



Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

JOINT COMMITTEE MEETING: BUDGET & FINANCE AND BUILDING, PROPERTY, & EQUIPMENT COMMITTEES: APRIL 11, 2024 AT 11:30 AM
OPERATIONS COMMITTEE: APRIL 15, 2024 AT 12:00 PM
BUDGET & FINANCE COMMITTEE: APRIL 18, 2024 AT 1:30 PM
POLICY & PERSONNEL COMMITTEE: APRIL 18, 2024 AT 2:30 PM

**NOTICE AND AGENDA
 OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
 THURSDAY APRIL 18, 2024**

**924TH REGULAR MEETING 3:00 P.M.
 13001 GARDEN GROVE BLVD.
 GARDEN GROVE, CA 92843**

WEBSITE ADDRESS: www.ocvector.org

REGULAR MEETING 3:00 P.M.

A. PLEDGE OF ALLEGIANCE AND ROLL CALL

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

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

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

B. PUBLIC COMMENTS:

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

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

C. PRESENTATIONS:

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

D. OCMVCD COMMITTEE REPORTS TO THE BOARD OF TRUSTEES:

1. Joint Committee Meeting: Budget & Finance and Building, Property, & Equipment Committees
2. Operations Committee
3. Budget & Finance Committee
4. Policy & Personnel Committee

E. CONSENT CALENDAR:

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

1. Approve the DRAFT Minutes for the regular meeting on March 21, 2024
2. Approve Warrant Register for February 2024 (Exhibit A)
3. Approve Monthly Financial Report for February 2024 (Exhibit A)
4. Adopt Resolution No. 573 to Direct the Preparation of the Engineer's Reports for Fiscal Year 2024-25 for the Orange County Mosquito and Vector Control District, Vector Surveillance and Control Assessment District (District No. 1) and the Mosquito, Fire Ant and Disease Control Assessment District (District No. 2) (Exhibit A)
5. Approve the Fiscal Year 2022-23 Audited Financial Statements (Exhibit A, B)
6. Adopt Resolution No. 574 Amending Investment Policy No. 38 for Monies of the Orange County Mosquito and Vector Control District (Exhibit A, B, C)

F. BUSINESS ITEMS:

1. Adopt Resolution No. 575 Approving 1) The Addition of Deputy Director/Director of Finance Job Description to the District's Position Schedule; and 2) Remove the Finance Manager Position from the Position Schedule (Exhibit A, B, C)
2. Adopt Resolution No. 576 Approving 1) The Addition of Deputy Director/Director of Information Technology Job Description to the District's Position Schedule; and 2) Remove the Information Technology Manager Position from the Position Schedule (Exhibit A, B, C)
3. Authorize Contract Extension Between Orange County Mosquito and Vector Control District and Kosmont Realty to Perform Brokerage Services (Exhibit A)

G. INFORMATIONAL ITEMS ONLY: (NO ACTION NECESSARY)

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

H. PRESIDENT'S REPORT AND TRUSTEE COMMENTS:

I. DISTRICT MANAGER REPORT: Discussion and Possible Action

J. DISTRICT LEGAL COUNSEL REPORT: Discussion and Possible Action

K. CORRESPONDENCE: Discussion and Possible Action:

1. Conference reports from trustees and staff for conferences attended in March

L. FUTURE AGENDA ITEMS:

M. ADJOURNMENT:

1. Adjourn to the next regular meeting on May 16, 2024 starting at 3:00 p.m. at the Orange County Mosquito and Vector Control District offices, 13001 Garden Grove Blvd., Garden Grove, CA 92843.



**JOINT MEETING: BUDGET AND FINANCE COMMITTEE
AND
BUILDING, PROPERTY, & EQUIPMENT COMMITTEE
MEETING NOTICE
APRIL 11, 2024
11:30 A.M.**

TO: Budget and Finance Committee

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

Building, Property, & Equipment Committee

Bill Turpit	Costa Mesa
John Gabbard	Dana Point
Debbie Baker	La Palma
Mark Orgill	Laguna Beach
Erica Pezold	Laguna Hills
Craig Green	Placentia
John Taylor (C)	San Juan Capistrano

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

RE: **NOTE: This is an In-Person Meeting/Facility Tour**
Joint Committee Meeting:
11:30 a.m., Thursday, April 11, 2024
1221 E. Dyer Rd., Santa Ana 92705
www.ocvector.org

AGENDA

1. Call to Order and Roll Call
2. Public Comments
3. Tour the facility at 1221 E. Dyer Rd., Santa Ana to determine its suitability as a District facility
4. Adjourn

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**OPERATIONS COMMITTEE
MEETING NOTICE
APRIL 15, 2024
12:00 P.M.**

TO: Operations Committee

Joyce Ahn	Buena Park
Bill Turpit	Costa Mesa
Pat Burns	Huntington Beach
James Gomez	La Habra
Robert Pequeño	Lake Forest
Gary Taylor	Stanton
Crystal Miles	Villa Park

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

RE: Operations Committee Meeting:
12:00 p.m., Monday, April 15, 2024
www.ocvector.org

AGENDA

1. Call Meeting to Order and Roll Call
2. Select Committee Chair
3. Public Comments
4. Discuss Various Sterilized Insect Techniques (SIT) for Mosquito Control Project Update and Needed Resources
5. Adjourn

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**BUDGET AND FINANCE COMMITTEE
MEETING NOTICE
APRIL 18, 2024
1:30 P.M.**

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

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

RE: Budget and Finance Committee Meeting:
1:30 p.m., Thursday, April 18, 2024
www.ocvector.org

AGENDA

1. Call Meeting to Order and Roll Call
2. Public Comments
3. Approve minutes from January 18, 2024
4. Discuss Updated Investment Policy
5. Discuss Proposed District Budget for 2024-25 and 25-26
6. Discuss District Benefit Assessments
7. Discuss District SIT Facility
8. Discuss District Audit
9. Adjourn

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MINUTES OF BUDGET AND FINANCE COMMITTEE MEETING

Orange County Mosquito and Vector Control District

TIME: 2:00 P.M., January 21, 2024

PLACE: Orange County Mosquito and Vector Control District

Budget and Finance Committee Members Present:

Richard Hurt	Aliso Viejo
Carlos Leon	Anaheim
Cecilia Hupp	Brea
Pat Burns	Huntington Beach
Bob Ruesch	Mission Viejo
Gary Taylor (Chair)	Stanton
Crystal Miles	Villa Park

Budget and Finance Committee Members Absent:

Shana Charles	Fullerton
Joyce Ahn	Buena Park

Others Present:

Lora Young	District Manager
Tan Nguyen	Finance Manager
Sandra Vera	Director of Human Resources
Jennifer Meza	PARS Representative
Keith Stribling	PARS Representative

The meeting was called to order at 2:00 P.M.

1. **Call the Meeting to Order and Roll Call:** Seven members of the committee were present out of nine members.
2. **Public Comments:** None
3. **Approved minutes of May 18, 2023:** On motion by Trustee Miles, seconded by Trustee Ruesch, and passed by unanimous vote, the committee approved the minutes of the May 18, 2023 committee meeting. Trustee Charles abstain.
4. **Presentation on Current Status of PARS:** The committee heard a presentation from representative of PARS on the District's current programs and funding. No action was taken
5. **Discuss District Benefit Assessments:** Staff discussed the different benefit assessments, the limitations and how District funding in the next 5 years based on the benefit assessments. No action was taken.
6. **Adjourned:** Meeting adjourned at 2:41 P.M.



**POLICY AND PERSONNEL COMMITTEE
MEETING NOTICE
APRIL 18, 2024
2:30 P.M.**

TO: Policy and Personnel Committee
Tammy Kim
Erica Pezold (Chair)
Shari Horne
Tanya Doby
Jon Dumitru
April Josephson
Nelida Mendoza
Rebecca Gomez
Amy Phan West
Irvine
Laguna Hills
Laguna Woods
Los Alamitos
Orange
Rancho Santa Margarita
Santa Ana
Tustin
Westminster

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

RE: Policy and Personnel Committee Meeting:
2:30 p.m., Thursday April 18, 2024
www.ocvector.org

AGENDA

1. Call Meeting to Order and Roll Call
2. Public Comments
3. Approve minutes from March 21, 2024 meeting
4. Discuss addition of Deputy Director/Director of Finance job description and approving the position in the Orange County Mosquito and Vector Control District's position schedule **(F.1 Agenda Item)**
5. Discuss addition of Deputy Director/Director of Information Technology job description and approving the position in the Orange County Mosquito and Vector Control District's position schedule **(F.2 Agenda Item)**
6. Discuss change to the IT Analyst job description to include an IT Analyst Series
7. Adjourn

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MINUTES OF POLICY AND PERSONNEL COMMITTEE MEETING

Orange County Mosquito and Vector Control District

TIME: 2:00 P.M., March 21, 2024

PLACE: Orange County Mosquito and Vector Control District

Policy and Personnel Committee Members Present:

Erica Pezold	Laguna Hills
Shari Horne	Laguna Woods
Jon Dumitru	Orange
Rebecca Gomez	Tustin

Policy and Personnel Committee Members Absent:

Tammy Kim	Irvine
Tanya Doby	Los Alamitos
April Josephson	Rancho Santa Margarita
Nelida Mendoza	Santa Ana
Amy Phan West	Westminster

Others Present:

Lora Young	District Manager
Sandra Vera	Director of Human Resources

The meeting was called to order at 2:03 P.M.

1. **Call the Meeting to Order and Roll Call:** Four members of the committee were present out of nine members.
2. **Select Committee Chair:** On motion from Trustee Dumitru, seconded by Trustee Horne, and approved by unanimous vote, the committee approved the October 19, 2023 minutes.
3. **Public Comments:** None
4. **Approve minutes from October 19, 2023 meeting:** On motion from Trustee Dumitru, seconded by Trustee Horne, and approved by unanimous vote, the committee approved the October 19, 2023 minutes.
5. **Discuss update to Policy No. 29: Computer and Internet Use Policy and Procedures:** On motion from Trustee Dumitru, seconded by Trustee Horne, and approved by unanimous vote, the committee recommended approving the updated Policy No. 29: Computer and Internet Use Policy and Procedures.
6. **Discuss Extra-Help Assistant Laboratory position:** On motion from Trustee Pezold, seconded by Trustee Horne, and approved by unanimous vote, the committee recommended approving the Extra-Help Assistant Laboratory position.

1. **Discuss Updated Education Coordinator Laboratory position:** On motion from Trustee Pezold, seconded by Trustee Gomez, and approved by unanimous vote, the committee recommended approving the Education Coordinator position.
2. **Adjourned:** Meeting adjourned at 2:11 P.M.

MINUTES OF THE 923rd MEETING

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

TIME: 3:00 P.M. March 21, 2024

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

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

TRUSTEES PRESENT:

Aliso Viejo	Richard Hurt	Newport Beach	Erik Weigand
Anaheim	Carlos Leon	Orange	Jon Dumitru
Costa Mesa	Bill Turpit	Placentia	Craig Green
Cypress	Bonnie Peat	Rancho Santa Margarita	April Josephson
Dana Point	John Gabbard	San Clemente	Steve Knoblock
Fountain Valley	Kim Constantine	San Juan Capistrano	John Taylor
Garden Grove	Stephanie Klopfenstein	Santa Ana	Nelida Mendoza
Huntington Beach	Pat Burns	Seal Beach	Nathan Steele
Laguna Beach	Mark Orgill	Stanton	Gary Taylor
Laguna Hills	Erica Pezold	Tustin	Rebecca Gomez
Laguna Niguel	Gene Johns	Villa Park	Crystal Miles
Laguna Woods	Shari Horne	Westminster	Amy Phan West
Lake Forest	Robert Pequeño	Yorba Linda	Peggy Huang
Mission Viejo	Bob Ruesch	County of Orange	Lisa Fernandez

TRUSTEES ABSENT:

Brea	Cecilia Hupp	Irvine	Tammy Kim
Buena Park	Joyce Ahn	La Habra	James Gomez
Fullerton	Shana Charles	La Palma	Debbie S. Baker
		Los Alamitos	Tanya Doby

Trustees Hupp, Ahn, Charles, Baker, and Doby had an excused absence.

OTHERS PRESENT:

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

A. Opening:

1. **Call the Business Meeting to Order:** President Green called the meeting to order at 3:02 P.M.
2. **Pledge of Allegiance:** President Green asked Director of Operations Shepherd to lead the Pledge of Allegiance.
3. **Roll Call:** Twenty-eight Trustees were present out of the current Board membership of 35.

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

1. Staff gave a presentation entitled "District 2024 Outreach Campaign".
2. Kosmont staff gave a presentation on potential sites for District facilities. **As Kosmont staff was presenting on a property for potential purchase [2100 W. Orangewood Ave., Orange, CA], Trustee Huang realized she had an interest in the property and left the room during the presentation. District Counsel Burns consulted with Trustee Huang outside of the room and when he returned, he announced that Trustee Huang wished to recuse herself from the discussion of Orangewood due to a conflict of interest. Once the discussion on the property was concluded, she returned to the board meeting.**

D. OCMVCD Committee Reports to the Board of Trustees:

1. Joint Committee: Budget & Finance and Building, Property, & Equipment Committee: Building, Property, & Equipment Committee Chair John Taylor reported the committee recommended the District issue an RFP for brokerage services for the next contract year. For facility needs, the committee requested a detailed cost estimate for the Orangewood facility to determine if this was a feasible option.

F. Business Items:

1. **Provided Further Direction to Staff Pertaining to the District Office Relocation Plan: (Exhibit A)** During the Kosmont presentation and the Joint Committee report, the board decided to move agenda item F.1 up to continue discussion. During the presentation and discussion, a new property, 1221 E. Dyer Rd., Sana Ana, was put forth as a third option for a District facility. After discussion, the board decided that the Orangewood facility would not work for the District's needs. A bifurcated motion was set for by Trustee Knoblock: The Joint Committee move forward with analysis of the 1221 E. Dyer Rd. facility as well as the current District office. Up to \$30,000 would be used for the analysis and a time line of six weeks was proposed. Trustee Josephson seconded the motion. By unanimous vote, the Board of Trustees approved moving forward with analysis of the 1221 E. Dyer Rd. location and the current District Office.

Ayes: Trustees Hurt, Leon, Turpit, Peat, Gabbard, Constantine, Klopfenstein, Burns, Orgill, Pezold, Johns, Horne, Pequeño, Ruesch, Weigand, Dumitru, Green, Josephson, Knoblock, J. Taylor, Mendoza, Steele, G. Taylor, R. Gomez, Miles, West, Huang, and Fernandez.

Noes: None.

Abstained: None.

Absent: Trustees Hupp, Ahn, Charles, Kim, J. Gomez, Baker, and Doby.

The second half of the proposed motion by Trustee Knoblock was to create an RFP for brokerage services. This part of the motion was also seconded by Trustee Josephson. This motion failed by a vote of 12 Ayes to 14 Noes.

Ayes: Trustees Hurt, Gabbard, Orgill, Pezold, Johns, Horne, Weigand, Green, Josephson, Knoblock, Miles, and Huang.

Noes: Trustees Leon, Turpit, Peat, Constantine, Klopfenstein, Burns, Ruesch, Dumitru, J. Taylor, Mendoza, Steele, G. Taylor, R. Gomez, and Fernandez.

Abstained: None.

Absent: Trustees Hupp, Ahn, Charles, Kim, J. Gomez, Baker, Pequeño, Doby, and West.

D. OCMVCD Committee Reports to the Board of Trustees: (Continued)

2. Policy and Personnel Committee: Committee Chair Pezold reported the committee discussed the items that the Board have before them today. [Agenda Items E.4 through E.6]
3. Public Relations Committee: Committee Chair Klopfenstein reported that the committee had a report on the 2024 District public relations campaign.

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

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

Ayes: Trustees Hurt, Leon, Turpit, Peat, Gabbard, Constantine, Klopfenstein, Burns, Orgill, Pezold, Johns, Horne, Ruesch, Weigand, Dumitru, Green, Josephson, Knoblock, J. Taylor, Mendoza, Steele, G. Taylor, R. Gomez, Miles, Huang, and Fernandez.

Noes: None.

Abstained: None.

Absent: Trustees Hupp, Ahn, Charles, Kim, J. Gomez, Baker, Pequeño, Doby, and West.

1. **Approval of Minutes:** Approved, without reading, the minutes of 922nd Meeting of the Board of Trustees held February 15, 2024.
2. **Approved Warrant Register for January 2024: (Exhibit A)** Received and filed.
3. **Approved Monthly Financial Report for January 2024: (Exhibit A)** Received and filed.
4. **Adopted Resolution No. 570 Amending Policy No. 29: Computer and Internet Use Policy and Procedures: (Exhibit A, B, C)**
5. **Adopted Resolution No. 571 Approving the Addition of an Extra-Help Assistant Laboratory Position Job Description and the Position in the Orange County Mosquito and Vector Control District's Policy Schedule: (Exhibit A, B)**
6. **Adopted Resolution No. 572 Approving Changes to the Education Coordinator Job Description: (Exhibit A, B)**

G. Informational Items Only (No Action Necessary):

1. **Staff Presentation:** Director of Scientific Technical Services Semrow gave an update of vector activity in Orange County.
2. **Staff Presentation:** A written report was provided after the meeting.
3. **Staff Presentation:** A written report was provided after the meeting
4. **Received and Filed Statement of Economic Interests 700 Forms for Filing.**
5. **Received and Filed Laboratory Reports – Included in agenda packet.**

H. President's Report and Trustee Comments: None

I. District Manager's Report: District Manager Young reported:

1. A written report was provided after the meeting

J. District Counsel Report: None

K. Correspondence:

1. Staff reports from conferences attended in February 2024

L. Future Agenda Items: None

M. Adjournment:

1. President Green adjourned the meeting at 4:38 P.M. to a regular meeting on Thursday, April 18, 2024.

I certify that the above minutes substantially reflect the actions taken by the Board of Trustees at its meeting held March 21, 2024.



Lora B. Young, District Manager

Approved as written and/or corrected by the Board of Trustees at its 924th

Nine hundred and twenty-fourth meeting held April 18, 2024

ATTEST: _____
Robert Ruesch, Secretary



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

April 18, 2024

AGENDA REPORT

AGENDA ITEM E.2

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

Agenda Title:

Approve Warrant Register for February 2024

Recommended Action:

Receive and file.

Executive Summary:

Receive and file payment of February warrant register dated April 18, 2024, in the amount of \$709,418.26 as presented by in-house check runs dated February 1, 5, 7, 8, 14, 15, 22, 26, and 29, 2024.

Strategic Plan Compliance:

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

Fiscal Impact:

What Amount is being requested? N/A

Is the Amount Requested Budgeted in the Current Fiscal Year?

If No, What Funds Are Requested?

Previous Relevant Board Actions for This Item:

Exhibits:

Exhibit A: February 2024 Warrant Report

ORANGE COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

REGISTER OF DEMANDS April 18, 2024

ACCOUNTS PAYABLE REGISTER

ORANGE COUNTY MOSQUITO & VECTOR CONTROL DISTRICT		
REGISTER OF DEMANDS - AP REGISTER 04/18/24		
AP/Check Run	2/1/2024	12,634.23
AP/Check Run	2/5/2024	107,477.79
AP/Check Run	2/8/2024	17,053.85
AP/Check Run	2/15/2024	103,371.72
AP/Check Run	2/22/2024	52,485.85
AP/Check Run	2/29/2024	170,324.94
P/R CalPERS1	2/7/2024	44,118.35
P/R EDD	2/7/2024	12,489.14
P/R EEASSOC	2/7/2024	720.00
P/R ICMA	2/7/2024	24,569.16
P/R IRS	2/7/2024	34,414.89
P/R NATION	2/7/2024	4,905.00
P/R TASC	2/7/2024	2,089.48
P/R USB	2/7/2024	147.73
P/R EEASSOC	2/14/2024	720.00
P/R ICMA	2/14/2024	26,595.99
P/R USB	2/14/2024	109.52
P/R CalPERS1	2/26/2024	44,160.66
P/R EDD	2/26/2024	10,723.72
P/R IRS	2/26/2024	33,311.76
P/R NATION	2/26/2024	4,905.00
P/R TASC	2/26/2024	2,089.48
Total		709,418.26

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 18th day of April 2024.



 Lora Young, District Manager



 Tan Nguyen, Finance Manager

Accounts Payable

Checks by Date - Summary by Check Date

User: dmedina@ocvector.org
 Printed: 4/1/2024 3:27 PM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	GREEN C	Craig S. Green	02/01/2024	183.95
ACH	Pett	Tawnia Pett	02/01/2024	128.59
ACH	RUESCH	Robert J. Ruesch	02/01/2024	86.44
28229	AT T FAX	AT&T	02/01/2024	382.81
28230	ATT2	AT&T	02/01/2024	322.52
28232	CROWN	Crown Maintenance	02/01/2024	262.00
28233	DOORKING	DOORKING INC	02/01/2024	43.95
28234	GENESEE	Genesee Scientific Corporation	02/01/2024	63.83
28235	KWEST	K'WEST Printing	02/01/2024	274.05
28236	McFadden	McFadden-Dale Industrial Hardware, LLC	02/01/2024	15.26
28237	Nguyen	Kiet Nguyen	02/01/2024	332.72
28238	PAQUETTE	ERIC PAQUETTE	02/01/2024	718.31
28240	RANGEL	DAISY RANGEL	02/01/2024	105.08
28241	SCE	Southern Calif. Edison	02/01/2024	6,016.80
28242	SOKANARY	Sokanary Sun	02/01/2024	677.95
28243	SOLV	Safeguard Business Systems	02/01/2024	53.60
28244	STAPLES	Staples Business Advantage	02/01/2024	63.07
28245	SUPERIOR	TVH PARTS CO	02/01/2024	325.71
28246	TOYOTAGG	Toyota Place	02/01/2024	194.85
28247	VERA	SANDRA VERA	02/01/2024	82.98
28248	VORTEX	Vortex Industries, LLC	02/01/2024	1,225.99
28249	WESTCOAS	RJ International	02/01/2024	1,073.77
Total for 2/1/2024:				12,634.23
ACH	CalPERS	Calif. Public Employees' Retirement	02/05/2024	90,492.56
28250	Guard	Guardian - Appleton	02/05/2024	13,832.07
28251	VSP	Vision Service Plan	02/05/2024	937.36
28252	AFLAC	American Family Life Assurance Co., of C	02/05/2024	2,215.80
Total for 2/5/2024:				107,477.79
ACH	CalPERS1	CalPERS	02/07/2024	44,118.35
ACH	EDD	Employment Development Dept.	02/07/2024	12,489.14
ACH	IRS	Internal Revenue Service	02/07/2024	34,414.89
ACH	NATION	Nationwide Retirement Solutions	02/07/2024	4,905.00
ACH	TASC	Total Administrative Services Corp.	02/07/2024	2,089.48
ACH	EEASSOC	OCVCD Employee Association	02/07/2024	720.00
ACH	ICMA	MissionSquare Retirement (ICMA)	02/07/2024	24,569.16
ACH	USB	PARS/U.S. Bank N.A. Minnesota	02/07/2024	147.73
Total for 2/7/2024:				123,453.75
ACH	CSMFO	California Society of Municipal Finance Of	02/08/2024	55.00
ACH	GG DISP	Republic Waste Svcs of So. Calif., LLC	02/08/2024	1,965.24
ACH	IRON	Iron Mountain Records Mgmt, Inc.	02/08/2024	276.77
ACH	LINDE	LINDE GAS & EQUIPMENT INC.	02/08/2024	709.41

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	VERIZON	Verizon Wireless Services LLC	02/08/2024	5,904.12
ACH	ZEP	Acuity Specialty Products, Inc.	02/08/2024	358.50
ACH	KRUEGER	LAURA KRUEGER	02/08/2024	51.78
ACH	MILLER J	Jon Miller	02/08/2024	91.00
ACH	SHEPHERD	STEVE SHEPHERD	02/08/2024	116.96
28254	Drake	John Drake	02/08/2024	590.26
28255	Drews	John Drews	02/08/2024	106.29
28256	DuBose	Michael DuBose	02/08/2024	219.18
28257	ESELTINE	Matthew Eseltine	02/08/2024	571.03
28258	GFS	Governmental Financial Services	02/08/2024	1,050.00
28259	HARPER	Harper & Burns, LLP	02/08/2024	2,716.05
28260	NGUYEN T	TAN NGUYEN	02/08/2024	54.96
28261	SIMS	JERRY SIMS	02/08/2024	112.40
28262	SMART	Smart & Final Stores Corp	02/08/2024	378.03
28263	WESTCOAS	RJ International	02/08/2024	1,726.87
Total for 2/8/2024:				17,053.85
ACH	EEASSOC	OCVCD Employee Association	02/14/2024	720.00
ACH	ICMA	MissionSquare Retirement (ICMA)	02/14/2024	26,595.99
ACH	USB	PARS/U.S. Bank N.A. Minnesota	02/14/2024	109.52
Total for 2/14/2024:				27,425.51
ACH	ADAPCO	ADAPCO, INC.	02/15/2024	29,497.64
ACH	SPECTRUM	Charter Communications	02/15/2024	1,494.00
28264	CLARKE	Clarke Mosquito Control Prod Inc.	02/15/2024	30,274.67
28265	QDOXS	Q Document Solutions, Inc,	02/15/2024	153.47
28266	AMAZON	AMAZON CAPITAL SERVICES	02/15/2024	2,184.29
28267	AT&T	AT&T	02/15/2024	64.52
28268	GG WATER	City of Garden Grove	02/15/2024	1,750.30
28269	HOME DEP	Home Depot Credit Services	02/15/2024	624.21
28270	INSIGHT	Insight Public Sector, Inc.	02/15/2024	7,452.00
28271	MARTIN D	Daniel Martinez	02/15/2024	575.00
28272	PGP	PETERSON GRADING & PAVING INC	02/15/2024	24,900.00
28273	Players	Michael J. Mackenzie	02/15/2024	232.66
28274	SCG	Southern Calif. Gas Co.	02/15/2024	811.02
28275	SPARK	Sparkletts	02/15/2024	335.31
28276	TOYOTAGG	Toyota Place	02/15/2024	32.21
28277	VERITIV	VERITIV OPERATING COMPANY	02/15/2024	11.42
28278	ZOHO	Zoho Corporation	02/15/2024	2,979.00
Total for 2/15/2024:				103,371.72
ACH	DT HILTN	DT ONTARIO HOTEL PARTNERS	02/22/2024	10,000.00
ACH	NEOGOV	GovernmentJobs.com, Inc.	02/22/2024	4,760.62
ACH	Steri	STERICYCLE	02/22/2024	1,102.50
ACH	TARGET	Target Specialty Products	02/22/2024	19,106.17
ACH	AHNJ	JOYCE AHN	02/22/2024	100.00
ACH	BAKERD	Debbie Baker	02/22/2024	100.00
ACH	CONSTANT	Kim Constantine	02/22/2024	100.00
ACH	DOBYT	Tanya Doby	02/22/2024	100.00
ACH	DUMITRU	Jonathan Dumitru	02/22/2024	100.00
ACH	GABBARDJ	JOHN GABBARD	02/22/2024	100.00
ACH	GOMEZ	James Gomez	02/22/2024	100.00
ACH	GOMEZR	REBECCA GOMEZ	02/22/2024	100.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	GREEN C	Craig S. Green	02/22/2024	100.00
ACH	HORNE	Shari Lucas Horne	02/22/2024	100.00
ACH	HUPP	Cecilia T. Hupp	02/22/2024	100.00
ACH	JOHNS	FOSTER JOHNS	02/22/2024	100.00
ACH	JOSEPH	April Josephson	02/22/2024	100.00
ACH	KLOPFEN	Stephanie L. Klopfenstein	02/22/2024	100.00
ACH	KNOBLOCK	Steven Knoblock	02/22/2024	100.00
ACH	MENDOZAN	NELIDA MENDOZA	02/22/2024	100.00
ACH	MILESC	Crystal Miles	02/22/2024	100.00
ACH	ORGILLM	MARK ORGILL	02/22/2024	100.00
ACH	PEATB	BONNIE PEAT	02/22/2024	100.00
ACH	PEQUENOR	ROBERT PEQUENO	02/22/2024	100.00
ACH	RUESCH	Robert J. Ruesch	02/22/2024	100.00
ACH	STEELEN	NATHAN STEELE	02/22/2024	100.00
ACH	TAYLORG	Gary Taylor	02/22/2024	100.00
ACH	TURPIT	WILLIAM TURPIT	02/22/2024	100.00
ACH	WEIGAND	ERIK WEIGAND	02/22/2024	100.00
ACH	WESTA	AMY PHAN WEST	02/22/2024	100.00
ACH	ARIASA	Adina Arias	02/22/2024	234.05
ACH	BENNETT	Stephen Bennett	02/22/2024	234.05
ACH	BLAYLOCK	Viki Blaylock	02/22/2024	234.05
ACH	BOBBITT	Catherine Bobbitt	02/22/2024	234.05
ACH	CAMPBELL	JAMES CAMPBELL	02/22/2024	74.96
ACH	Cavileer	Raymond Cavileer	02/22/2024	234.05
ACH	CUMMINGS	Robert F. Cummings	02/22/2024	234.05
ACH	EDISON	SUZANNE R. EDISON	02/22/2024	129.70
ACH	EVER	SANDRA EVERINGHAM	02/22/2024	174.70
ACH	FOGARTY	Carrie Fogarty	02/22/2024	234.05
ACH	Goedhart	Gerard Goedhart	02/22/2024	234.05
ACH	HOWARD	RICHARD J HOWARD	02/22/2024	727.84
ACH	Huff	Robert Huff	02/22/2024	234.05
ACH	KELLER	JUSTINE KELLER	02/22/2024	74.96
ACH	Kimball	Deborah Kimball	02/22/2024	234.05
ACH	KOENIG	Steve Koenig	02/22/2024	234.05
ACH	LACHANCE	Glenn LaChance	02/22/2024	227.20
ACH	LOUGHNER	LINDA LOUGHNER	02/22/2024	174.70
ACH	McCarty	Danny McCarty	02/22/2024	234.05
ACH	MILLER J	Jon Miller	02/22/2024	234.05
ACH	MONTANI	Karen Montani	02/22/2024	58.03
ACH	Niewola	Urszula Niewola	02/22/2024	234.05
ACH	PARSONS	John Parsons	02/22/2024	234.05
ACH	Plummer	John Clark Plummer	02/22/2024	234.05
ACH	POSPISIL	Terry Pospisil	02/22/2024	234.05
ACH	REES	JETTE REES	02/22/2024	174.70
ACH	Rehders	Renee Rehders	02/22/2024	234.05
ACH	Reinig	Allyson Reinig	02/22/2024	234.05
ACH	Reisin	Caroline Reisinger	02/22/2024	234.05
ACH	Rincon	Claudio Rincon	02/22/2024	234.05
ACH	RODRIG	Agripino Rodriguez	02/22/2024	234.05
ACH	SHAW	LAWRENCE SHAW	02/22/2024	234.05
ACH	Sipe	Russell Sipe	02/22/2024	234.05
28279	TAYLOR	John Taylor	02/22/2024	100.00
28280	CINTAS	Cintas Corporation No. 2	02/22/2024	583.99
28281	DOORKING	DOORKING INC	02/22/2024	43.95
28282	FISHER	Fisher Scientific	02/22/2024	35.05
28283	GARCIA J	Jerry Garcia	02/22/2024	817.20
28284	McFadden	McFadden-Dale Industrial Hardware, LLC	02/22/2024	111.09

Check No	Vendor No	Vendor Name	Check Date	Check Amount
28285	PARS	Public Agency Retirement Svcs	02/22/2024	324.17
28286	Players	Michael J. Mackenzie	02/22/2024	15.03
28287	SCG	Southern Calif. Gas Co.	02/22/2024	14.30
28288	SUPERIOR	TVH PARTS CO	02/22/2024	496.17
28289	WOODRUFF	Woodruff & Smart	02/22/2024	4,325.00
28290	XEROX	Xerox Financial Services	02/22/2024	616.62
Total for 2/22/2024:				52,485.85
ACH	CalPERS1	CalPERS	02/26/2024	44,160.66
ACH	EDD	Employment Development Dept.	02/26/2024	10,723.72
ACH	IRS	Internal Revenue Service	02/26/2024	33,311.76
ACH	NATION	Nationwide Retirement Solutions	02/26/2024	4,905.00
ACH	TASC	Total Administrative Services Corp.	02/26/2024	2,089.48
Total for 2/26/2024:				95,190.62
ACH	CalPERS	Calif. Public Employees' Retirement	02/29/2024	90,215.74
ACH	ARCO	ARCO Business Solutions	02/29/2024	6,885.00
ACH	FM	CARDMEMBER SERVICE	02/29/2024	31,985.61
ACH	CalPERS	Calif. Public Employees' Retirement	02/29/2024	200.00
28291	AT T FAX	AT&T	02/29/2024	382.70
28292	AUTO Z	Auto Zone, Inc.	02/29/2024	1,236.01
28293	CROWN	Crown Maintenance	02/29/2024	262.00
28294	ESELTINE	Matthew Eseltine	02/29/2024	200.00
28295	INSIGHT	Insight Public Sector, Inc.	02/29/2024	21,039.18
28296	STAPLES	Staples Business Advantage	02/29/2024	922.21
28297	WESTCOAS	RJ International	02/29/2024	131.31
28298	VSP	Vision Service Plan	02/29/2024	967.52
28299	Guard	Guardian - Appleton	02/29/2024	13,681.86
28300	AFLAC	American Family Life Assurance Co., of Cc	02/29/2024	2,215.80
Total for 2/29/2024:				170,324.94
Report Total (167 checks):				709,418.26



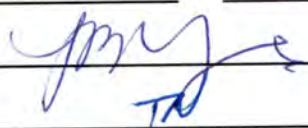
Warrant Request

Date: 2/28/2024
Vendor No.: FM
Total \$: \$31,985.61
Prepared By: DM
Check No.: ACH

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

Account #	Description	P.O. #	Invoice #	Amount
10.310.7907	PORTOLA HOTEL AND SPA - RETURN		AS0224	\$ (218.58)
10.310.7907	PORTOLA HOTEL AND SPA - RETURN		AS0224	\$ (218.58)
10.310.7907	PORTOLA HOTEL AND SPA - RETURN		AS0224	\$ (218.58)
10.310.7907	EB VERTEBRATE PEST CO		AS0224	\$ 520.00
10.310.7907	SOUTHWEST LONG BEACH TO/FROM DALLAS		AS0224	\$ 397.96
10.310.7907	TACO MAFIA		AS0224	\$ 84.00
10.310.7907	ARCO		AS0224	\$ 31.65
10.310.7907	MONTEREYS FISH HOUSE		AS0224	\$ 632.44
10.310.7907	CASA LUPITA		AS0224	\$ 56.81
10.310.7907	PORTOLA HOTEL AND SPA		AS0224	\$ 260.40
10.310.7907	MONTEREY PLAZA HOTEL		AS0224	\$ 44.00
10.310.7907	PORTOLA HOTEL AND SPA		AS0224	\$ 718.47
10.310.7907	PORTOLA HOTEL AND SPA		AS0224	\$ 655.74
10.310.7907	PORTOLA HOTEL AND SPA		AS0224	\$ 655.74
10.310.7907	PORTOLA HOTEL AND SPA		AS0224	\$ 504.39
10.310.7907	PORTOLA HOTEL AND SPA		AS0224	\$ 437.16
10.310.7907	ARCO		AS0224	\$ 63.07
10.310.7907	ALTA BAKERY & CAF		AS0224	\$ 50.07
10.120.7901	SQ YENNIS PARTY RENTA - RETURN		ER0224	\$ (45.54)
10.410.7907	PORTOLA HOTEL AND SPA - RETURN		ER0224	\$ (289.55)
10.140.7005	VERITIV - WEST		ER0224	\$ 1,012.13
10.140.7005	SAMS CLUB		ER0224	\$ 114.83
10.410.7503	MPK ENTERPRISES		ER0224	\$ 2,859.69
10.410.7906	PESTED.COM		ER0224	\$ 70.00
10.410.7906	PESTED.COM		ER0224	\$ 70.00
10.410.7907	PORTOLA HOTEL AND SPA		ER0224	\$ 579.10
10.410.7907	PORTOLA HOTEL AND SPA		ER0224	\$ 868.65
10.410.7907	PORTOLA HOTEL AND SPA		ER0224	\$ 62.72
10.410.7907	PORTOLA HOTEL AND SPA		ER0224	\$ 583.60
10.410.7907	PORTOLA HOTEL AND SPA		ER0224	\$ 5.46
	SEE ATTACHED FOR MORE			

APPROVAL: Dept Head/District Manager
Finance Manager



SPECIAL INSTRUCTIONS/COMMENTS: _____

FUND	DESC.	INVOICE #	TOTAL
10.410.7907	PORTOLA HOTEL AND SPA	ER0224	\$ 579.11
10.410.7001	HOMEDEPOT.COM	ER0224	\$ 206.30
10.310.7004	WILLIAMSON-DICKIE	ER0224	\$ 76.11
10.410.7907	SOUTHWEST SANTA ANA TO/FROM DALLAS	ER0224	\$ 588.95
10.410.7503	MPK ENTERPRISES	ER0224	\$ (2,859.69)
10.510.7022	MAILCHIMP	HH0224	\$ 92.00
10.440.7402	THE HOME DEPOT	JS0224	\$ 36.84
10.410.7907	CROWN AND ANCHOR	JS0224	\$ 43.06
10.410.7907	WENDYS	JS0224	\$ 17.05
10.410.7907	TURN 12 BAR	JS0224	\$ 131.44
10.520.7511	GOTOCOM GOTOCONNECT	LN0224	\$ 1,357.47
10.520.7511	ZOOM.US	LN0224	\$ 47.97
10.520.7024	APPLE	LN0224	\$ 3.99
10.520.7511	WEB RESISTER WEBSITE	LN0224	\$ 58.49
10.520.7024	APPLE	LN0224	\$ 3.99
10.520.7511	WEB RESISTER WEBSITE	LN0224	\$ 123.48
10.520.7511	ZENDESK - US	LN0224	\$ 1.10
10.110.7907	MOSQUITO & VECTOR SACRAMENTO	LY0224	\$ 90.00
10.210.7001	IRON MOUNTAIN	LY0224	\$ 232.31
10.120.7110	VERIZON WRLSS	LY0224	\$ 5,903.43
10.410.7014	TARGET SPECIALTY	LY0224	\$ 193.38
10.120.7907	SOUTHWEST LONG BEACH TO/FROM SACRAMENTO	LY0224	\$ 163.24
10.310.7010	ULINE	LY0224	\$ 268.98
10.210.7511	DATA MGMT TIMECLOCK PLUS	LY0224	\$ 5,543.68
10.310.7012	STERICYCLE	LY0224	\$ 1,102.50
10.310.7012	LINDE GAS & EQUIPMENT	LY0224	\$ 2,502.23
60.600.7508	REPUBLIC SERVICES	LY0224	\$ 1,211.66
10.140.7410	REPUBLIC SERVICES	LY0224	\$ 753.58
10.210.7504	CLIFTON LARSON ALLEN	LY0224	\$ 8,150.00
10.140.7403	QUADIENT LEASING	LY0224	\$ 597.86
10.140.7120	SPECTRUM	LY0224	\$ 1,494.00
10.120.7907	COSTCO WHSE	LY0224	\$ 5.44
10.120.7907	LYFT	LY0224	\$ 12.81
10.120.7907	KONA STEAK AND SEAFOOD	LY0224	\$ 451.76
10.120.7907	UBER	LY0224	\$ 25.09
10.410.7014	TARGET SPECIALTY	LY0224	\$ 4,746.27
10.120.7907	PARIS BAKERY	LY0224	\$ 13.04
10.120.7907	TURN 12 BAR	LY0224	\$ 79.92
10.120.7907	SQ REVIVAL ICE CREAM	LY0224	\$ 41.25
10.120.7907	SQ CAPTAIN STOKER	LY0224	\$ 13.59
10.120.7907	LYFT	LY0224	\$ 11.16
10.120.7907	MIDICI THE NEAPOL	LY0224	\$ 97.02
10.120.7907	POOR HOUSE BISTRO	LY0224	\$ 170.02
10.120.7907	CSJ SMART METERS	LY0224	\$ 1.00
10.120.7907	NATIONAL CAR RENTAL	LY0224	\$ 218.56
10.120.7906	CALIFORNIA SPECIAL DIS	LY0224	\$ 230.00
10.120.7907	76 - SEI 37953	LY0224	\$ 22.08
10.120.7907	ALVARADO STREET	LY0224	\$ 191.72
10.440.7402	GRAINGER	LY0224	\$ 115.43
10.430.7803	GRAINGER	LY0224	\$ 79.43
10.120.7907	MARRIOT MONTEREY BAY	LY0224	\$ 819.52
10.310.7907	AMCA	LY0224	\$ 1,605.00
10.410.7907	AMCA	LY0224	\$ 1,605.00

10.120.7907	UBER	LY0224	\$	33.92
10.430.7001	ZEP PRODUCTS	LY0224	\$	687.82
10.510.7907	AMCA	LY0224	\$	535.00
10.520.7003	DMI DELL SALES	LY0224	\$	3,507.08
10.210.7001	IRON MOUNTAIN	LY0224	\$	(232.31)
10.120.7110	VERIZON WRLSS	LY0224	\$	(5,903.43)
10.410.7014	TARGET SPECIALTY	LY0224	\$	(193.38)
10.310.7010	ULINE	LY0224	\$	(268.98)
10.210.7511	DATA MGMT TIMECLOCK PLUS	LY0224	\$	(5,543.68)
10.310.7012	STERICYCLE	LY0224	\$	(1,102.50)
10.310.7012	LINDE GAS & EQUIPMENT	LY0224	\$	(2,502.23)
60.600.7508	REPUBLIC SERVICES	LY0224	\$	(1,211.66)
10.140.7410	REPUBLIC SERVICES	LY0224	\$	(753.58)
10.210.7504	CLIFTON LARSON ALLEN	LY0224	\$	(8,150.00)
10.140.7403	QUADIENT LEASING	LY0224	\$	(597.86)
10.140.7120	SPECTRUM	LY0224	\$	(1,494.00)
10.410.7014	TARGET SPECIALTY	LY0224	\$	(4,746.27)
10.440.7402	GRAINGER	LY0224	\$	(115.43)
10.430.7803	GRAINGER	LY0224	\$	(79.43)
10.430.7001	ZEP PRODUCTS	LY0224	\$	(687.82)
10.510.7907	GARDEN GROVE CHAMBER	MJ0224	\$	30.00
10.510.7907	SQ NICK THE GREEK	MJ0224	\$	19.97
10.510.7907	ABALONETTI BAR & GRILL	MJ0224	\$	41.00
10.510.7907	AMERICAN AIR SAN DIEGO TO/FROM DALLAS	MJ0224	\$	503.20
10.510.7907	PORTOLA HOTEL AND SPA	MJ0224	\$	641.83
10.410.7907	SOUTHWEST ONTARIO TO/FROM DALLAS	SS0224	\$	129.01
10.410.7907	ENTERPRISE RENT A CAR	SS0224	\$	303.96
10.410.7907	MARRIOT MONTEREY BAY	SS0224	\$	656.91
10.210.7001	CONTAINER STORE - RETURN	SV0224	\$	(27.46)
10.120.7901	THE COOKIE ELEMENT	SV0224	\$	185.00
10.120.7901	MICHAELS STORE	SV0224	\$	36.62
10.120.7901	TARGET	SV0224	\$	30.00
10.120.7901	RALPHS	SV0224	\$	25.00
10.120.7901	THE COOKIE ELEMENT	SV0224	\$	90.00
10.120.7901	VONS	SV0224	\$	175.00
10.120.7901	CALI TACOS	SV0224	\$	654.42
10.120.7901	PARTY CITY	SV0224	\$	58.19
10.210.7903	INTERNATIONAL PUBLIC	SV0224	\$	200.00
10.210.7907	SOUTHWEST SANTA ANA TO/FROM SAN JOSE	SV0224	\$	254.80
10.210.7001	CONTAINER STORE	SV0224	\$	50.07
10.120.7901	TARGET	SV0224	\$	24.48
10.110.7907	MOSQUITO & VECTOR SACRAMENTO	TP0224	\$	900.00
10.120.7019	OC REGISTER	TP0224	\$	14.00
10.110.7907	SOUTHWEST SANTA ANA TO/FROM SAN JOSE	TP0224	\$	16.28
10.120.7907	AMCA	TP0224	\$	535.00
10.120.7907	AMCA	TP0224	\$	535.00
10.110.7907	AMCA	TP0224	\$	630.00
10.110.7907	AMCA	TP0224	\$	630.00
10.110.7001	LUNA GRILL	TP0224	\$	130.83
10.110.7001	COSTCO WHSE	TP0224	\$	61.23
10.120.7019	LA TIMES SUBSCRIPTION	TP0224	\$	15.96
10.120.7907	COSTCO WHSE	TP0224	\$	4.36
10.120.7907	PARIS BAKERY	TP0224	\$	6.30
10.120.7907	SQ CAPTAIN STOKER	TP0224	\$	15.20
10.120.7907	CSJ SMART METERS	TP0224	\$	2.00

10.120.7907	NATIONAL CAR RENTAL	TP0224	\$	232.98
10.120.7907	PARIS BAKERY	TP0224	\$	12.08
10.110.7907	PORTOLA HOTEL AND SPA	TP0224	\$	621.32
10.110.7907	PORTOLA HOTEL AND SPA	TP0224	\$	579.10
10.110.7907	PORTOLA HOTEL AND SPA	TP0224	\$	607.23
10.110.7907	PORTOLA HOTEL AND SPA	TP0224	\$	716.14
10.120.7907	GREAT AM BAGEL	TP0224	\$	12.22
10.120.7907	MARRIOT MONTEREY BAY	TP0224	\$	828.25
			\$	31,985.61



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

April 18, 2024

AGENDA REPORT

AGENDA ITEM E.3

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

Agenda Title:

Approve Monthly Financial Report for February 2024

Recommended Action:

Receive and file.

Executive Summary:

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

Strategic Plan Compliance:

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

Fiscal Impact:

What Amount is being requested? N/A

Is the Amount Requested Budgeted in the Current Fiscal Year?

If No, What Funds Are Requested?

Previous Relevant Board Actions for This Item:

Exhibits:

Exhibit A: Monthly Financial Report for February 2024

Orange County Mosquito and Vector Control District
Monthly Financial Report
Month Ending February 29, 2024

Fund No.	Fund	Cash Balance 1/31/2024	Revenue	Expenditures	Transfers	Accrual Adjustment	Cash Balance 2/29/2024	Cash Balance 2/28/2023
10	Operating	\$ 13,854,600	\$ 57,040	\$ 1,253,002	\$ -	\$ (62,856)	\$ 12,595,782	\$ 10,391,990
20	Vehicle Replacement	619,153	-	-	-	-	619,153	609,042
30	Liability Reserve	374,373	-	-	-	-	374,373	368,259
40	Equipment Replacement	848,943	-	-	-	-	848,943	835,080
50	Emergency Vector Control	1,699,736	-	-	-	-	1,699,736	1,671,981
60	Facility Improvement	13,607,751	11,445	2,287	-	-	13,616,909	12,773,257
70	Habitat Remediation	100,002	-	-	-	-	100,002	100,002
90	Retiree Medical Insurance	(16,533)	2,782	29,471	-	3,783	(39,439)	(225,098)
95	Retirement Contingency	308,554	-	-	-	-	308,554	5,506
99	Payroll Clearing	95,049	-	-	-	202,282	297,331	381,179
		\$ 31,491,628	\$ 71,267	\$ 1,284,760	\$ -	\$ 143,209	\$ 30,421,344	\$ 26,911,198

Cash & Investment Balances:		Monthly Yield
California LAIF	\$ 22,184,096	4.122%
O.C. Treasurer	1,817,565	4.498%
Stifel Brokerage account		
Cash sweep account	216,147	0.30%
Fixed income - Muni (par)	1,870,000	2.58%
Fixed income - other (par)	2,927,000	3.82%
Insured bank deposit program	391,064	5.00%
Unamortized premium/(discount) on investments	51,086	n/a
F&M Checking	636,279	n/a
Payroll Checking	318,101	n/a
F&M HBP	6	0.03%
Petty Cash - Checking	10,000	n/a
Total Cash and Investments	\$ 30,421,344	

Section 115 Irrevocable Trust Balances:		3-month return
PARS Post-Employment Benefits Trust	\$ 4,851,458	6.21%
PARS Pension Trust	3,041,570	6.21%
Total PARS Trust Balances	\$ 7,893,028	


Lora Young
District Manager


Tan Nguyen
Finance Manager

Monthly Cash Flow

Month	Revenue	Expenditures	Transfers	Accrual Adjustment	Monthly Cash Flow	Prior Year Comparison
July	\$ 32,297	\$ 1,387,051	\$ -	\$ 624,848	\$ (729,906)	\$ (622,621)
August	30,623	2,010,850	-	(583,632)	(2,563,859)	(1,889,267)
September	132,281	1,186,511	-	13,298	(1,040,932)	(1,507,550)
October	228,546	1,187,622	-	(15,056)	(974,132)	(796,117)
November	3,643,535	1,204,833	-	(83,849)	2,354,853	1,249,248
December	5,655,813	907,469	-	140,011	4,888,355	6,048,040
January	1,224,919	886,626	-	(32,992)	305,301	(49,352)
February	71,267	1,284,760	-	143,209	(1,070,284)	(1,066,827)
March					-	(226,582)
April					-	4,222,389
May					-	(34,011)
June					-	(1,621,046)
Total YTD	\$ 11,019,281	\$ 10,055,722	\$ -	\$ 205,837	\$ 1,169,396	\$ 3,706,304

Revenues: 67% of Fiscal Year

10-Operating Fund	Budget	Actual	Percentage
Property Taxes	\$ 7,498,000	\$ 4,531,945	60.4%
1996 Benefit Assessment	1,581,955	907,384	57.4%
2004 Benefit Assessment	7,636,420	4,334,954	56.8%
Interest and Concessions	65,000	298,258	458.9%
Miscellaneous	12,000	50,690	422.4%
Successor Agency Passthu/Residual	450,000	520,853	115.7%
Rent for Cell Sites	31,500	22,478	71.4%
VCJPA Pooled Services	20,000	-	0.0%
CDPH - CA State Grant	-	-	0.0%
Charges for Services	60,000	65,902	109.8%
Total Operating Fund Revenues	17,354,875	10,732,464	61.8%

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

Note 1

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

No.	Other Funds	Budget	Actual	Percentage
20	Vehicle Replacement	20,000	5,809	29.0%
30	Liability Reserve	4,000	3,512	87.8%
40	Equipment Replacement	6,500	7,964	122.5%
50	Emergency Vector Control	13,000	15,946	122.7%
60	Facility Improvement	275,000	232,311	84.5%
70	Habitat Remediation	-	-	0.0%
90	Retiree Medical Insurance	31,000	18,380	59.3%
95	Retirement Contingency	1,500	2,895	193.0%
	Total Other Funds	327,000	286,817	87.7%
	Total Revenue	\$ 17,705,875	\$ 11,019,281	62.2%

Note 1

Note 1

Note 1

Note 1

Note 1

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

Expenditures: 67% of Fiscal Year

No.	10-Operating Fund	Budget	Actual	Percentage
110	Trustees	\$ 62,650	\$ 26,521	42.3%
120	District Manager	471,175	152,755	32.4%
130	Legal Services	120,000	53,008	44.2%
140	Non-Departmental	360,500	167,882	46.6%
	Executive	1,014,325	400,166	39.5%
210	Administrative Services	938,530	535,714	57.1%
220	Insurance	873,600	785,432	89.9%
	Administrative Services	1,812,130	1,321,146	72.9%
310	Technical Services	2,195,040	1,396,793	63.6%
350	SIT Program	204,735	128,618	62.8%
	Scientific Technical Services	2,399,775	1,525,411	63.6%
410	Field Operations	7,402,385	4,681,075	63.2%
430	Vehicle Maintenance	853,315	598,537	70.1%
440	Building Maintenance	289,410	192,516	66.5%
	Operations	8,545,110	5,472,128	64.0%
510	Public Information	780,300	430,044	55.1%
520	Information Technology	902,145	560,483	62.1%
530	Public Service	179,830	164,801	91.6%
	Public Information	1,862,275	1,155,328	62.0%
	Total Operating Fund Expenditures	15,633,615	9,874,179	63.2%

Annual insurance premiums were paid in August.

Budgeted purchases of vehicles occurred in the first quarter of the year.

No.	Other Funds	Budget	Actual	Percentage
20	Vehicle Replacement	-	-	0.0%
30	Liability Reserve	-	-	0.0%
40	Equipment Replacement	-	-	0.0%
50	Emergency Vector Control	-	-	0.0%
60	Facility Improvement	440,000	22,551	5.1%
70	Habitat Remediation	-	-	0.0%
90	Retiree Medical Insurance	341,800	158,992	46.5%
95	Retirement Contingency	300,000	-	0.0%
	Total Other Funds	1,081,800	181,543	16.8%
	Total Expenditures	\$ 16,715,415	\$ 10,055,722	60.2%



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OC MOSQUITO AND VECTOR CONTROL DISTRICT

February 1 - February 29, 2024
Account Number:

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STIFEL ACCOUNT STATEMENT

6836 102313 51157 5685 SNFSNF001_R_R_009p_001

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



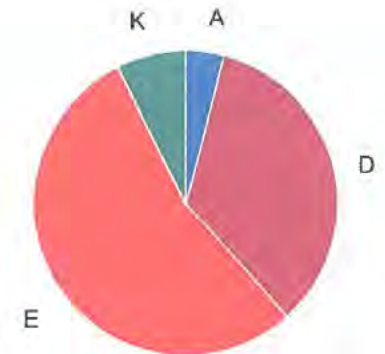
PORTFOLIO SUMMARY

	February 29	January 31
Net Cash Equivalents **	216,146.54	7,062.25
Net Portfolio Assets held at Stifel ⁴	5,062,255.99	5,273,373.10
Net Portfolio Assets not held at Stifel		
Net Portfolio Value	\$5,278,402.53	\$5,280,435.35
YOUR CHANGE IN PORTFOLIO VALUE		
	February 29	January 31
Net Cash Flow (Inflows/Outflows) ²		
Securities Transferred In/Out		
Income and Distributions	10,597.46	22,961.26
Change in Securities Value	-12,630.28	14,911.29
Net Change in Portfolio Value	-\$2,032.82	\$37,872.55

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

YOUR ASSET SUMMARY

	Value on February 29, 2024 (\$)	Percentage of your account
A Net Cash Equivalents**	216,146.54	4.09%
D Fixed Income-Muni	1,809,155.25	34.27%
E Fixed Income-Other	2,862,037.00	54.22%
K Stifel Smart Rate ⁴	391,063.74	7.41%
Total Assets	\$5,278,402.53	100.00%



Your Financial Advisor (LU04):

SANDRA HEDSTROM WHEELER
Telephone: (805) 783-2921

Office Serving Your Account:

4460 BROAD STREET
SUITE 210
SAN LUIS OBISPO, CA 93401

PRIMARY INVESTMENT OBJECTIVE: Income

RISK TOLERANCE: Moderate

For a full definition of this objective and risk tolerance, including the use of margin, please see www.stifel.com, 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

Are you getting ready to do a little spring cleaning with your finances? There's no better time than the present to get organized, and downloading the Stifel Wealth Tracker app is a great way to start. To learn more, visit www.stifelwealthtracker.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.





ASSET SUMMARY

	Value as of February 29, 2024			% of assets *	Gains/(-)Losses		
	At Stifel	Not at Stifel	Total		Unrealized	Realized This Period	Year-to-date
Cash							
Cash Sweep**	216,146.54		216,146.54	4.09%			
Margin Balance							
A. Net Cash Equivalents	\$216,146.54		\$216,146.54	4.09%			
B. Equities							
C. Preferreds							
D. Fixed Income-Muni	1,809,155.25		1,809,155.25	34.27%	-96,237.99		-1,215.00
E. Fixed Income-Other	2,862,037.00		2,862,037.00	54.22%	-76,954.99		
F. Mutual Funds							
G. Unit Investment Trusts							
H. Insurance Products							
I. Alternative Investments							
J. Other Investments							
K. Stifel Smart Rate Program **	391,063.74		391,063.74	7.41%			
Net Portfolio Assets	\$5,062,255.99	\$0.00	\$5,062,255.99	95.91%	-\$173,192.98	\$0.00	-\$1,215.00
Net Portfolio Value	\$5,278,402.53	\$0.00	\$5,278,402.53	100.00%	-\$173,192.98	\$0.00	-\$1,215.00

INCOME & DISTRIBUTION SUMMARY

	Security Type	Year-to-date	This period
Dividends	Tax-Exempt		
	Taxable		
Interest	Tax-Exempt		
	Taxable	33,558.72	10,597.46
Capital Gain Distributions			
Return of Principal			
Other			
Total Income & Distributions		\$33,558.72	\$10,597.46

INFORMATION SUMMARY

	Security Type	Year-to-date	This period
Accrued Interest Paid	Tax-Exempt		
	Taxable		
Accrued Interest Received	Tax-Exempt	641.67	
	Taxable		
Gross Proceeds		308,785.00	200,000.00
Federal Withholding			
Foreign Taxes Paid			
Margin Interest Charged			

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

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

ASSET DETAILS

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

NET CASH EQUIVALENTS

	<i>Current value</i>	<i>Cost Basis</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
STIFEL FDIC INSURED	216,146.54	216,146.54	648.44	0.30%
Total Net Cash Equivalents	\$216,146.54	\$216,146.54	\$648.44	0.30%

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. 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

Fixed Income-Muni	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
CONNECTICUT ST SER A B/E TXBL CPN 1.998% DUE 07/01/24 DTD 06/11/20 FC 01/01/21 CUSIP: 20772KJW0 <i>Original Cost: 112,753.90</i>	S&P: AA- Moody: Aa3 Cash	110,000	98.9110 108,802.10	100.2152 110,236.67	366.30	-1,434.57	2,197.80	2.02%
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 Cash	70,000	99.5810 69,706.70	101.0393 70,727.53	476.35	-1,020.83	2,858.10	4.10%



ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Fixed Income-Muni	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
AMARILLO TX HOTEL OCCUP TAX REV AGM B/E TXBL CPN 3.070% DUE 08/15/24 DTD 03/15/16 FC 02/15/17 CUSIP: 023039AF7 <i>Original Cost: 80,422.25</i>	S&P: AA Cash	75,000	98.9190 74,189.25	101.0537 75,790.28	102.33	-1,601.03	2,302.50	3.10%
MIAMI DADE CNTY FL AVIATION REV RFDG SER B B/E TXBL CPN 2.504% DUE 10/01/24 DTD 08/25/16 FC 10/01/16 CUSIP: 59333PV39 <i>Original Cost: 208,207.00</i>	S&P: A Cash	200,000	98.3150 196,630.00	100.6131 201,226.28	2,086.67	-4,596.28	5,008.00	2.55%
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- Cash	170,000	95.9500 163,115.00	100.4773 170,811.37	1,077.01	-7,696.37	2,850.90	1.75%
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 Cash	250,000	95.4540 238,635.00	100.2640 250,659.98	848.14	-12,024.98	4,017.50	1.68%
FLORIDA ST BRD ADMIN FIN CORP REV SER A B/E TXBL CPN 1.258% DUE 07/01/25 DTD 09/16/20 FC 01/01/21 CUSIP: 341271AD6 <i>Original Cost: 101,351.00</i>	S&P: AA Moody: Aa3 Cash	100,000	95.0550 95,055.00	100.4768 100,476.84	209.67	-5,421.84	1,258.00	1.32%
KENTUCKY HSG CORP REV SER B B/E TXBL CPN 3.312% DUE 07/01/25 DTD 12/01/16 FC 07/01/17 CUSIP: 49130TVJ2 <i>Original Cost: 216,995.00</i>	S&P: AAA Moody: Aaa Cash	200,000	97.6550 195,310.00	102.7859 205,571.74	1,104.00	-10,261.74	6,624.00	3.39%

ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Fixed Income-Muni	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
CLEVELAND OH INCM TAX REV RFDG SUB LEIN SER A 1 B/E TXBL CPN 1.985% DUE 10/01/25 DTD 02/26/20 FC 10/01/20 CUSIP: 186387VE3 <i>Original Cost: 104,395.00</i>	S&P: AA Moody: Aa3 Cash	100,000	95.2700 95,270.00	101.4439 101,443.86	827.08	-6,173.86	1,985.00	2.08%
STEPHENSON CNTY IL SCH DIST 145 FREEPORT RFDG AGM B/E TXBL CPN 1.750% DUE 10/01/25 DTD 11/24/20 FC 04/01/21 CUSIP: 858892MD1 <i>Original Cost: 103,005.00</i>	S&P: AA Cash	100,000	94.8700 94,870.00	101.0018 101,001.80	729.17	-6,131.80	1,750.00	1.84%
BAY AREA TOLL AUTH CA TOLL BRDG REV SAN FRANCISO F 1 B/E TXBL CPN 2.425% DUE 04/01/26 DTD 09/26/19 FC 04/01/20 CUSIP: 072024WR9 <i>Original Cost: 133,472.85</i>	S&P: AA Moody: Aa3 Cash	125,000	95.3120 119,140.00	102.9499 128,687.32	1,263.02	-9,547.32	3,031.25	2.54%
UNIVERSITY CA REV RFDG GENL SER AS B/E TXBL CPN 2.587% DUE 05/15/26 DTD 04/20/16 FC 11/15/16 CUSIP: 91412GE27 <i>Original Cost: 161,363.00</i>	S&P: AA Moody: Aa2 Cash	150,000	95.4180 143,127.00	103.4047 155,107.11	1,142.59	-11,980.11	3,880.50	2.71%
MASSACHUSETTS EDL FING AUTH ED LN ISSUE L SR SER A REV B/E TXBL CPN 4.038% DUE 07/01/26 DTD 06/13/18 FC 01/01/19 CUSIP: 57563RPM5 <i>Original Cost: 248,805.20</i>	S&P: AA Cash	220,000	97.8660 215,305.20	106.2057 233,652.46	1,480.60	-18,347.26	8,883.60	4.13%
Total Fixed Income-Muni		1,870,000	\$1,809,155.25	\$1,905,393.24	\$11,712.93	-\$96,237.99	\$46,647.15	2.58%

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



ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
U S TREASURY NOTE CPN 2.500% DUE 05/15/24 DTD 05/15/14 FC 11/15/14 CUSIP: 912828WJ5 <i>Original Cost: 251,268.32</i>	Moody: Aaa Cash	250,000	99.4100 248,525.00	100.0521 250,130.13	1,837.23	-1,605.13	6,250.00	2.51%
U S TREASURY NOTE CPN 3.000% DUE 06/30/24 DTD 06/30/22 FC 12/31/22 CUSIP: 91282CEX5	Moody: Aaa Cash	100,000	99.2230 99,223.00	99.5147 99,514.72	502.75	-291.72	3,000.00	3.02%
ROGERS MEM HOSP INC BOND CPN 2.383% DUE 07/01/24 DTD 08/28/19 FC 01/01/20 CUSIP: 775200AE8 <i>Original Cost: 104,880.00</i>	S&P: A Cash	100,000	98.8550 98,855.00	100.4356 100,435.63	397.17	-1,580.63	2,383.00	2.41%
WESTERN ASSET MTG CAP CORP SR CONV NOTE CPN 6.750% DUE 09/15/24 DTD 09/14/21 FC 03/15/22 CALL 06/15/24 @ 100.000 CUSIP: 95790DAD7	Cash	175,000	99.0000 173,250.00	99.7229 174,515.00	5,446.88	-1,265.00	11,812.50	6.82%
U S TREASURY NOTE CPN 2.250% DUE 10/31/24 DTD 10/31/17 FC 04/30/18 CUSIP: 9128283D0 <i>Original Cost: 103,230.00</i>	Moody: Aaa Cash	100,000	98.0700 98,070.00	100.7845 100,784.49	754.12	-2,714.49	2,250.00	2.29%
SOUTHERN CA EDISON CO 1ST & RFDG MTG BOND SER E CPN 3.700% DUE 08/01/25 DTD 08/02/18 FC 02/01/19 CALL 06/01/25 @ 100.000 CUSIP: 842400GN7 <i>Original Cost: 150,425.00</i>	S&P: A- Moody: A2 Cash	150,000	97.7300 146,595.00	100.1237 150,185.59	462.50	-3,590.59	5,550.00	3.79%
SOCIETE GENERALE UNSECD MEDIUM TERM NOTE STEP CPN 1.150% DUE 08/19/25 DTD 08/19/20 FC 02/19/21 CALL 05/19/24 @ 100.000 CUSIP: 83369MD25	S&P: A Moody: A1 Cash	50,000	93.1230 46,561.50	98.5100 49,255.00	19.17	-2,693.50	575.00	1.23%

ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁵</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
REALTY INCOME CORP NOTE CPN 4.625% DUE 11/01/25 DTD 11/01/21 FC 05/01/22 CALL 09/01/25 @ 100.000 CUSIP: 756109BE3	S&P: A- Moody: A3 Cash	200,000	98.7900 197,580.00	99.7385 199,477.00	3,083.33	-1,897.00	9,250.00	4.68%
BMO HARRIS BANK NA CHICAGO IL CD FDIC #16571 CLLB CPN 3.000% DUE 11/26/25 DTD 05/26/22 FC 08/26/22 CALL 05/26/24 @ 100.000 CUSIP: 05600XFJ4	Cash	145,000	97.0460" 140,716.70	100.0000 145,000.00	47.67	-4,283.30	4,350.00	3.09%
SIMON PPTY GRP LP NOTE CPN 3.300% DUE 01/15/26 DTD 01/13/16 FC 07/15/16 CALL 10/15/25 @ 100.000 CUSIP: 828807CW5 <i>Original Cost: 131,249.00</i>	S&P: A- Moody: A3 Cash	120,000	96.4970 115,796.40	103.7430 124,491.56	506.00	-8,695.16	3,960.00	3.42%
MORGAN STANLEY SR NOTE CPN 3.875% DUE 01/27/26 DTD 01/27/16 FC 07/27/16 CUSIP: 61746BDZ6 <i>Original Cost: 100,291.00</i>	S&P: A- Moody: A1 Cash	100,000	97.5120 97,512.00	100.1694 100,169.40	365.97	-2,657.40	3,875.00	3.97%
LEGG MASON INC SR NOTE CPN 4.750% DUE 03/15/26 DTD 03/22/16 FC 09/15/16 CUSIP: 524901AV7 <i>Original Cost: 130,942.50</i>	S&P: A Moody: A2 Cash	125,000	99.3660 124,207.50	102.6088 128,261.05	2,737.85	-4,053.55	5,937.50	4.78%
CUSTOMERS BANK PHOENIXVILLE PA CD FDIC #34444 CPN 5.000% DUE 03/31/26 DTD 03/31/23 FC 09/30/23 CUSIP: 23204HNV6	Cash	140,000	100.6400" 140,896.00	100.0000 140,000.00	2,934.25	896.00	7,000.00	4.97%

ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
BANK AMERICA CORP SR NOTE CPN 3.500% DUE 04/19/26 DTD 04/19/16 FC 10/19/16 CUSIP: 06051GFX2 <i>Original Cost: 105,286.00</i>	S&P: A- Moody: A1 Cash	100,000	96.9830 96,983.00	102.7976 102,797.63	1,283.33	-5,814.63	3,500.00	3.61%
FEDL HOME LOAN BANK BOND CPN 0.940% DUE 05/26/26 DTD 05/26/21 FC 11/26/21 CALL 11/26/21 @ 100.000 CUSIP: 3130AMH39	S&P: AA+ Moody: Aaa Cash	135,000	91.9840 124,178.40	100.0000 135,000.00	334.88	-10,821.60	1,269.00	1.02%
BROOKFIELD FIN INC GTD NOTE CPN 4.250% DUE 06/02/26 DTD 06/02/16 FC 12/02/16 CALL 03/02/26 @ 100.000 CUSIP: 11271LAA0	S&P: A- Moody: A3 Cash	115,000	98.1670 112,892.05	98.1793 112,906.25	1,208.30	-14.20	4,887.50	4.33%
FEDL FARM CREDIT BANK BOND CPN 0.900% DUE 06/15/26 DTD 06/15/21 FC 12/15/21 CALL 03/07/24 @ 100.000 CUSIP: 3133EMH21	S&P: AA+ Moody: Aaa Cash	50,000	91.7170 45,858.50	99.8897 49,944.87	95.00	-4,086.37	450.00	0.98%
FEDL HOME LOAN BANK BOND CPN 5.125% DUE 01/11/27 DTD 01/11/24 FC 07/11/24 CALL 10/11/24 @ 100.000 CUSIP: 3130AYFY7 <i>Original Cost: 125,893.75</i>	S&P: AA+ Moody: Aaa Cash	125,000	99.7690 124,711.25	100.5860 125,732.45	889.76	-1,021.20	6,406.25	5.14%
U S TREASURY NOTE CPN 2.250% DUE 02/15/27 DTD 02/15/17 FC 08/15/17 CUSIP: 912828V98 <i>Original Cost: 101,787.19</i>	Moody: Aaa Cash	98,000	93.9840 92,104.32	102.2906 100,244.76	90.87	-8,140.44	2,205.00	2.39%

ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
FEDL HOME LOAN BANK BOND CPN 2.010% DUE 02/25/27 DTD 02/25/22 FC 08/25/22 CALL 05/25/22 @ 100.000 CUSIP: 3130AQUD3	S&P: AA+ Moody: Aaa Cash	100,000	92.8220 92,822.00	98.7550 98,755.00	33.50	-5,933.00	2,010.00	2.17%
STATE BANK OF INDIA NEW YORK NY CD FDIC #33682 CPN 2.200% DUE 03/10/27 DTD 03/10/22 FC 09/10/22 CUSIP: 856285J36	Cash	59,000	94.3320* 55,655.88	100.0000 59,000.00	615.22	-3,344.12	1,298.00	2.33%
FEDL HOME LOAN MTG CORP MEDIUM TERM NOTE CPN 5.270% DUE 06/30/27 DTD 11/27/23 FC 05/27/24 CALL 05/30/24 @ 100.000 CUSIP: 3134H1KS1 <i>Original Cost: 100,680.00</i>	S&P: AA+ Moody: Aaa Cash	100,000	100.0360 100,036.00	100.3365 100,336.54	1,376.06	-300.54	5,270.00	5.27%
CANADIAN IMPERIAL BANK SR GBL MEDIUM TERM NOTE CPN 5.250% DUE 12/30/27 DTD 12/30/22 FC 06/30/23 CALL 12/30/24 @ 100.000 CUSIP: 13607XEB9 <i>Original Cost: 141,804.70</i>	S&P: A- Moody: A2 Cash	140,000	99.2600 138,964.00	100.6587 140,922.18	1,245.42	-1,958.18	7,350.00	5.29%
FEDL HOME LOAN BANK BOND CPN 5.625% DUE 11/27/28 DTD 11/30/23 FC 05/27/24 CALL 11/27/24 @ 100.000 CUSIP: 3130AXX37 <i>Original Cost: 151,497.50</i>	S&P: AA+ Moody: Aaa Cash	150,000	100.0290 150,043.50	100.7552 151,132.74	2,132.81	-1,089.24	8,437.50	5.62%
Total Fixed Income-Other		2,927,000	\$2,862,037.00	\$2,938,991.99	\$28,400.04	-\$76,954.99	\$109,276.25	3.82%

Principal Protected Notes are subject to the credit risk of the issuer. Principal Protected Market Linked CDs are subject to applicable limits.



ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Stifel Smart Rate Program	<i>Symbol/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
STIFEL SMART RATE STIFEL BANK ID: 998606107 <i>Interest Option: Reinvest</i>	Cash	160,985.220	1.0000 160,985.22	1.0000 160,985.22	0.00	8,049.26	5.00%
STIFEL SMART RATE STIFEL BANK & TRUST ID: 998606305 <i>Interest Option: Reinvest</i>	Cash	230,078.520	1.0000 230,078.52	1.0000 230,078.52	0.00	11,503.92	5.00%
Total Stifel Smart Rate Program			\$391,063.74	\$391,063.74	\$0.00	\$19,553.18	5.00%
<i>Stifel Smart Rate is a FDIC insured bank deposit held in Stifel's name for the benefit of clients, not cash held in your securities account and not covered by SIPC.</i>							
Total Portfolio Assets - Held at Stifel			\$5,062,255.99	\$5,235,448.97	-\$173,192.98	\$175,476.58	3.47%
Total Net Portfolio Value			\$5,278,402.53	\$5,451,595.51	-\$173,192.98	\$176,125.02	3.34%

FOOTNOTE DEFINITIONS

- ⁶ **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.
- ¹⁰ 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.
- ¹⁵ There will be no secondary market for Stifel Fixed Yield time deposits. An early withdrawal penalty of the lessor of 90 days interest or half of the interest earned for the amount withdrawn will apply. For complete terms, please contact your Financial Advisor.
- " The price assigned to this instrument may have been provided by a national pricing service and is derived from a 'market-driven pricing model.' This price may not be the actual price you would receive in the event of a sale prior to the maturity of the C.D. Additional information is available upon request.



ACTIVITY SUMMARY				CASH EQUIVALENTS		
Type of Activity	Activity	Year-to-date	This period	Cash	Cash Sweep	Margin
Opening Balance - Net Cash Equivalents			\$7,062.25	\$0.00	\$7,062.25	\$0.00
Buy and Sell Transactions	Assets Bought	-129,172.37	-1,513.17	-1,513.17		
	Assets Sold/Redeemed	309,426.67	200,000.00	200,000.00		
Deposits	Deposits Made To Your Account					
Withdrawals	Withdrawals From Your Account					
Income and Distributions	Income and Distributions	33,558.72	10,597.46	10,597.46		
Cash Sweep Activity	Cash Sweep Activity			-209,084.29	209,084.29	
Margin Interest	Margin Interest Charged					
Other	Other Transactions					
Cash Management Activity	Card Activity					
	ACH/ATM Activity					
Checkwriting Activity	Checks You Wrote					
Closing Balance - Net Cash Equivalents			\$216,146.54	\$0.00	\$216,146.54	\$0.00
Securities Transferred	Securities Transferred In/Out					

ACTIVITY DETAILS				CASH EQUIVALENTS				
			This period	Cash	Cash Sweep	Margin		
Opening Balance - Net Cash Equivalents			\$7,062.25	\$0.00	\$7,062.25	\$0.00		
Assets Bought								
Date	Activity	Quantity	Price	Description	Total	Cash	Cash Sweep	Margin
2/26/2024	Interest Reinvest	622.910		STIFEL SMART RATE STIFEL BANK ID: 998606107	-622.91	-622.91		
	****note****			REINVEST AT 1.000				
2/26/2024	Interest Reinvest	890.260		STIFEL SMART RATE STIFEL BANK & TRUST ID: 998606305	-890.26	-890.26		
	****note****			REINVEST AT 1.000				
Total Assets Bought					-\$1,513.17	-\$1,513.17		



ACTIVITY DETAILS continued

CASH EQUIVALENTS continued

Assets Sold/Redeemed

<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>
2/28/2024	Redemption	-200,000.000		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	200,000.00	200,000.00		
Total Assets Sold/Redeemed					\$200,000.00	\$200,000.00		

Income and Distributions

<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>
2/1/2024	Interest			SOUTHERN CA EDISON CO 1ST & RFDG MTG BOND SER E CPN 3.700% DUE 08/01/25 DTD 08/02/18 FC 02/01/19 020124 150,000 CUSIP: 842400GN7	2,775.00	2,775.00		
2/15/2024	Interest			AMARILLO TX HOTEL OCCUP TAX REV AGM B/E TXBL CPN 3.070% DUE 08/15/24 DTD 03/15/16 FC 02/15/17 021524 75,000 CUSIP: 023039AF7	1,151.25	1,151.25		
2/15/2024	Interest			U S TREASURY NOTE CPN 2.250% DUE 02/15/27 DTD 02/15/17 FC 08/15/17 021524 98,000 CUSIP: 912828V98	1,102.50	1,102.50		
2/20/2024	Interest			SOCIETE GENERALE UNSECD MEDIUM TERM NOTE STEP CPN 1.150% DUE 08/19/25 DTD 08/19/20 FC 02/19/21 022024 50,000 CUSIP: 83369MD25	287.50	287.50		



ACTIVITY DETAILS continued

CASH EQUIVALENTS continued

Income and Distributions continued

<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>
2/26/2024	Interest		BMO HARRIS BANK NA CHICAGO IL CD FDIC #16571 CLLB CPN 3.000% DUE 11/26/25 DTD 05/26/22 FC 08/26/22 022624 145,000 CUSIP: 05600XFJ4	1,096.44	1,096.44		
2/26/2024	Interest		FEDL HOME LOAN BANK BOND CPN 2.010% DUE 02/25/27 DTD 02/25/22 FC 08/25/22 CALL 05/25/24 @ 100,000 022524 100,000 CUSIP: 3130AQUD3	1,005.00	1,005.00		
2/26/2024	Interest		STIFEL SMART RATE STIFEL BANK 022324 160,362.31000 ID: 998606107	622.91	622.91		
2/26/2024	Interest		STIFEL SMART RATE STIFEL BANK & TRUST 022324 229,188.26000 ID: 998606305	890.26	890.26		
2/28/2024	Interest		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 022824 200,000 CUSIP: 05580AVB7	1,663.56	1,663.56		
2/29/2024	Interest		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM 022924 216,146 CUSIP: 09999844	3.04	3.04		
Total Income and Distributions				\$10,597.46	\$10,597.46		

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>
2/2/2024	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-2,775.00	2,775.00	



ACTIVITY DETAILS continued

CASH EQUIVALENTS continued

Cash Sweep Activity continued

<i>Date</i>	<i>Activity</i>	<i>Description</i>	<i>Total</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
2/16/2024	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-2,253.75	2,253.75	
2/21/2024	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-287.50	287.50	
2/27/2024	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-2,101.44	2,101.44	
2/29/2024	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-3.04	3.04	
2/29/2024	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-201,663.56	201,663.56	
Total Cash Sweep Activity			\$0.00	-\$209,084.29	\$209,084.29	
			<i>This period</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
Closing Balance - Net Cash Equivalents			\$216,146.54	\$0.00	\$216,146.54	\$0.00

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>
Fixed Income-Other							
BMW BANK OF NORTH AMER SALT LAKE CITY UT CD CUSIP: 05580AVB7	REDEEMED	02/25/20	02/28/24	200,000	200,000.00	200,000.00	N/A (LT)
Total Fixed Income-Other					\$200,000.00	\$200,000.00	\$0.00
Total Realized Gains/(-)Losses					\$200,000.00	\$200,000.00	\$0.00
Total Net Short-Term (ST)					\$0.00	\$0.00	\$0.00
Total Net Long-Term (LT)					\$200,000.00	\$200,000.00	\$0.00
Total Net Other-Term (OT)					\$0.00	\$0.00	\$0.00

** 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 \$3.04. The rate at month-end was 0.30%.

Description	Location	Previous Month Value	Current Month Value
Stifel Trust Company NA	St. Louis, MO	\$7,062.16	\$216,146.45
Stifel Bank	St. Louis, MO	\$0.09	\$0.09
Closing Balance - Stifel Insured Bank Deposit Program			\$216,146.54

Stifel Smart Rate Program

Amount(s) listed below include accrued interest in the amount of \$1,513.17.* The rate at month-end for the Stifel Smart Rate Program was 4.75%.

Description	Location	Previous Month Value	Current Month Value
Stifel Bank & Trust	St. Louis, MO	\$229,188.26	\$230,078.52
Stifel Bank	Clayton, MO	\$160,362.31	\$160,985.22
Closing Balance - Stifel Smart Rate Program			\$391,063.74**

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 or from your Financial Advisor.

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

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

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

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Certain Definitions

"Stifel" means Stifel, Nicolaus & Company, Incorporated, Member SIPC and NYSE.

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

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

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

Account Disclosures

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

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

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

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

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

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

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

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

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

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

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

SIPC Protection – Stifel is a member of the Securities Investor Protection Corporation (SIPC). SIPC coverage protects securities customers of its members up to \$500,000 (including \$250,000 for claims for cash). An explanatory brochure is available upon request or at www.sipc.org, or investors may contact SIPC at (202) 371-8300. Stifel has purchased additional securities coverage of \$149,500,000 and cash coverage of \$900,000 for a total of \$150,000,000 of securities coverage and \$1,150,000 of cash coverage, subject to the terms and conditions of the policy, with an aggregate limit of \$300,000,000. (For more information, visit: www.stifel.com/disclosures/asset-protection.) 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.





Account Disclosures Continued

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

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

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

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

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

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

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

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

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

ERISA Section 408(b)(2) Notice – For Service Provider Fee Disclosures under ERISA 408(b)(2), please see www.stifel.com/disclosures/ERISA. 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), including (but not limited to) a discussion of the various conflicts of interest to which our firm may be subject in the provision of investment advisory services to you.



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



octreasurer.com/publicfunds

February 29, 2024

ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

Fund Number : [REDACTED]

FEBRUARY 2024 STATEMENT

Transactions

<u>Transaction Date</u>	<u>Transaction Description</u>	<u>Authorized Signer</u>	<u>Amount</u>
02/01/2024	January 2024 Investment Admin Fee		\$ (77.25)
02/22/2024	November 2023 Interest Paid		\$ 6,440.80

Summary

Total Deposit:	\$	6,440.80	Beginning Balance:	\$	1,811,201.70
Total Withdrawal:	\$	(77.25)	Ending Balance:	\$	1,817,565.25

California State Treasurer
Fiona Ma, CPA



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

March 11, 2024

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

ORANGE COUNTY VECTOR CONTROL DISTRICT

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

[Tran Type Definitions](#)



Account Number: XXXXXXXXXX

February 2024 Statement

Account Summary

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



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

April 18, 2024

AGENDA REPORT

AGENDA ITEM E.4

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

Agenda Title:

Adopt Resolution No. 573 to Direct the Preparation of the Engineer's Reports for Fiscal Year 2024-25 for the Orange County Mosquito and Vector Control District, Vector Surveillance and Control Assessment District (District No. 1) and the Mosquito, Fire Ant and Disease Control Assessment (District No. 2)

Recommended Action:

To adopt Resolution No. 573 to direct SCI Consulting Group to prepare the Engineer's Reports for both 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) for fiscal year 2024-25.

Executive Summary:

The Orange County Mosquito and Vector Control District (the "District") is authorized, pursuant to the authority provided in Health and Safety Code Section 2082 (previously Section 2291.2), to institute property assessments for the financing and execution of vector surveillance and control projects.

Prior to 1990, District revenues were generated almost entirely from a portion of ad-valorem property taxes, pursuant to taxing calculations put in place in 1978 when Proposition 13 was approved by California voters. In the early 1990s, the state of California needed to balance its budget due to substantial revenue deficits resulting from poor economic conditions. In order to balance its budget, the state of California shifted property taxes earmarked for cities and special districts to fund state programs, including K-12 education. This revenue shift resulted in more than \$1.0M in District property tax revenues being transferred to the state. As a result of the authority given by the Health and Safety Code, the District formed the "Vector Surveillance and Control Assessment District ("AD#1)" in fiscal year (FY) 1990-91 to replace revenues lost by the transfer of property taxes to the state.

At the time AD#1 was established in FY 1990-91, the maximum rate per equivalent dwelling unit (EDU) was capped at \$10.00, plus any additional annual fluctuations resulting in adjustments to the Consumer Price Index (CPI). Between the establishment of AD#1 in 1990 and 1996, the authorized assessment ranged from a low of \$ 0.90 to a high of \$ 3.18/EDU. On July 18, 1996, the Board of Trustees adopted Resolution No. 215. This action imposed a fee of \$1.92 for each of the approximately 800,000 properties in Orange County for vector control efforts. Since 1996, the District has not adjusted AD#1 from its 1996 rate of \$1.92/EDU, even though the CPI for the Orange County area has increased over 76% since that time. For the current fiscal year ending June 30, 2024, AD#1 is expected to generate \$1.58 million in District revenues.

In 1999 invasive Red Imported Fire Ants (RIFA) were introduced to Orange County and in 2004 West Nile virus (WNV) emerged as a disease threat. Due to these developing threats, the District presented to the voters a second assessment, the "Mosquito, Fire Ant and Disease Control Assessment District (AD#2)," to provide the services necessary to control RIFA and help prevent the spread of WNV. AD#2 was passed by property owners and was established in FY 2004-05.

AD#2 includes language allowing for the assessment to increase annually, based upon the CPI, by a maximum of 3%, including the provision that in the event that the annual change in the CPI exceeds 3%, any percentage change in excess of 3% can be cumulatively reserved as the "Unused CPI" and can be added to the annual change in the CPI for years in which the CPI change is less than 3%. In FY 2004-05, AD#2 was established with a base fee of \$5.42/EDU. Due to CPI increases and fluctuations in the assessment, the FY 2023-24 rate was established and assessed at \$8.55/EDU, an increase of \$2.88 (16 cents/year) per EDU over the 19 intervening years. The current FY 2023-2024 assessment rate of \$8.55 /EDU was adopted by the Board in 2023. For the current fiscal year ending June 30, 2024, AD#2 is expected to generate \$7.64 million in revenue.

Both AD#1 and AD#2 were established to augment the initial funding source for the District (that portion of the ad-valorem 1% property taxes) associated with new services. The biggest structural change to the District's operation occurred in 1999 with the introduction of RIFA, and again in 2004 when West Nile virus became endemic to Orange County. The emergence of invasive *Aedes aegypti* mosquitoes and their march through Orange County present new challenges that the District is addressing through prevention and education programs, as well as the beginning stages of a Sterilized Insect Technique known as irradiation. The funding needs for addressing *Aedes* mosquitoes will need to be addressed as long-term control strategies are developed.

The assessments for both Assessment Districts are levied annually. Pursuant to the ballot and assessment formation provisions, each year, the maximum authorized assessment rate for AD#2 increases by the change in the Los Angeles-Riverside-Orange County Area Consumer Price Index, not to exceed 3 percent per year, with the provision that in the event that the annual change in the CPI exceeds 3%, any percentage change in excess of 3% can be cumulatively reserved as the "Unused CPI" and can be added to the annual change in the CPI for years in which the CPI change is less than 3%. Each year the District's Board can decide to levy the actual assessment rate at any amount up to, but not exceeding, the maximum authorized rate. The table, below, summarizes the maximum authorized assessment rate and annual revenue from each AD#2 fee since FY 2004-05.

As noted above, the assessment for the current FY 2023-24 is \$8.55. For FY 2024-25, the assessment rate is proposed at \$8.81, to adjust the AD#2 assessment to reflect the maximum authorized rate of \$8.81/EDU based upon CPI. The final proposed assessment rate will be brought back to the Board at a public hearing in May 2024.

Additionally, and at the Board's direction, the District's Reserve Policy was amended in FY 2018-19 to provide a \$500,000 annual contribution to the District's Capital Building fund for future facility needs.

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

SCI Consulting Group is under contract to provide these services and under a year-to-year agreement. Total cost, per the contract with SCI, for FY 2024-25 is \$28,080.

If the Board so directs, SCI Consulting Group will prepare and update the Engineer's Reports and assessment rolls for both assessments. The Engineer's Reports will include the proposed budget for the assessments for FY 2024-25 and the updated proposed assessments for each parcel in each assessment district. After the Engineer's Reports and assessment rolls are completed, they will be brought back to the Board for review and consideration. If the Board preliminarily approves the Reports, a noticed public hearing will be scheduled for the May meeting of the Board of Trustees and held to allow the public to provide input on the proposed budgets, services and assessments, and to allow the Board to make a final decision on the continuation of these important assessments.

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, shortly after, in 2020, the COVID-19 world-wide pandemic and associated economic uncertainty, delayed progress on this item. While COVID-19 has become endemic, the 2024 election year has proposed legislation that may impact how local agencies assess and collect fees. Unfortunately, mosquitoes and other vectors don't comply with boundaries, and will continue to spread disease and impact our County. Invasive *Aedes*, and the local transmission of dengue in Los Angeles County create an even more urgent need for planning for long-term resources.

Strategic Plan Compliance:

PRIORITY AREA 11: Fiscal Responsibility/Financial

GOAL 11.1: Conduct the Business and Operational Functions of the District in the most cost efficient and effective manner that prioritizes both fiscal and fiduciary responsibility to the residents of Orange County.

Fiscal Impact:

What Amount is being requested? N/A

Is the Amount Requested Budgeted in the Current Fiscal Year?

If No, What Funds Are Requested?

Previous Relevant Board Actions for This Item

Exhibits:

Exhibit A: Resolution No. 573

RESOLUTION NO. 573

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

**DIRECTING THE PREPARATION OF THE 2024-25 ENGINEER'S REPORTS
FOR THE ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT, VECTOR
SURVEILLANCE AND CONTROL ASSESSMENT DISTRICT (DISTRICT NO. 1)
AND FOR THE MOSQUITO, FIRE ANT AND DISEASE CONTROL
ASSESSMENT DISTRICT (DISTRICT NO. 2)**

WHEREAS, the Orange County Mosquito and Vector Control District ("District") is authorized, pursuant to the authority provided in Health and Safety Code Section 2082 (previously Section 2291.2), to levy assessments for the financing and execution of vector surveillance and control projects; and

WHEREAS, such vector surveillance and control services provide tangible health benefits, reduced nuisance benefits and other special benefits to the public and properties within the areas of service; and

WHEREAS, in 1991 the District formed an assessment district designated the "Vector Surveillance and Control Assessment District," (hereinafter sometimes referred to as "District No. 1"), and is primarily described as encompassing the boundaries of Orange County and;

WHEREAS, the District also initiated a "Mosquito, Fire Ant and Disease Control Assessment District" (hereinafter sometimes referred to as "District No. 2"), which was created by a ballot proceeding by Resolution No. 274 passed on August 5, 2004.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Orange County Mosquito and Vector Control District that:

SECTION 1. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare Engineer's Reports in accordance with Article XIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Reports with the District for submission to the Board of Trustees.

SECTION 2. SCI Consulting Group shall prepare all resolutions and engineering reports and do all other necessary work to implement both assessments (Districts No. 1 and 2) for Fiscal Year 2024-25 and will field all inquiries from property owners and others about such assessments.

SECTION 3. This Resolution is effective upon its adoption.

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 18th day of April 2022, at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

Craig Green, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees of the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on April 18, 2024:

APPROVED AS TO FORM:

Robert Ruesch, Secretary

Alan R. Burns, District Counsel



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

April 18, 2024

AGENDA REPORT

AGENDA ITEM E.5

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

Agenda Title:

Approve the Fiscal Year 2022-23 Audited Financial Statements

Recommended Action:

The District Manager recommends that the Board of Trustees receive and file the Audited Basic Financial Statements dated June 30, 2023, and the Audit Committee Letter for Fiscal Year 2022-23.

Executive Summary:

The District's contracted auditing firm, Clifton Larson Allen, LLP, has completed the independent audit for the Fiscal Year (FY) ended June 30, 2023. The audited basic financial statements along with the independent auditor's report and the report on internal control over financial reporting and compliance are included. The independent auditor's report indicates that the financial statements present fairly in all material aspects, the financial position, and activities of the District as of and for the year ending June 30, 2023. The report on internal control financial reporting is included in this agenda item. In accordance with Government Auditing Standards, this report discloses any non-compliance issues that the auditor encountered during the audit; it also discusses the District's internal controls over financial reporting. The auditor did not identify any material weaknesses in internal control. A material weakness is a deficiency or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement would not be prevented or detected and corrected in a timely manner.

Within the basic financial statement, **Exhibit A**, is a management's discussion and analysis (MD&A) that is presented to supplement the readers' review of the basic financial statements. The MD&A is written by management and follows the format prescribed by generally accepted accounting principles for governments. The financial statements, notes, supporting schedules and narrative explanations help to ensure that all fiscal data is presented which may be needed by any persons or groups with an interest in the financial affairs of the District, such as the Board of Trustees, taxpayers, and others. This document reflects the District's commitment to the highest levels of financial reporting by using a format that meets the standards adopted by the Government Accounting Standards Board which is recognized as the authoritative body for the promulgation of standards of financial accounting and reporting for local governments.

Included in this agenda item is **Exhibit B**, Audit Committee Letter, which communicates certain required items regarding the conduct of the audit such as the auditor's level of responsibility, accounting policies adopted, applied, accounting estimates used, and other general accounting topics analyzed during the audit process. This letter reports that no transactions lacked authoritative guidance, all significant transactions have been included in the financial statements, and that there were no difficulties or disagreements when working with management.

The Budget and Finance Committee met prior to the April 18, 2024 Regular Board Meeting to review the financial statements and to present the committee's report at the Board Meeting.

Strategic Plan Compliance:

This action complies with:

PRIORITY AREA 11: Fiscal Responsibility/Financial

Fiscal Impact:

What Amount is being requested? N/A

Is the Amount Requested Budgeted in the Current Fiscal Year?

If No, What Funds Are Requested?

Previous Relevant Board Actions for This Item:

Exhibits:

Exhibit A: Audited Basic Financial Statement with Report on Audit by Independent Certified Public Accountants

Exhibit B: Audit Committee Letter Addressed to the Board of Trustees provided by Clifton Larson Allen LLP

**ORANGE COUNTY MOSQUITO AND
VECTOR CONTROL DISTRICT**

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

YEAR ENDED JUNE 30, 2023

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
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INDEPENDENT AUDITORS' REPORT

Board of Trustees
Orange County Mosquito and Vector Control District
Garden Grove, California

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities and the major fund of the Orange County Mosquito and Vector Control District (the District), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the District, as of June 30, 2023, and the respective changes in financial position and the budgetary comparison statement for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matter - Change in Accounting Principle

As described in Note 1 to the financial statements, effective July 1, 2022, the District adopted new accounting guidance, GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*. Our opinions are not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.


We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the schedule of proportionate share of the net pension liability – CalPERS and OCERS withdrawn plan, the schedule of contributions – pension – CalPERS and OCERS withdrawn plan, the schedule of changes in the net OPEB liability and related ratios, and the schedule of contributions – OPEB, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 8, 2024, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.



CliftonLarsonAllen LLP

Irvine, California
March 8, 2024

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2023**

This section of the financial statements of the Orange County Mosquito and Vector Control District (District) is management's narrative overview and analysis of the financial activities of the District for the fiscal year ended June 30, 2023. We encourage readers to consider the information presented here in conjunction with the District's financial statements and accompanying notes.

Background

The Orange County Mosquito and Vector Control District is a special district originally formed in 1947 as the Orange County Mosquito Abatement District to protect the County from mosquitoes and mosquito-borne diseases. In 1975, the District's name changed to Orange County Vector Control District, and the District assumed responsibility for comprehensive vector control, specifically adding fly and rat control services. Then in 2004, the District established a Red Imported Fire Ant program. In 2015, the District was renamed to Orange County Mosquito and Vector Control District to better identify the District's purpose.

The District's operation is overseen by a 35-member Board of Trustees with one member appointed by each of the 34 cities within the District's boundaries and one member appointed by the County of Orange.

Financial Highlights

The comparisons in the discussion and analysis below are between FY 2021-22 and FY 2022-23. All increases and decreases are expressed relative to FY 2021-22 amounts.

Government-wide Financial Statements

- At the close of the fiscal year, the assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$36.9 million (net position). Of this amount, \$29.1 million may be used to meet the District's ongoing obligations to citizens and creditors (unrestricted net position).
- The District's revenues of \$18.4 million exceeded expenses of \$15.7 million, resulting in an increase to net position of \$2.7 million from the year's activities.

Fund Financial Statements

- As of June 30, 2023, the District's governmental funds reported an ending fund balance of \$31.6 million, an increase of \$3.8 million over the prior year. Of this amount, \$12.6 million is available for spending at the District's discretion (unassigned fund balance).

Overview of the Basic Financial Statements

This discussion and analysis serves as an introduction to the District's basic financial statements, which are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the basic financial statements.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the District's finances in a manner similar to a private-sector business. In accordance with governmental accounting standards, the District's government-wide financial statements include a Statement of Net Position and a Statement of Activities.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2023**

The Statement of Net Position presents information on all of the District's assets, deferred inflows of resources, liabilities, deferred outflows of resources, and net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating. The Statement of Net Position also provides the basis for evaluating the capital structure and assessing the liquidity and financial flexibility of the District.

The Statement of Activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave). This statement measures the success of the District's activities over the past year and can be used to determine whether the District has successfully recovered all of its costs.

The government-wide financial statements are in this report's financial section immediately following the Management's Discussion and Analysis (MD&A), beginning on page 13.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the District's funds are reported within the category of governmental funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

All of the District's governmental activity is reported in the General Fund, and the District adopts an annual appropriated budget for the General Fund. A budgetary comparison statement has been provided to demonstrate compliance with this budget.

The governmental fund financial statements are found in the financial section of this report following the government-wide financial statements, beginning on page 15.

Notes to the basic financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the basic financial statements are found in the financial section of this report following the fund financial statements, beginning on page 20.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2023**

Government-wide Financial Analysis

Over time, the increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating. Following is a table that compares the District's net position at the end of the current and prior fiscal years.

Net Position – Governmental Activities

	6/30/2022*	6/30/2023
Current and other assets	\$29,206,220	\$33,070,560
Net pension assets	5,501,623	-
Capital assets	5,126,821	5,015,753
Total assets	39,834,664	38,086,313
Deferred outflows	2,538,254	5,562,573
Total deferred outflows	2,538,254	5,562,573
Long-term liabilities	1,628,024	4,321,641
Other liabilities	592,526	621,396
Total liabilities	2,220,550	4,943,037
Deferred inflows	5,925,939	1,766,941
Total deferred inflows	5,925,939	1,766,941
Net investment in capital assets	5,067,183	4,983,086
Restricted	8,186,475	2,857,035
Unrestricted	20,972,771	29,098,787
Total net position	\$34,226,429	\$36,938,908

*Certain data has been reclassified to conform to the current year's presentation.

At June 30, 2023, assets and deferred outflows exceed liabilities and deferred inflows, resulting in a net position of \$36.9 million. The District's net position is comprised of three categories: net investment in capital assets, restricted net position, and unrestricted net position.

Net investment in capital assets: An important component of net position is capital assets (e.g., land, structures, and vehicles). The District's net investment in capital assets is \$5.0 million, representing 13 percent of the total net position at fiscal year-end. The District uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

Restricted net position: The portion of the District's net position that represents resources subject to external restrictions on how they may be used totals \$2.8 million, or 8 percent of total net position.

Unrestricted net position: The remainder of the District's net position is categorized as unrestricted, totaling \$29.1 million or 79 percent of total net position. Unrestricted net position may be used to meet the District's ongoing obligations to citizens and creditors.

Following is a summary of the government-wide Statement of Activities. This table illustrates the \$2.7 million increase in the District's net position resulting from revenues of \$18.4 million exceeding expenses of \$15.7 million. Discussion regarding significant changes in revenue and expenses follows the table.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2023**

Change in Net Position – Governmental Activities

	6/30/2022	6/30/2023
Program revenues:		
Charges for services	\$ 477,440	\$ 388,573
Operating contributions and grants	191,012	7,355
General revenues:		
Property taxes and assessments	16,219,508	17,379,304
Investment income	(687,622)	553,787
Other revenues	28,828	100,311
Total revenues	16,229,166	18,429,330
Expenses:		
General government	1,343,096	651,830
Health and sanitation	9,431,744	15,062,636
Interest	-	2,385
Total expenses	10,774,840	15,716,851
Increase/(decrease) in net position	5,454,326	2,712,479
Net position - July 1	28,772,103	34,226,429
Net position - June 30	\$34,226,429	\$36,938,908

Overall, revenues increased by \$2.2 million while expenses increased by \$4.9 million. Key elements of the changes in revenues and expenses include:

Revenues

Government-wide property tax revenues and assessments increased by \$1.2 million as a result of 1) an increase in ad valorem property taxes due to a rise in assessed value and 2) an increase in assessment revenue due to an increase in the assessment district rate. The benefit assessment rates remained the same for Assessment District No. 1 at \$1.92 per parcel while Assessment District No. 2 rates increased from \$7.70 to \$8.30 per parcel.

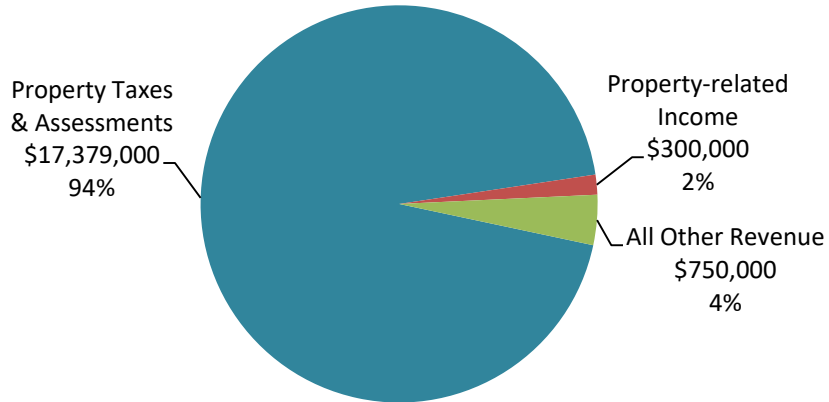
Investment income increased by \$1.2 million mainly due to unrealized gains at the end of the current year as opposed to unrealized losses at the end of the prior year. At year-end, the difference between the market and book value of investments is recorded as an unrealized gain or loss and is recorded as a component of interest revenue.

Expenses

Government-wide expenses increased by \$4.0 million as a result of changes in the net pension liability/asset, net OPEB liability, and related changes for deferred outflows of resources and deferred inflows of resources. In addition, there was a \$0.4 million increase for contributions to the OPEB trust and a \$0.4 million increase to technical services due to the new Sterilized Insect Technique study.

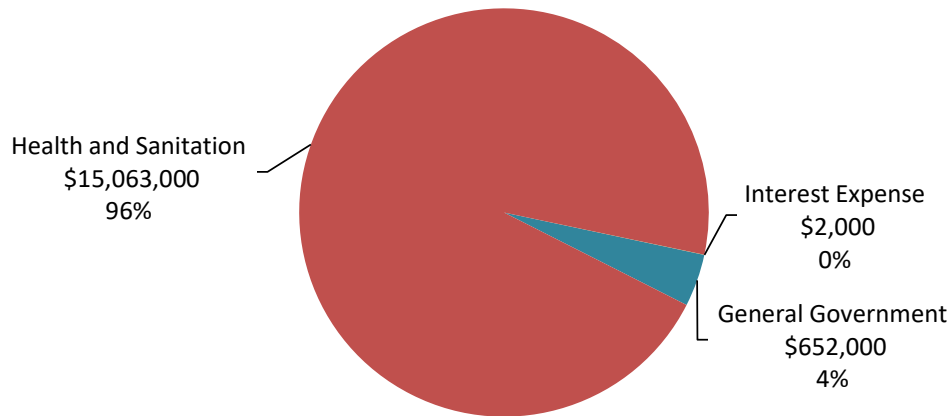
**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2023**

Revenues by Source - Government-wide



As identified in the revenue graph, nearly all of the District's revenues come from the District's share of the ad valorem property tax and property tax assessments. Of the \$17.4 million property tax and assessment revenue, 49 percent is from the District's share of the ad valorem property tax and similar distributions while the remaining 51 percent is from the District's property tax benefit assessments.

Expenses by Function - Government-wide



The District's expenses totaled \$15.7 million in fiscal year 2022-23. Of that total, \$15.1 million (96 percent) was for health and sanitation purposes while the remaining \$0.6 million was for general administrative functions of the District.

During fiscal year 2022-23, the District's Health and Sanitation functional expense category had \$96,000 of program revenues (\$89,000 from charges for services and \$7,000 from operating contributions); the General Government functional expense category had \$300,000 of program revenues (charges for services – property-related income for rental of District property).

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2023**

Financial Analysis of the District's Funds

The focus of governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information may be useful in assessing the District's financial requirements. In particular, unassigned fund balance may serve as a useful measure of the District's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the District's funds reported an ending fund balance of \$31.6 million, an increase of \$3.8 million over the prior year. Revenues of \$18.4 million exceeded expenditures of \$14.6 million.

Approximately 40 percent (\$12.6 million) of the ending fund balance constitutes unassigned fund balance, which means it is available for spending at the District's discretion. The remainder of the ending fund balance is categorized as nonspendable (1 percent of total fund balance), restricted (9 percent of total fund balance), or committed (50 percent of total fund balance), indicating that it is not available for new spending because it has already been designated as:

<u>Nonspendable</u>	
Prepaid items & computer loans	\$ 215,805
<u>Restricted</u>	
Assets held in trust (pension)	2,857,035
<u>Committed</u>	
Retiree medical insurance	90,228
Retirement contingency	305,659
Liability reserve	370,860
Emergency vector control	1,683,790
Habitat remediation	100,002
Facilities improvement	13,386,246

At the end of the current fiscal year the unassigned fund balance of the General Fund was \$12,637,224 while the total fund balance was \$31,646,849. As a measure of liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. The unassigned fund balance represents 87 percent of the year's expenditures while the total fund balance represents 217 percent of expenditures.

Fund balance increased in fiscal year 2022-23 by \$3.8 million while in the prior year, fund balance increased by \$2.4 million. The \$1.4 million increase over FY 2021-22 was a result of higher revenues in FY 2022-23 of \$2.2 million offset by higher expenditures of \$0.8 million.

The reasons for the change in revenues are essentially the same as the reasons for the change in government-wide revenues since the General Fund comprises all of the governmental activities of the District. Ad valorem property taxes increased due to a rise in assessed value and assessment revenue increased due to an increase in the assessment district rate for Assessment District No. 2. The benefit assessment rates remained the same for Assessment District No. 1 at \$1.92 per parcel while Assessment District No. 2 rates increased from \$7.70 to \$8.30 per parcel. In addition, investment income increased by \$1.2 million mainly due to unrealized gains at the end of the current year as opposed to unrealized losses at the end of the prior year. At year-end, the difference between the

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2023**

market and book value of investments is recorded as an unrealized gain or loss and is recorded as a component of interest revenue.

Expenditures increased \$0.8 million due to a \$0.4 million increase for contributions to the OPEB trust and a \$0.4 million increase to technical services due to the new Sterilized Insect Technique study.

Budgetary Highlights

In preparing its budget, the District attempts to estimate its revenues using realistic, but conservative, methods so as to budget its expenditure appropriations and activities in a prudent manner. During the course of the year, the Board of Trustees did not amend the District's originally adopted expenditure budget.

The General Fund balance reflected a positive net budget variance of \$2.8 million when comparing actual amounts to the final budget for the current fiscal year. This amount reflects a positive variance of \$1.2 million in revenues and a positive variance of \$1.6 million in expenditures. The positive revenue variance mainly resulted from actual revenues exceeding the budget for all line items except for intergovernmental revenue. The positive expenditure variance resulted mainly from actual expenditures being less than the final budget in all departments except for the contribution to the retiree medical trust. The most significant variances were in capital outlay and in the technical services and field operations departments.

Capital Asset and Debt Administration

Capital assets. The District's capital assets for governmental activities as of June 30, 2023, total \$5,015,753, net of accumulated depreciation and amortization. This is a net decrease of \$111,068 from June 30, 2022. The capital assets include land, structure and improvements, equipment and furniture, vehicles, and intangible assets. Capital asset additions totaled \$290,213 while depreciation and amortization expense totaled \$401,281. There were no disposals during the year. Additional information on the District's capital assets can be found in the Capital Assets Note (Note 4) of the Notes to Basic Financial Statements.

Capital Assets, net of depreciation and amortization

	6/30/2022*	6/30/2023
Land	\$ 2,010,329	\$ 2,010,329
Structures and improvements	1,576,372	1,459,671
Equipment and furniture	627,544	686,539
Vehicles	852,938	826,547
SBITA assets	59,638	32,667
Total	\$ 5,126,821	\$ 5,015,753

* SBITAs were restated from \$0 to \$59,638 due to implementing GASB 96.

Long-term debt. At the end of the current fiscal year, the District had total debt outstanding of \$4,321,641. Information on employee compensated absences can be found in Note 1(H) and Note 5 of the Notes to Basic Financial Statements. Information on the net pension liability can be found in Note 8 of the Notes to Basic Financial Statements. Information on the net OPEB liability can be found in Note 9 of the Notes to Basic Financial Statements. Information on the SBITA payable can be found Note 5 of the Notes to Basic Financial Statements.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2023**

Outstanding Debt

	6/30/2022*	6/30/2023
Employee compensated absences	\$ 614,003	\$ 626,838
Net pension liability	502,480	3,643,730
Net OPEB liability	451,903	18,406
SBITA payable	59,638	32,667
Total	\$ 1,628,024	\$ 4,321,641

* SBITAs were restated from \$0 to \$59,638 due to implementing GASB 96.

Economic Factors and Next Year's Budget

The District's overall revenues for FY 2023-24 are budgeted to be \$17.7 million while expenditures are budgeted to be \$16.7 million. These budgetary expectations reflect the continuation of program enhancements such as the education and outreach programs, the expansion of the fish program as well as new and innovative programs such as the drone and SIT programs. The FY 2023-24 budget continues the fund balance reserve policy whereby \$500,000 is annually added to the facilities improvement fund balance commitment.

The majority of the funding for the District's programs comes from property taxes and assessments:

- Property taxes are budgeted at \$7.5 million, an increase of \$0.2 million over the prior year.
- Assessments for Assessment District No. 1 will remain at \$1.92 per parcel and are projected to yield \$1.6 million, similar to the prior year.
- Assessments for Assessment District No. 2 will increase from \$8.30 per parcel to \$8.55 per parcel and are projected to yield \$7.6 million.

All other revenues are expected to remain generally stable with the prior fiscal year.

Personnel makes up roughly 72% of the District's overall budget and is expected to increase from \$11.1 million to \$11.2 million which is consistent with prior years

Capital outlay costs are budgeted to be \$678,000 for vehicles and equipment in fiscal year 2023-24. The most significant proposed capital increase is due to the anticipated Facilities TI.

The District's total fund balance is estimated at \$28.4 million as of June 30, 2024.

Requests for Information

This financial report is designed to provide a general overview of the financial position of the Orange County Mosquito and Vector Control District for all those with an interest in the District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Administrative Services Department, 13001 Garden Grove Boulevard, Garden Grove, CA 92843.

BASIC FINANCIAL STATEMENTS

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
STATEMENT OF NET POSITION
JUNE 30, 2023**

	Governmental Activities
ASSETS	
Cash and Cash Equivalents	\$ 28,617,899
Restricted - Cash and Investments Held by Pension Trust	2,857,035
Receivables:	
Accounts	73,342
Taxes	170,121
Accrued Interest	208,533
Due from Other Governments	167,437
Lease	760,388
Loans	1,677
Prepaid Items	214,128
Capital Assets:	
Not Being Depreciated	2,010,329
Net of Depreciation	2,972,757
Net of Amortization	32,667
Total Assets	38,086,313
DEFERRED OUTFLOWS OF RESOURCES	
Deferred Amounts from OPEB	472,197
Deferred Amounts from Pension Plans	5,090,376
Total Deferred Outflows of Resources	5,562,573
LIABILITIES	
Accounts Payable	232,569
Accrued Liabilities	367,924
Deposits Payable	20,903
Noncurrent Liabilities:	
Due Within One Year:	
Compensated Absences	206,857
SBITA Payable	28,049
Due in More Than One Year:	
Compensated Absences	419,981
SBITA Payable	4,618
Net OPEB Liability	18,406
Net Pension Liability	3,595,763
Net Pension Liability - OCERS	47,967
Total Liabilities	4,943,037
DEFERRED INFLOWS OF RESOURCES	
Deferred Amounts from Pension Plans	1,006,553
Deferred Amounts from Lease	760,388
Total Deferred Inflows of Resources	1,766,941
NET POSITION	
Net Investment in Capital Assets	4,983,086
Restricted for Pensions	2,857,035
Unrestricted	29,098,787
Total Net Position	\$ 36,938,908

See accompanying Notes to Basic Financial Statements.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2023**

Functions/Programs	Expenses	Program Revenues			Net (Expense)
		Charges for Services	Operating Contributions and Grants	Capital Contributions and Grants	Revenue and Changes in Net Position
GOVERNMENTAL ACTIVITIES					
General Government	\$ 651,830	\$ 299,610	\$ -	\$ -	\$ (352,220)
Health and Sanitation	15,062,636	88,963	7,355	-	(14,966,318)
Interest Expense	2,385	-	-	-	(2,385)
Total Governmental Activities	<u>\$ 15,716,851</u>	<u>\$ 388,573</u>	<u>\$ 7,355</u>	<u>\$ -</u>	(15,320,923)
GENERAL REVENUES					
Taxes:					
Property Taxes and Assessments, Levied for General Purpose					17,379,304
Investment Income					553,787
Miscellaneous					100,311
Total General Revenues					<u>18,033,402</u>
CHANGE IN NET POSITION					2,712,479
NET POSITION					
Beginning of Year					<u>34,226,429</u>
End of Year					<u>\$ 36,938,908</u>

See accompanying Notes to Basic Financial Statements.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2023**

ASSETS

Cash and Investments	\$ 28,617,899
Restricted - Cash and Investments Held by Pension Trust	2,857,035
Receivables:	
Accounts	73,342
Taxes	170,121
Accrued Interest	208,533
Due from Other Governments	167,437
Lease	760,388
Loans	1,677
Prepaid Items	<u>214,128</u>
Total Assets	<u><u>\$ 33,070,560</u></u>

**LIABILITIES, DEFERRED INFLOWS OF
RESOURCES AND FUND BALANCES**

LIABILITIES

Accounts Payable	\$ 232,569
Accrued Liabilities	367,924
Deposits Payable	<u>20,903</u>
Total Liabilities	621,396

DEFERRED INFLOWS OF RESOURCES

Unavailable Revenues	41,927
Lease	<u>760,388</u>
Total Deferred Inflows of Resources	802,315

FUND BALANCES

Nonspendable:	
Prepaid Items	214,128
Loans	1,677
Restricted:	
Pension Trust	2,857,035
Committed:	
Retiree Medical Insurance	90,228
Retirement Contingency	305,659
Liability Reserve	370,860
Emergency Vector Control	1,683,790
Habitat Remediation	100,002
Facilities Improvements	13,386,246
Unassigned	<u>12,637,224</u>
Total Fund Balances	<u><u>31,646,849</u></u>

Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u><u>\$ 33,070,560</u></u>
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See accompanying Notes to Basic Financial Statements.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
JUNE 30, 2023**

Fund Balances - Total Governmental Funds	\$ 31,646,849
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets, net of depreciation, have not been included as financial resources in the governmental funds' activity.	5,015,753
Long-term liabilities are not available to pay for current-period expenditures and therefore, are not reported in the governmental funds. Long-term liabilities consist of the following:	
Compensated Absences	(626,838)
SBITA Payable	(32,667)
Certain revenues in the governmental funds are deferred inflows of resources because they are not collected within the prescribed time period after year-end. However, these revenues are included in the government-wide statements.	41,927
Pension and OPEB amounts applicable to the District's governmental activities are not due and payable in the current period and, accordingly, are not reported as fund liabilities. Deferred outflows of resources and deferred inflows of resources related to pensions and OPEB are only reported in the Statement of Net Position as the changes in these amounts affects only the government-wide statements for governmental activities.	
Deferred Outflows of Resources Related to OPEB	472,197
Net OPEB Liability	(18,406)
Deferred Outflows of Resources Related to Pensions	5,090,376
Deferred Inflows of Resources Related to Pensions	(1,006,553)
Net Pension Liability	(3,595,763)
Net Pension Liability - OCERS	(47,967)
Net Position of Governmental Activities	\$ 36,938,908

See accompanying Notes to Basic Financial Statements.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2023**

REVENUES

Taxes and Assessments	\$ 17,379,304
Intergovernmental	7,355
Charges for Services	68,257
Investment Income	553,787
Property-Related Income	299,610
Miscellaneous	100,311
Total Revenues	18,408,624

EXPENDITURES

Current:	
General Government	2,457,022
Health and Sanitation	11,777,793
Capital Outlay	320,584
Debt Service:	
SBITA Principal	26,971
SBITA Interest	2,385
Total Expenditures	14,584,755

EXCESS OF REVENUES OVER EXPENDITURES

3,823,869

Fund Balances - Beginning of Year

27,822,980

FUND BALANCES - END OF YEAR

\$ 31,646,849

See accompanying Notes to Basic Financial Statements.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2023**

Net Change in Fund Balances - Total Governmental Funds	\$ 3,823,869
<p>Amounts reported for governmental activities in the Statement of Activities are different because:</p>	
<p>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the costs of those assets are allocated over their estimated useful lives as depreciation/amortization expense. This is the amount by which capital outlays exceeded depreciation/amortization in the current period:</p>	
Capital Outlay	290,213
Depreciation	(374,310)
Amortization	(26,971)
<p>Compensated absences expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.</p>	
	(12,835)
<p>The issuance of SBITAs provides current financial resources to the governmental funds, while the repayment of the principal of SBITAs payable consumes the current financial resources of the governmental funds. Neither transaction, however, has any effect on net position.</p>	
Principal Payments on SBITAs	26,971
<p>Certain revenues in the governmental funds are deferred inflows of resources because they are not collected within the prescribed time period after year-end. However, these revenues are included in the government-wide statements.</p>	
	20,706
<p>OPEB expenditures reported in the governmental funds includes the insurance premiums paid. In the Statement of Activities, OPEB expense includes the change in the OPEB liability (asset), and related change in OPEB amounts for deferred outflows of resources and deferred inflows of resources.</p>	
	263,042
<p>Pension expenditures reported in the governmental funds includes the annual required contributions. In the Statement of Activities, pension expense includes the change in the net pension liability, and related change in pension amounts for deferred outflows of resources and deferred inflows of resources.</p>	
	<u>(1,298,206)</u>
Change in Net Position of Governmental Activities	<u><u>\$ 2,712,479</u></u>

See accompanying Notes to Basic Financial Statements.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
BUDGETARY COMPARISON STATEMENT BY DEPARTMENT
GENERAL FUND
YEAR ENDED JUNE 30, 2023**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
RESOURCES (INFLOWS)				
Taxes and Assessments	\$ 16,624,355	\$ 16,624,355	\$ 17,379,304	\$ 754,949
Intergovernmental	65,000	65,000	7,355	(57,645)
Charges for Services	60,000	60,000	68,257	8,257
Investment Income	116,500	116,500	553,787	437,287
Property-Related Income	274,909	274,909	299,610	24,701
Miscellaneous	25,000	25,000	100,311	75,311
Total Resources (Inflows)	<u>17,165,764</u>	<u>17,165,764</u>	<u>18,408,624</u>	<u>1,242,860</u>
CHARGES TO APPROPRIATIONS (OUTFLOWS)				
Current:				
General Government:				
Trustees	66,660	66,660	47,453	19,207
District Manager	471,230	471,230	423,988	47,242
Legal Services	137,000	137,000	82,602	54,398
Nondepartmental	347,000	347,000	236,191	110,809
Administrative Services	878,165	878,165	827,154	51,011
Insurance	832,600	832,600	811,554	21,046
Facilities Improvements	55,200	55,200	28,080	27,120
Health and Sanitation:				
Technical Services	2,350,494	2,350,494	2,136,948	213,546
Field Operations	7,362,558	7,362,558	6,638,022	724,536
Vehicle Maintenance	639,069	639,069	544,288	94,781
Building Maintenance	284,109	284,109	268,145	15,964
Public Information	820,432	820,432	635,457	184,975
Information Technology	841,751	841,751	786,199	55,552
Public Service	181,189	181,189	167,670	13,519
Retiree Medical Insurance	192,800	192,800	185,794	7,006
Retiree Medical Trust Contribution	-	-	400,000	(400,000)
Retirement Trust Administrative Fees	200,000	200,000	15,270	184,730
Capital Outlay	513,600	513,600	320,584	193,016
Debt Service:				
SBITA Principal	26,971	26,971	26,971	-
SBITA Interest	2,385	2,385	2,385	-
Total Charges to Appropriations (Outflows)	<u>16,203,213</u>	<u>16,203,213</u>	<u>14,584,755</u>	<u>1,618,458</u>
EXCESS OF RESOURCES OVER CHARGES TO APPROPRIATIONS	962,551	962,551	3,823,869	2,861,318
FUND BALANCE				
Beginning of Year	<u>27,822,980</u>	<u>27,822,980</u>	<u>27,822,980</u>	<u>-</u>
End of Year	<u>\$ 28,785,531</u>	<u>\$ 28,785,531</u>	<u>\$ 31,646,849</u>	<u>\$ 2,861,318</u>

See accompanying Notes to Basic Financial Statements.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of Reporting Entity

The Orange County Mosquito Abatement District was formed in 1947, in accordance with Division 3, Chapter 5, of the California Health and Safety Code. By resolution of the Board of Trustees, the name of the District was changed to Orange County Vector Control District, effective January 1, 1976, and to Orange County Mosquito and Vector Control District (the District) effective January 15, 2015. The District encompasses all of Orange County. The governing power of the District is vested in a Board of Trustees, consisting of one member appointed by the Orange County Board of Supervisors for the County at large and one member appointed by each City Council within the District. Members are appointed and serve a two to four-year term and are provided \$100 per monthly meeting attended in lieu of travel expenses.

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the District, except for its fiduciary activities. The District has no fiduciary activities. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. The District has no business-type activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Fund Financial Statements

The fund financial statements provide information about the District's general fund. Separate financial statements for the District's governmental fund are presented after the government-wide financial statements. These statements display information about the major fund individually.

The District reports the following major governmental fund:

The General Fund is used to account for all financial activity in the District.

ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Under the economic resources measurement focus, all (both current and long-term) economic resources and obligations are reported in the government-wide financial statements. Under the accrual basis of accounting, revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the current financial resources measurement focus, current assets, current liabilities and deferred inflows of resources are generally included on the balance sheets. The reported fund balance is considered to be a measure of "available spendable resources." Governmental fund financial statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in fund balance. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

Under the modified accrual basis of accounting, revenues are recognized as soon as they are both measurable and available. Measurable means that amounts can be estimated, or otherwise determined. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, are recorded only when payment is due.

Property taxes, rental income, charges for services and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. New Accounting Pronouncements

Current Year Standards

In May 2020, the GASB issued GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*. This standard defines a subscription-based information technology arrangement (SBITA); establishes that a SBITA results in a right-to-use subscription asset (an intangible asset) and a corresponding subscription liability; provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and requires note disclosures regarding a SBITA.

The District adopted the requirements of the guidance effective July 1, 2022 and has applied the provisions of this standard to the beginning of the period of adoption. The implementation of this standard resulted in the District reporting a SBITA asset and a SBITA liability as disclosed in Note 4 and Note 5.

E. Investments

Investments are reported at the fair value, which represents the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. All investment income, including changes in the fair value of investments, is recognized as revenue in the operating statement.

F. Capital Assets

Capital assets that include land, structures and improvements, equipment and furniture, vehicles, and SBITAs, are reported in the government-wide financial statements. Capital assets are defined by the District as assets with an initial cost of more than \$3,000 and an estimated useful life in excess of one year with the exception of intangible subscription-based information technology arrangements (SBITAs) for which the threshold is \$10,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation. SBITA assets are initially measured as the sum of the present value of payments expected to be made during the subscription term, payments associated with the SBITA contract made to the SBITA vendor at the commencement of the subscription term, when applicable, and capitalizable implementation costs, less any SBITA vendor incentives received from the SBITA vendor at the commencement of the SBITA term. SBITA assets are amortized in a systematic and rational manner over the shorter of the subscription term or the useful life of the underlying IT assets. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Tangible capital assets are depreciated using the straight-line method over the following estimated useful lives:

Structures and Improvements	30 Years
Equipment and Furniture	5 to 20 Years
Vehicles	8 to 15 Years

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

G. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to future periods and so will not be recognized as an outflow of resources (expense) until that time. The category of deferred outflow of resources reported in the statement of net position is related to pension and other postemployment benefits. Deferred outflows on pension and other postemployment benefits are more fully discussed in Notes 8 and 9, respectively.

In addition to liabilities, the statement of net position and governmental funds balance sheet reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets or fund balance that applies to future periods and will not be recognized as an inflow of resources (revenue) until that time.

Deferred inflows from *unavailable revenues*, which arises only under a modified accrual basis of accounting, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from one source, which is charges for services. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

The District's deferred inflows of resources reported on the statement of net position relate to leases, pension, and other postemployment benefits, which are more fully discussed in Notes 1K, 8, and 9, respectively.

H. Compensated Absences

Compensated absences (vacation, compensatory time off, and sick leave) are reported as expenditures in the general fund when paid. Any remaining unpaid liability at year-end is recorded on the statement of net position since such obligation is not payable with currently available financial resources, and paid by resources in the District's general fund.

Upon termination, the District is obligated to compensate employees the earned, but unused vacation and compensatory time. At June 30, 2023, there were no employee contracts which included provisions to pay out unused sick leave.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

I. Net Position

The financial statements utilize a net position presentation. Net position is categorized as follows:

Net Investment in Capital Assets

This component of net position consists of capital assets, net of accumulated depreciation and reduced by any debt outstanding against the acquisition, construction or improvement of those assets and capital related payables.

Restricted Net Position

This component of net position consists of external constraints placed on net position imposed by creditors, grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.

Unrestricted Net Position

This component of net position consists of net position that does not meet the definition of “net investment in capital assets” or “restricted.”

Sometimes the District will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the District’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

J. Fund Equity

In the fund financial statements, governmental funds report the following fund balance classifications:

Nonspendable include amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Restricted include amounts that are constrained on the use of resources by either (a) external creditors, grantors, contributors, or laws or regulations of other governments or (b) by law through constitutional provisions or enabling legislation.

Committed include amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the District’s highest authority, the Board of Trustees. The formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

J. Fund Equity (Continued)

In the fund financial statements, governmental funds report the following fund balance classifications (continued):

Assigned include amounts that are constrained by the District's intent to be used for specific purposes, but are neither restricted nor committed. The District General Manager is authorized to assign amounts to a specific purpose, which was established by the governing body in the Fund Balance Policy.

Unassigned include the residual amounts that have not been restricted, committed, or assigned to specific purposes. The unassigned fund balance classification includes the below reserves:

An operating reserve equal to two to six months (17-50%) of annual operating fund revenues. These funds are set aside to address risks facing the District related to revenue stability and expenditure volatility, including such items as economic downturns, limitations on increases to the District's benefit assessments, insurance and claims experience, and future operating needs. As of June 30, 2023, the balance in this reserve is \$2,950,000.

Vehicle and equipment replacement reserves for future vehicle and equipment replacements and improvements. This reserve will be maintained at the estimated amount of resources needed to replace assets for the next five years. Additional resources may be maintained such that the total reserves equal the amount of accumulated depreciation of assets, based on estimated replacement costs. As of June 30, 2023, the balance in the vehicle and equipment replacement reserves was \$613,344 and \$840,979, respectively.

Restricted amounts are to be considered spent when an expenditure is incurred for purposes for which the restricted fund balance is available. Committed, assigned, and unassigned amounts are considered to have been spent when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications can be used.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balances are available, the District's policy is to apply restricted fund balance first. When an expenditure is incurred for purposes for which committed, assigned, or unassigned fund balances are available, the District's policy is to apply committed fund balance first, then assigned fund balance, and finally unassigned fund balance.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

K. Leases

A lessee should recognize a lease liability and a lease asset at the commencement of the lease term, unless the lease is a short-term lease, or it transfers ownership of the underlying asset. The lease liability should be measured at the present value of payments expected to be made during the lease term (less any lease incentives). The lease asset should be measured at the amount of the initial measurement of the lease liability, plus any payments made to the lessor at or before the commencement of the lease term and certain direct costs. The lease asset is offset by a deferred inflow of resources. The inflow of resources is recognized in a systematic and rational manner over the term of the lease.

L. Property Taxes

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on July 1, and are payable in two installments on November 1 and February 1, and become delinquent December 11 and April 11. The County bills and collects the property taxes and remits them to the District in installments during the year. District property tax revenues are recognized when levied to the extent that they result in current receivables.

The County is permitted by state law (Proposition 13) to levy taxes at 1 % of full market value (at time of purchase) and can increase the assessed values no more than 2% per year. The District receives a share of this basic levy proportionate to what was received in the 1976 to 1978 period.

M. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans and Orange County Employees Retirement System (OCERS) plan (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS and OCERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

N. OPEB Plan

For purposes of measuring the net OPEB asset and deferred outflows/inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the District's OPEB Plan and additions to/deductions from the OPEB Plans' fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the District's OPEB Plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
 NOTES TO BASIC FINANCIAL STATEMENTS
 JUNE 30, 2023**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

O. Use of Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from the estimates.

NOTE 2 STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary Data

The District adopts an itemized budget statement of anticipated revenues, estimated operating expenditures and reserve requirements and files it with the County Auditor's office annually. The sources of financing operating costs and reserve requirements are: (1) available balance carried forward from the preceding year, (2) property taxes and assessments, (3) interest, and (4) other miscellaneous items. The legal level of control is by department.

Excess of Expenditures over Appropriations

Excess of expenditures over appropriations by department in the general fund are as follows:

	Final Budget	Actual	Variance with Final Budget
Major Fund:			
General Fund:			
Retiree Medical Trust Contribution	\$ -	\$ 400,000	\$ (400,000)

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 3 CASH AND INVESTMENTS

Cash and Investments

Cash and investments as of June 30, 2023 are classified in the accompanying government-wide statement of net position as follows:

Cash and Investments	\$ 28,617,899
Restricted Cash and Investments:	
Held by Pension Trust	<u>2,857,035</u>
Total Cash and Investments	<u><u>\$ 31,474,934</u></u>

Cash and investments consist of deposits and investments, as noted below:

Deposits with Financial Institutions	\$ 930,942
Investments	27,686,957
Restricted Investments:	
Held by Pension Trust	<u>2,857,035</u>
Total Cash and Investments	<u><u>\$ 31,474,934</u></u>

Investments Authorized by the California Government Code and the District's Investment Policy

The District's Investment Policy is reviewed and adopted by the Board of Trustees each year. Investment vehicles not specifically mentioned in the District's investment policy, are not authorized unless the policy is amended by the Board of Trustees. The table below identifies the investment types that are authorized for the District by the California Government Code (or the District's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the District's investment policy, where more restrictive) that address interest rate risk, and concentration of credit risk. This table does not address investments of the employer contributions to the pension trust that is governed by the trust agreement.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

Investments Authorized by the California Government Code and the District's Investment Policy (Continued)

<u>Authorized Investment Type</u>	<u>Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
Local Agency Bonds	5 Years	15%	5%
U.S. Treasury Issues	5 Years	None	None
State Obligations: CA and Others	5 Years	15%	5%
CA Local Agency Obligations	5 Years	15%	5%
U.S. Agency Obligations (Federal Agency Issues)	5 Years	None	None
Bankers Acceptances	180 Days	15%	5%
Commercial Paper: Non-pooled Funds	270 Days	15%	5%
Commercial Paper: Pooled Funds	270 Days	15%	5%
Negotiable Certificates of Deposit	5 Years	15%	5%
Non-Negotiable Certificates of Deposit	5 Years	15%	5%
Placement Service Deposits	5 Years	15%	5%
Placement Service Certificates of Deposit	5 Years	15%	5%
Repurchase Agreements	1 Year	15%	5%
Reverse Repurchase Agreements and Securities Lending Agreements	92 Days	15%	5%
Medium-Term Notes	5 Years	15%	5%
Mutual Funds and Money Market Mutual Funds	N/A	15%	5%
Mortgage Pass-Through and Asset Backed Securities	5 Years	15%	5%
Supranational Obligations	5 Years	15%	5%
Local Agency Investment Fund (LAIF)	N/A	None	None
Orange County Investment Pool (OCIP)	N/A	None	None
CalTRUST	N/A	None	None

N/A - Not Applicable

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates that will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways the District manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer-term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity as necessary to provide the cash flow and liquidity needed for operations.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

Interest Rate Risk (Continued)

Information about the sensitivity of the fair values of the District's investments to market interest rate fluctuations is provided by the following table that shows the distribution of the District's investments by maturity as of June 30, 2023:

Investment Type	Fair Value	Remaining Maturity			
		12 Months or Less	13 to 24 Months	25 to 36 Months	37 to 60 Months
Local Agency Investment Fund (LAIF)	\$ 20,862,703	\$ 20,862,703	\$ -	\$ -	\$ -
Orange County Investment Pool (OCIP)	1,754,047	1,754,047	-	-	-
Money Market Mutual Funds	140,793	140,793	-	-	-
Medium Term Notes	1,574,190	-	-	660,498	913,692
Local Agency Bonds	1,926,020	-	49,735	708,042	1,168,243
United States Treasury Issues	647,868	-	460,680	96,090	91,098
Federal Agency Issues	257,528	-	-	166,057	91,471
Negotiable Certificates of Deposit	523,808	-	195,250	275,715	52,843
PARS Pension Trust Fund	2,857,035	2,857,035	-	-	-
Total	\$ 30,543,992	\$ 25,614,578	\$ 705,665	\$ 1,906,402	\$ 2,317,347

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The only minimum rating required by the California Government Code that is applicable to the District's investments is a rating of "A" or better for medium term notes and a rating of "AAA" for money market mutual funds.

Presented below are the actual ratings by Standard & Poor's as of year-end for each investment type for the fiscal year ended June 30, 2023:

Investment Type	AAA	AA+	AA	AA-	Other	Not Rated	Not Required to be Rated	Total
Orange County Investment Pool (OCIP)	1,754,047	-	-	-	-	-	-	1,754,047
Money Market Mutual Funds	-	-	-	-	-	140,793	-	140,793
Medium Term Notes	-	-	-	-	1,574,190	-	-	1,574,190
Local Agency Bonds	190,476	109,453	1,100,334	264,755	261,002	-	-	1,926,020
United States Treasury Issues	-	-	-	-	-	-	647,868	647,868
Federal Agency Issues	-	257,528	-	-	-	-	-	257,528
Negotiable Certificates of Deposit	-	-	-	-	-	523,808	-	523,808
PARS Pension Trust Fund	-	-	-	-	-	2,857,035	-	2,857,035
Total	\$ 1,944,523	\$ 366,981	\$ 1,100,334	\$ 264,755	\$ 1,835,192	\$ 24,384,339	\$ 647,868	\$ 30,543,992

Investment Type	A+	A	A-	Total Other
Local Agency Investment Fund (LAIF)	\$ -	\$ -	\$ -	\$ -
Orange County Investment Pool (OCIP)	-	-	-	-
Money Market Mutual Funds	-	-	-	-
Medium Term Notes	-	827,628	746,562	1,574,190
Local Agency Bonds	-	192,258	68,744	261,002
United States Treasury Issues	-	-	-	-
Federal Agency Issues	-	-	-	-
Negotiable Certificates of Deposit	-	-	-	-
PARS Pension Trust Fund	-	-	-	-
Total	\$ -	\$ 1,019,886	\$ 815,306	\$ 1,835,192

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

Concentration of Credit Risk

The investment policy of the District contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. Other than external investment pools, the District had no investments that exceeded 5% of the portfolio.

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party.

The California Government Code and the District's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit).

The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure District deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. At June 30, 2023, the District deposits (bank balances) were insured by the Federal Deposit Insurance Corporation up to \$250,000 or collateralized as required under California Law.

District Investments in State Investment Pool and County Investment Pool

The District is a voluntary participant in the LAIF that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. LAIF is overseen by the Local Agency Investment Advisory Board, which consists of five members, in accordance with State statute. The State Treasurer's Office audits the fund annually. The District is also a voluntary participant in the Orange County Investment Pool (OCIP) that is regulated by California Government Code and the Orange County Board of Supervisors under the oversight of the County of Orange Treasury Oversight Committee. The fair value of the District's investments in these pools is reported in the accompanying financial statements at amounts based upon the District's pro rata share of the fair value provided by LAIF and OCIP for each respective portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF and OCIP, which are recorded on an amortized cost basis.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

Cash and Investments – PARS Pension Trust

Investment Policy

The District established a trust account with Public Agency Retirement Services (PARS) to hold assets that are legally restricted for use in administering the District's Pension Plan. The PARS Pension Trust's specific cash and investments are managed by a third-party portfolio manager under guidelines approved by the District.

Those guidelines are as follows:

Risk Tolerance: Moderate

Risk Management: The portfolio is constructed to control risk through four layers of diversification - asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

Investment Objective: To provide current income and moderate capital appreciation. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important.

Strategic Ranges: 0% - 20% Cash
 40% - 60% Fixed Income
 40% - 60% Equity

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

Fair Value Measurements

The District categorizes its fair value measurement within the fair value hierarchy established by accounting principles generally accepted in the United States of America. The hierarchy is based on the valuation inputs used to measure the fair value of the investments. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are quoted prices for similar assets in active markets (significant other observable inputs), and Level 3 inputs are significant unobservable inputs.

Deposits and securities classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Investments classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

The District had the following recurring fair value measurements as of June 30, 2023:

	Fair Value	Quoted Prices Level 1	Observable Inputs Level 2	Unobservable Inputs Level 3
Investment Type (Subject to Hierarchy):				
Medium Term Notes	\$ 1,574,190	\$ -	\$ 1,574,190	\$ -
Local Agency Bonds	1,926,020	-	1,926,020	-
United States Treasury Issues	647,868	-	647,868	-
Federal Agency Issues	257,528	-	257,528	-
Negotiable Certificates of Deposit	523,808	-	523,808	-
Total Subject to Hierarchy	4,929,414	\$ -	\$ 4,929,414	\$ -
Uncategorized (Not Subject to Hierarchy):				
Local Agency Investment Fund (LAIF)	20,862,703			
Orange County Investment Pool (OCIP)	1,754,047			
Money Market Mutual Funds	140,793			
PARS Pension Trust Fund	2,857,035			
Total Investment Portfolio	\$ 30,543,992			

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 4 CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2023, is as follows:

	Balance at July 1, 2022, as Restated*	Additions	Deletions/ Transfers	Balance at June 30, 2023
Capital Assets, Not Depreciated:				
Land	\$ 2,010,329	\$ -	\$ -	\$ 2,010,329
Total Capital Assets, Not Depreciated	2,010,329	-	-	2,010,329
Capital Assets, Being Depreciated:				
Structures and Improvements	4,548,177	-	-	4,548,177
Equipment and Furniture	1,353,295	171,051	-	1,524,346
Vehicles	2,486,478	119,162	-	2,605,640
Total Capital Assets, Being Depreciated	8,387,950	290,213	-	8,678,163
Less Accumulated Depreciation for:				
Structures and Improvements	(2,971,805)	(116,701)	-	(3,088,506)
Equipment and Furniture	(725,751)	(112,056)	-	(837,807)
Vehicles	(1,633,540)	(145,553)	-	(1,779,093)
Total Accumulated Depreciation	(5,331,096)	(374,310)	-	(5,705,406)
Total Capital Assets, Being Depreciated, Net	3,056,854	(84,097)	-	2,972,757
SBITA Assets Being Amortized:				
SBITA Assets*	59,638	-	-	59,638
Accumulated Amortization*	-	(26,971)	-	(26,971)
Total SBITA Assets, Being Amortized, Net	59,638	(26,971)	-	32,667
Governmental Activity Capital Assets, Net	<u>\$ 5,126,821</u>	<u>\$ (111,068)</u>	<u>\$ -</u>	<u>\$ 5,015,753</u>

* SBITAs were restated from \$-0- as of July 1, 2022 to \$59,638. This restatement was offset by the restatement in long-term liabilities for \$59,638 (see Note 5). These restatements were due to the implementation of GASB 96, Subscription-Based Information Technology Arrangements (SBITAs).

Depreciation and amortization expense was charged to functions/programs of the primary government as follows:

Governmental Activities:	
Health and Sanitation	<u>\$ 401,281</u>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 5 LONG-TERM LIABILITIES

The change in the District's compensated absences liability and SBITAs payable during the year ended June 30, 2023 consisted of the following:

	Balance at July 1, 2022, as Restated*	Additions	Deletions	Balance at June 30, 2023	Due Within One Year
Compensated Absences	\$ 614,003	\$ 585,856	\$ (573,021)	\$ 626,838	\$ 206,857
SBITAs Payable*	59,638	-	(26,971)	32,667	28,049
Total	<u>\$ 673,641</u>	<u>\$ 585,856</u>	<u>\$ (599,992)</u>	<u>\$ 659,505</u>	<u>\$ 234,906</u>

* SBITAs payable were restated from \$- as of July 1, 2022 to \$59,638 due to the implementation of GASB 96, SBITAs. This restatement was offset by the restatement in capital assets for \$59,638 (see Note 4).

The District has the following subscription-based information technology arrangements (SBITAs) under long-term noncancelable agreements. These contracts continue through 2025 and do not provide for renewal options. The interest rate is 4% and there are no variable payments.

Total future minimum payments under the SBITAs are as follows:

Fiscal Year Ended June 30	Principal	Interest	Total
2024	\$ 28,049	\$ 1,307	\$ 29,356
2025	4,618	185	4,803
Total	<u>\$ 32,667</u>	<u>\$ 1,492</u>	<u>\$ 34,159</u>

Right-to-use assets acquired through SBITAs, net of accumulated amortization are reported in Note 4, Capital Assets.

NOTE 6 DEFERRED COMPENSATION PLAN

The District offers its employees a defined contribution deferred compensation plan in accordance with Internal Revenue Code Section 457 whereby employees authorize the District to withhold funds from their wages to be invested in individual savings accounts and other investments. Each participant directs the investments of their respective accounts and no contributions are required to be made by the District. Funds may be withdrawn by participants at termination of employment or retirement. Pursuant to Section 457, the District established trusts in which all assets are held by ICMA Retirement Corporation and Nationwide Retirement Solutions. These assets are held for the exclusive benefit of the plan participants and their beneficiaries and are not available to the creditors of the District. For this reason, the assets and related liabilities of the plan are not included in the financial records of the District and are not included in the accompanying financial statements. For the year ended June 30, 2023, employee contributions to the plan totaled \$747,754.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 7 SELF-INSURANCE PROGRAM

The District is a member of the Vector Control Joint Powers Agency (Agency).

Description of Joint Powers Agency

The Agency is comprised of California member districts and is organized under a Joint Powers Agreement pursuant to the California Government Code. The purpose of the Agency is to arrange and administer programs of insurance for the pooling of specific self-insurance limits and purchase excess insurance coverage above those limits. Each member District is represented on the board of directors. Officers of the Agency are elected annually by the board members.

Self-insurance Programs of the Agency

General Liability and Workers' Compensation

Periodic deposits/expenditures are paid by member districts and are adjusted retrospectively to cover actual costs. Each member district has a specific retention level. The District has a self-insured retention level of \$25,000 for general liability, automobile liability, and errors of omissions, and \$50,000 for workers' compensation and pays 100% of all losses incurred under those amounts. The District does not share or pay for losses of other districts under their retention level. Losses of \$50,000 to \$500,000 are pooled among all participating districts for workers' compensation and losses in excess of \$25,000 to \$1,000,000 for general liability. These limits are covered by excess insurance purchased by the Agency to a limit of \$29,500,000 for general liability and statutory coverage plus \$5,000,000 for workers' compensation subject to \$500,000 self-insured retention level. There were no instances in the past three years where a settlement exceeded the District's coverage, and no significant reductions in the insurance have occurred.

NOTE 8 RETIREMENT PLANS

A. CalPERS Defined Benefit Pension Plans

1. General Information about the Pension Plans

Plan Descriptions

All qualified permanent and probationary employees are eligible to participate in the District's 2.0% at 55 (Tier I), 2.0% at 60 (Tier II), and 2.0% at 62 (Tier III PEPPRA) Miscellaneous Employee Pension Plans (Plans), cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

A. CalPERS Defined Benefit Pension Plans (Continued)

1. General Information about the Pension Plans (Continued)

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 to 62 with statutorily reduced benefits. All members are eligible for nonindustrial disability benefits after five (5) years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The Plans' provisions and benefits in effect for the year ended June 30, 2023, are summarized as follows:

	Miscellaneous		
	Tier I Prior to July 13, 2012	Tier II On or After July 13, 2012	Tier III - PEPR On or After January 1, 2013
Hire Date	July 13, 2012	July 13, 2012	January 1, 2013
Benefit Formula	2%@55	2%@60	2%@62
Benefit Vesting Schedule	5 Years of Service	5 Years of Service	5 Years of Service
Benefit Payments	Monthly for Life	Monthly for Life	Monthly for Life
Retirement Age	50 - 63	50 - 63	52 - 67
Monthly Benefits, as a Percent of Eligible Compensation	1.426% to 2.418%	1.092% to 2.418%	1.0% to 2.5%
Required Employee Contribution Rates	7%	7%	6.25%
Required Employer Contribution Rates:			
Normal Cost Rate	10.870%	8.630%	7.470%
Payment of Unfunded Liability	\$ 221,837	\$ 3,387	\$ 14,460

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers are determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS' annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. District contribution rates may change if plan contracts are amended. Payments made by the employer to satisfy contribution requirements that are identified by the pension plan terms as plan member contributions requirements are classified as plan member contributions.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

A. CalPERS Defined Benefit Pension Plans (Continued)

1. General Information about the Pension Plans (Continued)

Contributions (Continued)

For the fiscal year ended June 30, 2023, the District contributed the contractually required amount of \$842,923.

Additional Funding of the Pension Plan - PARS Pension Trust

In April 2019, the District approved the creation of a CalPERS defined benefit pension plan trust with PARS (Pension Trust). The PARS trust is legally restricted to providing benefits for members of the defined benefit pension plan. However, in accordance with GASB 68, the asset balance is not included in the calculation of the net pension liability above. The PARS Trust issues a publicly available financial report for the fiduciary net position that is available upon request.

The District made no contributions to the PARS Pension Trust in the fiscal year ended June 30, 2023. Investment income of \$187,452 and administrative expenses of \$15,269 resulted in an asset balance of \$2,857,035 as of June 30, 2023, which is shown as a restricted asset on both the Statement of Net Position and the Balance Sheet – Governmental Funds.

2. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2023, the District reported a net pension liability for its proportionate share of the net pension liability as follows:

	Proportionate Share of Net Pension Liability <hr style="border-top: 1px solid black;"/>
Miscellaneous	\$ 3,595,763 <hr style="border-top: 3px double black;"/>

The District's net pension liability for each Plan is measured as the proportionate share of the net pension liability, which is based on a projection of the District's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The net pension liability of each of the Plans is measured as of **June 30, 2022**.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

A. CalPERS Defined Benefit Pension Plans (Continued)

2. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

The District's proportionate share of the net pension liability for all Plans as of the measurement dates ended **June 30, 2022 and 2021** was as follows:

	<u>Miscellaneous</u>
Proportion - June 30, 2021	0.02646%
Proportion - June 30, 2022	0.07685%
Change - Increase (Decrease)	<u>0.05039%</u>

For the year ended June 30, 2023, the District recognized pension expense of \$2,250,173. At June 30, 2023, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension Contributions Subsequent to Measurement Date	\$ 842,923	\$ -
Differences Between Actual and Expected Experience	72,210	(48,363)
Changes in Assumptions	368,461	-
Changes in Employer's Proportion and Differences Between the Employer's Contributions and the Employer's Proportionate Share of Contributions	754,750	-
Net Differences Between Projected and Actual Earnings on Plan Investments	658,647	-
Total	\$ 2,696,991	\$ (48,363)

\$842,923 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2024. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ending June 30,	Amount
2024	\$ 642,429
2025	502,893
2026	257,532
2027	402,851
2028	-
Thereafter	-

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

A. CalPERS Defined Benefit Pension Plans (Continued)

2. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Actuarial Assumptions

The total pension liability for the June 30, 2022 measurement period was determined by an actuarial valuation as of June 30, 2021, with standard update procedures used to roll forward the total pension liability to June 30, 2022. The total pension liability was based on the following assumptions:

	Miscellaneous
Valuation Date	June 30, 2021
Measurement Date	June 30, 2022
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Salary Increases	(1)
Mortality Rate Table	(2)
Postretirement Benefit Increase	(3)

(1) Varies by entry age and service.

(2) The mortality table used was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2021 CalPERS Experience Study for the period from 2001 to 2019. Pre-retirement and Post-retirement mortality rates include generational mortality improvement using 80% of Scale MP-2020 published by the Society of Actuaries. For more details on this table, please refer to the CalPERS Experience Study and Review of Actuarial Assumptions report from November 2021 that can be found on the CalPERS website.

(3) The lesser of contract COLA or 2.30% until Purchasing Power Protection Allowance Floor on purchasing power applies, 2.30% thereafter.

Long-Term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

A. CalPERS Defined Benefit Pension Plans (Continued)

2. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Long-Term Expected Rate of Return (Continued)

In determining the long-term expected rate of return, CalPERS took into account both short- term and long-term market return expectations. Using historical returns all of the funds' asset classes, expected compound (geometric) returns were calculated over the next 20 years using a building-block approach. The expected rate of return was then adjusted to account for assumed administrative expenses of 10 Basis points. The expected real rates of return by asset class are as follows:

<u>Asset Class</u>	<u>Assumed Asset Allocation</u>	<u>Real Return (a) (b)</u>
Global Equity - Cap-weighted	30.00%	4.54%
Global Equity - Non-Cap-weighted	12.00%	3.84%
Private Equity	13.00%	7.28%
Treasury	5.00%	0.27%
Mortgage-backed Securities	5.00%	0.50%
Investment Grade Corporates	10.00%	1.56%
High Yield	5.00%	2.27%
Emerging Market Debt	5.00%	2.48%
Private Debt	5.00%	3.57%
Real Assets	15.00%	3.21%
Leverage	-5.00%	-0.59%
Total	100.00%	

(a) An expected inflation of 2.3% used for this period.

(b) Figures are based on the 2021 Asset Liability Management study.

Change in Assumptions

The discount rate and long-term rate of return decreased from 7.15% to 6.90% and the inflation rate decreased from 2.50% to 2.30% from the measurement date June 30, 2021 to June 30, 2022.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

A. CalPERS Defined Benefit Pension Plans (Continued)

2. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 6.90%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District's proportionate share of the net pension liability for each Plan, calculated using the discount rate for the Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
Net Pension Liability	\$ 6,640,240	\$ 3,595,763	\$ 1,090,914

Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

3. Payable to the Pension Plan

At June 30, 2023, the District had no outstanding amount of contributions due to the pension plan required for the year ended June 30, 2023 for the CalPERS plans.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

B. Withdrawn OCERS Defined Benefit Pension Plan

1. General Information about the Pension Plans

Plan Description

The District participated in the Orange County Employees' Retirement System (OCERS), a cost-sharing multiple employer, defined benefit pension plan, for all employees prior to January 5, 2007. The participating entities in OCERS share proportionally in all risks and costs, including benefit costs. The District's withdrawal as of January 4, 2007, precludes the District from sharing risks and costs with other participating entities. Only the District will be held responsible for costs of its plan and a separate calculation is prepared by OCERS for the District specifically for this plan.

OCERS was established in 1945, under the provisions of the County Employees Retirement Law of 1937, and provides members with retirement, death, disability, and cost-of-living benefits. Members employed prior to September 21, 1979, are designated as Tier I members. For Tier II members employed after September 20, 1979, the County Board of Supervisors adopted certain sections of the Government code which established formulas producing reduced allowances. OCERS issues a publicly available financial report that includes financial statements and required supplementary information for the cost-sharing plans that are administered by OCERS. The report can be obtained from the OCERS website at www.ocers.org.

Benefits Provided

OCERS provides service retirement, disability, death, and survivor benefits to eligible employees. Members are eligible to retire once they attain the age of 50 and have acquired 10 or more years of retirement service credit. A member with 30 years of service is eligible to retire regardless of age. The retirement benefit the member will receive is based upon age at retirement, final average compensation, years of retirement service credit and retirement plan and tier.

General member benefits are calculated pursuant to the provisions of Sections 31676.01, 31676.1, 31676.12, 31676.16, 31676.18 or 31676.19. For Section 31676.01, the monthly allowance is equal to 1/90th of final compensation times years of accrued retirement service credit times age factor from that Section. For Section 31676.1, the monthly allowance is equal to 1/60th of final compensation times years of accrued retirement service credit times age factor from that Section. For Sections 31676.12, 31676.16, 31676.18 or 31676.19, the monthly allowance is equal to 1/50th of final compensation times years of accrued retirement service credit times age factor from the corresponding Section. The maximum monthly retirement allowance is 100% of final compensation. Final average compensation consists of the highest 12 consecutive months for a General Tier 1 member and the highest 36 consecutive months for a General Tier 2 member.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

B. Withdrawn OCERS Defined Benefit Pension Plan (Continued)

1. General Information about the Pension Plans (Continued)

Benefits Provided (Continued)

The member may elect an unmodified retirement allowance or choose an optional retirement allowance. The unmodified retirement allowance provides the highest monthly benefit and a 60% continuance to an eligible surviving spouse or domestic partner. An eligible surviving spouse or domestic partner is one married to or registered with the member one year prior to the effective retirement date. Certain surviving spouses or domestic partners may also be eligible if marriage or domestic partnership was at least two years prior to the date of death and the surviving spouse or domestic partner has attained age 55. There are four optional retirement allowances the member may choose. Each of the optional retirement allowances requires a reduction in the unmodified retirement allowance in order to allow the member the ability to provide certain benefits to a surviving spouse, domestic partner, or named beneficiary having an insurable interest in the life of the member.

Funding Policy and Contributions

The District was a contracting employer with the Orange County Employees Retirement System (OCERS) before it withdrew from OCERS and contracted with CalPERS to provide retirement benefits for its members with respect to service after January 4, 2007. Effective from the date of withdrawal, OCERS is only responsible for providing benefits to employees or retirees of Orange County Mosquito and Vector Control District who were members of OCERS before January 5, 2007.

Per the termination and continuing contribution agreement entered into on June 1, 2008 with OCERS and Orange County Mosquito and Vector Control District, commencing as of December 31, 2010 and at least every three years thereafter OCERS will hire an actuary to recalculate the District's Unfunded Actuarial Accrued Liability (UAAL) obligation, based on accumulated assets and liabilities attributable to the District. All District members with OCERS will be considered a "closed group" for purposes of recalculating the UAAL. Based on the recalculation, in the event that there is any new UAAL obligation required of the District, it will be satisfied within three years following the effective date of each recalculation, including any accrued interest. In the event there is a surplus or negative UAAL, the surplus will remain in the retirement system as a credit against any future UAAL, unless the surplus exceeds 115%, which then it may be transferred to CalPERS.

The District did not make any contributions during the fiscal year to OCERS. Also, the District did not have an amount due to OCERS based on the most recent funding actuarial valuation dated December 31, 2020 (valuation only required every three years).

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

B. Withdrawn OCERS Defined Benefit Pension Plan (Continued)

2. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2023, the District reported a net pension liability for its calculated share as follows:

Net Pension Liability	<u><u>\$ 47,967</u></u>
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The net pension liability was measured as of December 31, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2021 rolled forward to December 31, 2022, using standard update procedures. Due to the Plan's withdrawn status, the District's total pension liability for the Plan is measured separately by OCERS. In addition, the District's fiduciary net position is estimated by adjusting the Valuation Value of Assets (VVA) for each membership class by the ratio of the total OCERS Plan's fiduciary net position to total OCERS VVA.

Although, due to the plan's withdrawn status, the Districts amounts are calculated separately for this cost-sharing plan, the proportionate share of the net pension liability (asset) as a whole is available and was as follows for the measurement dates ended December 31, 2022 and 2021:

Proportion - December 31, 2021	-0.26800%
Proportion - December 31, 2022	<u>0.00100%</u>
Change - Increase (Decrease)	<u><u>0.26900%</u></u>

For the year ended June 30, 2023, the District recognized pension income of \$109,048. At June 30, 2023, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences Between Actual and Expected Experience	\$ 700,950	\$ (958,190)
Changes in Assumptions	56,144	-
Net Differences Between Projected and Actual Earnings on Plan Investments	<u>1,636,291</u>	<u>-</u>
Total	<u><u>\$ 2,393,385</u></u>	<u><u>\$ (958,190)</u></u>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

B. Withdrawn OCERS Defined Benefit Pension Plan (Continued)

2. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2024	\$ (401,264)
2025	179,703
2026	516,009
2027	1,090,613
2028	50,134
Thereafter	-

Actuarial Assumptions

The total pension liability was based on the following assumptions:

Valuation Date	December 31, 2021	
Measurement Date	December 31, 2022	
Actuarial Cost Method	Entry-Age Normal	
	Cost Method	
Actuarial Assumptions:		
Investment Rate of Return	7.00%	(1)
Discount Rate	7.00%	
Inflation	2.50%	
Cost of Living Adjustment	2.75%	
Projected Salary Increase	4.00% - 11.00%	(2)
Actuarial Experience Study	Three year period ended	
	December 31, 2019	

(1) Net of pension plan investment expense, including inflation.

(2) Varies by service, including inflation.

It should be noted that the District has previously withdrawn from OCERS, and the liabilities for the District have been determined using frozen service previously accrued while at OCERS but with projected salaries at retirement for current active employees.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

B. Withdrawn OCERS Defined Benefit Pension Plan (Continued)

2. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Long-Term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined in 2022 using a building-block method in which expected future real rates of return (expected returns, net of inflation) are developed for each major asset class. These returns are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage, adding expected inflation and subtracting expected investment expenses and a risk margin. The target allocation and projected arithmetic real rates of return for each major asset class, after deducting inflation, but before investment expenses are shown in the following table. This information was used in the derivation of the long-term expected investment rate of return assumption for the December 31, 2022 actuarial valuation. This information will change every three years based on the actuarial experience study.

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Arithmetic Real Rate of Return</u>
Large Cap Equity	23.10%	5.43%
Small Cap Equity	1.90%	6.21%
International Developed Equity	13.00%	6.67%
Emerging Markets Equity	9.00%	8.58%
Core Bonds	9.00%	1.10%
High Yield Bonds	1.50%	2.91%
TIPS	2.00%	0.65%
Emerging Market Debt	2.00%	3.25%
Corporate Credit	1.00%	0.53%
Long Duration Fixed Income	2.50%	1.44%
Real Estate	3.01%	4.42%
Private Equity	13.00%	9.41%
Value Added Real Estate	3.01%	7.42%
Opportunistic Real Estate	0.98%	10.18%
Energy	2.00%	9.68%
Infrastructure (Core Private)	1.50%	5.08%
Infrastructure (Non-Core Private)	1.50%	8.92%
CTA - Trend Following	2.50%	2.38%
Global Macro	2.50%	2.13%
Private Credit	2.50%	5.47%
Alternative Risk Premia	2.50%	2.50%
Total	100.00%	

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

B. Withdrawn OCERS Defined Benefit Pension Plan (Continued)

2. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Long-Term Expected Rate of Return (Continued)

Note that the investment return assumption for funding purposes is developed net of both investment and administrative expenses; however, the same investment return assumption is used for financial reporting purposes, where it is considered gross of administrative expenses.

Discount Rate

The discount rate used to measure the total pension liability was 7.00% as of December 31, 2022. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the actuarially determined contribution rates. For this purpose, only employer contributions that are intended to fund benefits for current plan members and their beneficiaries are included. Projected employer contributions that are intended to fund the service costs for future plan members and their beneficiaries, as well as projected contributions from future plan members, are not included. Based on those assumptions, the Plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments for current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability as of December 31, 2022.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District's proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	<u>1% Decrease (6%)</u>	<u>Discount Rate (7%)</u>	<u>1% Increase (8%)</u>
Net Pension Liability (Asset)	\$ 3,822,808	\$ 47,967	\$ (3,031,055)

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued OCERS financial reports. The report can be obtained from the OCERS website at www.ocers.org.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 8 RETIREMENT PLANS (CONTINUED)

C. Pension Expense

Pension expense (income) for the CalPERS and OCERS pension plans was \$2,250,173 and \$(109,048), respectively, which results in a collective pension expense of \$2,141,125 for the fiscal year ended June 30, 2023.

D. PARS Defined Contribution Benefit Plan

Effective December 22, 2006, the Orange County Mosquito and Vector Control District adopted the PARS 457 FICA Alternative Retirement Plan for part-time, seasonal, and temporary employees.

The PARS plan is solely funded by the contributions from the employees. The contribution rate is 7.50% of gross earnings for employees. Pursuant to federal legislation, the Section 457 plan assets were placed in trust for the exclusive benefit of all employees and their beneficiaries and are not available to the creditors of the District. For this reason, the assets and related liabilities of the plan are not included in the financial records of the District and are not included in the accompanying financial statements. For the year ended June 30, 2023, contributions to the plan totaled \$46,062.

NOTE 9 OTHER POSTEMPLOYMENT BENEFITS (OPEB) PLAN

A. Plan Description

The District has an agent multiple-employer defined benefit other postemployment benefit plan that provides postemployment benefits, including medical insurance, to eligible employees and their dependents at retirement through the California Public Employees Medical and Hospital Care Act (PEMHCA) as provided under the District's memorandum of understanding with its employees. The plan provides comprehensive health insurance through a variety of Health Maintenance Organization (HMO) and Preferred Provider Organization (PPO) options.

District members become eligible to retire and receive District-paid healthcare benefits upon attainment of age 50 and five years of covered PERS service. Retired members over the age of 65 may join one of the Supplemental (Medicare-coordinated) options under PEMHCA or may have Medicare premiums reimbursed. Benefits are paid for the lifetime of the retiree. The District's basic contribution on behalf of retirees is determined under the "Unequal Contribution Method" as described in Government Code Section 22892(c), as applied to the statutory minimum contribution for active employees of \$149/month (2022) and \$151/month (2023). The contribution on behalf of retirees is 80% of \$149 (\$119) for 2022 and 85% of \$151 (\$128) for 2023. The percentage increases each year by 5% until it reaches 100% of the statutory minimum contribution for years 2026 and later.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 9 OTHER POSTEMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)

A. Plan Description (Continued)

In addition to the generally applicable rules described above, there are two grandfathering provisions which apply as follows:

- (1) Employees hired prior to July 1, 2009 have an additional allowance of \$234 added to their statutory minimum as described above. The \$234 represents the medical allowance as of the date the new CalPERS resolution was adopted and is frozen for all future years. One retiree receives an additional \$200/month.
- (2) There are several grandfathered retirees who transferred from the Orange County Employees' Retirement System (OCERS) Health Plan to PEMHCA in April 2006, which is administered by CalPERS. These grandfathered retirees are eligible to receive a monthly grant equal to the greater of their 2006 monthly grant (calculated as \$400 per month, reduced for service less than 25 years), or the current District contribution as determined under the rules described in paragraph (1) above.

Employees hired on or after July 1, 2009, receive a supplemental benefit based on longevity with the District:

<u>Continuous Full-Time Service</u>	<u>Monthly Stipend</u>
10 to 15 Years	\$ 100
15 to 20 Years	150
20 or More Years	200

Retirees not in PEMHCA receive reimbursement equivalent to the lesser of the grandfathered provisions and their premium. There are several retirees receiving reimbursements for non-PEMHCA Medicare premiums less than the caps. The District also pays the PEMHCA administrative fee of 0.25% of the premium in fiscal year 2022-2023.

Employees Covered

As of the measurement date June 30, 2023, the following current and former employees were covered by the benefit terms under the plan:

Inactive Employees or Beneficiaries Currently Receiving Benefits	42
Active Employees	66
Total	108

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 9 OTHER POSTEMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)

A. Plan Description (Continued)

Contributions

Benefit provisions and contribution requirements are established and may be amended by the District's Board and/or the employee associations through agreements and memorandums of understanding between the District and its employees. Currently, contributions are not required from plan members. Administrative costs of the OPEB plan are financed through investment earnings.

In July 2008, the District elected to join the PARS OPEB Trust as a means to fund the actuarially determined contribution (ADC). The PARS OPEB Trust issues a publicly available financial report for the fiduciary net position that is available upon request. The plan itself does not issue a separate financial report.

The District currently finances benefits based on the actuarially determined contribution. For the fiscal year ended June 30, 2023, the District paid \$185,922 for current premiums, \$400,000 to the OPEB trust, and the estimated implied subsidy was \$61,038, resulting in total payments of \$646,960. The payments for current premiums of \$185,922 were not reimbursed by the OPEB trust.

Accounting for the Plan

The other postemployment benefits trust is prepared using the accrual basis of accounting. Employer contributions to the plan are recognized when due and the employer has made a formal commitment to provide the contributions. Benefits are recognized when due and payable in accordance with the terms of each plan.

B. Total OPEB Liability

Method Used to Value Investments

Investments are reported in the accompanying financial statements at fair value, which represents the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Securities for which market quotations are not readily available are valued at their fair value as determined by the custodian with the assistance of a valuation service.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 9 OTHER POSTEMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)

B. Total OPEB Liability (Continued)

Actuarial Assumptions

The District's total OPEB liability was measured as of June 30, 2023 and was determined by an actuarial valuation as of July 1, 2021, rolled forward to June 30, 2023, using standard update procedures. A summary of the principal assumptions and methods used to determine the total OPEB liability is shown below.

Valuation Date	July 1, 2021
Measurement Date	June 30, 2023
Actuarial Cost Method	Entry age normal, level percentage of payroll
Asset Valuation Method	Market value
Actuarial Assumptions:	
Discount Rate	6.50%
Long-Term Expected Rate of Return on Investments	6.50%, net of OPEB plan investment expense
Salary Increases	3.00%
General Inflation	3.00%
Medical Trend	5.50 percent for 2023, 5.20 percent for 2024-2069, and 4.50 percent for 2070 and later years. Medicare is at 4.5% for all years.
Mortality	Mortality rates were based on the 2021 CalPERS Experience Study
Retirement and Termination	Retirement and termination assumptions used were based on a review of plan experience and a best estimate of future plan experience.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. The calculated investment rate of return was set equal to the expected ten-year compound (geometric) real return plus inflation (rounded to the nearest 25 basis points, where appropriate). The table below provides the long-term expected real rates of return by asset class (based on published capital market assumptions):

<u>Asset Class</u>	<u>Assumed Asset Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
PARS OPEB Trust:		
Broad U.S. Equity	50.00%	4.40%
U.S. Fixed	45.00%	1.80%
Cash Equivalents	5.00%	0.20%
Total	<u>100.00%</u>	

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 9 OTHER POSTEMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)

B. Total OPEB Liability (Continued)

Discount Rate

The discount rate used to measure the total OPEB liability was 6.50%. The projection of cash flows used to determine the discount rate assumed that the District's contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

C. Changes in the Net OPEB Liability

The changes in the net OPEB liability are as follows:

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability
Balance at June 30, 2022 (Measurement Date)	\$ 4,355,707	\$ 3,903,804	\$ 451,903
Changes in the Year:			
Service Cost	178,082	-	178,082
Interest on the Total OPEB Liability	286,796	-	286,796
Contribution - Employer	-	646,960	(646,960)
Net Investment Income	-	273,625	(273,625)
Benefit Payments	(246,960)	(246,960)	-
Administrative Expenses	-	(22,210)	22,210
Net Changes	<u>217,918</u>	<u>651,415</u>	<u>(433,497)</u>
Balance at June 30, 2023 (Measurement Date)	<u>\$ 4,573,625</u>	<u>\$ 4,555,219</u>	<u>\$ 18,406</u>

Subsequent Events

There were no subsequent events that would materially affect the results presented in this disclosure.

Sensitivity of the Total OPEB Liability to the Changes in the Discount Rate

The following presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be, if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current discount rate:

	1% Decrease (5.50%)	Discount Rate (6.50%)	1% Increase (7.50%)
Net OPEB Liability (Asset)	\$ 527,297	\$ 18,406	\$ (412,175)

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 9 OTHER POSTEMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)

C. Changes in the Net OPEB Liability (Continued)

Sensitivity of the Total OPEB Liability to the Changes in Medical Trend Rates

The following presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be, if it were calculated using a medical trend rate that is 1-percentage point lower or 1-percentage point higher than the current medical trend rate:

	1% Decrease (4.5% Decreasing to 4.2% for 2024)	Trend Rate (5.5% Decreasing to 5.2% for 2024)	1% Increase (6.5% Decreasing to 6.2% for 2024)
Net OPEB Liability (Asset)	\$ (369,678)	\$ 18,406	\$ 491,548

D. OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the year ended June 30, 2023, the District recognized OPEB expense of \$393,918. At June 30, 2023, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Actual and Expected Experience	\$ 93,965	\$ -
Changes in Assumptions	69,298	-
Net Differences Between Projected and Actual Earnings	308,934	-
Total	\$ 472,197	\$ -

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as OPEB expense as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2024	\$ 143,187
2025	119,928
2026	187,198
2027	21,884

E. Payable to the OPEB Plan

At June 30, 2023, the District had no outstanding amount of contributions to the OPEB plan required for the year ended June 30, 2023.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 10 LEASES

The District, acting as lessor, leases a site for a cellular tower under a long-term noncancelable lease agreement. The initial lease term expired September 2020 and has the option to extend for five additional renewal terms of five years each resulting in an expected expiration of September 2045. During the year ended June 30, 2023, the District recognized #VALUE! and \$23,085 in lease revenue and interest revenue, respectively, pursuant to this contract.

The remainder of the rental income included in the Statement of Revenues, Expenditures, and Changes in Fund Balances for the year ended June 30, 2023 was \$#VALUE!#VALUE! and consists of leases that arise from renting the District's property on Haster Street in Garden Grove, California. These leases are on a month-to-month basis.

NOTE 11 COMMITMENTS AND CONTINGENCIES

State Assisted Programs

The District participates in certain state assisted programs. These programs are subject to program compliance audits by the grantors or their representatives. Any liability for reimbursement that may arise as the result of these audits is not believed to be material.

REQUIRED SUPPLEMENTARY INFORMATION

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY – CALPERS
LAST TEN FISCAL YEARS***

Fiscal Year Ended	<u>June 30, 2023</u>	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>June 30, 2020</u>	<u>June 30, 2019</u>	<u>June 30, 2018</u>	<u>June 30, 2017</u>	<u>June 30, 2016</u>	<u>June 30, 2015</u>
Measurement Date	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
Plans' Proportion of the Net Pension Liability	0.07685%	0.02646%	0.06281%	0.05579%	0.04989%	0.04942%	0.04379%	0.03873%	0.04500%
Plans' Proportionate Share of the Net Pension Liability	\$ 3,595,763	\$ 502,480	\$ 2,649,531	\$ 2,233,924	\$ 1,880,117	\$ 1,948,055	\$ 1,521,330	\$ 1,062,408	\$ 1,112,227
Plans' Covered Payroll	\$ 6,569,908	\$ 6,759,803	\$ 6,652,998	\$ 6,375,440	\$ 5,930,211	\$ 5,003,137	\$ 4,993,576	\$ 4,479,991	\$ 4,184,192
Plans' Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll	54.73%	7.43%	39.82%	35.04%	31.70%	38.94%	30.47%	23.71%	26.58%
Plans' Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	0.11%	0.10%	0.08%	0.07%	0.06%	0.06%	0.05%	0.05%	0.04%

NOTES TO SCHEDULE

Benefit Changes:

There were no changes in benefits.

Changes in Assumptions:

From fiscal year June 30, 2015 to June 30, 2016:

GASB 68, paragraph 68 states that the long-term expected rate of return should be determined net of pension plan investment expense but without reduction for pension plan administrative expense. The discount rate of 7.50% used for the June 30, 2014 measurement date was net of administrative expenses.

The discount rate of 7.65% used for the June 30, 2015 measurement date is without reduction of pension plan administrative expense.

From fiscal year June 30, 2016 to June 30, 2017:

There were no changes in assumptions.

From fiscal year June 30, 2017 to June 30, 2018:

The discount rate was reduced from 7.65% to 7.15%.

From fiscal year June 30, 2018 to June 30, 2019:

Inflation was reduced from 2.75% to 2.50%.

From fiscal year June 30, 2019 to June 30, 2022:

There were no significant changes in assumptions.

From fiscal year June 30, 2022 to June 30, 2023:

The discount rate and long-term rate of return decreased from 7.15% to 6.90% and the inflation rate decreased from 2.50% to 2.30%.

* Fiscal year 2015 was the first year of implementation, therefore only nine years are shown.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
SCHEDULE OF CONTRIBUTIONS – PENSION – CALPERS
LAST TEN FISCAL YEARS***

Fiscal Year-End	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Contractually Required Contribution (Actuarially Determined) Contributions in Relation to the Actuarially Determined Contributions	\$ 842,923	\$ 798,166	\$ 781,931	\$ 703,004	\$ 613,415	\$ 532,683	\$ 451,950	\$ 431,624	\$ 483,044
Contribution Deficiency (Excess)	(842,923)	(798,166)	(781,931)	(703,004)	(613,415)	(532,683)	(451,950)	(431,624)	(483,044)
Covered Payroll Contributions as a Percentage of Covered Payroll	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 6,691,201	\$ 6,569,908	\$ 6,759,803	\$ 6,652,998	\$ 6,375,440	\$ 5,930,211	\$ 5,003,137	\$ 4,993,576	\$ 4,479,991
	12.60%	12.15%	11.57%	10.57%	9.62%	8.98%	9.03%	8.64%	10.78%

NOTES TO SCHEDULE

Valuation Date	6/30/2020	6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014	6/30/2013	6/30/2012
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Methods and Assumptions Used to

Determine Contribution Rates:

	Entry age	Entry age	Entry age	Entry age	Entry age	Entry age	Entry age	Entry age	Entry age
Actuarial Cost Method	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)
Amortization Method	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	15 Year Smoothed Market Method
Asset Valuation Method	2.300%	2.500%	2.500%	2.625%	2.75%	2.75%	2.75%	2.75%	2.75%
Inflation	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)
Salary Increases	6.90% (3)	7.00% (3)	7.00% (3)	7.25% (3)	7.375% (3)	7.50% (3)	7.50% (3)	7.50% (3)	7.50% (3)
Investment Rate of Return	(4)	(4)	(4)	(4)	(4)	(4)	(4)	(4)	(4)
Retirement Age	(5)	(5)	(5)	(5)	(5)	(5)	(5)	(5)	(5)
Mortality									

- (1) Level percentage of payroll, closed
- (2) Depending on age, service, and type of employment
- (3) Net of pension plan investment expense, including inflation
- (4) 50 years (2%@55 and 2%@60), 52 years (2%@62)**
- (5) Mortality assumptions are based on mortality rates resulting from the most recent CalPERS Experience Study adopted by the CalPERS Board.

* Fiscal year 2015 was the 1st year of implementation, therefore only nine years are shown.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY – OCERS
LAST TEN FISCAL YEARS***

Fiscal Year Ended	<u>June 30, 2023</u>	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>June 30, 2020</u>	<u>June 30, 2019</u>	<u>June 30, 2018</u>	<u>June 30, 2017</u>	<u>June 30, 2016</u>	<u>June 30, 2015</u>
Measurement Date	December 31, 2022	December 31, 2021	December 31, 2020	December 31, 2019	December 31, 2018	December 31, 2017	December 31, 2016	December 31, 2015	December 31, 2014
Plans' Proportion of the Net Pension Liability	0.00100%	-0.268%	-0.040%	-0.012%	0.040%	0.024%	0.032%	0.034%	0.057%
Plans' Proportionate Share of the Net Pension Liability (Asset)	\$ 47,967	\$ (5,501,623)	\$ (1,681,965)	\$ (625,500)	\$ 2,492,695	\$ 1,166,920	\$ 1,669,793	\$ 1,941,891	\$ 2,900,367
Plans' Covered Payroll	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Plans' Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Plans' Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	99.82%	120.52%	106.03%	102.29%	90.92%	95.89%	93.78%	92.66%	89.85%

* Fiscal year 2015 was the first year of implementation, therefore only nine years are shown.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
SCHEDULE OF CONTRIBUTIONS – OCERS
LAST TEN FISCAL YEARS***

Fiscal Year-End	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Contractually Required Contribution (Actuarially Determined)	\$ -	\$ -	\$ -	\$ -	\$ 877,769	\$ -	\$ -	\$ 314,474	\$ -
Contributions in Relation to the Actuarially Determined									
Contributions	-	-	-	-	(877,769)	(4,298)	-	(314,474)	-
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (4,298)	\$ -	\$ -	\$ -
Covered Payroll Contributions as a	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Percentage of Covered Payroll	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

NOTES TO SCHEDULE

Valuation Date (5) 12/31/2020 (5) (5) 12/31/2017 (5) (5) 12/31/2014 (5)

Methods and Assumptions Used to

Determine Contribution Rates:

Actuarial Cost Method	(5)	Entry age	(5)	(5)	Entry age	(5)	(5)	Entry age	(5)
Amortization Method	(5)	(1)	(5)	(5)	(1)	(5)	(5)	(1)	(5)
Asset Valuation Method	(5)	(2)	(5)	(5)	(2)	(5)	(5)	(2)	(5)
Inflation	(5)	2.750%	(5)	(5)	2.750%	(5)	(5)	2.750%	(5)
Salary Increases	(5)	N/A	(5)	(5)	N/A	(5)	(5)	N/A	(5)
Investment									
Rate of Return	(5)	7.00% (3)	(5)	(5)	7.00% (3)	(5)	(5)	7.25% (3)	(5)
Retirement Age	(5)	59	(5)	(5)	59	(5)	(5)	59	(5)
Mortality	(5)	(4)	(5)	(5)	(4)	(5)	(5)	(4)	(5)

(1) Level percentage of payroll, closed

(2) The Actuarial Value of Assets is determined by recognizing any difference between the actual and the expected market return over a five-year period. The Valuation Value of Assets is the Actuarial Value of Assets reduced by the value of the non-valuation reserves.

(3) Net of pension plan investment expense, including inflation

(4) Pub-2010 General Healthy Retiree Amount-Weighted Above-Median Mortality Table (separate tables for males and females) with rates increased by 5%, projected 30 years (from 2010) with the two-dimensional mortality improvement scale MP year of valuation, weighted 40% male and 60% female.

(5) Valuations are only required every three years for this withdrawn plan.

* Fiscal year 2015 was the 1st year of implementation, therefore only nine years are shown.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS
LAST TEN FISCAL YEARS***

Fiscal Year-End Measurement Date	6/30/2023 6/30/2022	6/30/2022 6/30/2021	6/30/2021 6/30/2020	6/30/2020 6/30/2019	6/30/2019 6/30/2018	6/30/2018 6/30/2017
Total OPEB Liability:						
Service Cost	\$ 178,082	\$ 172,896	\$ 137,998	\$ 133,979	\$ 149,564	\$ 145,208
Interest on Total OPEB Liability	286,796	273,215	249,025	237,289	204,873	193,579
Change of Benefit Terms	-	-	-	26,765	-	-
Change of Assumptions	-	104,693	-	311	-	-
Differences Between Actual and Expected Experience	-	65,762	-	162,711	-	-
Benefit Payments, Including Refunds and the Implied Subsidy Benefit Payments	(246,960)	(237,883)	(203,116)	(186,651)	(172,520)	(157,788)
Net Change in Total OPEB Liability	217,918	378,683	183,907	374,404	181,917	180,999
Total OPEB Liability - Beginning of Year	4,355,707	3,977,024	3,793,117	3,418,713	3,236,796	3,055,797
Total OPEB Liability - End of Year (a)	4,573,625	4,355,707	3,977,024	3,793,117	3,418,713	3,236,796
Plan Fiduciary Net Position:						
Contributions - Employer	646,960	237,883	403,116	186,651	332,520	157,788
Net Investment Income	273,625	(499,598)	707,874	154,442	187,022	172,915
Administrative Expenses	(22,210)	(24,704)	(22,488)	(21,011)	(18,258)	(17,814)
Benefit Payments, Including Refunds and the Implied Subsidy Benefit Payments	(246,960)	(237,883)	(203,116)	(186,651)	(172,520)	(157,788)
Net Change in Plan Fiduciary Net Position	651,415	(524,302)	885,386	133,431	328,764	155,101
Plan Fiduciary Net Position - Beginning of Year	3,903,804	4,428,106	3,542,720	3,409,289	3,080,525	2,925,424
Plan Fiduciary Net Position - End of Year (b)	4,555,219	3,903,804	4,428,106	3,542,720	3,409,289	3,080,525
Net OPEB Liability (Asset) - Ending (a)-(b)	\$ 18,406	\$ 451,903	\$ (451,082)	\$ 250,397	\$ 9,424	\$ 156,271
Plan Fiduciary Net Position as a Percentage of the						
Total OPEB Liability (Asset)	99.60%	89.63%	111.34%	93.40%	99.72%	95.17%
Covered - Employee Payroll	\$ 6,684,914	\$ 6,569,908	\$ 6,759,803	\$ 6,652,998	\$ 6,375,440	\$ 5,930,211
Net OPEB Liability (Asset) as Percentage of Covered - Employee Payroll	0.28%	6.88%	-6.67%	3.76%	0.15%	2.64%

NOTES TO SCHEDULE

Benefit Changes:

There were no changes in benefits.

Changes in Assumptions:

The fiscal year ended June 30, 2018 is the first year of implementation and the same actuarial report was utilized for fiscal year ended June 30, 2019; therefore, there are no previous GASB 75 actuarial reports for comparison.

The fiscal year ended June 30, 2020 contained a medical trend rate of 5.9% for 2020 decreasing by 0.1% per year to an ultimate rate of 5.0% for 2029 and later years while the fiscal years ended June 30, 2019 and 2018 included a medical trend rate of 5.0% for 2018 and later years.

The fiscal year ended June 30, 2022 contained a medical trend rate of 5.75% for 2022, 5.50% for 2023, 5.20% for 2024-2069, and 4.50% for 2070 and later years.

Medicare is at 4.5% for all years. Also, the mortality rates were updated to the CalPERS Experience Study (2000-2019). The previous mortality rates were based on the RP-2014 tables.

* Fiscal year 2018 was the first year of implementation; therefore, only six years are shown.

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
SCHEDULE OF CONTRIBUTIONS – OPEB
LAST TEN FISCAL YEARS***

Fiscal Year-End	6/30/2023	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018
Contractually Required Contribution (Actuarially Determined)	\$ 229,335	\$ 222,187	\$ 195,944	\$ 186,651	\$ 158,204	\$ 152,416
Contributions in Relation to the Actuarially Determined Contributions	(646,960)	(237,883)	(403,116)	(186,651)	(332,520)	(157,788)
Contribution Deficiency (Excess)	<u>\$ (417,625)</u>	<u>\$ (15,696)</u>	<u>\$ (207,172)</u>	<u>\$ -</u>	<u>\$ (174,316)</u>	<u>\$ (5,372)</u>
Covered - Employee Payroll	\$ 6,684,914	\$ 6,569,908	\$ 6,759,803	\$ 6,652,998	\$ 6,375,443	\$ 6,216,041
Contributions as a Percentage of Covered - Employee Payroll	9.68%	3.62%	5.96%	2.81%	5.22%	2.54%

NOTES TO SCHEDULE

Valuation Date	7/1/2021	7/1/2021	7/1/2019	7/1/2019	7/1/2017	7/1/2017
Methods and Assumptions Used to Determine Contribution Rates:						
Actuarial Cost Method	Entry age normal, level percentage of payroll					
Amortization Method	Level percent of pay					
Amortization Period	30-years					
Asset Valuation Method	Market value					
Discount Rate	6.50%					
Salary Increases	3.00%					
General Inflation	3.00%					
Medical Trend	Fiscal year ends 2018 through 2021: 5.9% for 2020 decreasing by 0.1% per year to an ultimate rate of 5.0% for 2029 and later years Fiscal year end 2022: 5.75% for 2022, 5.50% for 2023, 5.20% for 2024-2069, and 4.50% for 2070 and later years. Medicare is at 4.50% for all years.					
Mortality	Fiscal year ends 2018 through 2021: Pre-retirement mortality rates were based on the RP-2014 Employee Mortality Table for Males or Females, as appropriate, without projection. Post-retirement mortality rates were based on the RP-2014 Health Annuitant Mortality Table for Males or Females, as appropriate, without projection. Fiscal year end 2022: Mortality rates were based on the CalPERS Experience Study (2000-2019).					
Retirement and Termination	Retirement and termination assumptions used were based on a review of plan experience and a best estimate of future plan experience.					

* Fiscal year 2018 was the first year of implementation; therefore, only six years are shown.



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Board of Trustees
Orange County Mosquito and Vector Control District
Garden Grove, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of the Orange County Mosquito and Vector Control District (the District) as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated March 8, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



CliftonLarsonAllen LLP

Irvine, California
March 8, 2024



Board of Directors
Orange County Mosquito and Vector Control District
Garden Grove, California

We have audited the financial statements of the governmental activities and the major fund of the Orange County Mosquito and Vector Control District (District) as of and for the year ended June 30, 2023, and have issued our report thereon dated March 8, 2024. We have previously communicated to you information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit in our engagement agreement dated June 12, 2023 and in our meeting on August 16, 2023. Professional standards also require that we communicate to you the following information related to our audit.

Significant audit findings or issues

Qualitative aspects of accounting practices

Accounting policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements.

As described in Note 1, the District changed accounting policies related to subscription-based information technology arrangements by adopting Statement of Governmental Accounting Standards Board (GASB Statement) No. 96, *Subscription-Based Information Technology Arrangements*, in fiscal year 2022-2023. There was not an impact on the District's net position/fund balance as a result of the adoption of this accounting standard.

We noted no transactions entered into by the entity during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- The annual required contributions, pension expense, net pension liability and corresponding deferred outflows of resources and deferred inflows of resources for the District's public defined benefit plans with CalPERS are based on an actuarial valuation provided by CalPERS.
- The required contributions, pension expense, net pension liability and corresponding deferred outflows of resources and deferred inflows of resources for the District's terminated public defined benefit plans with OCERS are based on an actuarial valuation provided by OCERS.

- The other postemployment benefits plan (OPEB) expense, net OPEB liability, and corresponding deferred outflows of resources and deferred inflows of resources for the District's defined benefit OPEB plan are based several key assumptions that are set by management with the assistance of an independent third-party actuary. These key assumptions include anticipated investment rate of return, health care cost trends, mortality and certain amortization periods.

We evaluated the key factors and assumptions used to develop the above estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Financial statement disclosures

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were reported in Note 8 regarding the District's retirement plans and Note 9 regarding the District's defined benefit OPEB plan.

The financial statement disclosures are neutral, consistent, and clear.

Significant unusual transactions

We identified no significant unusual transactions.

Difficulties encountered in performing the audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Uncorrected misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management did not identify and we did not notify them of any uncorrected financial statement misstatements.

Corrected misstatements

Management did not identify and we did not notify them of any financial statement misstatements detected as a result of audit procedures.

Disagreements with management

For purposes of this communication, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. No such disagreements arose during our audit.

Circumstances that affect the form and content of the auditors' report

As previously communicated to you, the report was modified to describe the District's implementation of GASB 96, *Subscription-Based Information Technology Arrangements*.

Management representations

We have requested certain representations from management that are included in the management representation letter dated March 8, 2024.

Management consultations with other independent accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the entity’s financial statements or a determination of the type of auditors’ opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Significant issues discussed with management prior to engagement

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to engagement as the entity’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our engagement.

Other audit findings or issues

We have provided a separate communication to you dated March 8, 2024, communicating internal control related matters identified during the audit.

Required supplementary information

With respect to the required supplementary information (RSI) accompanying the financial statements, we made certain inquiries of management about the methods of preparing the RSI, including whether the RSI has been measured and presented in accordance with prescribed guidelines, whether the methods of measurement and preparation have been changed from the prior period and the reasons for any such changes, and whether there were any significant assumptions or interpretations underlying the measurement or presentation of the RSI. We compared the RSI for consistency with management’s responses to the foregoing inquiries, the basic financial statements, and other knowledge obtained during the audit of the basic financial statements. Because these limited procedures do not provide sufficient evidence, we did not express an opinion or provide any assurance on the RSI.

* * *

This communication is intended solely for the information and use of the Board of Directors and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties.



CliftonLarsonAllen LLP

Irvine, California
March 8, 2024



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

April 18, 2024

AGENDA REPORT

AGENDA ITEM E.6

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

Agenda Title:

Adopt Resolution No. 574 Amending Investment Policy No. 38 for Monies of the Orange County Mosquito and Vector Control District

Recommended Action:

The Board of Trustees Adopt Resolution Number 574 amending Investment Policy No. 38 pertaining to Investment of Liquid Assets of the Orange County Mosquito and Vector Control District.

Executive Summary:

The District's Investment Policy calls for an annual review by the District to ensure a policy statement which is consistent with any new relevant legislation and financial trends. It also established that the District Manager and the Finance Department Head shall periodically report to the Board of Trustees proposed changes and amendments to this policy for review and approval. The District Manager/Finance Department Head along with the Budget and Finance Committee has reviewed the proposed Policy changes and recommends that the Board adopt the changes to update the language in the policy as recommended by the independent auditors and provide greater flexibility.

The Budget and Finance Committee will meet to review this item prior to the Board meeting on April 18, 2024.

An annual review of the policy is done by the District for any changes or amendments, as necessary. Recommended amendments to this policy are necessitated due to the ongoing administration of the District non-pooled investment. The amended Policy eliminated the need for an annual resolution with regards to the policy itself. This policy changes were also recommended by the District's independent auditor to continue the District's investment.

Strategic Plan Compliance:

PRIORITY AREA 11: Fiscal Responsibility/Financial

Fiscal Impact: N/A

What Amount is being requested?

Is the Amount Requested Budgeted in the Current Fiscal Year?

If No, What Funds Are Requested?

Previous Relevant Board Actions for This Item:

November 17, 2022 Board Meeting – Policy No. 38 Update Approved (Resolution No. 548)

Exhibits:

Exhibit A: Investment Policy No. 38 for Fiscal Year 2023-24. Redline Version

Exhibit B: Investment Policy No. 38 for Fiscal Year 2023-24. Clean Version

Exhibit C: Resolution No. 574

Orange County Mosquito and Vector Control District
Statement of Investment Policy for Liquid Assets
Fiscal Year 2023-24

Policy No. 38
April 18, 2024

1. Purpose: The purpose of this policy is to comply with the requirements of California Government Code Section 53600 et. seq. and to provide clear guidance for the investment of all monies of the Orange County Mosquito and Vector Control District (District).

2. Application: This regulation applies to all liquid financial assets of the District. This regulation shall not apply to assets designated as post-retirement health care plan funds by the District.

3. Regulation:

A. Investment Objectives

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

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

B. Legal and Policy Constraints

The authority governing investments for municipal government agencies is set forth in the California Government Code Section 53600 et. seq. In all instances, the District shall comply with the requirements of state law as it is amended from time to time. In addition to the requirements of state law, the District:

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

C. Prudence

The Board of Trustees and persons authorized to make investment decisions for the District are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct

of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.

Investment officials acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

D. Ethics and Conflict of Interest

Officers and employees of the District involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the District Manager/Treasurer any material financial interests in financial institutions that conduct business with the District, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the District, particularly with regard to the time of purchases and sales. The District Manager/Treasurer, or Finance Manager at the direction of the District Manager/Treasurer shall make similar disclosures to the Board of Trustees.

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

E. Investment Authority

Authority to manage the City's investment program is derived from California Government Code Section 53607. The Board of Trustees will retain ultimate fiduciary responsibility for the portfolio. The Board will receive monthly reports, designate investment officers and review the investment policy making any changes necessary by adoption.

The Board of Trustees delegates to the District Manager/Treasurer the primary responsibility for the District's investment program and the authority to make investments on behalf of the District. Such investments shall be limited to the instruments authorized under California Government Code Sections 53601 and 53635 and further described in Appendix A. The District's Finance Manager has the authority, unless that authority is removed by the District Manager, to facilitate and manage investments on the District's behalf, solely under the direction of the District Manager.

All investments of the District shall be approved by the District Manager/Treasurer.

No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the District Manager /Treasurer.

F. Authorized Financial Institutions and Broker/Dealers

The District Manager/Treasurer will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained for approved security broker/dealers

selected by conducting a process of due diligence. These may include “primary” dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

Selection of authorized broker/dealers shall be made by the District Manager/Treasurer with the guidance of the Budget and Finance Committee. Periodically, the District will distribute a Broker/Dealer Questionnaire to interested and known financial institutions and broker/dealers. Qualified broker/dealers selected to do business with the District shall submit annually a current audited financial statement. After the annual adoption of the District’s investment policy by the Board of Trustees, a copy shall be sent to all broker/dealers approved to do business with the District. Confirmation of receipt of this policy shall be considered evidence that the dealer understands the District’s investment policies and intends to sell the District only appropriate investments authorized by this policy.

Selection of financial institutions to serve as depositories for the District shall be made by the Board of Trustees upon the recommendation of the District Manager/Treasurer.

G. Deposits

Money must be deposited in state or national banks, state or federal savings associations, or state or federal credit unions in the State of California. Money may be in:

- Active deposits
- Inactive deposits
- Interest-bearing active deposits
- Passbook savings accounts

The depository must secure the District’s deposits by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the District) with the pledged securities having a market value of 110% of the total amount of the deposits. State law also allows financial institutions to secure deposits by pledging first trust deed mortgage notes having a value of 150% of the total amount of the deposits.

The District Manager/Treasurer may, at his/her discretion, waive the collateral requirement for deposits which are fully insured up to \$250,000 by the FDIC.

From time to time certain institutions may ask to reduce the existing certificate of deposit of \$250,000 down by a few thousand dollars so the accrued interest on the deposit will also be insured. It is to the District’s advantage to reduce the principal deposit to the lower level for full insurance coverage of principal and accrued interest if the financial institution requests the reduction and if there is no penalty assessed for the reduction. If deposits exceed the FDIC insurance level, then the deposits must be collateralized as described in the preceding paragraphs of this section.

H. Safekeeping of Securities

All purchased securities shall be held by an independent third-party safekeeping institution selected by the Board of Trustees and evidenced by safekeeping receipts in the District's name. All security transactions entered into by the District shall be conducted on a delivery-versus-payment (DVP) basis to ensure the securities are deposited in the District's safekeeping institution prior to the release of funds.

I. Diversification

The District shall diversify its investments by security type and institution. With the exception of U.S. Treasury securities and authorized investment pools (i.e. Local Agency Investment Fund (LAIF) or the Orange County Investment Pool (OCIP) the following shall apply:

1. IRS Section 115 Trust

The goal of the Plan's investment program is to provide a reasonable level of growth which will result in sufficient assets to pay the present and future obligations of the Plan. The following objectives are intended to assist in achieving this goal:

- The Plan should seek to earn a return in excess of its policy benchmark over the life of the Plan.
- The Plan's assets will be managed on a total return basis which takes into consideration both investment income and capital appreciation. While the Plan Sponsor recognizes the importance of preservation of capital, it also adheres to the principle that varying degrees of investment risk are generally rewarded with compensating returns. To achieve these objectives, the Plan Sponsor allocates its assets (asset allocation) with a strategic perspective of the capital markets.

Investment Time Horizon: Long- term 10+ years or

Anticipated Cash Flows: **Pension/OPEB Trust Plan:** Assets in the Plan can be used to reimburse the District for eligible expenditures. Reimbursement of these expenditures can be transferred back to the District at its discretion.

Investment Objective: Moderate Objective
The assets in this Plan will eventually be used to pay District's OPEB obligations

Risk Tolerance: Conservative to Moderate
The account's risk tolerance has been rated conservative to moderate, which demonstrates that the account can accept some price fluctuations to pursue its investment objectives.

2. Federal Agency Securities

No more than 50 percent (50%) of the District's investment portfolio shall be invested in securities of a single issuer (e.g., FFCB, FNMA, etc.),

3. All Other Securities

No more than 15 percent (15%) of the District's investment portfolio shall be invested in a single security type and no more than 15 percent (15%) with a single issuer.

J. Maturity and Term

The District administers funds according to cash flow requirements. As a result, there is a core of funds that are not necessary for the daily operational needs of the District for paying expenses. From time to time market conditions of fixed income markets present opportunities for higher interest rates on high grade securities with a low risk exposure. It is in the best interest of the District to practice a fully diversified investment plan that will ensure safety, liquidity, and the increase of acceptable yield from these situations.

To the extent possible, the District will attempt to match its investments with anticipated cash flow requirements

K. Investments

The following is a list of allowable investments instrument authorized by the California Government Code and recommended by the California Debt and Investment Advisory Commission (CDIAC) (see Appendix A for descriptions and for table of notes):

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

L. Internal Controls and Transfers of Investment Funds

Management shall establish a system of internal controls, which shall be documented in writing. The controls shall be designed to prevent the loss of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District.

The internal controls shall be reviewed annually by the external auditor. This review will provide internal control by assuring compliance with policies and procedures.

The transferring of investment funds will be carried out exclusively by use of telephonic or electronic wire transfers. Each entity with which the District does business shall receive, in writing from the District Manager/Treasurer, a listing which limits transfers of funds to preauthorized bank accounts only. The listing will also contain the names of District staff authorized to request such transfers and will be updated, in writing, for all changes of authorized staff and bank accounts, as necessary.

M. Performance Standards

The investment portfolio shall be designed with the objective of obtaining a rate of return, throughout budgetary and economic cycles, commensurate with investment risk constraints and cash flow needs.

The bases used by the District Manager/ Treasurer to determine whether market yields are being achieved shall be investment return of the Local Agency Investment Fund (LAIF) and the interest rate of a U.S. Treasury obligation with a maturity that approximates the average maturity of the portfolio.

N. Reporting

In accordance with California Government Code Sections 41004, 53607 and 53646, the District Manager/Treasurer and the Finance Manager shall render monthly reports to the Board of Trustees showing receipts, disbursements and fund balances for the month, along with: (a) type of investment; (b) issuer; (c) date of maturity; (d) par and dollar amount of deposit; (e) current market value for all securities with a maturity of more than twelve (12) months and the source of the valuation information; (f) rate of interest on each security; and (g) such other data as the Board of Trustees may, from time to time, specify, for all investments in the portfolio. The report shall also state the degree of compliance of the portfolio to the Investment Policy, and shall include a statement denoting the ability of the District to meet its expenditure requirements for the next six months.

For investments in LAIF and OCIP, the report may include the most recent statement received by the District from these institutions in lieu of the information required by the preceding paragraph.

O. Policy Review

1. Annual Statement of Investment Policy

The District Manager/Treasurer and the Finance Manager shall annually in June render to the Board of Trustees a Statement of Investment Policy which Statement shall be adopted by Resolution of the Board of Trustees.

2. Periodic Review

To ensure a statement which is consistent with any new relevant legislation and financial trends, the District Manager/Treasurer and the Finance Manager shall periodically report to the Board of Trustees proposed changes and amendments to this policy for review and approval. In any event, all changes in state law that restrict investments beyond what is allowed in this policy shall be considered incorporated immediately upon their effective date unless otherwise adopted earlier by action of the Board of Trustees.

APPENDIX A

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

APPENDIX A

DEPOSITORY SERVICES

Active deposits are demand or checking accounts which receive revenues and pay disbursements.

Inactive deposits are Certificates of Deposit issued in any amount for periods of time as short as fourteen days and as long as several years.

Interest-bearing active deposits are money market accounts at a financial institution (i.e., bank, savings and loan, credit union). These accounts are demand accounts (i.e., checking accounts) with restricted transaction activity.

Passbook savings account is similar to an inactive deposit except not for a fixed term. The interest rate is much lower than Certificates of Deposit, but the savings account allows for flexibility. Funds can be deposited and withdrawn according to daily operational needs.

INVESTMENT SECURITIES

Bankers Acceptances are short term credit arrangements that are high-grade, negotiable instruments. They are time drafts drawn on and accepted by a commercial bank, primarily used to finance international trade by its acceptance, the bank becomes primarily liable for the payment of the draft at maturity. Purchases of bankers' acceptances may not exceed 180 days to maturity. Local Agencies cannot invest more than forty percent (40%) of their surplus money in Bankers Acceptances nor more than thirty percent (30%) of their surplus money in Bankers Acceptances of any one commercial bank.

California or Local Agency Bonds, Notes, Warrants, or Other Debt are obligations of any U.S. state or of any local agency within the State of California. These obligations may consist of registered treasury notes or bonds or other types of obligations.

Commercial Paper is a short term unsecured promissory note issued by a corporation to raise working capital. These negotiable instruments must be of prime quality as defined by State law and may be purchased at a discount up to par value or as interest bearing. Purchases of eligible commercial paper may not exceed 270 days maturity. Local agencies cannot invest more than twenty-five percent (25%) of the agency's surplus funds in Commercial Paper nor more than 10% of their surplus money in Commercial Paper of any one issuer.

Federal Agency Issues are issued by direct U.S. Government agencies or U.S. Government-sponsored enterprises. These issues are guaranteed by the United States Government or U.S. Government-sponsored enterprises. Examples of these securities are Federal Home Loan Bank (FHLB) notes, Federal Home Loan Mortgage Association (FHLMC), Federal National Mortgage Association (FNMA) notes and Federal Farm Credit Bank (FFCB) notes and Government National Mortgage Association (GNMA) notes. GNMA securities are guaranteed by the full faith and credit of the United States Government. Securities of the other agencies are guaranteed by the agencies and have an "implicit guarantee" of the U.S. Government.

Local Agency Investment Pools (such as the State Finance Manager’s Local Agency Investment Fund (LAIF) or the Orange County Investment Pool (OCIP)) are special funds in a state or local agency treasury which local agencies may use to deposit funds for investment. They offer high liquidity because deposits can quickly be converted to cash. All interest is distributed to participating agencies on a proportionate share basis of amount and length of time.

Medium Term Corporate Notes are unsecured promissory notes issued by a corporation organized and operating in the United States. These are negotiable instruments and are traded in the secondary market. Medium Term Corporate Notes (MTN) can be defined as extended maturity commercial paper. Corporations use these MTN’s to raise capital.

These investments must be in corporations rated in the top three note categories by a single nationally recognized rating service. Further restrictions are a maximum term of five years to maturity and total investments in Medium Term Corporate Notes may not exceed thirty percent (30%) of the local agency’s surplus money.

Money Market Mutual Funds are referred to in California Government Code Section 53601(L) as “shares of beneficial interest issued by diversified management companies.” The Mutual Fund must be restricted by its by-laws to the same investments as the local agency by the California Government Code.

The purchase price of shares shall not include any commission that the fund manager may charge and investments in these funds shall not exceed 20 percent of the agency’s funds that may be invested. In addition, no more

than 10 percent of the agency’s funds may be invested in shares of any single mutual fund.

Negotiable Certificates of Deposit (NCD) are unsecured obligations of the financial institution. These securities are generally issued in bearer form and pay interest at maturity.

Repurchase Agreements are short term investment transactions. Banks buy temporarily idle funds from a customer by selling him U.S. Government or other securities with a contractual agreement to repurchase the same securities on a future date. The customer receives interest from the bank. The term of a repurchase agreement may not exceed one year.

Reverse Repurchase Agreement is opposite of a repurchase agreement; it is an investment in which the local agency sells securities prior to the purchase with a simultaneous agreement to repurchase the security. The term of a repurchase agreement may not exceed one year.

Securities Lending Agreement means an agreement with a local agency that agrees to transfer securities to a borrower who, in turn agrees to provide collateral to the local agency. During the term of the agreement, both the securities and the collateral are held by a third party. At the conclusion of the agreement, the securities are transferred back to the local agency in return for the collateral.

Supranationals are multi-national organizations, whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in the member countries. Supranational securities allowed by state law are U.S. dollar denominated senior unsecured unsubordinated obligations

issued or unconditionally guaranteed by the Internal Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank.

U.S. Treasury Issues are direct obligations of the United States Government. These issues are called bills, notes, and bonds. The maturity range of new issues is from 13 weeks (T-Bills) to 30 years (T-Bonds). These are highly liquid and are considered the safest investment security.



Orange County Mosquito and Vector Control District

Statement of Investment Policy for Liquid Assets Fiscal Year 2023-24

Policy No.	Established:	Date Amended:	Resolution No.
38	June 15, 2006		n/a
		July 19, 2007	n/a
		November 16, 2008	n/a
		June 17, 2010	n/a
		July 15, 2010	n/a
		May 19, 2011	n/a
		May 17, 2012	n/a
		June 20, 2013	377
		June 19, 2014	399
		June 18, 2015	n/a
		July 20, 2017	451
		September 19, 2019	484
		September 17, 2020	501
		November 17, 2022	548
		April 18, 2024	574

SECTION I. Purpose

The purpose of this policy is to comply with the requirements of the California Government Code Section 53600 et. Seq. and to provide clear guidance for the investment of all monies of the Orange County Mosquito and Vector Control District (District).

SECTION II. Application

This regulation applies to all liquid financial assets of the District. This regulation shall not apply to assets designated as post-retirement health care plan funds by the District.

SECTION III. Regulation

a) Investment Objectives

The investment of all funds for the District is structured to achieve, in priority order, the goals of

safety, liquidity, and yield within the parameters established by law.

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

b) Legal and Policy Constraints

The authority governing investments for municipal government agencies is set forth in the California Government Code Section 53600 et. Seq. In all instances, the District shall comply with the requirements of state law as it is amended from time to time, In addition to the requirements of state law, the District:

- i. Shall not purchase or sell securities on margin.
- ii. Shall not borrow funds for the sole purpose of arbitrage.

c) Prudence

The Board of Trustees and persons authorized to make investment decisions for the District are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.

Investment officials acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

d) Ethics and Conflict of Interest

Officers and employees of the District involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the District Manager/Treasurer any material financial interests in financial institutions that conduct business with the District, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the District, particularly with regard to the time of purchases and sales. The District Manager/Treasurer, or Finance Department Head at the direction of the District Manager/Treasurer shall make similar disclosures to the Board of Trustees.

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

e) Investment Authority

Authority to manage the District's investment program is derived from California Government Code 53607. The Board of Trustees will retain ultimate fiduciary responsibility for the portfolio. The Board will receive monthly reports, designate investment officers and review the investment policy making any changes necessary by adoption.

The Board of Trustees delegates to the District Manager/Treasurer the primary responsibility for the District's investment program and the authority to make investments on behalf of the District. Such investments shall be limited to the instruments authorized under California Government

Code Sections 53601 and 53635 and further described in Appendix A. The District's Finance Department Head has the authority, unless that authority is removed by the District Manager, to facilitate and manage investments on the District's behalf, solely under the direction of the District Manager.

All investments of the District shall be approved by the District Manager/Treasurer.

No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the District Manager/Treasurer.

f) Authorized Financial Institutions and Broker/Dealers

The District Manager/Treasurer will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained for approved security broker/dealers selected by conducting a process of due diligence. These may include "primary" dealers of regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

Selection of authorized broker/dealers shall be made by the District Manager/Treasurer with the guidance of the Budget and Finance Committee. Periodically, the District will distribute a Broker/Dealer Questionnaire to interested and known financial institutions and broker/dealers. Qualified broker/dealers selected to do business with the District shall submit annually a current audited financial statement. After the annual adoption of the District's investment policy but the Board of Trustees, a copy shall be sent to all broker/dealers approved to do business with the District. Confirmation of receipt of this policy shall be considered evidence that the dealer understands the District's investment policies and intends to sell the District only appropriate investments authorized by this policy.

Selection of financial institutions to serve as depositories for the District shall be made by the Board of Trustees upon the recommendation of the District Manager/Treasurer.

g) Deposits

Money must be deposited in state or national banks, state or federal savings associations, or state or federal credit unions in the State of California. Money may be in:

- i. Active Deposits
- ii. Inactive Deposits
- iii. Interest-bearing Active Deposits
- iv. Passbook Savings Accounts

The depository must secure the District's deposits by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the District) with the pledged securities having a market value of 110% of the total amount of the deposits. State law also allows financial institutions to secure deposits by pledging first trust deed mortgage notes having a value of 150% of the total amount of the deposits.

The District Manager/Treasurer may, at their discretion, waive the collateral requirement for deposits which are fully insured up to \$250,000 by the FDIC.

From time to time certain institutions may ask to reduce the existing certificate of deposit of \$250,000 down by a few thousand dollars so the accrued interest on the deposit will also be insured. It is to the District's advantage to reduce the principal deposit to the lower level for full insurance coverage of principal and accrued interest if the financial institution requests the reduction and if there is no penalty assessed for the reduction. If deposits exceed the FDIC insurance level, then the deposits must be collateralized as described in the preceding paragraphs of this section.

h) Safe Keeping of Securities

All purchased securities shall be held by an independent third-party safekeeping institution selected by the Board of Trustees and evidenced by safekeeping receipts in the District's name. All security transactions entered into by the District shall be conducted on a delivery-versus-payment (DVP) basis to ensure the securities are deposited in the District's safekeeping institution prior to the release of funds.

i) Diversification

The District shall diversify its investments by security type and institution. With the exception of U.S. Treasury securities and authorized investment pools (i.e. Local Agency Investment Fund (LAIF) or the Orange County Investment Pool (OCIP)) the following shall apply:

i. IRS Section 115 Trust

The goal of the Plan's investment program is to provide a reasonable level of growth which, will result in sufficient assets to pay the present and future obligations of the Plan. The following objectives are intended to assist in achieving this goal:

- a. The Plan should seek to earn a return in excess a return in excess of its policy benchmark over the life of the Plan.
- b. The Plan's assets will be managed on a total return basis which takes into consideration both investment income and capital appreciation. While the Plan Sponsor recognizes the importance of preservation of capital, it also adheres to the principle that varying degrees of investment risk are generally rewarded with compensating returns. To achieve these objectives, the Plan Sponsor allocates its assets (asset allocation) with a strategic perspective of the capital markets.

Investment Time Horizon: Long-term 10+ years or

Anticipated Cash Flows: Pension/OPEB Trust Plan: Assets in the Plan can be used to reimburse the District for eligible expenditures. Reimbursement of these expenditures can be transferred back to the District at its discretion.

Investment Objective: Moderate Objective: The assets in this Plan will eventually be used to pay District's OPEB obligations.

Risk Tolerance: Conservative to Moderate: Conservative to Moderate: The account's risk tolerance has been rated conservative to moderate, which demonstrates that the account can accept some price fluctuations to pursue its investment objectives.

ii. Federal Agency Securities

No more than 50 percent (50%) of the District's investment portfolio shall be invested in securities of a single issuer (i.e. FFCB, FNMA, etc.)

iii. All Other Securities

No more than 50 percent (50%) of the District's investment portfolio shall be invested in a single security type and no more than 15 percent (15%) with a single issuer.

j) Maturity and Term

The District administers funds according to cash flow requirements. As a result, there is a core of funds that are not necessarily for the daily operational needs of the District for paying expenses. From time to time the market conditions of fixed income markets present opportunities for higher interest rates on high grade securities with a low risk exposure. It is in the best interest of the District to practice a fully diversified investment plan that will ensure safety, liquidity, and the increase of acceptable yield from these situations.

To the extent possible, the District will attempt to match its investments with anticipated cash flow requirements.

k) Investments

The following is a list of allowable investments instruments authorized by the California Government Code and recommended by the California Debt and Investment Advisory Commission (CDIAC) (see Appendix A for descriptions and for table of notes)

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

l) Internal Controls and Transfers of Investment Funds

Management shall establish a system of internal controls, which shall be documented in writing. The controls shall be designed to prevent the loss of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District.

The internal controls shall be reviewed annually by the external auditor. This review will provide internal controls by assuring compliance with policies and procedures.

The transferring of investment funds will be carried out exclusively by use of telephonic or electronic wire transfers. Each entity with which the District does business shall receive, in writing, from the District Manager/Treasurer, a listing which limits transfers of funds to preauthorized bank accounts only. The listing will also contain the names of District staff authorized to request such transfers and will be updated, in writing, for all changes of authorized staff and bank accounts, as necessary.

m) Performance Standards

The investment portfolio shall be designed with the objective of obtaining a rate of return, throughout budgetary and economic cycles, commensurate with investment risk constraints and cash flow needs.

The bases used by the District Manager/Treasurer to determine whether market yields are being achieved shall be investment return of the Local Agency Investment Fund (LAIF) and the interest rate of a U.S. Treasury obligation with a maturity that approximates the average maturity of the portfolio.

n) Reporting

In accordance with California Government Code Sections 41004, 53607, and 53646, the District Manager/Treasurer and the Finance Department Head shall render monthly reports to the Board of Trustees showing receipts, disbursements, and fund balances for the month, along with: (a) type of investment; (b) issuer; (c) date of maturity; (d) par and dollar amount of deposit; (e) current market value for all securities with a maturity of more than twelve (12) months and the source of the valuation information; (f) rate of interest on each security; and (g) such other data as the Board of Trustees may, from time to time, specify for all investments in the portfolio. The report shall also state the degree of compliance of the portfolio to the Investment Policy, and shall include a statement denoting the ability of the District to meet its expenditure requirements for the next six months.

For investments in LAIF and OCIP, the report may include the most recent statement received by the District from these institutions in lieu of the information required by the preceding paragraph.

o) Periodic Policy Review

To ensure a statement which is consistent with any new relevant legislation and financial trends, the District Manager/Treasurer and the Financial Department Head shall periodically report to the Board of Trustees proposed changes and amendments to this policy for review and approval. In any event, all changes in state law that restrict investments beyond what is allowed in this policy shall be considered incorporated immediately upon their effective date unless otherwise adopted earlier by action of the Board of Trustees.

APPENDIX A

TABLE OF NOTES FOR FIGURE 1

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

Depository Services

Active deposits are demand or checking accounts which receive and pay disbursements.

Inactive deposits are Certificates of Deposit issued in any amount for periods of time as short as fourteen days and as long as several years.

Interest-bearing active deposits are money market accounts at a financial institution (i.e. bank, savings and loan, credit union). These accounts are demand accounts (i.e. checking accounts) with restricted transaction activity.

Passbook savings account is similar to an inactive deposit except not for a fixed term. The interest rate is much lower than Certificates of Deposit, but the savings account allows for flexibility. Funds can be deposited and withdrawn according to daily operational needs.

Investment Securities

Bankers Acceptances are short term credit arrangements that are high-grade, negotiable instruments. They are time drafts drawn on and accepted by a commercial bank, primarily used to finance international trade by its acceptance, the bank becomes primarily liable for the payment of the draft at maturity. Purchases of bankers' acceptances may not exceed 180 days to maturity. Local Agencies cannot invest more than forty percent (40%) of their surplus money in Bankers Acceptances nor more than thirty percent (30%) of their surplus money in Bankers Acceptances of any one commercial bank.

California or Local Agency Bonds, Notes, Warrants, or Other Debt are obligations of any U.S. state or of any local agency within the State of California. These obligations may consist of registered treasury notes or bonds or other types of obligations.

Commercial Paper is a short term unsecured promissory note issued by a corporation to raise working capital. These negotiable instruments must be of prime quality as defined by State law and may be purchased at a discount up to par value or as interest bearing. Purchases of eligible commercial paper may not exceed 270 days maturity. Local agencies cannot invest more than twenty-five percent (25%) of the agency's surplus funds in Commercial Paper nor more than ten percent (10%) of their surplus money in Commercial Paper of any one issuer.

Federal Agency Issues are issued by direct U.S. Government agencies or U.S. Government-sponsored enterprises. These issues are guaranteed by the United States Government of U.S. Government-sponsored enterprises. Examples of these securities are Federal Home Loan Bank (FHLB) notes, Federal Home Loan Mortgage Association (FHLMC), Federal National Mortgage Association (FNMA) notes, Federal Farm Credit Bank (FFCB) notes, and Government National Mortgage Association (GNMA) notes. GNMA securities are guaranteed by the full faith and credit of the United States Government. Securities of the other agencies are guaranteed by the agencies and have an "implicit guarantee" of the U.S. Government.

Local Agency Investment Pools (such as the State Finance Manager's Local Agency Investment Fund (LAIF) or the Orange County Investment Pool (OCIP)) are special funds in a state or local agency treasury which local agencies may use to deposit funds for investment. They offer high liquidity because deposits can quickly be converted to cash. All interest is distributed to participating agencies on a proportionate share basis of amount and length of time.

Medium Term Corporate Notes are unsecured promissory notes issued by a corporation organized and operating in the United States. These are negotiable instruments and are traded in the secondary market. Medium Term Corporate Notes (MTN) can be defined as extended maturity commercial paper. Corporations use these MTN's to raise capital. These investments must be in corporations rated in the top three note categories by a single nationally recognized rating service. Further restrictions are a maximum term of five years to maturity and total investments in Medium Term Corporate Notes may not exceed thirty percent (30%) of the local agency's surplus money.

Money Market Mutual Funds are referred to in California Government Code Section 53601(L) as “shares of beneficial interest issued by diversified management companies.” The Mutual Fund must be restricted by its by-laws to the same investments as the local agency by the California Government Code. The purchase price of shares shall not include any commission that the fund manager may charge and investments in these funds shall not exceed twenty percent (20%) of the agency’s funds that may be invested. In addition, no more than 10 percent (10%) of the agency’s funds may be invested in shares of any single mutual fund.

Negotiable Certificates of Deposit (NCD) are unsecured obligations of the financial institution. These securities are generally issued in bearer form and pay interest at maturity.

Repurchase Agreements are short-term investment transactions. Banks buy temporary idle funds from a customer by selling him U.S. Government or other securities with a contractual agreement to repurchase the same securities on a future date. The customer receives interest from the bank. The term of a repurchase agreement may not exceed one year.

Reverse Repurchase Agreement is the opposite of a repurchase agreement; it is an investment in which the local agency sells securities prior to the purchase with a simultaneous agreement to repurchase the security. The term of a repurchase agreement may not exceed one year.

Securities Lending Agreement means an agreement with a local agency that agrees to transfer securities to a borrower who, in turn, agrees to provide collateral to the local agency. During the term of the agreement, both the securities and the collateral are held by a third party. At the conclusion of the agreement, the securities are transferred back to the local agency in return for collateral.

Supranationals are multi-national organizations, whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in member countries. Supranational securities allowed by state law are U.S. dollar denominates senior unsecured unsubordinated obligations issued unconditionally guarantees by the Internal Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank.

U.S. Treasury Issues are direct obligations of the United States Government. These issues are called bills, notes, and bonds. The maturity range of new issues is from 13 weeks (T-Bills) to 30 years (T-Bonds). These are highly liquid and are considered the safest investment security.

RESOLUTION NO. 574

**A RESOLUTION BY THE BOARD OF TRUSTEES OF THE
ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
AMENDING THE DISTRICT'S INVESTMENT POLICY, POLICY NO. 38**

WHEREAS, the Board of Trustees has adopted Policy No. 38, Statement of Investment Policy, which sets forth parameters for investment of District liquid assets; and

WHEREAS, the District's Statement of Investment Policy requires an annual review by staff to update with best practices, auditor recommendations, and amendments; and

WHEREAS, Staff is recommending updates to the Investment Policy that are in line with auditor recommendations; and

WHEREAS, the Board of Trustees does hereby determine to amend certain language in the Investment Policy.

NOW, THEREFORE, the Board of Trustees does hereby RESOLVE and DETERMINE that Policy No. 38 is hereby amended.

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 18th day of April 2024 at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

Craig Green, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees of the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on April 18, 2024: APPROVED AS TO FORM:

Robert Ruesch, Secretary

Alan R. Burns, District Counsel



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

April 18, 2024

AGENDA REPORT

AGENDA ITEM: F.1

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

Agenda Title:

Adopt Resolution No. 575 approving 1) the addition of Deputy Director/Director of Finance job description to the District's position schedule; and 2) removing Finance Manger from the position schedule

Recommended Action:

Adopt Resolution No. 575 approving 1) the addition of Deputy Director/Director of Finance job description to the District's position schedule; and 2) remove the Finance Manager position from the position schedule.

Executive Summary

The Administrative Services Division of the Orange County Mosquito and Vector Control District was restructured in 2019 to eliminate the Director of Administrative Services position and as part of the restructure, the Human Resource Analyst staff position was moved to a Human Resources Manager and a Finance Manager position was hired in place of a Senior Accountant. The division is comprised of the human resources, risk management and insurance, and all financial functions of the District.

In 2023, due to challenges in recruitment and the need for a Human Resources senior staff position that has previous management experience, the Human Resource Manager position was converted to a Director of Human Resources.

The District anticipates a vacancy in the Finance Manager position in April. In reviewing the current job duties and comparable positions in other public sector agencies, it was determined that the Finance Manager position would not provide a competitive recruitment process. The Finance Manager has evolved in the level or responsibilities and to stay abreast of financial audits, government reporting, and strategic financial planning, this change is necessary.

Based on the needs of the District, the District Manager and the Director of Human Resources determined a change of this position would be required to assist in continuing meeting the District's future administrative service needs in Finance. The revised job description will also allow for the District to recruit at a Deputy Director or Director level position and provide the opportunity to recruit at different experience levels and ensure succession planning and longevity of incumbents with institutional knowledge.

The result of this change in positions will be "Net Zero" in overall staffing numbers. Furthermore, the reclassification will result in no additional budget impact at the Deputy Director level and an additional \$5,941.28 annually in salary and benefits increase at the Director level.

Based on the needs of the District and Department staff, the District Manager recommends that the Board 1) approve the addition of Deputy Director/Director of Finance job description; and 2) remove the Finance Manager position from the position schedule.

Strategic Plan Compliance:

PRIORITY AREA 9: Staffing

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

Fiscal Impact:

What Amount is being requested? \$5941.28

Is the Amount Requested Budgeted in the Current Fiscal Year? No

If No, What Funds Are Requested? General Fund

Exhibits:

Exhibit A: Deputy Director/Director of Finance Job Description Redline Version

Exhibit B: Deputy Director/Director of Finance Job Description Clean Version

Exhibit C: Resolution No. 575



April 2024 May 2019

Class Code: A-62;
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FLSA: EXEMPT

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FINANCE MANAGER

DEPUTY DIRECTOR/DIRECTOR OF FINANCE

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DEFINITION

Under general direction, plans, organizes, and manages the staff and operations of the Finance Division including financial transaction analysis, reporting, and record-keeping; performs professional accounting work to ensure regulatory compliance with governmental accounting standards; maintains and administers the District's accounting system; directs and administers budget preparation and monitoring, cost analysis, administrative research and analysis, project analysis and monitoring, and contract management; coordinates assigned activities with other District departments, officials, outside agencies, and the public; provides complex and responsible professional assistance to the District Manager in areas of expertise; and performs related work, as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the District Manager. Exercises direct supervision over technical and administrative support staff.

CLASS CHARACTERISTICS

This is a management classification responsible for planning, organizing, and managing the staff, operations and activities of the Finance Division. Incumbents are responsible for performing diverse, specialized and complex work involving significant accountability and decision-making responsibilities, which include division and district budget administration, program evaluation, and recommendation and implementation of policies, procedures, goals, objectives, priorities, and standards related to the District's finance and accounting systems. Incumbents serve as a professional-level resource for organizational, managerial, and operational analyses and studies. Performance of the work requires the use of considerable independence, initiative, and discretion within broad guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

1. Plans, manages, and oversees the daily functions, operations, and activities of the District's payroll, finance and accounting functions, including preparing, monitoring, forecasting, and analyzing financial information, financial processing, reporting, and record-keeping.
2. Manages and participates in the development and administration of the division's and District's annual budget; directs the forecast of additional funds needed for staffing, equipment, materials, and supplies; directs the monitoring of revenue and approves expenditures; directs and implements adjustments as necessary.
3. Participates in the development and implementation of goals, objectives, policies, and priorities for assigned programs; recommends within departmental policy, appropriate service and staffing levels; recommends and administers policies and procedures.

Deputy Director/Director of
Finance

3. Supervise bi-weekly and off-cycle payroll activities, along with Personnel Action Form (PAF) processing in accordance with Memoranda of Understanding, and employment contracts and adherence to local, state, and federal rules and regulations including, but not limited to, Public Employees' Retirement Law, Internal Revenue Service, Social Security Administration, California State Employment Development Department, Fair Labor Standards Act, and California Government Code.

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4. Develops and standardizes procedures and methods to improve and continuously monitors the efficiency and effectiveness of assigned programs, service delivery methods, and procedures; identifies opportunities for improvement and makes recommendations to the District Manager.

5. Participates in the selection, trains, motivates, and evaluates assigned personnel; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline and termination procedures.

5-6. Implements adopted administrative services strategic plans, policies, and standards.

7. Administers the meet-and-confer process; administers agreements when adopted and may negotiate agreements with employee organizations.

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8. Develops and manages requests for proposals for professional and/or contracted services; prepares scope of work and any technical specifications; evaluates proposals and recommends award; negotiates contracts; administers contracts to ensure compliance with District specifications and service quality.

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~~6-9.~~ Administers, manages, coordinates, prepares, and analyzes functions related to debt management, treasury management, grant management, capital asset management, and procurement for operation and capital improvement projects.

~~7-10.~~ Manages, coordinates, prepares, and analyzes long-term financial plans including annual operating and capital budgets, monthly/quarterly budget to actual review, and forecasting and long-term financial planning.

~~8-11.~~ Establishes, recommends, updates, coordinates, and manages a variety of financial policies and procedures including general accounting, financial analysis, procurement, debt management, investment management, grant management and capital asset management; prepares and updates the District's comprehensive financial plan document.

~~9-12.~~ Troubleshoots issues and seeks consultation related to automated financial and timekeeping systems.

~~10-13.~~ Maintains and reconciles a variety of ledgers, reports, and accounting records; examines accounting transactions to ensure accuracy; approves journal vouchers to post transactions to accounting records; performs month-end, fiscal year-end, and calendar year-end accounting system processing.

~~14-14.~~ Prepares and analyzes a variety of complex financial reports, statements, and schedules; prepares periodic and special reports, including monthly, quarterly and annual financial reports, the State Controller Report and the District's Comprehensive Annual Financial Report (CAFR).

~~12-15.~~ Coordinates the Manages the District's annual audits of financial statements and assists in the preparation of accounting schedules and data worksheets.

~~13-16.~~ Represents the division to other District divisions and departments, Board of Trustees, and outside agencies; explains and interprets departmental programs, policies, and activities; prepares and presents staff reports and other necessary correspondence related to assigned activities and services.

~~14-17.~~ Recommending strategic judgments and evaluating the impact of information technology decisions while focusing on cost effectiveness and efficiency. Conducts a variety of organizational and operational studies and investigations; recommends modifications to assigned programs, policies, and procedures, as appropriate.

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~~15-18.~~ Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of finance and accounting; researches emerging products and enhancements and their applicability to District needs.

Deputy Director/Director of
Finance ~~Finance Manager~~

- ~~46-19.~~ Receives, investigates, and responds to difficult and sensitive problems and complaints in a professional manner; identifies and reports findings and takes necessary corrective action.
- ~~47-20.~~ Directs the establishment and maintenance of working and official employee files.
- ~~48-21.~~ Ensures staff observe and comply with all District and mandated safety rules, regulations, and protocols.
- ~~49-22.~~ Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and project management.
- Principles and practices of general, fund, and governmental accounting including financial statement preparation and methods of financial control and reporting.
- Principles and practices of internal control and audit principles and practices.
- Principles and practices of budget development and administration.
- Principles and practices of contract administration and management.
- Principles and practices of public agency finance, including general and governmental accounting, auditing and reporting functions.
- Principles and practices of municipal fund accounting.
- Methods and techniques of revenue forecasting.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned areas of responsibility, including GAAP, GASB, and GFOA accounting standards and requirements.
- Techniques for effectively representing the District in contacts with governmental agencies, community groups, and various business, and professional organizations.
- Recent and on-going developments, current literature, and sources of information related to the operations of the assigned division.
- Methods and techniques of preparing technical and administrative reports, and general business correspondence.
- District and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Plan, organize, oversee and manage the staff and operations of the Finance Division.
- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Prepare and administer budgets; allocate limited resources in a cost-effective manner.
- Analyze financial information and identify potential problems.

Deputy Director/Director of
Finance ~~Finance Manager~~

- Prepare various financial analyses.
- Provide administrative, management, and professional leadership for the Division.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- > Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Maintain confidentiality of sensitive personal information of employees and former employees.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively represent the division and the District in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations, and in meetings with individuals.
- Direct the establishment and maintenance of a variety of filing, record-keeping, and tracking systems.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to graduation from an accredited four-year college or university with major coursework in finance, accounting, business or public administration or a related field and three (3) years of increasingly responsible professional finance or accounting management experience, one (1) year of which should be in a supervisory capacity highly desirable.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California driver's license by time of appointment.
- Deputy Director of Finance: Three (3) years of relevant experience and a Bachelor's degree from an accredited university.
- Director of Finance: Five (5) years of relevant experience and one (1) year of which should be in a supervisory capacity; Master's degree or CPA highly desirable.

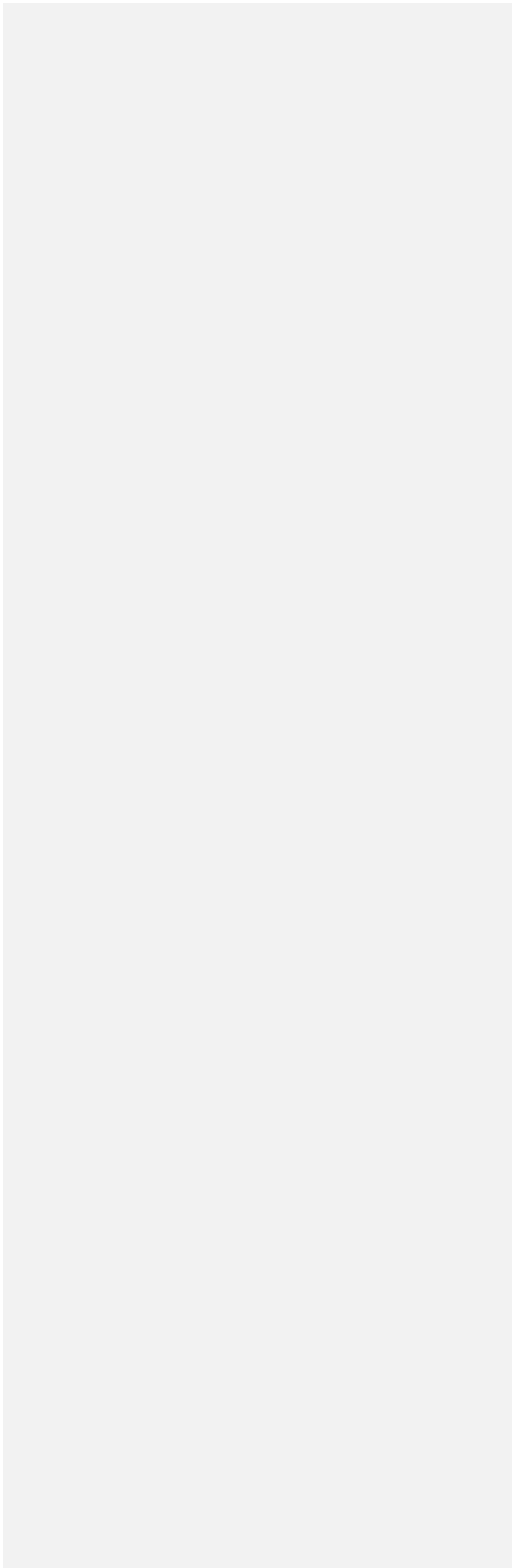
PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen and to operate a motor vehicle to visit various District and meeting sites; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

Deputy Director/Director of
Finance ~~Finance Manager~~

ENVIRONMENTAL CONDITIONS

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





DEPUTY DIRECTOR/DIRECTOR OF FINANCE

DEFINITION

Under general direction, plans, organizes, and manages the staff and operations of the Finance Division including financial transaction analysis, reporting, and record-keeping; performs professional accounting work to ensure regulatory compliance with governmental accounting standards; maintains and administers the District's accounting system; directs and administers budget preparation and monitoring, cost analysis, administrative research and analysis, project analysis and monitoring, and contract management; coordinates assigned activities with other District departments, officials, outside agencies, and the public; provides complex and responsible professional assistance to the District Manager in areas of expertise; and performs related work, as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the District Manager. Exercises direct supervision over technical and administrative support staff.

CLASS CHARACTERISTICS

This is a management classification responsible for planning, organizing, and managing the staff, operations and activities of the Finance Division. Incumbents are responsible for performing diverse, specialized and complex work involving significant accountability and decision-making responsibilities, which include division and district budget administration, program evaluation, and recommendation and implementation of policies, procedures, goals, objectives, priorities, and standards related to the District's finance and accounting systems. Incumbents serve as a professional-level resource for organizational, managerial, and operational analyses and studies. Performance of the work requires the use of considerable independence, initiative, and discretion within broad guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

1. Plans, manages, and oversees the daily functions, operations, and activities of the District's payroll, finance and accounting functions, including preparing, monitoring, forecasting, and analyzing financial information, financial processing, reporting, and record-keeping.

2. Manages and participates in the development and administration of the division's and District's annual budget; directs the forecast of additional funds needed for staffing, equipment, materials, and supplies; directs the monitoring of revenue and approves expenditures; directs and implements adjustments as necessary.
3. Participates in the development and implementation of goals, objectives, policies, and priorities for assigned programs; recommends within departmental policy, appropriate service and staffing levels; recommends and administers policies and procedures.
4. Supervises bi-weekly and off-cycle payroll activities, along with Personnel Action Form (PAF) processing in accordance with Memoranda of Understanding, and employment contracts and adherence to local, state, and federal rules and regulations including, but not limited to, Public Employees' Retirement Law, Internal Revenue Service, Social Security Administration, California State Employment Development Department, Fair Labor Standards Act, and California Government Code.
5. Develops and standardizes procedures and methods to improve and continuously monitors the efficiency and effectiveness of assigned programs, service delivery methods, and procedures; identifies opportunities for improvement and makes recommendations to the District Manager.
6. Participates in the selection, trains, motivates, and evaluates assigned personnel; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline and termination procedures.
7. Implements adopted administrative services strategic plans, policies, and standards.
8. Administers the meet-and-confer process; administers agreements when adopted and may negotiate agreements with employee organizations.
9. Develops and manages requests for proposals for professional and/or contracted services; prepares scope of work and any technical specifications; evaluates proposals and recommends award; negotiates contracts; administers contracts to ensure compliance with District specifications and service quality.
10. Administers, manages, coordinates, prepares, and analyzes functions related to debt management, treasury management, grant management, capital asset management, and procurement for operation and capital improvement projects.
11. Manages, coordinates, prepares, and analyzes long-term financial plans including annual operating and capital budgets, monthly/quarterly budget to actual review, and forecasting and long-term financial planning.
12. Establishes, recommends, updates, coordinates, and manages a variety of financial policies and procedures including general accounting, financial analysis, procurement, debt management, investment management, grant management and capital asset management; prepares and updates the District's comprehensive financial plan document.
13. Troubleshoots issues and seeks consultation related to automated financial and timekeeping systems.
14. Maintains and reconciles a variety of ledgers, reports, and accounting records; examines accounting transactions to ensure accuracy; approves journal vouchers to post transactions to accounting records; performs month-end, fiscal year-end, and calendar year-end accounting system processing.
15. Prepares and analyzes a variety of complex financial reports, statements, and schedules; prepares periodic and special reports, including monthly, quarterly and annual financial reports, the State Controller Report and the District's Comprehensive Annual Financial Report (CAFR).

16. Manages the District's annual audits of financial statements and assists in the preparation of accounting schedules and data worksheets.
17. Represents the division to other District divisions and departments, Board of Trustees, and outside agencies; explains and interprets departmental programs, policies, and activities; prepares and presents staff reports and other necessary correspondence related to assigned activities and services.
18. Recommending strategic judgments and evaluating the impact of financial decisions while focusing on cost effectiveness and efficiency.
19. Conducts a variety of organizational and operational studies and investigations; recommends modifications to assigned programs, policies, and procedures, as appropriate.
20. Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of finance and accounting; research emerging products and enhancements and their applicability to District needs.
21. Receives, investigates, and responds to difficult and sensitive problems and complaints in a professional manner; identifies and reports findings and takes necessary corrective action.
22. Directs the establishment and maintenance of working and official employee files.
23. Ensures staff observe and comply with all District and mandated safety rules, regulations, and protocols.
24. Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and project management.
- Principles and practices of general, fund, and governmental accounting including financial statement.
- preparation and methods of financial control and reporting.
- Principles and practices of internal control and audit principles and practices.
- Principles and practices of budget development and administration.
- Principles and practices of contract administration and management.
- Principles and practices of public agency finance, including general and governmental accounting, auditing and reporting functions.
- Principles and practices of municipal fund accounting.
- Methods and techniques of revenue forecasting.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Organization and management practices as applied to the development, analysis, and evaluation of
- programs, policies, and operational needs of the assigned area of responsibility.

- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned areas of responsibility, including GAAP, GASB, and GFOA accounting standards and requirements.
- Techniques for effectively representing the District in contacts with governmental agencies, community groups, and various business, and professional organizations.
- Recent and on-going developments, current literature, and sources of information related to the operations of the assigned division.
- Methods and techniques of preparing technical and administrative reports, and general business correspondence.
- District and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Plan, organize, oversee and manage the staff and operations of the Finance Division.
- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Prepare and administer budgets; allocate limited resources in a cost-effective manner.
- Analyze financial information and identify potential problems.
- Prepare various financial analyses.
- Provide administrative, management, and professional leadership for the Division.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Maintain confidentiality of sensitive personal information of employees and former employees.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively represent the division and the District in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations, and in meetings with individuals.
- Direct the establishment and maintenance of a variety of filing, record-keeping, and tracking systems.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.

- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to graduation from an accredited four-year college or university with major coursework in finance, accounting, business or public administration or a related field and three (3) years of increasingly responsible professional finance or accounting management experience, one (1) year of which should be in a supervisory capacity highly desirable.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California driver's license by time of appointment.
- Deputy Director of Finance: Three (3) years of relevant experience and a Bachelor's degree from an accredited university.
- Director of Finance: Five (5) years of relevant experience and one (1) year of which should be in a supervisory capacity; Master's degree or CPA highly desirable.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen and to operate a motor vehicle to visit various District and meeting sites; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

ENVIRONMENTAL CONDITIONS

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

RESOLUTION NO. 575

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

**APPROVING THE DEPUTY DIRECTOR/DIRECTOR OF FINANCE JOB
DESCRIPTION AND ADD THE POSITION INTO THE AUTHORIZED POSITION
SCHEDULE**

WHEREAS, The Orange County Mosquito and Vector Control District developed a financial system that complies with all financial best practices and has brought many reporting functions in-house during the past five years; and

WHEREAS, The Finance Manager position has evolved into requiring a higher-level expertise of financial practices; and

WHEREAS, The current position would not allow for the District to recruit the same level of expertise and the skills required to meet the standards of financial transparency, reporting, and best practices; and

WHEREAS, Reclassifying the position to Deputy Director/Director of Finance would allow for succession planning and the ability to recruit at a higher level of experience; and

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

SECTION 1. That the Job Description for the position of Deputy Director/Director of Finance be approved and included within the District's Authorized Position Schedule.

SECTION 2. The position of Finance Manager be removed from the position schedule.

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 18th day of April at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

Craig Green, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees of the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on April 18, 2024:

APPROVED AS TO FORM:

Robert Ruesch, Secretary

Alan R. Burns, District Counsel



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

April 18, 2024

AGENDA REPORT

AGENDA ITEM: F.2

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

Agenda Title:

Adopt Resolution No. 576 approving 1) the addition of Deputy Director/Director of Information Technology job description to the District's position schedule; and 2) removing Information Technology Manger from the position schedule.

Recommended Action:

Adopt Resolution No. 576 approving 1) the addition of Deputy Director/Director of Information Technology job description to the District's position schedule; and 2) remove the Information Technology Manager position from the position schedule.

Executive Summary:

The Information Technology (IT) Department has grown in the last 10 years in both staffing and responsibilities. Prior to 2015, the district outsourced most of the information technology duties, with the increased use of electronic devices and need for improved service within the organization, the IT Department has grown to include three additional staff including the IT Manager.

The role of the IT Manager has evolved in the last five years due to increased need for an internal data management system, increased technology knowledge in cyber security practices, and the need for a strategic leader to manage and implement a District-wide program that increases efficiency. As technology continues to evolve, the District expands its reliance on software, programming, and data management for day-to-day operations, additionally new technology such as AI will continue to grow in use and the threat of cyber-attacks continue to require a high-level leader to develop manage threats and evaluate new technologies.

In reviewing the District's management positions, the current job duties and comparable positions in other public sector agencies, it was determined that the Information Technology Manager position would not provide a competitive recruitment process. The Information Technology Manager has evolved in the level of responsibilities and to stay abreast of technological advances and provides the critical IT infrastructure necessary for the District operation.

Based on the needs of the District, the District Manager and the Director of Human Resources determined a change of position would be required to assist in continuing to meet the District's future information technology needs for District operations. The revised job description will also allow for the District to recruit at a Deputy Director or Director level position and provide the opportunity to recruit at different experience levels and ensure succession planning and longevity of incumbents with institutional knowledge. The job description change will allow for the District to retain talented employees within these positions.

The result of this change in positions will be “Net Zero” in overall staffing numbers. Furthermore, the reclassification will result in no additional budget impact at the Deputy Director level and an additional \$5,941.28 annually in salary and benefits increase at the Director level.

Based on the needs of the District and Department staff, the District Manager recommends that the Board 1) approve the addition of Deputy Director/Director of Information Technology job description; and 2) remove the Information Technology Manager position from the position schedule.

Strategic Plan Compliance:

PRIORITY AREA 9: Staffing

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

Fiscal Impact:

What Amount is being requested? \$5941.28

Is the Amount Requested Budgeted in the Current Fiscal Year? No

If No, What Funds Are Requested? General Fund

Exhibits:

Exhibit A: Deputy Director/Director of Information Technology Job Description Redline Version

Exhibit B: Deputy Director/Director of Information Technology Job Description Clean Version

Exhibit C: Resolution No. 576



~~April 2024~~September 2018
Class Code: A-62; A-65
FLSA: EXEMPT

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DEPUTY DIRECTOR/DIRECTOR OF INFORMATION TECHNOLOGY MANAGER

DEFINITION

Under general direction, plans, organizes, oversees, coordinates, and reviews the work of information technology staff; performs difficult and complex professional, technical, and administrative work required to administer information technology infrastructure, including database administration, cyber security, application development, data management, and communications systems; Develop and communicate the District's IT vision, strategy, and roadmap to align with the District's goals and mission statement. ~~e~~Ccoordinates assigned activities with other District departments, ~~provides complex and responsible professional assistance to the Director of Communications in areas of expertise;~~ and performs related work, as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the ~~Director of Communications~~District Manager. Exercises direct supervision over professional and technical staff.

CLASS CHARACTERISTICS

This is a management classification that manages and administers the District's information technology programs. Incumbents are responsible for performing diverse, specialized and complex work involving significant accountability and decision-making responsibilities, which includes developing and implementing policies and procedures for the information technology department. Incumbents serve as a professional-level resource for organizational, managerial, and operational analyses and studies. Performance of the work requires the use of considerable independence, initiative, and discretion within broad guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

Strategic Leadership:

- ~~—~~Develop and communicate the organization's IT vision, strategy, and roadmap including working with:
- Collaborate with senior management to align technology initiatives with District's goals.
- Establishes information technology policies and procedures in accordance with laws, regulation, and district policies.
- Evaluate emerging technologies and recommend solutions that enhance efficiency and safety.
- Recommending strategic judgments and evaluating the impact of information technology decisions while focusing on cost effectiveness and efficiency

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Team Management:

- ~~—~~Lead, mentor, and manage a team of IT professionals.

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~~— Foster a collaborative and innovative work environment.~~
~~— Set performance goals, conduct regular performance reviews, and provide professional development opportunities.~~

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~~**Infrastructure and Systems Management:**~~

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~~— Oversee the design, implementation, and maintenance of IT infrastructure, networks, servers, and systems.~~

- ~~Ensure high availability, security, and scalability of technology platforms.~~
- ~~Manage vendor relationships and negotiate contracts.~~
- ~~Assist and/or provide leadership in the review, assessment, planning and implementation of all system upgrades focusing on standardization of existing functionality.~~
- ~~Provides highly complex staff assistance to the District Manager~~
- ~~Provides technology support for Board of Trustee meetings~~
- ~~Prepares and presents staff reports and other necessary correspondence related to assigned activities and services.~~

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~~**Cybersecurity and Risk Management:**~~

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- ~~Develop and enforce security policies, procedures, and best practices.~~
- ~~Monitor and mitigate risks related to data breaches, cyber threats, and compliance.~~
- ~~Conduct regular security audits and vulnerability assessments.~~
- ~~Train staff routinely on cybersecurity threats.~~

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~~**Budgeting and Resource Allocation:**~~

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- ~~Prepare and manage the IT budget, ensuring cost-effective utilization of resources.~~
- ~~Prioritize projects based on business needs and available funding.~~
- ~~Serves as the District's technology point of contact and liaison to third party vendors.~~
- ~~Prepares Request for Proposals (RFP) with specification of requirements; reviews and approves bid documents and contracts.~~

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~~**Project Management:**~~

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- ~~Lead IT projects from inception to completion.~~
- ~~Define project scope, objectives, and deliverables.~~
- ~~Monitor progress, resolve issues, and ensure timely delivery.~~
- ~~Serve as the project team member and/or provide leadership as necessary for the development and support of new analytics and business and artificial intelligence solutions.~~

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~~**Custom Application Development:**~~

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- ~~Collaborate with different departments to understand their unique software needs.~~
- ~~Utilize unique design and solutions to improve operational efficiency.~~
- ~~Oversee the development and deployment of custom applications tailored to specific requirements.~~
- ~~Build powerful and robust reporting to assist leadership in making strategic decisions and provide in depth analytics.~~
- ~~Performs server database management, and maintenance; ensures data integrity and validation with in depth understanding of MSSQL database administration.~~

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- Plans, ~~and manages, and oversees~~ the daily functions, ~~and operations, and activities~~ of the District's information technology programs, including the installation, maintenance, and upgrade of the local area network, required hardware and software, infrastructure, personal computers, and communications systems.
- ~~Participates in the development and implementation of goals, objectives, policies, and priorities for assigned programs; recommends within departmental policy, appropriate service and staffing levels; recommends and administers policies and procedures.~~
- Monitors and administers the District's data center infrastructure, including the Voice over IP (VoIP) phone system, wireless infrastructure, network connectivity, and virtual machine environment to ensure that the District is operating at peak effectiveness and efficiency; maintains and establishes Service Level Agreements to support end users and improve customer service.
- Develops the District's data management system to consolidate the processes and workflows for storage in an electronic database system; ~~performs server database management, and maintenance; ensures data integrity and validation.~~
- ~~Participates in the development and administration of information technology budgets.~~
- ~~Develops and standardizes procedures and methods to improve and continuously monitors the efficiency and effectiveness of assigned programs, service delivery methods, and procedures; identifies opportunities for improvement and makes recommendations to the District Manager/Director of Communications.~~
- Participates in the selection of, trains, motivates, and evaluates assigned personnel; works with employees to correct deficiencies; recommends discipline to the ~~District Manager/Director~~.
- ~~Develops training materials and provides staff training on policies and procedures, data collection processes, newly implemented applications, and data quality control.~~
- Confers with management to resolve issues and provide solutions for data collection requirements; designs collection workflows to meet the reporting needs; develops web applications for staff to review, analyze and report collected data.
- ~~Implements new technology software and service migration to upgrade District's resources; oversees the equipment refresh life cycle to replace outdated equipment.~~
- ~~Serves as the District's technology point of contact and liaison to third party vendors; prepares Request for Proposals (RFP) with specification of requirements; reviews and approves bid documents and contracts.~~
- ~~Provides highly complex staff assistance to the Director of Communications; provides technology support for Board of Trustee meetings; prepares and presents staff reports and other necessary correspondence related to assigned activities and services.~~
- ~~Establishes information technology policies and procedures in accordance with laws, regulation, and district policies.~~
- ~~Serve as the project team member and/or provide leadership as necessary for the development and support of new analytics and business and artificial intelligence solutions.~~
- ~~Assist and/or provide leadership in the review, assessment, planning and implementation of all system upgrades focusing on standardization of existing functionality without having to create custom programming for faster and cost-effective system upgrades.~~
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- ~~Attends and participates in professional group meetings; stays abreast of new trends and innovations in information technology; researches emerging products and enhancements and their applicability to District needs.~~
- ~~Knowledge of data management systems and database administration, including experience with design, implementation and maintenance.~~
- ~~Recommending strategic judgments and evaluating the impact of information technology decisions while focusing on cost-effectiveness and efficiency.~~
- Directs the establishment and maintenance of working and official division files.
- Ensures staff observe and comply with all District and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

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QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and project management.
- Principles and practices of information technology infrastructure and administration including networking protocols, database management, programming, application development, and mobile device management.
- Principles and practices of network security protocols, policies and procedures including backup and disaster recovery procedures.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned areas of responsibility.
- Budget development and administration.
- District and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Plan, organize, oversee and manage the staff and operations of the Information Technology Department.
- Develop and implement goals, objectives, practices, policies, procedures, and work standards.

- Prepare and administer budgets.
- Provide administrative, management, and professional leadership for the department.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Train staff and establish training guidelines for the implementation of information technology applications.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Analyze, interpret, summarize, and present technical information and data in an effective manner.
- Direct the establishment and maintenance of a variety of filing, record-keeping, and tracking systems.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to a graduation from an accredited four-year college or university with major coursework in computer science, information technology, information systems or a related field and five (5) years of increasingly responsible professional information technology program experience, two (2) of which should be in a supervisory capacity.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California driver's license by time of appointment.
- Deputy Director of Information Technology: Three (3) years of relevant experience and a Bachelor's degree from an accredited university.
- Director of Information Technology: Five (5) years of relevant experience and one (1) year of which should be in a supervisory capacity; Master's degree highly desirable.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 40 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

ENVIRONMENTAL CONDITIONS

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



April 2024
Class Code A-62; A-65
FSLA: Exempt

DEPUTY DIRECTOR/DIRECTOR OF INFORMATION TECHNOLOGY

DEFINITION

Under general direction, plans, organizes, oversees, coordinates, and reviews the work of information technology staff; performs difficult and complex professional, technical, and administrative work required to administer information technology infrastructure, including database administration, cyber security, application development, data management, and communications systems. Develop and communicate the District's IT vision, strategy, and roadmap to align with the District's goals and mission statement. Coordinates assigned activities with other District departments, and performs related work, as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the District Manager. Exercises direct supervision over professional and technical staff.

CLASS CHARACTERISTICS

This is a management classification that manages and administers the District's information technology programs. Incumbent is responsible for performing diverse, specialized, and complex work involving significant accountability and decision-making responsibilities, which includes developing and implementing policies and procedures for the information technology department. Incumbent serves as a professional-level resource for organizational, managerial, and operational analyses and studies. Performance of the work requires the use of considerable independence, initiative, and discretion within broad guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

1. Develops and communicate the organization's IT vision, strategy, and roadmap including working with management to align technology initiatives with District's goals.
2. Establishes information technology policies and procedures in accordance with laws, regulations, and District policies.
3. Evaluates emerging technologies and recommend solutions that enhance efficiency and safety.
4. Displays strategic judgments and evaluation of the impact of information technology decisions while focusing on cost effectiveness and efficiency.

5. Ensures high availability, security, and scalability of technology platforms.
6. Manages vendor relationships and negotiates contracts.
7. Assists and/or provides leadership in the review, assessment, planning, and implementation of all system upgrades focusing on standardization of existing functionality.
8. Provides technology support for Board of Trustee meetings.
9. Prepares and presents staff reports and other necessary correspondence related to assigned activities and services.
10. Develops and enforces security policies, procedures, and best practices.
11. Monitors and mitigates risks related to data breaches, cyber threats, and compliance.
12. Conducts regular security audits and vulnerability assessments.
13. Prepares and manages the IT budget, ensuring cost-effective utilization of resources.
14. Serves as the District's technology point of contact and liaison to third party vendors.
15. Prepares Request for Proposals (RFP) with specification of requirements; reviews and approves bid documents and contracts.
16. Leads IT projects from inception to completion including monitoring progress, resolving issues, and ensuring timely delivery.
17. Serves as the project team member and/or provides leadership as necessary for the development and support of new analytics and business and artificial intelligence solutions.
18. Utilizes unique design and solutions to improve operational efficiency and meet District's unique software needs.
19. Oversees the development and deployment of custom applications tailored to specific requirements.
20. Builds robust reporting to assist leadership in making strategic decisions and provide in-depth analytics.
21. Performs server database management, and maintenance; ensures data integrity and validation with in-depth understanding of MSSQL database administration.
22. Plans and manages the daily functions, and operations of the District's information technology programs, including the installation, maintenance, and upgrade of the local area network, required hardware and software, infrastructure, personal computers, and communications systems.
23. Monitors and administers the District's data center infrastructure, including the Voice over IP (VoIP) phone system, wireless infrastructure, network connectivity, and virtual machine environment to ensure that the District is operating at peak effectiveness and efficiency; maintains and establishes Service Level Agreements to support end users and improve customer service.
24. Develops the District's data management system to consolidate the processes and workflows for storage in an electronic database system; performs server database management, and maintenance; ensures data integrity and validation.
25. Participates in the selection of, trains, motivates, and evaluates assigned personnel; works with employees to correct deficiencies; recommends discipline to the District Manager.
26. Confers with management to resolve issues and provide solutions for data collection requirements; designs collection workflows to meet the reporting needs; develops web applications for staff to review, analyze and report collected data.

27. Assists and/or provides leadership in the review, assessment, planning and implementation of all system upgrades focusing on standardization of existing functionality without having to create custom programming for faster and cost-effective system upgrades.
28. Attends and participates in professional group meetings; stays abreast of new trends and innovations in information technology; research emerging products and enhancements and their applicability to District needs.
29. Maintains expertise of data management systems and database administration, including experience with design, implementation and maintenance.
30. Directs the establishment and maintenance of working and official division files.
31. Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and project management.
- Principles and practices of information technology infrastructure and administration including networking protocols, database management, programming, application development, and mobile device management.
- Principles and practices of network security protocols, policies and procedures including backup and disaster recovery procedures.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned areas of responsibility.
- Budget development and administration.
- District and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Plan, organize, oversee, and manage the staff and operations of the Information Technology Department.
- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Prepare and administer budgets.
- Provide administrative, management, and professional leadership for the department.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Train staff and establish training guidelines for the implementation of information technology applications.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Analyze, interpret, summarize, and present technical information and data in an effective manner.
- Direct the establishment and maintenance of a variety of filing, record-keeping, and tracking systems.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to a graduation from an accredited four-year college or university with major coursework in computer science, information technology, information systems or a related field and five (5) years of increasingly responsible professional information technology program experience, two (2) of which should be in a supervisory capacity.

- Deputy Director of Information Technology: Three (3) years of relevant experience and a Bachelor's degree from an accredited university.
- Director of Information Technology: Five (5) years of relevant experience and one (1) year of which should be in a supervisory capacity; Master's degree highly desirable.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California driver's license by time of appointment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials on a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 40 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

ENVIRONMENTAL CONDITIONS

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

RESOLUTION NO. 576

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

**APPROVING THE DEPUTY DIRECTOR/DIRECTOR OF INFORMATION
TECHNOLOGY JOB DESCRIPTION AND ADD THE POSITION INTO THE
AUTHORIZED POSITION SCHEDULE**

WHEREAS, The Orange County Mosquito and Vector Control District has worked in the last 10 years to develop a robust Information Technology program that reduced reliance on third party vendors and established an in-house data management system; and

WHEREAS, The Information Technology Manager position has evolved into requiring a higher-level of knowledge including expertise on cyber security, data programming, and information management practices; and

WHEREAS, The current position would not allow for the District to recruit the same level of expertise and the technical skills required to meet the District's standards; and

WHEREAS, Reclassifying the position to Deputy Director/Director of Information Technology would allow for succession planning and the ability to recruit at a higher level of experience; and

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

SECTION 1. That the Job Description for the position of Deputy Director/Director of Information Technology be approved and included within the District's Authorized Position Schedule.

SECTION 2. The position of Information Technology Manager be removed from the position schedule.

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 18th day of April at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

Craig Green, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees of the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on April 18, 2024:

APPROVED AS TO FORM:

Robert Ruesch, Secretary

Alan R. Burns, District Counsel



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

April 18, 2024

AGENDA REPORT

AGENDA ITEM F.3

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

Agenda Title:

Authorize contract extension between Orange County Mosquito and Vector Control District and Kosmont Realty to perform brokage services

Recommended Action:

The Board 1) enter into a contract extension for one-year between the Orange County Mosquito and Vector Control District and Kosmont Realty for brokage services; and 2) authorize the District Manager to execute all contract documents associated with this action.

Executive Summary:

The Orange County Mosquito and Vector Control District has occupied its present 3.24-acre site in Garden Grove since the District's formation in 1947. The District expanded its footprint in 2011 by acquiring the adjacent 1.95-acre Haster Business Park. The triangular sized site is landlocked and further build-out is restricted due to its proximity to Garden Grove Blvd to the south, Haster Blvd to the west, and the Haster exit from westbound SR22 to the north. The total site comprises three separate parcels, encompassing 5.19 acres. Presently, the current facilities are disjointed, aged (some going back to pre-World War II), and inefficient. There are long term maintenance needs that must be addressed. Staff and work areas are spread out and distributed throughout five different buildings.

Starting in 2018, staff has met on numerous occasions with both the Budget and Finance Committee and the Building, Property, and Equipment Committee and since 2019 the Joint Committee and staff have been guiding the process. In December 2019, the Board of Trustees provided direction to staff to relocate to an existing building not on the current site, and improve it to meet the needs of the District. Based on the Board of Trustees direction, staff has been working with Kosmont Realty to identify properties for sale that meet the needs of the District. According to commercial real estate experts, there are a variety of office and industrial properties within Orange County that would meet the requirements of the District.

Since 2019, Kosmont Realty has presented staff with information on various properties that were available for purchase and met most of the District's needs. Of these properties, staff toured three it deemed of interest. After the property tours and additional due diligence, staff determined that none of the three properties represented a suitable potential location for a new District facility. In 2023 and 2024, staff toured two additional properties that was potentially suitable for District operations. One site was evaluated but was removed from consideration due to the fiscal cost of improvements deemed necessary to prepare it for District use, the other site is still under evaluation.

The brokerage services agreement would enable staff from Kosmont Realty to continue looking for properties that meet the District's needs within the service area identified while continuing to pursue the current property being evaluated. The brokage service agreement will be for a term of one year and brokage services fees will be based on real estate property sales and are included as part of the brokerage services contract.

The Board of Trustees received a presentation on March 21, 2024 from Kosmont Realty regarding the current market trends and brief overview of the properties that are available and met the District's needs.

In order to continue the momentum of the District's property search, staff recommends moving forward with a contract extension of a brokage service agreement with Kosmont Realty. District staff will continue to work the Joint Committee on potential properties and obtain further direction as needed.

Strategic Plan Compliance:

PRIORITY AREA 4: Facility Enhancement/Rehabilitation Project (W)
GOAL 4.1: Identify long term facility needs.

Fiscal Impact: N/A

What Amount is being requested?

Is the Amount Requested Budgeted in the Current Fiscal Year?

If No, What Funds Are Requested?

Previous Relevant Board Actions for This Item:

Exhibits

Exhibit A: Kosmont Realty Real Estate Brokerage Services



April 2, 2024

Lora Young
District Manager
Orange County Mosquito & Vector Control District
13001 Garden Grove Boulevard
Garden Grove, CA 92843

Re: Proposal for Real Estate Brokerage Services

Dear Ms. Young,

Kosmont Real Estate Services (“KRES”) dba Kosmont Realty (“Kosmont” or “KR” or “Broker”), a licensed California brokerage firm (Department of Real Estate License #02058445), is pleased to present this proposal to the Orange County Mosquito & Vector Control District “Client” or “Buyer”) for brokerage services in connection with the acquisition of a relocation site / building for Client’s headquarters.

This proposal serves as an agreement (“Agreement”) when executed and returned by Client to KR.

I. BACKGROUND AND OBJECTIVE

Client has evaluated the potential reconstruction of its headquarters on its existing site located at 13001 Garden Grove Boulevard in the City of Garden Grove and determined that it would prefer to identify an existing site / building to relocate to, or a property upon which it could construct a new headquarters. Client has requested KR provide real estate brokerage services associated with the identification and acquisition of a relocation site for Client’s headquarters.

KR will be paid for the Scope of Services below by a real estate commission upon the close of any purchase transaction in accordance with Exclusive Authorization to Represent Buyer in Attachment A to this proposal:

The following scope of services outlines the specific tasks and assignments associated with the services described herein.

II. SCOPE OF SERVICES

Approach to Scope of Services: The prospective assignment and consulting services that KR will provide will be of a relatively limited scope and duration, and advisory in nature. KR will be making recommendations only, which advise the Client, including its elected officials, appointed officials and staff, which they can accept or reject. None of Kosmont’s staff will act in a capacity as an elected official, nor appointed official, nor as staff, nor as serving in a “designated” position. Pursuant to State of California



Department of Real Estate rules, Kosmont agrees that it is a fiduciary and agent of the District and that they will act in the best interests of the District.

The major tasks to be performed by KR that will comprise this assignment are described as follows:

Task 1: Review of Desired Property Program / Profile

KR will review the desired property program / profile for potential acquisition. KR understands that in 2019 the Client worked with architect LPA to program a new facility on Client's existing site, which was revisited in 2024. Based on the most recent analysis, KR understands that Client desires a site / building with the ability to support a minimum of approximately 45,000 square feet of administrative and lab space, secured parking for a minimum of approximately 110 fleet vehicles, and general parking for a minimum of approximately 180 employee and public vehicles.

Task 2: Confirmation of Desired Property Location

KR will work with Client to reconfirm the desired geographic location for a potential relocation site / building. KR currently understands that Client may prefer locations generally within approximately five miles north, seven miles east, six miles south, and three miles east of the location of its existing headquarters.

Task 3: Review of Listed Properties

KR will regularly review listings for properties marketed for sale via commercial brokerage services such as CoStar, Loopnet, and Crexi as well as direct marketing solicitations from area brokers and provide Client information on properties that may be suitable for Client.

Task 4: Targeted Outreach

KR will conduct targeted outreach to area brokers, property owners, and developers with the goal of identifying properties that may not currently be marketed for sale that may be suitable for Client. As part of this effort KR will prepare solicitation material and circulate the same to area brokers, property owners, and developers. KR will also conduct property searches within the desired geographic area to screen for sites / buildings that may match Client's needs. To the extent that potential matches are found, KR will pursue discussions with relevant parties to determine their potential interest in selling a site / building to Client.

Task 5: Real Estate Brokerage Services

KR will assist with the structuring and negotiation of purchase agreement documentation (e.g. price and terms); coordination with selected title and escrow company related to activities for the potential transactions to effectuate the purchases(s); coordination with appraiser (as may be required); and/or other transaction based activities as may be required to close the transaction(s) (as mutually agreed upon between KR and Client).

III. SCHEDULE

Consultant is prepared to commence work upon receipt of executed Agreement.



IV. COMPENSATION

Compensation for Tasks 1-5 will be based on a real estate brokerage commission pursuant to Attachment B.

KR is prepared to commence work upon receipt of executed Agreement.

DISCLOSURE: Compensation for possible future transaction-based services or consulting services.

The following is being provided solely as an advance disclosure of possible real estate consulting and finance services and potential compensation for such services. This disclosure is not intended to commit the Client.

When assignments involve public finance services on behalf of a public agency, such municipal advisory services are provided by Kosmont Financial Services (KFS). KFS is an independent Registered Municipal Advisor with the Securities and Exchange Commission and the Municipal Securities Rulemaking Board.

SEC registration does not constitute an endorsement of the firm by the Commission or state securities regulators.

When assignments involve advisory services provided by Kosmont & Associates, Inc., dba Kosmont Companies ("KC"), a separate proposal and hourly rate sheet will be provided.

V. OTHER PROVISIONS

A. Termination. Client or Consultant shall have the right to terminate this Agreement at any time upon written notification to the other party. Payment for fees accrued through the date of termination shall be remitted in full.

B. Arbitration. Any controversy or claim arising out of or in relation to this Agreement, or the making, performance, interpretation or breach thereof, shall be settled by arbitration at JAMS in Orange County, California. Each of the parties to such arbitration proceeding shall be entitled to take up to five depositions with document requests. The provisions of Section 1283.05 (except subdivision (e) thereof) of the California Code of Civil Procedure are incorporated by reference herein, except to the extent they conflict with this Agreement, in which case this Agreement is controlling. If the matter is heard by only one arbitrator, such arbitrator shall be a member of the State Bar of California or a retired judge. If the matter is heard by an arbitration panel, at least one member of such panel shall be a member of the State Bar of California or a retired judge. The arbitrator or arbitrators shall decide all questions of law, and all mixed questions of law and fact, in accordance with the substantive law of the State of California to the end that all rights and defenses which either party may have asserted in a court of competent jurisdiction shall be fully available to such party in the arbitration proceeding contemplated hereby. The arbitrator and arbitrators shall set forth and deliver their findings of fact and conclusions of law with the delivery of the



arbitration award. Judgment upon the award rendered shall be final and non-appealable and may be entered in any court having jurisdiction.

C. Attorneys' Fees. If a conflict arises between the parties resulting from the interpretation or the application of this Agreement, or in connection with the activities within, the parties involved shall make the effort to come to an amicable arrangement rapidly and in the spirit of good cooperation. In the event of any legal action, arbitration, or proceeding arising out of an alleged breach of this Agreement, the party prevailing in such legal action, arbitration, or proceeding shall be entitled to recover reasonable attorneys' fees, expenses and costs, as well as all actual attorneys' fees, expenses and cost incurred in enforcing any judgment entered.

D. Authority. Each of the parties executing this Agreement warrants that persons duly authorized to bind each such party to its terms execute this Agreement.

E. Further Actions. The parties agree to execute such additional documents and take such further actions as may be necessary to carry out the provisions and intent of this Agreement.

F. Assignment. Neither this Agreement nor any of the rights or obligations hereunder may be assigned by either party without the prior written consent of the other party.

G. Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

H. Entire Agreement; Amendments and Waivers. This Agreement contains the entire agreement between the parties relating to the transactions contemplated hereby and any and all prior discussions, negotiations, commitments and understanding, whether written or oral, related hereto are superseded hereby. No addition or modification of any term or provision of this Agreement shall be effective unless set forth in writing signed by both parties. No waiver of any of the provisions of this Agreement shall be deemed to constitute a waiver of any other provision hereof (whether or not similar), nor shall such waiver constitute a continuing waiver of such provisions unless otherwise expressly provided. Each party to this Agreement has participated in its drafting and, therefore, ambiguities in this Agreement will not be construed against any party to this Agreement.

I. Severability. If any term or provision of this Agreement shall be deemed invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and in force to the fullest extent permitted by law.

J. Notices. All notices, requests, demands and other communications which may be required under this Agreement shall be in writing and shall be deemed to have been received when transmitted; if personally delivered, if transmitted by telecopier, electronic or digital transmission method, upon transmission; if sent by next day delivery to a domestic address by a recognized overnight delivery service (e.g., Federal Express), the day after it is sent; and if sent by certified or registered mail, return receipt requested, upon receipt. In each case, notice shall be sent to the principal place of business of the respective party. Either party may change its address by giving written notice thereof to the other in accordance with the provisions of this paragraph.



K. Titles and Captions. Titles and captions contained in this Agreement are inserted only as a matter of convenience and for reference and in no way define, limit, extend or describe the scope of this Agreement or the intent of any provision herein.

L. Governing Law. The statutory, administrative and judicial law of the State of California (without reference to choice of law provisions of California law) shall govern the execution and performance of this Agreement.

M. Counterparts. This Agreement may be executed in one or more counterparts, each of which constitutes an original, and all of which together constitute one and the same instrument. The signature of any person on a telecopy of this Agreement, or any notice, action or consent taken pursuant to this Agreement shall have the same full force and effect as such person's original signature.

N. Disclaimer. Consultant's financial analysis activities and work product, which may include but is not limited to pro forma analysis and tax projections, are projections only. Actual results may differ materially from those expressed in the analysis performed by Consultant due to the integrity of data received, market conditions, economic events and conditions, and a variety of factors that could materially affect the data and conclusions. Client's reliance on Consultant's analysis must consider the foregoing.

Consultant services outlined and described herein are advisory services only. Any decisions or actions taken or not taken by Client and affiliates, are deemed to be based on Client's understanding and by execution of this Agreement, acknowledgement that Consultant's services are advisory only and as such, cannot be relied on as to the results, performance and conclusions of any investment or project that Client may or may not undertake as related to the services provided including any verbal or written communications by and between the Client and Consultant.

Client acknowledges that Consultant's use of work product is limited to the purposes contemplated within this Agreement. Consultant makes no representation of the work product's application to, or suitability for use in, circumstances not contemplated by the scope of work under this Agreement.

O. Limitation of Damages. In the event Consultant is found liable for any violation of duty, whether in tort or in contract, damages shall be limited to the amount Consultant has received from Client or any insurance proceeds available. KR shall provide certificates of insurance naming Client as additional insured on its Commercial General Liability as well as its Errors & Omissions insurance policies.

P. Force Majeure. Consultant shall not be liable for failure or delay in performance of its obligations under this Agreement arising out of or caused, directly or indirectly, by significant circumstances beyond its reasonable control, including, without limitation: epidemic; acts of God; earthquakes; fires; floods; wars; civil or military disturbances; acts of terrorism; sabotage; strikes; riots; wide-spread power failures and wide-spread internet failure. Contractual performance and deadline(s) shall be extended for a period equal to the time lost by reason of the delay.

Q. Expiration of Proposal for Services. If this Agreement is not fully executed by the parties within thirty (30) days from the date of this letter, this proposal shall expire.



R. Not an agreement for Legal Services or Legal Advice. This Agreement does not constitute an agreement for the performance of legal services or the provision of legal advice, or legal opinion. Client should seek independent legal counsel on matters for which Client is seeking legal advice.

[signature page follows]



VI. ACCEPTANCE AND AUTHORIZATION

If this Agreement is acceptable to Client, please execute two copies of the Agreement and return both originals to Kosmont Realty. Upon receipt of both signed contracts, we will return one fully executed original for your files. Kosmont will commence work upon receipt of executed Agreement.

Read, understood, and agreed to this

____ Day of _____ 2024

Orange County Mosquito & Vector Control District

Kosmont Real Estate Services
doing business as "Kosmont Realty"

By: _____
(Signature)

By: _____
(Signature)

Name: _____
(Print Name)

Name: Larry J. Kosmont, CRE®

Its: _____
(Title)

Its: President



ATTACHMENT A EXCLUSIVE AUTHORIZATION TO REPRESENT BUYER

Orange County Mosquito & Vector Control District (“Buyer”) hereby grants to **Kosmont Real Estate Services** (“Broker” or “KR”) the exclusive right to assist Buyer to locate and negotiate the terms and conditions for the purchase, option, exchange, lease or an agreement to do so for the to be determined subject property (the “Property”) for a period commencing on April 21, 2024 and ending at midnight on April 20, 2025.

In consideration of this Authorization and Broker’s agreement to diligently promote the interests of the Buyer by securing the subject Property either through a purchase, option, exchange or lease, Buyer agrees to pay Broker a commission as set forth in the attached Schedule of Commissions.

Buyer shall pay said commission to Broker if: (a) the Buyer enters into a contract to purchase, option, exchange or lease of the subject Property or interest therein by or through a Broker, Buyer or any other party/legal entity acting on behalf of the Buyer directly or indirectly prior to the expiration of this Authorization or any extension hereof ; (b) a purchase, option, exchange or lease of the Property or interest therein is procured by or through Broker, Buyer; or any other party/legal entity acting on behalf of the Buyer directly or indirectly prior to the expiration of this Authorization or any extension hereof; or (c) within one hundred eighty (180) days after the expiration of this Authorization or any extension hereof, the Buyer enters into a contract to purchase, option, exchange or lease the Property with whom Broker has negotiated with prior to such expiration in an effort to effect a transaction.

If during the terms of this authorization or any extension hereof an escrow is opened or negotiations involving the purchase, option, exchange or lease of the Property have commenced and are continuing, then the term of this Authorization shall be extended for a period through the closing of such escrow, the termination of such negotiations of the consummation of such transaction, provided this authorization would otherwise have expired during such period.

Buyer agrees that Broker shall be included as a party to any escrow opened for the purchase or lease of the Property and the terms of said escrow shall provide that Broker shall have the right to request the escrow holder to make payment to Broker in the amount of Broker’s commission as set forth on the Schedule of Commissions attached hereto from any sale proceeds and/or deposits held in escrow.

Buyer agrees to cooperate with Broker in a purchase, option, exchange or lease of the Property. All negotiations are to be through Broker. Buyer agrees to pay all customary escrow, title and revenue charges and to execute such documents as may be necessary to affect a sale of the Property. Broker is authorized to accept a deposit from any prospective purchaser.

Buyer agrees to hold Broker harmless from any liability or damages arising from any incorrect information supplied by Buyer or any information which Buyer fails to supply. Buyer acknowledges receipt of a copy of this Authorization and the attached Schedule of Commissions, which Buyer has read and understands.



ARBITRATION OF DISPUTES

Broker and Buyer agree that any claim or controversy will be resolved by submission to binding arbitration at the offices of Judicial Arbitration & Mediation Services, Inc. (JAMS) in the county where the property is located. The parties may agree on a retired judge from the JAMS panel. If they are unable to agree, JAMS will provide a list of three available judges and each party may strike one. The remaining judge will serve as the arbitrator. The award of the arbitrator shall be a final and non-appealable result. The arbitration award may be entered as a judgment in any court or competent jurisdiction. Such binding arbitration shall be conducted by JAMS in accordance with the California Code of Civil Procedures Section 1280 ET SEQ. and California Rules of Court Sections 1600 to 1617.

The parties further agree that the prevailing party of such arbitration shall be entitled to be awarded its costs of suit including, but not limited to, reasonable attorney’s fees, expenses and the costs of arbitration.

NOTICE: By initialing in the space below, you are agreeing to have any dispute arising out of the matters included in the “Arbitration of Disputes” provision decided by neutral arbitration as provided by California Law and you are giving any rights you may possess to have the dispute litigated in a court or by jury trial. By initialing in the space below, you are giving up your judicial rights of discovery and appeal unless those rights are specifically included in the “Arbitration of Disputes” provision. If you refuse to submit to arbitration after agreeing to this provision, you may be compelled to arbitrate under the authority of the California Code of Civil Procedure. Your agreement to this arbitration provision is voluntary.

We have read the undergoing and the foregoing and agree to submit disputes arising out of the matter included in the “Arbitration of Disputes” provision to neutral arbitration.

BUYER

BROKER

Initials

Initials

If either Buyer or Broker commences any litigation to enforce the terms of this Authorization, the prevailing party shall be entitled to receive a reasonable attorney’s fee from the other party hereto.



This Agreement may not only be amended, supplemented, or otherwise altered with the express written consent of all parties hereto and this Agreement embodies the entire understanding of the parties with regard to the subject matter hereof.

Receipt of a copy hereof is acknowledged.

BUYER:

Orange County Mosquito & Vector Control District

By: _____

Date: _____

Address: _____

Dated: _____, 2024

BROKER:

**Kosmont Real Estate Services
License #: 02058445 (CA DRE)**

By: _____

Date: _____

Address: 1601 N. Sepulveda Blvd., #382

Manhattan Beach, CA 90266

Dated: _____, 2024



**ATTACHMENT B
SCHEDULE OF COMMISSIONS**

Kosmont Real Estate Services (“Broker” or “KR”) is hereby employed as the agent for **Orange County Mosquito & Vector Control District** (hereinafter referred to as “Buyer”) in connection with the:

Purchase Lease Other

of property yet to be identified.

In the event a transaction is consummated relative to the above-referenced Property, Buyer agrees to pay Broker, in consideration for their brokerage services, a commission computed as follows:

A. SALES, EXCHANGES, AND OTHER TRANSFERS

The general commission structure is as follows (selling broker [representing buyer] / KR only):

1. Real Property: 2.50% of the gross sales price for transactions less than \$5,000,000;
 2.00% of the gross sales price for transactions equal to or greater than
 \$5,000,000, and less than \$10,000,000;
 1.50% of the gross sales price for transactions equal to or greater than
 \$10,000,000, and less than \$25,000,000;
 1.25% of the gross sales price for transactions equal to or greater than
 \$25,000,000, and less than \$35,000,000;
 1.00% of the gross sales price for transactions equal to or greater than
 \$35,000,000.
2. Commissions shall be paid through escrow upon the closing of sales and exchange transactions; absent an escrow; commissions shall be paid upon recordation of a deed or upon delivery of such deed or other conveyance if recordation is deferred more than one month thereafter. In the event of a contract or agreement of sales, joint venture agreement, business opportunity or other transaction not involving the delivery of a deed, commissions shall be paid upon execution and delivery of the instrument of conveyance or establishment of the entitlement of ownership.

Miscellaneous:

The provisions hereof are subject, however, to the terms and provisions of any Exclusive Authorization to Represent Buyer to which this Schedule may be attached and which is executed by the parties hereto.

The parties hereto intend for this Exclusive Authorization to Represent Buyer and Schedule of Commissions to satisfy the requirements of the Civil Code, Business and Professions Code, and regulatory requirements relative to verifying Broker’s authority to act on behalf of Buyer and Buyer’s obligation to pay Broker commissions therefore, in accordance herewith.



In the event Buyer fails to make payments within the time limits called for herein, then from the date due until paid the delinquent payment shall bear interest at the maximum legal rate of the State of California. In addition, should it become necessary to litigate or arbitrate hereunder the prevailing party shall be entitled to all reasonable attorney fees and court costs incurred in connection therewith. Broker and Owner agree in advance to binding arbitration by the Judicial Arbitration and Mediation Services, Inc., pursuant to the terms and provisions of the Exclusive Authorization to Represent Buyer to which this Schedule of Commissions is attached.

Buyer hereby acknowledges receipt of a copy of this Schedule and further agrees that it shall be binding upon the heirs, successors and assigns of the undersigned.

Buyer: Orange County Mosquito & Vector Control District

**Broker: Kosmont Real Estate Services
License #: 02058445 (CA DRE)**

By: _____

By: _____

Date: _____

Date: _____

Address: _____

Address: 1601 N. Sepulveda Blvd., #382

Manhattan Beach, CA 90266

Vector of the Month

Influx of Harmless ‘Mosquito Hawks’ Look Like Giant Mosquitoes



A crane fly perched on a person's fingers. Photo Credit: San Diego County News Center

If you have noticed what looks like giant mosquitoes or daddy-longlegs with wings, flying around like crazy and bouncing off walls, you are not alone. Crane flies can appear in droves throughout the region during rainy winters. Crane flies are nothing to be afraid of. They have many nicknames, including “mosquito hawks,” “skeeter-eaters,” and “daddy longlegs.” However, they are really just crane flies. Although they are pretty large for the average bug you see flying around in Orange County, they are completely harmless to people.

Their bodies sometimes reach an inch or more in length, but they can look even bigger because of their six, long, stilt-like legs. The easiest way to identify a crane fly is to see if it is bigger than a dime. If it is too large to be a mosquito, then it is most likely a crane fly. Bug experts sometimes call the crane flies “five-legged flies” because of their spindly, fragile legs. It is unusual to find one with all six of its legs intact.

There are a few myths and misconceptions that need to be debunked. First, they are related to mosquitoes, but crane flies are not mosquitoes. Most adult crane flies don't eat at all, but those that do will drink nectar. Since most adults do not consume, they are unable to bite, and therefore cannot transmit disease. That's the good news.

Unfortunately, crane flies do not eat mosquitoes. Crane flies have colorful but inaccurate nicknames such as “mosquito hawks” and “skeeter-eaters.” Also, adults only live ten days at the most, unless they're gobbled up by birds, lizards or other predators. Spring is the peak season for crane flies. Their populations are high following a rain event. These bugs are attracted to lights, often drawing them into houses through open doors and windows.



Orange County Mosquito and Vector Control District

A Public Health Agency Serving Orange County Since 1947

Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Staff Name and Title: Sandra Vera, Director of Human Resources

Name of Conference/Event: VECTOR CONTROL JOINT POWERS AGENCY Annual Workshop

Date: 02/29/2024 – 03/01/2024

Location: Santa Cruz, California

I attended the Vector Control Joint Powers Agency 36th Annual Workshop in Santa Cruz, CA from February 29, 2024, to March 1, 2024. This is the first time I have attended the VCJPA Annual Workshop for the District, and it was impressive to see all the different districts represented to discuss important matters. This conference allows for a variety of educational sessions that are addressing our specific needs, to hear from the VCJPA experts, network with colleagues from around the state and learn from their experiences.

The morning session included an overview of the financial reports and standing for the organization as well as discussions of the possibility of changes in contributions and immediate financial forecast that may have an impact. The following session included an overview of the self-insured pool layer, a claims overview, and discussion of excess insurance coverage through Employment Risk Management Authority (ERMA).

The afternoon had a very comprehensive overview of the workers' compensation program, this included discussion regarding equity building, a claims overview, excess coverage through Local Agency Workers' Compensation Excess JPA (LAWCX), and potential increase to excess coverage. Acclamation Insurance Management Services (AIMS) presented a very informative session on WC 101 – Procedures and Resources for the districts. This session provided both general and specific information for the VCJPA members, management and other district professionals that allowed for an opportunity to address specific agency questions.

Other items also covered were the Auto Physical Damage Program, Legal Updates, an overview of the services for 2024/25, state of the insurance market by Alliant, review of group purchased coverages, and a membership satisfaction survey. This conference provided the opportunity to collaborate with local/statewide agencies including other special districts where we can collaborate and share what has been working and what we have been seeing as potential trends for our organizations. This was very beneficial with a general overview, updates, networking, and additional resources that can be utilized for our district.

Date: 03/29/2024

Signed: 

Print Name: Sandra Vera



Orange County
Mosquito and Vector Control District

A Public Health Agency Serving Orange County Since 1947

Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Trustee Name and City: Bob Ruesch - Mission Viejo

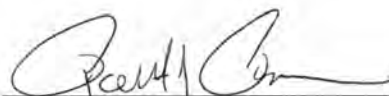
Name of Conference/Event: AMCA

Date: March 4-8 2024

Location: Dallas

AMCA allowed me to listen to and then meet the great minds working on vector issues across the US; internationally. Attending the many sessions and break outs I gained valuable information on the vectors that we have in our county, possible diseases that have and may be transmitted, and progress in the methods to combat their growth. Of great value were information given of how difficult new technologies like SIT, Wolbachia, and other evolving methods may assist in mosquito reduction or may not.

Date: 3/10/2024

Signed: 

Print Name: Bob Ruesch



Orange County Mosquito and Vector Control District

A Public Health Agency Serving Orange County Since 1947

Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Trustee Name and City: Nathan Steele, Seal Beach

Name of Conference/Event: AMCA conference Dallas, Texas

Date: March 4-8, 2024

Location: Dallas, Texas

I have never been surrounded by so many grownups all geeking out about all-things-mosquito. But what else would you expect at a mosquito abatement conference.

- I learned about the stages of larval growth and how the little critters don't eat in their final larval stage.
- I learned that we usually don't deploy chemicals unless there's a visible problem that would justify deployment.
- I learned that a mosquito's range of motion is about 150 feet.
- I learned that some guy is getting his PhD in entomology studying the source of blood found inside mosquitos. The feed on animals of all sorts, including alligators. (picture: alligator with his chin covered with mosquitoes...)
- I learned that you can age a mosquito by the wear on its wings. **No, really.** Visibly, the little hairs on their younger wings wear away. The shiny covering wears off and more light passes through an old mosquito wing, rather than a young mosquito wing. Somehow, they use spectragraph tech to measure the light that passes through the wings. The more the light, the older the mosquito. **No, really....**
- I freely admit that 90% of the content went way, way over my head. The bits and pieces I did pick up, though, were fascinating.

I appreciate at a more profound level what the challenges are for vector containment, disease prevention laboratory and field work. The reason we don't think about all of the diseases like malaria, dengue, etc., diseases that plague much of the world, is the hard work and technical knowledge of the professionals who work for OCMVD....

Thanks for the opportunity!
Nathan Steele
City Council, Seal Beach

Date: March 11, 2024

Signed: *Nathan Steele*

Print Name: Nathan Steele



Orange County Mosquito and Vector Control District

A Public Health Agency Serving Orange County Since 1947

Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Staff Name and Title: Lora Young, District Manager

Name of Conference/Event: AMCA Annual Conference 2024

Date: March 4, 2024 – March 8, 2024

Location: Dallas, Texas

I attended the American Mosquito Control Association Annual Conference from March 4-8, 2024. The conference provides an opportunity for mosquito control agencies throughout the United States, Central America and US Territories to network and learn from each other. The AMCA conference was held in Dallas, TX and was well attended.

The keynote speakers were Dr. Su that provided a memorial to Dr. Mulla, who helped shape some of the basic foundations of mosquito research, his PhD students are currently some of the top researchers for mosquitoes and mosquito-borne diseases. The presentation highlighted how one person can really impact a whole industry. The second presentation was on Vector-Borne Diseases in the US. The keynote highlighted the challenges of addressing vector-borne diseases and how global travel impacts diseases become established in new areas. It was very interesting especially since California is now dealing with the potential for more Dengue cases in the coming years. I was able to attend several other symposia which addressed how to engage on social media, touring a new education center for a Florida mosquito control district and SIT. The SIT presentations were a mix of industry vendors and agencies. The main takeaway is that SIT is in its infancy and expensive to implement, it has potential to help reduce mosquitoes but is currently labor intensive and cannot be used on a larger scale. The technology will eventually allow for the use of SIT in larger areas but it's not there yet.

Overall, the conference provided a great opportunity to network and learn about all the research and projects being conducted throughout the Americas.

Date: March 29, 2024

Signed: Lora Young

Print Name: Lora Young



Orange County Mosquito and Vector Control District

A Public Health Agency Serving Orange County Since 1947

Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Staff Name and Title: Tawnia Pett, Executive Assistant/Clerk of the Board

Name of Conference/Event: AMCA Annual Conference

Date: March 4-8, 2024

Location: Dallas, TX

I attended the AMCA 90th Annual Conference in Dallas, Texas March 4-8, 2024. The meeting was well attended with over nine hundred and sixty attendees. There were a number of great symposia and posters with a wide range of topics.

I always enjoy the student competitions. It is interesting to see what research they are doing and what products, control methods, and other topics that could become mainstream in the future because of their research. The student that won the competition researched using hemp leaves as a mosquito control product. The leaves are essentially waste in the hemp industry (only the stems are used for making clothing and other materials), so using the leaves as a mosquito control product is also an ecofriendly method of control because it is a biological control product and using waste produced from hemp manufacturing.

Another interesting presentation was about using mushrooms as a source of carbon dioxide for our mosquito traps. The presenter was a mushroom farmer, and he has used his mushrooms to help grow plants on the space station (they release carbon dioxide that the growing plants use) and he is just starting to use his mushrooms in the mosquito industry. Having a secondary source for carbon dioxide rather than just dry ice is something that should be investigated in the future as a potential product for the District. In his presentation he also had some beautiful photos of mosquitoes feeding on his mushrooms (because they were releasing carbon dioxide).

There was a whole symposium on collaborations between universities, mosquito control districts, and industry. Almost every presentation was about the collaboration on proving, or finding, resistance to mosquito control products. This symposium was very disheartening because there are so few products that can be used for mosquito control and seeing the resistance in these products just shows how critical it is to get new products to control mosquitoes.

Another interesting symposium was "Lesser Know Arboviruses". This symposium was interesting because most of the viruses were already in the US. But because they aren't tested for, or they aren't that common, most of them are under reported. So, every year numerous cases of various arboviruses from mosquitoes, ticks, and other insects go unreported because there aren't tests for them, doctors don't know the viruses, or other reasons. This just proves how important outreach campaigns in our industry are and how easy it is for experts in their fields to not know to ask or look for something that came from a mosquito or a tick bite.

Overall this was a great conference and there were great presentations in every symposium.

Date: March 19, 2024

Signed: Tawnia Pett

Dept Mgr Signature: 

Print Name: Tawnia Pett



Orange County Mosquito and Vector Control District

A Public Health Agency Serving Orange County Since 1947

Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Staff Name and Title: Miquel Jacobs, Director of Communications

Name of Conference/Event: AMCA Annual Conference

Date: March 4-8, 2024

Location: Dallas, Texas

I had the pleasure of attending the annual American Mosquito Control Association (AMCA) conference from March 4-8 in Dallas, Texas.

I was fortunate to attend the AMCA Young Professional (YP) Workshop on Monday for individuals that have been working in their vector control roles for less than five years. The workshop included a best-practices panel from leaders in the vector control spaces followed by a round table discussion on the future of vector control in the lab, operations, military and media spaces. If available, I would attend this YP Workshop in every year that I am eligible as it was extremely beneficial and led to strong networking opportunities that I have already taken advantage of.

Additional symposia specific to improving our communications work were the Social Media Symposium and the Education/PR Symposium. Perhaps the most interesting topic of discussion centered around the use of the social media platform TikTok and its use by various vector control districts (that reside in states where its use are allowed by governmental districts). Presenters from Williamson County (Texas), Miami-Dade County (Florida) and Greater Los Angeles County provided valuable advice on either how they are using TikTok or how they would use TikTok to connect and relate their messaging to the younger generation with GLA connecting their education program to their TikTok use to drive vector control awareness. Additionally, Amy Lucas from Lee County (Florida) provided an update on best practices to assess student growth in education programs with pre- and post-tests combined with a “work backward” approach to designing lesson plans.

Overall, I am thankful for the opportunity to learn and network at the AMCA Conference in Dallas this year, and I look forward to attending future conferences and becoming more involved as a speaker, moderator or YP Committee member.

Date: March 11, 2024

Signed: *Miquel Jacobs*

Print Name: Miquel Jacobs



Orange County Mosquito and Vector Control District

A Public Health Agency Serving Orange County Since 1947

Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Staff Name and Title: Steve Shepherd, Director of Operations

Name of Conference/Event: AMCA 2024, Dallas, Texas

Date: 3/4/24 to 3/8/24

Location: Dallas, Texas

The 2024 AMCA conference took place in Dallas, Texas from March 4th to 8th. This event marked the American Mosquito Control Association's 90th Annual Meeting, serving as a key platform for researchers, educators, vector control professionals, industry representatives, and students in mosquito control to gather. Since 1938, this conference has been a hub for sharing the latest research, exchanging ideas, and fostering collaborations in the field. Attendees had the opportunity to participate in educational sessions and explore an exhibit hall that showcased advancements in mosquito control.

There were many presentations I found useful and informative including field trials that added infusers to In2Care devices to attract Culex mosquitoes, the effect on temperature and nighttime applications to control adult mosquitoes, Greater LA's talk on mobilizing volunteers in local transmission cases, several sessions on cryptic mosquito sources including to fascinating talks on underground sewer treatment programs in Chicago.

AMCA also launched their new and free virtual training program that covers all aspects of integrated mosquito management. This looks to be a valuable training tool for newer members of the vector community.

I also attended the adult mosquito control symposiums and there were talks about pre-treating resting boxes with insecticides to control adult mosquitoes. This was surprisingly effective. I also learned about a product called the Mosquito Magnet. It's an expensive device but I think it is worth trying here. The presenters in Florida had great results before a hurricane wiped out their equipment.

Date: 3/11/2024

Signed: 

Print Name: Steve Shepherd



Orange County Mosquito and Vector Control District

A Public Health Agency Serving Orange County Since 1947

Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Staff Name and Title: Anthony De Lira Inspector II

Name of Conference/Event: AMCA 2024, Dallas, TX

Date: March 4th, 2024 – March 8th, 2024

Location: Dallas, Texas

The American Mosquito Control Association's 90th conference took place in Dallas, Texas from March 4th, through March 8th, 2024. This is the leading event for vector control professionals, industry leaders, researchers, educators, students, and collaborators in mosquito control. During this conference you are shown the latest research, technologies, and methods available for our field. Those in attendance had the unique opportunity to learn from educational sessions, see the new equipment firsthand, and experience the latest technologies available for mosquito control.

Throughout the conference event I attended many presentations that were educative, and full of applicable information. A very important presentation I found beneficial was done by the Greater LA Vector Control district in which they took the opportunity to create a full-scale realistic exercise to respond to travel related, or local transmission human cases of dengue. They accomplished this training event by collaborating with their local partners and implementing the use of volunteers to carry out the exercise. A total of 30 volunteers were provided with a crash course in mosquito control, education, and prevention. They were assisting 26 employees of GLAVCD divided into 5 teams and were able to visit 120 properties in 2.5 hours. This is a great task, and this exercise demonstrated that by being able to collaborate with partners, agencies, and training volunteer groups, GLAVCD can have a local prevention task force ready if a local outbreak is detected.

I also attended the presentation by the Lee County Mosquito Control District and their implementation of UAS (drone) or helicopter surveillance utilizing airborne topographic LiDAR system to map the topography of their area. They found success using this system in identifying water sources that were hidden beneath heavily forested areas. The topography showed exactly where the water was underneath the trees, providing them with the information needed to either choose a drone operated treatment approach or by backpack on foot.

Being bilingual, I was able to attend the Latin American Student Competition and I was introduced to how other countries like Mexico or Brazil operate with respect to mosquito control. Many of the presentations discussed the resistance factor of pesticide use specifically in *Aedes aegypti* mosquitoes when utilizing ULV or adult mosquito control treatments when responding to mosquito population control, or in response to dengue cases. I was able to attend the presentation of Dr. Saldivar with the University of Monterrey located in northeast Mexico. He conducted a study utilizing a species of mushroom that contains a naturally occurring fungi, this fungus kills mosquito larvae, and is known to be parasitic. During his study he was able to grow out these fungi when a container fills with water, the eggs then hatched out, and the larvae were highly susceptible to this fungus showing its potential for a high mortality rate. Speaking to him after the presentations, he intends to conduct this study in a cemetery. He will make use of a known invasive mosquito source like a flower cone vase, and this fungus to see the mortality rate in an urban setting.

Date: 03-14-2024

Dept Mgr Signature:



Signed:



Print Name:

Anthony De Lira



Orange County Mosquito and Vector Control District

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Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Staff Name and Title: Michael DuBose, Vector Reduction Coordinator

Name of Conference/Event: American Mosquito Control Association 90th Annual Meeting

Date: March 4-8, 2024

Location: Dallas, Texas

The American Mosquito Control Association (AMCA) welcomed attendees to its 90th annual meeting in Dallas, Texas. Staff registered in the Sheraton Hotel's Grand Hall and networked with other public health professionals. Vendors' booths were staged between the presentation rooms and the AMCA booth. This provided a convenient area to network between vector-related businesses, associations, and vector control staff. I valued the opportunity to interact with public health professionals throughout the world.

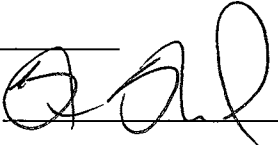
On Tuesday, March 5, I attended twelve presentations. Dr. Steven Su presented the in-memoriam for Dr. Mir Mulla. Throughout his 50-year career, Dr. Mulla achieved many honors in the field of entomology. He was a founding faculty member at UC Riverside Entomology and trained 27 Ph.D. entomology students. The vector control sessions that I attended included operations, legislation, and regulations. The symposium on legislation and regulation was interactive among its attendees. Participants were formed into teams, presented with topics, and instructed to discuss and speak in front of the room. The topics ranged from pollinator protections, crop labels, environmental activism, performance measures, and NPDES interpretations. Director of Operations Mark Daniel with GLACVCD presented on the partnership with volunteer emergency responders to prepare for an *Aedes*-borne disease outbreak in Los Angeles County. Director Daniel described the partnership as a force multiplier for inspections, public outreach, and physical control of *Aedes* mosquitoes.

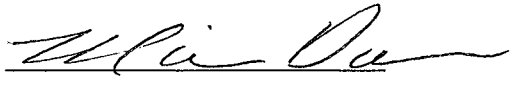
On Wednesday, March 6, I attended twenty-six presentations on the topics of vector-borne diseases, cryptic mosquito sources, collaboration among associations, and artificial intelligence. The AMCA's Executive Director Megan MacNee presented on collaborating at the national level. AMCA represents the vector control community's collective goals through its strategic efforts related to legislation, research, and education. The AMCA recently developed a 13-module certificate program titled *AMCA's Best Practices for Integrated Mosquito Management Virtual Training Program*. Director MacNee commented that districts may utilize the program to train seasonal staff.

Division Manager John Townsend with the MCESDVCD presented on the first locally acquired dengue virus case in Maricopa, Arizona in 2022. Manager Townsend outlined the joint response plan with the county's health department for locally acquired dengue virus. The public health agencies utilized 20 staff to inspect a 150-meter radius over three days. The agencies' joint team visited 241 properties and inspected 72 properties for *Aedes* mosquitoes. 73 residents were interviewed, 53 residents provided blood samples, and 1 resident tested positive for dengue virus. Director Townsend recommended clarifying the roles and responsibilities when collaborating on a joint response plan between public health agencies.

On Thursday, March 7, I attended twenty presentations on the topics of mosquito larvae control, AMCA annual highlights, and non-chemical innovations for vector control. Vector Ecologists Sokanary Sun and Nicolas Tremblay co-presented on the SIT Joint Pilot Project between the OCMVCD and GLACVCD. The presenters highlighted key achievements of the project including the development of three *Aedes aegypti* strains, innovations related to chilling and compacting male mosquitoes, and a study on how X-ray radiation affects male mosquitoes. OCMVCD's Dr. Chloe Wang presented on the surveillance of mosquito larvae using an innovative method of environmental DNA (eDNA). Dr. Wang spoke about her field study in Ethiopia; she collected water samples and tested the eDNA for the malaria vector *Anopheles stephensi*. Dr. Wang's laboratory study included evaluating eDNA for both *Anopheles stephensi* and *Aedes aegypti*. During that evening, I attended the banquet and networked with vector control colleagues. Placer MVCD's General Manager Joel Buettner and I discussed his role in drafting a vector reduction manual. Manager Buettner shared his experiences and insights on collaborating, negotiating, and enforcing significant vector sources with property managers and landowners.

On Friday, March 8, I returned to Orange County. The flight home provided time to reflect on the organizational value of the meeting. I valued the opportunity to visit the vendor booth for the Entomological Society of America (ESA). Certification Programs Manager Willet Hossfeld was in attendance, and we discussed the value of their certification programs. Manager Hossfeld provided me with a ribbon to wear during the annual meeting for holding the Public Health Entomology Certificate. Through attending presentations and networking with public health professionals, I broadened my perspective on mosquito and vector control. I returned with insights to share on the AMCA's educational certificate, strategic response plans for locally acquired dengue virus, and other districts' experiences with the Vector Reduction Program.

Date: 3/25/24
Dept Mgr Signature: 

Signed: 
Print Name: Michael DuBose



Orange County Mosquito and Vector Control District

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Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Staff Name and Title: Amber Semrow

Name of Conference/Event: American Mosquito Control Association Annual Conference

Date: March 4 – 8, 2024

Location: Sheraton Hotel in Dallas, Texas

This national conference provided an excellent opportunity to learn about many exciting developments in mosquito control. Dr. Ben Beard, CDC Vector-borne Disease Section, gave an informative overview of the latest CDC projects and programs in his plenary talk, *Vector-Borne Disease in the U.S. in and Age of Opportunity*. I also gathered valuable insight attending the Legislative and Regulatory Symposiums, where talks featured updates on the Endangered Species Act projects, and the CDC's National Public Health Strategy for the Prevention and Control of Vector-Borne Disease in Humans initiative. I had the opportunity to meet with Florida and Puerto Rico agency representatives to discuss their strategies for responding to local transmission of dengue in their jurisdictions. This led to the sharing of SOPs and opened the door for future collaborations. Another highlight was learning about how districts in Chicago, along with researchers from the University of Illinois, are advancing the study and use of mechanical rovers in surveillance and control of mosquitoes in underground storm drain systems. OCMVCD staff explored this concept approximately five years ago and it was interesting to learn about the developments since that time. There are many things I learned and connections I made that will serve to enhance our programs.

Date: 3/29/24

Signed: Amber Semrow

Print Name: Amber Semrow



Orange County Mosquito and Vector Control District

A Public Health Agency Serving Orange County Since 1947

Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Staff Name and Title: Sokanary Sun

Name of Conference/Event: AMCA 2024

Date: March 4-8, 2024

Location: Sheraton Dallas, TX

This is my fifth time attending the annual American Mosquito Control Association (AMCA) conference. Our District (OCMVCD) and the Greater Los Angeles County Vector Control District (GLACVCD) were invited to present in the "Innovative, Operational Non-Chemical Approaches to Mosquito Control" Symposium on Thursday (March 6) morning. Our Districts selected me and Nicolas Tremblay to present on the Sterile Insect Technique (SIT) pilot project preliminary studies. This was my first AMCA presentation, my second presentation at a mosquito control conference, and likely not to be my last. Directly before me, Rachel Morreale, the SIT Manager from Lee County, FL, presented their SIT program's status. Rachel Morreale is one of my heroes. Both OCMVCD and GLACVCD are attempting to mirror the Lee County, FL SIT program. Rachel and the rest of the Lee County team have been instrumental in guiding both our Districts' SIT pilot projects. We will be forever grateful for all their suggestions and input because without them, we would not have propelled forward so quickly.

The presentation that stood out to me from the plenary session on Tuesday (March 5) was by Dr. C. Ben Beard about "Vector-borne Diseases in the US in an Age of Opportunity". He discussed various diseases, their vectors, and the driving factors contributing to increases in vectors, as well as positive public health messaging to tackle these issues. I really enjoyed Serena Zhao's presentation about the *Bacillus thuringiensis israelensis* (BTI) pesticide aspect of the Avian Malaria project in Hawaii during the afternoon session. Aerial applications in Hawaii are important because of the island's topography. Truck applications would not be as far reaching or sustainable compared to applications via plane.

On Wednesday (March 6) morning, I sat in on the "Lesser Known Arbovirus Symposium". It was refreshing to listen to diseases and vectors other than mosquitoes. For example, Lee Constaedt talked about Blue Tongue Virus affecting sheep and other ruminants, African Horse sickness, and diseases spread by biting midges. Steven Stenhouse, the SIT mosquito rearing supervisor from Lee County, FL presented about their experiences with oviposition (egg laying)

surveillance for *Aedes aegypti*.

On Thursday afternoon, our very own Research Associate, Dr. Chloe Wang, presented her work with the Yan Lab in the University of California, Irvine (UCI). She and the Yan Lab conducted environmental DNA (eDNA) testing of various water sources searching for the Malaria vector, *Anopheles stephensi*.

I am always grateful for opportunities to attend conferences, especially a nationwide mosquito control conference such as AMCA. Not only are the presentations informative, but the networking aspect is priceless. Since OCMVCD is progressing with the SIT Pilot Project, being able to garner information from scientists and vector control personnel who have extensive knowledge of SIT and related technologies will help the District move forward, succeed, and stand out.

Date: 3/11/24

Signed: 

Dept Mgr Signature: 

Print Name: Sokanary Sun



Orange County Mosquito and Vector Control District

A Public Health Agency Serving Orange County Since 1947

Conference and Meeting Report

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Staff Name and Title: Tim Morgan, Vector Ecologist

Name of Conference/Event: AMCA

Date: March 4 – March 8

Location: Sheraton Hotel, Dallas, Texas

I had the opportunity to attend the American Mosquito Control Association's 90th Annual Meeting in the city of Dallas, Texas from March 4 to March 8, 2024. The conference was an excellent opportunity for learning about and discussing vector control topics on many different levels with professionals and vendors and for making new connections that I am sure will be beneficial moving forward with a project that I am involved in currently here at OCMVCD, the Sterile Insect Technique (SIT) Joint Pilot Project. The Orange and neighboring Greater Los Angeles County Vector Control Districts have partnered to develop a technique to sterilize and release male *Aedes aegypti* in their respective target areas. The SIT team was able to support the preparation of a presentation that was given by our member, Sokanary Sun. She did an excellent job in sharing with a national audience our progress thus far with the SIT program. The presentation garnered a lot of positive feedback and discussion.

The aforementioned presentation was one of many in the Innovative, Operational Non-Chemical Approaches to Mosquito Control Symposium that I attended. The non-chemical approaches to mosquito control continue to gain traction in the research and operational arena with many groups both nationally and internationally continuing to make advancements. For instance, in Hawaii, an effort to protect many endangered songbird species is underway with a focus on releasing mosquitoes that are infected with a naturally occurring bacterium called *Wolbochia*. When an infected male mates with an un-infected wild female the bacterium infects her and results in the production of non-viable offspring. This approach is coupled with aerial releases over vast areas of rugged terrain. Delivery systems for sterilized mosquitoes will likely develop rapidly in the near future, with the use of unmanned aerial drones to deliver sterile mosquitoes to difficult to reach target areas, safely and cost effectively.

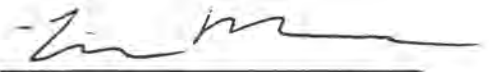
I had the opportunity to talk with vendors of different products from drones to pesticides and other equipment for producing x-ray irradiation. I was very intrigued by the prestation of a private company, Oxitec, which discussed their genetically modified *Aedes aegypti* sterile male mosquito product. This product, which can be purchased by the public over the counter at their local home improvement store (in Brazil) is designed to be an easy use mosquito control product, where you just open the package add water and sit back while it does all the work. Through genetic engineering, this mosquito strain is designed to pass on lethal genes to female offspring, never allowing them to reach adulthood and fly away and bite a person. Additionally, the male passes on the female lethal gene to all male offspring which are not adversely affected so they can further disperse the gene through the population when matting with a wild female, until all females are dead. I hope this technology becomes acceptable to the masses as the threat of multiple tropical diseases begins to move way outside of its typical range and into the backyards of people throughout the United States.

Date: 3/20/24

Dept Mgr Signature:



Signed:



Print Name:

Tim Morgan



Orange County Mosquito and Vector Control District

A Public Health Agency Serving Orange County Since 1947

Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Staff Name and Title: Laura Krueger, Vector Ecologist

Name of Conference/Event: Vertebrate Pest Conference

Date: March 11-15, 2024

Location: Monterey Marriott, Monterey, CA

The 31st Vertebrate Pest Conference was held in Monterey, CA this year and included multiple symposia on commensal rodents, vertebrate toxicants (rodenticides), and wild pig management. The conference was jointly attended by the National Wild Pic Task Force and it was interesting to compare and contrast feral pig and rodent management programs at local, state and federal levels. I presented a historical project detailing the history of plague disease in Orange County from 1909-2017. Robert Cummings began the research prior to his retirement with the goal of compiling the historical plague surveillance data in Orange County to better inform OC Vector's current plague surveillance program. The presentation was part of the Commensal Rodent symposium on Thursday, March 14. The Vertebrate Toxicant symposia highlighted new fertility control options for commensal rodents. Fertility control is advertised as sustainable rodent control and is not currently prohibited in California (like anticoagulant rodenticides) but is considered restricted use and not allowed on school sites. The new toxicant norobromide was presented as an efficacious option for rat control, but completely ineffective in mice. During the conference I learned of a new vertebrate management term – translocation. The USDA National Wildlife Research Center tracks feral pig genomics and has detailed genetic profiles (county level) of pig populations. Through this database, it became apparent that translocation (intentional establishment of an invasive species in a new range) of feral pigs from one state to another is responsible for 15% of re-establishments of feral pig populations. Translocation of species is of particular importance to mosquito control and is considered a significant barrier to eradication.

Date: March 28, 2024

Signed: Laura Krueger

Dept Mgr Signature: Amber Semrow

Print Name: Laura Krueger

