



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

PURSUANT TO GOVERNOR GAVIN NEWSOM'S EXECUTIVE  
ORDER N-29-20 THIS MEETING WILL BE HELD AS A  
TELECONFERENCE MEETING

BOARD OF TRUSTEES MEETING  
THURSDAY MAY 20, 2021  
3:00 P.M.

Observers may view the meeting on Zoom at:  
<https://us02web.zoom.us/j/89157418816>

Or Telephone:

Dial: 888 475 4499 (Toll Free), 877 853 5257 (Toll Free) or 213 338 8477  
Webinar ID: 891 5741 8816

Comments may be submitted via email to [agenda-comments@ocvector.org](mailto:agenda-comments@ocvector.org) up  
to one hour prior to beginning of the meeting.

If you want to make a comment during the meeting, please hit \*9 to raise your  
hand and be recognized by the moderator.



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

**POLICY AND PERSONNEL COMMITTEE MET MAY 5 AT 11:30 AM**  
**OPERATIONS COMMITTEE MET MAY 5 AT 1:30 PM**  
**BUDGET AND FINANCE COMMITTEE MET MAY 10, 2021 AT 11:30 AM**

**NOTICE AND AGENDA  
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
THURSDAY MAY 20, 2021  
891<sup>ST</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, ROLL CALL, AND LATE COMMUNICATIONS**

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:	Mike Posey	Huntington Beach
VICE-PRESIDENT:	James Gomez	La Habra
SECRETARY:	Peggy Huang	Yorba Linda

Aliso Viejo	Richard Hurt	Lake Forest	Vladimir Anderson
Anaheim	Lucille Kring	Los Alamitos	Tanya Doby
Brea	Cecilia Hupp	Mission Viejo	Bob Ruesch
Buena Park	Susan Sonne	Newport Beach	Joy Brenner
Costa Mesa	William Turpit	Orange	Michael Alvarez
Cypress	Jon Peat	Placentia	Craig Green
Dana Point	Richard Viczorek	Rancho Santa Margarita	April Josephson
Fountain Valley	Cheryl Brothers	San Clemente	Jim Dahl
Fullerton	Nick Dunlap	San Juan Capistrano	John Taylor
Garden Grove	Stephanie Klopfenstein	Santa Ana	Cecilia Aguinaga
Huntington Beach	Mike Posey	Seal Beach	Sandra Massa-Lavitt
Irvine	Tammy Kim	Stanton	Gary Taylor
La Habra	James Gomez	Tustin	Rebecca Gomez
La Palma	Nitesh Patel	Villa Park	Crystal Miles
Laguna Beach	Susan Kempf	Westminster	Chi Charlie Nguyen
Laguna Hills	Erica Pezold	Yorba Linda	Peggy Huang
Laguna Niguel	Rischi Paul Sharma	County of Orange	Elizabeth Guillen-Merchant
Laguna Woods	Shari Horne		

4. Late/Other Communications

**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**

1. District Staff will give a presentation entitled "Sterile Insect Technique (SIT) from Medflies to Mosquitoes: An Update on Emerging Technologies/Strategies to Combat Invasive Aedes Mosquitoes"

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

1. Policy and Personnel Committee
2. Operations Committee
3. Budget and 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 of April 15, 2021
2. Approve the Warrant Register for March 2021 (Exhibit A)
3. Approve the Monthly Financial Report for March 2021 (Exhibit A)
4. Approve Annual Report of Expense Reimbursement for 2020 (Exhibit A)
5. Receive and File Annual Health Benefit Broker Fees and Commission Disclosure

**F. BUSINESS ITEMS**

1. Adopt Resolution No. 509 Approving the Operating, Capital, and Revenue Budgets for Fiscal Year 2021-22 (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 2021-22 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. 510 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 2021-22 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 2021-22 for the proposed continuation of the assessment.

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

**F.2.2 Adopt Resolution No. 510 (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 2021-22, the Board of Trustees adopt by roll call vote Resolution No. 510, entitled

Approving the Engineer's Reports, Confirming the Assessments for Fiscal Year 2021-22 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. **CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION** - pursuant to paragraph (1) of subdivision (d) of Section 54956.9 of the Government Code: *Richard Arnold et al. v. Orange County Mosquito and Vector Control District*, PERB Charge No. LA-CE-1427-M

4. **OPEN SESSION:** Disclose any reportable action from closed session

**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 outreach activity in Orange County
3. Staff Presentation: Staff will give an update on operations activity in Orange County
4. Receive and File Laboratory Reports – Included in agenda packet

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

**I. DISTRICT MANAGER'S REPORT – Discussion and Possible Action**

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

**K. CORRESPONDENCE – Discussion and Possible Action**

**L. FUTURE AGENDA ITEMS**

**M. ADJOURNMENT**

1. Adjourn to the next regular meeting on June 17, 2021 starting at 3:00 p.m. at the Orange County Mosquito and Vector Control District offices, 13001 Garden Grove Blvd., Garden Grove, CA 92843



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

PURSUANT TO GOVERNOR GAVIN NEWSOM'S EXECUTIVE  
ORDER N-29-20 THIS MEETING WILL BE HELD AS A  
TELECONFERENCE MEETING

POLICY AND PERSONNEL COMMITTEE  
WEDNESDAY MAY 5, 2021  
11:30 A.M.

Observers may view the meeting on Zoom at:  
<https://us02web.zoom.us/j/87823149014>

Or Telephone:  
Dial: 888 475 4499 (Toll Free) 877 853 5257 (Toll Free) 213 338 8477  
Webinar ID: 878 2314 9014

Comments may be submitted via email to [agenda-comments@ocvector.org](mailto:agenda-comments@ocvector.org) up  
to one hour prior to beginning of the meeting.

If you want to make a comment during the meeting, please hit \*9 to raise your  
hand and be recognized by the moderator.



**POLICY AND PERSONNEL COMMITTEE  
MEETING NOTICE  
MAY 5, 2021  
11:30 A.M.**

TO: Policy and Personnel Committee  
Tammy Kim  
Sue Kempf  
Shari Horne  
Tanya Doby  
Craig Green  
April Josephson  
Jim Dahl  
Cecilia Aguinaga (C)  
Rebecca Gomez  
Irvine  
Laguna Beach  
Laguna Woods  
Los Alamitos  
Placentia  
Rancho Santa Margarita  
San Clemente  
Santa Ana  
Tustin

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

RE: Policy and Personnel Committee Meeting:  
11:30 a.m., Wednesday, May 5, 2021  
Teleconference Meeting

---

**AGENDA**

1. Call Meeting to Order and Roll Call
2. Public Comments
3. Scientific and Technical Services (Laboratory) proposed staffing plan – Discussion and possible action.
4. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION - pursuant to paragraph (1) of subdivision (d) of Section 54956.9 of the Government Code: *Richard Arnold et al. v. Orange County Mosquito and Vector Control District*, PERB Charge No. LA-CE-1427-M
5. OPEN SESSION: Disclose any reportable action from closed session
6. Adjourn

tep



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

PURSUANT TO GOVERNOR GAVIN NEWSOM'S EXECUTIVE  
ORDER N-29-20 THIS MEETING WILL BE HELD AS A  
TELECONFERENCE MEETING

OPERATIONS COMMITTEE  
WEDNESDAY MAY 5, 2021  
1:30 P.M.

Observers may view the meeting on Zoom at:

<https://us02web.zoom.us/j/87395694062>

Or Telephone:

Dial: 888 475 4499 (Toll Free) 877 853 5257 (Toll Free) 213 338 8477  
Webinar ID: 873 9569 4062

Comments may be submitted via email to [agenda-comments@ocvector.org](mailto:agenda-comments@ocvector.org) up  
to one hour prior to beginning of the meeting.

If you want to make a comment during the meeting, please hit \*9 to raise your  
hand and be recognized by the moderator.



**OPERATIONS COMMITTEE  
MEETING NOTICE  
MAY 5, 2021  
1:30 P.M.**

TO: Operations Committee  
Jon Peat  
James Gomez  
Tanya Doby  
Mike Alvarez  
John Taylor  
Sandra Massa-Lavitt  
Crystal Miles  
Cypress  
La Habra  
Los Alamitos  
Orange  
San Juan Capistrano  
Seal Beach  
Villa Park

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

RE: Operations Committee Meeting:  
1:30 p.m., Wednesday, May 5, 2021  
TELECONFERENCE MEETING

---

**AGENDA**

1. Call meeting to Order and Roll Call
2. Select Committee Chair
3. Public Comments
4. Discussion with the Committee on the different types of Sterilized Insect Techniques utilized globally for Suppression of *Aedes aegypti* mosquito populations and their potential for Orange County.
5. Adjourn

tep



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

PURSUANT TO GOVERNOR GAVIN NEWSOM'S EXECUTIVE  
ORDER N-29-20 THIS MEETING WILL BE HELD AS A  
TELECONFERENCE MEETING

BUDGET AND FINANCE COMMITTEE  
MONDAY, MAY 10, 2021  
11:30 A.M.

Observers may view the meeting on Zoom at:  
<https://us02web.zoom.us/j/88289247032>

Or Telephone:  
Dial: 888 475 4499 (Toll Free) 877 853 5257 (Toll Free) 213 338 8477  
Webinar ID: 882 8924 7032

Comments may be submitted via email to [agenda-comments@ocvector.org](mailto:agenda-comments@ocvector.org) up  
to one hour prior to beginning of the meeting.

If you want to make a comment during the meeting, please hit \*9 to raise your  
hand and be recognized by the moderator.



**BUDGET AND FINANCE COMMITTEE  
MEETING NOTICE  
MAY 10, 2021  
11:30 A.M.**

TO: Budget and Finance Committee

Richard Hurt	Aliso Viejo
Mike Posey	Huntington Beach
Nitesh Patel	La Palma
Vladimir Anderson	Lake Forest
Bob Ruesch	Mission Viejo
Jim Dahl	San Clemente
Gary Taylor	Stanton
Crystal Miles (C)	Villa Park
Liz Guillen-Merchant	County of Orange

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

RE: Budget and Finance Committee Meeting:  
11:30 a.m., Monday, May 10, 2021  
Teleconference Meeting

---

**AGENDA**

1. Call the meeting to order and Roll Call
2. Public Comments
3. Approve minutes of April 14, 2021
4. Review Proposed District Budget for FY 2021-22 and 22-23
5. Discuss District Benefit Assessment 1 and Assessment 2
6. Adjourn

tep

## MINUTES OF BUDGET AND FINANCE COMMITTEE MEETING

### Orange County Mosquito and Vector Control District

TIME: 11:30 A.M., April 14, 2021

PLACE: Zoom Teleconference, Remote Meeting

#### Budget and Finance Committee Members Present:

Richard Hurt	Aliso Viejo
Mike Posey	Huntington Beach
Vladimir Anderson	Lake Forest
Bob Ruesch	Mission Viejo
Gary Taylor	Stanton
Crystal Miles (Chair)	Villa Park
Liz Guillen-Merchant	County of Orange

#### Budget and Finance Committee Members Absent:

Nitesh Patel	La Palma
Jim Dahl	San Clemente

#### Others Present:

Richard Howard	District Manager
Tan Nguyen	Finance Manager
Steve Shepherd	Director of Operations
Amber Semrow	Director of Scientific Technical Services
Tina Pacific	Human Resources Manager
Tawnia Pett	Executive Assistant/Clerk of the Board

The meeting was called to order at 11:31 A.M.

- 1. Called the Meeting to Order and Roll Call:** Six members of the committee were present, Trustee Hurt arrived late to the meeting, for a total of seven out of nine members present.
- 2. Public Comments:** None
- 3. Approved minutes of December 17, 2020:** On motion by Trustee Taylor, seconded by Trustee Posey, and passed by unanimous vote, the committee approved the minutes December 17, 2020. Trustee Hurt was not present for the vote.
- 4. Reviewed Proposed District Budget for FY 2021-22 and 22-23:** District Manager Howard gave a presentation to the committee.
- 5. Discussed District Benefit Assessment 1 and 2:** Chris Coulter, from SCI Consulting Group, gave a report to the committee on the District's benefit assessments.
- 6. Adjourned:** Meeting adjourned at 12:03 P.M.



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

PURSUANT TO GOVERNOR GAVIN NEWSOM'S EXECUTIVE  
ORDER N-29-20 THIS MEETING WILL BE HELD AS A  
TELECONFERENCE MEETING

BOARD OF TRUSTEES SPECIAL MEETING  
TUESDAY MAY 11, 2021  
11:30 A.M.

Observers may view the meeting on Zoom at:  
<https://us02web.zoom.us/j/89966232394>

Or Telephone:  
Dial: 888 475 4499 (Toll Free), 877 853 5257 (Toll Free) or 213 338 8477  
Webinar ID: 899 6623 2394

Comments may be submitted via email to [agenda-comments@ocvector.org](mailto:agenda-comments@ocvector.org) up  
to one hour prior to beginning of the meeting.

If you want to make a comment during the meeting, please hit \*9 to raise your  
hand and be recognized by the moderator.



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

**NOTICE AND AGENDA  
OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES  
TUESDAY MAY 11, 2021  
SPECIAL MEETING 11:30 A.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, ROLL CALL, AND LATE COMMUNICATIONS**

1. Call business meeting to order 11:30 a.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:	Mike Posey	Huntington Beach
VICE-PRESIDENT:	James Gomez	La Habra
SECRETARY:	Peggy Huang	Yorba Linda

Aliso Viejo	Richard Hurt	Lake Forest	Vladimir Anderson
Anaheim	Lucille Kring	Los Alamitos	Tanya Doby
Brea	Cecilia Hupp	Mission Viejo	Bob Ruesch
Buena Park	Susan Sonne	Newport Beach	Joy Brenner
Costa Mesa	William Turpit	Orange	Michael Alvarez
Cypress	Jon Peat	Placentia	Craig Green
Dana Point	Richard Viczorek	Rancho Santa Margarita	April Josephson
Fountain Valley	Cheryl Brothers	San Clemente	Jim Dahl
Fullerton	Nick Dunlap	San Juan Capistrano	John Taylor
Garden Grove	Stephanie Klopfenstein	Santa Ana	Cecilia Aguinaga
Huntington Beach	Mike Posey	Seal Beach	Sandra Massa-Lavitt
Irvine	Tammy Kim	Stanton	Gary Taylor
La Habra	James Gomez	Tustin	Rebecca Gomez
La Palma	Nitesh Patel	Villa Park	Crystal Miles
Laguna Beach	Susan Kempf	Westminster	Chi Charlie Nguyen
Laguna Hills	Erica Pezold	Yorba Linda	Peggy Huang
Laguna Niguel	Rischi Paul Sharma	County of Orange	Elizabeth Guillen-Merchant
Laguna Woods	Shari Horne		

4. Late/Other Communications

**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**

1. Presentation of the Proposed FY 2021-21 Budget

**D. ADJOURNMENT**

1. Adjourn to the next regular meeting on May 20, 2021 starting at 3:00 p.m. at the Orange County Mosquito and Vector Control District offices, 13001 Garden Grove Blvd., Garden Grove, CA 92843



“This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Orange County Mosquito and Vector Control District at (714-971-2421), during regular business hours, at least twenty-four hours prior to the time of the meeting.”

"Materials related to an item on the Agenda submitted after distribution of the agenda packet are available for public inspection in the District Office located at Orange County Mosquito and Vector Control District offices, 13001 Garden Grove Blvd., Garden Grove, CA 92843 during normal business hours."



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

PURSUANT TO GOVERNOR GAVIN NEWSOM'S EXECUTIVE  
ORDER N-29-20 THIS MEETING WILL BE HELD AS A  
TELECONFERENCE MEETING

BOARD OF TRUSTEES SPECIAL MEETING  
WEDNESDAY MAY 12, 2021  
11:30 A.M.

Observers may view the meeting on Zoom at:  
<https://us02web.zoom.us/j/88437257796>

Or Telephone:  
Dial: 888 475 4499 (Toll Free), 877 853 5257 (Toll Free) or 213 338 8477  
Webinar ID: 884 3725 7796

Comments may be submitted via email to [agenda-comments@ocvector.org](mailto:agenda-comments@ocvector.org) up  
to one hour prior to beginning of the meeting.

If you want to make a comment during the meeting, please hit \*9 to raise your  
hand and be recognized by the moderator.



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

**NOTICE AND AGENDA  
OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES  
WEDNESDAY MAY 12, 2021  
SPECIAL MEETING 11:30 A.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, ROLL CALL, AND LATE COMMUNICATIONS**

1. Call business meeting to order 11:30 a.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:	Mike Posey	Huntington Beach
VICE-PRESIDENT:	James Gomez	La Habra
SECRETARY:	Peggy Huang	Yorba Linda

Aliso Viejo	Richard Hurt	Lake Forest	Vladimir Anderson
Anaheim	Lucille Kring	Los Alamitos	Tanya Doby
Brea	Cecilia Hupp	Mission Viejo	Bob Ruesch
Buena Park	Susan Sonne	Newport Beach	Joy Brenner
Costa Mesa	William Turpit	Orange	Michael Alvarez
Cypress	Jon Peat	Placentia	Craig Green
Dana Point	Richard Viczorek	Rancho Santa Margarita	April Josephson
Fountain Valley	Cheryl Brothers	San Clemente	Jim Dahl
Fullerton	Nick Dunlap	San Juan Capistrano	John Taylor
Garden Grove	Stephanie Klopfenstein	Santa Ana	Cecilia Aguinaga
Huntington Beach	Mike Posey	Seal Beach	Sandra Massa-Lavitt
Irvine	Tammy Kim	Stanton	Gary Taylor
La Habra	James Gomez	Tustin	Rebecca Gomez
La Palma	Nitesh Patel	Villa Park	Crystal Miles
Laguna Beach	Susan Kempf	Westminster	Chi Charlie Nguyen
Laguna Hills	Erica Pezold	Yorba Linda	Peggy Huang
Laguna Niguel	Rischi Paul Sharma	County of Orange	Elizabeth Guillen-Merchant
Laguna Woods	Shari Horne		

4. Late/Other Communications

**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**

1. Presentation of the Proposed FY 2021-21 Budget

**D. ADJOURNMENT**

1. Adjourn to the next regular meeting on May 20, 2021 starting at 3:00 p.m. at the Orange County Mosquito and Vector Control District offices, 13001 Garden Grove Blvd., Garden Grove, CA 92843



“This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Orange County Mosquito and Vector Control District at (714-971-2421), during regular business hours, at least twenty-four hours prior to the time of the meeting.”

"Materials related to an item on the Agenda submitted after distribution of the agenda packet are available for public inspection in the District Office located at Orange County Mosquito and Vector Control District offices, 13001 Garden Grove Blvd., Garden Grove, CA 92843 during normal business hours."

**MINUTES OF THE 890<sup>th</sup> MEETING**

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

TIME: 3:00 P.M. April 15, 2021

PLACE: 13001 Garden Grove Blvd., Garden Grove, CA 92843  
MEETING TOOK PLACE BY TELECONFERENCE

PRESIDENT:	Mike Posey	Huntington Beach
VICE-PRESIDENT:	James Gomez	La Habra
SECRETARY:	Peggy Huang	Yorba Linda

TRUSTEES PRESENT:

Aliso Viejo	Richard Hurt	Los Alamitos	Tanya Doby
Anaheim	Lucille Kring	Mission Viejo	Bob Ruesch
Brea	Cecilia Hupp	Newport Beach	Joy Brenner
Buena Park	Susan Sonne	Orange	Michael Alvarez
Costa Mesa	Bill Turpit	Placentia	Craig Green
Cypress	Jon Peat	Rancho Santa Margarita	April Josephson
Dana Point	Rick Viczorek	San Clemente	Jim Dahl
Fountain Valley	Cheryl Brothers	San Juan Capistrano	John Taylor
Garden Grove	Stephanie Klopfenstein	Santa Ana	Cecilia Aguinaga
Huntington Beach	Mike Posey	Seal Beach	Sandra Massa-Lavitt
Irvine	Tammy Kim	Stanton	Gary Taylor
La Habra	James Gomez	Tustin	Rebecca Gomez
La Palma	Nitesh Patel	Villa Park	Crystal Miles
Laguna Beach	Sue Kempf	Westminster	Chi Charlie Nguyen
Laguna Hills	Erica Pezold	Yorba Linda	Peggy Huang
Laguna Woods	Shari Horne		

TRUSTEES ABSENT:

Fullerton	Nicholas Dunlap	Lake Forest	Vladimir Anderson
Laguna Niguel	Rishi Paul Sharma	County of Orange	Elizabeth Guillen-Merchant

\*Trustee Guillen-Merchant had an excused absence

OTHERS PRESENT:

Rick Howard, District Manager  
Amber Semrow, Director of Scientific Technical Services  
Steve Shepherd, Director of Operations  
Tawnia Pett, Executive Assistant/Clerk of the Board  
Heather Hyland, Public Information Officer  
Alan Burns, District Counsel

**A. Opening:**

1. **Call the Business Meeting to Order:** President Posey called the meeting to order at 3:03 P.M.
2. **Pledge of Allegiance:** President Posey asked Trustee Peat to lead the Pledge of Allegiance.
3. **Roll Call:** Roll call indicated 31 Trustees were present out of the current Board membership of 35.
4. **Late/Other Communications:**  
**Late Communications:** Exhibit B of Agenda Item E.5  
  
**Other Communications: None**

**B. Public Comments: None****C. Presentations:**

1. District Staff gave a presentation entitled "Take Action! District 2021 Outreach Campaign"

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

1. Budget and Finance Committee Meeting: Committee Chair Miles reported staff presented a summary of the proposed fund balance and staff proposed no changes to the benefit assessments. Budget presentation meetings will be May 5 and 6, 2021.
2. Policy and Personnel Committee: Committee Chair Aguinaga reported the Director of Scientific Technical Services presented a proposed staffing plan that adds one full time position for the coming fiscal year, an Assistant Vector Ecologist. The committee unanimously recommended continuing the process for adding this position to the budget.

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

On motion from Trustee Brothers, seconded by Trustee Kring, and passed by unanimous vote, the Board of Trustees approved Consent Calendar Items E.2 through E.5. Trustee Hurt asked that Agenda Item E.1 be pulled for discussion. Trustee Hurt asked that his Absent vote on agenda item F.2 be changed to an Aye vote. He was at the virtual closed session but was unable to unmute himself to vote. Agenda Item E.1 was passed, as amended, by majority vote due to absences at the previous Board Meeting (Abstained: Trustees Kim and Patel).

Ayes: Trustees Hurt, Kring, Hupp, Sonne, Turpit, Peat, Brothers, Klopfenstein, Posey, Kim, J. Gomez, Patel, Kempf, Pezold, Horne, Doby, Ruesch, Brenner, Alvarez, Green, Josephson, Dahl, J. Taylor, Aguinaga, Massa-Lavitt, G. Taylor, R. Gomez, Miles, Nguyen, and Huang.

Noes: None.

Abstained: None.

Absent: Trustees Viczorek, Dunlap, Sharma, Anderson, and Guillen-Merchant.

1. **Approval of Minutes:** Approved, as amended, without reading, the Minutes of the 889<sup>th</sup> Meeting of the Board of Trustees held March 18, 2021.
2. **Approved Warrant Register for February 2021: (Exhibit A)** Received and filed.
3. **Approved Monthly Financial Report for February 2021: (Exhibit A)** Received and filed.

4. **Adopted Resolution No. 508 to direct the preparation of the Engineer's report for Fiscal Year 2021-22 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 No. 2): (Exhibit A)**
5. **Approved Contract with TeamBuilders Inc DBA Aerial Services for Annual Aerial Pool Surveillance: (Exhibit A, B)**

F. **Business and Action Items:**

1. Discuss 1821 E. Dyer Road, Santa Ana, CA 92705 facility as a suitable District facility for District relocation. **This item was skipped and the board moved directly into closed session**
2. CLOSED SESSION: Under Government Code 54956.8 the board moved into closed session at 3:42 PM to discuss real property at 1821 East Dyer Road, Santa Ana, CA  
**Agency negotiator:** Richard Howard, District Manager, Alan Burns, District Counsel, and Wil Soholt, Kosmont Companies  
**Negotiating parties:** MMACS LLC; SMM LLC, Represented by Owner Representatives JLL  
**Under negotiation:** Price and terms of payment
3. OPEN SESSION: Open session resumed at 4:01 PM. District Counsel Burns reported that, by unanimous vote, the board of trustees voted to terminate negotiations.

Ayes: Trustees Hurt, Kring, Hupp, Sonne, Turpit, Peat, Viczorek, Brothers, Klopfenstein, Posey, Kim, J. Gomez, Patel, Kempf, Pezold, Horne, Doby, Ruesch, Brenner, Alvarez, Green, Josephson, Dahl, J. Taylor, Aguinaga, Massa-Lavitt, G. Taylor, R. Gomez, Miles, Nguyen, and Huang.

Noes: None.

Abstained: None.

Absent: Trustees Dunlap, Sharma, Anderson, and Guillen-Merchant.

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:** Public Information Officer Hyland gave an update on outreach activity in Orange County.
3. **Budget Presentation Special Meetings May 5 and 6, 2021:** Received and filed.
4. **Laboratory Reports- included in agenda packet:** Received and filed.

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

1. Trustees Turpit asked that all future potential district sites have a one-page fact sheet made up.

I. **District Manager's Report:** District Manager Howard reported:

1. Four OCMVCD staff had babies in the month of April.
2. Director of Operations Shepherd gave a report on operations activity in Orange County.

J. **District Legal Counsel Report:** District Counsel Burns reported:

1. The District received a letter purportedly from Orange County Mosquito and Vector Control District employees complaining about the perspective move to the Dyer property and about the District Manager. A memo was sent to all of the trustees before the board meeting. The District Manager responded to the allegations and that was included in the memo from District Counsel. Counsel will be in contact with the Board President about an Executive Committee meeting or a full Board Meeting about the subject.

K. **Correspondence:**

1. Staff reports from conferences attended in February 2021.

L. **Future Agenda Items:**

1. Sterile Medfly Program (SIT) technique

M. **Adjournment:**

1. President Posey adjourned the meeting at 4:36 p.m. to the next regularly scheduled meeting on Thursday, May 20, 2021.

I certify that the above minutes substantially reflect the actions taken by the Board of Trustees at its meeting held April 15, 2021.



\_\_\_\_\_  
Richard Howard, District Manager

Approved as written and/or corrected by the Board of Trustees at its \_\_\_\_\_

\_\_\_\_\_ meeting held \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Peggy Huang, Secretary



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 20, 2021

## AGENDA REPORT

### AGENDA ITEM E.2

**Prepared By:** Tan Nguyen, Finance Manager  
**Submitted By:** Rick Howard, District Manager

#### Agenda Title:

Approve Warrant Register for March 2021

#### Recommended Action:

Receive and file.

#### Executive Summary:

Receive and file payment of March warrant register dated May 20, 2021 in the amount of \$671,864.04 as presented by in-house check runs dated March 2, 4, 5, 11, 18, 25, 26, 30, and 31, 2021.

#### Fiscal Impact:

**Amount Requested \$ N/A**

**Sufficient Budgeted Funds Available:**

**Category: Pers. Optg. Cap. -or- CIP# Fund#**

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

#### Exhibits:

**Exhibit A:** March 2021 Warrant Report

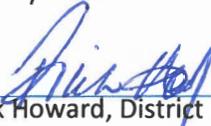
# ORANGE COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

REGISTER OF DEMANDS MAY 20, 2021

## ACCOUNTS PAYABLE REGISTER

A/P Check Run	3/2/2021	90,648.77
A/P Check Run	3/4/2021	14,440.08
A/P Check Run	3/11/2021	31,419.00
A/P Check Run	3/18/2021	69,940.20
A/P Check Run	3/25/2021	55,869.67
A/P Check Run	3/30/2021	6,060.47
A/P Check Run	3/31/2021	99,033.76
P/R EEASSOC	3/5/2021	817.50
P/R ICMA	3/5/2021	20,590.29
P/R NATION	3/5/2021	5,060.00
P/R USB	3/5/2021	193.55
P/R CalPERS1	3/26/2021	39,078.48
P/R EDD	3/26/2021	9,713.32
P/R IRS	3/26/2021	33,237.38
P/R TASC	3/26/2021	2,259.35
P/R EEASSOC	3/26/2021	817.50
P/R ICMA	3/26/2021	20,590.29
P/R NATION	3/26/2021	4,960.00
P/R USB	3/26/2021	188.24
P/R CalPERS1	3/26/2021	39,226.16
P/R EDD	3/26/2021	9,588.14
P/R IRS	3/26/2021	33,044.42
P/R TASC	3/26/2021	2,259.35
P/R CalPERS1	3/26/2021	38,720.29
P/R EDD	3/26/2021	9,720.47
P/R IRS	3/26/2021	32,127.95
P/R TASC	3/26/2021	2,259.41
<b>TOTAL</b>	<b>\$</b>	<b>671,864.04</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 20<sup>TH</sup> day of May 2021.

  
Rick Howard, District Manager

  
Tan Nguyen, Finance Manager

# Accounts Payable

## Checks by Date - Summary by Check Date

User: chumphrey  
 Printed: 4/27/2021 11:00 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	CALPERS	Calif. Public Employees' Retirement	03/02/2021	73,580.30
25615	AFLAC	American Family Life Assurance Co., of C	03/02/2021	2,892.50
25616	GUARD	Guardian - Appleton	03/02/2021	13,088.64
25617	VSP	Vision Service Plan	03/02/2021	1,087.33
Total for 3/2/2021:				90,648.77
ACH	IRON	Iron Mountain Records Mgmt, Inc.	03/04/2021	113.91
ACH	SPECTRUM	Time Warner Cable/Spectrum	03/04/2021	826.01
ACH	STERI	STERICYCLE	03/04/2021	1,225.01
ACH	NGO	Luan Ngo	03/04/2021	1,257.12
25618	AL FLR	Al Verduzco	03/04/2021	2,450.00
25619	AMAZON	AMAZON/SYNCB	03/04/2021	1,618.67
25620	AT T FAX	AT&T	03/04/2021	322.28
25621	CALCHAME	California Chamber of Commerce	03/04/2021	102.14
25622	GENESEE	Genesee Scientific Corporation	03/04/2021	596.41
25623	LAMPIRE	Lampire Biological Laboratories, Inc.	03/04/2021	324.75
25624	OFFICE	OFFICE DEPOT, INC.	03/04/2021	38.39
25625	PROACTIV	Proactive Work Health Medical Center, Inc	03/04/2021	165.00
25626	QDOXS	Q Document Solutions, Inc,	03/04/2021	129.35
25627	SCE	Southern Calif. Edison	03/04/2021	4,127.59
25628	TCP	TimeClock Plus	03/04/2021	1,143.45
Total for 3/4/2021:				14,440.08
ACH	EEASSOC	OCVCD Employee Association	03/05/2021	817.50
ACH	ICMA	ICMA	03/05/2021	20,590.29
ACH	NATION	Nationwide Retirement Solutions	03/05/2021	5,060.00
ACH	USB	PARS/U.S. Bank N.A. Minnesota	03/05/2021	193.55
Total for 3/5/2021:				26,661.34
ACH	AIRGAS	AIRGAS USA, LLC	03/11/2021	1,736.49
ACH	GG DISP	Republic Waste Svcs of So. Calif., LLC	03/11/2021	1,709.25
25629	AAA	AAA Electric Motor Sales & Service, Inc.	03/11/2021	145.90
25630	ALANS	Alan's Lawn & Garden Center, Inc.	03/11/2021	52.11
25631	ARCHIES	Archies Towing	03/11/2021	95.00
25632	ART	Art Supply Warehouse	03/11/2021	19.15
25633	ASBURY	World Oil Environmental Services	03/11/2021	160.00
25634	AT&T	AT&T	03/11/2021	68.12
25635	ATT2	AT&T	03/11/2021	586.59
25636	BATT SYS	Battery Systems Inc.	03/11/2021	177.00
25637	CAGATE	California Gate & Entry System	03/11/2021	123.75
25638	CINTAS	Cintas Corporation No. 2	03/11/2021	1,104.82
25639	GARCIA W	Willebaldo Garcia	03/11/2021	118.50
25640	GEIGER	GEIGER	03/11/2021	127.72
25641	GFS	Governmental Financial Services	03/11/2021	1,040.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
25642	GRAINGER	Grainger	03/11/2021	449.00
25643	HARPER	Harper & Burns, LLP	03/11/2021	3,502.40
25644	KWEST	K'WEST Printing	03/11/2021	641.63
25645	LIVESCAN	A Livescan Center OC Inc.	03/11/2021	19.00
25646	MARTIN D	Daniel Martinez	03/11/2021	575.00
25647	McFadden	McFadden-Dale Industrial Hardware, LLC	03/11/2021	116.69
25648	OREILLY	O'Reilly Auto Enterprises, LLC	03/11/2021	1,246.92
25649	STAPLES	Staples Business Advantage	03/11/2021	142.29
25650	TCP	TimeClock Plus	03/11/2021	2,721.60
25651	TOYOTAGG	Toyota Place	03/11/2021	814.04
25652	TRUCPAR	Truck & Auto Supply, Inc.	03/11/2021	880.16
25653	UNIVAR	ES OPCO USA LLC	03/11/2021	13,045.87
Total for 3/11/2021:				31,419.00
ACH	ADAPCO	ADAPCO, INC.	03/18/2021	53,741.39
ACH	BIO QUIP	Bio Quip Products	03/18/2021	5,781.57
ACH	PRAXAIR	Praxair Distribution, Inc	03/18/2021	849.49
ACH	SPARK	Sparkletts	03/18/2021	204.68
ACH	SPECTRUM	Time Warner Cable/Spectrum	03/18/2021	1,494.00
ACH	ULINE	Uline Shipping Supply Specialists	03/18/2021	965.97
ACH	Zamora	Dana Zamora-Bausa	03/18/2021	150.00
25654	AT T	AT&T MOBILITY	03/18/2021	32.16
25655	BRIGHT	Brightview Landscape Services, Inc.	03/18/2021	2,490.00
25656	DOJ	State of California	03/18/2021	49.00
25657	DuBose	Michael DuBose	03/18/2021	160.00
25658	KOSMONT	Kosmont & Associates	03/18/2021	1,629.12
25659	ORVAC	ORVAC ELECTRONICS	03/18/2021	1,128.06
25660	STAPLES	Staples Business Advantage	03/18/2021	648.14
25661	XEROX	Xerox Financial Services	03/18/2021	616.62
Total for 3/18/2021:				69,940.20
ACH	ABBE	ROGER ABBE	03/25/2021	49.78
ACH	ARIASA	Adina Arias	03/25/2021	234.05
ACH	BENNETT	Stephen Bennett	03/25/2021	234.05
ACH	BOBBITT	Catherine Bobbitt	03/25/2021	234.05
ACH	CAMPBELL	JAMES CAMPBELL	03/25/2021	75.27
ACH	DAIKER	John Daiker	03/25/2021	260.80
ACH	EDISON	SUZANNE R. EDISON	03/25/2021	297.00
ACH	ELLIOTT	MARGARET ELLIOTT	03/25/2021	49.78
ACH	EVER	GARY EVERINGHAM	03/25/2021	104.90
ACH	FOGARTY	Carrie Fogarty	03/25/2021	234.05
ACH	Goedhart	Gerard Goedhart	03/25/2021	234.05
ACH	HEARST	Michael Hearst	03/25/2021	434.05
ACH	Huff	Robert Huff	03/25/2021	234.05
ACH	KELLER	JUSTINE KELLER	03/25/2021	75.27
ACH	KIMBALL	Deborah Kimball	03/25/2021	234.05
ACH	KOENIG	Steve Koenig	03/25/2021	234.05
ACH	LACHANCE	Glenn LaChance	03/25/2021	341.30
ACH	LOUGHNER	LINDA LOUGHNER	03/25/2021	220.20
ACH	MCCARTY	Danny McCarty	03/25/2021	234.05
ACH	MILLER J	Jon Miller	03/25/2021	234.05
ACH	MONTANI	Karen Montani	03/25/2021	88.19
ACH	NIEWOLA	Urszula Niewola	03/25/2021	234.05
ACH	PARSONS	John Parsons	03/25/2021	234.05
ACH	POSPISIL	Terry Pospisil	03/25/2021	234.05

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	REES	JETTE REES	03/25/2021	112.00
ACH	Rehders	Renee Rehders	03/25/2021	234.05
ACH	REINIG	Allyson Reinig	03/25/2021	234.05
ACH	Reisin	Caroline Reisinger	03/25/2021	234.05
ACH	Reynolds	Thomas Reynolds	03/25/2021	49.78
ACH	RINCON	Claudio Rincon	03/25/2021	234.05
ACH	SHAW	LAWRENCE SHAW	03/25/2021	234.05
ACH	SIPE	Russell Sipe	03/25/2021	234.05
ACH	Velten	Robert K. Velten	03/25/2021	234.05
ACH	AGUINAGA	X. Cecilia Aguinaga	03/25/2021	100.00
ACH	ALVAREZ	Michael Alvarez	03/25/2021	100.00
ACH	BRENNER	JOY BRENNER	03/25/2021	100.00
ACH	BROTHERS	Cheryl Brothers	03/25/2021	100.00
ACH	DAHL	Jim Dahl	03/25/2021	100.00
ACH	DOBYT	Tanya Doby	03/25/2021	100.00
ACH	DUNLAP	NICHOLAS DUNLAP	03/25/2021	100.00
ACH	GOMEZ	James Gomez	03/25/2021	100.00
ACH	GOMEZR	REBECCA GOMEZ	03/25/2021	100.00
ACH	GREEN C	Craig S. Green	03/25/2021	100.00
ACH	HORNE	Shari Lucas Horne	03/25/2021	100.00
ACH	HUANG	Peggy Huang	03/25/2021	100.00
ACH	HUPP	Cecilia T. Hupp	03/25/2021	100.00
ACH	HURT	RICHARD HURT	03/25/2021	100.00
ACH	JOSEPH	April Josephson	03/25/2021	100.00
ACH	KEMPF	SUSAN KEMPF	03/25/2021	100.00
ACH	KLOPFEN	Stephanie L. Klopfenstein	03/25/2021	100.00
ACH	KRING	Lucille Kring	03/25/2021	100.00
ACH	MASSA-LA	Sandra Massa-Lavitt	03/25/2021	100.00
ACH	MILESC	Crystal Miles	03/25/2021	100.00
ACH	NGUYENC	CHI CHARLIE NGUYEN	03/25/2021	100.00
ACH	PEATJ	Jon Peat	03/25/2021	100.00
ACH	PEZOLDE	Erica Pezold	03/25/2021	100.00
ACH	RUESCH	Robert J. Ruesch	03/25/2021	100.00
ACH	SHARMA	RISCHI SHARMA	03/25/2021	100.00
ACH	SONNE	SUSAN SONNE	03/25/2021	100.00
ACH	TURPIT	WILLIAM TURPIT	03/25/2021	100.00
ACH	ZTAYLORG	Gary Taylor	03/25/2021	100.00
ACH	MILLER K	Kara A. Miller	03/25/2021	68.05
25662	GUILLEN	ELIZABETH GUILLEN-MERCHANT	03/25/2021	100.00
25663	POSEY	Mike Posey	03/25/2021	100.00
25664	TAYLOR	John Taylor	03/25/2021	100.00
25665	VICZOREK	Richard Viczorek	03/25/2021	100.00
25666	ALARM	Thomas E. Kindschi	03/25/2021	270.00
25667	BATT SYS	Battery Systems Inc.	03/25/2021	199.11
25668	CAGATE	California Gate & Entry System	03/25/2021	123.75
25669	CHAMBERS	SCOTT CHAMBERS	03/25/2021	149.71
25670	CINTAS	Cintas Corporation No. 2	03/25/2021	1,262.69
25671	CROWN	Crown Maintenance	03/25/2021	215.00
25672	GARCIA	Eddie Garcia	03/25/2021	130.05
25673	HRPS	CU Solutions Group, Inc.	03/25/2021	50.00
25674	KWEST	K'WEST Printing	03/25/2021	1,383.30
25675	OFFICE	OFFICE DEPOT, INC.	03/25/2021	17.39
25676	OREILLY	O'Reilly Auto Enterprises, LLC	03/25/2021	1,035.77
25677	PARS	Public Agency Retirement Svcs	03/25/2021	300.00
25678	PR	P & R Paper Supply Company, Inc.	03/25/2021	617.09
25679	RONCO	Ronco Plastics	03/25/2021	21.55
25680	SCG	Southern Calif. Gas Co.	03/25/2021	330.39

Check No	Vendor No	Vendor Name	Check Date	Check Amount
25681	STAPLES	Staples Business Advantage	03/25/2021	147.89
25682	TCP	TimeClock Plus	03/25/2021	74.44
25683	TRUCPAR	Truck & Auto Supply, Inc.	03/25/2021	198.93
25684	WOODRUFF	Woodruff Spradlin & Smart	03/25/2021	5,595.25
25685	ZEP	Acuity Specialty Products, Inc.	03/25/2021	496.98
25686	SAMSARA	Samsara Networks, Inc.	03/25/2021	26,187.01
25687	TT DEPOT	The Technology Depot, Inc.	03/25/2021	6,956.00
Total for 3/25/2021:				55,869.67
ACH	CalPERS1	CalPERS	03/26/2021	39,078.48
ACH	EDD	Employment Development Dept.	03/26/2021	9,713.32
ACH	IRS	Internal Revenue Service	03/26/2021	33,237.38
ACH	TASC	Total Administrative Services Corp.	03/26/2021	2,259.35
ACH	EEASSOC	OCVCD Employee Association	03/26/2021	817.50
ACH	ICMA	ICMA	03/26/2021	20,590.29
ACH	NATION	Nationwide Retirement Solutions	03/26/2021	4,960.00
ACH	USB	PARS/U.S. Bank N.A. Minnesota	03/26/2021	188.24
ACH	CalPERS1	CalPERS	03/26/2021	39,226.16
ACH	EDD	Employment Development Dept.	03/26/2021	9,588.14
ACH	IRS	Internal Revenue Service	03/26/2021	33,044.42
ACH	TASC	Total Administrative Services Corp.	03/26/2021	2,259.35
ACH	CalPERS1	CalPERS	03/26/2021	38,720.29
ACH	EDD	Employment Development Dept.	03/26/2021	9,720.47
ACH	IRS	Internal Revenue Service	03/26/2021	32,127.95
ACH	TASC	Total Administrative Services Corp.	03/26/2021	2,259.41
Total for 3/26/2021:				277,790.75
ACH	AIRGAS	AIRGAS USA, LLC	03/30/2021	2,118.69
ACH	TCP	TimeClock Plus	03/30/2021	2,371.35
ACH	VZCONNEX	VERIZON CONNECT NWF, INC	03/30/2021	1,570.43
Total for 3/30/2021:				6,060.47
ACH	CALPERS	Calif. Public Employees' Retirement	03/31/2021	74,922.17
ACH	ARCO	ARCO Business Solutions	03/31/2021	6,424.07
ACH	OC TOLL	OC Toll Roads	03/31/2021	444.00
25688	AFLAC	American Family Life Assurance Co., of Ca	03/31/2021	2,892.50
25689	GUARD	Guardian - Appleton	03/31/2021	13,222.77
25690	VSP	Vision Service Plan	03/31/2021	1,128.25
Total for 3/31/2021:				99,033.76
Report Total (178 checks):				671,864.04



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 20, 2021

## AGENDA REPORT

### AGENDA ITEM E.3

**Prepared By:** Tan Nguyen, Finance Manager  
**Submitted By:** Rick Howard, District Manager

#### Agenda Title:

Approve Monthly Financial Report for March 2021

#### Recommended Action:

Receive and file

#### Executive Summary:

Accept for inclusion, the Orange County Mosquito and Vector Control District Monthly Financial Report for March 2021

#### Fiscal Impact:

**Amount Requested \$ N/A**

**Sufficient Budgeted Funds Available:**

**Category: Pers. Optg. Cap. -or- CIP# Fund#**

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

#### Exhibits:

**Exhibit A: Monthly Financial Report for March 2021**

**Orange County Mosquito and Vector Control District**  
**Monthly Financial Report**  
**Month Ending March 31, 2021**

Fund No.	Fund	Cash Balance 2/28/2021	Revenue	Expenditures	Transfers	Accrual Adjustment	Cash Balance 3/31/2021	Cash Balance 3/31/2020
10	Operating	\$ 7,274,651	\$ 1,158,066	\$ 836,195	\$ -	\$ (12,824)	\$ 7,583,698	\$ 5,635,944
20	Vehicle Replacement	557,647	-	-	-	-	557,647	533,243
30	Liability Reserve	370,557	-	-	-	-	370,557	356,567
40	Equipment Replacement	840,281	-	-	-	-	840,281	827,220
50	Emergency Vector Control	1,682,393	-	-	-	-	1,682,393	1,656,243
60	Facility Improvement	8,812,564	18	1,208	-	(1,119)	8,810,255	7,939,457
70	Habitat Remediation	100,002	-	-	-	-	100,002	100,002
90	Retiree Medical Insurance	264,022	-	226,721	-	9,940	47,241	215,053
95	Retirement Contingency	444,298	-	190,000	-	-	254,298	250,346
99	Payroll Clearing	80,598	-	-	-	(16,388)	64,210	69,464
		<b>\$ 20,427,013</b>	<b>\$ 1,158,084</b>	<b>\$ 1,254,124</b>	<b>\$ -</b>	<b>\$ (20,391)</b>	<b>\$ 20,310,582</b>	<b>\$ 17,583,539</b>

Cash & Investment Balances:		Monthly Yield
California LAIF	\$ 9,366,365	0.357%
O.C. Treasurer	1,729,841	0.565%
Stifel Brokerage account		
Money market (par)	21,881	0.01%
Fixed income - Muni (par)	1,895,000	2.50%
Fixed income - other (par)	3,190,000	2.34%
Unamortized premium/(discount) on investments	65,567	n/a
F&M Checking	3,497,246	n/a
Payroll Checking	388,356	n/a
F&M HBP	146,326	0.04%
Petty Cash - Checking	10,000	n/a
<b>Total Cash and Investments</b>	<b>\$ 20,310,582</b>	

Section 115 Irrevocable Trust Balances:		3-month return
PARS Post-Employment Benefits Trust	\$ 4,250,959	2.18%
PARS Pension Trust	2,611,175	2.16%
<b>Total PARS Trust Balances</b>	<b>\$ 6,862,134</b>	

  
Richard Howard  
District Manager

  
Tan Nguyen  
Finance Manager

**Monthly Cash Flow**

Month	Revenue	Expenditures	Transfers	Accrual Adjustment	Monthly Cash Flow	Prior Year Comparison
July	\$ 40,367	\$ 1,511,848	\$ -	\$ 37,561	\$ (1,433,920)	\$ (935,740)
August	85,952	1,134,990	-	(7,739)	(1,056,777)	(1,501,829)
September	150,025	993,392	-	20,287	(823,080)	(864,577)
October	59,729	1,476,465	-	25,940	(1,390,796)	(1,419,021)
November	2,912,653	948,412	-	33,513	1,997,754	1,710,464
December	5,509,837	1,064,879	-	79,901	4,524,859	4,564,325
January	605,628	883,145	-	(106,537)	(384,054)	(267,536)
February	43,709	798,648	-	(20,728)	(775,667)	(785,792)
March	1,158,084	1,254,124	-	(20,391)	(116,431)	297,970
April					-	3,535,134
May					-	(368,295)
June					-	(944,530)
<b>Total YTD</b>	<b>\$ 10,565,984</b>	<b>\$ 10,065,903</b>	<b>\$ -</b>	<b>\$ 41,807</b>	<b>\$ 541,888</b>	<b>\$ 3,020,573</b>

**Revenues: 75% of Fiscal Year**

<b>10-Operating Fund</b>	<b>Budget</b>	<b>Actual</b>	<b>Percentage</b>
Property Taxes	\$ 6,329,449	\$ 4,356,715	68.8%
1996 Benefit Assessment	1,563,213	1,030,500	65.9%
2004 Benefit Assessment	6,682,713	4,354,128	65.2%
Interest and Concessions	65,000	48,235	74.2%
Miscellaneous	1,000	2,051	205.1%
Successor Agency Passthru/Residual	282,145	360,346	127.7%
Rent for Cell Sites	28,200	19,794	70.2%
VCJPA Pooled Services	72,000	63,123	87.7%
CDPH - CA State Grant	-	-	0.0%
Charges for Services	50,000	58,548	117.1%
<b>Total Operating Fund Revenues</b>	<b>15,073,720</b>	<b>10,293,440</b>	<b>68.3%</b>

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

Monies come through the County and are unpredictable

<b>No.</b>	<b>Other Funds</b>	<b>Budget</b>	<b>Actual</b>	<b>Percentage</b>
20	Vehicle Replacement	17,000	2,441	14.4%
30	Liability Reserve	4,000	1,586	39.7%
40	Equipment Replacement	9,000	3,679	40.9%
50	Emergency Vector Control	15,000	7,365	49.1%
60	Facility Improvement	380,000	232,881	61.3%
70	Habitat Remediation	-	-	0.0%
90	Retiree Medical Insurance	38,760	23,479	60.6%
95	Retirement Contingency	4,000	1,113	27.8%
	<b>Total Other Funds</b>	<b>446,760</b>	<b>272,544</b>	<b>61.0%</b>
	<b>Total Revenue</b>	<b>\$ 15,541,480</b>	<b>\$ 10,565,984</b>	<b>68.0%</b>

### Expenditures: 75% of Fiscal Year

<b>No.</b>	<b>10-Operating Fund</b>	<b>Budget</b>	<b>Actual</b>	<b>Percentage</b>
110	Trustees	\$ 78,050	\$ 29,514	37.8%
120	District Manager	431,050	289,662	67.2%
130	Legal Services	124,000	63,446	51.2%
140	Non-Departmental	310,500	269,846	86.9%
	<b>Executive</b>	<b>943,600</b>	<b>652,468</b>	<b>69.1%</b>
210	Administrative Services	848,270	551,259	65.0%
220	Insurance	706,500	762,292	107.9%
	<b>Administrative Services</b>	<b>1,554,770</b>	<b>1,313,551</b>	<b>84.5%</b>
310	Technical Services	1,794,375	1,212,493	67.6%
	<b>Scientific Technical Services</b>	<b>1,794,375</b>	<b>1,212,493</b>	<b>67.6%</b>
410	Field Operations	7,160,400	4,462,789	62.3%
430	Vehicle Maintenance	861,700	575,280	66.8%
440	Building Maintenance	256,510	167,933	65.5%
	<b>Operations</b>	<b>8,278,610</b>	<b>5,206,002</b>	<b>62.9%</b>
510	Public Information	791,475	466,462	58.9%
520	Information Technology	766,640	513,477	67.0%
530	Public Service	171,000	119,664	70.0%
	<b>Public Information</b>	<b>1,729,115</b>	<b>1,099,603</b>	<b>63.6%</b>
	<b>Total Operating Fund Expenditures</b>	<b>14,300,470</b>	<b>9,484,117</b>	<b>66.3%</b>

Annual insurance premiums were paid in July.

<b>No.</b>	<b>Other Funds</b>	<b>Budget</b>	<b>Actual</b>	<b>Percentage</b>
20	Vehicle Replacement	-	-	0.0%
30	Liability Reserve	-	-	0.0%
40	Equipment Replacement	-	-	0.0%
50	Emergency Vector Control	-	-	0.0%
60	Facility Improvement	44,000	26,642	60.6%
70	Habitat Remediation	-	-	0.0%
90	Retiree Medical Insurance	198,650	365,144	183.8%
95	Retirement Contingency	100,000	190,000	190.0%
	<b>Total Other Funds</b>	<b>342,650</b>	<b>581,786</b>	<b>169.8%</b>
	<b>Total Expenditures</b>	<b>\$ 14,643,120</b>	<b>\$ 10,065,903</b>	<b>68.7%</b>

## STIFEL PRESTIGE® ACCOUNT STATEMENT

1 1 1 D181295 SSNR00801

**ORANGE COUNTY MOSQUITO &  
VECTOR CONTROL DISTRICT  
13001 GARDEN GROVE BLVD  
GARDEN GROVE CA 92843-2102**



*Your Financial Advisor (LU04):*

SANDRA WHEELER  
Telephone: (805) 783-2921

*Office Serving Your Account:*

999 MONTEREY ST. STE. 360  
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, 2020, Stifel, Nicolaus & Company, Incorporated had net capital of \$487,668,732 or \$463,252,373 in excess of the minimum requirement of \$24,416,359. The December 31, 2020 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).

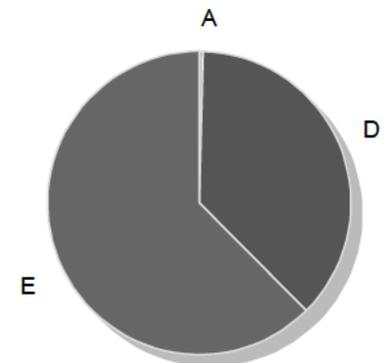
PORTFOLIO SUMMARY	March 31	February 28
Net Cash Equivalents **	21,881.13	1,044.46
Net Portfolio Assets held at Stifel	5,210,760.35	5,237,677.75
Net Portfolio Assets not held at Stifel		
<b>Net Portfolio Value</b>	<b>\$5,232,641.48</b>	<b>\$5,238,722.21</b>
YOUR CHANGE IN PORTFOLIO VALUE	March 31	February 28
Net Cash Flow (Inflows/Outflows) <sup>2</sup>		
Securities Transferred In/Out		
Income and Distributions	4,296.54	7,500.98
Change in Securities Value	-10,377.27	-16,119.67
<b>Net Change in Portfolio Value</b>	<b>-\$6,080.73</b>	<b>-\$8,618.69</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.

### YOUR ASSET SUMMARY

	Value on March 31, 2021 (\$)	Percentage of your account
A Net Cash Equivalents**	21,881.13	0.42%
D Fixed Income-Muni	1,944,284.45	37.16%
E Fixed Income-Other	3,266,475.90	62.42%
<b>Total Assets</b>	<b>\$5,232,641.48</b>	<b>100.00%</b>



## ASSET SUMMARY

	Value as of <b>March 31, 2021</b>				Gains/(-)Losses		
	<i>At Stifel</i>	<i>Not at Stifel</i>	<i>Total</i>	<i>% of assets *</i>	<i>Unrealized</i>	<i>Realized</i>	
						<i>This Period</i>	<i>Year-to-date</i>
Cash	719.04		719.04	0.01%			
Cash Sweep**	21,162.09		21,162.09	0.40%			
Margin Balance							
<b>A. Net Cash Equivalents</b>	<b>\$21,881.13</b>		<b>\$21,881.13</b>	<b>0.42%</b>			
<b>B. Equities</b>							
<b>C. Preferreds</b>							
D. Fixed Income-Muni	1,944,284.45		1,944,284.45	37.16%	1,098.96	136.54	136.54
E. Fixed Income-Other	3,266,475.90		3,266,475.90	62.42%	61,066.76		
F. Mutual Funds							
G. Unit Investment Trusts							
H. Insurance Products							
I. Alternative Investments							
J. Other Investments							
K. Stifel Smart Rate Program **							
<b>Net Portfolio Assets</b>	<b>\$5,210,760.35</b>	<b>\$0.00</b>	<b>\$5,210,760.35</b>	<b>99.58%</b>	<b>\$62,165.72</b>	<b>\$136.54</b>	<b>\$136.54</b>
<b>Net Portfolio Value</b>	<b>\$5,232,641.48</b>	<b>\$0.00</b>	<b>\$5,232,641.48</b>	<b>100.00%</b>	<b>\$62,165.72</b>	<b>\$136.54</b>	<b>\$136.54</b>

## INCOME & DISTRIBUTION SUMMARY

	<i>Security Type</i>	<i>Year-to-date</i>	<i>This period</i>
Dividends	Tax-Exempt		
	Taxable		
Interest	Tax-Exempt		
	Taxable	22,781.51	4,296.54
Capital Gain Distributions			
Return of Principal			
Other			
<b>Total Income &amp; Distributions</b>		<b>\$22,781.51</b>	<b>\$4,296.54</b>

## INFORMATION SUMMARY

	<i>Security Type</i>	<i>Year-to-date</i>	<i>This period</i>
Accrued Interest Paid	Tax-Exempt		
	Taxable	28.22	
Accrued Interest Received	Tax-Exempt		
	Taxable		
Gross Proceeds		16,540.13	16,540.13
Federal Withholding			
Foreign Taxes Paid			
Margin Interest Charged		28.08	

\* 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>
CASH	719.04	719.04		
STIFEL FDIC INSURED	21,162.09	21,162.09	2.12	0.01%
<b>Total Net Cash Equivalents</b>	<b>\$21,881.13</b>	<b>\$21,881.13</b>	<b>\$2.12</b>	<b>0.01%</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>
OHIO ST WTR DEV AUTH POLLTN CTL REV WTR QUAL B2 BABS B/E TXBL CPN 3.742% DUE 12/01/21 DTD 08/24/10 FC 12/01/10 CUSIP: 67766WQH8 <i>Original Cost: 155,372.00</i>	S&P: AAA Moody: Aaa <b>Cash</b>	150,000	101.4470 152,170.50	101.3370 152,005.51	1,871.00	164.99	5,613.00	3.69%
NORCO CA CMNTY REDEV AGY SUCCESS AGY REV TAX ALLOC RFDG B B/E TXBL CPN 2.715% DUE 03/01/22 DTD 12/20/17 FC 03/01/18 CUSIP: 655505BJ3 <i>Original Cost: 153,354.50</i>	S&P: AA- <b>Cash</b>	150,000	102.0050 153,007.50	101.1029 151,654.37	339.38	1,353.13	4,072.50	2.66%



**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>
OCEANSIDE CA PENSION OBLIG RFDG REV B/E TXBL CPN 3.839% DUE 08/15/22 DTD 08/11/15 FC 02/15/16 CUSIP: 675371AY4 <i>Original Cost: 104,986.00</i>	S&P: AA+ <b>Cash</b>	100,000	104.6330 104,633.00	103.0008 103,000.80	490.54	1,632.20	3,839.00	3.67%
HILLSBOROUGH CNTY FL AVIATION AUTH CUST FAC REV TAMPA INTL B/E TXBL CPN 3.549% DUE 10/01/22 DTD 09/03/15 FC 04/01/16 CUSIP: 432275AE5 <i>Original Cost: 205,191.00</i>	S&P: BBB+ Moody: A3 <b>Cash</b>	200,000	103.0180 206,036.00	101.6653 203,330.66	3,549.00	2,705.34	7,098.00	3.45%
WATAUGA CNTY NC RFDG B/E TXBL CPN 2.330% DUE 06/01/23 DTD 10/02/19 FC 06/01/20 CUSIP: 94109SAT8 <i>Original Cost: 113,363.30</i>	S&P: AA <b>Cash</b>	110,000	102.0880 112,296.80	102.1843 112,402.78	854.33	-105.98	2,563.00	2.28%
FARRELL PA AREA SCH DIST AGM B/E TXBL CPN 1.270% DUE 08/15/23 DTD 08/18/20 FC 02/15/21 CUSIP: 311690HM6 <i>Original Cost: 50,930.00</i>	S&P: AA Moody: A2 <b>Cash</b>	50,000	101.3580 50,679.00	101.7972 50,898.60	81.14	-219.60	635.00	1.25%
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: A Moody: A1 <b>Cash</b>	110,000	104.5280 114,980.80	102.0252 112,227.70	549.45	2,753.10	2,197.80	1.91%
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	110.4590 77,321.30	109.8269 76,878.83	714.53	442.47	2,858.10	3.70%

## 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>
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	105.1680 210,336.00	103.5701 207,140.11	2,504.00	3,195.89	5,008.00	2.38%
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	100.4520 170,768.40	101.6790 172,854.36	1,314.58	-2,085.96	2,850.90	1.67%
NEW YORK NY CITY HSG DEV CORP MLTIFAM HSG REV SER E B/E CPN 3.000% DUE 05/01/25 DTD 09/24/14 FC 11/01/14 CALL 05/01/23 @ 100.000 CUSIP: 64972CBF9 <i>Original Cost: 143,952.29</i>	S&P: AA+ Moody: Aa2 <b>Cash</b>	135,000	104.6290 141,249.15	105.0890 141,870.20	1,687.50	-621.05	4,050.00	2.87%
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	99.9820 249,955.00	100.8407 252,101.86	1,182.93	-2,146.86	4,017.50	1.61%
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: A1 <b>Cash</b>	100,000	101.8780 101,878.00	104.0273 104,027.28	992.50	-2,149.28	1,985.00	1.95%



**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>
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	98.9730 98,973.00	102.7924 102,792.43	617.36	-3,819.43	1,750.00	1.77%
<b>Total Fixed Income-Muni</b>		<b>1,895,000</b>	<b>\$1,944,284.45</b>	<b>\$1,943,185.49</b>	<b>\$16,748.24</b>	<b>\$1,098.96</b>	<b>\$48,537.80</b>	<b>2.50%</b>

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

<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>
APPLE INC NOTE CPN 2.850% DUE 05/06/21 DTD 05/06/14 FC 11/06/14 CUSIP: 037833AR1 <i>Original Cost: 254,209.50</i>	S&P: AA+ Moody: Aa1 <b>Cash</b>	250,000	100.2290 250,572.50	100.0867 250,216.72	2,869.79	355.78	7,125.00	2.84%
U S TREASURY NOTE CPN 2.625% DUE 05/15/21 DTD 05/15/18 FC 11/15/18 CUSIP: 9128284P2 <i>Original Cost: 253,350.75</i>	Moody: Aaa <b>Cash</b>	250,000	100.3100 250,775.00	100.0845 250,211.14	2,483.60	563.86	6,562.50	2.62%
SALLIE MAE BANK SALT LAKE CITY UT CD FDIC #58177 CPN 2.450% DUE 05/17/21 DTD 05/15/19 FC 11/15/19 CUSIP: 7954502W4	<b>Cash</b>	100,000	100.3130" 100,313.00	100.0000 100,000.00	919.59	313.00	2,450.00	2.44%
FEDL NATL MTG ASSN NOTE CPN 2.750% DUE 06/22/21 DTD 06/25/18 FC 12/22/18 CUSIP: 3135G0U35 <i>Original Cost: 255,015.78</i>	S&P: AA+ Moody: Aaa <b>Cash</b>	250,000	100.6060 251,515.00	100.2236 250,558.92	1,890.63	956.08	6,875.00	2.73%
FEDL NATL MTG ASSN NOTE CPN 2.000% DUE 01/05/22 DTD 01/09/17 FC 07/05/17 CUSIP: 3135G0S38 <i>Original Cost: 152,238.52</i>	S&P: AA+ Moody: Aaa <b>Cash</b>	150,000	101.4360 152,154.00	100.4885 150,732.82	716.67	1,421.18	3,000.00	1.97%



**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>
PFIZER INC NOTE CPN 2.800% DUE 03/11/22 DTD 03/11/19 FC 09/11/19 CUSIP: 717081ER0 <i>Original Cost: 101,548.00</i>	S&P: A+ Moody: A2 <b>Cash</b>	100,000	102.4020 102,402.00	100.5347 100,534.73	163.34	1,867.27	2,800.00	2.73%
U S TREASURY NOTE CPN 2.250% DUE 04/15/22 DTD 04/15/19 FC 10/15/19 CUSIP: 9128286M7 <i>Original Cost: 253,725.75</i>	Moody: Aaa <b>Cash</b>	250,000	102.2420 255,605.00	100.5728 251,432.11	2,596.15	4,172.89	5,625.00	2.20%
IBM CORP UNSECD NOTE CPN 2.850% DUE 05/13/22 DTD 05/15/19 FC 11/15/19 CUSIP: 459200JX0 <i>Original Cost: 151,274.50</i>	S&P: A Moody: A2 <b>Cash</b>	150,000	102.8480 154,272.00	100.2731 150,409.68	1,615.00	3,862.32	4,275.00	2.77%
SALLIE MAE BANK SALT LAKE CITY UT CD FDIC #58177 CPN 2.550% DUE 05/16/22 DTD 05/15/19 FC 10/15/19 CUSIP: 7954502X2	<b>Cash</b>	100,000	102.7610" 102,761.00	100.0000 100,000.00	957.13	2,761.00	2,550.00	2.48%
ALLY BANK SANDY UT CD FDIC #57803 CPN 1.850% DUE 08/29/22 DTD 08/29/19 FC 02/29/20 CUSIP: 02007GLJ0	<b>Cash</b>	200,000	102.4640" 204,928.00	100.0000 200,000.00	324.39	4,928.00	3,700.00	1.81%
UNITEDHEALTH GRP INC NOTE CPN 2.375% DUE 10/15/22 DTD 10/25/17 FC 04/15/18 CUSIP: 91324PDD1 <i>Original Cost: 153,461.00</i>	S&P: A+ Moody: A3 <b>Cash</b>	150,000	103.1990 154,798.50	101.3296 151,994.46	1,642.71	2,804.04	3,562.50	2.30%
JPMORGAN CHASE & CO SR NOTE CPN 3.200% DUE 01/25/23 DTD 01/25/13 FC 07/25/13 CUSIP: 46625HJH4 <i>Original Cost: 254,432.00</i>	S&P: A- Moody: A2 <b>Cash</b>	250,000	105.0370 262,592.50	100.8955 252,238.79	1,466.67	10,353.71	8,000.00	3.05%

**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>
MORGAN STANLEY BANK NA SALT LAKE CITY UT CD FDIC #32992 CPN 2.650% DUE 01/25/23 DTD 01/25/18 FC 07/25/18 CUSIP: 61747MH46 <i>Original Cost: 101,128.00</i>	<b>Cash</b>	100,000	104.5550" 104,555.00	100.5863 100,586.26	479.18	3,968.74	2,650.00	2.53%
SIMON PPTY GRP LP NOTE CPN 2.750% DUE 02/01/23 DTD 12/17/12 FC 08/01/13 CALL 11/01/22 @ 100.000 CUSIP: 828807CN5 <i>Original Cost: 151,146.50</i>	S&P: A Moody: A3 <b>Cash</b>	150,000	103.3460 155,019.00	100.4871 150,730.72	687.50	4,288.28	4,125.00	2.66%
AMERICAN EXPRESS NATL BK SANDY UT CD FDIC #27471 CPN 1.450% DUE 03/31/23 DTD 03/31/20 FC 09/30/20 CUSIP: 02589AB50	<b>Cash</b>	100,000	102.5900" 102,590.00	100.0000 100,000.00	3.97	2,590.00	1,450.00	1.41%
CAPITAL ONE BANK USA NA GLEN ALLEN VA CD FDIC #33954 CPN 1.450% DUE 04/10/23 DTD 04/08/20 FC 10/08/20 CUSIP: 14042TDF1	<b>Cash</b>	240,000	102.6060" 246,254.40	100.0000 240,000.00	1,668.49	6,254.40	3,480.00	1.41%
MICROSOFT CORP NOTE CPN 2.375% DUE 05/01/23 DTD 05/02/13 FC 11/01/13 CALL 02/01/23 @ 100.000 CUSIP: 594918AT1 <i>Original Cost: 102,711.00</i>	S&P: AAA Moody: Aaa <b>Cash</b>	100,000	103.7900 103,790.00	101.6473 101,647.27	989.58	2,142.73	2,375.00	2.29%
BMW BANK OF NORTH AMER SALT LAKE CITY UT CD FDIC #35141 CPN 1.650% DUE 02/28/24 DTD 02/28/20 FC 08/28/20 CUSIP: 05580AVB7	<b>Cash</b>	200,000	103.9100" 207,820.00	100.0000 200,000.00	289.31	7,820.00	3,300.00	1.59%

## 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>
ROGERS MEM HOSP INC BOND	S&P: A <b>Cash</b>	100,000	103.7590 103,759.00	104.1155 104,115.52	595.75	-356.52	2,383.00	2.30%
CPN 2.383% DUE 07/01/24 DTD 08/28/19 FC 01/01/20 CUSIP: 775200AE8 <i>Original Cost: 104,880.00</i>								
<b>Total Fixed Income-Other</b>		<b>3,190,000</b>	<b>\$3,266,475.90</b>	<b>\$3,205,409.14</b>	<b>\$22,359.45</b>	<b>\$61,066.76</b>	<b>\$76,288.00</b>	<b>2.34%</b>
Principal Protected Notes are subject to the credit risk of the issuer. Principal Protected Market Linked CDs are subject to applicable limits.								
<b>Total Portfolio Assets - Held at Stifel</b>			<b>\$5,210,760.35</b>	<b>\$5,148,594.63</b>		<b>\$62,165.72</b>	<b>\$124,825.80</b>	<b>2.40%</b>
<b>Total Net Portfolio Value</b>			<b>\$5,232,641.48</b>	<b>\$5,170,475.76</b>		<b>\$62,165.72</b>	<b>\$124,827.92</b>	<b>2.39%</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.
- " 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>\$1,044.46</b>	<b>-\$47,439.59</b>	<b>\$48,484.05</b>	<b>\$0.00</b>
Buy and Sell Transactions	Assets Bought	-50,958.22				
	Assets Sold/Redeemed	16,540.13	16,540.13	16,540.13		
Deposits	Deposits Made To Your Account					
Withdrawals	Withdrawals From Your Account					
Income and Distributions	Income and Distributions	22,781.51	4,296.54	4,296.54		
Cash Sweep Activity	Cash Sweep Activity			27,321.96	-27,321.96	
Margin Interest	Margin Interest Charged	-28.08				
Other	Other Transactions					
Cash Management Activity	Card Activity					
	ACH/ATM Activity					
Checkwriting Activity	Checks You Wrote					
<b>Closing Balance - Net Cash Equivalents</b>			<b>\$21,881.13</b>	<b>\$719.04</b>	<b>\$21,162.09</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>\$1,044.46</b>	<b>-\$47,439.59</b>	<b>\$48,484.05</b>	<b>\$0.00</b>
<b>Assets Sold/Redeemed</b>								
Date	Activity	Quantity	Price	Description	Total	Cash	Cash Sweep	Margin
3/24/2021	Redemption	-15,000.000		KANSAS ST DEV FIN AUTXXX PARTIAL CALL 485429-MF-8 SER B 2 B/E TXBL CPN 4.083% DUE 03/24/21 DTD 03/01/12 FC 07/01/12 CUSIP: 485429948	16,540.13	16,540.13		
<b>Total Assets Sold/Redeemed</b>					<b>\$16,540.13</b>	<b>\$16,540.13</b>		



**ACTIVITY DETAILS continued**

**CASH EQUIVALENTS continued**

**Income and Distributions**

<i>Date</i>	<i>Activity</i>	<i>Quantity</i>	<i>Description</i>	<i>Total</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
3/1/2021	Interest		NORCO CA CMNTY REDEV AGY SUCCESS AGY REV TAX ALLOC RFDG B B/E TXBL CPN 2.715% DUE 03/01/22 DTD 12/20/17 FC 03/01/18 030121 150,000 CUSIP: 655505BJ3	2,036.25	2,036.25		
3/11/2021	Interest		PFIZER INC NOTE CPN 2.800% DUE 03/11/22 DTD 03/11/19 FC 09/11/19 031121 100,000 CUSIP: 717081ER0	1,400.00	1,400.00		
3/24/2021	Interest		KANSAS ST DEV FIN AUTXXX PARTIAL CALL 485429-MF-8 SER B 2 B/E TXBL CPN 4.083% DUE 03/24/21 DTD 03/01/12 FC 07/01/12 KANSAS ST DEV FIN AUTXXX CUSIP: 485429948	141.20	141.20		
3/31/2021	Interest		AMERICAN EXPRESS NATL BK SANDY UT CD FDIC #27471 CPN 1.450% DUE 03/31/23 DTD 03/31/20 FC 09/30/20 033021 100,000 CUSIP: 02589AB50	719.04	719.04		
3/31/2021	Interest		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM 033121 21,162 CUSIP: 09999844	0.05	0.05		
<b>Total Income and Distributions</b>				<b>\$4,296.54</b>	<b>\$4,296.54</b>		

**Cash Sweep Activity**

<i>Date</i>	<i>Activity</i>	<i>Description</i>	<i>Total</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
3/1/2021	Sale	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		47,439.59	-47,439.59	
3/2/2021	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-2,036.25	2,036.25	



ACTIVITY DETAILS continued						CASH EQUIVALENTS continued		
<b>Cash Sweep Activity continued</b>								
<i>Date</i>	<i>Activity</i>			<i>Description</i>	<i>Total</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
3/12/2021	Purchase			STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-1,400.00	1,400.00	
3/25/2021	Purchase			STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-16,681.33	16,681.33	
3/31/2021	Purchase			STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-0.05	0.05	
<b>Total Cash Sweep Activity</b>					<b>\$0.00</b>	<b>\$27,321.96</b>	<b>-\$27,321.96</b>	
<b>Other Transactions</b>								
<i>Date</i>	<i>Activity</i>	<i>Quantity</i>	<i>Price</i>	<i>Description</i>	<i>Total</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
3/18/2021	Exchange-Receive	15,000.000		KANSAS ST DEV FIN AUTXXX PARTIAL CALL 485429-MF-8 SER B 2 B/E TXBL CPN 4.083% DUE 03/24/21 DTD 03/01/12 FC 07/01/12 CUSIP: 485429948				
3/18/2021	Exchange-Deliver	-20,000.000		KANSAS ST DEV FIN AUTXXX PARTIAL CALL 485429-MF-8 SER B 2 B/E TXBL CPN 4.083% DUE 03/24/21 DTD 03/01/12 FC 07/01/12 AS OF 02/24/2021 CUSIP: 485429948				
3/18/2021	Exchange-Receive	20,000.000		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 AS OF 02/24/2021 CUSIP: 485429MF8				
3/18/2021	Exchange-Deliver	-15,000.000		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				
<b>Total Other Transactions</b>					<b>\$0.00</b>			

	<i>This period</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
<b>Closing Balance - Net Cash Equivalents</b>	<b>\$21,881.13</b>	<b>\$719.04</b>	<b>\$21,162.09</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>							
KANSAS ST DEV FIN AUTH	REDEEMED	12/02/20	03/24/21	15,000	16,452.96	16,540.13	87.17 (ST)
REV ATHLETIC FACS K ST CUSIP: 485429MF8	REDEEMED	12/02/20	03/24/21	15,000	16,490.76	16,540.13	49.37 (ST)
				30,000	32,943.72	33,080.26	136.54
<b>Total Fixed Income-Muni</b>					<b>\$32,943.72</b>	<b>\$33,080.26</b>	<b>\$136.54</b>
<b>Total Realized Gains/(-)Losses</b>					<b>\$32,943.72</b>	<b>\$33,080.26</b>	<b>\$136.54</b>
<b>Total Net Short-Term (ST)</b>					<b>\$32,943.72</b>	<b>\$33,080.26</b>	<b>\$136.54</b>
<b>Total Net Long-Term (LT)</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</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 \$0.05. The rate at month-end was 0.01%.

<b>Description</b>	<b>Location</b>	<b>Previous Month Value</b>	<b>Current Month Value</b>
Stifel Bank and Trust	St. Louis, MO	\$35,465.83	\$19,125.83
Stifel Bank	Clayton, MO	\$0.00	\$2,036.26
JPMorgan Chase Bank NA	Columbus, OH	\$13,018.22	\$0.00
<b>Closing Balance - Stifel Insured Bank Deposit Program</b>			<b>\$21,162.09</b>

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

## 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 or Stifel Bank, 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.

## 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. Settlement of trades will normally occur in three business days unless stated differently on your trade confirmation. Title to securities sold to you where Stifel has acted as principal shall remain with Stifel until the entire purchase price is received or until the settlement date, whichever is later.

**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.

**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](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, 787 7th Avenue, New York, New York 10019.

**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](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.

**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.

# STIFEL

## Account Disclosures Continued

**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 Stifel|Advantage or Stifel Prestige® 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, 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 Regulation's BrokerCheck Hotline (toll free (800) 289 9999). Additional information may be obtained from the FINRA Regulation Web Site at [www.finra.org](http://www.finra.org), and an investor brochure describing FINRA BrokerCheck is available upon request.

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 web site at [www.msrb.org](http://www.msrb.org), including an investor brochure that is posted on the web site 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%20advisory%20services/program%20disclosures)), 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



[ocgov.com/ocinvestments](http://ocgov.com/ocinvestments)

March 31, 2021

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT**

Attn: Richard Howard, District Manager  
 13001 Garden Grove Blvd.  
 Garden Grove, CA 92843

**Fund Number :** XXXXXXXXXX

**MARCH 2021 STATEMENT**

**INVESTMENT BALANCE IN OCIP**

**Transactions**

<u>Transaction Date</u>	<u>Transaction Description</u>	<u>Authorized Signer</u>	<u>Amount</u>
03/01/2021	February 2021 Investment Admin Fee		\$ (78.34)
03/30/2021	December 2020 Interest Paid		\$ 1,125.78

**Summary**

Total Deposit:	\$ 1,125.78	Beginning Balance:	\$ 1,728,793.68
Total Withdrawal:	\$ (78.34)	Ending Balance:	\$ 1,729,841.12

**ACCRUED INVESTMENT INCOME**

<u>Description</u>	<u>Amount</u>
January 2021 Interest Accrued	\$ 1,020.32
February 2021 Interest Accrued	\$ 1,066.72
Total	<u>\$ 2,087.04</u>

March 2021 Interest to be accrued in April 2021 \$ 917.80

California State Treasurer  
**Fiona Ma, CPA**



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

April 01, 2021

[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 2021 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
3/11/2021	3/10/2021	RD	1669060	N/A	TAN NGUYEN	3,000,000.00

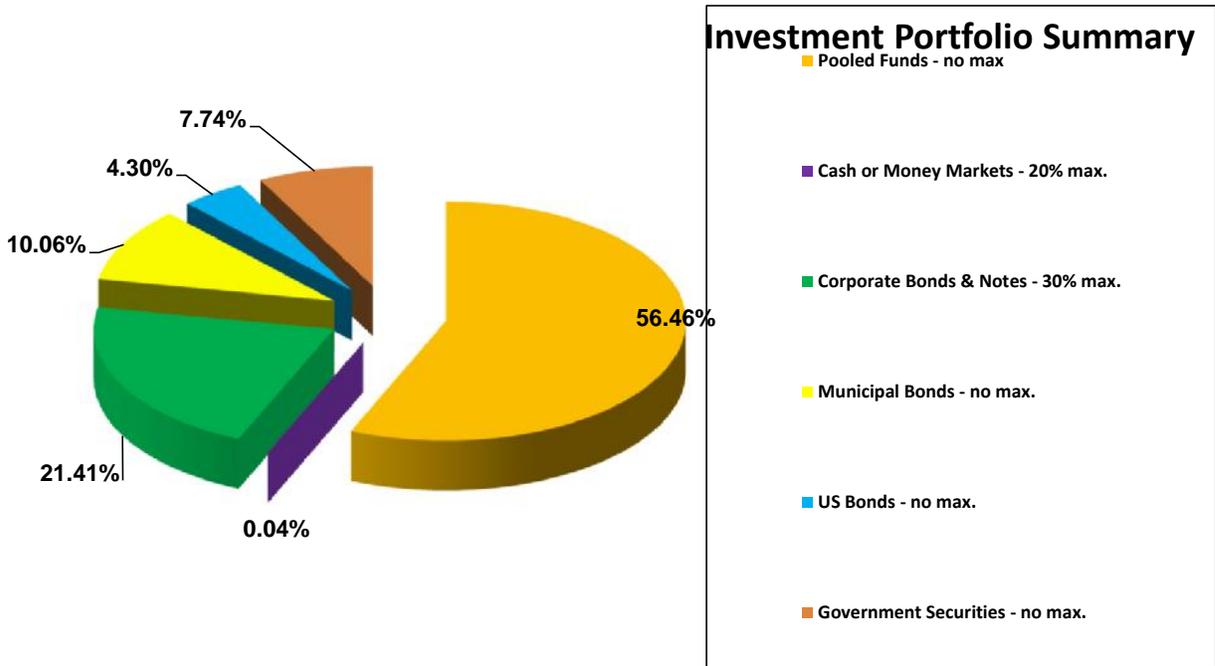
**Account Summary**

Total Deposit:	3,000,000.00	Beginning Balance:	6,366,364.71
Total Withdrawal:	0.00	Ending Balance:	9,366,364.71

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT - INVESTMENT SUMMARY Q3 FY 2021**

BASED ON FACE VALUE AT MATURITY

	STIFEL	LAIF	OCIP	Combined Total
Pooled Investment	\$0	\$9,366,365	\$1,729,841	\$11,096,206
Certificates of Deposits	\$0	\$0	\$0	\$0
Cash or Money Markets	\$21,881	\$0	\$0	\$21,881
Corporate Bonds & Notes	\$2,290,000	\$0	\$0	\$2,290,000
Municipal Bonds	\$1,895,000	\$0	\$0	\$1,895,000
Govt. Backed CMO Securities	\$0	\$0	\$0	\$0
US Bonds	\$500,000	\$0	\$0	\$500,000
Government Securities	\$400,000	\$0	\$0	\$400,000
<b>Total</b>	<b>\$5,106,881.13</b>	<b>\$9,366,364.71</b>	<b>\$1,729,841.12</b>	<b>\$16,203,086.96</b>



## 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	\$9,366,364.71	\$1,729,841.12	\$11,096,205.83
Totals	<b>\$0.00</b>	<b>\$9,366,364.71</b>	<b>\$1,729,841.12</b>	<b>\$11,096,205.83</b>
			<b>% of total fund</b>	<b>68.48%</b>
	STIFEL	LAIF	OCERS	Combined Total
<b><u>Certificates of Deposit</u></b>				
Totals	<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>Cash or Money Markets</u></b>				
Cash or Money Market	\$0.00	\$0.00	\$0.00	\$0.00
STIFEL Deposit Program	\$21,881.13	\$0.00	\$0.00	\$21,881.13
Totals	<b>\$21,881.13</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,881.13</b>
			<b>% of total fund</b>	<b>0.14%</b>
	STIFEL	LAIF	OCERS	Combined Total
<b><u>Corporate Bonds &amp; Notes</u></b>				
Ally Bank	\$200,000.00	\$0.00	\$0.00	\$200,000.00
American Express Nat'l Bk	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Apple Inc	\$250,000.00	\$0.00	\$0.00	\$250,000.00
BMW Bank of North Amer	\$200,000.00	\$0.00	\$0.00	\$200,000.00
Capital One Bank USA	\$240,000.00	\$0.00	\$0.00	\$240,000.00
IBM Corp	\$150,000.00	\$0.00	\$0.00	\$150,000.00
JPMorgan Chase & Co	\$250,000.00	\$0.00	\$0.00	\$250,000.00
Microsoft Corp Note	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Morgan Stanley Bank	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Pfizer Inc	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Rogers Mem Hosp Inc Bond	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Sallie Mae Bank	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Sallie Mae Bank	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Simon PPTY Grp LP Note	\$150,000.00	\$0.00	\$0.00	\$150,000.00
United Health Grp Inc	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Totals	<b>\$2,290,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,290,000.00</b>
			<b>% of total fund</b>	<b>14.13%</b>

	STIFEL	LAIF	OCERS	Combined Total
<b><u>Municipal Bonds</u></b>				
Ohio St Wtr Dev Auth	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Norco CA CRDA TARB	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Oceanside CA Pension Bonds	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Hillsborough Cnty FL Aviation	\$200,000.00	\$0.00	\$0.00	\$200,000.00
Watauga Cnty NC Rfdg	\$110,000.00	\$0.00	\$0.00	\$110,000.00
Connecticut St	\$110,000.00	\$0.00	\$0.00	\$110,000.00
Farrell, PA SCH DIST	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Kansas ST DEV FIN AUT	\$70,000.00	\$0.00	\$0.00	\$70,000.00
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
NYC Hsg Dev Corp Ser E	\$135,000.00	\$0.00	\$0.00	\$135,000.00
Suffolk CNTY NY	\$250,000.00	\$0.00	\$0.00	\$250,000.00
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
Totals	<b>\$1,895,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,895,000.00</b>
			<b>% of total fund</b>	<b>11.70%</b>

	STIFEL	LAIF	OCERS	Combined Total
<b><u>Government Backed CMO Securities</u></b>				
FNMA		\$0.00	\$0.00	\$0.00
GNMA	\$0.00	\$0.00	\$0.00	\$0.00
Totals	<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	\$250,000.00	\$0.00	\$0.00	\$250,000.00
FNMA	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Totals	<b>\$400,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$400,000.00</b>
			<b>% of total fund</b>	<b>2.47%</b>

	STIFEL	LAIF	OCERS	Combined Total
<b><u>US Bonds</u></b>				
US Treasury Bill	\$250,000.00	\$0.00	\$0.00	\$250,000.00
US Treasury Bill	\$250,000.00	\$0.00	\$0.00	\$250,000.00
Totals	<b>\$500,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$500,000.00</b>
				<b>3.09%</b>

				<b>\$15,703,086.96</b>
Grand Total	<b>\$5,106,881.13</b>	<b>\$9,366,364.71</b>	<b>\$1,729,841.12</b>	<b>\$16,203,086.96</b>



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 20, 2021

## AGENDA REPORT

### AGENDA ITEM E.4

**Prepared By:** Tan Nguyen, Finance Manager  
**Submitted By:** Rick Howard, District Manager

#### Agenda Title:

Annual Report of Expense Reimbursements for 2020

#### 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:

**Amount Requested \$ N/A**

**Sufficient Budgeted Funds Available:**

**Category: Pers. Optg. Cap. -or- CIP# Fund#**

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

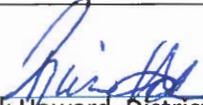
#### Exhibits:

**Exhibit A:** Annual Report of Expense Reimbursements from January 1, 2020 through December 31, 2020

**Orange County Mosquito and Vector Control District  
Annual Report of Expense Reimbursements  
Individual Charges of at least \$100 for  
January 1, 2020 through December 31, 2020**

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 20<sup>th</sup> day of May 2021.

David B. Miller	EMPLOYEE	650.00	COMPUTER LOAN - MILLER	1/9/2020
Carlos Martinez	EMPLOYEE	1,850.00	COMPUTER LOAN - MARTINEZ	1/9/2020
HECTOR GONZALEZ	EMPLOYEE	2,646.00	COMPUTER LOAN - GONZALEZ	1/15/2020
Amber Semrow	EMPLOYEE	336.49	DISTRICT SUPPLIES FOR RETIREMENTS	1/16/2020
BREANA BALL	EMPLOYEE	104.52	MILEAGE - AMCA CONF	1/30/2020
John S. Savage	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	1/30/2020
Kiet Nguyen	EMPLOYEE	621.14	MVCAC CONFERNCE 2020	2/6/2020
Robert J. Ruesch	TRUSTEE	132.34	MVCAC CONFERNCE 2020	2/6/2020
XIAOMING WANG	EMPLOYEE	113.28	MVCAC CONFERNCE - X.WANG	2/13/2020
Jodie Stoddard	EMPLOYEE	143.52	LASERFICHE TRAINING	2/20/2020
Laura Krueger Prelesnik	EMPLOYEE	263.59	MVCAC ANNUAL CONFERENCE	2/20/2020
Michael Alvarez	TRUSTEE	81.54	MVCAC CONFERNCE 2020	2/20/2020
John S. Savage	EMPLOYEE	83.99	MVCAC CONFERNCE 2020	2/26/2020
AMANDA PENICKS	EMPLOYEE	228.00	TRAVEL ADVANCE	2/27/2020
Charles Cassidy	EMPLOYEE	140.06	SAFETY BOOT REIMBURSEMENT	3/12/2020
Carla Humphrey	EMPLOYEE	1,704.50	COMPUTER LOAN - C.HUMPHREY	3/12/2020
John Drake	EMPLOYEE	1,224.96	REIMBURSEMENTS OF DISTRICT EXPENSES	3/19/2020
Tina Pacific	EMPLOYEE	191.92	VCJPA ANNUAL WORKSHOP&BOARD MEET	4/23/2020
LAWRENCE SHAW	EMPLOYEE	4,062.15	REIMBURSEMENTS OF DISTRICT EXPENSES	5/21/2020
Francisco Garcia	EMPLOYEE	114.18	SAFETY BOOTS REIMBURSEMENTS	6/25/2020
Cynthia Ross	EMPLOYEE	166.19	TUITION REIMBURSEMENT	6/25/2020
Luis Brito	EMPLOYEE	114.19	SAFETY BOOT REIMBURSEMENT	6/30/2020
Kara A. Miller	EMPLOYEE	2,454.48	VICTORY CORDLESS BACKPACK SPRAYER	7/16/2020
Agripino Rodriguez	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Anthony De Lira	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Antonio J. Moreno	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Dana Zamora-Bausa	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Danny Bui	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Eddie Garcia	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
John Clark Plummer	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
John Drews	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Jose Torres	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Julie Romo	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Matthew Eseltine	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Nathan Dingman	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Raymond Cavileer	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Roland Jen	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
SCOTT CHAMBERS	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Simon De Lira	EMPLOYEE	150.00	SAFETYBOOT REIMBURSEMENT	8/20/2020
Nick Morey	EMPLOYEE	133.77	SAFETY BOOT REIMBURSEMENT	9/10/2020
Elizabeth Escobar	EMPLOYEE	285.57	HEALTH FAIR SUPPLIES	9/24/2020
Lucia Camacho	EMPLOYEE	478.97	REIMBURSEMENTS DISTRICT EXPENSES	9/24/2020
Kassandra Reyes	EMPLOYEE	2,516.96	TUITION / REIMBURSEMENT EXPENSES	10/1/2020
Michael DuBose	EMPLOYEE	285.43	SAFETY BOOT REIMBURSEMENT	11/25/2020
Lesly Saba	EMPLOYEE	147.82	SAFETY BOOT REIMBURSEMENT	12/3/2020
Richard Arnold	EMPLOYEE	121.22	SAFETY BOOT REIMBURSEMENT	12/17/2020

  
Rick Howard, District Manager

  
Tan Nguyen, Finance Manager  
Agenda for the 891st Meeting, May 20, 2021



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 20, 2021

## AGENDA REPORT

### AGENDA ITEM E.5

**Prepared By:** Tan Nguyen, Finance Manager  
**Submitted By:** Rick Howard, District Manager

#### Agenda Title:

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>
2020	CalPERS	Medical	853,030	2,465	0.29%
2020	USI Insurance Services	Dental, Vision, Long Term Disability, Life Insurance	163,198	21,937	13.44%

**Fiscal Impact:**

**Amount Requested \$ N/A**

**Sufficient Budgeted Funds Available:**

**Category: Pers. Optg. Cap. -or- CIP# Fund#**

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

**Exhibits:**



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 20, 2021

## AGENDA REPORT

### AGENDA ITEM: F.1

**Prepared By:** Rick Howard, District Manager/Tan Nguyen, Finance Manager  
**Submitted By:** Rick Howard, District Manager

### Agenda Title:

Adopt Resolution No. 509 Approving the Operating, Capital, and Revenue Budgets for Fiscal Year 2021-22

### Recommended Action:

Adopt Resolution No. 509 approving the Operating, Capital, and Revenue Budgets for Fiscal Year 2021-22.

### Executive Summary:

The District's Budget and Finance Committee met on Monday May 10, 2021 via electronic meeting and considered the proposed Operating, Capital, and Revenue Budgets for Fiscal Year 2021-22. The Committee unanimously recommended that the proposed Budget be forwarded to the full Board of Trustees for consideration and adoption. Additionally, on May 11 and 12, staff conducted Budget Workshops to the Board of Trustees where the Budget was discussed in detail.

### Background:

As staff and management of the District prepared the Fiscal Year 2021-22 Operating, Capital, and Revenue budgets, it was important to be sensitive to the economic uncertainty of the times, yet maintain the core business model of protecting Orange County from vector-borne diseases, including West Nile virus, Zika, dengue fever, and chikungunya. As a result, staff is not proposing an increase to either of the District's two Benefit Assessment Districts for the coming Fiscal Year. Rates will continue to be set at FY 2019-20 levels.

Overall, the budget production process, while difficult to achieve due to the inefficiencies of virtual meetings, social distancing, and remote work environments, has resulted in a budget that is balanced and revenues are adequate to meet operational expenditures. The most critical component of the District's effort is to ensure our core competencies continue unabated.

As a result, staff built this budget from the ground up, making certain that the programs contained within accomplish those goals. The proposed FY 2021-22 spending plan is essentially flat from the current year's (FY 2020-21) budget. The current FY 2020-21 budget stripped out parts of programs that were being cultivated over the past few years, including certain outreach efforts, the underground rover program, a re-organization of the District's Operation's Department, an evaluation of Sterilized Insect Techniques (SIT), and other areas of scientific research (rat lung worm studies, for example). In time, those programs and projects will be revisited, once economic conditions permit. In the intervening time, the District and its staff are committed to provide the core public health functions as directed by the California Health and Safety Code.

## **Budget Summary:**

Overall, and for FY 2021-22, the District anticipates revenues of \$16.1M, program expenditures of \$16.1M (which includes a direct payment to the Orange County Employees Retirement System (OCERS) in the amount of \$300K), and \$629,000 committed to reserve funds. Pursuant to Board Policy, \$500,000 has been allocated to the Building and Facilities Fund, and due to the current world financial markets and a larger than anticipated pension liability, staff is recommending that \$79,000 be allocated to the IRS Section OPEB Trust Fund, and \$50,000 to Retiree Medical Insurance.

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 \$10.7M by June 30, 2022, providing a significant 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 2021-22, personnel costs are expected to be \$10.6M, or approximately 71% of the overall budget, consistent with prior years. The remaining 29% represents purchases of mosquito and other vector control pesticide products in the amount of \$800,000, contributions to retirement contingency funds in the amount of \$79,000, consultant fees (including legal) in the amount of \$367,000, and capital expenditures in the amount of \$346,000. The remaining expenses are general business and office supplies, small office equipment, and fuel, public utilities.

As noted above, the FY 2021-22 budget does not contemplate any major service or financial changes and is 6% higher than the prior year's spending plans resulting from the payment to OCERS and existing labor agreements.

The budget does, however, recommend the addition of one Assistant Vector Ecologist (AVE) for the Scientific Technical Services Department. The lab is in need of this technical support position to enhance surveillance for invasive *Aedes* mosquitoes, provide assistance for the wild bird, small mammal, and insectary programs and functions. There is a combined cost savings of approximately \$35,000 from the retirement of the former Department Director and the replacement of the Biologist position with an Assistant Biologist. This can be used to offset the cost of the AVE which has a starting salary of \$78,700. The fully burdened rate for this new position is \$103,000.

Staff anticipates a slight increase in FY 2021-22 Ad Valorem property tax revenues which are projected to remain at \$6.8M. Based upon data received from the Orange County Assessor's Office for FY 2021-22, the District is anticipating that its projected revenues will remain steady for the current fiscal year.

This budget does not contemplate nor include an increase to Assessment District Number 2, and the budget has been developed with rates remaining at current assessment levels of \$7.70 per equivalent dwelling unit (EDU) for the second year in a row and does not include the CPI maximum allowable rate for FY 2021-22 of \$8.06/EDU, an increase of \$0.13/EDU/Year.

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 fully funded and does not have any unfunded liabilities in its CalPERS, OPEB, and OCERS pension systems. Staff has been provided notice that the District will see increased liabilities in pension funds resulting from world financial market losses.

Assessment District Number 1 remains at the 1996 Board authorized level of \$1.92/EDU.

Additionally, the District is fortunate to have entered into a four-year labor agreement in FY 2019-20, locking in labor issues for the four-year period ending June 30, 2023. The 2% contracted increase is incorporated and included within the proposed FY 2021-22 budget.

The following chart identifies the source of funds for FY 2021-22:

<b>Funding Sources Fiscal Year 2021-22</b>			
Revenues - All Funds:	<i>2020-21 Estimate</i>	<b>2021-22 Budget</b>	<i>% of Total</i>
Ad Valorem Property Tax	\$6,590,000	\$6,820,650	40.70%
1996 Benefit Assessment	1,564,151	1,575,850	10.10%
2004 Benefit Assessment	6,718,463	6,740,000	43.00%
Residuals & Pass Through	425,000	400,000	1.80%
Rental Income	283,200	299,909	2.10%
Reimbursements	96,623	97,991	0.70%
Charges for Services	63,000	60,000	0.30%
Interest	157,100	124,000	1.20%
Miscellaneous	22,000	27,000	0.10%
<b>Total Sources</b>	<b>\$ 15,919,537</b>	<b>\$ 16,145,400</b>	<b>100%</b>

Expenditures: The District's expenditure budget for all funds is proposed to be \$15.5M, which represents a 6% increase over the current fiscal year, primarily the result of a one-time payment to the retirement true-up payment to OCERS anticipated in FY 2021-22 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 of providing the public with a high level of protection from vectors and vector-borne diseases.

The following chart summarizes the proposed change in expenditures:

<b>Funding Uses Fiscal Year 2021-22</b>			
<b>Expenditures - All Funds</b>	<b>FY 20-21 Budget</b>	<b>FY 20-21 Estimated</b>	<b>FY 21-22 Budget</b>
Personnel	10,411,500	9,308,466	10,618,860
O&M	3,950,540	3,246,192	4,551,305
Capital Outlay	281,000	220,627	346,000
*	<b>14,643,040</b>	<b>12,775,285</b>	<b>15,516,165</b>
Contributions/Transfers	898,360	2,398,360	629,235
<b>Total Use of All Funds</b>	<b>15,541,400</b>	<b>15,173,645</b>	<b>16,145,400</b>
			<i>Change</i>
			* 6%

For FY 2020-21, the District's staff was comprised of 68 regular full-time employees, which is augmented with seasonal and extra-help employees. Staff is proposing to increase the number of regular full-time employees from 68 to 69 during FY 2021-22, as noted above by adding an Assistant Vector Ecologist to the Scientific and Technical Services Department.

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 which are attached to this report and included in the preliminary budget document that is before the Board for adoption.

**Fiscal Impact:**

**Amount Requested \$16,145,400**

**Sufficient Budgeted Funds Available:**

**Category: Pers. Optg. Cap. -or- CIP# Fund#**

**Relevant Board Actions for This Item:**

Budget and Finance Committee meetings on May 10, 2021  
Budget Workshops on May 11 and 12, 2021.

**Exhibits:**

**Exhibit A: Budget Transmittal Letter**

**Exhibit B: Budget at a Glance**

**Exhibit C: Preliminary FY 2021-22 Budget and FY 2021-22 Budget Forecast**

**Exhibit D: Resolution No. 509 Adopting the Annual Operating Budget for Fiscal Year 2021-22**



## Orange County Mosquito and Vector Control District

*A Public Health Agency Serving Orange County Since 1947*

DATE: May 20, 2021  
TO: Members of the Board of Trustees  
FROM: Rick Howard, District Manager  
RE: Fiscal Year 2021-22 Budget Transmittal

I am pleased to submit the FY 2021-22 Annual Budget for the Orange County Mosquito and Vector Control District (District/OCMVCD). The FY 2021-22 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.*

This budget was developed without the need to increase either of the District's two assessment districts, and no major programmatic changes are proposed in the FY 2021-22 Operating Budget. The FY 2021-22 Operating Budget is essentially "status quo".

As has been and continues to be the case, the Covid-19 pandemic disrupted almost every aspect of our lives, including industry, business, and family. At the District, this was no exception. The pandemic took its toll on our operations and staff. Fortunately, we were able to socially isolate, while Zoom and Microsoft Teams became our "go-to" for meetings and conducting general business activities. I'm pleased to report, as of May 5, 2021, there have been no employees who have contracted Covid-19 while in the workplace, and more than 77% of full-time employees have been vaccinated against Covid-19. Like everyone, we are looking forward to returning to some form of normalcy in the foreseeable future.

The services provided by the Orange County Mosquito and Vector Control District are essential to protecting the public from vectors and vector-borne disease. In maintaining these essential public health services, the health and safety of District employees and the general public are the District's highest priority. Core essential functions have continued unabated throughout the pandemic to ensure that the health and safety of District employees and public are protected from COVID-19 in a manner that is consistent with local, state, and federal health guidelines.

During the pandemic, a number of administrative employees have worked an adjusted remote schedule to prevent overcrowding in both the lab and the main administrative offices. As the pandemic moderates and employees become vaccinated, I anticipate that most will return to their regular on-site workstations. Remote work opportunities may continue into the future depending on the position and the ability to effectively schedule staff in the workplace.

From a public service standpoint, the District witnessed a decline in some service areas, but increases in others. The growing spread throughout the county of the invasive Yellow Fever Mosquito, *Aedes aegypti*, resulted in similar numbers of calls for service over 2019. Full-time employees continued to support the public as normal, while continuing to treat sites that are known for breeding mosquitoes.

In 2020, the District conducted 8,449 residential and commercial Service Requests, treated 3,863 pools a total of 11,247 times, and performed 2,387 treatments to routine and known breeding sites a total of 15,996 times.

Due to the pandemic, the single biggest obstacle to the District's operation in 2020 (and heading into 2021) was/is the lack of a full contingent of seasonal staff. Under normal circumstances, seasonal employees' number 70. During 2020, that number was reduced to 35, severely limiting our door-to-door operation as well as our regular summer treatment schedule in Special Services, Fire Ants, and laboratory support. For the current season, it is anticipated that 45 seasonal employees will be on-boarded to augment full-time staff. We remain hopeful that 2022 returns to pre-pandemic staffing levels.

In spite of everything that took place during 2020 and into 2021, the public continues to receive the same high level of service that they have come to expect from the men and women of the Orange County Mosquito and Vector Control District.

#### **Discussion:**

Starting in 2018, and with the support of the Board of Trustees, the District's outreach and education program shifted its focus, encouraging residents to play an active role in protecting their homes and personal spaces from mosquitoes and mosquito-borne disease. The most recent campaign themes focused on the common and simple message that mosquito control is a shared responsibility. The *Make Your Home Mosquito-Free (2018)*, *#MissionTipNToss (2019)* and 2020's *Tip, Toss and Take Action* outreach campaigns all highlighted resources available to residents. For 2021, the campaign spins off on the 2020 campaign, with the catch phrase "Miss Me?"

In 2019, the District developed and promoted a "Do it Yourself" webpage that includes a three-part video series on how to prevent and protect you and your family from mosquitoes. The DIY page also includes tips and tricks, as well as an exhaustive checklist to inspect areas in and around your home, and the steps that can easily be taken to eliminate mosquito breeding. This newly developed resource page has become the most visited location on the District's website. In light of the COVID-19 pandemic, social distancing requirements, and non-contact residential inspections, staff is encouraging the public to utilize these valuable resources. We are fortunate to have these resources available during these times and that they are readily available and easily accessible from the comfort of one's home.

During the 2020-21 fiscal year, a new Geographic Information System (GIS) "grid System" was implemented, providing an innovative way to pinpoint high concentrations of mosquitoes, providing early indicators of potential West Nile virus (WNV) hot spots and attempted to isolate its spread. Also, in FY 2019-20, the District purchased and deployed the A-1 Super Duty liquid larvicide equipment vehicle. During the late Summer and into early Fall of 2020, the District utilized the A-1 Superduty, and on occasion would combine a treatment utilizing both adulticide spray units in combination with the A-1 Superduty.

During 2020, the District conducted 127 truck mounted residential mosquito adulticide applications, 60 marsh (49) and cemetery applications (11), and 13 liquid larvicide applications (3

residential/10 marsh). These applications resulted from high trap counts and positive West Nile virus (WNV) activity. The public expressed support of our treatment efforts, not necessarily because of the intended mosquito species that carries WNV, but because the treatments had the added benefit of knocking down populations of the aggressive day biting invasive *Aedes aegypti* mosquito.

### **District Operations during COVID-19**

As noted above, the District continues to provide essential mosquito control services in Orange County during the pandemic. However, there have been several operational changes that have taken place that will severely limit the amount of work that is customarily performed. The District relies heavily on seasonal employees to conduct door-to-door surveillance in areas with active mosquito hot spots, they provide support to the Red Imported Fire Ant (RIFA) program, and they set and collect traps, perform mosquito counts, as well as support the lab in a variety of other situations.

The proposed FY 2021-22 budget has been prepared based on the core essential services of the District. As described during the budget presentations for the current fiscal year (FY 2020-21), a number of projects and business realignments outlined and identified in the 2019 Strategic Plan have been temporarily delayed until the pandemic has been declared over by the CDC and World Health Organization (WHO). Some of those delays included certain outreach efforts, the planned sale of the District's existing site and relocation, the delay of the planned Sterilized Insect Technique (SIT) study, the underground rover program, a re-organization of the District's Operation's Department, and other areas of scientific research (rat lung worm studies, for example). As the pandemic begins to subside, some of these projects have re-emerged and staff has been returning to work on them, as time and staffing permit.

The two primary projects that have been resurrected are the District's building relocation project and the Sterile Insect Technique technology effort.

The building relocation project will continue until such time as the District completes the goal of relocating to more modern, updated facilities. There is no timetable on this project, however the Joint Budget and Finance and Property, Equipment and Facilities Committees will continue to convene as progress moves forward.

The Sterile Insect Technique project, or SIT, would provide for sterile male mosquitoes to be released, mating with female mosquitoes, and making the offspring non-viable. There are currently three different types of techniques that the District is evaluating, including *Wolbachia* (a procedure that when male *Ae. aegypti* mosquitoes with *Wolbachia* mate with wild female mosquitoes that do not have *Wolbachia*, the eggs will not hatch. Non-biting male mosquitoes with *Wolbachia* are released regularly into an area by mosquito control professionals. Male mosquitoes with *Wolbachia* mate with wild female mosquitoes. Because the eggs don't hatch, the number of *Ae. aegypti* mosquitoes decreases.), Irradiation (Male mosquitoes are bred and sterilized using the same radiation found in common x-ray machines. Males are then regularly released to mate with wild females. The resulting eggs will not hatch). The other approach is Genetically Modified mosquitoes (A male-selecting gene that allows males to pass on their genes in a wild population, while the females never become adults).

The Board has been presented presentations on SIT in the past and will continue to receive updates on its progress as the different technologies move forward. It needs to be noted, however, that the District has not decided on which Sterile Insect Technique technology, if any, to move forward in the proof of concept and testing stage.

## **Budget Considerations**

### **FY 2020-2021 status update:**

For the current fiscal year, expenses are expected to be \$1.55 million 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.

However, Staff recommends that the \$1.55M in be allocated accordingly:

\$300K - Retiree Medical Insurance (115 Trust OPEB)

\$200K - Retirement Contingency (115 Trust)

\$1M – Facilities improvement fund

Additionally, in the current FY 2020-21 Budget, staff allocated a transfer of \$200K and \$190K respectively, to the two Retirement Section 115 Trust funds. Staff recommends continuing to maintain a strong, fully funded pension program and recommends that the \$500K noted above (\$300K and \$200K) be allocated to the respective Trust funds.

### **FY 2021-22 Revenue Projections:**

When the California Legislature established Health and Safety Code Section 2000 et.al., in 1915, the *Mosquito Abatement and Vector Control District Law* came into existence. This action provided the ability for local jurisdictions to establish mosquito control districts in areas where mosquito control is needed. The legislature provided the financial mechanism to provide these public health services through property tax collections from within the county service areas wherein the services are rendered.

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 staples in many other types of local governments, including cities and counties, where many of these revenue sources are subject to economic volatility. 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 2021-22, the District anticipates revenues of \$16.1M, and program expenditures of \$16.1M, including an anticipated payment to the Orange County Employees Retirement System (OCERS) in the amount of \$300,000, \$129,000 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 \$10.7M by June 30, 2022, providing a significant portion of funding for future facility needs. Additionally, staff is recommending that the Board prudently allocate \$79,000 to the Medical Insurance Fund, and \$50,000 to the Retirement Contingency Fund.

<b>Funding Sources Fiscal Year 2021-22</b>			
Revenues - All Funds:	<b>2020-21 Estimate</b>	<b>2021-22 Budget</b>	<b>% of Total</b>
Ad Valorem Property Tax	\$6,590,000	\$6,820,650	40.70%
1996 Benefit Assessment	1,564,151	1,575,850	10.10%
2004 Benefit Assessment	6,718,463	6,740,000	43.00%
Residuals & Pass Through	425,000	400,000	1.80%
Rental Income	283,200	299,909	2.10%
Reimbursements	96,623	97,991	0.70%
Charges for Services	63,000	60,000	0.30%
Interest	157,100	124,000	1.20%
Miscellaneous	22,000	27,000	0.10%
<b>Total Sources</b>	<b>\$ 15,919,537</b>	<b>\$ 16,145,400</b>	<b>100%</b>

**Ad Valorem Property Tax:**

As noted in the table above, in FY 2019-2020, Ad Valorem property tax receipts remained strong, with actual estimated receipts exceeding anticipated receipts.

Staff anticipates a slight increase in FY 2021-22 Ad Valorem property tax revenues which are projected to be \$6.8M. Based upon data received from the Orange County Assessor's Office for FY 2021-22, 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 2021-22, Assessment District No. 1 is anticipated to yield \$1.575M, an increase of just over \$10,000 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 \$7.70/SFE. Subject to voter authorized adjustments, the CPI maximum allowable rate for FY 2021-22 is \$8.06/SFE, an increase of \$0.13/SFE/Year.

It needs to be noted, this budget *does not contemplate nor include an increase to either Assessment District Number 1 or 2 for the second consecutive year.*

For FY 2021-22, Assessment District No. 2 is anticipated to yield \$6.7M, an increase of \$23,000 over current FY 2020-21 and is the result of new housing units that have come online over the past year.

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
3.08% CPI - Reserved				\$6,919,575	
2021-22	0.87%	\$8.06	\$7.70	\$6,740,000	\$1,575,850
0.87% CPI - Reserved				\$7,055,000	

Final assessment amounts submitted to the County Auditor-Controller may be different than the preliminary amounts listed for the Engineer's Reports.

### FY 2021-22 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 2021-22, personnel costs are expected to be \$10.6M, or approximately 71% of the overall budget, consistent with prior years. The remaining 29% represents replacement of seven vehicles in the amount of \$213,000, purchases of mosquito and other vector control and pesticide products in the amount of \$800,000, contributions to retirement contingency funds in the amount of \$129,000, consultant fees (including legal) in the amount of \$250,000, and capital expenditures in the amount of \$346,000 (which includes the seven replacement vehicles). The remaining expenses are general business and office supplies, small office equipment, fuel, and public utilities.

As noted above, the FY 2021-22 budget does not contemplate any major service or financial changes and is 6% higher than the prior year's spending plans resulting from the triannual true up payment to OCERS and existing labor agreements.

On the Personnel side, this budget proposes the addition of one Assistant Vector Ecologist (AVE) for the Scientific Technical Services Department. The lab is in need of this technical support position to enhance surveillance for invasive *Aedes* mosquitoes, provide assistance for the wild bird, small mammal, and insectary programs and related functions. There is a combined cost savings of approximately \$35,000 from the retirement of the former Department Director and the

replacement of the Biologist position with and Assistant Biologist. This can be used to offset the cost of the AVE which has a starting salary of \$78,700. The fully burdened rate for addition this new position is \$103,000.

For FY 2021-22, the Budget Expenditure Summary for all funds is as follows:

<b>Funding Uses Fiscal Year 2021-22</b>			
<b>Expenditures - All Funds</b>	<b>FY 20-21 Budget</b>	<b>FY 20-21 Estimated</b>	<b>FY 21-22 Budget</b>
Personnel	10,411,500	9,308,466	10,618,860
O&M	3,950,540	3,246,192	4,551,305
Capital Outlay	281,000	220,627	346,000
*	<b>14,643,040</b>	<b>12,775,285</b>	<b>15,516,165</b>
Contributions/Transfers	898,360	2,398,360	629,235
<b>Total Use of All Funds</b>	<b>15,541,400</b>	<b>15,173,645</b>	<b>16,145,400</b>
			<i>Change</i> * 6%

The FY 2021-22 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 2021-22, the District’s fund balances are projected to total \$23.3 million:

<b>FISCAL YEAR 2021-22</b>									
<b>Fund No.</b>	<b>Fund Name</b>	<b>2019-20 Actual Balance</b>	<b>2020-21 Estimated Balance</b>	<b>2021-22 Proposed Revenues</b>	<b>2021-22 Proposed Expenditures</b>	<b>2021-22 Proposed Transfers</b>	<b>2021-22 Proposed Balance</b>	<b>Net (Use of)/ Addition to Reserves</b>	
10	Operating	\$ 8,200,842	\$ 8,489,334	\$ 15,746,400	\$ 14,953,655	\$ (629,235)	\$ 8,652,844	\$ 163,510	
20	Vehicle Replacement	555,206	566,206	15,000	-	-	581,206	15,000	
30	Liability Reserve	360,611	371,971	3,000	-	-	374,971	3,000	
40	Equipment Replacement	836,602	844,602	6,000	-	-	850,602	6,000	
50	Emergency Vector Control	1,675,027	1,688,027	10,000	-	-	1,698,027	10,000	
60	Facilities Improvement	8,105,991	9,873,801	330,000	44,500	500,000	10,659,301	785,500	
70	Habitat Remediation	100,002	100,002	-	-	-	100,002	-	
90	Retiree Medical Insurance	179,550	303,240	33,000	218,010	79,235	197,465	(105,775)	
95	Retirement Contingency	253,185	456,285	2,000	300,000	50,000	208,285	(248,000)	
		<b>\$ 20,267,016</b>	<b>\$ 22,693,468</b>	<b>\$ 16,145,400</b>	<b>\$ 15,516,165</b>	<b>-</b>	<b>\$ 23,322,703</b>	<b>\$ 629,235</b>	

## **Conclusion**

The Orange County Mosquito and Vector Control District will be entering its 75<sup>th</sup> year in 2022. Since its inception, the District has been looked upon as a leader in the industry, and many other Districts look to OCMVCD for guidance and support. The level of expertise that the staff possesses is significant, and as a result, coordinates with other Districts and make presentations at national and international conferences and meetings.

While we look to put the Covid-19 Pandemic in our rear-view mirrors, the future of the District is bright. Technologies are ever evolving and more and better methods of vector control continue to become available to assist in all aspects of vector control.

As is always the case, staff will continue to monitor revenues and expenditures throughout the fiscal year. Should budget adjustments be necessary, staff will make recommendations to ensure the District is able to provide quality services while maintaining a balanced budget.

The staff of the Orange County Mosquito and Vector Control District are honored to represent the residents of Orange County and to help make sure that the District continues it's 75-year year tradition of keeping Orange County safe from vectors and vector-borne disease.

RH//tn



# Orange County Mosquito and Vector Control District

*A Public Health Agency Serving Orange County Since 1947*

## FY 2021-22 OCMVCD ANNUAL BUDGET-AT-A-GLANCE

The Fiscal Year 2021-22 preliminary Orange County Mosquito and Vector Control District's (OCMVCD) budget was distributed to Trustees before the May 20, 2021 Board meeting. The Budget and Finance Committee was presented the budget at their May meeting, and budget workshops took place on May 11 and 12, 2021.

The Fiscal Year 2021-22 Revenue, Operating and Capital budget for the OCMVCD is 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 2021-22</b>			
Revenues - All Funds:	<b>2020-21</b>	<b>2021-22</b>	<b>% of Total</b>
	<b>Estimate</b>	<b>Budget</b>	
Ad Valorem Property Tax	\$6,590,000	\$6,820,650	40.70%
1996 Benefit Assessment	1,564,151	1,575,850	10.10%
2004 Benefit Assessment	6,718,463	6,740,000	43.00%
Residuals & Pass Through	425,000	400,000	1.80%
Rental Income	283,200	299,909	2.10%
Reimbursements	96,623	97,991	0.70%
Charges for Services	63,000	60,000	0.30%
Interest	157,100	124,000	1.20%
Miscellaneous	22,000	27,000	0.10%
<b>Total Sources</b>	<b>\$ 15,919,537</b>	<b>\$ 16,145,400</b>	<b>100%</b>

- ✓ Assessment District #1 remains the same at \$1.92/EDU
- ✓ Assessment District #2 remains the same at \$7.70.
- ✓ Ad Valorem increase to \$6.8M.

## **EXPENDITURES**

For the coming Fiscal Year beginning on July 1, 2021, the Budget anticipates a 6% increase, as discussed below:

<b>Funding Uses Fiscal Year 2021-22</b>			
<b>Expenditures - All Funds</b>	<b>FY 20-21 Budget</b>	<b>FY 20-21 Estimated</b>	<b>FY 21-22 Budget</b>
Personnel	10,411,500	9,308,466	10,618,860
O&M	3,950,540	3,246,192	4,551,305
Capital Outlay	281,000	220,627	346,000
	<b>* 14,643,040</b>	<b>12,775,285</b>	<b>15,516,165</b>
Contributions/Transfers	898,360	2,398,360	629,235
<b>Total Use of All Funds</b>	<b>15,541,400</b>	<b>15,173,645</b>	<b>16,145,400</b>
			<i>Change</i>
			<i>* 6%</i>

### **Personnel Summary**

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

- ✓ The District employs 69 regular, full time employees
- ✓ It is proposed to increase the number of FT employees by 1.0 FTE.
- ✓ Fully burdened, all District F/T, Seasonal, and Extra Help total \$10.6M Personnel increases primarily the result of the current labor agreement; step increases, and an increase in the CalPERS costs resulting from increased rates.

### **Operations and Maintenance Summary**

The District Operations and Maintenance (O&M) Budget sees an increase of \$600,000.

- ✓ Increase due directly to increase in pesticides cost in FY 2021-22.
- ✓ Triannual true up to OCERS in the amount of \$300,000.
- ✓ Repairs and maintenance cost to existing building.

### **Capital Outlay**

- ✓ Capital outlay costs increase due to additional vehicle replacements in the amount of \$213,000, an increase of \$28,000 over FY 2020-21.

## **ITEMS OF NOTE**

The Budget and Finance Committee is recommending continuing to fund \$500,000 annually to the Building and Facilities Fund to address long term-facility needs; and \$129,000 to the Retirement Contingency and Retiree Medical Fun reserve to address anticipated unfunded pension and retiree liabilities.

# Table of Contents

	Page
Letter of Transmittal	i
Budget at a Glance	ii
Year in Review - FY 2020/21	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	23
Communications	30
<b>Other Funds</b>	37
<b>Line Item Summary</b>	42
<b>Appendices:</b>	
A: Glossary	51
<b>Resolution</b>	53



## Orange County Mosquito and Vector Control District

*A Public Health Agency Serving Orange County Since 1947*

DATE: May 20, 2021  
TO: Members of the Board of Trustees  
FROM: Rick Howard, District Manager  
RE: Fiscal Year 2021-22 Budget Transmittal

I am pleased to submit the FY 2021-22 Annual Budget for the Orange County Mosquito and Vector Control District (District/OCMVCD). The FY 2021-22 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.*

This budget was developed without the need to increase either of the District's two assessment districts, and no major programmatic changes are proposed in the FY 2021-22 Operating Budget. The FY 2021-22 Operating Budget is essentially "status quo".

As has been and continues to be the case, the Covid-19 pandemic disrupted almost every aspect of our lives, including industry, business, and family. At the District, this was no exception. The pandemic took its toll on our operations and staff. Fortunately, we were able to socially isolate, while Zoom and Microsoft Teams became our "go-to" for meetings and conducting general business activities. I'm pleased to report, as of May 5, 2021, there have been no employees who have contracted Covid-19 while in the workplace, and more than 77% of full-time employees have been vaccinated against Covid-19. Like everyone, we are looking forward to returning to some form of normalcy in the foreseeable future.

The services provided by the Orange County Mosquito and Vector Control District are essential to protecting the public from vectors and vector-borne disease. In maintaining these essential public health services, the health and safety of District employees and the general public are the District's highest priority. Core essential functions have continued unabated throughout the pandemic to ensure that the health and safety of District employees and public are protected from COVID-19 in a manner that is consistent with local, state, and federal health guidelines.

During the pandemic, a number of administrative employees have worked an adjusted remote schedule to prevent overcrowding in both the lab and the main administrative offices. As the pandemic moderates and employees become vaccinated, I anticipate that most will return to their regular on-site workstations. Remote work opportunities may continue into the future depending on the position and the ability to effectively schedule staff in the workplace.

From a public service standpoint, the District witnessed a decline in some service areas, but increases in others. The growing spread throughout the county of the invasive Yellow Fever Mosquito, *Aedes aegypti*, resulted in similar numbers of calls for service over 2019. Full-time employees continued to support the public as normal, while continuing to treat sites that are known for breeding mosquitoes.

In 2020, the District conducted 8,449 residential and commercial Service Requests, treated 3,863 pools a total of 11,247 times, and performed 2,387 treatments to routine and known breeding sites a total of 15,996 times.

Due to the pandemic, the single biggest obstacle to the District's operation in 2020 (and heading into 2021) was/is the lack of a full contingent of seasonal staff. Under normal circumstances, seasonal employees' number 70. During 2020, that number was reduced to 35, severely limiting our door-to-door operation as well as our regular summer treatment schedule in Special Services, Fire Ants, and laboratory support. For the current season, it is anticipated that 45 seasonal employees will be on-boarded to augment full-time staff. We remain hopeful that 2022 returns to pre-pandemic staffing levels.

In spite of everything that took place during 2020 and into 2021, the public continues to receive the same high level of service that they have come to expect from the men and women of the Orange County Mosquito and Vector Control District.

#### **Discussion:**

Starting in 2018, and with the support of the Board of Trustees, the District's outreach and education program shifted its focus, encouraging residents to play an active role in protecting their homes and personal spaces from mosquitoes and mosquito-borne disease. The most recent campaign themes focused on the common and simple message that mosquito control is a shared responsibility. The *Make Your Home Mosquito-Free (2018)*, *#MissionTipNToss (2019)* and 2020's *Tip, Toss and Take Action* outreach campaigns all highlighted resources available to residents. For 2021, the campaign spins off on the 2020 campaign, with the catch phrase "Miss Me?"

In 2019, the District developed and promoted a "Do it Yourself" webpage that includes a three-part video series on how to prevent and protect you and your family from mosquitoes. The DIY page also includes tips and tricks, as well as an exhaustive checklist to inspect areas in and around your home, and the steps that can easily be taken to eliminate mosquito breeding. This newly developed resource page has become the most visited location on the District's website. In light of the COVID-19 pandemic, social distancing requirements, and non-contact residential inspections, staff is encouraging the public to utilize these valuable resources. We are fortunate to have these resources available during these times and that they are readily available and easily accessible from the comfort of one's home.

During the 2020-21 fiscal year, a new Geographic Information System (GIS) "grid System" was implemented, providing an innovative way to pinpoint high concentrations of mosquitoes, providing early indicators of potential West Nile virus (WNV) hot spots and attempted to isolate its spread. Also, in FY 2019-20, the District purchased and deployed the A-1 Super Duty liquid larvicide equipment vehicle. During the late Summer and into early Fall of 2020, the District utilized the A-1 Superduty, and on occasion would combine a treatment utilizing both adulticide spray units in combination with the A-1 Superduty.

During 2020, the District conducted 127 truck mounted residential mosquito adulticide applications, 60 marsh (49) and cemetery applications (11), and 13 liquid larvicide applications (3

residential/10 marsh). These applications resulted from high trap counts and positive West Nile virus (WNV) activity. The public expressed support of our treatment efforts, not necessarily because of the intended mosquito species that carries WNV, but because the treatments had the added benefit of knocking down populations of the aggressive day biting invasive *Aedes aegypti* mosquito.

### **District Operations during COVID-19**

As noted above, the District continues to provide essential mosquito control services in Orange County during the pandemic. However, there have been several operational changes that have taken place that will severely limit the amount of work that is customarily performed. The District relies heavily on seasonal employees to conduct door-to-door surveillance in areas with active mosquito hot spots, they provide support to the Red Imported Fire Ant (RIFA) program, and they set and collect traps, perform mosquito counts, as well as support the lab in a variety of other situations.

The proposed FY 2021-22 budget has been prepared based on the core essential services of the District. As described during the budget presentations for the current fiscal year (FY 2020-21), a number of projects and business realignments outlined and identified in the 2019 Strategic Plan have been temporarily delayed until the pandemic has been declared over by the CDC and World Health Organization (WHO). Some of those delays included certain outreach efforts, the planned sale of the District's existing site and relocation, the delay of the planned Sterilized Insect Technique (SIT) study, the underground rover program, a re-organization of the District's Operation's Department, and other areas of scientific research (rat lung worm studies, for example). As the pandemic begins to subside, some of these projects have re-emerged and staff has been returning to work on them, as time and staffing permit.

The two primary projects that have been resurrected are the District's building relocation project and the Sterile Insect Technique technology effort.

The building relocation project will continue until such time as the District completes the goal of relocating to more modern, updated facilities. There is no timetable on this project, however the Joint Budget and Finance and Property, Equipment and Facilities Committees will continue to convene as progress moves forward.

The Sterile Insect Technique project, or SIT, would provide for sterile male mosquitoes to be released, mating with female mosquitoes, and making the offspring non-viable. There are currently three different types of techniques that the District is evaluating, including *Wolbachia* (a procedure that when male *Ae. aegypti* mosquitoes with *Wolbachia* mate with wild female mosquitoes that do not have *Wolbachia*, the eggs will not hatch. Non-biting male mosquitoes with *Wolbachia* are released regularly into an area by mosquito control professionals. Male mosquitoes with *Wolbachia* mate with wild female mosquitoes. Because the eggs don't hatch, the number of *Ae. aegypti* mosquitoes decreases.), Irradiation (Male mosquitoes are bred and sterilized using the same radiation found in common x-ray machines. Males are then regularly released to mate with wild females. The resulting eggs will not hatch). The other approach is Genetically Modified mosquitoes (A male-selecting gene that allows males to pass on their genes in a wild population, while the females never become adults).

The Board has been presented presentations on SIT in the past and will continue to receive updates on its progress as the different technologies move forward. It needs to be noted, however, that the District has not decided on which Sterile Insect Technique technology, if any, to move forward in the proof of concept and testing stage.

## **Budget Considerations**

### **FY 2020-2021 status update:**

For the current fiscal year, expenses are expected to be \$1.55 million 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.

However, Staff recommends that the \$1.55M in be allocated accordingly:

\$300K - Retiree Medical Insurance (115 Trust OPEB)

\$200K - Retirement Contingency (115 Trust)

\$1M – Facilities improvement fund

Additionally, in the current FY 2020-21 Budget, staff allocated a transfer of \$200K and \$190K respectively, to the two Retirement Section 115 Trust funds. Staff recommends continuing to maintain a strong, fully funded pension program and recommends that the \$500K noted above (\$300K and \$200K) be allocated to the respective Trust funds.

### **FY 2021-22 Revenue Projections:**

When the California Legislature established Health and Safety Code Section 2000 et.al., in 1915, the *Mosquito Abatement and Vector Control District Law* came into existence. This action provided the ability for local jurisdictions to establish mosquito control districts in areas where mosquito control is needed. The legislature provided the financial mechanism to provide these public health services through property tax collections from within the county service areas wherein the services are rendered.

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 staples in many other types of local governments, including cities and counties, where many of these revenue sources are subject to economic volatility. 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 2021-22, the District anticipates revenues of \$16.1M, and program expenditures of \$16.1M, including an anticipated payment to the Orange County Employees Retirement System (OCERS) in the amount of \$300,000, \$129,000 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 \$10.7M by June 30, 2022, providing a significant portion of funding for future facility needs. Additionally, staff is recommending that the Board prudently allocate \$79,000 to the Medical Insurance Fund, and \$50,000 to the Retirement Contingency Fund.

<b>Funding Sources Fiscal Year 2021-22</b>			
Revenues - All Funds:	<b>2020-21 Estimate</b>	<b>2021-22 Budget</b>	<b>% of Total</b>
Ad Valorem Property Tax	\$6,590,000	\$6,820,650	40.70%
1996 Benefit Assessment	1,564,151	1,575,850	10.10%
2004 Benefit Assessment	6,718,463	6,740,000	43.00%
Residuals & Pass Through	425,000	400,000	1.80%
Rental Income	283,200	299,909	2.10%
Reimbursements	96,623	97,991	0.70%
Charges for Services	63,000	60,000	0.30%
Interest	157,100	124,000	1.20%
Miscellaneous	22,000	27,000	0.10%
<b>Total Sources</b>	<b>\$ 15,919,537</b>	<b>\$ 16,145,400</b>	<b>100%</b>

**Ad Valorem Property Tax:**

As noted in the table above, in FY 2019-2020, Ad Valorem property tax receipts remained strong, with actual estimated receipts exceeding anticipated receipts.

Staff anticipates a slight increase in FY 2021-22 Ad Valorem property tax revenues which are projected to be \$6.8M. Based upon data received from the Orange County Assessor's Office for FY 2021-22, 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 2021-22, Assessment District No. 1 is anticipated to yield \$1.575M, an increase of just over \$10,000 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 \$7.70/SFE. Subject to voter authorized adjustments, the CPI maximum allowable rate for FY 2021-22 is \$8.06/SFE, an increase of \$0.13/SFE/Year.

It needs to be noted, this budget *does not contemplate nor include an increase to either Assessment District Number 1 or 2 for the second consecutive year.*

For FY 2021-22, Assessment District No. 2 is anticipated to yield \$6.7M, an increase of \$23,000 over current FY 2020-21 and is the result of new housing units that have come online over the past year.

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
3.08% CPI - Reserved				\$6,919,575	
2021-22	0.87%	\$8.06	\$7.70	\$6,740,000	\$1,575,850
0.87% CPI - Reserved				\$7,055,000	

Final assessment amounts submitted to the County Auditor-Controller may be different than the preliminary amounts listed for the Engineer's Reports.

### FY 2021-22 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 2021-22, personnel costs are expected to be \$10.6M, or approximately 71% of the overall budget, consistent with prior years. The remaining 29% represents replacement of seven vehicles in the amount of \$213,000, purchases of mosquito and other vector control and pesticide products in the amount of \$800,000, contributions to retirement contingency funds in the amount of \$129,000, consultant fees (including legal) in the amount of \$250,000, and capital expenditures in the amount of \$346,000 (which includes the seven replacement vehicles). The remaining expenses are general business and office supplies, small office equipment, fuel, and public utilities.

As noted above, the FY 2021-22 budget does not contemplate any major service or financial changes and is 6% higher than the prior year's spending plans resulting from the triannual true up payment to OCERS and existing labor agreements.

On the Personnel side, this budget proposes the addition of one Assistant Vector Ecologist (AVE) for the Scientific Technical Services Department. The lab is in need of this technical support position to enhance surveillance for invasive *Aedes* mosquitoes, provide assistance for the wild bird, small mammal, and insectary programs and related functions. There is a combined cost savings of approximately \$35,000 from the retirement of the former Department Director and the

replacement of the Biologist position with and Assistant Biologist. This can be used to offset the cost of the AVE which has a starting salary of \$78,700. The fully burdened rate for addition this new position is \$103,000.

For FY 2021-22, the Budget Expenditure Summary for all funds is as follows:

<b>Funding Uses Fiscal Year 2021-22</b>			
<b>Expenditures - All Funds</b>	<b>FY 20-21 Budget</b>	<b>FY 20-21 Estimated</b>	<b>FY 21-22 Budget</b>
Personnel	10,411,500	9,308,466	10,618,860
O&M	3,950,540	3,246,192	4,551,305
Capital Outlay	281,000	220,627	346,000
*	<b>14,643,040</b>	<b>12,775,285</b>	<b>15,516,165</b>
Contributions/Transfers	898,360	2,398,360	629,235
<b>Total Use of All Funds</b>	<b>15,541,400</b>	<b>15,173,645</b>	<b>16,145,400</b>
			<i>Change</i> * 6%

The FY 2021-22 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 2021-22, the District’s fund balances are projected to total \$23.3 million:

<b>FISCAL YEAR 2021-22</b>									
<b>Fund No.</b>	<b>Fund Name</b>	<b>2019-20 Actual Balance</b>	<b>2020-21 Estimated Balance</b>	<b>2021-22 Proposed Revenues</b>	<b>2021-22 Proposed Expenditures</b>	<b>2021-22 Proposed Transfers</b>	<b>2021-22 Proposed Balance</b>	<b>Net (Use of)/ Addition to Reserves</b>	
10	Operating	\$ 8,200,842	\$ 8,489,334	\$ 15,746,400	\$ 14,953,655	\$ (629,235)	\$ 8,652,844	\$ 163,510	
20	Vehicle Replacement	555,206	566,206	15,000	-	-	581,206	15,000	
30	Liability Reserve	360,611	371,971	3,000	-	-	374,971	3,000	
40	Equipment Replacement	836,602	844,602	6,000	-	-	850,602	6,000	
50	Emergency Vector Control	1,675,027	1,688,027	10,000	-	-	1,698,027	10,000	
60	Facilities Improvement	8,105,991	9,873,801	330,000	44,500	500,000	10,659,301	785,500	
70	Habitat Remediation	100,002	100,002	-	-	-	100,002	-	
90	Retiree Medical Insurance	179,550	303,240	33,000	218,010	79,235	197,465	(105,775)	
95	Retirement Contingency	253,185	456,285	2,000	300,000	50,000	208,285	(248,000)	
		<b>\$ 20,267,016</b>	<b>\$ 22,693,468</b>	<b>\$ 16,145,400</b>	<b>\$ 15,516,165</b>	<b>-</b>	<b>\$ 23,322,703</b>	<b>\$ 629,235</b>	

## **Conclusion**

The Orange County Mosquito and Vector Control District will be entering its 75<sup>th</sup> year in 2022. Since its inception, the District has been looked upon as a leader in the industry, and many other Districts look to OCMVCD for guidance and support. The level of expertise that the staff possesses is significant, and as a result, coordinates with other Districts and make presentations at national and international conferences and meetings.

While we look to put the Covid-19 Pandemic in our rear-view mirrors, the future of the District is bright. Technologies are ever evolving and more and better methods of vector control continue to become available to assist in all aspects of vector control.

As is always the case, staff will continue to monitor revenues and expenditures throughout the fiscal year. Should budget adjustments be necessary, staff will make recommendations to ensure the District is able to provide quality services while maintaining a balanced budget.

The staff of the Orange County Mosquito and Vector Control District are honored to represent the residents of Orange County and to help make sure that the District continues it's 75-year year tradition of keeping Orange County safe from vectors and vector-borne disease.

RH//tn



# Orange County Mosquito and Vector Control District

*A Public Health Agency Serving Orange County Since 1947*

## FY 2021-22 OCMVCD ANNUAL BUDGET-AT-A-GLANCE

The Fiscal Year 2021-22 preliminary Orange County Mosquito and Vector Control District's (OCMVCD) budget was distributed to Trustees at the May 20, 2021 Board meeting. The Budget and Finance Committee was presented the budget at their May meeting, and budget workshops took place on May 11 and 12, 2021.

The Fiscal Year 2021-22 Revenue, Operating and Capital budget for the OCMVCD is 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 2021-22</b>			
Revenues - All Funds:	<b>2020-21</b>	<b>2021-22</b>	<b>% of Total</b>
	<b>Estimate</b>	<b>Budget</b>	
Ad Valorem Property Tax	\$6,590,000	\$6,820,650	40.70%
1996 Benefit Assessment	1,564,151	1,575,850	10.10%
2004 Benefit Assessment	6,718,463	6,740,000	43.00%
Residuals & Pass Through	425,000	400,000	1.80%
Rental Income	283,200	299,909	2.10%
Reimbursements	96,623	97,991	0.70%
Charges for Services	63,000	60,000	0.30%
Interest	157,100	124,000	1.20%
Miscellaneous	22,000	27,000	0.10%
<b>Total Sources</b>	<b>\$ 15,919,537</b>	<b>\$ 16,145,400</b>	<b>100%</b>

- ✓ Assessment District #1 remains the same at \$1.92/EDU
- ✓ Assessment District #2 remains the same at \$7.70.
- ✓ Ad Valorem increase to \$6.8M.

## **EXPENDITURES**

For the coming Fiscal Year beginning on July 1, 202, the Budget anticipates a 6% increase, as discussed below:

<b>Funding Uses Fiscal Year 2021-22</b>			
<b>Expenditures - All Funds</b>	<b>FY 20-21 Budget</b>	<b>FY 20-21 Estimated</b>	<b>FY 21-22 Budget</b>
Personnel	10,411,500	9,308,466	10,618,860
O&M	3,950,540	3,246,192	4,551,305
Capital Outlay	281,000	220,627	346,000
*	<b>14,643,040</b>	<b>12,775,285</b>	<b>15,516,165</b>
Contributions/Transfers	898,360	2,398,360	629,235
<b>Total Use of All Funds</b>	<b>15,541,400</b>	<b>15,173,645</b>	<b>16,145,400</b>
			<i>Change</i>
			* 6%

### Personnel Summary

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

- ✓ The District employs 69 regular, full time employees
- ✓ It is proposed to increase the number of FT employees by 1.0 FTE.
- ✓ Fully burdened, all District F/T, Seasonal and Extra Help total \$10.6M Personnel increases primarily the result of the current labor agreement; step increases and an increase in the CalPERS costs resulting from increased rates.

### Operations and Maintenance Summary

The District Operations and Maintenance (O&M) Budget sees an increase of \$600,000.

- ✓ Increase due directly to increase in pesticides cost in FY 2021/22.
- ✓ Triannual true up to OCERS in the amount of \$300,000.
- ✓ Repairs and maintenance cost to existing building.

### Capital Outlay

- ✓ Capital outlay costs increase due to additional vehicle replacements in the amount of \$213,000, an increase of \$28,000 over FY 2020-21.

### **ITEMS OF NOTE**

The Budget and Finance Committee is recommending continuing to fund \$500,000 annually to the Building and Facilities Fund to address long term-facility needs; and \$129,000 to the Retirement Contingency and Retiree Medical Fun reserve to address anticipated unfunded pension and retiree liabilities.

# Fund Balance Sheet

<b>FISCAL YEAR 2021-22</b>								
Fund No.	Fund Name	2019-20 Actual Balance	2020-21 Estimated Balance	2021-22 Proposed Revenues	2021-22 Proposed Expenditures	2021-22 Proposed Transfers	2021-22 Proposed Balance	Net (Use of)/ Addition to Reserves
10	Operating	\$ 8,200,842	\$ 8,478,134	\$ 15,746,400	\$ 14,953,655	\$ (629,235)	\$ 8,641,644	\$ 163,510
20	Vehicle Replacement	555,206	566,206	15,000	-	-	581,206	15,000
30	Liability Reserve	360,611	371,971	3,000	-	-	374,971	3,000
40	Equipment Replacement	836,602	844,602	6,000	-	-	850,602	6,000
50	Emergency Vector Control	1,675,027	1,688,027	10,000	-	-	1,698,027	10,000
60	Facilities Improvement	8,105,991	9,873,801	330,000	44,500	500,000	10,659,301	785,500
70	Habitat Remediation	100,002	100,002	-	-	-	100,002	-
90	Retiree Medical Insurance (Note 1)	179,550	303,240	33,000	218,010	79,235	197,465	(105,775)
95	Retirement Contingency (Note 2)	253,185	456,285	2,000	300,000	50,000	208,285	(248,000)
		<b>\$ 20,267,016</b>	<b>\$ 22,682,268</b>	<b>\$ 16,145,400</b>	<b>\$ 15,516,165</b>	<b>\$ -</b>	<b>\$ 23,311,503</b>	<b>\$ 629,235</b>

Note 1: At June 30, 2020, the net OPEB liability for retiree medical costs (assets held in a retiree medical Section 115 Trust less the total liability) was \$250,000. An amendment to the budget was recommended to the board to contribute \$200,000 to the trust in addition to \$300,000 transferring to the fund. As such, no additional contribution to the Trust is budgeted in FY 2021-22. 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 net pension liability recorded at June 30, 2020, was \$2.2 million. The District's also had balance of \$2.1 million in its Section 115 Trust at June 30, 2020. An amendment to the budget was recommended to the board to contribute \$200,000 to the fund in FY 20-21. A \$300,000 contribution to the Trust is also budgeted in FY 21-22 as an anticipated funding the triannual OCERS true up. Any 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 budget amendment, such contribution will be drawn from the balance in the Retirement Contingency Reserve Fund.

<b>FISCAL YEAR 2022-23</b>								
Fund No.	Fund Name	2020-21 Estimated Balance	2021-22 Proposed Balance	2022-23 Projected Revenues	2022-23 Projected Expenditures	2022-23 Projected Transfers	2022-23 Projected Balance	Net (Use of)/ Addition to Reserves
10	Operating	\$ 8,478,134	\$ 8,641,644	\$ 16,010,175	\$ 15,604,782	\$ (830,000)	\$ 8,217,037	\$ (424,607)
20	Vehicle Replacement	566,206	581,206	15,000	-	-	596,206	15,000
30	Liability Reserve	371,971	374,971	3,000	-	-	377,971	3,000
40	Equipment Replacement	844,602	850,602	6,000	-	-	856,602	6,000
50	Emergency Vector Control	1,688,027	1,698,027	1,000	-	-	1,699,027	1,000
60	Facilities Improvement	9,873,801	10,659,301	335,000	48,500	500,000	11,445,801	786,500
70	Habitat Remediation	100,002	100,002	-	-	-	100,002	-
90	Retiree Medical Insurance	303,240	197,465	36,000	322,300	130,000	41,165	(156,300)
95	Retirement Contingency	456,285	208,285	2,000	200,000	200,000	210,285	2,000
		<b>\$ 22,682,268</b>	<b>\$ 23,311,503</b>	<b>\$ 16,408,175</b>	<b>\$ 16,175,582</b>	<b>\$ -</b>	<b>\$ 23,544,096</b>	<b>\$ 232,593</b>

# Fund Balance Reserves

## FISCAL YEAR 2021-22

Fund No.	Fund Name	2021-22 Proposed Balance	Target Balance
10	Operating	\$ 8,641,644	Note 1
20	Vehicle Replacement	581,206	Note 2
30	Liability Reserve	374,971 \$	354,000
40	Equipment Replacement	850,602	Note 2
50	Emergency Vector Control	1,698,027	1,600,000
60	Facilities Improvement	10,659,301	Note 3
70	Habitat Remediation	100,002	100,000
90	Retiree Medical Insurance	197,465	175,000
95	Retirement Contingency	208,285	Note 4
		<b>\$ 23,311,503</b>	<b>\$ 2,229,000</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 2021-22, this range is \$2,676,900 to \$7,873,200. The proposed ending balance exceeds the maximum of this range in anticipation of OCERS triannual true-up in FY 2021-22.

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 2021-22 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 2022-23

Fund No.	Fund Name	2022-23 Projected Balance	Target Balance
10	Operating	\$ 8,217,037	Note 5
20	Vehicle Replacement	596,206	Note 6
30	Liability Reserve	377,971 \$	354,000
40	Equipment Replacement	856,602	Note 6
50	Emergency Vector Control	1,699,027	1,600,000
60	Facilities Improvement	11,445,801	Note 7
70	Habitat Remediation	100,002	100,000
90	Retiree Medical Insurance	41,165	175,000
95	Retirement Contingency	210,285	Note 8
		<b>\$ 23,544,096</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 2022-23, this range is \$2,652,800 to \$7,802,400; the projected ending balance at the end of FY 2022-23 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 2022-23 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 2021-22

<u>Use of Funds</u>	Personnel	Maintenance & Operations	Capital Outlay	Total
<b>Expenditures:</b>				
Operating Fund				
Executive	\$ 411,335	\$ 673,360	\$ -	\$ 1,084,695
Administrative Services	635,245	1,032,700	-	1,667,945
Scientific Technical Services	1,703,225	304,145	-	2,007,370
Operations	6,581,710	1,523,545	236,000	8,341,255
Communications	1,287,345	475,045	90,000	1,852,390
Subtotal Operating Fund	<u>10,618,860</u>	<u>4,008,795</u>	<u>326,000</u>	<u>14,953,655</u>
Vehicle Replacement Fund	-	-	-	-
Liability Reserve Fund	-	-	-	-
Equipment Replacement Fund	-	-	-	-
Emergency Vector Control Fund	-	-	-	-
Facilities Improvement Fund	-	44,500	-	44,500
Habitat Remediation Fund	-	-	-	-
Retiree Medical Insurance Fund	-	218,010	-	218,010
Retirement Contingency Fund	-	300,000	-	300,000
<b>Total Use of Funds - All Funds</b>	<u><u>\$ 10,618,860</u></u>	<u><u>\$ 4,571,305</u></u>	<u><u>\$ 326,000</u></u>	<u><u>15,516,165</u></u>
<b>Sources of Funds</b>				
Revenues				16,145,400
<b>Total Funding Sources</b>				<u>16,145,400</u>
<b>Net Addition to Reserves</b>				<u><u>\$ 629,235</u></u>

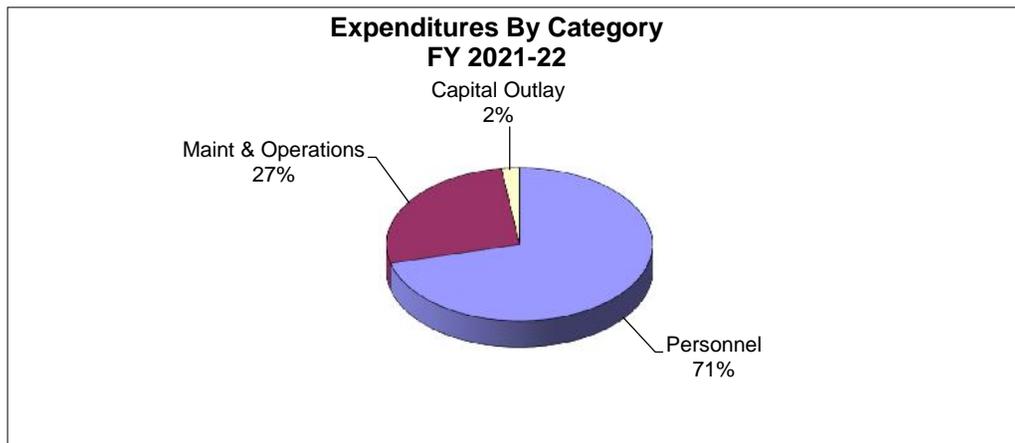
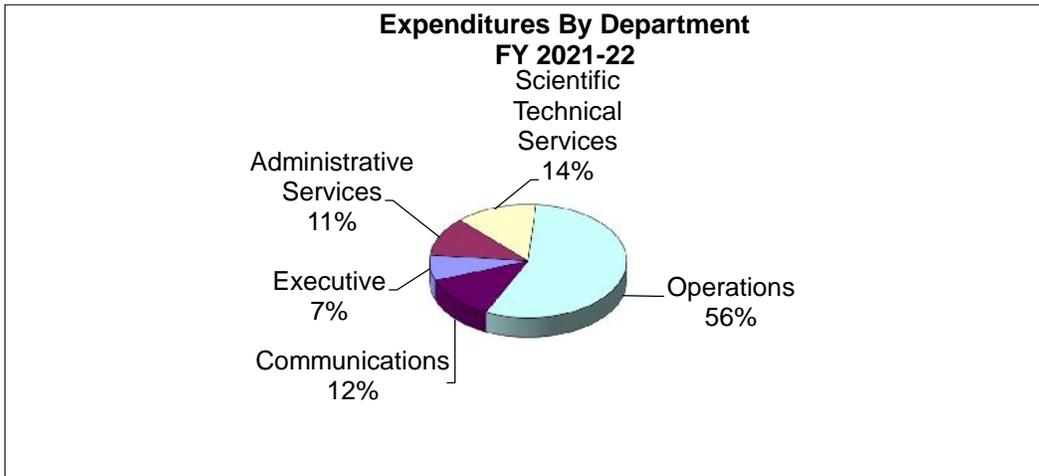
## PROJECTION FOR FISCAL YEAR 2022-23

<u>Use of Funds</u>	Personnel	Maintenance & Operations	Capital Outlay	Total
<b>Expenditures:</b>				
Operating Fund				
Executive	\$ 401,374	\$ 591,920	\$ -	\$ 993,294
Administrative Services	652,320	1,066,200	-	1,718,520
Scientific Technical Services	1,756,868	300,797	138,000	2,195,665
Operations	6,981,236	1,571,200	320,000	8,872,436
Communications	1,337,768	487,100	-	1,824,868
Subtotal Operating Fund	<u>11,129,565</u>	<u>4,017,217</u>	<u>458,000</u>	<u>15,604,782</u>
Vehicle Replacement Fund	-	-	-	-
Liability Reserve Fund	-	-	-	-
Equipment Replacement Fund	-	-	-	-
Emergency Vector Control Fund	-	-	-	-
Facilities Improvement Fund	-	48,500	-	48,500
Habitat Remediation Fund	-	-	-	-
Retiree Medical Insurance Fund	-	322,300	-	322,300
Retirement Contingency Fund	-	200,000	-	200,000
<b>Total Use of Funds - All Funds</b>	<u><u>\$ 11,129,565</u></u>	<u><u>\$ 4,588,017</u></u>	<u><u>\$ 458,000</u></u>	<u><u>16,175,582</u></u>
<b>Sources of Funds</b>				
Revenues				16,408,175
<b>Total Funding Sources</b>				<u>16,408,175</u>
<b>Net Addition to Reserves</b>				<u><u>\$ 232,593</u></u>

# Operating Fund Expenditure Summary

<b>FY 2021-22</b>	<b>Executive</b>	<b>Administrative Services</b>	<b>Scientific Technical Services</b>	<b>Operations</b>	<b>Communications</b>	<b>Operating Fund Total</b>	<b>Percent of Total</b>
Personnel	\$ 411,335	\$ 635,245	\$ 1,703,225	\$ 6,581,710	\$ 1,287,345	\$ 10,618,860	71%
Maint & Operations	673,360	1,032,700	304,145	1,523,545	475,045	4,008,795	27%
Capital Outlay	-	-	-	236,000	90,000	326,000	2%
	<b>\$ 1,084,695</b>	<b>\$ 1,667,945</b>	<b>\$ 2,007,370</b>	<b>\$ 8,341,255</b>	<b>\$ 1,852,390</b>	<b>\$ 14,953,655</b>	<b>100%</b>
<b>Percent of Total</b>	<b>7%</b>	<b>11%</b>	<b>12%</b>	<b>56%</b>	<b>12%</b>	<b>100%</b>	

<b>FY 2022-23</b>	<b>Executive</b>	<b>Administrative Services</b>	<b>Scientific Technical Services</b>	<b>Operations</b>	<b>Communications</b>	<b>Operating Fund Total</b>	<b>Percent of Total</b>
Personnel	\$ 401,374	\$ 652,320	\$ 1,756,868	\$ 6,981,236	\$ 1,337,768	\$ 11,129,565	71%
Maint & Operations	591,920	1,066,200	300,797	1,571,200	487,100	4,017,217	26%
Capital Outlay	-	-	138,000	320,000	-	458,000	3%
	<b>\$ 993,294</b>	<b>\$ 1,718,520</b>	<b>\$ 2,195,665</b>	<b>\$ 8,872,436</b>	<b>\$ 1,824,868</b>	<b>\$ 15,604,782</b>	<b>100%</b>
<b>Percent of Total</b>	<b>6%</b>	<b>11%</b>	<b>14%</b>	<b>57%</b>	<b>12%</b>	<b>100%</b>	



# Operating Fund Expenditure Summary

## BY DEPARTMENT AND EXPENDITURE TYPE

<b>FISCAL YEAR 2021-22</b>				
	Personnel	Maintenance & Operations	Capital Outlay	Total
<b>Executive</b>				
Trustees	\$ -	\$ 76,050	\$ -	\$ 76,050
District Manager	411,335	43,810	-	455,145
Legal Services	-	122,000	-	122,000
Non-Departmental	-	431,500	-	431,500
sub-total	411,335	673,360	-	1,084,695
<b>Administrative Services</b>				
Administrative Services	635,245	245,100	-	880,345
Insurance	-	787,600	-	787,600
sub-total	635,245	1,032,700	-	1,667,945
<b>Scientific Technical Services</b>	1,703,225	304,145	-	2,007,370
<b>Operations</b>				
Field Operations	6,003,550	1,107,385	20,000	7,130,935
Vehicle Maintenance	383,115	319,750	216,000	918,865
Building Maintenance	195,045	96,410	-	291,455
sub-total	6,581,710	1,523,545	236,000	8,341,255
<b>Communications</b>				
Public Information	580,540	203,545	20,000	804,085
Information Technology	537,495	271,500	70,000	878,995
Public Service	169,310	-	-	169,310
sub-total	1,287,345	475,045	90,000	1,852,390
<b>Total Operating Expenditures</b>	<b>\$ 10,618,860</b>	<b>\$ 4,008,795</b>	<b>\$ 326,000</b>	<b>\$ 14,953,655</b>

<b>FISCAL YEAR 2022-23</b>				
	Personnel	Maintenance & Operations	Capital Outlay	Total
<b>Executive</b>				
Trustees	\$ -	\$ 78,920	\$ -	\$ 78,920
District Manager	401,374	46,500	-	447,874
Legal Services	-	135,000	-	135,000
Non-Departmental	-	331,500	-	331,500
sub-total	401,374	591,920	-	993,294
<b>Administrative Services</b>				
Administrative Services	652,320	259,500	-	911,820
Insurance	-	806,700	-	806,700
sub-total	652,320	1,066,200	-	1,718,520
<b>Scientific Technical Services</b>	1,756,868	300,797	138,000	2,195,665
<b>Operations</b>				
Field Operations	6,381,184	1,131,990	20,000	7,533,174
Vehicle Maintenance	396,058	330,800	300,000	1,026,858
Building Maintenance	203,994	108,410	-	312,404
sub-total	6,981,236	1,571,200	320,000	8,872,436
<b>Communications</b>				
Public Information	606,270	222,100	-	828,370
Information Technology	555,605	265,000	-	820,605
Public Service	175,893	-	-	175,893
sub-total	1,337,768	487,100	-	1,824,868
<b>Total Operating Expenditures</b>	<b>\$ 11,129,565</b>	<b>\$ 4,017,217</b>	<b>\$ 458,000</b>	<b>\$ 15,604,782</b>

# Capital Outlay Summary

	2020-21 Budget	2021-22 Budget
<b>Operating Fund</b>		
<b>Executive</b>		
(1) Fire Safe	5,000	-
	5,000	-
<b>Administrative Services</b>		
None	-	-
	-	-
<b>Scientific Technical Services</b>		
(1) Pathy Lab Fume Hood	18,000	-
	18,000	-
<b>Operations</b>		
(4) 4 x 2 Ford Rangers Trucks	27,980	110,680
(2) 4 x 4 Ford Rangers Trucks	120,800	58,270
(1) Ford F-150 4X4	26,800	31,100
(6) Camper Shells	9,920	12,000
(1) Mig Welder	-	3,950
(1) Drone Battery Set	-	20,000
(1) Fleet System	42,500	20,000
	228,000	256,000
<b>Communications</b>		
(1) DCOC	30,000	20,000
(1) Nimble SAN Storage	-	70,000
	30,000	90,000
<b>Operating Fund Total</b>	<b>\$ 281,000</b>	<b>\$ 346,000</b>
<b>Facility Improvement Fund</b>		
None	-	-
<b>Facilities Improvement Fund</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Capital Outlay</b>	<b>\$ 281,000</b>	<b>\$ 346,000</b>

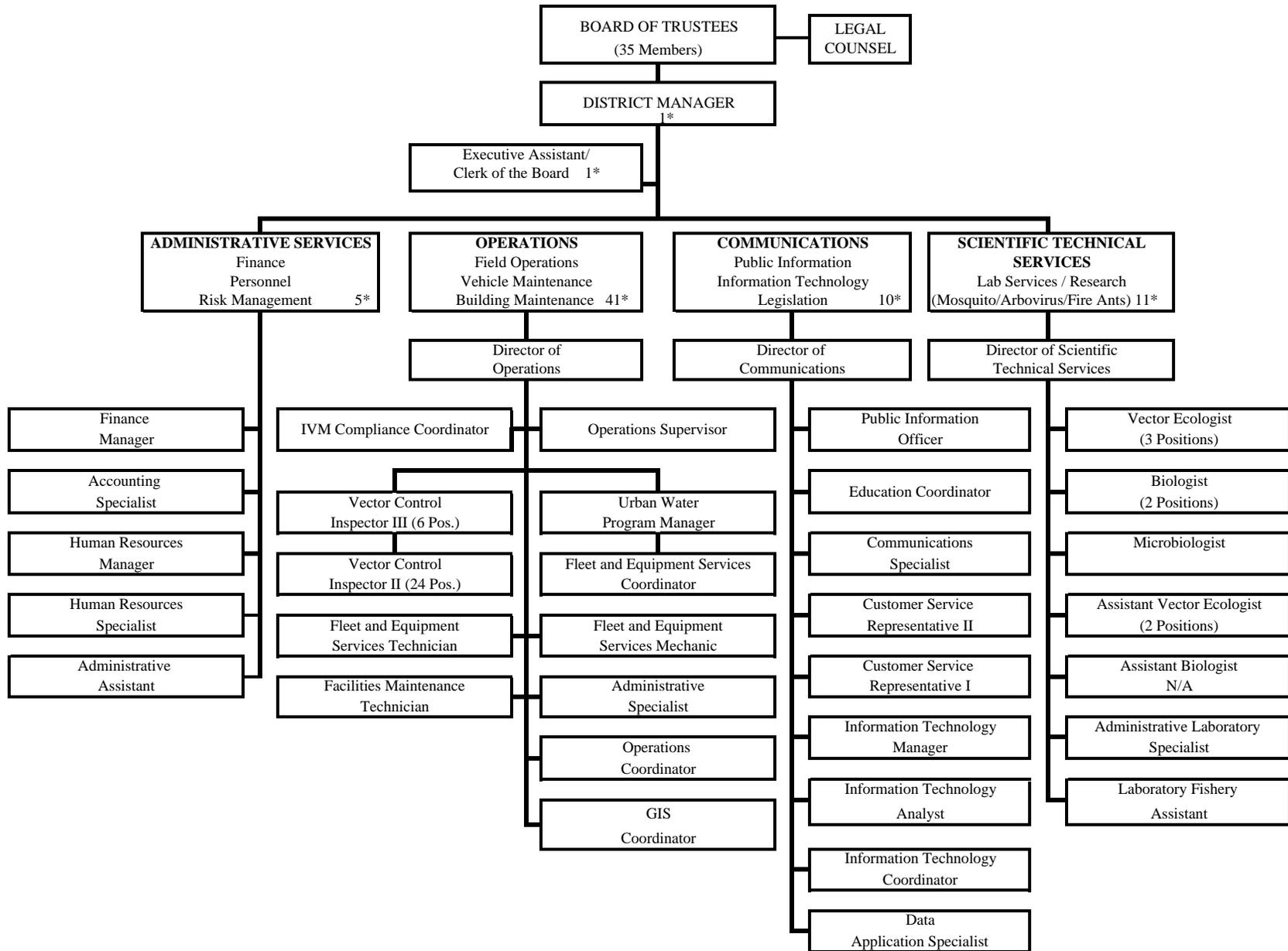
# Personnel Summary

Pay Range	Full-Time Staff (Full-Time Equivalent)	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2022-23 Projected
	District Manager	1	1	1	1	1
A-44	Accounting Specialist	1	1	1	1	1
A-53	Accounting Supervisor	0	-	-	-	-
A-36	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	0	-	1	1
A-53	Assistant Vector Ecologist	1	1	1	2	2
A-58	Biologist	1	2	2	1	1
A-44	Communications Specialist	1	1	1	1	1
A-33	Customer Service Representative I	1	1	1	1	1
A-36	Customer Service Representative II	1	1	1	1	1
A-44	Data Application Specialist	1	1	1	1	1
A-65	Director of Administrative Services	1	0	-	-	-
A-65	Director of Communications	1	1	1	1	1
A-65	Director of Operations	1	1	1	1	1
A-65	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-62	Finance Manager	-	1	1	1	1
A-55	Fleet and Equipment Services Coordinator	1	1	1	1	1
A-50	Fleet and Equipment Services Mechanic	1	1	1	1	1
A-43	Fleet and Equipment Services Technician	-	1	1	1	1
A-55	GIS Coordinator	1	1	1	1	1
A-52	Human Resources Analyst	1	0	-	-	-
A-62	Human Resources Manager	-	1	1	1	1
A-44	Human Resources Specialist	-	1	1	1	1
A-59	Information Technology Analyst	1	1	1	1	1
A-50	Information Technology Coordinator	1	1	1	1	1
A-62	Information Technology Manager	1	1	1	1	1
A-58	IVM Compliance Coordinator	1	1	1	1	1
A-36	Laboratory Fishery Assistant	-	-	1	1	1
A-48	Maintenance Worker	1	0	-	-	-
A-53	Microbiologist	1	1	1	1	1
A-55	Operations Coordinator	-	1	1	1	1
A-58	Operations Supervisor	1	1	1	1	1
A-36	Operations Support Technician	1	0	-	-	-
A-53	Public Affairs Coordinator	1	0	-	-	-
A-54	Public Information Officer	-	1	1	1	1
A-52	Senior Accountant	1	0	-	-	-
A-58	Urban Water Program Manager	1	1	1	1	1
A-50	Vector Control Inspector II	24	24	24	24	24
A-55	Vector Control Inspector III	6	6	6	6	6
A-58	Vector Ecologist	2	3	3	3	3
	<b>Total Full-time Employees (Note 1)</b>	<b>65</b>	<b>67</b>	<b>68</b>	<b>69</b>	<b>69</b>
	<b>Seasonal/Extra Help Employees (number of hires)</b>					
	Operations Department	61	61	56	48	61
	Technical Services Department	15	15	12	12	12
	Communications Department	1	1	1	1	1
	<b>Total Seasonal/Extra Help Employees</b>	<b>77</b>	<b>77</b>	<b>69</b>	<b>61</b>	<b>74</b>
<p>Note 1: During FY 2020/21 there were multiple retirements that created new opportunities to make innovative changes to the District's organizational efficiency including new Directors in Operations and the Lab. The District expects to continue with these changes in the 2021-22 budget year as it moves to add a new Assistant Vector Ecologist within the Lab to help with new programs such as SIT.</p>						

# Orange County Mosquito and Vector Control District

## Organizational Chart

July 1, 2021



\*Total Full Time Positions = 69

# Revenues

Fund No. Fund	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimate	FY 2021-22 Proposed	FY 2022-23 Projected
<b>Operating Fund</b>							
10.4100 Property Tax	\$ 5,936,951	\$ 6,197,256	\$ 6,559,585	\$ 6,329,449	\$ 6,590,000	\$ 6,820,650	6,991,166
10.4105 1996 Benefit Assessment	1,544,240	1,549,582	1,557,798	1,563,213	1,564,151	1,575,850	1,591,609
10.4106 2004 Benefit Assessment	5,656,549	6,390,954	6,635,997	6,682,713	6,718,463	6,740,000	6,807,400
10.4200 Interest	76,671	82,090	124,587	65,000	62,000	40,000	50,000
10.4300 Miscellaneous	63,042	183	6,578	1,000	14,000	15,000	15,000
10.4305 Residuals & Pass Through	486,548	156,993	591,453	282,145	425,000	400,000	400,000
10.4310 Rent for Cell Sites	27,238	28,056	28,897	28,200	28,200	29,909	30,000
10.4315 VCJPA Pooled Services	166,334	76,223	72,429	72,000	63,123	64,991	65,000
10.4320 Grants	144,421	60,196	-	-	-	-	-
10.45XX Charges for Services	30,887	128,233	90,857	50,000	51,800	60,000	60,000
<b>Total Operating Fund</b>	<b>14,132,881</b>	<b>14,669,766</b>	<b>15,668,181</b>	<b>15,073,720</b>	<b>15,516,737</b>	<b>15,746,400</b>	<b>16,010,175</b>
<b>Vehicle Replacement</b>							
20.4200 Interest	5,436	9,261	11,093	5,000	3,000	3,000	3,000
20.4400 Sale of Vehicles	10,018	-	19,398	12,000	8,000	12,000	12,000
<b>Total Vehicle Replacement Fund</b>	<b>15,454</b>	<b>9,261</b>	<b>30,491</b>	<b>17,000</b>	<b>11,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Liability Reserve</b>							
30.4200 Interest	<b>4,083</b>	<b>6,182</b>	<b>7,347</b>	<b>4,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b>Equipment Replacement</b>							
40.4200 Interest	<b>5,030</b>	<b>14,463</b>	<b>17,109</b>	<b>9,000</b>	<b>8,000</b>	<b>6,000</b>	<b>6,000</b>
<b>Emergency Vector Control</b>							
50.4200 Interest	<b>11,814</b>	<b>28,958</b>	<b>34,255</b>	<b>15,000</b>	<b>13,000</b>	<b>10,000</b>	<b>1,000</b>
<b>Facilities Improvement</b>							
60.4100 Property Leases	279,012	286,847	319,564	300,000	255,000	270,000	275,000
60.4200 Interest	23,876	120,917	155,691	80,000	65,000	60,000	60,000
<b>Total Facilities Improvement Fund</b>	<b>302,888</b>	<b>407,764</b>	<b>475,255</b>	<b>380,000</b>	<b>320,000</b>	<b>330,000</b>	<b>335,000</b>
<b>Retiree Medical Insurance</b>							
90.4150 Retiree Medical Insurance	31,346	33,797	33,909	38,760	33,500	33,000	36,000
90.4151 PARS Trust Reimbursement	-	-	-	-	-	-	-
<b>Total Retiree Medical Insurance Fund</b>	<b>31,346</b>	<b>33,797</b>	<b>33,909</b>	<b>38,760</b>	<b>33,500</b>	<b>33,000</b>	<b>36,000</b>
<b>Retirement Contingency</b>							
95.4200 Interest	12,007	30,669		4,000	3,100	2,000	2,000
<b>Grand Total All Funds</b>	<b>\$ 14,515,503</b>	<b>\$ 15,200,860</b>	<b>\$ 16,266,547</b>	<b>\$ 15,541,480</b>	<b>\$ 15,908,337</b>	<b>\$ 16,145,400</b>	<b>16,408,175</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 seven standing committees: Executive; Policy and Personnel; Budget and Finance; Building, Property and Equipment; Operations; 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 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimate	FY 2021-22 Proposed	FY 2022-23 Projected
Personnel	\$ 349,989	\$ 372,051	\$ 382,900	\$ 385,887	\$ 411,335	\$ 401,374
Maintenance & Operations	412,369	400,585	555,700	469,600	673,360	591,920
Capital Outlay	-	12,275	5,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 762,357</b>	<b>\$ 784,911</b>	<b>\$ 943,600</b>	<b>\$ 855,487</b>	<b>\$ 1,084,695</b>	<b>\$ 993,294</b>
Percentage Change	3.5%	3.0%	23.8%	-9.3%	15.0%	-8.4%

## Personnel Summary

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimate	FY 2021-22 Proposed	FY 2022-23 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
	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>

<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 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	58,985	34,451	78,050	40,600	76,050	78,920
Capital Outlay	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 58,985</b>	<b>\$ 34,451</b>	<b>\$ 78,050</b>	<b>\$ 40,600</b>	<b>\$ 76,050</b>	<b>\$ 78,920</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 2018-19 Actual</b>	<b>FY 2019-20 Actual</b>	<b>2019-20 Adopted</b>	<b>FY 2021-22 Estimate</b>	<b>FY 2021-22 Proposed</b>	<b>FY 2022-23 Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.110.7001	Supplies/Division Expense	\$ 4,566	\$ 3,932	\$ 5,000	\$ 1,500	\$ 3,000	\$ 5,000
10.110.7902	Trustee-in-Lieu	33,600	25,700	42,000	39,100	42,000	42,000
10.110.7906	Training	-	-	1,000	-	1,000	1,000
10.110.7907	Conferences & Meetings	20,818	4,819	30,050	-	30,050	30,920
		<b>58,985</b>	<b>34,451</b>	<b>78,050</b>	<b>40,600</b>	<b>\$ 76,050</b>	<b>\$ 78,920</b>
<b>Total Trustees</b>		<b>\$ 58,985</b>	<b>\$ 34,451</b>	<b>\$ 78,050</b>	<b>\$ 40,600</b>	<b>\$ 76,050</b>	<b>\$ 78,920</b>

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

Budget Summary	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Adopted	Estimate	Proposed	Projected
Personnel	\$ 349,989	\$ 372,051	\$ 382,900	\$ 385,887	\$ 411,335	\$ 401,374
Maintenance & Operations	45,644	24,895	43,150	12,150	43,810	46,500
Capital Outlay	-	2,775	5,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 395,632</b>	<b>\$ 399,722</b>	<b>\$ 431,050</b>	<b>\$ 398,037</b>	<b>\$ 455,145</b>	<b>\$ 447,874</b>

Personnel Summary	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Adopted	Estimate	Proposed	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>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>

Account Number	Expenditure Classification	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimate	FY 2021-22 Proposed	FY 2022-23 Projected
<i>Personnel</i>							
10.120.6001	Salaries - Regular	\$ 258,556	\$ 281,775	\$ 283,300	\$ 286,350	\$ 290,735	\$ 296,554
10.120.6102	Vacation Payout	1,955	3,328	2,000	2,054	22,000	3,000
10.120.6103	Sick Leave Payout	2,566	1,208	3,000	3,050	3,200	3,500
10.120.6104	Admin Leave	9,127	3,030	7,000	7,000	7,040	7,200
10.120.6105	Executive Leave	1,955	2,215	2,500	2,500	2,600	2,750
10.120.6209	Unemployment Insurance	868	868	900	868	900	900
10.120.6210	Medicare & FICA	4,332	4,527	4,700	4,750	4,900	5,100
10.120.6212	Retirement	22,046	24,967	25,500	27,500	26,500	27,000
10.120.6220	Health Insurance	21,972	23,641	24,500	24,200	25,000	26,000
10.120.6230	Dental Insurance	1,117	933	2,000	1,900	2,100	2,500
10.120.6240	Life and AD&D Insurance	456	456	600	500	600	650
10.120.6245	LTD Insurance	1,462	1,474	1,700	1,520	1,700	1,800
10.120.6250	Vision Insurance	142	142	200	145	200	200
10.120.6269	Short Term Disability	935	988	1,000	1,050	1,100	1,200
10.120.6275	Deferred Compensation	11,700	11,700	12,000	11,700	11,960	12,220
10.120.6290	Auto Allowance	10,800	10,800	12,000	10,800	10,800	10,800
		<b>349,989</b>	<b>372,051</b>	<b>382,900</b>	<b>385,887</b>	<b>411,335</b>	<b>401,374</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 2018-19 Actual</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Adopted</b>	<b>FY 2021-22 Estimate</b>	<b>FY 2021-22 Proposed</b>	<b>FY 2022-23 Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.120.7001	Supplies/Division Expense	22	223	1,500	-	\$ 1,000	\$ 3,000
10.120.7003	Minor Office Equipment	-	-	800	-	1,000	1,000
10.120.7006	Postage	221	35	500	-	500	500
10.120.7019	Publications	207	235	100	200	300	300
10.120.7022	Public Relations	-	-	500	-	500	500
10.120.7110	Cellular Service	1,167	1,097	1,200	1,450	1,700	1,700
10.120.7901	Employee Appreciation	12,528	10,562	15,000	7,500	15,000	15,000
10.120.7906	Training	4,033	1,826	1,500	500	1,500	1,500
10.120.7907	Conferences & Meetings	27,464	10,916	22,050	2,500	22,310	23,000
		<b>45,644</b>	<b>24,895</b>	<b>43,150</b>	<b>12,150</b>	<b>43,810</b>	<b>46,500</b>
<b><i>Capital Outlay</i></b>							
10.120.8100	Equipment	-	2,775	5,000	-	-	-
		-	<b>2,775</b>	<b>5,000</b>	-	-	-
<b>Total District Manager</b>		<b>\$ 395,632</b>	<b>\$ 399,722</b>	<b>\$ 431,050</b>	<b>\$ 398,037</b>	<b>\$ 455,145</b>	<b>\$ 447,874</b>

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

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Adopted	Estimate	Proposed	Projected
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	82,132	104,877	124,000	89,000	122,000	135,000
Capital Outlay	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 82,132</b>	<b>\$ 104,877</b>	<b>\$ 124,000</b>	<b>\$ 89,000</b>	<b>122,000</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>

Account Number	Expenditure Classification	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
		Actual	Actual	Adopted	Estimate	Proposed	Projected
<i>Maintenance &amp; Operations</i>							
10.130.7507	District Counsel	\$ 39,654	\$ 40,353	\$ 69,000	\$ 31,000	\$ 65,000	\$ 65,000
10.130.7508	Labor Counsel	38,702	60,989	50,000	58,000	55,000	65,000
10.130.7514	Professional Services	3,775	3,535	5,000	-	2,000	5,000
		<b>82,132</b>	<b>104,877</b>	<b>124,000</b>	<b>89,000</b>	<b>122,000</b>	<b>135,000</b>
<b>Total Legal Services</b>		<b>\$ 82,132</b>	<b>\$ 104,877</b>	<b>\$ 124,000</b>	<b>\$ 89,000</b>	<b>\$ 122,000</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 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	225,609	236,361	310,500	327,850	431,500	331,500
Capital Outlay	-	9,500	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 225,609</b>	<b>\$ 245,861</b>	<b>\$ 310,500</b>	<b>\$ 327,850</b>	<b>\$ 431,500</b>	<b>\$ 331,500</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 2018-19 Actual</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Adopted</b>	<b>FY 2021-22 Estimate</b>	<b>FY 2021-22 Proposed</b>	<b>FY 2022-23 Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.140.7001	Supplies/Division Expense	\$ 6,901	\$ 9,640	\$ 8,000	\$ 7,500	\$ 8,000	\$ 8,000
10.140.7005	Household Expense	18,779	25,090	18,000	19,500	19,500	19,500
10.140.7006	Postage	1,213	1,433	1,000	1,200	2,000	2,000
10.140.7026	Disaster Preparedness	3,281	5,750	10,000	1,500	5,000	5,000
10.140.7120	Telephone	34,037	31,444	35,000	36,500	38,000	40,000
10.140.7210	Electricity	63,995	61,115	65,000	63,500	66,000	68,000
10.140.7220	Natural Gas	2,158	1,517	3,000	2,100	3,000	3,000
10.140.7230	Water	2,978	2,879	3,500	2,900	3,000	3,500
10.140.7403	Lease & Rental of Equipment	9,030	6,598	9,000	9,200	10,000	10,000
10.140.7404	Landscape Improvement	-	-	-	32,900	-	-
10.140.7406	Security Alarm Expense	1,375	1,180	1,500	1,250	1,500	1,500
10.140.7410	Refuse Disposal	6,806	8,632	6,500	7,800	8,500	9,000
10.140.7514	Professional Services	16,841	23,573	85,000	85,000	200,000	100,000
10.140.7520	Records Retention & Disposal	-	-	10,000	-	2,000	2,000
10.140.7522	District Mgr Discretionary M & O	37,505	17,598	25,000	22,000	25,000	20,000
10.140.7903	Memberships	20,710	39,912	30,000	35,000	40,000	40,000
		<b>225,609</b>	<b>236,361</b>	<b>310,500</b>	<b>327,850</b>	<b>431,500</b>	<b>331,500</b>
<b><i>Capital Outlay</i></b>							
10.140.8100	Equipment	-	9,500	-	-	-	-
		<b>-</b>	<b>9,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Non-Departmental</b>		<b>\$ 225,609</b>	<b>\$ 245,861</b>	<b>\$ 310,500</b>	<b>\$ 327,850</b>	<b>\$ 431,500</b>	<b>\$ 331,500</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 asset 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 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimate	FY 2021-22 Proposed	FY 2022-23 Projected
Personnel	\$ 542,862	\$ 502,621	\$ 598,320	\$ 589,717	\$ 635,245	652,320
Maintenance & Operations	866,710	871,935	956,450	965,795	1,032,700	1,066,200
Capital Outlay	841	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,410,412</b>	<b>\$ 1,374,556</b>	<b>\$ 1,554,770</b>	<b>\$ 1,555,512</b>	<b>\$ 1,667,945</b>	<b>1,718,520</b>
Percentage Change	-6.8%	-2.5%	13%	0.0%	7.3%	3%

## Personnel Summary

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimate	FY 2021-22 Proposed	FY 2022-23 Projected
<b>Full-time Positions</b>						
Director of Administrative Services	1	1	1	-	-	-
Finance Manager	-	-	-	1	1	1
Senior Accountant	1	1	1	-	-	-
Accounting Specialist	1	1	1	1	1	1
Human Resources Manager	-	-	-	1	1	1
Human Resources Analyst	1	1	1	-	-	-
Human Resources Specialist	-	-	-	1	1	1
Administrative Assistant	1	1	1	1	1	1
	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>

<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 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 542,862	\$ 502,621	\$ 598,320	\$ 589,717	\$ 635,245	652,320
Maintenance & Operations	209,893	180,059	249,950	202,945	245,100	259,500
Capital Outlay	841	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 753,596</b>	<b>\$ 682,680</b>	<b>\$ 848,270</b>	<b>\$ 792,662</b>	<b>\$ 880,345</b>	<b>911,820</b>

<b>Personnel Summary</b>						
	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</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 Administrative Services	1	0	0	-	-	-
Finance Manager	-	1	1	1	1	1
Senior Accountant	1	0	0	-	-	-
Accounting Specialist	1	1	1	1	1	1
Human Resources Manager	-	1	1	1	1	1
Human Resources Analyst	1	0	0	-	-	-
Human Resources Specialist	-	1	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 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</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	\$ 365,675	\$ 359,676	\$ 428,570	\$ 417,000	\$ 453,435	467,040
10.210.6002	Extra Help/Seasonal	36,715	-	-	-	-	-
10.210.6003	Overtime	7,425	1,651	2,500	1,200	2,000	2,000
10.210.6004	Bilingual Pay	1,752	1,888	2,500	2,496	2,500	2,500
10.210.6101	Comp Time Payout	2,032	1,101	2,500	900	2,000	2,500
10.210.6102	Vacation Payout	2,619	4,310	4,500	4,900	9,000	7,000
10.210.6103	Sick Leave Payout	-	398	500	1,861	1,500	2,000
10.210.6105	Executive Leave	-	4,420	5,500	7,500	5,900	6,100
10.210.6209	Unemployment Insurance	3,855	2,242	2,200	2,170	2,200	2,200
10.210.6210	Medicare and FICA	6,857	5,878	7,000	6,950	7,000	7,100
10.210.6212	Retirement	27,929	30,987	35,000	35,400	35,810	36,530
10.210.6220	Health Insurance	62,071	64,258	70,000	71,250	73,500	75,000
10.210.6230	Dental Insurance	3,616	4,076	4,500	5,650	6,200	7,000
10.210.6240	Life and AD&D Insurance	730	1,066	1,200	1,050	1,200	1,200
10.210.6245	LTD Insurance	1,703	2,052	3,000	3,090	3,200	3,500
10.210.6250	Vision Insurance	559	844	1,200	1,150	1,250	1,300
10.210.6269	Short Term Disability	923	1,275	1,500	1,650	1,750	1,900
10.210.6275	Deferred Compensation	15,600	16,500	20,150	19,500	20,800	21,450
10.210.6290	Auto Allowance	2,800	-	6,000	6,000	6,000	6,000
		<b>542,862</b>	<b>502,621</b>	<b>598,320</b>	<b>589,717</b>	<b>635,245</b>	<b>652,320</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>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2018-19 Actual</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Adopted</b>	<b>FY 2021-22 Estimate</b>	<b>FY 2021-22 Proposed</b>	<b>FY 2022-23 Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.210.7001	Supplies/Division Expense	3,428	4,509	4,000	3,900	4,000	4,000
10.210.7003	Minor Office Equipment	1,952	-	1,000	1,000	1,000	1,000
10.210.7006	Postage	676	744	1,000	600	1,000	1,000
10.210.7007	Printing Costs	216	-	1,500	1,000	1,500	1,500
10.210.7018	Employee Physicals & First Aid	9,220	9,387	15,000	5,500	12,000	12,000
10.210.7020	HR Recruitment Expense	7,550	11,027	15,000	10,500	12,000	12,000
10.210.7110	Cellular Service	456	456	1,000	925	1,000	1,000
10.210.7504	Auditing Contract	14,900	15,500	16,500	15,970	17,500	18,500
10.210.7511	Software Maintenance	43,148	40,822	55,000	55,600	60,000	64,000
10.210.7514	Professional Services	48,598	19,415	25,000	14,500	21,000	21,000
10.210.7701	Administrative Fees	9,239	10,085	10,000	10,500	11,000	11,000
10.210.7702	Assessment Expense	29,314	30,687	35,000	33,000	35,000	37,000
10.210.7703	Taxes & Assessments	6,964	6,040	12,000	9,500	12,000	12,000
10.210.7704	Tax Collections Charge	24,704	24,835	35,000	32,000	35,000	39,000
10.210.7903	Memberships	1,423	1,083	2,500	1,200	1,500	1,500
10.210.7904	Tuition Reimbursement	325	405	5,000	2,650	4,000	3,500
10.210.7906	Training	109	1,184	2,500	1,200	2,000	2,000
10.210.7907	Conferences & Meetings	7,671	3,882	11,450	2,500	11,100	14,000
10.210.7908	Continuing Education	-	-	1,500	900	2,500	3,500
		<b>209,893</b>	<b>180,059</b>	<b>249,950</b>	<b>202,945</b>	<b>245,100</b>	<b>259,500</b>
<b><i>Capital Outlay</i></b>							
10.210.8100	Equipment	841	-	-	-	-	-
		<b>841</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Administrative Services</b>		<b>\$ 753,596</b>	<b>\$ 682,680</b>	<b>\$ 848,270</b>	<b>\$ 792,662</b>	<b>\$ 880,345</b>	<b>911,820</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 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Maintenance & Operations	656,817	691,876	706,500	762,850	787,600	806,700
Capital Outlay	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 656,817</b>	<b>\$ 691,876</b>	<b>\$ 706,500</b>	<b>\$ 762,850</b>	<b>\$ 787,600</b>	<b>806,700</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 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</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	\$ 460,553	\$ 452,497	\$ 460,000	\$ 481,520	\$ 495,000	505,000
10.220.7320	General Liability	144,668	186,670	190,000	217,500	225,000	230,000
10.220.7330	Property Insurance & Admin Cost	33,125	33,206	35,000	40,550	42,000	45,000
10.220.7340	Earthquake Insurance	17,183	18,215	20,000	21,900	24,000	25,000
10.220.7360	Group Fidelity Premium	1,288	1,288	1,500	1,380	1,600	1,700
<b>Total Insurance</b>		<b>\$ 656,817</b>	<b>\$ 691,876</b>	<b>\$ 706,500</b>	<b>\$ 762,850</b>	<b>\$ 787,600</b>	<b>806,700</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.

### Budget Summary

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimate	FY 2021-22 Proposed	FY 2022-23 Projected
Personnel	\$ 1,299,332	\$ 1,336,440	\$ 1,373,015	\$ 1,519,670	\$ 1,494,134	\$ 1,703,225	\$ 1,756,868
Maintenance & Operations	239,948	242,003	227,562	256,705	194,200	304,145	300,797
Capital Outlay	4,689	33,657	19,726	18,000	11,827	-	138,000
<b>Total Expenditures</b>	<b>\$ 1,543,969</b>	<b>\$ 1,612,101</b>	<b>\$ 1,620,303</b>	<b>\$ 1,794,375</b>	<b>\$ 1,700,161</b>	<b>\$ 2,007,370</b>	<b>\$ 2,195,665</b>
Percentage Change		4.4%	0.5%	11%	-5.3%	11.9%	9%

### Personnel Summary

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimate	FY 2021-22 Proposed	FY 2022-23 Projected
<b>Full-time Positions</b>							
Director of Scientific Technical Services	1	1	1	1	1	1	1
Biologist	1	1	1	2	2	1	1
Assistant Biologist	1	1	1	0	-	1	1
Vector Ecologist	2	2	2	3	3	3	3
Assistant Vector Ecologist	1	1	1	1	1	2	2
Microbiologist	1	1	1	1	1	1	1
Laboratory Fishery Assistant	-	-	-	-	1	1	1
Administrative Specialist- Lab	1	1	1	1	1	1	1
	8	8	8	9	10	11	11

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

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Actual	Adopted	Estimate	Proposed	Projected
Personnel	\$ 1,299,332	\$ 1,336,440	\$ 1,373,015	\$ 1,519,670	\$ 1,494,134	\$ 1,703,225	\$ 1,756,868
Maintenance & Operations	239,948	242,003	227,562	256,705	194,200	304,145	300,797
Capital Outlay	4,689	33,657	19,726	18,000	11,827	-	138,000
<b>Total Expenditures</b>	<b>\$ 1,543,969</b>	<b>\$ 1,612,101</b>	<b>\$ 1,620,303</b>	<b>\$ 1,794,375</b>	<b>\$ 1,700,161</b>	<b>\$ 2,007,370</b>	<b>\$ 2,195,665</b>

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Actual	Adopted	Estimate	Proposed	Projected
<b>Full-time Positions</b>							
Director of Scientific Technical Services	1	1	1	1	1	1	1
Biologist	1	1	2	2	2	2	2
Assistant Biologist	1	1	0	-	-	-	-
Vector Ecologist	2	2	3	3	3	3	3
Assistant Vector Ecologist	1	1	1	1	1	1	1
Microbiologist	1	1	1	1	1	1	1
Laboratory Fishery Assistant	-	-	-	1	1	1	1
Administrative Specialist	1	1	1	1	1	1	1
	<b>8</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</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 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
		Actual	Actual	Actual	Adopted	Estimate	Proposed	Projected
<b>Personnel</b>								
10.310.6001	Salaries - Regular	\$ 735,317	\$ 809,285	\$ 874,589	\$ 968,250	\$ 902,000	\$ 1,045,270	\$ 1,076,628
10.310.6002	Extra Help/Seasonal	256,052	216,986	166,115	217,750	168,000	232,595	235,000
10.310.6003	Overtime	2,731	10,616	4,250	9,500	6,500	9,500	10,500
10.310.6004	Bilingual Pay	624	624	1,208	1,700	1,664	1,700	1,700
10.310.6007	Carpool Incentive Pay	500	310	440	600	-	300	600
10.310.6101	Comp Time Payout	9,853	3,770	6,277	8,000	19,500	9,500	10,000
10.310.6102	Vacation Payout	5,211	5,994	7,644	8,500	42,000	9,000	9,500
10.310.6103	Sick Leave Payout	2,371	1,794	2,753	3,000	7,200	6,000	3,500
10.310.6105	Executive Leave	1,836	2,364	2,678	2,500	3,500	3,100	3,500
10.310.6209	Unemployment Insurance	11,288	8,780	7,013	9,500	7,900	9,000	9,500
10.310.6210	Medicare & FICA	15,599	16,182	16,214	17,500	17,990	19,000	19,500
10.310.6212	Retirement	110,172	98,398	110,799	101,000	120,190	140,000	151,000
10.310.6220	Health Insurance	98,442	110,107	121,701	115,000	134,440	150,000	155,000
10.310.6230	Dental Insurance	4,186	3,306	2,987	4,000	3,900	4,200	4,500
10.310.6240	Life and AD&D Insurance	1,658	1,487	1,547	2,000	1,900	2,200	2,400
10.310.6245	LTD Insurance	5,454	5,000	5,293	6,000	6,100	6,500	7,000
10.310.6250	Vision Insurance	770	750	616	800	650	800	850
10.310.6269	Short Term Disability	2,623	2,739	3,017	3,000	3,800	4,000	4,200
10.310.6275	Deferred Compensation	29,845	33,150	33,075	36,270	40,500	45,760	47,190
10.310.6290	Auto Allowance	4,800	4,800	4,800	4,800	6,400	4,800	4,800
		<b>1,299,332</b>	<b>1,336,440</b>	<b>1,373,015</b>	<b>1,519,670</b>	<b>1,494,134</b>	<b>1,703,225</b>	<b>1,756,868</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 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimated	FY 2021-22 Proposed	FY 2022-23 Projected
<b>Maintenance &amp; Operations</b>								
10.310.7001	Supplies/Division Expense	2,615	1,602	2,726	2,500	2,200	2,500	2,500
10.310.7003	Minor Office Equipment	2,625	3,451	5,543	5,600	4,300	6,000	5,500
10.310.7004	Uniforms	7,215	6,965	3,485	4,000	1,500	4,000	4,000
10.310.7006	Postage	3,639	1,092	2,976	4,000	3,400	4,000	4,000
10.310.7008	Micro Lab	57,337	56,009	65,485	70,000	59,000	75,000	75,000
10.310.7009	Field Lab	38,913	25,937	42,715	40,000	35,000	40,000	40,000
10.310.7010	Environmental Biology	19,116	20,169	10,452	15,000	9,500	15,000	15,000
10.310.7011	Disease Surveillance	-	-	3,262	5,000	2,500	5,000	5,000
10.310.7012	General Lab Supplies	45,466	42,176	39,149	45,000	35,000	45,000	45,000
10.310.7017	Protective Equipment	1,669	1,885	2,584	3,000	2,200	3,000	3,000
10.310.7019	Publications	949	1,085	1,756	2,000	1,600	2,000	2,000
10.310.7110	Cellular Service	9,925	8,004	8,575	9,000	8,400	11,000	15,000
10.310.7401	Equipment Repair	8,471	17,402	8,743	8,500	14,500	8,500	8,500
10.310.7403	Lease & Rental of Equipment	2,932	3,007	2,831	3,500	900	4,500	4,500
10.310.7503	Contract & Applied Research	10,875	11,110	9,125	10,000	4,750	20,000	20,000
10.310.7514	Professional Services	-	-	-	-	-	10,000	2,000
10.310.7516	Permits and Licenses	5,961	17,792	660	3,000	1,000	2,000	700
10.310.7801	Toll Road Transponders	720	672	492	700	950	700	4,000
10.310.7903	Memberships	1,659	1,656	1,187	2,000	1,500	4,000	5,000
10.310.7904	Tuition Reimbursement	-	-	-	-	2,500	5,000	2,500
10.310.7906	Training	256	330	687	1,000	1,000	2,000	2,000
10.310.7907	Conferences & Meetings	19,605	21,658	15,130	22,905	2,500	34,945	35,597
		<b>239,948</b>	<b>242,003</b>	<b>227,562</b>	<b>256,705</b>	<b>194,200</b>	<b>304,145</b>	<b>300,797</b>
<b>Capital Outlay</b>								
10.310.8100	Equipment	4,689	33,657	19,726	18,000	11,827	-	138,000
		<b>4,689</b>	<b>33,657</b>	<b>19,726</b>	<b>18,000</b>	<b>11,827</b>	<b>-</b>	<b>138,000</b>
<b>Total Technical Services</b>		<b>\$ 1,543,969</b>	<b>\$ 1,612,101</b>	<b>\$ 1,620,303</b>	<b>\$ 1,794,375</b>	<b>\$ 1,700,161</b>	<b>\$ 2,007,370</b>	<b>\$ 2,195,665</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 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Estimate	FY 2021-22 Proposed	FY 2022-23 Projected
Personnel	\$ 6,070,350	\$ 6,170,574	\$ 6,676,260	\$ 5,656,443	\$ 6,581,710	\$ 6,981,236
Maintenance & Operations	1,128,010	1,090,389	1,374,350	1,302,187	1,523,545	1,571,200
Capital Outlay	116,276	207,406	228,000	208,800	236,000	320,000
<b>Total Expenditures</b>	<b>\$ 7,314,636</b>	<b>\$ 7,468,369</b>	<b>\$ 8,278,610</b>	<b>\$ 7,167,430</b>	<b>\$ 8,341,255</b>	<b>\$ 8,872,436</b>
Percentage Change	3.29%	2.10%	11%	-13.42%	0.8%	6.4%

## Personnel Summary

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Estimate	FY 2021-22 Proposed	FY 2022-23 Projected
<b>Full-time Positions</b>						
Director of Operations	1	1	1	1	1	1
IVM Compliance Coordinator	1	1	1	1	1	1
Urban Water Program Manager	1	1	1	1	1	1
Operations Supervisor	1	1	1	1	1	1
Vector Control Inspector III	6	6	6	6	6	6
Vector Control Inspector II	24	24	24	23	23	23
Vector Control Inspector I/II	0	0	0	1	1	1
GIS Coordinator	1	1	1	1	1	1
Operations Coordinator	-	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	1
Fleet and Equipment Services Technician	1	1	1	1	1	1
Facilities Maintenance Technician	1	1	1	1	1	1
	40	41	41	41	41	41

<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 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 5,550,795	\$ 5,686,275	\$ 6,109,450	\$ 5,193,119	\$ 6,003,550	\$ 6,381,184
Maintenance & Operations	815,398	790,009	1,031,450	982,550	1,107,385	1,131,990
Capital Outlay	-	-	19,500	15,800	20,000	20,000
<b>Total Expenditures</b>	<b>\$ 6,366,194</b>	<b>\$ 6,476,284</b>	<b>\$ 7,160,400</b>	<b>\$ 6,191,469</b>	<b>\$ 7,130,935</b>	<b>\$ 7,533,174</b>

<b>Personnel Summary</b>						
	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</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
Urban Water Program Manager	1	1	1	1	1	1
Operations Supervisor	1	1	1	1	1	1
Vector Control Inspector III	6	6	6	6	6	6
Vector Control Inspector II	24	24	24	23	23	23
Vector Control Inspector I/II	0	0	0	1	1	1
GIS Coordinator	1	1	1	1	1	1
Operations Coordinator	-	1	1	1	1	1
Administrative Specialist	1	1	1	1	1	1
	<b>36</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>37</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 2018-19 Actual</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Adopted</b>	<b>FY 2020-21 Estimate</b>	<b>FY 2021-22 Proposed</b>	<b>FY 2022-23 Projected</b>
<b>Personnel</b>							
10.410.6001	Salaries - Regular	\$ 2,926,422	\$ 3,097,475	\$ 3,399,250	\$ 2,842,540	\$ 3,417,590	\$ 3,520,118
10.410.6002	Extra Help/Seasonal	1,231,165	1,127,498	1,150,400	838,500	963,984	1,200,000
10.410.6003	Overtime	85,016	61,166	95,000	62,000	85,000	95,000
10.410.6004	Bilingual Pay	4,368	6,408	5,000	7,264	7,488	7,488
10.410.6007	Carpool Incentive Pay	1,470	2,160	2,400	120	2,000	2,000
10.410.6101	Comp Time Payout	49,938	55,852	55,000	65,000	60,000	60,000
10.410.6102	Vacation Payout	28,601	43,425	30,000	76,000	49,000	52,000
10.410.6103	Sick Leave Payout	8,704	8,407	9,000	13,500	13,000	13,000
10.410.6105	Executive Leave	1,595	2,800	2,500	3,500	3,185	3,430
10.410.6209	Unemployment Insurance	51,195	37,934	50,000	29,490	39,000	42,000
10.410.6210	Medicare & FICA	62,959	64,169	73,000	59,800	67,283	72,428
10.410.6212	Retirement	364,455	420,226	420,000	460,900	475,000	485,000
10.410.6220	Health Insurance	555,332	572,226	615,000	550,200	615,000	620,000
10.410.6230	Dental Insurance	12,131	15,279	15,500	14,800	16,000	16,500
10.410.6240	Life and AD&D Insurance	6,297	6,129	7,000	6,500	7,000	7,500
10.410.6245	LTD Insurance	19,612	20,587	24,000	22,200	24,000	25,000
10.410.6250	Vision Insurance	3,382	3,100	3,600	3,400	3,800	4,000
10.410.6269	Short Term Disability	10,664	11,195	12,000	9,765	11,500	12,000
10.410.6275	Deferred Compensation	122,690	125,440	136,000	122,840	138,920	138,920
10.410.6290	Auto Allowance	4,800	4,800	4,800	4,800	4,800	4,800
		<b>5,550,795</b>	<b>5,686,275</b>	<b>6,109,450</b>	<b>5,193,119</b>	<b>6,003,550</b>	<b>6,381,184</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>

Account Number	Expenditure Classification	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Estimate	FY 2021-22 Proposed	FY 2022-23 Projected
<i>Maintenance &amp; Operations</i>							
10.410.7001	Supplies/Division Expense	16,008	13,637	15,000	33,000	22,000	23,000
10.410.7003	Minor Office Equipment	1,712	836	2,000	3,500	3,000	4,000
10.410.7004	Uniforms	40,974	48,636	45,500	44,000	50,000	50,000
10.410.7006	Postage	768	489	1,000	1,000	1,000	1,000
10.410.7014	Pesticides	599,056	596,757	756,000	756,000	800,000	820,000
10.410.7015	Pesticide Disposal	24,286	-	-	-	-	-
10.410.7016	Rat Bait Station Supplies	1,778	820	3,000	1,500	3,000	3,000
10.410.7017	Protective Equipment	40,827	36,410	40,000	39,000	40,000	42,000
10.410.7110	Cellular Service	60,933	50,023	53,000	44,000	53,000	53,000
10.410.7325	Settlement/Claims Paid	-	-	1,000	-	-	-
10.410.7401	Equipment Repair	2,942	-	-	-	1,000	2,000
10.410.7511	Software Maintenance	-	-	-	8,200	8,500	9,000
10.410.7513	Helicopter Service	-	-	55,000	-	55,000	55,000
10.410.7515	Aerial Surveillance	-	24,365	36,000	35,500	36,000	36,000
10.410.7801	Toll Road Transponders	4,974	5,772	5,500	7,200	7,500	7,500
10.410.7903	Memberships	30	39	200	200	200	200
10.410.7904	Tuition Reimbursement	2,935	3,070	3,750	3,750	3,750	4,000
10.410.7906	Training	805	401	1,500	1,500	1,500	1,500
10.410.7907	Conferences & Meetings	17,371	8,753	13,000	4,200	21,935	20,790
		<b>815,398</b>	<b>790,009</b>	<b>1,031,450</b>	<b>982,550</b>	<b>1,107,385</b>	<b>1,131,990</b>
<i>Capital Outlay</i>							
10.410.8100	Equipment	-	-	19,500	15,800	20,000	20,000
		-	-	<b>19,500</b>	<b>15,800</b>	<b>20,000</b>	<b>20,000</b>
<b>Total Field Operations</b>		<b>\$ 6,366,194</b>	<b>\$ 6,476,284</b>	<b>\$ 7,160,400</b>	<b>\$ 6,191,469</b>	<b>\$ 7,130,935</b>	<b>\$ 7,533,174</b>

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

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Estimate	FY 2021-22 Proposed	FY 2022-23 Projected
Personnel	\$ 346,915	\$ 320,164	\$ 377,700	\$ 317,924	\$ 383,115	\$ 396,058
Maintenance & Operations	258,743	221,480	275,500	243,537	319,750	330,800
Capital Outlay	116,276	207,406	208,500	193,000	216,000	300,000
<b>Total Expenditures</b>	<b>\$ 721,934</b>	<b>\$ 749,050</b>	<b>\$ 861,700</b>	<b>\$ 754,461</b>	<b>\$ 918,865</b>	<b>\$ 1,026,858</b>

	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Estimate	FY 2021-22 Proposed	FY 2022-23 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	1
Fleet and Equipment Services Technician	1	1	1	1	1	1
	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</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 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Estimate	FY 2021-22 Proposed	FY 2022-23 Projected
	<b>Personnel</b>						
10.430.6001	Salaries - Regular	\$ 242,147	\$ 221,296	\$ 260,250	\$ 211,044	\$ 265,435	\$ 273,398
10.430.6003	Overtime	-	791	500	500	1,000	1,500
10.430.6006	Personal Tool Allowance	2,924	2,460	2,520	2,520	2,520	2,520
10.430.6101	Comp Time Payout	6,093	-	8,000	1,600	2,500	5,000
10.430.6102	Vacation Payout	4,329	1,392	5,000	1,000	2,000	3,000
10.430.6209	Unemployment Insurance	1,302	1,302	1,500	1,350	1,500	1,500
10.430.6210	Medicare & FICA	3,855	3,414	4,050	3,500	4,050	4,200
10.430.6212	Retirement	25,767	26,727	29,000	31,750	35,000	40,000
10.430.6220	Health Insurance	44,671	46,590	49,000	48,500	52,000	55,000
10.430.6230	Dental Insurance	1,166	1,272	1,200	1,050	1,200	1,300
10.430.6240	Life and AD&D Insurance	453	453	700	450	500	600
10.430.6245	LTD Insurance	1,541	1,649	2,000	1,750	2,000	2,100
10.430.6250	Vision Insurance	270	362	400	365	400	450
10.430.6269	Short Term Disability	828	886	1,100	975	1,050	1,200
10.430.6275	Deferred Compensation	11,570	11,570	12,480	11,570	11,960	4,290
		<u>346,915</u>	<u>320,164</u>	<u>377,700</u>	<u>317,924</u>	<u>383,115</u>	<u>396,058</u>

<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 2018-19 Actual</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Adopted</b>	<b>FY 2020-21 Estimate</b>	<b>FY 2021-22 Proposed</b>	<b>FY 2022-23 Projected</b>
	<i><b>Maintenance &amp; Operations</b></i>						
10.430.7001	Supplies/Division Expense	9,764	7,615	10,000	8,500	12,000	13,000
10.430.7004	Uniforms	658	2,143	1,700	1,400	1,500	1,500
10.430.7017	Protective Equipment	201	150	400	400	400	400
10.430.7110	Cellular Service	552	312	400	400	400	400
10.430.7401	Equipment Repair	4,705	2,456	4,000	16,500	15,000	15,000
10.430.7511	Software Maintenance	-	-	-	26,187	24,000	27,000
10.430.7802	Fuel	170,966	151,790	200,000	133,000	200,000	210,000
10.430.7803	Vehicle Parts	68,648	56,101	55,000	51,000	60,000	60,000
10.430.7804	Garage Equipment	2,235	255	3,000	5,900	5,450	2,500
10.430.7805	District Vehicle Wash	1,015	658	1,000	250	1,000	1,000
		<b>258,743</b>	<b>221,480</b>	<b>275,500</b>	<b>243,537</b>	<b>319,750</b>	<b>330,800</b>
	<i><b>Capital Outlay</b></i>						
10.430.8100	Equipment	116,276	207,406	208,500	193,000	216,000	300,000
		<b>116,276</b>	<b>207,406</b>	<b>208,500</b>	<b>193,000</b>	<b>216,000</b>	<b>300,000</b>
<b>Total Vehicle Maintenance</b>		<b>\$ 721,934</b>	<b>\$ 749,050</b>	<b>\$ 861,700</b>	<b>\$ 754,461</b>	<b>\$ 918,865</b>	<b>\$ 1,026,858</b>

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

<b>Budget Summary</b>						
	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 172,640	\$ 164,134	\$ 189,110	\$ 145,400	\$ 195,045	\$ 203,994
Maintenance & Operations	53,868	78,900	67,400	76,100	96,410	108,410
Capital Outlay	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 226,508</b>	<b>\$ 243,034</b>	<b>\$ 256,510</b>	<b>\$ 221,500</b>	<b>\$ 291,455</b>	<b>\$ 312,404</b>

<b>Personnel Summary</b>						
	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</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>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
<b>Personnel</b>							
10.440.6001	Salaries - Regular	\$ 77,122	\$ 80,472	\$ 81,450	\$ 81,400	\$ 83,062	\$ 85,554
10.440.6002	Extra Help/Seasonal	53,207	41,794	57,550	21,000	63,423	65,000
10.440.6101	Comp Time Payout	-	-	1,000	-	1,000	1,000
10.440.6102	Vacation Payout	2,236	-	2,000	-	1,000	3,000
10.440.6103	Sick Leave Payout	894	921	950	950	1,000	1,050
10.440.6209	Unemployment Insurance	2,089	1,423	3,000	1,150	1,400	1,500
10.440.6210	Medicare & FICA	1,910	1,796	2,200	1,500	1,600	1,700
10.440.6212	Retirement	11,028	12,815	13,500	13,900	15,000	16,500
10.440.6220	Health Insurance	19,266	19,916	21,000	20,400	22,000	23,000
10.440.6230	Dental Insurance	39	114	400	100	200	200
10.440.6240	Life and AD&D Insurance	171	171	400	200	200	200
10.440.6245	LTD Insurance	507	528	800	600	600	600
10.440.6250	Vision Insurance	-	-	300	-	100	100
10.440.6269	Short Term Disability	272	284	400	300	300	300
10.440.6275	Deferred Compensation	3,900	3,900	4,160	3,900	4,160	4,290
		<b>172,640</b>	<b>164,134</b>	<b>189,110</b>	<b>145,400</b>	<b>195,045</b>	<b>203,994</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 2018-19 Actual</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Adopted</b>	<b>FY 2020-21 Estimate</b>	<b>FY 2021-22 Proposed</b>	<b>FY 2022-23 Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.440.7001	Supplies/Division Expense	433	786	5,000	3,700	1,000	5,000
10.440.7002	Construction Supplies	1,172	2,732	4,000	3,500	5,000	5,000
10.440.7003	Minor Equipment	-	-	200	-	200	200
10.440.7004	Uniforms	307	667	480	480	480	480
10.440.7025	Equipment Rental	-	237	500	-	500	500
10.440.7110	Cellular Service	94	15	120	120	130	130
10.440.7401	Equipment Repair	25	13	100	-	100	100
10.440.7402	Facility Repair & Maintenance	14,452	12,972	15,000	29,000	30,000	32,000
10.440.7407	A/C & Heating Services	22,038	26,460	15,000	23,000	27,000	30,000
10.440.7408	Plumbing Services	1,066	6,496	5,000	1,500	6,000	6,000
10.440.7411	Building Security	5,579	19,118	12,000	9,100	12,000	15,000
10.440.7501	Landscape Contract	4,800	4,800	6,000	5,200	10,000	10,000
10.440.7514	Professional Services	3,902	4,603	4,000	500	4,000	4,000
		<b>53,868</b>	<b>78,900</b>	<b>67,400</b>	<b>76,100</b>	<b>96,410</b>	<b>108,410</b>
<b><i>Capital Outlay</i></b>							
10.440.8100	Equipment	-	19,549	-	-	-	-
		<b>-</b>	<b>19,549</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Building Maintenance</b>		<b>\$ 226,508</b>	<b>\$ 262,583</b>	<b>\$ 256,510</b>	<b>\$ 221,500</b>	<b>\$ 291,455</b>	<b>\$ 312,404</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.

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 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimated	FY 2021-22 Proposed	FY 2022-23 Projected
Personnel	\$ 952,505	\$ 1,094,311	\$ 1,169,089	\$ 1,234,015	\$ 1,182,285	\$ 1,287,345	\$ 1,337,768
Maintenance & Operations	425,740	340,731	358,256	465,100	380,210	475,045	487,100
Capital Outlay	141,179	104,404	70,675	30,000	-	90,000	-
<b>Total Expenditures</b>	<b>\$ 1,519,424</b>	<b>\$ 1,539,446</b>	<b>\$ 1,598,020</b>	<b>\$ 1,729,115</b>	<b>\$ 1,562,495</b>	<b>\$ 1,852,390</b>	<b>\$ 1,824,868</b>
Percentage Change		1.3%	3.8%	8.2%	-9.6%	7.1%	-1.5%

## Personnel Summary

Full-time Positions	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimated	FY 2021-22 Proposed	FY 2022-23 Projected
Director of Communications	1	1	1	1	1	1	1
Education Coordinator	1	1	1	1	1	1	1
Public Information Officer	-	-	-	1	1	1	1
Public Affairs Coordinator	1	1	1	-	-	-	-
Information Technology Manager	-	1	1	1	1	1	1
Information Technology Analyst	1	1	1	1	1	1	1
Data Application Specialist	-	-	-	1	1	1	1
Information Technology Coordinator	1	1	1	1	1	1	1
Communications Specialist	1	1	1	1	1	1	1
Customer Service Representative I	1	1	1	2	2	2	2
Customer Service Representative II	1	1	1	-	-	-	-
	<b>8</b>	<b>9</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>

**Department: Communications**

**Program: Public Information**

**Program No.: 10.510**

**Budget Summary**

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Actual	Adopted	Estimated	Proposed	Projected
Personnel	\$ 432,970	\$ 481,303	\$ 517,868	\$ 555,375	\$ 525,350	\$ 580,540	\$ 606,270
Maintenance & Operations	279,084	162,059	153,628	206,100	140,150	203,545	222,100
Capital Outlay	7,178	-	135	30,000	-	20,000	-
<b>Total Expenditures</b>	<b>\$ 719,232</b>	<b>\$ 643,362</b>	<b>\$ 671,630</b>	<b>\$ 791,475</b>	<b>\$ 665,500</b>	<b>\$ 804,085</b>	<b>\$ 828,370</b>

**Personnel Summary**

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
Full-time Positions	Actual	Actual	Actual	Adopted	Estimated	Proposed	Projected
Director of Communications	1	1	1	1	1	1	1
Communications Specialist	1	1	1	1	1	1	1
Education Coordinator	1	1	1	1	1	1	1
Public Information Officer	-	-	-	-	-	-	-
Public Affairs Coordinator	1	1	1	1	1	1	-
	4	4	4	4	4	4	4

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

Account Number	Expenditure Classification	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
		Actual	Actual	Actual	Adopted	Estimated	Proposed	Projected
	<i>Personnel</i>							
10.510.6001	Salaries - Regular	\$ 288,255	\$ 331,394	\$ 347,644	\$ 378,920	\$ 374,840	\$ 393,720	\$ 405,535
10.510.6002	Extra Help/Seasonal	40,243	20,441	31,862	25,950	2,000	26,462	29,000
10.510.6003	Overtime	1,688	7,104	2,474	4,500	900	2,500	4,500
10.510.6004	Bilingual Pay	121	624	800	1,665	\$ 1,344	1,665	1,665
10.510.6101	Comp Time Payout	4,583	317	372	3,000	900	2,000	2,000
10.510.6102	Vacation Payout	-	-	1,396	1,500	950	1,050	1,500
10.510.6103	Sick Leave Payout	136	-	-	500	500	500	500
10.510.6105	Executive Leave	2,679	728	1,511	2,350	6,200	3,283	3,430
10.510.6209	Unemployment Insurance	3,647	2,604	3,010	3,200	2,700	3,200	3,200
10.510.6210	Medicare & FICA	5,189	5,746	6,095	6,500	6,350	6,500	6,500
10.510.6212	Retirement	22,426	28,339	34,553	34,500	\$ 40,362	45,000	49,000
10.510.6220	Health Insurance	43,887	58,360	62,831	65,000	\$ 61,904	66,000	70,000
10.510.6230	Dental Insurance	927	882	1,900	1,000	1,000	1,000	1,000
10.510.6240	Life and AD&D Insurance	858	741	752	1,000	1,000	1,000	1,000
10.510.6245	LTD Insurance	2,245	2,188	2,159	2,500	2,500	2,700	2,700
10.510.6250	Vision Insurance	480	244	347	500	500	500	500
10.510.6269	Short Term Disability	1,076	1,191	1,213	1,350	1,500	1,500	1,500
10.510.6275	Deferred Compensation	10,130	15,600	14,150	16,640	\$ 15,100	17,160	17,940
10.510.6290	Auto Allowance	4,400	4,800	4,800	4,800	4,800	4,800	4,800
		<b>432,970</b>	<b>481,303</b>	<b>517,868</b>	<b>555,375</b>	<b>525,350</b>	<b>580,540</b>	<b>606,270</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 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimated	FY 2021-22 Proposed	FY 2022-23 Projected
<b>Maintenance &amp; Operations</b>								
10.510.7001	Supplies/Division Expense	6,284	6,551	3,752	5,700	2,600	5,000	5,000
10.510.7002	Art Supplies	242	67	-	-	-	-	-
10.510.7003	Minor Office Equipment	1,903	906	765	1,550	3,500	1,800	1,800
10.510.7004	Uniforms	320	118	756	7,000	500	6,800	6,800
10.510.7006	Postage	40	575	31	500	500	500	500
10.510.7007	Printing Costs	47,182	39,140	28,825	49,000	45,000	51,870	55,000
10.510.7019	Publications	1,046	244	-	500	500	500	500
10.510.7022	Public Relations - Contract Services	37,250	6,500	7,122	7,100	1,600	7,215	8,000
10.510.7023	Promotional Supplies	21,422	19,847	18,330	20,000	5,000	13,350	15,000
10.510.7110	Cellular Service	4,694	4,529	4,459	4,200	2,700	4,200	4,200
10.510.7401	Equipment Repair	-	-	-	500	500	500	500
10.510.7514	Professional Services	18,690	19,911	512	11,000	2,000	10,000	10,000
10.510.7602	Outreach Event Fees	4,626	5,379	2,383	6,000	1,250	5,925	7,000
10.510.7603	Vector Awareness Advertising	96,966	31,109	56,345	50,000	50,000	62,000	62,000
10.510.7606	Multi-Media Production	2,411	4,412	6,200	6,000	6,000	10,000	10,000
10.510.7903	Memberships	663	302	560	1,000	1,000	1,000	1,000
10.510.7904	Tuition Reimbursement	-	2,500	2,500	-	-	-	-
10.510.7905	Mileage Reimbursement	-	66	-	500	500	500	500
10.510.7906	Training	-	1,458	900	1,500	1,500	1,300	1,300
10.510.7907	Conferences & Meetings	13,249	8,883	5,812	16,850	2,500	5,035	16,000
10.510.7908	Continuing Education	22,096	9,562	14,375	17,200	13,000	16,050	17,000
		<b>279,084</b>	<b>162,059</b>	<b>153,628</b>	<b>206,100</b>	<b>140,150</b>	<b>203,545</b>	<b>222,100</b>
<b>Capital Outlay</b>								
10.510.8100	Equipment	7,178	-	135	30,000	-	20,000	-
		<b>7,178</b>	<b>-</b>	<b>135</b>	<b>30,000</b>	<b>-</b>	<b>20,000</b>	<b>-</b>
<b>Total Public Information</b>		<b>\$ 719,232</b>	<b>\$ 643,362</b>	<b>\$ 671,630</b>	<b>\$ 791,475</b>	<b>\$ 665,500</b>	<b>\$ 804,085</b>	<b>\$ 828,370</b>

**Department: Communications**

**Program: Information Technology**

**Program No.: 10.520**

<b>Budget Summary</b>							
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 362,621	\$ 454,778	\$ 488,085	\$ 507,640	\$ 494,452	\$ 537,495	\$ 555,605
Maintenance & Operations	146,590	178,672	204,617	259,000	240,060	271,500	265,000
Capital Outlay	134,001	104,404	70,541	-	-	70,000	-
<b>Total Expenditures</b>	<b>\$ 643,212</b>	<b>\$ 737,854</b>	<b>\$ 763,242</b>	<b>\$ 766,640</b>	<b>\$ 734,512</b>	<b>\$ 878,995</b>	<b>\$ 820,605</b>

<b>Personnel Summary</b>							
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
Information Technology Manager	-	1	1	1	1	1	1
Information Technology Analyst	1	1	1	1	1	1	1
Data Application Specialist	-	-	-	-	1	1	1
Information Technology Coordinator	1	1	1	1	1	1	1
	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</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 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
<b>Personnel</b>								
10.520.6001	Salaries - Regular	\$ 267,989	\$ 350,240	\$ 373,976	\$ 383,910	\$ 364,006	\$ 397,915	\$ 409,855
10.520.6002	Extra-Help/Seasonal	16,677	-	-	-	-	-	-
10.520.6003	Overtime	108	282	172	1,000	1,000	1,000	1,000
10.520.6004	Bilingual Pay	120	624	800	1,665	832	835	835
10.520.6101	Comp Time Payout	3,424	1,574	-	3,000	2,500	3,000	3,000
10.520.6102	Vacation Payout	2,301	2,360	2,360	2,500	7,900	7,000	8,000
10.520.6103	Sick Leave Payout	916	944	972	1,000	6,500	3,500	2,500
10.520.6105	Executive Leave	-	-	2,749	2,300	2,300	2,940	3,090
10.520.6209	Unemployment Insurance	2,170	1,736	1,736	2,000	1,736	1,740	1,740
10.520.6210	Medicare & FICA	4,616	5,717	6,038	6,400	6,366	6,500	6,800
10.520.6212	Retirement	21,236	29,426	34,315	34,000	38,462	43,000	46,000
10.520.6220	Health Insurance	27,785	41,230	43,921	47,000	42,703	47,000	49,000
10.520.6230	Dental Insurance	757	876	896	1,000	1,000	1,000	1,000
10.520.6240	Life and AD&D Insurance	588	684	747	1,000	1,000	1,000	1,000
10.520.6245	LTD Insurance	2,003	2,168	2,301	2,700	2,554	2,700	2,800
10.520.6250	Vision Insurance	141	283	201	225	200	225	225
10.520.6269	Short Term Disability	925	1,184	1,301	1,300	1,443	1,500	1,600
10.520.6275	Deferred Compensation	10,865	15,450	15,600	16,640	13,950	16,640	17,160
		<b>362,621</b>	<b>454,778</b>	<b>488,085</b>	<b>507,640</b>	<b>494,452</b>	<b>537,495</b>	<b>555,605</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 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimated	FY 2021-22 Proposed	FY 2022-23 Projected
<i>Maintenance &amp; Operations</i>								
10.520.7001	Supplies/Division Expense	17,073	18,595	18,111	25,000	22,000	24,250	24,250
10.520.7003	Minor Office Equipment	20,745	5,314	32,446	46,600	47,000	47,300	47,300
10.520.7024	Computer Software	19,083	42,833	22,849	11,800	11,800	18,500	7,000
10.520.7110	Cellular Service	1,422	1,891	2,561	2,500	2,500	3,500	3,500
10.520.7401	Equipment Repair	645	710	-	5,000	1,000	5,000	5,000
10.520.7505	IT Recovery	2,799	3,545	-	3,600	3,300	5,000	5,000
10.520.7510	Computer Consultant	14,926	6,238	2,952	5,000	1,000	5,000	5,000
10.520.7511	Software License	66,712	60,905	108,208	133,050	133,050	136,500	141,500
10.520.7605	Digital Maps	-	35,700	14,450	16,450	14,450	16,450	16,450
10.520.7903	Memberships	-	260	-	500	260	500	500
10.520.7904	Tuition Reimbursement	634	317	-	1,500	1,500	1,500	1,500
10.520.7905	Mileage Reimbursement	-	-	-	500	500	500	500
10.520.7906	Training	799	200	1,534	2,500	1,700	2,500	2,500
10.520.7907	Conferences & Meeting	1,752	2,165	1,506	5,000	-	5,000	5,000
		<b>146,590</b>	<b>178,672</b>	<b>204,617</b>	<b>259,000</b>	<b>240,060</b>	<b>271,500</b>	<b>265,000</b>
<i>Capital Outlay</i>								
10.520.8100	Equipment	134,001	104,404	70,541	-	-	70,000	-
		<b>134,001</b>	<b>104,404</b>	<b>70,541</b>	<b>-</b>	<b>-</b>	<b>70,000</b>	<b>-</b>
<b>Total Information Technology</b>		<b>\$ 643,212</b>	<b>\$ 737,854</b>	<b>\$ 763,242</b>	<b>\$ 766,640</b>	<b>\$ 734,512</b>	<b>\$ 878,995</b>	<b>\$ 820,605</b>

**Department: Communications**

**Program: Public Service**

**Program No.: 10.530**

<b>Budget Summary</b>							
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 156,914	\$ 158,230	\$ 163,136	\$ 171,000	\$ 162,483	\$ 169,310	\$ 175,893
Maintenance & Operations	66	-	12	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 156,980</b>	<b>\$ 158,230</b>	<b>\$ 163,148</b>	<b>\$ 171,000</b>	<b>\$ 162,483</b>	<b>\$ 169,310</b>	<b>\$ 175,893</b>

<b>Personnel Summary</b>							
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
Customer Service Representative I	1	1	1	1	1	2	2
Customer Service Representative II	1	1	1	1	1	-	-
	<u>2</u>	<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 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
	<i>Personnel</i>							
10.530.6001	Salaries - Regular	\$ 101,287	\$ 105,896	\$ 104,883	\$ 104,830	\$ 103,990	\$ 104,106	\$ 107,229
10.530.6003	Overtime	116	222	-	200	200	500	500
10.530.6004	Bilingual Pay	624	624	273	650	1,664	1,664	1,664
10.530.6007	Carpool Incentive	-	-	736	-	-	520	520
10.530.6101	Comp Time Payout	9,073	2,697	-	4,000	1,200	1,500	1,500
10.530.6102	Vacation Payout	827	-	4,093	1,000	2,300	1,500	1,500
10.530.6103	Sick Leave Payout	427	-	116	500	500	500	500
10.530.6209	Unemployment Insurance	868	868	868	1,000	900	1,000	1,000
10.530.6210	Medicare & FICA	1,844	1,822	1,840	2,000	1,958	2,200	2,400
10.530.6212	Retirement	9,388	10,994	12,737	12,500	11,163	12,500	13,500
10.530.6220	Health Insurance	27,408	29,138	31,353	33,000	29,828	32,000	34,000
10.530.6230	Dental Insurance	470	465	474	700	700	700	700
10.530.6240	Life and AD&D Insurance	405	342	356	500	500	500	500
10.530.6245	LTD Insurance	762	679	692	1,000	1,000	1,000	1,000
10.530.6250	Vision Insurance	204	349	349	400	400	400	400
10.530.6269	Short Term Disability	351	365	372	400	400	400	400
10.530.6275	Deferred Compensation	2,860	3,770	3,995	8,320	5,780	8,320	8,580
		<b>156,914</b>	<b>158,230</b>	<b>163,136</b>	<b>171,000</b>	<b>162,483</b>	<b>169,310</b>	<b>175,893</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 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimated	FY 2021-22 Proposed	FY 2022-23 Projected
<b><i>Maintenance &amp; Operations</i></b>								
10.530.7001	Supplies/Division Expense	66	-	12	-	-	-	-
10.530.7003	Minor Office Equipment	-	-	-	-	-	-	-
10.530.7906	Training	-	-	-	-	-	-	-
10.530.7907	Conferences & Meetings	-	-	-	-	-	-	-
		<b>66</b>	<b>-</b>	<b>12</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><i>Capital Outlay</i></b>								
10.530.8100	Equipment	-	-	-	-	-	-	-
		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Public Service</b>		<b>\$ 156,980</b>	<b>\$ 158,230</b>	<b>\$ 163,148</b>	<b>\$ 171,000</b>	<b>\$ 162,483</b>	<b>\$ 169,310</b>	<b>\$ 175,893</b>

## Other Funds

### Other Funds

Facilities Improvement Fund  
 Habitat Remediation Fund  
 Environmental Fund  
 Retiree Medical Insurance Fund  
 Retirement Contingency Fund

### Description

The Orange County Mosquito and Vector Control District Other Funds are special funds used for specific purposes or operations.

### Budget Summary

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Actual	Adopted	Estimated	Proposed	Projected
Maintenance & Operations	\$ 1,053,725	\$ 2,394,604	\$ 218,377	\$ 342,650	\$ 652,000	\$ 562,510	\$ 570,800
Capital Outlay	229,524	10,740	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,283,249</b>	<b>\$ 2,405,345</b>	<b>\$ 218,377</b>	<b>\$ 342,650</b>	<b>\$ 652,000</b>	<b>\$ 562,510</b>	<b>\$ 570,800</b>

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

**Budget Summary**

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimated	FY 2021-22 Proposed	FY 2022-23 Projected
Maintenance & Operations - District	\$ 7,929	\$ 115	\$ -	\$ 2,000	\$ 18,000	\$ 2,000	\$ 4,000
Maintenance & Operations - HBP	30,388	24,287	31,934	42,000	34,190	42,500	44,500
Capital Outlay	229,524	10,740	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 267,841</b>	<b>\$ 35,142</b>	<b>\$ 31,934</b>	<b>\$ 44,000</b>	<b>\$ 52,190</b>	<b>\$ 44,500</b>	<b>\$ 48,500</b>

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

Account Number	Expenditure Classification	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2021-22 Estimated	FY 2021-22 Proposed	FY 2022-23 Projected
<i>Maintenance &amp; Operations</i>								
60.000.7520	Facility Improvement	\$ 7,929	\$ 115	\$ -	\$ 2,000	\$ 18,000	\$ 2,000	\$ 4,000
		<b>\$ 7,929</b>	<b>\$ 115</b>	<b>\$ -</b>	<b>\$ 2,000</b>	<b>\$ 18,000</b>	<b>\$ 2,000</b>	<b>\$ 4,000</b>
<i>Haster Business Park Expenditures:</i>								
60.600.7500	Property Management	5,234	6,830	-	7,000	4,900	6,000	6,000
60.600.7501	Repairs & Maintenance	1,511	1,983	6,707	5,000	4,800	5,000	6,000
60.600.7504	A/C & Heating Services	3,849	-	-	5,000	1,500	5,000	5,000
60.600.7505	Landscape & Lot Maintenance	2,550	2,100	2,100	3,000	1,800	3,000	3,000
60.600.7508	Refuse Disposal	7,881	9,478	14,019	13,000	13,700	14,500	15,500
60.600.7510	HBP Utilities	3,426	2,914	4,132	3,500	2,900	3,500	3,500
60.600.7560	Bad Debt / Write Off	90	-	-	-	-	-	-
60.600.7703	Property Taxes	5,847	982	4,977	5,500	4,590	5,500	5,500
		<b>\$ 30,388</b>	<b>\$ 24,287</b>	<b>\$ 31,934</b>	<b>\$ 42,000</b>	<b>\$ 34,190</b>	<b>\$ 42,500</b>	<b>\$ 44,500</b>
<i>Capital Outlay</i>								
60.000.8100	Equip & Improvements - Distri	\$ 227,716	\$ 10,740	\$ -	\$ -	\$ -	\$ -	\$ -
60.600.8100	Equipment & Improvements- F	1,808	-	-	-	-	-	-
		<b>\$ 229,524</b>	<b>\$ 10,740</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Facilities Improvement</b>		<b>\$ 267,841</b>	<b>\$ 35,142</b>	<b>\$ 31,934</b>	<b>\$ 44,000</b>	<b>\$ 52,190</b>	<b>\$ 44,500</b>	<b>\$ 48,500</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 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
Maintenance & Operations	\$ 3,098	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 3,098</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 2017-18 Actual</b>	<b>FY 2018-19 Actual</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Adopted</b>	<b>FY 2021-22 Estimated</b>	<b>FY 2021-22 Proposed</b>	<b>FY 2022-23 Projected</b>
	<i>Maintenance &amp; Operations</i>							
70.000.7505	Habitat Remediation Contracts	\$ 3,098	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Habitat Remediation Fund</b>		<b>\$ 3,098</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 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
Maintenance & Operations	\$ 164,669	\$ 340,074	\$ 186,442	\$ 198,650	\$ 409,810	\$ 218,010	\$ 322,300
<b>Total Expenditures</b>	<b>\$ 164,669</b>	<b>\$ 340,074</b>	<b>\$ 186,442</b>	<b>\$ 198,650</b>	<b>\$ 409,810</b>	<b>\$ 218,010</b>	<b>\$ 322,300</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 2017-18 Actual</b>	<b>FY 2018-19 Actual</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Adopted</b>	<b>FY 2021-22 Estimated</b>	<b>FY 2021-22 Proposed</b>	<b>FY 2022-23 Projected</b>
<i>Maintenance &amp; Operations</i>								
90.000.7350	Medicare Premium Reimburse	\$ 23,153	\$ 29,360	\$ 29,216	\$ 34,000	\$ 33,160	\$ 35,210	\$ 36,500
90.000.7352	Retiree Medical Allowance	47,808	53,266	58,107	57,000	69,000	72,000	75,000
90.000.7355	Health Insurance Premiums	93,086	96,977	98,577	107,000	107,000	110,000	110,000
90.000.7701	Administrative Fees	622	471	542	650	650	800	800
90.000.7909	Contribution to Section 115 Tr	-	160,000	-	-	200,000	-	100,000
		<b>\$ 164,669</b>	<b>\$ 340,074</b>	<b>\$ 186,442</b>	<b>\$ 198,650</b>	<b>\$ 409,810</b>	<b>\$ 218,010</b>	<b>\$ 322,300</b>
<b>Total Retiree Medical Insurance</b>		<b>\$ 164,669</b>	<b>\$ 340,074</b>	<b>\$ 186,442</b>	<b>\$ 198,650</b>	<b>\$ 409,810</b>	<b>\$ 218,010</b>	<b>\$ 322,300</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 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
Maintenance & Operations		\$ 847,641	\$ 2,030,128	\$ -	\$ 100,000	\$ 190,000	\$ 300,000	\$ 200,000
<b>Total Expenditures</b>		<b>\$ 847,641</b>	<b>\$ 2,030,128</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 190,000</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 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
<i>Maintenance &amp; Operations</i>								
95.000.7001	O.C. Retirement System (OCEI)	\$ 847,641	\$ 30,128	\$ -	\$ -	\$ -	\$ 300,000	\$ 200,000
95.000.7909	Contribution to Section 115 Tr	-	2,000,000	-	100,000	190,000		
		<b>\$ 847,641</b>	<b>\$ 2,030,128</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 190,000</b>	<b>\$ 300,000</b>	<b>\$ 200,000</b>
<b>Total Retirement Contingency</b>		<b>\$ 847,641</b>	<b>\$ 2,030,128</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 190,000</b>	<b>\$ 300,000</b>	<b>\$ 200,000</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2018 THRU 2023  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	FY 2022-23
		Actual	Actual	Actual	Adopted Budget	Estimated	Budget	Projected
4100	Property Tax	5,936,951	6,197,256	6,559,585	6,329,449	6,590,000	6,820,650	6,991,166
4105	1996 Benefit Assessment	1,544,240	1,549,582	1,557,798	1,563,213	1,564,151	1,575,850	1,591,609
4106	2004 Benefit Assessment	5,656,549	6,390,954	6,635,997	6,682,713	6,718,463	6,740,000	6,807,400
4200	Interest	76,671	82,090	124,587	65,000	62,000	40,000	50,000
4300	Miscellaneous	63,042	183	6,578	1,000	14,000	15,000	15,000
4305	Pass Thru Money	486,548	156,993	591,453	282,145	425,000	400,000	400,000
4310	Rent for Cell Site	27,238	28,056	28,897	28,200	28,200	29,909	30,000
4315	VCJPA Pooled Services	166,334	76,223	72,429	72,000	63,123	64,991	65,000
4320	State Grant Revenue	144,421	60,196	-	-	-	-	-
4502	California State Commissioner	1,693	16,043	16,781	9,000	8,500	8,000	8,000
4504	Irvine Ranch Water District	15,385	21,649	53,324	25,000	22,000	23,000	23,000
4505	Orange County Sanitation District	1,303	227	259	-	-	1,000	1,000
4507	University of California - Irvine	8,324	28,307	4,552	6,000	6,200	7,000	6,500
4508	U.S. Weapons Marsh	-	51,351	5,330	5,000	6,100	6,000	7,000
4509	Misc. Services Invoiced	4,182	10,656	10,611	5,000	9,000	15,000	14,500
<b>Total Revenue</b>		<b>14,132,881</b>	<b>14,669,766</b>	<b>15,668,181</b>	<b>15,073,720</b>	<b>15,516,737</b>	<b>15,746,400</b>	<b>16,010,175</b>
Salaries & Benefits		(8,787,643)	(9,393,952)	(9,584,601)	(10,411,165)	(9,308,466)	(10,618,860)	(11,129,565)
Maintenance & Operations		(3,304,191)	(2,989,562)	(2,948,727)	(3,608,305)	(3,311,992)	(4,008,795)	(4,017,217)
Capital Outlay		(303,190)	(255,177)	(310,082)	(281,000)	(220,627)	(326,000)	(458,000)
<b>Total Expenditures</b>		<b>(12,395,024)</b>	<b>(12,638,692)</b>	<b>(12,843,410)</b>	<b>(14,300,470)</b>	<b>(12,841,085)</b>	<b>(14,953,655)</b>	<b>(15,604,782)</b>
<b>REVENUES VS EXPENDITURES</b>		<b>1,737,857</b>	<b>2,031,074</b>	<b>2,824,771</b>	<b>773,250</b>	<b>2,675,652</b>	<b>792,745</b>	<b>405,393</b>
Transfers In		206,057	-	-	-	-	-	(130,000)
Transfers Out		(1,736,035)	(1,596,800)	(1,102,200)	(898,360)	(500,000)	(500,000)	(700,000)
<b>NET INCOME</b>		<b>207,879</b>	<b>434,274</b>	<b>1,722,571</b>	<b>(125,110)</b>	<b>2,175,652</b>	<b>292,745</b>	<b>(424,607)</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2018 THRU 2023  
REVENUE AND EXPENDITURES**

<b>Acct #</b>	<b>Description</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Actual</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Adopted Budget</b>	<b>FY 2020-21 Estimated</b>	<b>FY 2021-22 Budget</b>	<b>FY 2022-23 Projected</b>
<b>Personnel</b>								
6001	Salaries - Regular	(5,142,015)	(5,466,736)	(5,741,786)	(6,288,730)	(5,583,170)	(6,451,268)	(6,641,910)
6002	Extra Help / Seasonal	(1,421,387)	(1,558,514)	(1,367,268)	(1,451,650)	(1,029,500)	(1,286,464)	(1,529,000)
6003	Overtime	(35,877)	(110,665)	(70,503)	(113,200)	(72,300)	(101,500)	(115,000)
6005	Art Pay	-	-	-	-	-	-	-
6006	Tool Allowance	(2,490)	(2,924)	(2,460)	(2,520)	(2,520)	(2,520)	(2,520)
6007	Carpool Incentive Pay	(2,080)	(1,780)	(3,336)	(3,000)	(120)	(2,820)	(3,120)
6101	Comp Time Payout	(161,198)	(66,421)	(63,602)	(84,500)	(91,600)	(81,500)	(85,000)
6102	Vacation Payout	(56,901)	(48,093)	(67,947)	(57,000)	(137,104)	(101,550)	(88,500)
6103	Sick Leave Payout	(14,377)	(14,902)	(14,775)	(18,450)	(34,061)	(29,200)	(26,550)
6104	Admin Leave	(5,077)	(9,127)	(3,030)	(7,000)	(7,000)	(7,040)	(7,200)
6105	Executive Leave	(11,261)	(6,641)	(13,623)	(17,650)	(25,500)	(21,008)	(22,300)
6209	Unemployment Insurance	(72,976)	(73,297)	(56,396)	(73,300)	(48,264)	(59,940)	(63,540)
6210	Medicare & FICA	(101,807)	(109,380)	(109,969)	(123,350)	(109,164)	(119,033)	(125,728)
6212	Retirement	(551,724)	(618,381)	(708,125)	(705,000)	(779,627)	(827,810)	(864,530)
6220	Health Insurance	(858,577)	(942,147)	(986,437)	(1,039,500)	(983,425)	(1,082,500)	(1,107,000)
6230	Dental Insurance	(30,735)	(23,597)	(27,932)	(30,300)	(30,100)	(32,600)	(34,700)
6240	Life Insurance	(13,356)	(11,361)	(11,677)	(14,400)	(13,100)	(14,200)	(15,050)
6245	LTD Insurance	(36,944)	(34,860)	(36,736)	(43,700)	(41,314)	(44,400)	(46,500)
6250	Vision Insurance	(8,060)	(5,979)	(5,961)	(7,625)	(6,810)	(7,675)	(8,025)
6269	Short Term Disability	(18,993)	(19,101)	(20,531)	(22,050)	(20,883)	(23,100)	(24,300)
6275	Deferred Comp Benefit	(205,495)	(233,430)	(235,930)	(262,660)	(244,840)	(275,680)	(272,040)
6290	Auto Allowance	(28,800)	(28,000)	(25,200)	(32,400)	(32,800)	(31,200)	(31,200)
	<b>Total Personnel</b>	<b>(8,787,643)</b>	<b>(9,393,952)</b>	<b>(9,584,601)</b>	<b>(10,411,165)</b>	<b>(9,308,466)</b>	<b>(10,618,860)</b>	<b>(11,129,565)</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2018 THRU 2023  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted Budget	FY 2020-21 Estimated	FY 2021-22 Budget	FY 2022-23 Projected
<b>Maintenance &amp; Operations</b>								
7001	Supplies / Division Expense	(83,050)	(67,870)	(64,943)	(81,700)	(84,900)	(82,750)	(92,750)
7002	Art & Construction Supplies	(2,550)	(1,239)	(2,732)	(4,000)	(3,500)	(5,000)	(5,000)
7003	Minor Office Equipment	(31,649)	(13,335)	(39,590)	(57,750)	(59,300)	(60,300)	(60,800)
7004	Uniforms	(53,511)	(49,022)	(55,688)	(58,680)	(47,880)	(62,780)	(62,780)
7005	Household Expense	(13,250)	(18,779)	(25,090)	(18,000)	(19,500)	(19,500)	(19,500)
7006	Postage	(5,159)	(4,544)	(5,710)	(8,000)	(6,700)	(9,000)	(9,000)
7007	Printing Costs	(49,232)	(39,356)	(28,825)	(50,500)	(46,000)	(53,370)	(56,500)
7008	Micro Lab	(57,337)	(56,009)	(65,485)	(70,000)	(59,000)	(75,000)	(75,000)
7009	Field Lab	(38,913)	(25,937)	(42,715)	(40,000)	(35,000)	(40,000)	(40,000)
7010	Environmental Biology	(19,116)	(20,169)	(10,452)	(15,000)	(9,500)	(15,000)	(15,000)
7011	Disease Surveillance	-	-	(3,262)	(5,000)	(2,500)	(5,000)	(5,000)
7012	General Lab Supplies	(45,466)	(42,176)	(39,149)	(45,000)	(35,000)	(45,000)	(45,000)
7014	Pesticides	(683,096)	(623,342)	(596,757)	(756,000)	(756,000)	(800,000)	(820,000)
7016	Rat Bait Station Supplies	(2,410)	(1,778)	(820)	(3,000)	(1,500)	(3,000)	(3,000)
7017	Protective Equipment	(38,983)	(42,913)	(39,144)	(43,400)	(41,600)	(43,400)	(45,400)
7018	Employee Physicals & First Aid	(14,040)	(9,220)	(9,387)	(15,000)	(5,500)	(12,000)	(12,000)
7019	Publications	(2,083)	(1,536)	(1,992)	(2,600)	(2,300)	(2,800)	(2,800)
7020	HR Recruitment Expense	(7,477)	(7,550)	(11,027)	(15,000)	(10,500)	(12,000)	(12,000)
7021	Auto Incident Administration	(12)	-	-	-	-	-	-
7022	Public Relations	(37,509)	(6,500)	(7,122)	(7,600)	(1,600)	(7,715)	(8,500)
7023	Promotional Supplies	(21,422)	(19,847)	(18,330)	(20,000)	(5,000)	(13,350)	(15,000)
7024	Computer Software	(19,083)	(42,833)	(22,849)	(11,800)	(11,800)	(18,500)	(7,000)
7025	Equipment Rental	(92)	-	(237)	(500)	-	(500)	(500)
7026	Disaster Preparedness Supplies	(5,969)	(3,281)	(5,750)	(10,000)	(1,500)	(5,000)	(5,000)
7110	Cellular Service	(73,317)	(77,627)	(67,499)	(71,420)	(60,495)	(74,930)	(78,930)
7120	Telephone	(40,355)	(34,037)	(31,444)	(35,000)	(36,500)	(38,000)	(40,000)
7210	Electricity	(67,230)	(63,995)	(61,115)	(65,000)	(63,500)	(66,000)	(68,000)
7220	Natural Gas	(2,063)	(2,158)	(1,517)	(3,000)	(2,100)	(3,000)	(3,000)
7230	Water	(1,857)	(2,978)	(2,879)	(3,500)	(2,900)	(3,000)	(3,500)
7310	Workers Compensation	(497,806)	(460,553)	(452,497)	(460,000)	(481,520)	(495,000)	(505,000)
7320	General Liability	(140,744)	(144,668)	(186,670)	(190,000)	(217,500)	(225,000)	(230,000)
7325	Settlement/Claims Paid	-	-	-	(1,000)	-	-	-
7330	Property Insurance & Admin Cos	(24,729)	(33,125)	(33,206)	(35,000)	(40,550)	(42,000)	(45,000)
7340	Earthquake Insurance	(17,363)	(17,183)	(18,215)	(20,000)	(21,900)	(24,000)	(25,000)

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2018 THRU 2023  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	FY 2022-23
		Actual	Actual	Actual	Adopted Budget	Estimated	Budget	Projected
7360	Group Fidelity Premium	(1,288)	(1,288)	(1,288)	(1,500)	(1,380)	(1,600)	(1,700)
7401	Equipment Repair	(15,374)	(25,785)	(11,212)	(18,100)	(32,500)	(30,100)	(31,100)
7402	Facility Repair & Maintenance	(12,069)	(14,452)	(12,972)	(15,000)	(29,000)	(30,000)	(32,000)
7403	Rents & Leases of Equipment	(12,611)	(12,037)	(9,428)	(12,500)	(10,100)	(14,500)	(14,500)
7404	Landscape Improvement	-	-	-	-	(32,900)	-	-
7405	Facility Lease	-	-	-	-	-	-	-
7406	Security Alarm Expense	(1,015)	(1,375)	(1,180)	(1,500)	(1,250)	(1,500)	(1,500)
7407	A/C & Heating Services	(12,817)	(22,038)	(26,460)	(15,000)	(23,000)	(27,000)	(30,000)
7408	Plumbing Services	(11,809)	(1,066)	(6,496)	(5,000)	(1,500)	(6,000)	(6,000)
7410	Refuse Disposal	(6,143)	(6,806)	(8,632)	(6,500)	(7,800)	(8,500)	(9,000)
7411	Building Security	(4,731)	(5,579)	(19,118)	(12,000)	(9,100)	(12,000)	(15,000)
7501	Landscape Contract	(4,350)	(4,800)	(4,800)	(6,000)	(5,200)	(10,000)	(10,000)
7503	Contract & Applied Research	(10,875)	(11,110)	(9,125)	(10,000)	(4,750)	(20,000)	(20,000)
7504	Auditing Contract	(13,901)	(14,900)	(15,500)	(16,500)	(15,970)	(17,500)	(18,500)
7505	Contractual Services PCO	-	-	-	-	-	-	-
7505	IT Recovery	(2,799)	(3,545)	-	(3,600)	(3,300)	(5,000)	(5,000)
7506	Team Building	-	-	-	-	-	-	-
7507	District Counsel	(44,698)	(39,654)	(40,353)	(69,000)	(31,000)	(65,000)	(65,000)
7508	Labor Counsel	(22,467)	(38,702)	(60,989)	(50,000)	(58,000)	(55,000)	(65,000)
7510	Computer Consultant	(14,926)	(6,238)	(2,952)	(5,000)	(1,000)	(5,000)	(5,000)
7511	Software Maintenance	(127,125)	(104,053)	(149,029)	(188,050)	(223,037)	(229,000)	(241,500)
7513	Helicopter Service	(8,800)	-	-	(55,000)	-	(55,000)	(55,000)
7514	Professional Services	(156,050)	(93,027)	(51,638)	(130,000)	(102,000)	(247,000)	(142,000)
7515	Aerial Surveillance	-	-	(24,365)	(36,000)	(35,500)	(36,000)	(36,000)
7516	Permits and Licenses	(5,961)	(17,792)	(660)	(3,000)	(1,000)	(2,000)	(700)
7520	Records Retention & Disposal	(44,220)	-	-	(10,000)	-	(2,000)	(2,000)
7522	District Mgr Discretionary M & O	(22,525)	(37,505)	(17,598)	(25,000)	(22,000)	(25,000)	(20,000)
7530	Exhibit Development	-	-	-	-	-	-	-
7602	Outreach Event Fees	(4,626)	(5,379)	(2,383)	(6,000)	(1,250)	(5,925)	(7,000)
7603	Vector Awareness Advertising	(96,966)	(31,109)	(56,345)	(50,000)	(50,000)	(62,000)	(62,000)
7605	Digital Map	(39,250)	(35,700)	(14,450)	(16,450)	(14,450)	(16,450)	(16,450)
7606	Multi-Media Production	(2,411)	(4,412)	(6,200)	(6,000)	(6,000)	(10,000)	(10,000)
7701	Investment Administrative Fees	(12,414)	(9,239)	(10,085)	(10,000)	(10,500)	(11,000)	(11,000)
7702	Assessment Expense	(28,927)	(29,314)	(30,687)	(35,000)	(33,000)	(35,000)	(37,000)
7703	Taxes & Assessments	(7,972)	(6,964)	(6,040)	(12,000)	(9,500)	(12,000)	(12,000)
7704	Tax Collection Charge	(31,980)	(24,704)	(24,835)	(35,000)	(32,000)	(35,000)	(39,000)
7801	Toll Road Transponders	(6,277)	(5,646)	(6,264)	(6,200)	(8,150)	(8,200)	(11,500)

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2018 THRU 2023  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	FY 2022-23
		Actual	Actual	Actual	Adopted Budget	Estimated	Budget	Projected
7802	Fuel	(168,494)	(170,966)	(151,790)	(200,000)	(133,000)	(200,000)	(210,000)
7803	Vehicle Accessories	(60,863)	(68,648)	(56,101)	(55,000)	(51,000)	(60,000)	(60,000)
7804	Garage Equipment	(1,249)	(2,235)	(255)	(3,000)	(5,900)	(5,450)	(2,500)
7805	District Vehicle Wash	(618)	(1,015)	(658)	(1,000)	(250)	(1,000)	(1,000)
7901	Employee Events	(17,822)	(12,528)	(10,562)	(15,000)	(7,500)	(15,000)	(15,000)
7902	Trustee-in-Lieu	(32,600)	(33,600)	(25,700)	(42,000)	(39,100)	(42,000)	(42,000)
7903	Memberships	(32,490)	(24,122)	(42,781)	(36,200)	(39,160)	(47,200)	(48,200)
7904	Tuition Reimbursement	(945)	(6,077)	(5,974)	(10,250)	(10,400)	(14,250)	(11,500)
7905	Mileage Reimbursement	-	(66)	-	(1,000)	(1,000)	(1,000)	(1,000)
7906	Training	(2,255)	(6,935)	(6,531)	(11,500)	(7,400)	(11,800)	(11,800)
7907	Conferences & Meetings	(80,509)	(106,030)	(50,817)	(121,305)	(14,200)	(130,375)	(145,307)
7908	Continuing Education	(22,096)	(9,562)	(14,375)	(18,700)	(13,900)	(18,550)	(20,500)
	<b>Total Maintenance &amp; Operations</b>	<b>(3,304,191)</b>	<b>(2,989,562)</b>	<b>(2,948,727)</b>	<b>(3,608,305)</b>	<b>(3,311,992)</b>	<b>(4,008,795)</b>	<b>(4,017,217)</b>
8100	Equipment	(303,190)	(255,177)	(310,082)	(281,000)	(220,627)	(326,000)	(458,000)
	<b>Total Capital Outlay</b>	<b>(303,190)</b>	<b>(255,177)</b>	<b>(310,082)</b>	<b>(281,000)</b>	<b>(220,627)</b>	<b>(326,000)</b>	<b>(458,000)</b>
<b>Fund 10 General Fund</b>								
	<b>Total Revenue</b>	<b>14,132,881</b>	<b>14,669,766</b>	<b>15,668,181</b>	<b>15,073,720</b>	<b>15,516,737</b>	<b>15,746,400</b>	<b>16,010,175</b>
	<b>Total Personnel</b>	<b>(8,787,643)</b>	<b>(9,393,952)</b>	<b>(9,584,601)</b>	<b>(10,411,165)</b>	<b>(9,308,466)</b>	<b>(10,618,860)</b>	<b>(11,129,565)</b>
	<b>Total Maintenance &amp; Operations</b>	<b>(3,304,191)</b>	<b>(2,989,562)</b>	<b>(2,948,727)</b>	<b>(3,608,305)</b>	<b>(3,311,992)</b>	<b>(4,008,795)</b>	<b>(4,017,217)</b>
	<b>Total Capital Outlay</b>	<b>(303,190)</b>	<b>(255,177)</b>	<b>(310,082)</b>	<b>(281,000)</b>	<b>(220,627)</b>	<b>(326,000)</b>	<b>(458,000)</b>
	<b>Summary of Expenditures</b>	<b>(12,395,024)</b>	<b>(12,638,692)</b>	<b>(12,843,410)</b>	<b>(14,300,470)</b>	<b>(12,841,085)</b>	<b>(14,953,655)</b>	<b>(15,604,782)</b>
	<b>Transfers In</b>	<b>206,057</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(130,000)</b>
	<b>Transfers Out</b>	<b>(1,736,035)</b>	<b>(1,596,800)</b>	<b>(1,102,200)</b>	<b>(898,360)</b>	<b>(500,000)</b>	<b>(500,000)</b>	<b>(700,000)</b>
<b>FUND 10</b>	<b>Net (Use of) Addition to Reserves</b>	<b>207,879</b>	<b>434,274</b>	<b>1,722,571</b>	<b>(125,110)</b>	<b>2,175,652</b>	<b>292,745</b>	<b>(424,607)</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2018 THRU 2023  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted Budget	FY 2020-21 Estimated	FY 2021-22 Budget	FY 2022-23 Projected
<b>Fund 20 Vehicle Replacement</b>								
4200	Interest	5,436	9,261	11,093	5,000	3,000	3,000	3,000
4300	Vehicle (Loss) Reimbursement	-	-	-	-	-	-	-
4400	Sale of Vehicles	10,018	-	19,398	12,000	8,000	12,000	12,000
5100	Transfers In	-	-	-	-	-	-	-
5200	Transfers Out	-	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>15,454</b>	<b>9,261</b>	<b>30,491</b>	<b>17,000</b>	<b>11,000</b>	<b>15,000</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>-</b>
<b>FUND 20</b>	<b>Net (Use of) Addition to Reserves</b>	<b>15,454</b>	<b>9,261</b>	<b>30,491</b>	<b>17,000</b>	<b>11,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Fund 30 Liability Reserve</b>								
<b>Acct #</b>	<b>Description</b>							
4200	Interest	4,083	6,182	7,347	4,000	3,000	3,000	3,000
5100	Transfers In	-	-	3,000	8,360	-	-	-
5200	Transfers Out	(120,389)	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>4,083</b>	<b>6,182</b>	<b>10,347</b>	<b>12,360</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>(120,389)</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>(116,306)</b>	<b>6,182</b>	<b>10,347</b>	<b>12,360</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b>Fund 40 Equipment Replacement</b>								
<b>Acct #</b>	<b>Description</b>							
4200	Interest	5,030	14,463	17,109	9,000	8,000	6,000	6,000
5100	Transfers In	344,663	-	-	-	-	-	-
5200	Transfers Out	-	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>349,693</b>	<b>14,463</b>	<b>17,109</b>	<b>9,000</b>	<b>8,000</b>	<b>6,000</b>	<b>6,000</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>-</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>349,693</b>	<b>14,463</b>	<b>17,109</b>	<b>9,000</b>	<b>8,000</b>	<b>6,000</b>	<b>6,000</b>
<b>Fund 50 Emergency Vector</b>								
<b>Acct #</b>	<b>Description</b>							
4200	Interest	11,814	28,958	34,255	15,000	13,000	10,000	1,000
5100	Transfers In	448,601	-	-	-	-	-	-
5200	Transfers Out	-	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>460,415</b>	<b>28,958</b>	<b>34,255</b>	<b>15,000</b>	<b>13,000</b>	<b>10,000</b>	<b>1,000</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>-</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>460,415</b>	<b>28,958</b>	<b>34,255</b>	<b>15,000</b>	<b>13,000</b>	<b>10,000</b>	<b>1,000</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2018 THRU 2023  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted Budget	FY 2020-21 Estimated	FY 2021-22 Budget	FY 2022-23 Projected
<b>Fund 70 Habitat Remediation</b>								
<b>Acct #</b>	<b>Description</b>							
7505	Habitat Remediation Contracts	(3,098)	-	-	-	-	-	-
5100	Transfers In	-	-	3,100	-	-	-	-
5200	Transfers Out	(85,668)	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>-</b>	<b>-</b>	<b>3,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>(88,766)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND 70</b>	<b>Net (Use of) Addition to Reserves</b>	<b>(88,766)</b>	<b>-</b>	<b>3,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund 75 Environmental</b>								
<b>Acct #</b>	<b>Description</b>							
7525	CEQA Permit Fees	-	-	-	-	-	-	-
5100	Transfers In	-	-	-	-	-	-	-
5200	Transfers Out	-	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND 75</b>	<b>Net (Use of) Addition to Reserves</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund 90 Retiree Medical</b>								
<b>Acct #</b>	<b>Description</b>							
4150	Retiree Medical	31,346	33,797	33,909	38,760	33,500	33,000	36,000
4151	PARS Trust Reimbursement	-	-	-	-	-	-	-
7350	Medicare Premium Reimbursement	(23,153)	(29,360)	(29,216)	(34,000)	(33,160)	(35,210)	(36,500)
7352	Retiree Medical Allowance	(47,808)	(53,266)	(58,107)	(57,000)	(69,000)	(72,000)	(75,000)
7355	Health Insurance Premium	(93,086)	(96,977)	(98,577)	(107,000)	(107,000)	(110,000)	(110,000)
7701	Administrative Fees	(622)	(471)	(542)	(650)	(650)	(800)	(800)
7909	Contribution to Section 115 Trust	-	(160,000)	-	-	(200,000)	-	(100,000)
5100	Transfers In	3,313	-	596,100	200,000	-	-	-
5200	Transfers Out	-	-	-	-	-	-	130,000
	<b>Revenue &amp; Transfers In Total</b>	<b>34,659</b>	<b>33,797</b>	<b>630,009</b>	<b>238,760</b>	<b>33,500</b>	<b>33,000</b>	<b>36,000</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>(164,669)</b>	<b>(340,074)</b>	<b>(186,442)</b>	<b>(198,650)</b>	<b>(409,810)</b>	<b>(218,010)</b>	<b>(192,300)</b>
<b>FUND 90</b>	<b>Net (Use of) Addition to Reserves</b>	<b>(130,010)</b>	<b>(306,277)</b>	<b>443,567</b>	<b>40,110</b>	<b>(376,310)</b>	<b>(185,010)</b>	<b>(156,300)</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2018 THRU 2023  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted Budget	FY 2020-21 Estimated	FY 2021-22 Budget	FY 2022-23 Projected
<i>Fund 95 Retirement Cont.</i>								
<b>Acct #</b>	<b>Description</b>							
4200	Interest	12,007	30,669	5,178	4,000	3,100	2,000	2,000
7001	O.C. Retirement System	(847,641)	(30,128)	-	-	-	(300,000)	-
7909	Contribution to Section 115 Trust	-	(2,000,000)	-	(100,000)	(190,000)	-	(200,000)
5100	Transfers In	939,458	1,083,100	-	190,000	-	-	200,000
5200	Transfers Out	-	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>951,465</b>	<b>1,113,769</b>	<b>5,178</b>	<b>194,000</b>	<b>3,100</b>	<b>2,000</b>	<b>202,000</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>(847,641)</b>	<b>(2,030,128)</b>	<b>-</b>	<b>(100,000)</b>	<b>(190,000)</b>	<b>(300,000)</b>	<b>(200,000)</b>
<b>FUND 95</b>	<b>Net (Use of) Addition to Reserves</b>	<b>103,824</b>	<b>(916,359)</b>	<b>5,178</b>	<b>94,000</b>	<b>(186,900)</b>	<b>(298,000)</b>	<b>2,000</b>
<b>OTHER FUNDS TOTAL</b>								
	<b>Revenues</b>	<b>1,815,769</b>	<b>1,206,430</b>	<b>730,489</b>	<b>486,120</b>	<b>71,600</b>	<b>69,000</b>	<b>263,000</b>
	<b>Expenditures</b>	<b>(1,221,465)</b>	<b>(2,370,202)</b>	<b>(186,442)</b>	<b>(298,650)</b>	<b>(599,810)</b>	<b>(518,010)</b>	<b>(392,300)</b>
	<b>Net (Use of) Addition to Reserves</b>	<b>594,304</b>	<b>(1,163,772)</b>	<b>544,046</b>	<b>187,470</b>	<b>(528,210)</b>	<b>(449,010)</b>	<b>(129,300)</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2018 THRU 2023  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Adopted Budget	FY 2020-21 Estimated	FY 2021-22 Budget	FY 2022-23 Projected
<b>FUND 60 FACILITIES IMPROVEMENT</b>								
<b>Acct #</b>	<b>Description</b>							
4100	Rental Income	279,012	286,847	319,564	300,000	255,000	270,000	275,000
4200	Interest	23,876	120,917	155,691	80,000	65,000	60,000	60,000
7500	Property Management Services	(5,234)	(6,830)	-	(7,000)	(4,900)	(6,000)	(6,000)
7501	HBP Repairs & Maintenance	(1,511)	(1,983)	(6,707)	(5,000)	(4,800)	(5,000)	(6,000)
7504	A/C & Heating	(3,849)	-	-	(5,000)	(1,500)	(5,000)	(5,000)
7505	Landscape & Lot Maintenance	(2,550)	(2,100)	(2,100)	(3,000)	(1,800)	(3,000)	(3,000)
7508	Refuse Disposal	(7,881)	(9,478)	(14,019)	(13,000)	(13,700)	(14,500)	(15,500)
7510	HBP Utilities	(3,426)	(2,914)	(4,132)	(3,500)	(2,900)	(3,500)	(3,500)
7520	Facility Improvement	(7,929)	(115)	-	(2,000)	(18,000)	(2,000)	(4,000)
7550	Tenant Improvements	-	-	-	-	-	-	-
7560	Bad Debt / Write Off	(90)	-	-	-	-	-	-
7703	Property Taxes	(5,847)	(982)	(4,977)	(5,500)	(4,590)	(5,500)	(5,500)
8100	Equip & Improvements - District	(227,716)	(10,740)	-	-	-	-	-
8100	Equipment - HBP	(1,808)	-	-	-	-	-	-
	<b>Total Revenues</b>	<b>302,888</b>	<b>407,764</b>	<b>475,255</b>	<b>380,000</b>	<b>320,000</b>	<b>330,000</b>	<b>335,000</b>
	Personnel	-	-	-	-	-	-	-
	Maintenance & Operations	(38,317)	(24,402)	(31,934)	(44,000)	(52,190)	(44,500)	(48,500)
	Capital Outlay	(229,524)	(10,740)	-	-	-	-	-
	<b>Total Expenditures</b>	<b>(267,841)</b>	<b>(35,142)</b>	<b>(31,934)</b>	<b>(44,000)</b>	<b>(52,190)</b>	<b>(44,500)</b>	<b>(48,500)</b>
	Transfers In	-	513,700	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>35,047</b>	<b>886,322</b>	<b>943,321</b>	<b>836,000</b>	<b>767,810</b>	<b>785,500</b>	<b>786,500</b>
<b>GRAND TOTAL ALL FUNDS</b>								
	<b>Revenue &amp; Transfers In Total</b>	<b>16,457,595</b>	<b>16,797,660</b>	<b>17,373,925</b>	<b>16,439,840</b>	<b>16,408,337</b>	<b>16,645,400.00</b>	<b>16,978,175</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>(15,620,365)</b>	<b>(16,640,836)</b>	<b>(14,163,987)</b>	<b>(15,541,480)</b>	<b>(13,993,085)</b>	<b>(16,016,165.00)</b>	<b>(16,745,582)</b>
	<b>Net (Use of) Addition to Reserves</b>	<b>837,230</b>	<b>156,824</b>	<b>3,209,938</b>	<b>898,360</b>	<b>2,415,252</b>	<b>629,235.00</b>	<b>232,593</b>

**RESOLUTION NO. 509**

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

**ADOPTING THE ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2021-22**

WHEREAS, the District Manager has prepared and submitted a proposed annual operating budget for Fiscal Year 2021-22; 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 21-22 Budget in the amount of \$16,145,400 for Operating, Capital, and Revenue budgets for all operational functions.

Revenues - All Funds	\$16,145,400
Expenditures - All Funds	FY 2021-22 Proposed
• Personnel	10,618,860
• Maintenance & Operations	4,551,305
• Capital Outlay	346,000
• Contributions to Other Reserves	629,235
Total	16,145,400

SECTION 2. That the FY 2021-22 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 20th day of May 2021 at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

---

Mike Posey, 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 20, 2021:

APPROVED AS TO FORM:

---

Peggy Huang, Secretary

---

Alan R. Burns, District Counsel



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

May 20, 2021

## AGENDA REPORT

### AGENDA ITEM F.2

**Prepared By:** Rick Howard, District Manager

**Submitted By:** Rick Howard, District Manager

#### Agenda Title:

Public Hearing to consider the ordering of a program of services and levy of the assessments for Fiscal Year 2021-22 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. 510 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:

1. 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 2021-22 for the proposed continuation of the assessment, take public comment, accept Board input, and close Public Hearing for Assessment of District No. 1; and
2. 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 2021-22 for the proposed continuation of the assessment, take public comment, accept Board input, and close Public Hearing for Assessment of District No. 2.
3. 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 2021-22 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 2021-22 in the amount of \$7.70 per Equivalent Dwelling Unit for the District's District No. 2 assessment, the board of trustees adopt by roll call vote Resolution No. 510 (**Exhibit C**), entitled, Approving the Engineer's Reports, Confirming the Assessments for Fiscal Year 2021-22 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 December 2019, the Board of Trustees acted and voted to explore additional sources of revenue to address the increasing pressure of invasive Aedes mosquitoes that became endemic in Orange County in 2015. However, and due to the continued COVID-19 pandemic and associated economic uncertainty, staff recommended in May 2020 that this action be delayed until such time as the pandemic has subsided and begins to show economic recovery. That project has reemerged and will be presented to the Board as information and data becomes available.

On April 15, 2021, the Board adopted Resolution No. 508 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. Attached are Engineer's Reports for District No. 1 (**Exhibit A**) and District No. 2 (**Exhibit B**).

The proposed assessment for District No. 1 for FY 2021-22 is \$1.92 per benefit unit, which has remained unchanged since FY 1996-97. The total amount of revenues that would be generated by the assessments in FY 2021-22 is approximately \$1,575,850. The assessment rate for District No. 1 for FY 2021-22 is not proposed to increase from the assessment rate in fiscal year 2020-21.

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. The current FY 2020-21 assessment rate of \$7.70/EDU was adopted by the Board in 2020 at the same assessment rate levied for FY 2019-20. However, the rate of increase is being included in the calculation and will be "reserved" for future rate adjustments. The change in the CPI in 2020 was 0.87 percent. Therefore, the maximum authorized assessment rate for FY 2021-22 that could be levied without additional voter approval is \$8.06 per single family equivalent benefit unit (EBU). For FY 2021-22, the assessment rate is proposed to remain at \$7.70, reserving the 2019 CPI, and the 2020 CPI to adjust the AD#2 assessment to reflect the maximum CPI increase for future rate adjustments.

As noted above, the assessment for the current FY 2020-21 is \$7.70, the same assessment rate levied for FY 2019-20. For FY 21-22, staff recommends that the rate for AD#2 remain at \$7.70 due to the continued COVID-19 pandemic. To meet the estimate of increased cost and FY 21-22 budget presented at the District's May 20, 2021 board meeting, there was a need to adjust the assessment for District No. 2 to match the full 2019 CPI change of 3.08 percent. However, in light of the current COVID-19 pandemic and associated economic impacts within the District, staff decided it would not be appropriate to make a CPI adjustment at this time. Staff recommends reserving the 2020 CPI change of 0.87%, in addition to the 2019 CPI change of 3.08 percent to use at Board discretion in a future fiscal year. This action will result in the FY 2021-22 proposed assessment rate for District No. 2 remaining at the same rate (\$7.70 per EBU) as the assessment rate of \$7.70 per EBU approved for FY 2020-21. This assessment rate results in an increase of \$0.00 per single-family equivalent benefit unit, and the proposed assessment rate for FY 2021-22 of \$7.70 per EBU is \$0.36 less than the maximum authorized rate for FY 2021-22.

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 2021-22, 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
3.08% CPI - Reserved				\$6,919,575	
2021-22	0.87%	\$8.06	\$7.70	\$6,740,000	\$1,575,850
0.87% CPI - Reserved				\$7,055,000	

Final assessment amounts submitted to the County Auditor-Controller may be different than the preliminary amounts listed for the Engineer's Reports.

Assessment District No. 2 estimated levy for FY 2021-22 has been programmed at \$6.74 million and assumes a levy rate of \$7.70 per single family equivalent benefit unit. The estimated Program costs for FY 2021-22 include the continuation of the West Nile Virus Strike Team and the Aedes Response Team. The total amount of revenues that would be generated by the District No. 2 assessments in FY 2021-22 at the proposed rate of \$7.70 is approximately \$6,740,000.

The notice for these public hearings was published in both Orange County Register and 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 2021-22.

**Fiscal Impact:**

**Amount Requested \$ N/A**

**Sufficient Budgeted Funds Available:**

**Category: Pers. Optg. Cap. -or- CIP# Fund#**

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

Adoption of Resolution 508 directing preparation of Engineer's Report – April 15, 2021

**Exhibits:**

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

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

**Exhibit C:** Resolution No. 510 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 2021-22 and for the District's Mosquito, Fire Ant, and Disease Control Assessment



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

VECTOR SURVEILLANCE AND CONTROL ASSESSMENT  
DISTRICT (ASSESSMENT DISTRICT NO. 1)

## ENGINEER'S REPORT

FISCAL YEAR 2021-22

MAY 2021

PURSUANT TO THE CALIFORNIA GOVERNMENT CODE AND HEALTH AND  
SAFETY CODE

ENGINEER OF WORK:  
**SCIConsultingGroup**  
4745 MANGELS BOULEVARD  
FAIRFIELD, CALIFORNIA 94534  
PHONE 707.430.4300  
FAX 707.430.4319  
WWW.SCI-CG.COM

(THIS PAGE INTENTIONALLY LEFT BLANK)

**TABLE OF CONTENTS**

---

**CERTIFICATES** ..... 1

**INTRODUCTION** ..... 2

**GENERAL DESCRIPTION OF PROPOSED SERVICES** ..... 3

**ASSESSMENT** ..... 4

**METHOD OF ASSESSMENT** ..... 6

    BENEFIT FACTORS..... 6

    METHOD OF ASSESSMENT ..... 6

    PROPERTY DESCRIPTIONS ..... 8

    DURATION OF ASSESSMENT ..... 9

    APPEALS AND INTERPRETATION ..... 9

**ASSESSMENT DIAGRAM**..... 11

**ASSESSMENT ROLL FOR FISCAL YEAR 2021-22** ..... 12

---

**LIST OF FIGURES**

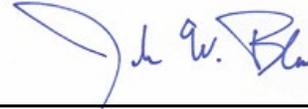
---

FIGURE 1 - ASSIGNED BENEFIT UNITS..... 5  
FIGURE 2 - EDU FACTOR PER IMPROVEMENT CATEGORY..... 7  
FIGURE 3 - BENEFIT UNIT AND ASSESSMENT RATE PER IMPROVEMENT CATEGORY ..... 8

**CERTIFICATES**

---

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



\_\_\_\_\_  
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 \_\_\_\_\_, 2020.

\_\_\_\_\_  
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 \_\_\_\_\_, 2020 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 \_\_\_\_\_, 2020.

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

## 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:

1. To fund vector control operations;
2. To protect the community from known vectors and vector-borne diseases;
3. To fund vector surveillance and disease control programs;
4. To fund related capital improvement and operational services; and
5. 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 2021-22 are \$ \$1,575,850.

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 2021-22 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**

<b>Improvement Category</b>	<b>Number of Parcels</b>	<b>Total Assigend Benefit Units</b>	<b>% of Total Benefit Units</b>
Single Family Residential (SFR)	564,410	560,952.89	68.35%
Residential Condominium	169,600	60,547.20	7.38%
Multi-Family Residential (MFR)	25,977	92,737.89	11.30%
Commercial Uses	22,888	58,364.40	7.11%
Commercial Condominium	3,524	718.90	0.09%
Industrial Uses	10,573	35,049.50	4.27%
Industrial Condominium	2,281	1,465.77	0.18%
Rural Uses	1,458	9,413.72	1.15%
Miscellaneous Uses	467	190.54	0.02%
Vacant SFR	10,572	539.17	0.07%
Vacant MFR	415	76.19	0.01%
Vacant Commercial	1,882	479.91	0.06%
Vacant Industrial	651	219.13	0.03%
Exempt	110,309	-	0.00%
<b>Total</b>	<b>925,007</b>	<b>820,755.21</b>	<b>100.00%</b>

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

$$\$1.92 \text{ per Benefit Unit} \times 820,755.21 \text{ Benefit Units} = \$1,575,850$$

Dated: April 30, 2021



Engineer of Work

By *John W. Bliss*  
 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:

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

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**

<b>Improvement Category</b>	<b>Average Size (acres)</b>	<b>EDU Factor per Parcel</b>
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**

	EDU	Benefit	Total	Assessment
Improvement Category	Factor	Factor	Benefit Units	@ \$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 2021-22 and for every fiscal year thereafter so long as the vectors remain in existence.

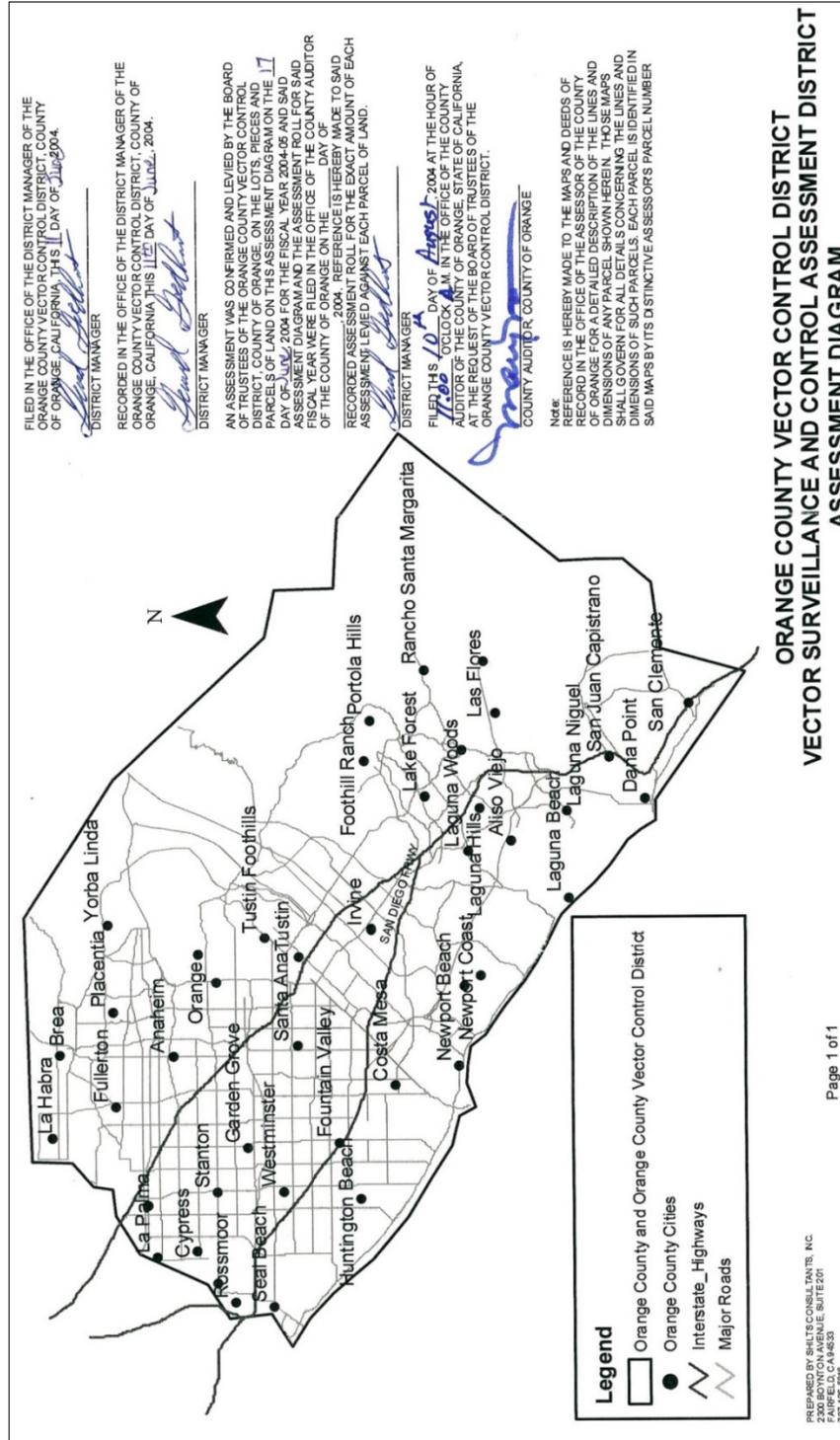
#### **APPEALS AND INTERPRETATION**

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.



## **ASSESSMENT ROLL FOR FISCAL YEAR 2021-22**

---

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.



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

MOSQUITO, FIRE ANT & DISEASE CONTROL ASSESSMENT  
DISTRICT (ASSESSMENT DISTRICT NO. 2)

## ENGINEER'S REPORT

FISCAL YEAR 2021-22

MAY 2021

PURSUANT TO THE GOVERNMENT CODE, HEALTH AND SAFETY CODE  
AND ARTICLE XIID OF THE CALIFORNIA CONSTITUTION

ENGINEER OF WORK:  
**SCIConsultingGroup**  
4745 MANGELS BOULEVARD  
FAIRFIELD, CALIFORNIA 94534  
PHONE 707.430.4300  
FAX 707.430.4319  
WWW.SCI-CG.COM

(THIS PAGE INTENTIONALLY LEFT BLANK)

**TABLE OF CONTENTS**

---

**INTRODUCTION ..... 4**

    OVERVIEW ..... 4

    ASSESSMENT FORMATION ..... 4

**GENERAL DESCRIPTION OF THE DISTRICT AND SERVICES ..... 8**

    RED IMPORTED FIRE ANT PROGRAM ..... 8

    MOSQUITO CONTROL PROGRAMS ..... 8

    VECTOR SURVEILLANCE ..... 9

    OTHER SERVICES ..... 10

    SUMMARY OF SERVICES ..... 11

**ESTIMATE OF COST ..... 12**

**METHOD OF ASSESSMENT ..... 14**

    INTRODUCTION ..... 14

    PROPOSITION 218 REQUIREMENTS ..... 14

    RESIDENTIAL PROPERTIES ..... 19

    COMMERCIAL/INDUSTRIAL PROPERTIES ..... 20

    VACANT PROPERTIES ..... 22

    OTHER PROPERTIES ..... 22

    DURATION OF ASSESSMENT ..... 22

    APPEALS AND INTERPRETATION ..... 23

    ASSESSMENT OF SERVICE COSTS ..... 23

**ASSESSMENT ..... 25**

**ASSESSMENT DIAGRAM ..... 28**

**ASSESSMENT ROLL ..... 29**

**LIST OF FIGURES**

---

FIGURE 1 – DIVISION OF COSTS ..... 11

FIGURE 2 – ESTIMATE OF COST ..... 12

FIGURE 3 - RESIDENTIAL ASSESSMENT FACTORS ..... 20

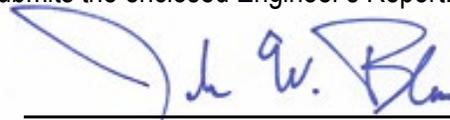
FIGURE 4 - COMMERCIAL / INDUSTRIAL BENEFIT ASSESSMENT FACTORS ..... 21

FIGURE 5 - SUMMARY COST ESTIMATE (FY 2021-22 BUDGET)..... 25

**CERTIFICATES**

---

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

  
\_\_\_\_\_  
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 \_\_\_\_\_, 2021.

\_\_\_\_\_  
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 \_\_\_\_\_, 2021 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 \_\_\_\_\_, 2021.

\_\_\_\_\_  
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 XIIID 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:

*“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.

### 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.

### SUMMARY OF SERVICES

The Services listed above are funded by Assessment District No. 2, Assessment District No. 1, and other funding sources (such as ad valorem taxes, interests, pass thru moneys, rent for cell sites, Vector Control Joint Powers Agency (VCJPA) pooled services, charges for services, and other miscellaneous revenues), as indicated in Figure 1, below:

**FIGURE 1 – DIVISION OF COSTS**

DESCRIPTION	Total OCMVCD Budgeted Expenses	Expenses Funded by Other Revenues	% of Total	District No. 2 Expenses	% of Total
Red Imported Fire Ant Program	\$ 1,960,029	\$ 402,770	21%	\$ 1,557,259	79%
Mosquito Control Programs	7,202,423	2,952,994	41%	4,249,429	59%
Vector Surveillance	1,768,847	725,226	41%	1,043,621	59%
Rodent Control	1,750,310	1,750,310	100%	-	0%
Emerging Disease Surveillance	408,196	408,196	100%	-	0%
Miscellaneous Vectors	544,261	544,261	100%	-	0%
Community Education	1,319,589	1,319,589	100%	-	0%
<b>Total Budget Allocation</b>	<b>\$ 14,953,655</b>	<b>\$ 8,103,346</b>	<b>54%</b>	<b>\$ 6,850,309</b>	<b>46%</b>

<sup>1</sup> "Other Revenues" include, but are not limited to ad valorem revenues received by the Vector Control District, assessment revenues collected through District No. 1 and various grants or other funding made available through the State of California of the Federal Government. These revenue sources fund more than half of the total operating expenses for the Vector Control District and it has been determined that these various funding sources (excluding the assessment revenues collected through District No. 1) more than compensate for any general benefits to real-property within Assessment District No. 2 or the public at large.

The Total Budget Allocation amount of \$6,850,309 for District No. 2 includes the amount to be assessed on the tax roll, \$6,740,000, plus the amount of \$110,309 as shown in Figure 2, 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.

## ESTIMATE OF COST

### FIGURE 2 – 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 2021-22			
<i>Description</i>	<i>Cost</i>		
Vector Control Services and Related Expenditures			
Operations, Materials, and Supplies	4,008,795		
Personnel / Administration	10,618,860		
Capital Equipment and Fixed Assets	326,000		
Total Services and Operation	<b>\$14,953,655</b>		
Less:			
District Contribution for General Benefits and Other Services <sup>1</sup>	(\$8,193,346)		
District Contribution for Non-Assessed Parcels <sup>2</sup> (14,326 SFEs x \$7.70 = \$110,309)	(\$110,309)		
Net Cost of Vector Control Services and Related Expenditures	<b>\$6,650,000</b>		
Incidental Costs			
County Collection, Levy Administration, and Other Incidentals <sup>3</sup>	\$90,000		
<b>Total Vector Control Services and Incidental Expenses</b> (Net Amount to be Assessed)	<b>\$6,740,000</b>		
Budget Allocation to Property	Total	Assessment	Total
	SFE Units <sup>4</sup>	per SFE	Assessment
	875,324.68	\$7.70	<b>\$6,740,000</b>

**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 \$14,953,655 the District must contribute at least \$1,644,902 from sources other than the assessments. The District will contribute over \$8,193,346 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.

## 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.

---

<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.

**General Benefit Calculation**

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

The assessment's total budget for mosquito, RIFA and vector abatement, disease control, and fixed asset equipment is \$14,210,730. Of this total budget amount, the District will contribute \$7,530,193 of the total operating budget from sources other than the assessments from Assessment District No. 2. This contribution by the District equates to over 52% of the total budget, and constitutes significantly more than the 11% amount attributable to the general benefits from the Assessment Area's Services.

**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.

---

<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 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.

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.

**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.

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 3 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 3 - 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	= <b>1.00</b>
Condominium	310,251	120,133	2.58	0.78	x 0.77	= <b>0.60</b>
Multi-Family Residential	831,266	304,788	2.73	0.82	x 0.63	= <b>0.52</b>
Mobile Home on Separate Lot	70,337	29,541	2.38	0.72	x 0.57	= <b>0.41</b>

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 4, 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 4 lists the benefit assessment factors for business properties.

**FIGURE 4 - 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 2 and detailed in Figure 5, 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 2021-22 is generally as follows:

**FIGURE 5 - SUMMARY COST ESTIMATE (FY 2021-22 BUDGET)**

Description	Cost
Vector Control Services and Related Expenditures	\$14,953,655
Incidental Expenses	\$90,000
District Contribution for General Benefits / Other Services	(\$8,193,346)
<b>Total Amount to Be Levied as Special Benefit</b>	<b>\$6,850,309</b>
Calculated Assessment Rate FY 2020-21	<b>\$7.70</b>
Total Single Family Equivalent Units ( <i>Non-Assessed Parcels</i> )	14,326
District Contribution for Non-Assessed Parcels	(\$110,309)
<b>Net Amount to Be Assessed on Tax Roll</b>	<b>\$6,740,000</b>
Total Single Family Equivalent Units (SFEs)	889,650.68
Total Single Family Equivalent Units ( <i>Non-Assessed Parcels</i> )	14,326
Total Single Family Equivalent Units ( <i>Assessed Parcels</i> )	875,324.68
Applied Assessment Rate FY 2020-21	<b>\$7.70</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 2020-21 was \$7.93. The annual change in the CPI from January 2020 to January 2021 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 0.87%. Therefore, the maximum authorized assessment rate for Fiscal Year 2021-22 has been increased by 0.87%, from \$7.93 to \$8.06 per Single Family Equivalent unit (SFE). The estimate of cost and budget in this Engineer's Report supports assessments for Fiscal Year 2021-22 at the rate of \$8.06 per SFE unit, which is the maximum authorized assessment rate, and does not constitute an increase of the rate requiring notice, hearing, balloting and protest proceedings pursuant to Article XIID of the California Constitution. However, due to the current economic impacts within the District, staff recommends reserving the 2020 CPI change of 0.87%, plus the 2019 CPI change of 3.08% to use at Board discretion to adjust the maximum CPI increase for a future fiscal year, resulting in a proposed assessment rate for District No. 2 for FY 2021-22 of \$7.70 per EBU. This assessment rate results in an increase of \$0.00 per single-family equivalent benefit unit. The proposed assessment rate for FY 2021-22 of \$7.70 per EBU is \$0.36 less than the maximum authorized rate for FY 2021-22.

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

2021-22. 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 2021-22 for each parcel or lot of land within the Mosquito, Fire Ant and Disease Control Assessment Area.<sup>3</sup>

Dated: April 30, 2021

Engineer of Work



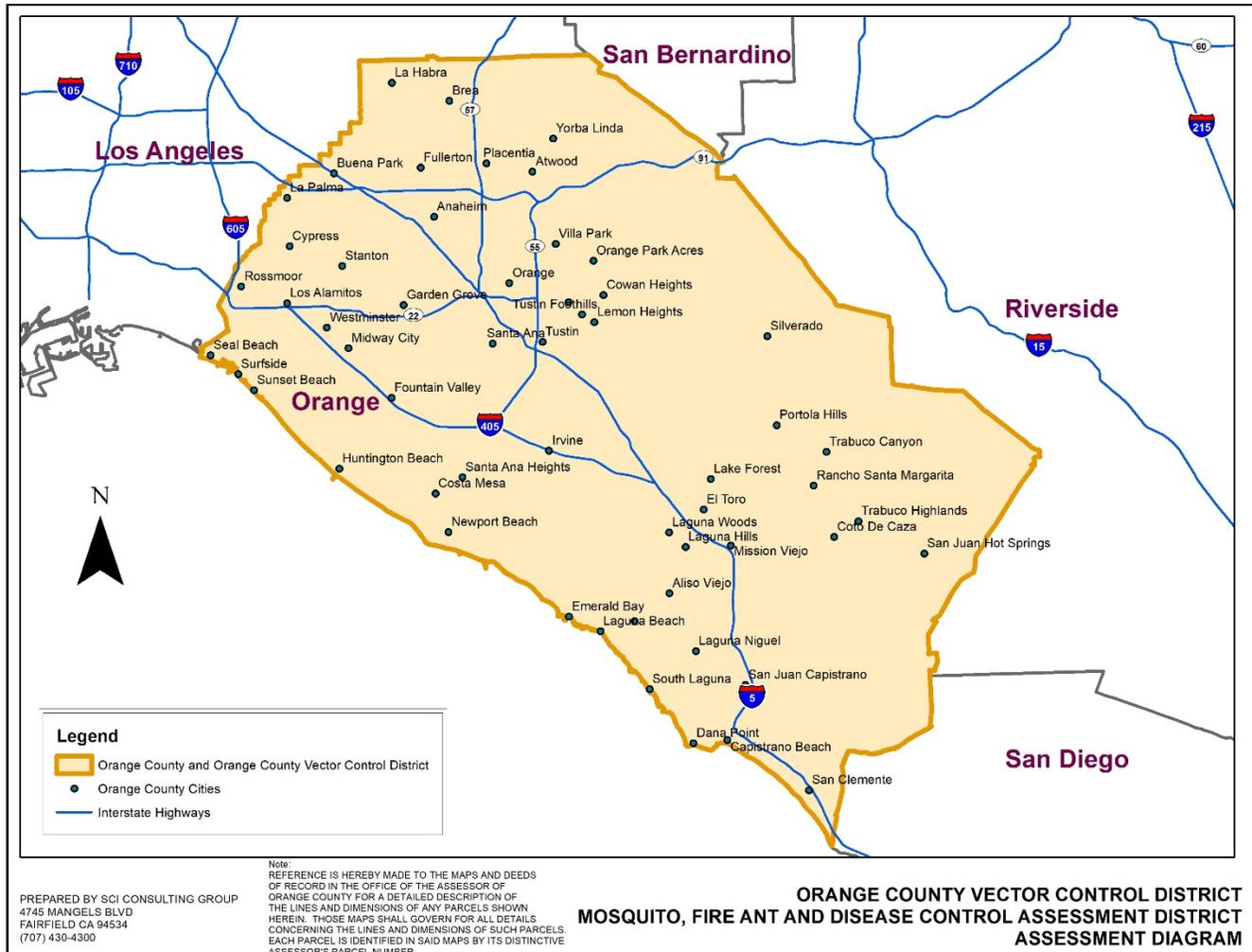
A handwritten signature in blue ink that reads "John W. Bliss". The signature is written in a cursive style and is positioned to the right of the seal.

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.



## **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.

**RESOLUTION NO. 510**

**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 2021-22  
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. 508, this Board directed SCI Consulting Group (the "Assessment Engineer") to prepare a report with regard to the Fiscal Year 2021-22 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 2021-22 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 2021-22 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 and the Orange County Register, and at the appointed time and place of May 20, 2021 at the hour of 3 o'clock p.m. held as a teleconference meeting, 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 2021-22.

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; and

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 2021-22 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 2021-22 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 2021-22 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 \$1,575,850.

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 2020 to January 2021 was 0.87%. Consequently, the maximum rate authorized under Resolution No. 274 is \$8.06 per single family equivalent benefit unit. The levy of the Assessment District No. 2 Assessment at any rate of \$8.06 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. However, due to the continued COVID-19 pandemic and associated economic impacts within the District, the 2020 CPI change of 0.87% is hereby reserved to be used at Board discretion to adjust the Assessment District No. 2 Assessment to reflect the maximum CPI increase in a future fiscal year resulting in a proposed assessment rate for District No. 2 for FY 2021-22 of \$7.70 per EBU. The proposed assessment rate for FY 2021-22 of \$7.70 per EBU is \$0.36 less than the maximum authorized rate for FY 2021-22.

SECTION 10. That assessment for Fiscal Year 2021-22 for Assessment No. 2 shall be continued at the assessment rate of SEVEN DOLLARS AND SEVENTY CENTS (\$7.70) per single-family equivalent benefit unit. The estimated total annual assessment revenue for Fiscal Year 2021-22 is \$6,740,000.

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 2021-22 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 20<sup>th</sup> day of May 2021, at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

\_\_\_\_\_  
Mike Posey, 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 20, 2021:

APPROVED AS TO FORM:

\_\_\_\_\_  
Peggy Huang, Secretary

\_\_\_\_\_  
Alan R. Burns, District Counsel

# Western Honey Bee

## Status

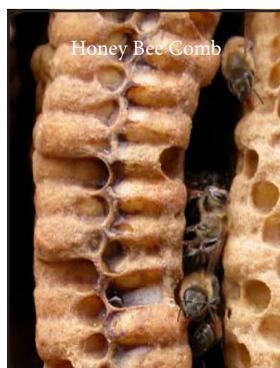
- Venomous sting
- Possible health threat

## General Information

There are about 20,000 known species of bees in the world, 4,000 species in North America, and 1,600 in California. Six species of bees have a social structure, produce honey, and are called honey bees. The best-known social species is the western honey bee (*Apis mellifera*). It has been in human cultivation for over 3,500 years for its pollination services, wax, and honey. Native to Europe and Africa, it was introduced into North America by the earliest colonists, escaped cultivation, and spread throughout the New World.

## Life Cycle

Honey bees have four stages in their life cycle: egg, larva, pupa, and adult. Worker bees build six-sided wax cells in sheets (comb), which are used for raising young and for storing food. The queen lays a single egg in a wax cell. A few days later, the larva hatches from the egg. The larva remains in the cell and the workers feed it a mixture of honey and pollen. As they eat and mature, they outgrow their skin, grow a new skin layer, and shed the old one, a process called molting. After the fifth growth-molt cycle, usually two weeks later, the bee spins a cocoon in the cell and enters the pupal stage. About a week later, the adult honey bee emerges from the pupal case. The process of changing body forms while maturing is called metamorphosis.



Honey Bee Comb

Honey bees have three different adult body types (castes) in their society: workers (sterile females), queens (females), and drones (males). A honey bee colony (hive) usually contains a single queen, dozens of drones, and up to 60,000 workers. Queens may lay up to 2,000 eggs per day. Drones develop from unfertilized eggs, while females (queens and worker bees) develop from fertilized eggs. Workers feed the larvae, queen, and drones; clean and guard the hive; gather pollen and nectar from flowers; and make honey. Queens mate once, then spend the rest of their lives laying eggs; they are fed and cleaned by workers. Drones are produced in spring and summer. They do not work and are fed by workers.

## Bee Swarms

In spring and summer, colonies produce new queens and drones. A queen leaves the colony with drones and several worker bees, a process called swarming. If the queen is new, the drones try to mate with her while in flight. When the swarm flies, you'll see hundreds of bees in the air and hear a loud buzzing sound. Sometimes they all land together to rest, then fly away 24-72 hours later. Once they find a suitable site for a new hive, they construct wax combs and begin to raise new workers.



Common Honey Bee

## Health Risks

Stinger

Honey bees have a sword-like stinger edged with tiny backward-facing barbs. When they sting, the barbs hold the stinger in the victim's skin. The base of the stinger has a large venom sac attached to the bee's internal organs. After the sting, the bee pulls away, tearing its organs, which results in the bee's death. The venom sac has small muscles that pump venom through the stinger and into the victim. A small sac next to the venom sac contains chemicals (alarm pheromones) that are pumped into the air. When nearby honey bees sense the pheromone, they fly to the source and attack the victim. A sting from a single bee can quickly turn into a multiple-stinging event.

The venom of a single sting is usually not dangerous; however, the venom of several stings can cause problems. Victims who are allergic to the venom may have an anaphylactic reaction after only one sting. Symptoms of anaphylaxis include pain, tightening airways, difficulty breathing, irregular heartbeat, and unconsciousness; death may result if untreated.

## Protect Yourself

If attacked by bees:

- Run away in a straight line
- Cover and protect your head (pull clothes over your head)
- Find shelter in a building or a car
- Call 911

If stung:

- Remove the stinger immediately, but don't squeeze it
- Scrape the stinger with your fingernail or a dull, thin object
- Wash the sting area with soap and water
- Apply an ice pack to reduce swelling and reduce pain
- In the case of a serious reaction (dizziness, difficulty breathing, blood pressure drop), seek medical attention

Call a beekeeper or a pest control professional to remove hives from buildings, yards, and gardens.



## Why bees swarm and what you should – or shouldn't – do about them

BY UC MASTER GARDENER REBECCA JEPSEN, Published on: May 27, 2019



Honey bees swarm either because the hive has become overcrowded or there is disease, lack of resources or some kind of disturbance. (Photo by Deb Conway, GirlzWurk)

### **This is the time of year you might spot the beautiful, majestic dance of the honeybees**

Although a huge, moving, whirl of bees may surprise and alarm you – have no fear. The beautiful, majestic dance taking place in front of you is being performed by our tremendously beneficial honey bees!

Most swarming activity takes place from April through May. Bees don't swarm during the rain, so this year we will most likely see the time frame pushed back a few weeks.

Honey bees, *Apis mellifera*, swarm for one of two reasons. Either the hive has become too crowded so they split into two groups (or more), with one group remaining in the existing hive. Or they abscond. In this case, all bees including the queen abandon the existing hive completely due to lack of food or water, parasite or disease infestation, frequent disturbance by humans or animals, weather changes, poor ventilation, or problems with the queen.

Western honey bees aren't nearly as likely to abscond as African honey bees, (a hybrid of South American and European bees known as Africanized honey bees), which tend to swarm more and be a bit more defensive as well.

Worker bees are able to detect when it's time to swarm due to overcrowding of the hive or the lack of pheromone production from the queen. In preparation for the swarm, the workers will deprive the queen of food in order to slim her down so she can fly. They will also agitate and run her around in order to prevent her from laying many eggs. If they are going to swarm, they will create new queen cells and allow the queen to lay eggs so a new queen can emerge and take over the hive.

Besides making honey, honey bees are essential for pollinating approximately 90 percent of our crops globally. Many of our favorite foods like almonds, most of our cherries, apples, blueberries, and other fruit and nut crops wouldn't exist without these hard-working bees.

According to Deb Conway with GirlzWurk in Saratoga, "Honey bees aren't usually a problem, as they normally set up their hives in tree cavities, shrubs, light poles, or abandoned buildings.

However, they can become a nuisance when they take up residence in the walls of your home, garden shed or in your water meter.”

That's when it's time to call someone like Deb who can come and rescue the hive.

Last year was a particularly bad year for honey bees. Some beekeepers reported up to a 90 percent loss in their hives in 2018. Causes for this include varroa mite infestations, increased pathogens due to the warm weather, increased use of pesticides, and a decrease in diversity of food sources.

So, what can we do about a swarm? “If you leave the bees alone, they will leave you alone.,” said Dr. Elina L. Niño, a honey bee expert at UC Davis. “It only takes a few hours, or at most a day or two, for them to find and settle into their new home.”

Bees, as well as our other important and beneficial insects, are struggling. Our tendency to develop land and our extensive use of harmful chemicals are wiping out their natural habitat.

The public can truly make a difference by ceasing to use pesticides and by planting an array of beautiful, attractant plants such as ceanothus, lavender, echium, rosemary, penstemon and mint (mint is only recommended in containers because it is so invasive). For more bee-friendly plant ideas, visit [UC Davis Häagen-Dazs Honey Bee Haven](#).

Let's all commit to creating safe and nurturing spaces in our backyards, gardens (and yes, even on those balconies and decks) where our much-needed pollinators and beneficial insects can not only survive, but thrive!



“This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Orange County Mosquito and Vector Control District at (714-971-2421), during regular business hours, at least twenty-four hours prior to the time of the meeting.”

"Materials related to an item on the Agenda submitted after distribution of the agenda packet are available for public inspection in the District Office located at Orange County Mosquito and Vector Control District offices, 13001 Garden Grove Blvd., Garden Grove, CA 92843 during normal business hours."