 36,000	\$ 36,500
90.000.7352	Retiree Medical Allowance	83,234	88,012	95,000	98,000	105,000	100,000
90.000.7355	Health Insurance Premiums	93,746	89,542	110,000	92,500	110,000	110,000
90.000.7701	Administrative Fees	563	844	800	800	800	800
90.000.7909	Contribution to Section 115	-	400,000	100,000	100,000	100,000	100,000
		<b>\$ 209,714</b>	<b>\$ 613,383</b>	<b>\$ 341,800</b>	<b>\$ 326,800</b>	<b>\$ 351,800</b>	<b>\$ 347,300</b>
<b>Total Retiree Medical Insurance</b>		<b>\$ 209,714</b>	<b>\$ 613,383</b>	<b>\$ 341,800</b>	<b>\$ 326,800</b>	<b>\$ 351,800</b>	<b>\$ 347,300</b>

<b>Fund:</b>	<b>Retirement Contingency</b>
<b>Program:</b>	<b>Retirement Contingency</b>
<b>Program No.:</b>	<b>95.000</b>

<b>Budget Summary</b>		<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Maintenance & Operations		\$ 300,000	\$ -	\$ 300,000	\$ 500,000	\$ 300,000	\$ 200,000
<b>Total Expenditures</b>		<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 500,000</b>	<b>\$ 300,000</b>	<b>\$ 200,000</b>

<b>Fund:</b>	<b>Retirement Contingency</b>
<b>Program:</b>	<b>Retirement Contingency</b>
<b>Program No.:</b>	<b>95.000</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2021-22 Actual</b>	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Adopted</b>	<b>FY 2023-24 Estimate</b>	<b>FY 2024-25 Proposed</b>	<b>FY 2025-26 Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
95.000.7001	O.C. Retirement System (OC	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -
95.000.7909	Contribution to Section 115	300,000	-	300,000	-	-	200,000
		<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 200,000</b>
<b>Total Retirement Contingency</b>		<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 200,000</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2021 THRU 2026  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2025-26
		Actual	Actual	Adopted Budget	Estimated	Budget	Projected
4100	Property Tax	7,045,005	7,689,353	7,498,000	7,600,000	7,903,000	8,140,090
4105	1996 Benefit Assessment	1,564,216	1,568,989	1,581,955	1,581,955	1,586,000	1,633,580
4106	2004 Benefit Assessment	6,775,338	7,333,919	7,636,420	7,636,420	7,865,000	8,100,950
4200	Interest	(145,994)	129,706	65,000	74,680	65,000	70,000
4300	Miscellaneous	16,996	79,153	12,000	12,000	12,000	15,000
4305	Pass Thru Money	767,743	787,043	450,000	450,000	450,000	425,000
4310	Rent for Cell Site	31,156	32,713	31,500	31,500	25,000	25,000
4315	VCJPA Pooled Services	191,012	7,355	20,000	167,495	20,000	20,000
4320	State Grant Revenue	-	-	-	-	-	-
4502	California State Commissioner	10,783	8,000	8,000	10,000	8,000	8,000
4504	Irvine Ranch Water District	33,993	23,000	23,000	33,500	23,000	23,000
4505	Orange County Sanitation Distr	866	1,000	1,000	1,000	1,000	1,000
4507	University of California - Irv	57,454	7,000	7,000	7,000	7,000	6,500
4508	U.S. Weapons Marsh	25,818	6,000	6,000	6,000	6,000	7,000
4509	Misc. Services Invoiced	8,038	15,000	15,000	15,000	10,000	14,500
<b>Total Revenue</b>		<b>16,382,424</b>	<b>17,688,231</b>	<b>17,354,875</b>	<b>17,626,550</b>	<b>17,981,000</b>	<b>18,489,620</b>
Salaries & Benefits		(9,854,170)	(10,362,199)	(11,215,545)	(10,645,330)	(11,772,413)	(12,047,335)
Maintenance & Operations		(3,365,333)	(3,272,830)	(4,140,150)	(3,646,691)	(4,195,847)	(4,243,354)
Capital Outlay		(354,975)	(158,951)	(277,920)	(308,900)	(515,100)	(50,000)
<b>Total Expenditures</b>		<b>(13,574,477)</b>	<b>(13,793,981)</b>	<b>(15,633,615)</b>	<b>(14,600,921)</b>	<b>(16,483,360)</b>	<b>(16,340,689)</b>
<b>REVENUES VS EXPENDITURES</b>		<b>2,807,946</b>	<b>3,894,250</b>	<b>1,721,260</b>	<b>3,025,629</b>	<b>1,497,640</b>	<b>2,148,931</b>
Transfers In		-	-	-	-	-	-
Transfers Out		(629,235)	(962,551)	(990,460)	(990,460)	(520,340)	(1,164,472)
<b>NET INCOME</b>		<b>2,178,711</b>	<b>2,931,699</b>	<b>730,800</b>	<b>2,035,169</b>	<b>977,300</b>	<b>984,459</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2021 THRU 2026  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted Budget	FY 2023-24 Estimated	FY 2024-25 Budget	FY 2025-26 Projected
	<i>Personnel</i>						
6001	Salaries - Regular	(5,995,095)	(6,593,907)	(6,918,163)	(6,565,435)	(7,357,245)	(7,503,711)
6002	Extra Help / Seasonal	(1,186,698)	(1,042,658)	(1,361,520)	(1,338,000)	(1,473,845)	(1,459,495)
6003	Overtime	(59,377)	(47,699)	(95,500)	(72,750)	(111,750)	(109,740)
6004	Bilingual Pay	(14,272)	(13,632)	(16,640)	(13,524)	(16,640)	(17,680)
6006	Tool Allowance	(2,030)	(1,680)	(2,520)	(2,520)	(2,520)	(2,520)
6007	Carpool Incentive Pay	(2,320)	(2,280)	(2,240)	(2,240)	(2,240)	(13,040)
6101	Comp Time Payout	(58,643)	(40,406)	(67,000)	(54,650)	(67,000)	(97,000)
6102	Vacation Payout	(95,398)	(86,764)	(84,050)	(80,710)	(81,050)	(98,900)
6103	Sick Leave Payout	(20,428)	(16,203)	(23,000)	(17,457)	(23,000)	(26,150)
6104	Admin Leave	(4,370)	(21,367)	(6,500)	(12,000)	(15,000)	(10,000)
6105	Executive Leave	(18,884)	(19,914)	(22,627)	(20,522)	(22,627)	(23,019)
6209	Unemployment Insurance	(59,097)	(53,007)	(59,832)	(51,749)	(59,832)	(62,537)
6210	Medicare & FICA	(113,096)	(119,220)	(135,128)	(127,428)	(135,803)	(146,938)
6212	Retirement	(802,817)	(845,506)	(833,835)	(810,475)	(834,321)	(861,625)
6220	Health Insurance	(1,025,574)	(1,061,155)	(1,113,000)	(1,058,700)	(1,097,000)	(1,128,000)
6230	Dental Insurance	(30,739)	(24,361)	(34,600)	(27,050)	(30,000)	(31,000)
6240	Life Insurance	(11,559)	(11,791)	(14,500)	(13,050)	(14,500)	(15,350)
6245	LTD Insurance	(37,919)	(38,283)	(45,200)	(40,800)	(45,000)	(46,900)
6250	Vision Insurance	(5,693)	(4,281)	(7,800)	(6,515)	(7,800)	(8,200)
6269	Short Term Disability	(21,411)	(22,137)	(24,000)	(21,825)	(23,750)	(25,200)
6275	Deferred Comp Benefit	(254,550)	(263,950)	(313,690)	(272,730)	(313,690)	(322,530)
6290	Auto Allowance	(34,200)	(32,000)	(34,200)	(35,200)	(37,800)	(37,800)
	<b>Total Personnel</b>	<b>(9,854,170)</b>	<b>(10,362,199)</b>	<b>(11,215,545)</b>	<b>(10,645,330)</b>	<b>(11,772,413)</b>	<b>(12,047,335)</b>



**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2021 THRU 2026  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted Budget	FY 2023-24 Estimated	FY 2024-25 Budget	FY 2025-26 Projected
	<b>Maintenance &amp; Operations</b>						
7001	Supplies / Division Expense	(60,668)	(131,934)	(119,100)	(113,250)	(89,645)	(89,100)
7002	Art & Construction Supplies	(71)	(500)	(5,000)	(1,500)	(5,000)	(5,000)
7003	Minor Office Equipment	(50,657)	(71,145)	(72,400)	(53,900)	(75,800)	(64,300)
7004	Uniforms	(59,226)	(67,235)	(68,800)	(66,480)	(70,800)	(70,800)
7005	Household Expense	(21,438)	(28,441)	(21,000)	(24,000)	(25,000)	(25,000)
7006	Postage	(2,330)	(3,937)	(9,000)	(5,850)	(8,010)	(8,000)
7007	Printing Costs	(50,307)	(28,034)	(53,500)	(39,500)	(52,650)	(56,500)
7008	Micro Lab	(77,887)	(84,827)	(131,000)	(107,000)	(115,000)	(105,000)
7009	Field Lab	(65,225)	(24,578)	(30,000)	(22,000)	(24,000)	(24,000)
7010	Environmental Biology	(11,929)	(14,921)	(15,000)	(14,000)	(15,000)	(15,000)
7011	Disease Surveillance	(3,545)	(3,440)	(10,000)	(4,500)	(7,500)	(7,500)
7012	General Lab Supplies	(41,017)	(46,948)	(60,000)	(46,000)	(63,000)	(63,000)
7014	Pesticides	(685,596)	(577,203)	(825,000)	(725,000)	(825,000)	(825,000)
7016	Rat Bait Station Supplies	(2,856)	(5,226)	(6,000)	(5,500)	(6,000)	(6,000)
7017	Protective Equipment	(51,407)	(45,768)	(47,000)	(41,800)	(48,000)	(48,000)
7018	Employee Physicals & First Aid	(19,386)	(14,609)	(12,500)	(11,600)	(15,000)	(15,000)
7019	Publications	(875)	(1,139)	(2,800)	(1,300)	(9,300)	(9,800)
7020	HR Recruitment Expense	(11,661)	(8,202)	(10,000)	(9,200)	(15,000)	(15,000)
7021	Auto Incident Administration	-	-	-	-	-	-
7022	Public Relations	(8,305)	(1,627)	(9,620)	(5,500)	(11,320)	(20,500)
7023	Promotional Supplies	(10,684)	(11,286)	(15,000)	(9,200)	(15,425)	(17,000)
7024	Computer Software	(6,331)	(10,017)	(10,500)	(17,000)	(16,225)	(9,225)
7025	Equipment Rental	-	-	(500)	-	(500)	(500)
7026	Disaster Preparedness Supplies	(11,891)	(498)	(7,500)	(1,500)	(7,500)	(8,500)
7110	Cellular Service	(67,412)	(68,712)	(75,500)	(74,870)	(79,740)	(73,750)
7120	Telephone	(34,836)	(35,949)	(40,000)	(34,000)	(40,000)	(42,000)
7210	Electricity	(78,370)	(84,379)	(73,000)	(78,000)	(80,000)	(85,000)
7220	Natural Gas	(3,393)	(8,126)	(8,000)	(6,500)	(8,000)	(8,000)
7230	Water	(4,822)	(4,805)	(4,500)	(6,500)	(7,000)	(7,500)
7310	Workers Compensation	(433,834)	(472,697)	(520,000)	(492,000)	(500,000)	(520,000)
7320	General Liability	(281,360)	(299,464)	(310,000)	(334,500)	(335,000)	(315,000)
7325	Settlement/Claims Paid	-	-	-	-	-	-
7330	Property Insurance & Admin Cos	(37,799)	(37,902)	(42,000)	(65,600)	(70,000)	(45,000)
7340	Earthquake Insurance	-	-	-	-	-	(25,000)

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2021 THRU 2026  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2025-26
		Actual	Actual	Adopted Budget	Estimated	Budget	Projected
7360	Group Fidelity Premium	(1,420)	(1,491)	(1,600)	(1,491)	(1,600)	(1,700)
7401	Equipment Repair	(12,169)	(46,017)	(40,100)	(23,000)	(50,100)	(50,100)
7402	Facility Repair & Maintenance	(52,664)	(55,940)	(55,000)	(50,000)	(55,000)	(55,000)
7403	Rents & Leases of Equipment	(11,973)	(12,181)	(15,000)	(11,400)	(15,000)	(15,000)
7406	Security Alarm Expense	(1,155)	(2,277)	(1,500)	(1,400)	(1,500)	(1,500)
7407	A/C & Heating Services	(29,208)	(16,344)	(27,000)	(15,000)	(27,000)	(27,000)
7408	Plumbing Services	(4,361)	(7,127)	(6,000)	(4,800)	(6,000)	(6,000)
7410	Refuse Disposal	(8,322)	(8,474)	(8,500)	(8,500)	(8,500)	(9,000)
7411	Building Security	(10,583)	(7,501)	(12,000)	(10,500)	(12,000)	(12,000)
7501	Landscape Contract	(10,320)	(4,817)	(10,000)	(6,200)	(10,000)	(10,000)
7503	Contract & Applied Research	-	(2,366)	(40,000)	(2,500)	(35,000)	(35,000)
7504	Auditing Contract	(16,450)	(21,920)	(20,000)	(17,900)	(20,000)	(21,000)
7505	IT Recovery	(4,032)	(4,032)	(5,000)	-	(6,000)	(6,000)
7506	Team Building	-	-	-	-	-	-
7507	District Counsel	(25,167)	(35,536)	(50,000)	(32,000)	(45,000)	(60,000)
7508	Labor Counsel	(35,010)	(10,231)	(55,000)	(35,000)	(50,000)	(50,000)
7510	Computer Consultant	(5,802)	(4,343)	(5,000)	(6,500)	(10,000)	(10,000)
7511	Software Maintenance	(206,923)	(207,033)	(240,875)	(226,200)	(256,010)	(288,935)
7513	Helicopter Service	-	-	-	-	-	-
7514	Professional Services	(28,590)	(77,969)	(142,000)	(87,000)	(161,500)	(156,500)
7515	Aerial Surveillance	(31,990)	-	-	(31,990)	-	-
7516	Permits and Licenses	(530)	(660)	(2,000)	(1,700)	(2,000)	(2,000)
7520	Records Retention & Disposal	-	-	(5,000)	-	(5,000)	(2,000)
7522	District Mgr Discretionary M & O	(22,862)	131	(25,000)	(19,000)	(30,000)	(30,000)
7530	Exhibit Development	-	-	-	-	-	-
7602	Outreach Event Fees	(4,236)	(3,599)	(6,000)	(4,200)	(6,230)	(6,300)
7603	Vector Awareness Advertising	(52,217)	(20,062)	(60,000)	(55,000)	(58,950)	(65,000)
7605	Digital Map	(18,000)	(15,000)	(22,000)	(15,000)	(32,000)	(32,000)
7606	Multi-Media Production	(6,700)	(11,865)	(6,000)	(6,700)	(7,000)	(6,000)
7701	Investment Administrative Fees	(12,670)	(17,267)	(11,500)	(11,000)	(12,000)	(12,000)
7702	Assessment Expense	(31,631)	(31,783)	(35,000)	(31,900)	(37,000)	(40,000)
7703	Taxes & Assessments	(4,821)	(1,919)	(9,500)	(7,500)	(9,500)	(1,000)
7704	Tax Collection Charge	(26,085)	(26,086)	(35,000)	(33,000)	(38,000)	(39,000)
7801	Toll Road Transponders	(5,514)	(4,752)	(6,700)	(5,200)	(6,700)	(6,700)

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2021 THRU 2026  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2025-26
		Actual	Actual	Adopted Budget	Estimated	Budget	Projected
7802	Fuel	(212,487)	(187,183)	(225,000)	(205,000)	(225,000)	(225,000)
7803	Vehicle Accessories	(60,561)	(43,953)	(55,000)	(45,000)	(55,000)	(55,000)
7804	Garage Equipment	(7,927)	(930)	(3,000)	(1,500)	(3,000)	(3,000)
7805	District Vehicle Wash	(544)	(340)	(1,000)	(250)	(1,000)	(1,000)
7901	Employee Events	(15,729)	(14,484)	(17,000)	(19,000)	(21,000)	(21,000)
7902	Trustee-in-Lieu	(36,800)	(34,200)	(42,000)	(28,500)	(42,000)	(42,000)
7903	Memberships	(50,158)	(51,741)	(53,400)	(50,560)	(53,870)	(53,900)
7904	Tuition Reimbursement	(5,461)	(2,350)	(14,250)	(4,000)	(7,750)	(8,750)
7905	Mileage Reimbursement	-	-	(500)	-	(500)	(500)
7906	Training	(4,561)	(3,825)	(17,660)	(11,550)	(14,747)	(17,347)
7907	Conferences & Meetings	(81,333)	(70,752)	(123,495)	(89,000)	(100,575)	(113,647)
7908	Continuing Education	(13,249)	(11,064)	(15,350)	(13,200)	(16,400)	(16,500)
	<b>Total Maintenance &amp; Operations</b>	<b>(3,365,333)</b>	<b>(3,272,830)</b>	<b>(4,140,150)</b>	<b>(3,646,691)</b>	<b>(4,195,847)</b>	<b>(4,243,354)</b>
8100	Equipment	(354,975)	(158,951)	(277,920)	(308,900)	(515,100)	(50,000)
	<b>Total Capital Outlay</b>	<b>(354,975)</b>	<b>(158,951)</b>	<b>(277,920)</b>	<b>(308,900)</b>	<b>(515,100)</b>	<b>(50,000)</b>
<b>Fund 10 General Fund</b>							
	<b>Total Revenue</b>	<b>16,382,424</b>	<b>17,688,231</b>	<b>17,354,875</b>	<b>17,626,550</b>	<b>17,981,000</b>	<b>18,489,620</b>
	<b>Total Personnel</b>	<b>(9,854,170)</b>	<b>(10,362,199)</b>	<b>(11,215,545)</b>	<b>(10,645,330)</b>	<b>(11,772,413)</b>	<b>(12,047,335)</b>
	<b>Total Maintenance &amp; Operations</b>	<b>(3,365,333)</b>	<b>(3,272,830)</b>	<b>(4,140,150)</b>	<b>(3,646,691)</b>	<b>(4,195,847)</b>	<b>(4,243,354)</b>
	<b>Total Capital Outlay</b>	<b>(354,975)</b>	<b>(158,951)</b>	<b>(277,920)</b>	<b>(308,900)</b>	<b>(515,100)</b>	<b>(50,000)</b>
	<b>Summary of Expenditures</b>	<b>(13,574,477)</b>	<b>(13,793,981)</b>	<b>(15,633,615)</b>	<b>(14,600,921)</b>	<b>(16,483,360)</b>	<b>(16,340,689)</b>
	<b>Transfers In</b>	-	-	-	-	-	-
	<b>Transfers Out</b>	<b>(629,235)</b>	<b>(962,551)</b>	<b>(990,460)</b>	<b>(990,460)</b>	<b>(520,340)</b>	<b>(1,164,472)</b>
<b>FUND 10</b>	<b>Net (Use of) Addition to Reserves</b>	<b>2,178,711</b>	<b>2,931,699</b>	<b>730,800</b>	<b>2,035,169</b>	<b>977,300</b>	<b>984,459</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2021 THRU 2026  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted Budget	FY 2023-24 Estimated	FY 2024-25 Budget	FY 2025-26 Projected
<b>Fund 20 Vehicle Replacement</b>							
4200	Interest	(7,834)	8,912	5,000	6,100	5,000	5,500
4300	Vehicle (Loss) Reimbursement	-	-	-	-	-	-
4400	Sale of Vehicles	-	21,158	15,000	1,000	15,000	15,000
5100	Transfers In	-	-	-	-	-	-
5200	Transfers Out	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>(7,834)</b>	<b>30,070</b>	<b>20,000</b>	<b>7,100</b>	<b>20,000</b>	<b>20,500</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND 20</b>	<b>Net (Use of) Addition to Reserves</b>	<b>(7,834)</b>	<b>30,070</b>	<b>20,000</b>	<b>7,100</b>	<b>20,000</b>	<b>20,500</b>
<b>Fund 30 Liability Reserve</b>							
4200	Interest	(4,909)	5,403	4,000	3,900	4,000	4,500
5100	Transfers In	-	-	90,000	90,000	-	-
5200	Transfers Out	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>(4,909)</b>	<b>5,403</b>	<b>94,000</b>	<b>93,900</b>	<b>4,000</b>	<b>4,500</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND 30</b>	<b>Net (Use of) Addition to Reserves</b>	<b>(4,909)</b>	<b>5,403</b>	<b>94,000</b>	<b>93,900</b>	<b>4,000</b>	<b>4,500</b>
<b>Fund 40 Equipment Replacement</b>							
4200	Interest	(11,131)	12,253	6,500	8,100	6,500	7,000
5100	Transfers In	-	-	-	-	-	-
5200	Transfers Out	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>(11,131)</b>	<b>12,253</b>	<b>6,500</b>	<b>8,100</b>	<b>6,500</b>	<b>7,000</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND 40</b>	<b>Net (Use of) Addition to Reserves</b>	<b>(11,131)</b>	<b>12,253</b>	<b>6,500</b>	<b>8,100</b>	<b>6,500</b>	<b>7,000</b>
<b>Fund 50 Emergency Vector</b>							
4200	Interest	(22,286)	24,532	13,000	19,000	13,000	15,000
5100	Transfers In	-	-	-	-	-	-
5200	Transfers Out	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>(22,286)</b>	<b>24,532</b>	<b>13,000</b>	<b>19,000</b>	<b>13,000</b>	<b>15,000</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND 50</b>	<b>Net (Use of) Addition to Reserves</b>	<b>(22,286)</b>	<b>24,532</b>	<b>13,000</b>	<b>19,000</b>	<b>13,000</b>	<b>15,000</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2021 THRU 2026  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted Budget	FY 2023-24 Estimated	FY 2024-25 Budget	FY 2025-26 Projected
<i><b>Fund 70 Habitat Remediation</b></i>							
<b>Acct #</b>	<b>Description</b>						
7505	Habitat Remediation Contracts	-	-	-	-	-	-
5100	Transfers In	-	-	-	-	-	-
5200	Transfers Out	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	-	-	-	-	-	-
	<b>Expense &amp; Transfers Out Total</b>	-	-	-	-	-	-
<b>FUND 70</b>	<b>Net (Use of) Addition to Reserves</b>	-	-	-	-	-	-
<i><b>Fund 90 Retiree Medical</b></i>							
<b>Acct #</b>	<b>Description</b>						
4150	Retiree Medical	30,469	27,589	31,000	27,000	31,000	35,000
4151	PARS Trust Reimbursement	-	-	-	-	-	-
7350	Medicare Premium Reimbursement	(32,170)	(34,985)	(36,000)	(35,500)	(36,000)	(36,500)
7352	Retiree Medical Allowance	(83,234)	(88,012)	(95,000)	(98,000)	(105,000)	(100,000)
7355	Health Insurance Premium	(93,746)	(89,542)	(110,000)	(92,500)	(110,000)	(110,000)
7701	Administrative Fees	(563)	(844)	(800)	(800)	(800)	(800)
7909	Contribution to Section 115 Trust	-	(400,000)	(100,000)	(100,000)	(100,000)	(100,000)
5100	Transfers In	79,235	462,551	100,000	100,000	20,340	250,000
5200	Transfers Out	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>109,704</b>	<b>490,140</b>	<b>131,000</b>	<b>127,000</b>	<b>51,340</b>	<b>285,000</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>(209,714)</b>	<b>(613,383)</b>	<b>(341,800)</b>	<b>(326,800)</b>	<b>(351,800)</b>	<b>(347,300)</b>
<b>FUND 90</b>	<b>Net (Use of) Addition to Reserves</b>	<b>(100,010)</b>	<b>(123,243)</b>	<b>(210,800)</b>	<b>(199,800)</b>	<b>(300,460)</b>	<b>(62,300)</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2021 THRU 2026  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted Budget	FY 2023-24 Estimated	FY 2024-25 Budget	FY 2025-26 Projected
<i>Fund 95 Retirement Cont.</i>							
<b>Acct #</b>	<b>Description</b>						
4200	Interest	1,193	195	1,500	3,000	3,000	35,000
7001	O.C. Retirement System	-	-	-	-	(300,000)	-
7909	Contribution to Section 115 Trust	(300,000)	-	(300,000)	-	-	(200,000)
5100	Transfers In	50,000	-	300,460	300,460	-	414,472
5200	Transfers Out	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>51,193</b>	<b>195</b>	<b>301,960</b>	<b>303,460</b>	<b>3,000</b>	<b>449,472</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>(300,000)</b>	<b>-</b>	<b>(300,000)</b>	<b>-</b>	<b>(300,000)</b>	<b>(200,000)</b>
<b>FUND 95</b>	<b>Net (Use of) Addition to Reserves</b>	<b>(248,807)</b>	<b>195</b>	<b>1,960</b>	<b>303,460</b>	<b>(297,000)</b>	<b>249,472</b>
<b>OTHER FUNDS TOTAL</b>							
	<b>Revenues</b>	<b>114,737</b>	<b>562,593</b>	<b>566,460</b>	<b>558,560</b>	<b>97,840</b>	<b>781,472</b>
	<b>Expenditures</b>	<b>(509,714)</b>	<b>(613,383)</b>	<b>(641,800)</b>	<b>(326,800)</b>	<b>(651,800)</b>	<b>(547,300)</b>
	<b>Net (Use of) Addition to Reserves</b>	<b>(394,977)</b>	<b>(50,790)</b>	<b>(75,340)</b>	<b>231,760</b>	<b>(553,960)</b>	<b>234,172</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2021 THRU 2026  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Adopted Budget	FY 2023-24 Estimated	FY 2024-25 Budget	FY 2025-26 Projected
<b>FUND 60 FACILITIES IMPROVEMENT</b>							
<b>Acct #</b>	<b>Description</b>						
4100	Rental Income	321,535	266,897	205,000	150,000	150,000	195,000
4200	Interest	(178,536)	185,334	70,000	135,000	145,000	75,000
7500	Property Management Services	-	(3,711)	(3,500)	(2,500)	(3,500)	(3,500)
7501	HBP Repairs & Maintenance	(10,996)	(5,079)	(5,000)	(6,500)	(5,000)	(6,000)
7504	A/C & Heating	(3,633)	(2,076)	(5,000)	(2,000)	(5,000)	(5,000)
7505	Landscape & Lot Maintenance	(2,100)	(2,100)	(3,000)	(2,600)	(3,000)	(3,000)
7508	Refuse Disposal	(12,597)	(13,761)	(14,500)	(13,500)	(14,500)	(15,500)
7510	HBP Utilities	(3,403)	(2,991)	(3,500)	(3,400)	(3,500)	(3,500)
7520	Facility Improvement	-	-	(2,000)	-	-	(4,000)
7550	Tenant Improvements	-	-	-	-	-	-
7560	Bad Debt / Write Off	-	-	-	-	-	-
7703	Property Taxes	(6,056)	1,638	(3,500)	(2,500)	(3,500)	(3,500)
8100	Equip & Improvements - District	-	-	-	-	-	-
8100	Equipment - HBP	-	(4,810)	(400,000)	-	(660,000)	-
	<b>Total Revenues</b>	<b>143,000</b>	<b>452,231</b>	<b>275,000</b>	<b>285,000</b>	<b>295,000</b>	<b>270,000</b>
	Personnel	-	-	-	-	-	-
	Maintenance & Operations	(38,785)	(28,080)	(40,000)	(33,000)	(38,000)	(44,000)
	Capital Outlay	-	(4,810)	(400,000)	-	(660,000)	-
	<b>Total Expenditures</b>	<b>(38,785)</b>	<b>(32,890)</b>	<b>(440,000)</b>	<b>(33,000)</b>	<b>(698,000)</b>	<b>(44,000)</b>
	Transfers In	500,000	500,000	500,000	500,000	500,000	500,000
	Transfers Out	-	-	-	-	-	-
<b>FUND 60</b>	<b>Net (Use of) Addition to Reserves</b>	<b>604,215</b>	<b>919,341</b>	<b>335,000</b>	<b>752,000</b>	<b>97,000</b>	<b>726,000</b>
<b>GRAND TOTAL ALL FUNDS</b>							
	<b>Revenue &amp; Transfers In Total</b>	17,140,160	19,203,055	18,696,335	18,970,110	18,873,840	20,041,092
	<b>Expense &amp; Transfers Out Total</b>	(14,752,211)	(15,402,805)	(17,705,875)	(15,951,181)	(18,353,500)	(18,096,461)
	<b>Net (Use of) Addition to Reserves</b>	2,387,949	962,551	990,460	3,018,929	520,340	1,944,631

**RESOLUTION NO. 578**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT**

**ADOPTING THE ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2024-25**

WHEREAS, the District Manager has prepared and submitted a proposed annual operating budget for Fiscal Year 2024-25; and,

WHEREAS, the Board of Trustees has reviewed the proposed budget in detail.

NOW, THEREFORE, the Board of Trustees of the Orange County Mosquito and Vector Control District does hereby RESOLVE as follows:

SECTION 1. That the Board of Trustees of the Orange County Mosquito and Vector Control District does hereby approve and adopt the Fiscal Year 2024-25 Budget in the amount of \$18,353,340 for Operating, Capital, and Revenue budgets for all operational functions.

<b>Revenues - All Funds</b>	<b>\$ 18,353,340</b>
Expenditures - All Funds	FY 2024-25 Proposed
Personnel	11,772,413
Maintenance & Operations	4,885,647
Capital Outlay	1,175,100
Contributions to Other Reserves	520,340
<b>Total</b>	<b>\$ 18,353,340</b>

SECTION 2. That the FY 2024-25 Operating, Capital, and Revenue Budget Document is incorporated herein and is made a part of this Resolution.

SECTION 3. The Board Secretary shall certify the adoption of this Resolution.



PASSED, APPROVED, and ADOPTED by the Board of Trustees of the Orange County Mosquito and Vector Control District at its regular meeting thereof held on the 16th day of May 2024 at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

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Craig Green, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees of the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on May 16, 2024:

APPROVED AS TO FORM:

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Robert Ruesch, Secretary

---

Alan R. Burns, District Counsel



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 16, 2024

## AGENDA REPORT

### AGENDA ITEM F.2

**Prepared By:** Lora Young, District Manager  
**Submitted By:** Lora Young, District Manager

#### Agenda Title:

Public Hearing to consider the ordering of a program of services and levy of the assessments for Fiscal Year 2024-25 in connection with the District's Vector Surveillance and Control Assessment ("District No. 1 assessment"), and the District's Mosquito, Fire Ant and Disease Control Assessment ("District No. 2 assessment"); adopt Resolution No. 579 approving the engineer's reports and ordering levy of District No. 1 Assessment; and ordering levy of District No. 2 Assessment.

#### Recommended Action:

It is recommended that the Board: Open Public Hearing for Assessment of District No. 1 to consider the ordering of services and projects, and the levy of the assessments for fiscal year 2024-25 for the proposed continuation of the assessment, take public comment, accept Board input, and close Public Hearing for Assessment of District No. 1; and

Open Public Hearing for Assessment of District No. 2 to consider the ordering of services and projects, and the levy of the assessments for fiscal year 2024-25 for the proposed continuation of the assessment, take public comment, accept Board input, and close Public Hearing for Assessment of District No. 2.

Recommended Action: It is the District Manager's recommendation that after the close of the public hearings to consider the ordering of services and projects, and the levy of the assessment for fiscal year 2024-25 in the amount of \$1.92 per Equivalent Dwelling Unit for the District's District No. 1 assessment, and the levy of the assessment for fiscal year 2024-25 in the amount of \$8.81 per Equivalent Dwelling Unit for the District's District No. 2 assessment, the Board of Trustees adopt by roll call vote Resolution No. 579 entitled Approving the Engineer's Reports, Confirming the Assessments for Fiscal Year 2024-25 in Connection with the District's Vector Surveillance and Control Assessment ("District No. 1 Assessment") and for the District's Mosquito, Fire Ant and Disease Control Assessment ("District No. 2 Assessment").

#### Executive Summary:

In 2019, the Board of Trustees voted to explore additional sources of revenue to address the increasing pressure of invasive Aedes mosquitoes that became endemic in Orange County in 2015. In 2021, due to the COVID-19 pandemic and associated economic uncertainty, staff recommended this action be delayed, no further action has been taken to explore additional revenue by the Board of Trustees. The continues to utilize the revenue generated by Assessment District #1 and #2 to provide the services and programs in line with the District's mission to protect the community from vectors and vector-borne diseases.

On April 18, 2024, the Board adopted Resolution No. 573 directing the preparation of engineer's reports for the Orange County Mosquito and Vector Control District, Vector Surveillance and Control Assessment District #1, and the Mosquito, Fire Ant and Disease Control Assessment #2.

The updated Engineer's Reports for District No. 1 and District No. 2 have been prepared by SCI Consulting Group, the District's assessment engineer and assessment administration firm. The Engineer's Reports ("Reports") provide details about the special and general benefits from the proposed assessments, the method of assessment, an estimate of cost and budget for the assessments, and justification of the proposed assessments for District No. 1 and District No. 2. These reports were updated to further determine the general and special benefits from the assessments and to account for additional guidance for assessments provided by the State Supreme Court.

The proposed assessment for District No. 1 for FY 2024-25 is \$1.92 per benefit unit. The total amount of revenues that would be generated by the assessment in FY 2024-25 is approximately \$1,586,000. The assessment rate for District No. 1 for FY 2024-25 is not proposed to increase from the assessment rate in fiscal year 2023-24.

The assessment for District No. 2 included a voter approved annual increase to the maximum authorized assessment rate equal to the Los Angeles Area Consumer Price Index ("CPI"), not to exceed 3 percent per year without a further vote or balloting process including the provision that in the event that the annual change in the CPI exceeds 3%, any percentage change in excess of 3% can be cumulatively reserved as the "Unused CPI" and can be added to the annual change in the CPI for years in which the CPI change is less than 3%. Resolution No. 510 adopted by the Board authorized 2021 assessments at the maximum authorized assessment rate of \$8.06. Resolution No. 533 adopted by the Board authorized 2022 assessments at the maximum authorized assessment rate of \$8.30. Resolution No. 561 adopted by the Board authorized 2023 assessments at the maximum authorized assessment rate of \$8.55. For FY 2024-25, the maximum allowable rate for AD#2 is \$8.81/EDU, an increase of 3% over the current year's maximum allowable rate of \$8.55. Based upon the maximum allowable rate, AD#2 is set to generate approximately \$7,903,000 in FY 2024-25.

The table shown below summarizes the historical assessment rates levied in District No. 2 and the maximum authorized rate for each fiscal year, including the rates proposed for fiscal year 2024-25, and annual revenue from each District since fiscal year 2004-05.

FY	CPI History	Maximum Authorized Assessment Rate District #2	Actual/ Proposed Assessment Rate Levied District #2	Actual/ Proposed Assessment Revenues District #2	Actual/ Proposed Assessment Revenues District #1
2004-05	N/A	\$5.42	\$5.42	\$4,306,278	\$1,488,270
2005-06	3.66%	\$5.58	\$5.30	\$4,263,642	\$1,489,599
2006-07	5.42%	\$5.75	\$5.25	\$4,264,509	\$1,501,507
2007-08	3.20%	\$5.92	\$5.14	\$4,196,517	\$1,505,044
2008-09	3.92%	\$6.10	\$5.10	\$4,180,451	\$1,510,567
2009-10	-0.09%	\$6.28	\$5.06	\$4,162,307	\$1,514,335
2010-11	1.76%	\$6.46	\$5.02	\$4,114,124	\$1,511,186
2011-12	1.80%	\$6.58	\$5.02	\$4,124,774	\$1,509,144
2012-13	2.09%	\$6.72	\$5.02	\$4,125,205	\$1,508,529
2013-14	1.95%	\$6.85	\$5.02	\$4,139,470	\$1,539,529
2014-15	0.77%	\$6.90	\$5.02	\$4,134,001	\$1,528,684
2015-16	-0.05%	\$6.89	\$6.02	\$5,007,779	\$1,543,010
2016-17	3.10%	\$7.10	\$6.72	\$5,648,762	\$1,546,807
2017-18	2.11%	\$7.26	\$6.72	\$5,684,287	\$1,552,191
2018-19	3.51%	\$7.48	\$7.48	\$6,427,237	\$1,557,512
2019-20	3.15%	\$7.70	\$7.70	\$6,678,600	\$1,567,144
2020-21	3.08%	\$7.93	\$7.70	\$6,718,463	\$1,572,270
2021-22	0.87%	\$8.06	\$7.70	\$6,820,639	\$1,575,023
2022-23	7.51%	\$8.30	\$8.30	\$7,388,801	\$1,578,923
2023-24	5.77%	\$8.55	\$8.55	\$7,643,007	\$1,582,504
2024-25	2.53%	\$8.81	\$8.81	\$7,903,000	\$1,586,000

Assessment District No. 2 estimated levy for FY 2024-25 has been programmed at \$7.903 million and assumes a levy rate of \$8.81 per single family equivalent benefit unit. The estimated program costs for FY 2024-25 include funding the SIT project, increased number investigations from *Aedes* vectored travel disease and continued use of the seasonal teams to assist with increased workload due to significant rainfall and invasive *Aedes* mosquitoes. The total amount of revenues that would be generated by the District No. 2 assessments in FY 2024-25 at the proposed rate of \$8.81 is approximately \$7,903,000.

The notice for these public hearings was published in the Los Angeles Times. After conducting the public hearings and accepting any public input on the proposed assessments and the services they would fund, the Board can consider the resolution that would levy the assessments for fiscal year 2024-25.

**Fiscal Impact:**

**What Amount is being requested?** N/A

**Is the Amount Requested Budgeted in the Current Fiscal Year?**

**If No, What Funds Are Requested?**

**Previous Relevant Board Actions for This Item:**

Adoption of Resolution 573 directing preparation of Engineer's Report – April 18, 2024

**Exhibits:**

**Exhibit A:** Engineer's Report for Assessment District No. 1

**Exhibit B:** Engineer's Report for Assessment District No. 2

**Exhibit C:** Resolution Approving the Engineer's Reports, Confirming the Assessment Diagram, and Assessment and Ordering the Levy of Assessments for the District's Vector Surveillance and Control Assessment for FY 2024-25 and for the District's Mosquito, Fire Ant, and Disease Control Assessment

FY 2024-25

# ENGINEER'S REPORT

## Orange County Mosquito and Vector Control District

Vector Surveillance and Control Assessment District  
(Assessment District No. 1)

May 2024  
Final Report

Engineer of Work:



4745 Mangels Boulevard  
Fairfield, California 94534  
707.430.4300  
[www.sci-cg.com](http://www.sci-cg.com)

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# Table of Contents

**Certificates ..... 3**  
**Introduction..... 4**  
**General Description of Proposed Services..... 6**  
**Assessment..... 7**  
**Method of Assessment ..... 9**  
    Benefit Factors ..... 9  
    Method of Assessment..... 9  
    Property Descriptions..... 11  
    Duration of Assessment ..... 13  
    Appeals and Interpretation ..... 13  
  
**Assessment Diagram..... 14**  
**Assessment Roll for Fiscal Year 2024-25..... 15**

---

# List of Figures

Figure 1 - Assigned Benefit Units ..... 8

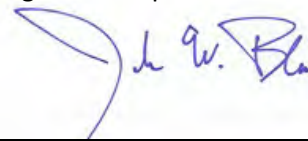
Figure 2 - EDU Factor per Improvement Category ..... 10

Figure 3 - Benefit Unit and Assessment Rate per Improvement Category..... 11



# Certificates

1. The undersigned respectfully submits the enclosed Engineer's Report.




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Engineer of Work, License No. C052091

2. I, District Manager for the Orange County Mosquito and Vector Control District, County of Orange, California, hereby certify that the enclosed Engineer's Report, together with the Assessment and Assessment Diagram thereto attached, was filed and recorded with me on \_\_\_\_\_, 2024.

---

District Manager, Orange County Mosquito and Vector Control District

3. I, District Manager for the Orange County Mosquito and Vector Control District, County of Orange California, hereby certify that the Assessment in this Engineer's Report was approved and confirmed by the Board of Trustees on \_\_\_\_\_, 2024 by Resolution No. \_\_\_\_\_.

---

District Manager, Orange County Mosquito and Vector Control District

4. I, District Manager for the Orange County Mosquito and Vector Control District, County of Orange, California, hereby certify that a Copy of the Assessment and Assessment Diagram was filed in the office of the County Auditor of the County of Orange, California, on \_\_\_\_\_, 2024.

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District Manager, Orange County Mosquito and Vector Control District

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**Orange County Mosquito and Vector Control District**



Vector Surveillance and Control Assessment (Assessment District No. 1)  
 Engineer's Report, FY 2024-25

## Introduction

The Orange County Mosquito and Vector Control District (“District”) is a public health agency dedicated to providing vector control and disease surveillance services in Orange County. The District, which is an independent special district, was created in 1947 in accordance with local authority provided by the Mosquito Abatement Act of 1915 and further supported by the California Health and Safety Codes and is overseen by a Board of Trustees (the “Board”) comprised of 35 members, each appointed by their city of residence (34), with one member representing the County.

Historically, the District relied on ad valorem property tax revenue to fund its activities. However, with the adoption of Proposition 13 in 1978, this funding stream was reduced. Moreover, the District (like all local governments in California) effectively lost its ability to adjust its property tax rate to fully fund operating expenses and maintain the ability to respond to service requests.

The Vector Surveillance and Control Assessment (“Assessment District No. 1”) is an annual assessment for vector control services that was established in fiscal year 1991-92, prior to Proposition 218 and, therefore, is exempted from the procedures and approval process established for assessments by Proposition 218.

Assessment District No. 1 provides an additional source of funding for the District’s vector control and disease surveillance services and related capital, operational and administrative expenses. The rates of the annual assessments levied in connection with Assessment District No. 1 have been unchanged since 1996 (\$1.92 per Benefit Unit).

As used within this Report, the following terms are defined:

“Vector” means any animal capable of transmitting the causative agent of human disease or capable of producing human discomfort or injury, including, but not limited to, mosquitoes, flies, mites, ticks, other arthropods, and small mammals and other vertebrates (Health and Safety Code Section 2002(k)).

“Vector Control” shall mean any system of public improvements or services that is intended to provide for the surveillance, prevention, abatement, and control of vectors as defined in subdivision (k) of Section 2002 of the Health and Safety Code and a pest as defined in Section 5006 of the Food and Agricultural Code (Government Code Section 53750(l)).

This Engineer's Report ("Report") incorporates and utilizes the benefit determinations, assessment apportionment methodology and other provisions contained within the engineer's report prepared by Harris and Associates that originally established the assessments. Reference is hereby made to this original engineer's report for further details.

## General Description of Proposed Services

The District's purpose and mission is to protect the public health, safety and welfare by providing vector education and control services to property and citizens of Orange County. The services (the "Services") to be funded by the assessments are for the following purposes:

- C. To fund vector control operations;
- D. To protect the community from known vectors and vector-borne diseases;
- E. To fund vector surveillance and disease control programs;
- F. To fund related capital improvement and operational services; and
- G. To fund administrative costs related to the Services or the assessments.

## Assessment

**WHEREAS**, the Orange County Mosquito and Vector Control District Board of Trustees directed the undersigned Engineer of Work to prepare and file a report presenting an estimate of costs of Services, a diagram for an assessment district and an assessment of the estimated costs of Services, and the special benefit conferred thereby, upon all assessable parcels within the District as depicted in the Assessment Diagram included in this report;

**NOW, THEREFORE**, the undersigned in accordance with the provisions of the California Government Code and the Health and Safety Code and the order of the Board of Trustees, hereby make the following determination of an assessment to cover the portion of the estimated cost of said Services, and the costs and expenses incidental thereto to be paid by the Orange County Mosquito and Vector Control District.

The total estimated expenditures for vector surveillance and control services to be funded by revenue from the Assessment for FY 2024-25 are \$1,586,000.

The boundaries of the District are contiguous with the boundaries of Orange County. The lines and dimensions of each lot or parcel with the District are shown on the maps of the Assessor of the County of Orange and are incorporated herein by reference.

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the proposed amount of the Vector Surveillance and Control Assessment for the fiscal year 2024-25 for each parcel or lot of land within the said County in accordance to the method of assessment apportionment established in the original engineer's report used to establish the assessments.

The total Benefit Units assigned to each parcel are as follows:

**Figure 1 - Assigned Benefit Units**

Improvement Category	Number of Parcels	Total Assigned Benefit Units	% of Total Benefit Units
Single Family Residential (SFR)	567,107	563,618.49	68.23%
Residential Condominium	176,385	62,969.45	7.62%
Multi-Family Residential (MFR)	25,945	92,620.08	11.21%
Commercial Uses	22,875	58,331.25	7.06%
Commercial Condominium	3,405	706.04	0.09%
Industrial Uses	10,616	35,192.04	4.26%
Industrial Condominium	2,683	1,724.10	0.21%
Rural Uses	1,454	9,387.90	1.14%
Miscellaneous Uses	493	201.14	0.02%
Vacant SFR	10,763	548.91	0.07%
Vacant MFR	389	71.42	0.01%
Vacant Commercial	1,820	464.10	0.06%
Vacant Industrial	615	207.01	0.03%
Exempt	144,226	-	0.00%
<b>Total</b>	<b>968,776</b>	<b>826,041.93</b>	<b>100.00%</b>

Therefore the total assessment to be raised from Assessment District No. 1 is calculated as follows:

$$\$1.92 \text{ per Benefit Unit} \times 826,041.93 \text{ Benefit Units} = \$1,586,000$$

Dated: April 25, 2024



Engineer of Work

By \_\_\_\_\_

John W. Bliss, License No. C052091

## Method of Assessment

The method used for apportioning the assessment is based upon the proportional special benefits to be derived by the properties over and above general benefits conferred on real property or to the public at large.

### Benefit Factors

In order to allocate the proposed assessments, the Engineer begins by identifying the types of special benefit arising from the aforementioned mosquito control services and that would be provided to property. These types of special benefit are as follows:

- Reduced mosquito and vector populations on property and as a result enhanced desirability, utility, usability and functionality of property in the District
- Increased safety of property in the District
- Reduction in the risk of new diseases and infections on property in the District
- Protection of economic activity on property in the District
- Protection of the District's agriculture, tourism, and business industries
- Reduced risk of nuisance and liability on property in the District

The Services funded by the assessments provide a clear and direct advantage to property in the District over and above what otherwise would be received by property in the District and, therefore, are a special benefit to property in the District. The District includes only those properties that may request and/or receive direct Services, that are located within the scope of the vector surveillance area, that are located within flying or traveling distance of potential vector sources monitored by the District, and that benefit from a reduction in the amount of vectors reaching and impacting the property as a result of the enhanced vector surveillance and control. The Assessment Diagram included in this report shows the boundaries of the District.

### Method of Assessment

The methodology for spreading the benefit assessment portion of the cost of providing vector surveillance and control services to each lot or parcel is based on the type of use of each property. To establish the special benefit to the individual parcels within the District a Benefit Unit (BU) system is utilized. Each parcel of land is assigned Benefit Units in proportion to the estimated benefit the parcel receives from vector control services relative to the other types of parcels within the District and based on the parcel's land use.

**Basic Formula:**

$$\text{(Equivalent Dwelling Units)} \times \text{(Benefit Factor)} = \text{Benefit Units}$$

In order to allocate benefit fairly between the parcels, an Equivalent Dwelling Unit (EDU) methodology is proposed which equates different residential and non-residential land uses to each other, thereby allowing a uniform method of assessment. After EDU's are assigned to each parcel, a Benefit Factor is applied to control for varying levels of benefit to property from vector control services and facilities.

The EDU method uses the single family home as the basic unit of apportionment. A single family home represents one EDU. Every other land use is converted to EDU's as described below. The ratio of the typical area of a specific land use to the typical single family home area is the EDU rate for that land use. Vacant, rural and miscellaneous uses are further reduced by a factor of 10 due to the low utilization and development density on the parcels.

**Figure 2 - EDU Factor per Improvement Category**

Improvement Category	Average Size (acres)	EDU Factor per Parcel
Single Family Residential	0.20	1.00
Residential Condominium	0.07	0.35
Multi-Family Residential (MFR)	0.70	3.50
Commercial Uses	1.00	5.00
Commercial Condominium	0.08	0.40
Industrial Uses	1.30	6.50
Industrial Condominium	0.25	1.25
Rural Uses	25.30	12.65
Miscellaneous Uses	1.60	0.80
Vacant SFR	0.20	0.10
Vacant MFR	0.70	0.35
Vacant Commercial	1.00	0.50
Vacant Industrial	1.30	0.65



Because the benefit to property varies depending on the type of land use of the property, the Benefit Factor is applied to the formula for each property. Residential properties are assigned 1.0 Benefit Factors because the properties are designed for habitation and the proposed Services benefit both the property itself and promote habitation of the property. Commercial, Industrial, Rural, Vacant, and other Miscellaneous properties are assigned 0.50 Benefit Factors because the properties are not designed for habitation so any habitation benefits conferred are not inherited by these property types.

Figure 3 summarizes the total Benefit Units (BU) assigned to each property type based on assigned equivalent dwelling units and the benefit factor:

**Figure 3 - Benefit Unit and Assessment Rate per Improvement Category**

Improvement Category	EDU Factor	Benefit Factor	Total Benefit Units	Assessment @ \$1.92/BU
Single Family Residential (SFR)	1.00	1.00	1.00	\$1.92
Residential Condominium	0.35	1.00	0.35	\$0.67
Multi-Family Residential (MFR)	3.50	1.00	3.50	\$6.72
Commercial Uses	5.00	0.50	2.50	\$4.80
Commercial Condominium	0.40	0.50	0.20	\$0.38
Industrial Uses	6.50	0.50	3.25	\$6.24
Industrial Condominium	1.25	0.50	0.63	\$1.20
Rural Uses	12.65	0.50	6.33	\$12.14
Miscellaneous Uses	0.80	0.50	0.40	\$0.77
Vacant SFR	0.10	0.50	0.05	\$0.10
Vacant MFR	0.35	0.50	0.18	\$0.34
Vacant Commercial	0.50	0.50	0.25	\$0.48
Vacant Industrial	0.65	0.50	0.33	\$0.62

## Property Descriptions

The land use explanations are as follows:

**SINGLE-FAMILY RESIDENTIAL:** Properties with improvement values and designated with a Property Use Code description of 1, per the Orange County Assessor's Roll.

**RESIDENTIAL CONDOMINIUM:** Defined as improved properties with a Property Use Code description of 1, per the Orange County Assessor's Roll, and are in Assessor's map books 930 through 939.

**MULTI-FAMILY RESIDENTIAL:** Defined as improved properties with a Property Use Code description of 2, per the Orange County Assessor's Roll.

**COMMERCIAL USES:** Defined as improved properties with a Property Use Code description of 3, per the Orange County Assessor's Roll.

**COMMERCIAL CONDOMINIUM:** Defined as improved properties with a Property Use Code description of 3, per the Orange County Assessor's Roll, and are in Assessor's map books 930 through 939.

**INDUSTRIAL USES:** Defined as improved properties with a Property Use Code description of 4, per the Orange County Assessor's Roll.

**INDUSTRIAL CONDOMINIUM:** Defined as improved properties with a Property Use Code description of 4, per the Orange County Assessor's Roll, and are in Assessor's map books 930 through 939.

**RURAL USES:** Defined as properties with a Property Use Code description of 5, per the Orange County Assessor's Roll.

**MISCELLANEOUS USES:** Defined as properties with a Property Use Code description of 6, per the Orange County Assessor's Roll.

**VACANT SFR:** Defined as properties with no improvement value and a Property Use Code description of 1, per the Orange County Assessor's Roll.

**VACANT MFR:** Defined as properties with no improvement value and a Property Use Code description of 2, per the Orange County Assessor's Roll.

**VACANT COMMERCIAL:** Defined as properties with no improvement value and a Property Use Code description of 3, per the Orange County Assessor's Roll.

**VACANT INDUSTRIAL:** Defined as properties with no improvement value and a Property Use Code description of 4, per the Orange County Assessor's Roll.

**EXEMPT:** Exempted from the assessment would be any parcel owned by a public agency or within the area of public streets and other public properties, utility easements, right-of-way, public schools, public parks, and common areas, and parcels identified by the County as Wholly Exempt. Timeshare parcels, per previous OCMVCD policy, have also been exempted from assessment.

### Duration of Assessment

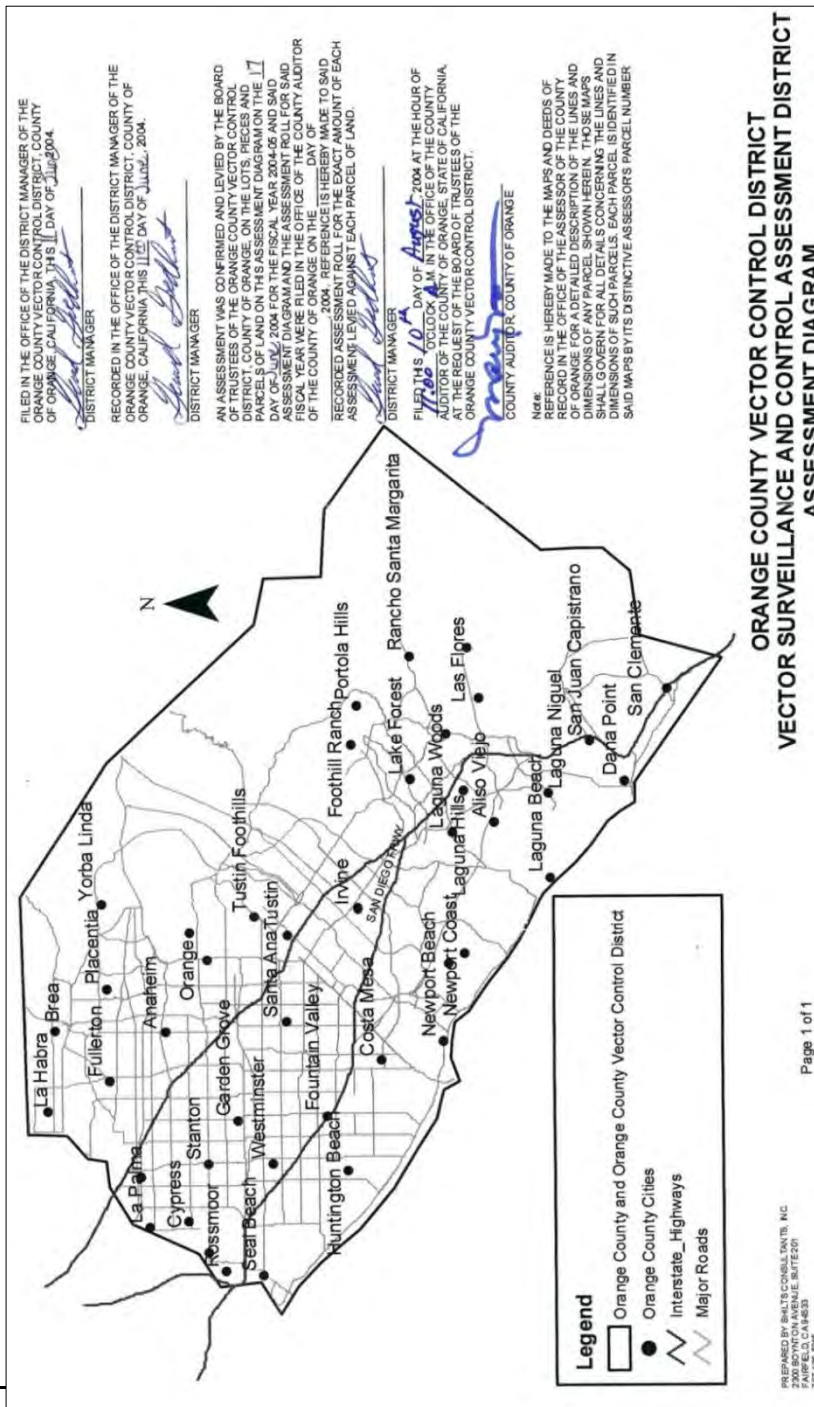
The duration of the Vector Surveillance and Control Assessment must be set by the District as required by the Code. It is proposed that the Assessment be levied for fiscal year 2024-25 and for every fiscal year thereafter so long as the vectors remain in existence.

### Appeals and Interpretation

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with District Manager of the Orange County Mosquito and Vector Control District or his or her designee. Any such appeal is limited to correction of an assessment during the then current Fiscal Year or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the District Manager or his or her designee will promptly review the appeal and any information provided by the property owner. If the District Manager or his or her designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County of Orange for collection, the District Manager or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the District Manager, or his or her designee, shall be referred to the Board of Trustees. The decision of the Board shall be final.

# Assessment Diagram

The proposed assessment district includes all properties within the boundaries of Orange County Mosquito and Vector Control District and is displayed on the following Assessment Diagram.



Orange County Mosquito and Vector Control District



Vector Surveillance and Control Assessment (Assessment District No. 1)  
Engineer's Report, FY 2024-25

## Assessment Roll for Fiscal Year 2024-25

Reference is hereby made to the Assessment Roll in and for the Assessment District on file in the office of the District Manager for the Orange County Mosquito and Vector Control District, as said Assessment Roll is too voluminous to be bound with this Engineer's Report.

FY 2024-25

# ENGINEER'S REPORT

## Orange County Mosquito and Vector Control District

Mosquito, Fire Ant & Disease Control Assessment  
District (Assessment District No. 2)

May 2024  
Final Report

Engineer of Work:



4745 Mangels Boulevard  
Fairfield, California 94534  
707.430.4300  
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# Table of Contents

**Introduction..... 4**

    Overview ..... 4

    Assessment Formation ..... 5

**General Description of the District and Services ..... 8**

    Red Imported Fire Ant Program ..... 8

    Mosquito Control Programs ..... 8

    Vector Surveillance..... 10

    Other Services ..... 10

*Rodent Control* ..... 10

*Emerging Disease Surveillance* ..... 11

*Miscellaneous Vectors* ..... 11

*Community Education* ..... 11

**Estimate of Cost..... 12**

*Notes to Estimate of Cost:* ..... 13

**Method of Assessment ..... 14**

    Introduction..... 14

    Proposition 218 Requirements..... 14

*Requirement 1:* ..... 14

*Requirement 2:* ..... 19

*Requirement 3:* ..... 20

    Residential Properties ..... 20

    Commercial/Industrial Properties..... 22

    Vacant Properties ..... 23

    Other Properties..... 23

    Duration of Assessment ..... 24

    Appeals and Interpretation ..... 25

    Assessment of Service Costs ..... 25

**Assessment..... 27**

**Assessment Diagram..... 30**

**Assessment Roll..... 31**



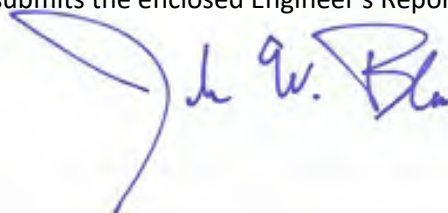
## List of Figures

Figure 1 – Estimate of Cost .....	12
Figure 2 - Residential Assessment Factors.....	21
Figure 3 - Commercial / Industrial Benefit Assessment Factors .....	23
Figure 4 - Summary Cost Estimate (FY 2024-25 Budget) .....	28

**CERTIFICATES**

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C. The undersigned respectfully submits the enclosed Engineer's Report.



\_\_\_\_\_  
Engineer of Work, License No. C052091

D. I, District Manager for the Orange County Mosquito and Vector Control District, County of Orange, California, hereby certify that the enclosed Engineer's Report, together with the Assessment and Assessment Diagram thereto attached, was filed and recorded with me on \_\_\_\_\_, 2024.

\_\_\_\_\_  
District Manager, Orange County Mosquito and Vector Control District

E. I, District Manager for the Orange County Mosquito and Vector Control District, County of Orange California, hereby certify that the Assessment in this Engineer's Report was approved and confirmed by the Board of Trustees on \_\_\_\_\_  
\_\_\_\_\_, 2024 by Resolution No. \_\_\_\_\_.

\_\_\_\_\_  
District Manager, Orange County Mosquito and Vector Control District

F. I, District Manager for the Orange County Mosquito and Vector Control District, County of Orange, California, hereby certify that a Copy of the Assessment and Assessment Diagram was filed in the office of the County Auditor of the County of Orange, California, on \_\_\_\_\_, 2024.

\_\_\_\_\_  
District Manager, Orange County Mosquito and Vector Control District

## Introduction

### Overview

The Orange County Mosquito and Vector Control District (“District” or “OCMVCD”) is a public health agency dedicated to providing all properties in Orange County with vector control and disease surveillance services. The District is an independent special district created in 1947 in accordance with local authority provided by the Mosquito Abatement Act of 1915 and further supported by the California Health and Safety Codes. The District is overseen by a Board of Trustees (“Board”) comprised of 35 members, each appointed by their city of residence (34), with one member representing the County.

The District is dedicated to the control of mosquitoes, rats, flies, Red Imported Fire Ants (RIFA), and other vectors, and provides this service throughout the 798 square miles of Orange County (answering approximately 20,000 service requests per year and performing vector control services on known sources throughout the County). The District also conducts countywide surveillance programs for vector-borne diseases. A summary of current District services are as follows:

- Mosquito control and inspections
- Rodent and fly control
- Surveillance for vector-borne diseases
- Property owner and resident service requests
- Mosquitofish for backyard fish ponds and other appropriate habitats
- Presentations to schools and civic groups, public outreach, and educational programs

## Assessment Formation

In 2004, the District found itself dealing with (1) a dramatic increase in service requests, (2) the emergence of new mosquito-borne diseases such as West Nile virus, (3) the State transfer of 48% of District property tax to the Education Revenue Augmentation Fund (ERAF), (4) the District's limited funding sources, and (5) the loss of State funding for the Red Imported Fire Ant (RIFA) control program. In response, the District proposed a local benefit assessment to provide improved mosquito, vector and disease control services and to restore the Red Imported Fire Ant control program for property in the County ("Assessment Area") as a supplement to existing revenue sources. This assessment is named the Mosquito, Fire Ant and Disease Control Assessment ("Assessment" or "Assessment District No. 2").

On April 15, 2004, the Board of Trustees authorized the initiation of proceedings for a benefit assessment to provide local funding for its mosquito, fire ant, vector and disease control services. In May of 2004, the District conducted an assessment ballot proceeding pursuant to the requirements of Article XIID of the California Constitution ("The Taxpayer's Right to Vote on Taxes Act") and the Health and Safety Code. During this ballot proceeding, property owners in the County were provided with a notice and ballot for the proposed special assessment. A 45-day period was provided for balloting and a public hearing was conducted in July 2004. At the public hearing, all ballots returned within the 45-day balloting period were tabulated.

It was determined at the public hearing that 66.16% of the weighted ballots returned were in support of the assessment. Since the assessment ballots submitted in opposition to the proposed assessments did not exceed the assessment ballots submitted in favor of the assessments (with each ballot weighted by the proportional financial obligation of the property for which ballot was submitted), the District gained the authority to approve the levy of the assessments for fiscal year 2004-05 and future years. The authority granted by the ballot proceeding includes an annual adjustment in the maximum authorized assessment rate equal to the annual change in the Consumer Price Index for the Los Angeles Area, not to exceed 3%.

In each subsequent year for which the Assessments will be levied, the District directs the preparation of an Engineer's Report, budgets and assessments for the upcoming fiscal year. The Assessment was presented to property owners in 2004 as having an annual rate of \$5.42 per single family residential parcel (subject to annual inflation adjustment and with proportionately higher and lower rates for other parcel types).

As used within this Report and the benefit assessment ballot proceeding, the following terms are defined:

---

**Orange County Mosquito and Vector Control District**



Mosquito, Fire Ant and Disease Control Assessment (Assessment District No. 2)  
 Engineer's Report, FY 2024-25

*“Vector” means any animal capable of transmitting the causative agent of human disease or capable of producing human discomfort or injury, including, but not limited to, mosquitoes, flies, mites, ticks, other arthropods, and small mammals and other vertebrates (Health and Safety Code Section 2002(k)).*

*“Vector Control” shall mean any system of public improvements or services that is intended to provide for the surveillance, prevention, abatement, and control of vectors as defined in subdivision (k) of Section 2002 of the Health and Safety Code and a pest as defined in Section 5006 of the Food and Agricultural Code (Government Code Section 53750(l)).*

The District operates under the authority of the Mosquito Abatement and Vector Control Law of the State of California. Following are excerpts from the Mosquito Abatement and Vector Control District Law of 2002, codified in the Health and Safety Code, Section 2000, *et seq.* which serve to summarize the State Legislature’s findings and intent with regard to mosquito abatement and other vector control services:

*2001. (a) The Legislature finds and declares all of the following:*

*(1) California's climate and topography support a wide diversity of biological organisms.*

*(2) Most of these organisms are beneficial, but some are vectors of human disease pathogens or directly cause other human diseases such as hypersensitivity, envenomization, and secondary infections.*

*(3) Some of these diseases, such as mosquitoborne viral encephalitis, can be fatal, especially in children and older individuals.*

*(4) California's connections to the wider national and international economies increase the transport of vectors and pathogens.*

*(5) Invasions of the United States by vectors such as the Asian tiger mosquito and by pathogens such as the West Nile virus underscore the vulnerability of humans to uncontrolled vectors and pathogens.*

*(b) The Legislature further finds and declares:*

*(1) Individual protection against the vectorborne diseases is only partially effective.*

*(2) Adequate protection of human health against vectorborne diseases is best achieved by organized public programs.*

*(3) The protection of Californians and their communities against the discomforts and economic effects of vectorborne diseases is an essential public service that is vital to public health, safety, and welfare.*

*(4) Since 1915, mosquito abatement and Vector Control Districts have protected Californians and their communities against the threats of vectorborne diseases.*

*(c) In enacting this chapter, it is the intent of the Legislature to create and continue a broad statutory authority for a class of special districts with the power to conduct effective programs for the surveillance, prevention, abatement, and control of mosquitoes and other vectors.*

*(d) It is also the intent of the Legislature that mosquito abatement and Vector Control Districts cooperate with other public agencies to protect the public health, safety, and welfare. Further, the Legislature encourages local communities and local officials to adapt the powers and procedures provided by this chapter to meet the diversity of their own local circumstances and responsibilities.*

Further the Health and Safety Code, Section 2082 specifically authorizes the creation of benefit assessments for vector control, as follows:

*(a) A district may levy special benefit assessments consistent with the requirements of Article XIID of the California Constitution to finance vector control projects and programs.*

This Engineer’s Report ("Report") was prepared by SCI Consulting Group (“SCI”) to describe the vector control services that are funded by the assessment (“Services”), to establish the estimated costs for those Services, to determine the special benefits and general benefits received by property from the Services, and to apportion the assessments to lots and parcels within the District based on the estimated special benefit each parcel receives from the Services funded by the benefit assessment.

## General Description of the District and Services

The assessments from Assessment District No. 2 provide, in whole or in part, funding for the following services and programs (“Services”):

### Red Imported Fire Ant Program

A native of South America, this fire ant was first introduced in the southeastern United States in the 1930s and eventually found its way to California and into Orange County. The Red Imported Fire Ant (RIFA) is a fairly recent addition to the list of vectors that threaten Orange County. No other invasive species represents a greater risk in the County. RIFA threat to public health is to the one or two percent of the population that is allergic to fire ant venom. The health threat to most people involves the prospect of serious stinging incidents. In addition to the direct health and safety issues, fire ants threaten our natural environment, recreational facilities, and our outdoor living style.

While the response to property service calls and treatment of RIFA may be concentrated in different areas of the County from one year to the next due to shifts in RIFA populations, RIFA is found and treated throughout the County. The Red Imported Fire Ant program, funded largely by Assessment District No. 2 includes, but is not limited to:

- A multipart treatment protocol, which, in addition to responding to individual property RIFA infestations, includes implementation of neighborhood treatments if a neighborhood is found to be infested.
- Dedicated OCMVCD staffing and materials to conduct ongoing visual surveys of Orange County properties, as well as organized bait surveys to locate properties infested with RIFA.
- Tracking and logging of all work regarding RIFA.

### Mosquito Control Programs

District staff controls mosquitoes throughout the year, and Assessment District No. 2 has allowed the District (i) to provide more frequent monitoring and treatment of common source locations including new sources resulting from environmental regulations for water quality, and (ii) to more rapidly respond to property owner calls. Such rapid response is essential to the control of this vector. By partially funding the District’s Mosquito Control Programs, Assessment District No. 2 has allowed the District to:

- Maintain existing service request response capacity, and expand the number of local service areas in the County from 16 to 20, each with a dedicated OCMVCD Vector Control Inspector, allowing the inspectors to be more familiar with local vector issues, thereby increasing the effectiveness of controlling mosquitoes across the County.
- Be more effective in mosquito control by targeting the developing aquatic stages of the mosquito life cycle whenever possible through more frequent attention and treatment of street gutters and storm drains throughout the County. The cycle time for treating street gutters has been reduced from an average of 12 days to less than 10 days, making mosquito production in street gutters all but impossible.
- Implement additional treatment strategies directed at adult mosquitoes where the physical nature of the property makes larval control ineffective. These areas are where OCMVCD staff controls the adult mosquito population by using truck-mounted foggers and other adulticiding techniques.
- Proactively address standing water on properties, such as neglected pools, ponds and detention basins, which if left untreated can impact all surrounding properties. The OCMVCD conducts aerial surveillance over various parts of the County to locate as many of these out-of-service pools as possible. These identified areas of standing water are treated and stocked with mosquito fish. The OCMVCD's capacity to hold and rear mosquito fish has also been expanded to meet the increased demand for low-cost, long-term biological control (i.e., non-insecticidal method) of mosquito production.
- Develop equipment specifically designed to treat mosquito larvae and resting adults in underground storm drains, as well as the staffing necessary to operate this specialized equipment throughout the County.
- Expand technical services that include the purchase of equipment and development of in-house staffing to test blood and tissue samples that previously had to be sent to outside laboratories, including the State of California. Test results are now available within hours instead of weeks at a cost reduction of approximately 75%. In fact, the cost savings has been such that the initial equipment was paid for in less than two years. These test results are critical for focusing resources against high-priority elevated vector populations that carry the West Nile virus or other diseases.
- Implement a West Nile Virus Strike Team and an Aedes Response Team to fight Aedes mosquito species in support of mosquito control efforts.



## Vector Surveillance

Assessment District No. 2 allows the OCMVCD to provide year-round monitoring of multiple vectors including mosquitoes, ticks, and rodents, and to identify infestations and increased vector populations that carry diseases such as encephalitis, dog heartworm, malaria, plague, hantavirus, and Lyme disease. Since the arrival of West Nile virus in 2003, the OCMVCD has increased the number of mosquito trapping sites in the County and speed of mosquito-borne disease testing.

As part of the proactive vector surveillance program, the OCMVCD has expanded the use of Geographic Information System (GIS) technology within its operational and laboratory functions to provide detailed information of vector breeding and treatment sites. GIS technology, along with enhanced communication systems, has allowed for more precise pesticide applications, and less time needed to respond and locate vector problem areas. These improvements provide OCMVCD with highly-focused vector monitoring and vector-borne disease surveillance and control programs.

## Other Services

Other services and activities provided by the OCMVCD, but *not funded* by Assessment District No. 2, include the following services and programs:

---

### Rodent Control

Since 1975, OCMVCD has had the primary responsibility for protecting properties and people in the County from the damage and public health threat (e.g., rat bite fever, bubonic plague, flea-borne typhus, filth diseases) represented by rats. The primary strategy employed by staff is education combined with engagement of the public. The only effective way to reduce rodent populations is to reduce the environmental factors that support them. While OCMVCD employees, in response to property owner calls, will place bait tubes and set traps to address existing rat infestations, the majority of the inspector's efforts are focused on showing the property owner how to make their property less attractive to rats. Rat control is largely a request for service issue; expanding the number of local service areas and number of inspectors has reduced the response time to properties and ultimately provides better rodent control for all properties in the County.

---

### **Emerging Disease Surveillance**

Vector-borne diseases are a major international public health problem. Vectors and their disease agents move readily across borders and can arise suddenly in new areas that do not have any natural limitations or immunity within new hosts. Some examples of these in the U.S. are two recently introduced mosquito-borne diseases, West Nile virus and dengue fever. The OCMVCD monitors vector populations and their diseases and coordinates with other local and statewide health care agencies to stay at the forefront of emerging threats. This multifaceted approach and ongoing monitoring for new and emerging public health threats, such as the Asian tiger mosquito, dengue fever, resurgence of West Nile virus, bubonic plague, and flea-borne typhus, has enabled the OCMVCD to keep these threats to low levels as a result of increased suppression and vigilance.

---

### **Miscellaneous Vectors**

These programs include: surveillance for Lyme disease, bubonic plague, flea-borne typhus, Hantavirus, Rocky Mountain spotted fever, Chagas' disease, and other re-emerging diseases, and monitoring of black fly, midge, tick, and other vector populations.

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### **Community Education**

Public awareness and partnership in vector control issues is critical to the effectiveness of the programs and services provided by the OCMVCD. Staff provides presentations, educational materials and workshops to the community, including schools and civic groups. News releases are issued, as appropriate, to keep property owners and the public informed about any threats resulting from vectors and vector-borne disease. Community education efforts are focused on (i) teaching property owners and occupants how to maintain their properties in a manner that reduces the risk of infestations and elevated vector populations, (ii) teaching property owners and occupants to identify dangerous vectors, and (iii) teaching property owners and occupants to respond to infestations and elevated vector populations. Ultimately, these education efforts increase the value of OCMVCD's other services by (i) reducing the number of vector populations (and service calls), (ii) permitting OCMVCD to respond earlier in the life-cycle of elevated vector populations, and (iii) reducing the severity of increased vector populations. Thus, these education efforts leverage the results of OCMVCD's services.

## Estimate of Cost

**Figure 1 – Estimate of Cost**

<b>ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT</b> <b>Mosquito, Fire Ant and Disease Control Assessment (Assessment District No. 2)</b> Estimate of Cost Fiscal Year 2024-25			
<i>Description</i>	<i>Cost</i>		
Vector Control Services and Related Expenditures			
Operations, Materials, and Supplies	\$4,885,647		
Personnel / Administration	\$11,772,413		
Capital Equipment and Fixed Assets	\$1,175,100		
Total Services and Operation	<u>\$17,833,160</u>		
Less:			
District Contribution for General Benefits and Other Services <sup>1</sup>	(\$9,893,948)		
District Contribution for Non-Assessed Parcels <sup>2</sup> (14,326 SFEs x \$8.81 = \$126,212)	(\$126,212)		
Net Cost of Vector Control Services and Related Expenditures	<u>\$7,813,000</u>		
Incidental Costs			
County Collection, Levy Administration, and Other Incidentals <sup>3</sup>	\$90,000		
Total Vector Control Services and Incidental Expenses (Net Amount to be Assessed)	<u><u>\$7,903,000</u></u>		
Budget Allocation to Property	Total	Assessment	Total
	SFE Units <sup>4</sup>	per SFE	Assessment
	897,048.81	\$8.81	\$7,903,000

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**Notes to Estimate of Cost:**

1. District Contribution for General Benefits: As determined in the following section, at least 11% of the cost of the Services must be funded from sources other than the Assessment District No. 2 assessments to cover any general benefits from the Services. Therefore, out of the total cost of Services of \$17,833,160 the District must contribute at least \$1,961,648 from sources other than the assessments. The District will contribute over \$9,893,948 which is well over the estimated general benefits.
2. Publicly owned property, property used for educational purposes, and non-profit properties, are allocated benefits according to the method of assessment described in the following Section. However, since many of these properties are considered non-taxable and/or provide a public function, the District funds the assessed special benefits for these properties from ad valorem revenue and other sources.
3. Incidental Costs includes County collection charges, assessment administration costs, and allowance for uncollectible assessments.
4. SFE Units means Single Family Equivalent benefit units. See method of assessment in the following Section for further definition.
5. The Net Cost of Vector Control Services amount of \$7,813,000 for District No. 2 includes the amount to be assessed on the tax roll, \$7,903,000, plus the amount of \$126,212 as shown in Figure 1, which will be contributed by OCMVCD from other revenue sources to offset any special benefits on non-taxable publicly owned property, property used for educational purposes, non-profit properties, etc.

## Method of Assessment

### Introduction

This section of the Report explains how this assessment satisfies the requirements of Article XIID of the California Constitution (Proposition 218); describes the benefits to be derived from the Services provided for property in the District, and the methodology used to apportion the total assessment to properties within the Assessment Area.

### Proposition 218 Requirements

Section 4 of Article XIID of the California Constitution (adopted in 1996 as part of Proposition 218) imposes three major requirements upon special assessments.

#### Requirement 1:

*Only special benefits are assessable, and an agency shall separate the general benefits from the special benefits conferred on a parcel.*

Properties within Assessment District No. 2 receive numerous special benefits from the Services. Special benefits are “particular and distinct benefit[s] over and above general benefits conferred on real property located in the district or to the public at large.” Assessments can only be levied based on the *special benefit* to property, and the assessments cannot pay for *general benefits*.

Most of the Services funded by Assessment District No. 2 are provided directly on or proximate to properties within the Assessment District, either upon the request of the owner or occupant, or in response to OCMVCD surveillance efforts. Property owners are not charged an additional service charge when they receive these services.

Special Benefits include:

- a. Reduction of vector populations on the parcel.
- b. Reduction of the risk of elevated vector populations on the parcel.
- c. Abatement of dangerous, unhealthful, and/or unsightly conditions on the parcel.
- d. Prevention and/or reduction of the property damage on the parcel.

Further, when the Services are provided at a specific location, nearby parcels also realize special benefit from the Services. This is because an infestation of RIFA or an elevated concentration of other vectors, once established on a parcel, will often spread to neighboring parcels. Thus, the Services reduce the risk of infestation or elevated vector concentration even on parcels that do not specifically request services. As infestations or elevated vector concentrations can damage property and can produce dangerous, unhealthful, and unsightly conditions on property, the reduction of the risk of such infestation or high vector population is itself a special benefit.

Vector control is most efficiently implemented across areas larger than a single parcel. If the OCMVCD did not provide the Services, these properties would be less safe, and less functional, and property owners would often need to obtain services in another way in order to maintain the owner's ability to safely and healthfully use their property. Both the OCMVCD's surveillance and treatment approach and the service request approach provide similar special benefits by eliminating or reducing the spread of elevated vector populations to property.

While community education programs are available to the general public, the purpose of these programs is to promote awareness of the dangers associated with vectors, as well as to provide education to property owners and occupants about how to reduce and/or prevent elevated vector populations. Primarily focused on topics of interest to property owners and occupants, these public education efforts enlist property owners, occupants, and others as participants in the OCMVCD's surveillance efforts and enhance the District's ability to serve property within the District. Therefore, these education programs enhance the effectiveness of the OCMVCD's other programs, and provide similar special benefits to property.

It should be noted that while Services may be provided to reduce vector populations on specific properties, these Services also prevent the spread to other properties. The Services are delivered at thousands of points throughout the County and are delivered to any parcel upon request. Such Services are collectively part of an indivisible program that generates special benefits throughout the OCMVCD.

Without the funding provided by Assessment District No. 2, the OCMVCD would not be able to service properties at the current level. Indeed, a major factor leading to the creation of Assessment District No. 2 was a desire to restore, for the benefit of properties in the District, the Red Imported Fire Ant Program, which was threatened by the loss of state funding. Thus, the portion of OCMVCD's services that are funded by Assessment District No. 2 all constitute special benefits conferred on the parcels. The OCMVCD takes pride in the positive impacts upon public health that are a result of reduced vector populations on parcels in the OCMVCD as this is a measure of the success it has in rapidly responding to vectors and creating value for property owners in the District. However, Assessment District No. 2 funded Services are specifically intended for assessed parcels and the general public health benefits are a collateral result produced by the special benefits of the reduction of vector populations on property.

Several programs of the OCMVCD (such as rodent control, emerging disease surveillance, and miscellaneous vectors) are not funded by the Assessment District No. 2 assessment. Therefore, no effort was made to determine the special benefits of these programs in this Engineer's Report.

#### Separation and Quantification of Special and General Benefit

Although the primary purpose of the OCMVCD's Red Imported Fire Ant, Mosquito, and Disease Surveillance programs is to specially benefit properties throughout the District Boundaries, these programs do generate some relatively minor general benefits.

General Benefits include:

- General Scientific Benefits (to the public at large)
- General Educational Benefits (to the public at large)
- General Regional Vector Reduction (proximate, and just outside of District boundaries)

Scientific benefits result from analyses and reporting of vector data that is used by vector ecologists at the State level to learn how vectors spread and are best controlled. Educational general benefits are the side effect of public education activities that, while geared towards owners and occupants of parcels in the District, incidentally provide general health education to members of the public, or incidentally serve some property owners outside of the District. Regional vector reduction benefits occur when the reduction of vector populations inside OCMVCD's service area reduces vector populations just outside the District. Arguably, all three of these benefits are really only secondary consequences of the special benefits generated by OCMVCD's programs. Furthermore, it is arguable that these general benefits enhance the value of the assessment-funded programs to property – as, for example, the programs are made more effective by the results of the scientific work supported by data provided by the assessment-funded programs. However, for the purpose of this Engineer's Report, they will be treated as identified general benefits to be supported by non-assessment revenues. This treatment lends an element of conservatism to this Report's analysis of special benefit.

#### Calculation of General Benefits from Scientific and Educational Services:

Approximately 2.5% of the overall District budget is dedicated to scientific work enjoyed by the District and shared with the overall community. To be extremely conservative, and to account for future fluctuations in budget allocations for scientific funding, 100% of this activity will be modeled as general benefit. Further, to increase this conservative approach, this portion will be rounded up to 3%.

Likewise, the Community Education Program generates some general benefits. Though these programs are geared towards educating Orange County property owners and property occupants regarding the proper care of their property, the general public is permitted to participate in most of these activities. Furthermore, some portion of the curricula of these programs regards public health issues and medical treatments associated with vector-borne disease. Approximately 9% of the overall District budget is dedicated to the Community Education services enjoyed by the District and shared with the overall community. The District estimates that approximately one quarter of these costs are for programs and services for public health issues, medical treatments, and other general services to people that are indirect general benefit that will not be funded by Assessment District No. 2. To be extremely conservative, and to account for future fluctuations in budget allocations for community education funding, 100% of this activity will be modeled as general benefit.

#### Calculation of General Benefit from Regional Vector Reduction:



The mosquito potential outside the District is based on studies of mosquito dispersal from their breeding sources. Mosquitoes can travel up to two miles, on average, so this destination range is used. Based on studies of mosquito flight ranges, relative to parcels in the District, average concentration of mosquitoes from the Unprotected Areas on properties within two miles of the Assessment Area is calculated to be less than 50%.<sup>1</sup> This relative vector population reduction factor within the destination range is combined with the number of parcels outside the Assessment Area and within the destination range to measure this general benefit and is calculated as follows:

**Criteria:**

Mosquitoes may fly up to 2 MILES from their breeding source.

81,659 parcels within 2 miles of, but outside of the District, may receive some mosquito and disease protection benefit

50% portion of relative benefit that is received

888,770 Parcels in the District

**Calculations:**

Total Benefit = 81,659 parcels \* 50% = 40,829 parcels equivalents

Percentage of overall parcel equivalents = 40,829 / 888,770 = 5 %

Therefore, for the overall benefits provided by the Services to the Assessment Area, it is determined that 5% of the benefits is received by the parcels within two miles of the Assessment Area boundaries.

Summary of General Benefits

Using a sum of the measures of general benefit for the public at large and land outside the District, we find that approximately 11% of the benefits conferred by the Assessment may be general in nature and should be funded by sources other than the Assessment.

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<sup>1</sup> Tietze, Noor S., Stephenson, Mike F., Sidhom, Nader T. and Binding, Paul L., "Mark-Recapture of *Culex erythrothorax* in Santa Cruz County, California", Journal of the American Mosquito Control Association, 19(2):134-138, 2003.

<b>General Benefit Calculation</b>	
3%	<b>(General Scientific)</b>
+ 3%	<b>(General Educational)</b>
+ 5%	<b>(General Regional)</b>
= 11%	<b>(Total General Benefit)</b>

The assessment's total budget for mosquito, RIFA and vector abatement, disease control, and fixed asset equipment is \$17,833,160. Of this total budget amount, the District will contribute \$9,893,948 of the total operating budget from sources other than the assessments from Assessment District No. 2. This contribution by the District equates to over 55% of the total budget, and constitutes significantly more than the 11% amount attributable to the general benefits from the Assessment Area's Services.

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**Requirement 2:**

*An agency which proposes to levy an assessment shall identify all parcels which will have a special benefit conferred upon them and upon which an assessment will be imposed.*

The services funded by the assessment are provided by the OCMVCD throughout Orange County. The OCMVCD responds to service requests made with respect to any Orange County location, and seeks to prevent or mitigate all vector-related threats occurring anywhere in the County. The number of services provided on any specific parcel can be expected to vary from year to year. However, because vectors, if left unchecked, rapidly spread from parcel to parcel, every parcel in the County benefits from the Services provided by the OCMVCD. Even if no service calls are made with respect to a specific parcel, the parcel benefits from the eradication of threats that would reach the parcel if the OCMVCD were not providing its Services. Services are available to each parcel at all times, and the OCMVCD has determined that, over time, all parts of the County will have a need for Services.<sup>2</sup> Furthermore, it would be impossible for the OCMVCD to respond to service requests if the OCMVCD did not maintain its staffing and response infrastructure on a continuous basis. Thus, all parcels benefit each year from the availability of Services.

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<sup>2</sup> An analysis of service calls within the OCMVCD service area over recent years indicates mosquito related calls and service points are spread throughout the entire County with marginally higher concentrations of those activities being provided in and around areas of developed properties. Red Imported Fire Ant related calls tend to be more concentrated in certain areas of the County than are mosquito related activities. Red Imported Fire Ant calls and treatment sites are still found throughout the County and the concentration of service points fluctuates from one year to the next, indicating that there is no substantial difference in

For purposes of Proposition 218, the parcels that are conferred a special benefit in connection with Assessment District No. 2 are identified as all parcels within the County. The assessment does not fund Services provided outside of Orange County. The word “parcel,” for the purposes of this Engineer’s Report, refers to an individual property assigned its own Assessor’s Parcel Number (APN) by the Orange County Assessor’s Office. The Orange County Auditor/Controller uses Assessor’s Parcel Numbers and specific Fund Numbers to identify properties to be assessed on the tax roll for the special benefit assessments. Treatment of public and tax-exempt parcels not listed in the Assessor’s roll is discussed below.

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**Requirement 3:**

*The proportionate special benefit derived by each identified parcel shall be determined in relationship to the entirety of the cost of the property related Service being provided. No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel.*

To assess benefits equitably it is necessary to calculate each property’s relative share of the special benefits conferred by the funded Service. The Single Family Equivalent (SFE) method of assessment apportionment establishes a basic unit (base value) of benefit and then calculates the benefit derived by each assessed parcel as a multiple (or a fraction) of the basic unit.

For the purposes of this Engineer's Report, an SFE is the quantum of benefit derived from the funded program by a single family home on an average sized residential parcel. Thus, the "benchmark" property (the single family home on an average sized residential parcel) derives one SFE of benefit.

## Residential Properties

Certain residential properties in the Assessment Area that contain a single residential dwelling unit are assigned one Single Family Equivalent or 1.0 SFE. Traditional houses, zero-lot line houses, and townhomes are included in this category of single family residential property.

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the Services or availability of Services being provided through Assessment District No. 2 that would suggest any measurable differences in benefit for any particular area of the County.

Properties with more than one residential unit are designated as multi-family residential properties. These properties, along with condominiums, benefit from the Services in proportion to the number of dwelling units that occupy each property, the average number of people who reside in each property, and the average size of each property in relation to a single family home in Orange County. This Report analyzed Orange County population density factors from the 2000 US Census (the most recent data available when Assessment District No. 2 was established) as well as average dwelling unit size for each property type. After determining the Population Density Factor and Square Footage Factor for each property type, an SFE rate is generated for each residential property structure, as indicated in Figure 2 below. These factors were chosen to reflect that larger, more populated dwelling units can anticipate to benefit more from services than smaller, less populated dwelling units — the consequences of an elevated vector population to a property and the property owner are largely determined by the extent of the development that can be damaged (or made less usable) by the elevated vector population and by the number of inhabitants that can be affected by the health hazards, safety hazards, and general inconvenience.

The SFE factor of 0.52 per dwelling unit for multifamily residential properties applies to such properties with 20 or fewer units. Properties in excess of 20 units typically offer on-site management, monitoring and other control services that tend to offset some of the benefits provided by the vector control district. Therefore the benefit for properties in excess of 20 units is determined to be 0.52 SFE per unit for the first 20 units and 0.10 SFE per each additional unit in excess of 20 dwelling units.

**Figure 2 - Residential Assessment Factors**

	Total Population	Occupied Households	Persons per Household	Population Density Equivalent	Sq Ft Factor	Proposed SFE Rate
Single Family Residential	1,590,349	479,900	3.31	1.00	x 1.00	= 1.00
Condominium	310,251	120,133	2.58	0.78	x 0.77	= 0.60
Multi-Family Residential	831,266	304,788	2.73	0.82	x 0.63	= 0.52
Mobile Home on Separate Lot	70,337	29,541	2.38	0.72	x 0.57	= 0.41

Source: 2000 Census, Orange County and property dwelling size information from the Orange County Assessor.

## Commercial/Industrial Properties

The commercial and industrial properties are generally open and operated for more limited times, relative to residential properties. Therefore, the relative hours of operation can be used as a measure of benefits, since residents and employees also provide a measure of the relative benefit to property. Again, this is because the consequences of an elevated vector population to a property and the property owner are largely determined by the extent of the development that can be damaged (or made less usable) by the elevated vector population and by the number of inhabitants that can be affected by the health hazards, safety hazards, and general inconvenience. Since commercial and industrial properties are typically open and occupied by employees approximately one-half the time of residential properties, it is reasonable to assume that commercial land uses receive one-half of the special benefit on a land area basis relative to single family residential property.

The average size of a single family home with 1.0 SFE factor in Orange County is 0.20 acres. Therefore, a commercial property with 0.20 acres receives one-half the relative benefit, or a 0.50 SFE factor.

The SFE values for various commercial and industrial land uses are further defined by using average employee densities because the special benefit factors described previously are also related to the average number of people who work at commercial/industrial properties.

To determine employee density factors, this Report utilizes the findings from the San Diego Association of Governments Traffic Generators Study (the "SANDAG Study") because these findings were approved by the State Legislature which determined the SANDAG Study to be a good representation of the average number of employees per acre of land area for commercial and industrial properties. As determined by the SANDAG Study, the average number of employees per acre for commercial and industrial property is 24. As presented in Figure 3, the SFE factors for other types of businesses are determined relative to their typical employee density in relation to the average of 24 employees per acre of commercial property.

Commercial and industrial properties in excess of 5 acres generally involve uses that are more land intensive relative to building areas and number of employees (lower coverage ratios). As a result, the benefit factors for commercial and industrial property land area in excess of 5 acres is determined to be the SFE rate per fifth acre for the first 5 acres and the relevant SFE rate per each additional acre over 5 acres. Institutional properties that are used for residential, commercial or industrial purposes are also assessed at the appropriate residential, commercial or industrial rate.

The following Figure 3 lists the benefit assessment factors for business properties.

**Figure 3 - Commercial / Industrial Benefit Assessment Factors**

Type of Commercial / Industrial Land Use	Average Employees Per Acre <sup>1</sup>	SFE Units per Fraction Acre <sup>2</sup>	SFE Units per Acre Over 5 Acres <sup>3</sup>
Commercial	24	0.500	0.50
Office	68	1.420	1.42
Shopping Center	24	0.500	0.50
Industrial	24	0.500	0.50
Self Storage or Parking Lot	1	0.021	0.02
Agriculture	0.05	0.002	0.002

<sup>1</sup> Source: San Diego Association of Governments Traffic Generators Study.

<sup>2</sup> The SFE factors for commercial and industrial parcels indicated above are applied to each fifth acre of land area or portion thereof. (Therefore, the minimum assessment for any assessable parcel in these categories is the SFE Units listed herein.)

<sup>3</sup> The SFE factors for commercial and industrial parcels indicated above are applied to each acre of land area or portion thereof that is greater than five (5) acres. (This SFE Factor is in addition to the SFE Factor calculated for the first five acres based on each fifth of an acre.)

**Vacant Properties**

The benefit to vacant (undeveloped) properties is determined to be proportional to the corresponding benefits for similar type developed properties. Undeveloped properties benefit less from funded activities than developed properties, since there are no structures on the parcel that can be damaged (or made less usable) by elevated vector populations, and since such parcels are not heavily used in a manner likely to be disrupted by elevated vector populations. Consequently, each vacant (undeveloped) parcel is assigned 0.50 SFE, which is half the benefit of the "benchmark" property (the single family home).

**Other Properties**

Article XIID stipulates that publicly owned properties must be assessed unless there is clear and convincing evidence that those properties receive no special benefit from the assessment.

Publicly owned property and property used for educational purposes, such as schools, as well as non-profit uses such as churches, hospitals or other institutions, are allocated benefits according to the method of assessment described above. However, since many of these properties are considered non-taxable and/or provide a public function, the District funds the assessed special benefits for these properties from ad valorem revenue and other sources. Thus, it is not necessary to assess these parcels or to increase assessments on other parcels to reflect services to these public and tax-exempt parcels, for services to them are funded with non-assessment revenues.

Miscellaneous, small and other parcels such as roads, right-of-way parcels, and common areas typically do not generate significant numbers of employees, residents, customers or guests and have limited economic value. These miscellaneous parcels receive minimal benefit from the Services and are assessed an SFE benefit factor of 0. Services on such parcels are not provided to benefit those parcels, but to benefit inhabited parcels near them. This is to say, for example, the District treats street gutters not to enhance the value or utility of gutters, but to protect human use of property near those gutters which would be adversely affected by the growth of vectors there.

### Duration of Assessment

The Assessment was levied for fiscal year 2005-06 and every year thereafter, so long as mosquitoes and vectors remain in existence, and the Orange County Mosquito and Vector Control District requires funding from the Assessment for its Services. As noted previously, the Assessment and the duration of the Assessment were approved by property owners in an assessment ballot proceeding. The Assessment will be levied annually after the Orange County Mosquito and Vector Control District Board of Trustees approves an annually updated Engineer's Report, budget for the Assessment, Services to be provided, and other specifics of the Assessment. In addition, the District Board of Trustees must hold an annual public hearing to continue the Assessment.

## Appeals and Interpretation

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the District Manager of the Orange County Mosquito and Vector Control District, or his or her designee. Any such appeal is limited to correction of an assessment during the then current Fiscal Year or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the District Manager, or his or her designee, will promptly review the appeal and any information provided by the property owner. If the District Manager, or his or her designee, finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County of Orange for collection, the District Manager, or his or her designee, is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the District Manager, or his or her designee, shall be referred to the Board of Trustees. The decision of the Board shall be final.

## Assessment of Service Costs

As required by the California Constitution, the proportionate special benefit derived by each parcel within the Assessment District No. 2 and its corresponding assessment obligation shall be determined in relationship to the entirety of the total cost of providing enhanced level of service programs and activities provided by the OCMVCD. The following formulas are used to calculate each parcel's Levy Amount (proportional assessment obligation):

Step 1: The first step is to determine the costs that will be assessed. As has been noted, Assessment District No. 2 funds only a portion of the total cost of OCMVCD. Other funding sources (i) fully fund certain activities provided by the OCMVCD, (ii) fund the identified cost of general benefits of activities that are partially funded by OCMVCD, and (iii) fund a portion of the special benefits of partially funded activities (because the OCMVCD's contribution from other funds far exceeds the identified general benefits of these activities).

Total Assessed Costs = Total Budget – Expenditures from Other Funding Sources

Step 2: Each parcel's proportional special benefit is calculated based on the Single Family Equivalent units rationale previously discussed:

Parcel's Assigned SFEs = Parcel's SFE Factor x (Acreage or Units)



Step 3: The total number of Single Family Equivalent units for Assessment District No. 2 is determined by the sum of all individual SFE(s) applied to parcels that receive a special benefit from the Services. An assessment amount per SFE (Assessment Rate) is established by taking the Total Special Benefit Costs, and dividing that amount by the total number of SFE(s).

Assessment Rate per SFE= Total Assessed Costs / Total Assigned SFEs

Step 4: This Assessment Rate is then applied back to each parcel's individual SFE to determine the parcel's proportionate benefit and assessment obligation.

Parcel Levy Amount = Assessment Rate per SFE x Parcel's Assigned SFEs

Step 5: Those properties which are identified as non-taxable and/or provide a public function for which the OCMVCD will pay their proportional assessment obligation are identified. The total amount of these assessments (District Contribution for Non-Assessed Parcels) is deducted from the Total Amount to Be Levied to derive the balance to levy (Net Amount to Be Assessed on Tax Roll).

Total Amount to Be Levied – District Contribution for Non-Assessed Parcels =

Net Amount to Be Assessed on Tax Roll

## Assessment

**WHEREAS**, the Orange County Mosquito and Vector Control District Board of Trustees directed the undersigned Engineer of Work to prepare and file a report presenting an estimate of costs of Services, a diagram for an assessment district and an assessment of the estimated costs of Services, and the special and general benefit conferred thereby, upon all assessable parcels within the District as depicted in the Assessment Diagram included in this report;

**NOW, THEREFORE**, the undersigned in accordance with the provisions of Article XIID of the California Constitution, the Government Code and the Health and Safety Code and the order of the Board of Trustees, hereby make the following determination of an assessment to cover the portion of the estimated cost of the Services, and the costs and expenses incidental thereto to be paid by the Orange County Mosquito and Vector Control District.

The District has evaluated and estimated the costs of extending and providing the Services to the Assessment Area. The estimated costs are summarized in Figure 1 and detailed in Figure 4, below.

The amount to be paid for the services and improvements and the expenses incidental thereto, to be paid by the Orange County Mosquito and Vector Control District for the fiscal year 2024-25 is generally as follows:

**Figure 4 - Summary Cost Estimate (FY 2024-25 Budget)**

Description	Cost
Vector Control Services and Related Expenditures	\$17,833,160
Incidental Expenses	\$90,000
District Contribution for General Benefits / Other Services	<u>(\$9,893,948)</u>
Total Amount to Be Levied as Special Benefit	\$8,029,212
Calculated Assessment Rate FY 2024-25	<b>\$8.81</b>
Total Single Family Equivalent Units ( <i>Non-Assessed Parcels</i> )	14,326
District Contribution for Non-Assessed Parcels	<u>(\$126,212)</u>
Net Amount to Be Assessed on Tax Roll	<b>\$7,903,000</b>
Total Single Family Equivalent Units (SFEs)	911,374.81
Total Single Family Equivalent Units ( <i>Non-Assessed Parcels</i> )	<u>14,326</u>
Total Single Family Equivalent Units ( <i>Assessed Parcels</i> )	897,048.81
Applied Assessment Rate FY 2023-24	<b>\$8.81</b>

An Assessment Diagram is hereto attached and made a part hereof showing the exterior boundaries of the Assessment Area. The distinctive number of each parcel or lot of land is its Assessor Parcel Number appearing on the Assessment Roll.

I do hereby determine and apportion the net amount of the cost and expenses of the Services, including the costs and expenses incidental thereto, upon the parcels and lots of land within the District, in accordance with the special benefits to be received by each parcel or lot, from the Services, and more particularly set forth in the this Engineer's Report.

The assessment determination is made upon the parcels or lots of land within the District in proportion to the special benefits to be received by the parcels or lots of land, from the Services.

The assessment will be annually reviewed and adjusted. The amount of the adjustment will be tied to the annual change in the Consumer Price Index for the Los Angeles-Riverside-Orange County Area ("CPI"), with a maximum annual adjustment not to exceed 3%. In the event that the annual change in the CPI exceeds 3%, any percentage change in excess of 3% can be cumulatively reserved as the "Unused CPI" and can be added to the annual change in the CPI for years in which the CPI change is less than 3%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 3%, or 2) the change in the CPI plus any Unused CPI as described above. The initial maximum assessment rate balloted and established in Fiscal Year 2004-05 was \$5.42.

Based on the preceding annual adjustments, the maximum assessment rate for Fiscal Year 2023-24 was \$8.55. The annual change in the CPI from January 2023 to January 2024 for All Urban Consumers in the Los Angeles-Riverside-Orange County Area as reported by the United States Department of Labor, Bureau of Labor and Statistics was 2.53% and the unused carryover CPI from previous years was 7.28%. Therefore, the maximum authorized assessment rate for Fiscal Year 2024-25 has been increased by 3.0%, from \$8.55 to \$8.81 per Single Family Equivalent unit (SFE). The estimate of cost and budget in this Engineer's Report supports assessments for Fiscal Year 2024-25 at the rate of \$8.81 per SFE unit, which is the maximum authorized assessment rate, and does not constitute an increase of the rate requiring notice, hearing, resulting in a proposed assessment rate for District No. 2 for FY 2024-25 of \$8.81 per EBU. This assessment rate results in an increase of \$0.26 per single-family equivalent benefit unit.

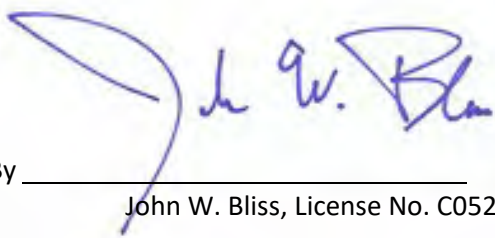
Each parcel or lot of land is described in the Assessment Roll by reference to its parcel number as shown on the Assessor's Maps of the County of Orange for the fiscal year 2024-25. For a more particular description of the property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of the County of Orange.

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the amount of the assessment for the fiscal year 2024-25 for each parcel or lot of land within the Mosquito, Fire Ant and Disease Control Assessment Area.<sup>3</sup>

Dated: April 25, 2024



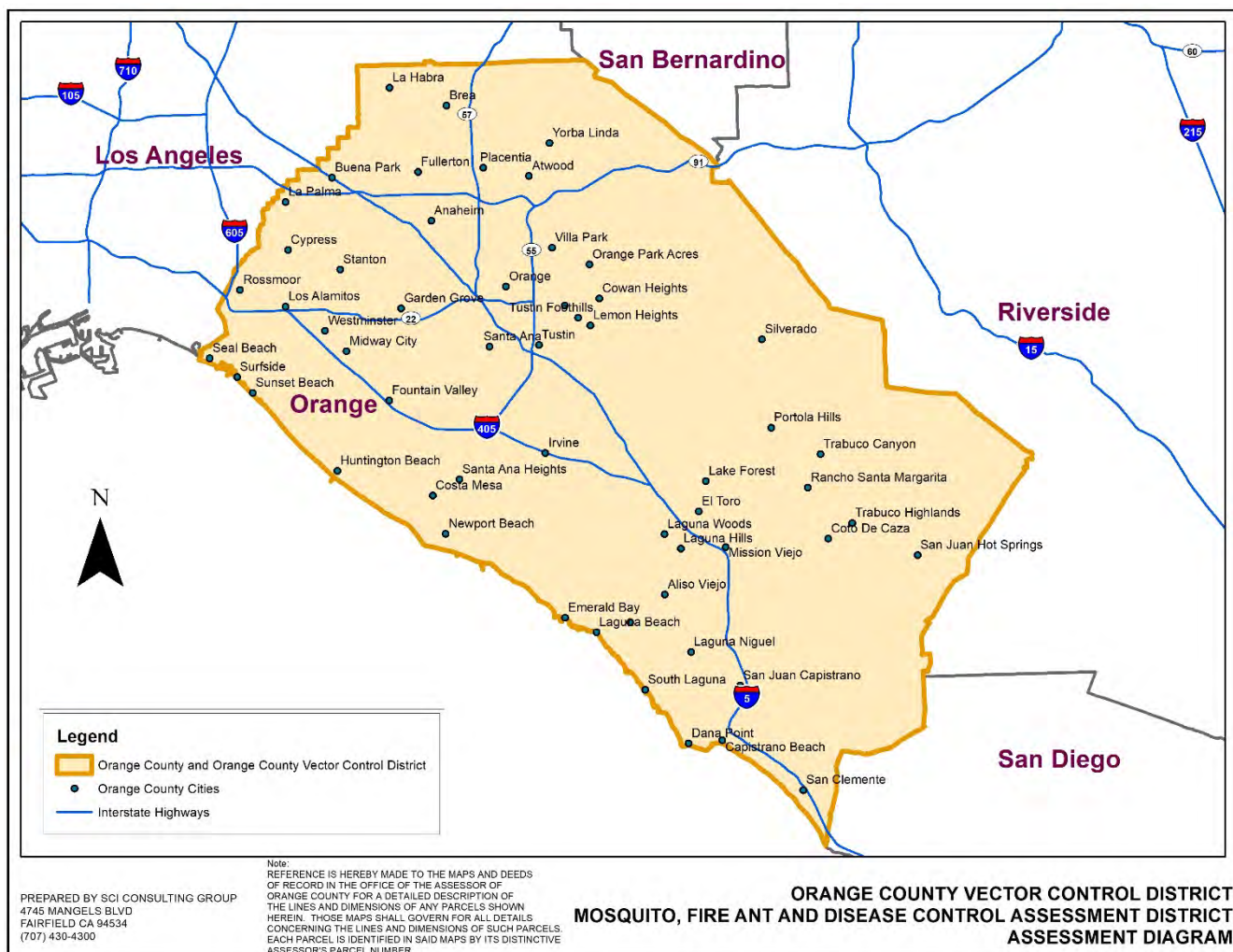
Engineer of Work

By  \_\_\_\_\_  
John W. Bliss, License No. C052091

<sup>3</sup> Each parcel has a uniquely calculated assessment based on the estimated level of special benefit to the property as determined in accordance with this Engineer's Report.

# Assessment Diagram

The assessment district area includes all properties within the boundaries of Orange County Mosquito and Vector Control District and is displayed on the following Assessment Diagram.



**Orange County Mosquito and Vector Control District**



Mosquito, Fire Ant and Disease Control Assessment (Assessment District No. 2)  
Engineer's Report, FY 2024-25

## Assessment Roll

Reference is hereby made to the Assessment Roll in and for the Assessment District on file in the office of the District Manager for the Orange County Mosquito and Vector Control District, as the Assessment Roll is too voluminous to be bound with this Report.

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**Orange County Mosquito and Vector Control District**



Mosquito, Fire Ant and Disease Control Assessment (Assessment District No. 2)  
Engineer's Report, FY 2024-25

**RESOLUTION NO. 579**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT**

**APPROVING THE ENGINEER'S REPORTS, CONFIRMING THE ASSESSMENT DIAGRAM AND  
ASSESSMENT AND ORDERING THE LEVY OF ASSESSMENTS FOR FISCAL YEAR 2024-25  
FOR THE DISTRICT'S VECTOR SURVEILLANCE AND CONTROL ASSESSMENT ("DISTRICT  
NO.1 ASSESSMENT") AND FOR THE DISTRICT'S MOSQUITO, FIRE ANT AND DISEASE  
CONTROL ASSESSMENT ("DISTRICT NO. 2 ASSESSMENT")**

WHEREAS, Section 2082 of the Health and Safety Code authorizes the Orange County Mosquito and Vector Control District ("OCMVCD") to levy special benefit assessments to finance vector control projects and programs; and

WHEREAS, pursuant to this authority, OCMVCD annually levies its "Vector Surveillance and Control Assessment," (the "Assessment"); and

WHEREAS, the Assessment is commonly referred to as "Assessment District No. 1 Assessment" and the territory in which the Assessment is levied is commonly referred to as "Assessment District No. 1" (the "Assessment District"); and

WHEREAS, the boundaries of the Assessment District are coextensive with the boundaries of Orange County and services throughout Orange County are funded with proceeds of the Assessment; and

WHEREAS, pursuant to this authority, OCMVCD annually levies its "Mosquito, Fire Ant and Disease Control Assessment," (the "Assessment"); and

WHEREAS, the Assessment is commonly referred to as "Assessment District No. 2 Assessment" and the territory in which the Assessment is levied is commonly referred to as "Assessment District No. 2" (the "Assessment District"); and

WHEREAS, the boundaries of the Assessment District are coextensive with the boundaries of Orange County and services throughout Orange County are funded with proceeds of the Assessment; and

WHEREAS, by its Resolution No. 573, this Board directed SCI Consulting Group (the "Assessment Engineer") to prepare a report with regard to the Fiscal Year 2024-25 levy of the Assessment; and

WHEREAS, the Engineer has filed with the Board a report entitled "Orange County Mosquito and Vector Control District, Vector Surveillance and Control Assessment 2024-25 Engineer's Annual Levy Report" (the "Report"), which is on file in the District's offices and available for public inspection; and

WHEREAS, the Engineer has filed with the Board a report entitled "Orange County Mosquito and Vector Control District, Mosquito, Fire Ant & Disease Control Assessment 2024-25 Engineer's Annual Levy Report" (the "Report"), which is on file in the District's offices and available for public inspection; and

WHEREAS, a notice of a public hearing was published in the Los Angeles Times at the appointed time and place of May 16, 2024 at the hour of 3 o'clock p.m. the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the levy were fully heard and considered by this Board, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board thereby acquired jurisdiction to order the continuation of the assessments prepared by and made a part of the Engineer's Report to pay the costs and expenses thereof; and

WHEREAS, this Board desires to take the actions necessary to levy the Assessment for Fiscal Year 2024-25.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Orange County Mosquito and Vector Control District that:

SECTION 1. The above recitals are true and correct.

SECTION 2. SCI Consulting Group, the Engineer of Work for purposes of these proceedings, has hereby prepared Engineer's Reports for Assessment No. 1 and for Assessment No. 2 (the "Reports") in accordance with the provisions of the Health and Safety Code section 2080 et seq. and Article XIID of the California Constitution and has filed the Reports with the Secretary of the Board for submission to the Board. The Reports are hereby deemed confirmed and approved.

SECTION 3. The public interest, health, convenience, and necessity require that the assessments be made.

SECTION 4. The Engineer's Report for Assessment No. 1 together with the diagram of the Assessment contained therein and the proposed assessment roll for Fiscal Year 2024-25 is hereby confirmed and approved.

SECTION 5. The Engineer's Report for Assessment No. 2 together with the diagram of the Assessment contained therein and the proposed assessment roll for Fiscal Year 2024-25 is hereby confirmed and approved.

SECTION 6. That based on the oral and documentary evidence, including the Engineer's Report for Assessment No. 1, offered and received at the public hearing, the Board expressly finds and determines that: (a) each of the several lots and parcels of land within the District Boundaries will be specially benefited by the services to be financed by the assessment proceeds in at least the amount of the assessment apportioned against such lots and parcels of land, respectively; and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, said finding and determination as to special benefit to property within the District Boundaries from the vector surveillance and control services to be financed with the assessment proceeds.

SECTION 7. That based on the oral and documentary evidence, including the Engineer's Report for Assessment No. 2, offered and received at the public hearing, the Board expressly finds and determines that: (a) each of the several lots and parcels of land within the District Boundaries will be specially benefited by the services to be financed by the assessment proceeds in at least the amount of the assessment apportioned against such lots and parcels of land, respectively; and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, said finding and determination as to special benefit to property within the District Boundaries from the mosquito, fire ant, and disease control services to be financed with assessment proceeds.



SECTION 8. That assessment for Fiscal Year 2024-25 for Assessment No. 1 shall be levied at the assessment rate of ONE DOLLAR AND NINETY-TWO CENTS (\$1.92) per single-family equivalent benefit unit with estimated total annual assessment revenues of \$1,586,000.

SECTION 9. Resolution No. 274 adopted by the Board authorized annual rate adjustments to the Assessment District No. 2 Assessment equal to the change in the Los Angeles Area Consumer Price Index ("CPI"), but not to exceed 3% (three percent) per year. The change in the CPI from January 2023 to January 2024 was 2.53%. Consequently, the maximum rate authorized under Resolution No. 274 is \$8.81 per single family equivalent benefit unit. The levy of the Assessment District No. 2 Assessment at any rate of \$8.81 or less per single family equivalent benefit unit does not constitute an "increase" of the rate requiring notice, hearing, balloting, and protest proceedings pursuant to Article XIID, resulting in a proposed assessment rate for District No. 2 for FY 2024-25 of \$8.81 per EBU.

SECTION 10. That assessment for Fiscal Year 2024-25 for Assessment No. 2 shall be continued at the assessment rate of EIGHT DOLLARS AND EIGHTY-ONE CENTS (\$8.81) per single-family equivalent benefit unit. The estimated total annual assessment levy for Fiscal Year 2024-25 is \$7,903,000.

SECTION 11. The Board hereby finally approves the Reports and the program of services described therein, and the Board confirms the assessment diagrams and the Assessments as set forth in the Reports.

SECTION 12. The assessments are levied without regard to property valuation.

SECTION 13. OCMVCD staff is directed to file a certified copy of the approved Assessments with the Auditor of the County of Orange. Pursuant to Section 2082(d) of the Health & Safety Code, the Assessments shall be collected at the same time and in the same manner as county taxes. The county may deduct an amount not to exceed its actual costs incurred for collecting the assessments before remitting the balance to OCMVCD. The Assessment shall be a lien on all the property benefited. Liens for the Assessment shall be of the same force and effect as liens for property taxes, and their collection may be enforced by the same means as provided for the enforcement of liens for county taxes. The OCMVCD hereby certifies that the assessments to be placed on the 2024-25 property tax bills meet the requirements of Proposition 218 that added Articles XIIC and XIID to the California Constitution.

PASSED, APPROVED, and ADOPTED by the Board of Trustees of the Orange County Mosquito and Vector Control District at its regular meeting thereof held on the 16<sup>th</sup> day of May 2024, at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

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Craig Green, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees of the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on May 16, 2024:

APPROVED AS TO FORM:

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Robert Ruesch, Secretary

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Alan R. Burns, District Counsel



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 16, 2024

## AGENDA REPORT

### AGENDA ITEM F.3

**Prepared By:** Steve Shepherd, Director of Operations  
**Submitted By:** Lora Young, District Manager

#### Agenda Title:

Approve up to \$600,000 for the Construction of a Prefabricated Sterile Insect Technique (SIT) Rearing Facility

#### Recommended Action:

District staff recommends the Board approve up to \$600,000 to build a prefabricated SIT mosquito rearing facility.

#### Executive Summary:

Sterile Insect Technique (SIT) is a method used for mosquito control that involves the mass rearing, sterilization, and release of sterilized male mosquitoes into target areas. These sterile males then mate with wild females, resulting in infertile eggs, effectively reducing the mosquito population over time. The process typically involves irradiating the male mosquitoes, rendering them sterile, while maintaining their ability to mate. As a result, the technique offers a sustainable and environmentally friendly approach to mosquito control without the use of chemical pesticides. Additionally, SIT programs are often tailored to target specific mosquito species, making them highly effective in regions where particular species pose significant public health risks.

Utilizing SIT for mosquito control offers numerous benefits. First, it is an alternative to traditional pesticide-based methods, reducing environmental pollution and minimizing harm to non-target organisms. Furthermore, SIT programs can be highly targeted, focusing efforts on areas where mosquito populations are most problematic, thereby maximizing the efficiency of integrated pest management strategies. Overall, the implementation of SIT represents a promising strategy for mitigating the spread of mosquito-borne diseases while promoting environmental stewardship and public health. The confirmation of locally acquired dengue infections in humans in southern California 2023 has shown new control strategies are needed quickly.

There are several methods of SIT currently being developed: *Wolbachia*, Genetic modification, and irradiation. SIT using x-ray irradiation does not require any special regulatory permits. According to the Centers for Disease Control (CDC) irradiation SIT is not harmful to people or animals and is currently the only authorized SIT type in California. Additionally, its known pricing, stable production, and potential applicability to other mosquito species are significant benefits.

**Background:**

Since early 2022, the Orange County Mosquito and Vector Control District (OCMVCD) staff have been collaborating with the staff of the Greater Los Angeles County Vector Control District (GLACVCD) to develop a SIT project that would benefit both agencies due to their shared border. A cooperative agreement was entered into by OCMVCD and GLACVCD to purchase equipment and initiate a joint pilot project to assess the effectiveness of the SIT method of x-ray sterilization of *Aedes aegypti* male mosquitoes. The Board of Trustees approved an allocation of \$200,000 for facility improvements, the purchase of an irradiator, and one Limited Term Laboratory staff for the SIT project.

The SIT Joint Pilot Project goals are to 1) develop processes for irradiation of adult male mosquitoes, 2) assess efficacy of x-ray sterilized *Aedes aegypti* males to suppress local populations of mosquitoes, and 3) evaluate if SIT has potential to be a limited strategic tool for disease prevention in high-risk areas. In Orange County the project area is approximately 0.25 square miles or 100 acres (approximately 600 homes) and located in Mission Viejo. The resources allocated to the SIT pilot project are to complete and assess the sterile male releases within the Mission Viejo area only.

Phase 1 of the joint project, included identifying a suitable project area, communicating with city officials and residents residing in the project areas, performing initial mark, release, and recapture (MRR) assessments were all conducted in 2023. Phase 2 will include increasing production of laboratory raised mosquitoes (local strain), performing additional trapping, and the release of sterile male mosquitoes in the project area. The current facilities and staffing at the District, do not have the capacity to produce the quantity of mosquitoes required for the project weekly releases.

**SIT Laboratory Space**

Staff have been researching options for the construction of a mosquito rearing facility for the District's Sterile Insect Technique Project. Requests for proposals have been completed. Staff have reviewed the proposals and recommend Instant Cleanroom Solutions (ICS) be awarded the contract in the amount of \$573,333 to build a prefabricated structure inside Haster unit #12989. The structure would include the necessary infrastructure including temperature controls, humidity controls, electrical, lighting, water, and drainage to mass rear mosquitoes weekly. The facility will allow staff to rear mosquitoes necessary for the expansion of the sterile insect pilot project currently underway in Orange County.

Staff met with the Operations Committee on April 15, 2024, to provide an update of the SIT pilot project and additional funding requests. The Operations Committee reviewed the project scope which included additional resources and personnel, and infrastructure that would support the current 0.25 square mile project in Mission Viejo. Significant additional funding and staffing would be required for a larger program to assist with disease suppression.

The Operations Committee recommended the Board of Trustees approve the funding for a SIT facility and add one additional Limited-term Laboratory Assistant with the FY 2024-25 budget. A \$200,000 allocation was made for the SIT Facility in FY 2023-24. The full \$600,000 is budgeted in FY 2024-25.

**Strategic Plan Compliance:**

This action complies with the District's Strategic plan Goal 3.1: Minimize nuisance burden and risk of disease transmission by Invasive Aedes.

**Fiscal Impact:**

**What Amount is being requested?** \$600,000

**Is the Amount Requested Budgeted in the Current Fiscal Year?** Budgeted in FY 2024-25

**If No, What Funds Are Requested?**

**Previous Relevant Board Actions for This Item: None**

**Exhibits:**

**Exhibit A: Copy of Proposal from Instant Cleanroom Solutions**



March 11th, 2024

Steve Shepherd  
Director of Operations  
13001 Garden Grove Blvd.  
Garden Grove, CA 92843

**Re: "Insect Rearing Lab Project"**

Dear Mr. Shepherd,

Instant Cleanroom Solutions is pleased to offer the following pricing for the Insect Rearing Lab from the drawings provided by Steve Shepherd and the job walk that took place on January 10th, 2024. This includes the additional insurance requested in the draft contract.

Inclusions:

1. Demo and Modification of Existing Unit 12898

Demo -

- 40' of Existing Wall
- 1000 ft<sup>2</sup> of Existing Ceiling
- Door Between Rooms A and B
- All Laminate Flooring

Framing and Drywall -

- New Wall to Separate Units 12990 and 12898
- Frame, Supply, and Install New 3'x7' Doorway to Connect Units 12896 and 12898
- Seal All Doorways and Vents to Unit 12990
- Paint Patched Areas in Unit 12898
- Drywall Repair Sealed Doors in Units 12990 and 12898 and Sealed Vents in Unit 12898

2. Provide Materials and Construct Approximately 878 ft<sup>2</sup> of Modular Lab Space

Ceiling -

- 878 ft<sup>2</sup> Cleanroom Ceiling Grid and Aluminum Ceiling Tiles with Neoprene Gaskets for Humidity Control
- LED 2'x4' Light Fixtures throughout Modular Lab Space

Walls -

- 169' of New 6 mil. Aluminum Walls w/ 9' High Ceilings
- (4) 3'x7' Doors w/ 1' Window in Each Door
- (3) "Unhtd" 14"Hx39"Wx15"D Galv St Air Curtain

Structural Supports -

- White Powder Coated Tube Steel Columns w/ Welded Base Plates Where Necessary
- 20 ga. Galvanized Corrugated Roof Deck
- 12 ga. Galvanized C-Channel Support Beams Where Necessary

Windows -

- Install Blackout Tint to All Northfacing Windows in Room A

Plumbing -

- Dechlorination System to Rooms B and C (4 Drops/3 Sinks) - 300 Gal per Day
- (3) Stainless Steel Sinks One of Which Being a 3 Compartment Sink (Spec Sheets to be Provided)
- (4) Drops/Spouts on Wall (No Sink)
- Condensate Piping to HVAC Units to be PVC Sch40
- Reverse Osmosis System - 50 Gal/Day (Falsken-FAL-RO5-105HA-BP Head Unit w/ FAL-RO-MATE-30, 20 Gal Storage Tank)

Under or Near Room C Sink

- Provide (2) Insta-Hots to Sinks in Rooms C and D
- Saw Cut Concrete for Trench Drain (Aproximately 20')
- Supply and Install Trench Drain Per Plans w/ Trap and Trap Primer

Saw Cut, Dig, Fill, Compact, and Pour Back for Underground Drain Line Piping from Sinks (Rooms C and D) and Trench Drain to Tie in Point (Assumes All UG Piping Equals 100')

Drain Lines to be ABS or Cast Iron

Material for Supply Plumbing to be Type "L" Copper w/ Propress Fittings

Electrical -

Add (6) 120V Outlets (Room A)

(29) 120V Duplex Recepticles in Rooms B, C, and D.

(2) 120V Quad Recepticles

Timeable and Dimable Lighting in Rooms B and D

Lights for Room C on Standard Switch

Provide Power for All HVAC Units, Insta Hots, and Humidifiers

Provide All Power for Lights

Move Panel From Warehouse to Room A

Mechanical -

(2) Rooftop Packaged Units to serve Rooms B, C, D for temperature control.

Dedicated Humidifier for Room B Range 65-75%

Dedicated Humidifier for Room D Range 65-75%

Paint-

Paint Walls in Warehouse Space in Unit 12898

Paint Unit 12990 Only Where Doors Are Added or Deleted

Flooring -

Rubber Cove Base to Room A

Smooth and Seal Concrete Floor with Slip Resistant Coating

Grind and Seal Concrete for Trench Drain

Clean -

Post Construction Clean

Haul Away of Construction Materials and Debris

Site Protection

<b>Base Cost for Modular Labs</b>	<b>\$ 499,451</b>
<b>Permit Design Drawings</b>	<b>\$ 28,625</b>
<b>Approximate Permit Costs</b>	<b>\$ 9,783</b>
<b>Bond Cost (3% of Total Cost)</b>	<b>\$ 14,984</b>
<b>*Contract Requested Builders Risk</b>	<b>\$ 1,316</b>
<b>*Contract Requested \$4M Excess Liability</b>	<b>\$ 19,174</b>
<b>VE 1 (Minimize Patch and Paint and Underground Piping)</b>	<b>\$ (13,377)</b>
<b>VE 2 (Minimize Modular Walls, Cannot be Combine with VE1)</b>	<b>\$ (26,450)</b>

Exclusions:

1. FDA & USP validation.
2. Additional equipment not outlined above. It is assumed the owner will provide any additional equipment.
3. ADA and accessibility upgrades.
4. Parking lot upgrades.
5. Building modifications to existing building including structural and power upgrades. It is assumed existing power and structural will handle new labs.
6. Excludes unforeseen conditions in soil when excavating for plumbing.
7. Fire sprinkler, fire life and safety, and fire alarm work.
8. Demolition beyond what is stated in the inclusions.
9. Anything not outlined in the inclusions above.
10. Any drywall repairs beyond what is stated in the inclusions above.
11. Any upgrades to existing HVAC equipment.

Clarifications:

1. Quote is valid for 60 days.
2. Jobsite must be on first floor, unless otherwise mentioned.
3. Installation to be performed by a non-union crew.
4. Crew to have uninterrupted access to site of duration of project Mon-Fri 7:00am to 4:00pm.
5. Any modifications can cause delay in scheduling or increases in price.
6. Existing floor to be in "reasonably" good condition and level.
7. Installation price does not include floor patching or leveling except what is stated in the inclusions.
8. Assume electrical panel is single phase with adequate space for additional electrical.
9. Sales tax not included unless otherwise indicated.
10. Assumes plumbing drain to be tied into does not exceed 25' from the trench drain.



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 16, 2024

## AGENDA REPORT

### AGENDA ITEM F.4

**Prepared By:** Lora Young, District Manager  
**Submitted By:** Lora Young, District Manager

#### Agenda Title:

Vote for Special District Representative to the Orange County Local Agency Formation Commission (OC LAFCO)

#### Recommended Action:

Staff recommends that the Board of Trustees select one candidate for the position of Special District Representative on the Orange County Local Agency Formation Commission (OC LAFCO)

#### Executive Summary:

On May 6, 2024, the District received ballot information for the purpose of electing a representative on the Orange County Local Agency Formation Commission (OC LAFCO).

Candidates include:

- Jim Fisler, Director, Mesa Water District
- Joe Muller, South Coast Water District

Candidate statements are attached as a part of this report.

Staff recommends that the Board authorize the Board of Trustees President to take action and vote on behalf of the Orange County Mosquito and Vector Control District for the position of Special District Representative on the OC LAFCO Commission.

**Strategic Plan Compliance: None**

**Fiscal Impact: None**

**What Amount is being requested?**

**Is the Amount Requested Budgeted in the Current Fiscal Year?**

**If No, What Funds Are Requested?**

**Previous Relevant Board Actions for This Item:**



**Exhibits:**

**Exhibit A: Candidate Statements**

**Exhibit B: Ballot Information**



**BOARD OF DIRECTORS**

**Shawn Dewane**  
President, Division V

**Marice H. DePasquale**  
Vice President, Division III

**Jim Atkinson**  
Director, Division IV

**Fred R. Bockmiller, P.E.**  
Director, Division I

**James R. Fisler**  
Director, Division II

**RE: Declaration of Candidacy of James R. Fisler for Re-Election to  
OC LAFCO representing the Special Districts of Orange County**

Greetings,

It has been my honor to serve you on the Orange County Local Agency Formation Commission (OC LAFCO) as your Special District Commissioner. Initially elected in July 2019 to the OC LAFCO voting member seat, I was re-elected in 2020 by Orange County's Independent Special Districts. Previously, I was elected to serve as the Special District Alternate Commissioner by the Independent Special Districts Selection Committee in 2011, and re-elected in 2014 and 2018.

During my service since 2011, I have sat on the dais and participated fully in all OC LAFCO discussions on all agenda items, and thus have broad knowledge of the OC LAFCO process and experience as a Commissioner. As such, I am the most experienced and qualified candidate.

I have been an effective Commissioner at OC LAFCO who has positively influenced decisions that have benefitted special districts and protected local control, while also safeguarding the interests of over 3 million Orange County residents.

I have been a strong advocate for the Special Districts of Orange County on OC LAFCO, as well as at the Independent Special Districts of Orange County (ISDOC) where I served as President in 2017 and 2018, and where I reduced ISDOC member dues by 75 percent.

I have personally visited all of the Independent Special Districts in Orange County multiple times over the past 12+ years. It has been a distinct honor to serve Orange County's Special Districts as a voting member at OC LAFCO to ensure the economical, effective, and efficient delivery of government services to the public.

As a voice for Special Districts serving the communities of Orange County, I have delivered on my promise to you that OC LAFCO would be more of a facilitator than an initiator of actions. Additionally, I remain committed to enhancing communications and information-sharing with you. This is now reflected in OC LAFCO's work-plan.

Lastly, to achieve my goal of providing transparency and strong leadership for you at OC LAFCO, for the past four years and counting, I have been distributing quarterly editions of *The Special Districts Dialogue* newsletter which provides an update on the Commission's recent activities relevant to Special Districts. I hope you find the newsletter information valuable, and I welcome your feedback.

Feel free to contact me at 714.423.4351 with any questions or requests regarding OC LAFCO, and please see the my statement of qualifications that accompanies this letter. Thank you for your consideration of my knowledge, experience, commitment, and results. I hope to receive your vote for this very important seat.

Sincerely,

James R. Fisler  
OC LAFCO Commissioner and Mesa Water Director

**Providing an abundance of local, reliable, clean, safe water.**

1965 Placentia Avenue Costa Mesa, CA 92627

**MesaWater.org**

# Re-Elect James R. Fisler to OC LAFCO

*\* KNOWLEDGE \* EXPERIENCE \* COMMITMENT \* RESULTS \**

## James R. Fisler – Mesa Water District Director



- **Orange County Local Agency Formation Commission (OC LAFCO)** Special District Commissioner, 2019-present
- **OC LAFCO** Special District Alternate Commissioner, 2011-2019
- **Independent Special Districts of Orange County (ISDOC) Executive Committee** – Immediate Past President, 2018-2020; President, 2016-2018
- **Mesa Water District** Director, 2009-present; President, 2012-2014
- **Mesa Water District Improvement Corporation** President, 2010-2012 & 2017-2022; Engineering & Operations Committee Chairman; Legislative & Public Affairs Committee Vice Chairman
- **Association of California Water Agencies (ACWA)** Local Government Committee, 2016-2019, 2022-present
- **County of Orange Housing & Community Development Commission** – Vice Chair, 2019-2021; Commissioner 2017-2021 (appointed by the Orange County Board of Supervisors)
- **City of Costa Mesa**
  - Planning Commissioner & Vice Chairman, 2004-2009
  - Parks & Recreation Commissioner, 2002-2004
  - Finance Committee, 2014-2017; Finance Committee Chairman, 2016-2017; Finance & Pension Advisory Committee Chairman, 2017-2020
  - Residential Rehabilitation & Redevelopment Committee, 1999-2009
  - Citizen’s Police Academy graduate; Neighbors for Neighbors volunteer
- **Costa Mesa Chamber of Commerce** Board Member, 2017-present
- **Costa Mesa Senior Center** Board Member
- **Friends of Costa Mesa Libraries** Board Member

As your advocate at OC LAFCO over the past 12+ years, James R. Fisler (Jim) has been a strong leader and voice for Special Districts. Committed to promoting outstanding customer service, and to the efficient delivery of government services, Commissioner Fisler is grateful to have served as your representative at both OC LAFCO and ISDOC, where he reduced member dues by 75 percent.

With a passion for public policy and community service, Commissioner Fisler prioritizes protecting local control and representing the interests of Orange County’s water, stormwater, sanitary, sewer, cemetery, library, vector control, recreation and parks, and community services districts.

Commissioner Fisler is a Broker/Associate with Torelli Realty in Costa Mesa and a Mortgage Loan Officer with CB Loans in Redondo Beach. Prior to that, he was a Southern California regional manager for Nordstrom for over 12 years.

# Joe Muller for LAFCO

## Special District Representative



It is an honor to put my name forward as a candidate for Special District Representative to the Orange County Local Agency Formation Commission (OC LAFCO), and I would respectfully ask for your district's support of me for this position.

LAFCO is currently in the midst of its planned schedule of countywide Municipal Service Reviews, and as such it is critical that the participation of the Special District representatives on the Commission are closely involved in this process to ensure fair and effective representation of our 26 agencies.

My diversified background in public service has equipped me with the unique perspective and experience that makes me ideally suited to serve on OC LAFCO. I was elected to the Dana Point City Council in 2014 and twice served as Mayor during my Council tenure prior to terming out in 2022, at which time I ran for and was elected to the South Coast Water District Board.

My contributions extend to various regional boards, including:

- Orange County Transportation Authority Board of Directors (where I chaired the Regional Planning and Highways Committee)
- Foothill/Eastern Transportation Corridor Agency (TCA) – Vice Chair, 2022
- LOSSAN Rail Corridor Agency Board of Directors
- Orange County Fire Authority Board of Directors – Chair, 2022; Vice Chair, 2021
- Orange County Parks Commission – Chair, 2021

In addition, I have been a representative to the League of California Cities, Orange County Council of Governments, South Orange County Association of Mayors, Association of California Cities-Orange County, and Orange County City Selection Committee.

These experiences complement my private sector insights, gained initially as an Environmental Chemist and later in sales, where I enhanced supply chains, contributed to educational advancements, and managed family-owned property investments.

**Your support is invaluable to me, and I am keen to advocate on behalf of your district on OC LAFCO. Thank you for considering my candidacy to represent Orange County's Special Districts.**



**BALLOT**

**REGULAR SPECIAL DISTRICT MEMBER**

Orange County Local Agency Formation Commission (OC LAFCO)

Term of Office Expires 06/30/2028

\_\_\_\_\_  
*Name of District*

**Certification of Voting Member**

I, \_\_\_\_\_, hereby certify that I am (***select one***):  
*Board Member*

the presiding officer of the above-named district.

a member of the Board of the above-named district designated to vote in the absence of the presiding officer pursuant to G.C. §56332(a). I have submitted proof of this designation to the OC LAFCO Executive Officer.

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

\_\_\_\_\_  
*Date*

**CANDIDATES FOR OC LAFCO REGULAR SPECIAL DISTRICT MEMBER:**  
(Check one only.)

James R. Fisler, Mesa Water District

Joe Muller, South Coast Water District

Abstain

