



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

PURSUANT TO ASSEMBLY BILL 361 THIS MEETING WILL BE  
HELD AS A TELECONFERENCE MEETING

BOARD OF TRUSTEES MEETING  
THURSDAY OCTOBER 21, 2021  
3:00 P.M.

Observers may view the meeting on Zoom at:  
<https://us02web.zoom.us/j/87408373507>

Or Telephone:

Dial: 888 475 4499 (Toll Free), 877 853 5257 (Toll Free) or 213 338 8477  
Webinar ID: 874 0837 3507

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

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



# Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

**NOTICE AND AGENDA  
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
THURSDAY OCTOBER 21, 2021  
896<sup>TH</sup> REGULAR MEETING 3:00 P.M.  
13001 GARDEN GROVE BLVD.  
GARDEN GROVE, CA 92843  
WEBSITE ADDRESS: [www.ocvector.org](http://www.ocvector.org)  
REGULAR MEETING 3:00 P.M.**

**A. PLEDGE OF ALLEGIANCE, ROLL CALL, AND LATE COMMUNICATIONS**

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

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

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

4. Adopt Resolution No. 512 Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Orange County Mosquito and Vector Control District for the Period of October 21, 2021 through November 19, 2021 Pursuant to Brown Act Provisions (Exhibit A, B)
5. Late/Other Communications

**B. PUBLIC COMMENTS**

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

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

**C. PRESENTATIONS**

1. Staff will give a presentation entitled "Taking Action Through the 2021 Awareness Campaign"

**D. OCMVCD COMMITTEE REPORTS TO THE BOARD OF TRUSTEES None**

**E. CONSENT CALENDAR**

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

1. Approve the DRAFT Minutes for the regular meeting of September 16, 2021
2. Approve the Warrant Register for August 2021 (Exhibit A)
3. Approve the Monthly Financial Report for August 2021 (Exhibit A)

**F. BUSINESS ITEMS**

1. Adopt Resolution No. 513 Approving Proposed Staffing Modification to the Orange County Mosquito and Vector Control District Operations Department (Exhibit A, B)

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

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

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

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

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

1. Receive and File Brown Act Memo – Included in agenda packet

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

1. Staff Conference Reports from September 2021

**L. FUTURE AGENDA ITEMS**

**M. ADJOURNMENT**

1. Adjourn to the next regular meeting on November 18, 2021 starting at 3:00 p.m. at the Orange County Mosquito and Vector Control District offices, 13001 Garden Grove Blvd., Garden Grove, CA 92843



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

October 21, 2021

## AGENDA REPORT

### AGENDA ITEM A.4

**Prepared By:** Alan Burns, Legal Counsel  
**Submitted By:** Rick Howard, District Manager

#### Agenda Title:

Adopt Resolution 512 Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Orange County Mosquito and Vector Control District for the Period of October 21, 2021, through November 19, 2021, Pursuant to Brown Act Provisions

#### Recommended Action:

Adopt Resolution No. 512 Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency by Governors' Order No 25-20, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Orange County Mosquito and Vector Control District for the Period October 21, 2021, through November 19, 2021, Pursuant to Brown Act Provisions.

#### Executive Summary:

On March 4, 2020, at the beginning of the Covid-19 pandemic, and in response to public agencies' urgent need to adapt to the challenges brought by the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20 (EO) to suspend portions of the Brown Act that ordinarily limit the use of teleconferencing public meetings. That EO expired on September 30, 2021.

AB 361 has now been signed into law, which permits local public agency legislative bodies the ability to conduct and hold public meetings virtually, with exceptions. Existing Brown Act teleconferencing rules remain in place but would except agencies from complying with them where (1) the Governor has declared a state of emergency and (2) and a local agency has recommended measures to promote social distancing, or (3) the local agency has determined that meeting in person would present imminent risks to the health or safety of attendees. AB 361 is intended to guarantee that local agencies do not have to rely on an executive order from the Governor to serve their communities remotely during future emergencies.

Under AB 361, the public must be provided a call-in or internet-based service option but need not be given a physical location from which to observe and comment on the meeting. In the event of a disruption that prevents the broadcasting of the meeting via the call-in or internet-based service options, a body may not take further action until access is restored. Additionally, within 30 days of holding a virtual meeting for the first time, and every 30 days thereafter, the legislative body must make findings ratifying the conditions that justify the exception from the Brown Act's normal teleconferencing provisions.

Governor Newsom signed into law Assembly Bill 361 (AB 361) on September 16, 2021. The bill was adopted as an "Urgency" measure and was chaptered by the Secretary of State on the same date.

AB 361, which continues the authority to have remote meetings, provided certain findings are made. The Board will need to determine if it desires to continue with remote meetings, or at least have the option of remote meetings, and if so, adopt a resolution making findings.

**Analysis:**

The Brown Act authorized teleconferenced meetings provided all locations involved in the call were accessible to the public and a public agenda was posted outside the location. With the COVID 19 pandemic, the Governor issued EO N-25-20, which authorized remote meetings provided the meetings are accessible to the public, that agendas are prepared in advance, and the public has a right to comment on meeting items.

N-25-20 expired on Sep 30, 2021. AB 361 revises the Brown Act to allow remote meetings to continue, subject to the making of certain findings.

AB 361 authorizes a public agency to use remote conferencing provided a State of Emergency exists and the local agency has imposed or recommended social distancing or has determined that meeting in public would present imminent risks to the health or safety of attendees.

In order to continue to conduct meeting virtually under AB 361, the District is required to notice the meeting and post agendas, allow the public to address the body in a meaningful manner, and by call-in or internet-based service option. In the event of a disruption of the teleconferencing, the meeting must stop. Public comments are not allowed to be required in advance of the meeting.

If a state of emergency exists and social distancing is recommended, and/or the Board adopts a finding that meeting in public would present imminent risks to the health or safety or attendees, the Board must adopt a resolution at its first meeting, and every 30 days thereafter, making at least one of the following findings: that the state of emergency continues to exist and: that the state of emergency continues to directly impact the ability of persons to meet safely in person, or that state or local officials continue to impose or recommend social distancing.

This agenda item was regularly noticed using the procedure authorized by Governor's Executive Order N-25-20.

**Fiscal Impact:**

**Amount Requested \$ N/A**

**Sufficient Budgeted Funds Available:**

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

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

N/A

**Exhibits:**

**Exhibit A: Assembly Bill 361**

**Exhibit B: Resolution No. 512**

## Assembly Bill No. 361

### CHAPTER 165

An act to add and repeal Section 89305.6 of the Education Code, and to amend, repeal, and add Section 54953 of, and to add and repeal Section 11133 of, the Government Code, relating to open meetings, and declaring the urgency thereof, to take effect immediately.

[Approved by Governor September 16, 2021. Filed with  
Secretary of State September 16, 2021.]

#### LEGISLATIVE COUNSEL'S DIGEST

AB 361, Robert Rivas. Open meetings: state and local agencies: teleconferences.

(1) Existing law, the Ralph M. Brown Act requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. The act contains specified provisions regarding the timelines for posting an agenda and providing for the ability of the public to directly address the legislative body on any item of interest to the public. The act generally requires all regular and special meetings of the legislative body be held within the boundaries of the territory over which the local agency exercises jurisdiction, subject to certain exceptions. The act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that the legislative body notice each teleconference location of each member that will be participating in the public meeting, that each teleconference location be accessible to the public, that members of the public be allowed to address the legislative body at each teleconference location, that the legislative body post an agenda at each teleconference location, and that at least a quorum of the legislative body participate from locations within the boundaries of the local agency's jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. The act authorizes the district attorney or any interested person, subject to certain provisions, to commence an action by mandamus or injunction for the purpose of obtaining a judicial determination that specified actions taken by a legislative body are null and void.

Existing law, the California Emergency Services Act, authorizes the Governor, or the Director of Emergency Services when the governor is inaccessible, to proclaim a state of emergency under specified circumstances.

Executive Order No. N-29-20 suspends the Ralph M. Brown Act's requirements for teleconferencing during the COVID-19 pandemic provided that notice and accessibility requirements are met, the public members are allowed to observe and address the legislative body at the meeting, and that a legislative body of a local agency has a procedure for receiving and swiftly

resolving requests for reasonable accommodation for individuals with disabilities, as specified.

This bill, until January 1, 2024, would authorize a local agency to use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency, as that term is defined, when state or local health officials have imposed or recommended measures to promote social distancing, during a proclaimed state of emergency held for the purpose of determining, by majority vote, whether meeting in person would present imminent risks to the health or safety of attendees, and during a proclaimed state of emergency when the legislative body has determined that meeting in person would present imminent risks to the health or safety of attendees, as provided.

This bill would require legislative bodies that hold teleconferenced meetings under these abbreviated teleconferencing procedures to give notice of the meeting and post agendas, as described, to allow members of the public to access the meeting and address the legislative body, to give notice of the means by which members of the public may access the meeting and offer public comment, including an opportunity for all persons to attend via a call-in option or an internet-based service option, and to conduct the meeting in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body. The bill would require the legislative body to take no further action on agenda items when there is a disruption which prevents the public agency from broadcasting the meeting, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments, until public access is restored. The bill would specify that actions taken during the disruption are subject to challenge proceedings, as specified.

This bill would prohibit the legislative body from requiring public comments to be submitted in advance of the meeting and would specify that the legislative body must provide an opportunity for the public to address the legislative body and offer comment in real time. The bill would prohibit the legislative body from closing the public comment period and the opportunity to register to provide public comment, until the public comment period has elapsed or until a reasonable amount of time has elapsed, as specified. When there is a continuing state of emergency, or when state or local officials have imposed or recommended measures to promote social distancing, the bill would require a legislative body to make specified findings not later than 30 days after the first teleconferenced meeting pursuant to these provisions, and to make those findings every 30 days thereafter, in order to continue to meet under these abbreviated teleconferencing procedures.

Existing law prohibits a legislative body from requiring, as a condition to attend a meeting, a person to register the person's name, or to provide other information, or to fulfill any condition precedent to the person's attendance.

This bill would exclude from that prohibition, a registration requirement imposed by a third-party internet website or other online platform not under the control of the legislative body.

(2) Existing law, the Bagley-Keene Open Meeting Act, requires, with specified exceptions, that all meetings of a state body be open and public and all persons be permitted to attend any meeting of a state body. The act requires at least one member of the state body to be physically present at the location specified in the notice of the meeting.

The Governor's Executive Order No. N-29-20 suspends the requirements of the Bagley-Keene Open Meeting Act for teleconferencing during the COVID-19 pandemic, provided that notice and accessibility requirements are met, the public members are allowed to observe and address the state body at the meeting, and that a state body has a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, as specified.

This bill, until January 31, 2022, would authorize, subject to specified notice and accessibility requirements, a state body to hold public meetings through teleconferencing and to make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the state body. With respect to a state body holding a public meeting pursuant to these provisions, the bill would suspend certain requirements of existing law, including the requirements that each teleconference location be accessible to the public and that members of the public be able to address the state body at each teleconference location. Under the bill, a state body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically would satisfy any requirement that the state body allow members of the public to attend the meeting and offer public comment. The bill would require that each state body that holds a meeting through teleconferencing provide notice of the meeting, and post the agenda, as provided. The bill would urge state bodies utilizing these teleconferencing procedures in the bill to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to existing law, as provided.

(3) Existing law establishes the various campuses of the California State University under the administration of the Trustees of the California State University, and authorizes the establishment of student body organizations in connection with the operations of California State University campuses.

The Gloria Romero Open Meetings Act of 2000 generally requires a legislative body, as defined, of a student body organization to conduct its business in a meeting that is open and public. The act authorizes the legislative body to use teleconferencing, as defined, for the benefit of the public and the legislative body in connection with any meeting or proceeding authorized by law.

This bill, until January 31, 2022, would authorize, subject to specified notice and accessibility requirements, a legislative body, as defined for purposes of the act, to hold public meetings through teleconferencing and

to make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the legislative body. With respect to a legislative body holding a public meeting pursuant to these provisions, the bill would suspend certain requirements of existing law, including the requirements that each teleconference location be accessible to the public and that members of the public be able to address the legislative body at each teleconference location. Under the bill, a legislative body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically would satisfy any requirement that the legislative body allow members of the public to attend the meeting and offer public comment. The bill would require that each legislative body that holds a meeting through teleconferencing provide notice of the meeting, and post the agenda, as provided. The bill would urge legislative bodies utilizing these teleconferencing procedures in the bill to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to existing law, as provided.

(4) This bill would declare the Legislature’s intent, consistent with the Governor’s Executive Order No. N-29-20, to improve and enhance public access to state and local agency meetings during the COVID-19 pandemic and future emergencies by allowing broader access through teleconferencing options.

(5) This bill would incorporate additional changes to Section 54953 of the Government Code proposed by AB 339 to be operative only if this bill and AB 339 are enacted and this bill is enacted last.

(6) The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

(7) Existing constitutional provisions require that a statute that limits the right of access to the meetings of public bodies or the writings of public officials and agencies be adopted with findings demonstrating the interest protected by the limitation and the need for protecting that interest.

This bill would make legislative findings to that effect.

(8) This bill would declare that it is to take effect immediately as an urgency statute.

*The people of the State of California do enact as follows:*

SECTION 1. Section 89305.6 is added to the Education Code, to read:

89305.6. (a) Notwithstanding any other provision of this article, and subject to the notice and accessibility requirements in subdivisions (d) and (e), a legislative body may hold public meetings through teleconferencing

and make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the legislative body.

(b) (1) For a legislative body holding a public meeting through teleconferencing pursuant to this section, all requirements in this article requiring the physical presence of members, the clerk or other personnel of the legislative body, or the public, as a condition of participation in or quorum for a public meeting, are hereby suspended.

(2) For a legislative body holding a public meeting through teleconferencing pursuant to this section, all of the following requirements in this article are suspended:

(A) Each teleconference location from which a member will be participating in a public meeting or proceeding be identified in the notice and agenda of the public meeting or proceeding.

(B) Each teleconference location be accessible to the public.

(C) Members of the public may address the legislative body at each teleconference conference location.

(D) Post agendas at all teleconference locations.

(E) At least one member of the legislative body be physically present at the location specified in the notice of the meeting.

(c) A legislative body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically, consistent with the notice and accessibility requirements in subdivisions (d) and (e), shall have satisfied any requirement that the legislative body allow members of the public to attend the meeting and offer public comment. A legislative body need not make available any physical location from which members of the public may observe the meeting and offer public comment.

(d) If a legislative body holds a meeting through teleconferencing pursuant to this section and allows members of the public to observe and address the meeting telephonically or otherwise electronically, the legislative body shall also do both of the following:

(1) Implement a procedure for receiving and swiftly resolving requests for reasonable modification or accommodation from individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.), and resolving any doubt whatsoever in favor of accessibility.

(2) Advertise that procedure each time notice is given of the means by which members of the public may observe the meeting and offer public comment, pursuant to paragraph (2) of subdivision (e).

(e) Except to the extent this section provides otherwise, each legislative body that holds a meeting through teleconferencing pursuant to this section shall do both of the following:

(1) Give advance notice of the time of, and post the agenda for, each public meeting according to the timeframes otherwise prescribed by this article, and using the means otherwise prescribed by this article, as applicable.

(2) In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, also give notice of the means by which members of the public may observe the meeting and offer public comment. As to any instance in which there is a change in the means of public observation and comment, or any instance prior to the effective date of this section in which the time of the meeting has been noticed or the agenda for the meeting has been posted without also including notice of the means of public observation and comment, a legislative body may satisfy this requirement by advertising the means of public observation and comment using the most rapid means of communication available at the time. Advertising the means of public observation and comment using the most rapid means of communication available at the time shall include, but need not be limited to, posting such means on the legislative body's internet website.

(f) All legislative bodies utilizing the teleconferencing procedures in this section are urged to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to the otherwise applicable provisions of this article, in order to maximize transparency and provide the public access to legislative body meetings.

(g) This section shall remain in effect only until January 31, 2022, and as of that date is repealed.

SEC. 2. Section 11133 is added to the Government Code, to read:

11133. (a) Notwithstanding any other provision of this article, and subject to the notice and accessibility requirements in subdivisions (d) and (e), a state body may hold public meetings through teleconferencing and make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the state body.

(b) (1) For a state body holding a public meeting through teleconferencing pursuant to this section, all requirements in this article requiring the physical presence of members, the clerk or other personnel of the state body, or the public, as a condition of participation in or quorum for a public meeting, are hereby suspended.

(2) For a state body holding a public meeting through teleconferencing pursuant to this section, all of the following requirements in this article are suspended:

(A) Each teleconference location from which a member will be participating in a public meeting or proceeding be identified in the notice and agenda of the public meeting or proceeding.

(B) Each teleconference location be accessible to the public.

(C) Members of the public may address the state body at each teleconference conference location.

(D) Post agendas at all teleconference locations.

(E) At least one member of the state body be physically present at the location specified in the notice of the meeting.

(c) A state body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically

or otherwise electronically, consistent with the notice and accessibility requirements in subdivisions (d) and (e), shall have satisfied any requirement that the state body allow members of the public to attend the meeting and offer public comment. A state body need not make available any physical location from which members of the public may observe the meeting and offer public comment.

(d) If a state body holds a meeting through teleconferencing pursuant to this section and allows members of the public to observe and address the meeting telephonically or otherwise electronically, the state body shall also do both of the following:

(1) Implement a procedure for receiving and swiftly resolving requests for reasonable modification or accommodation from individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.), and resolving any doubt whatsoever in favor of accessibility.

(2) Advertise that procedure each time notice is given of the means by which members of the public may observe the meeting and offer public comment, pursuant to paragraph (2) of subdivision (e).

(e) Except to the extent this section provides otherwise, each state body that holds a meeting through teleconferencing pursuant to this section shall do both of the following:

(1) Give advance notice of the time of, and post the agenda for, each public meeting according to the timeframes otherwise prescribed by this article, and using the means otherwise prescribed by this article, as applicable.

(2) In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, also give notice of the means by which members of the public may observe the meeting and offer public comment. As to any instance in which there is a change in the means of public observation and comment, or any instance prior to the effective date of this section in which the time of the meeting has been noticed or the agenda for the meeting has been posted without also including notice of the means of public observation and comment, a state body may satisfy this requirement by advertising the means of public observation and comment using the most rapid means of communication available at the time. Advertising the means of public observation and comment using the most rapid means of communication available at the time shall include, but need not be limited to, posting such means on the state body's internet website.

(f) All state bodies utilizing the teleconferencing procedures in this section are urged to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to the otherwise applicable provisions of this article, in order to maximize transparency and provide the public access to state body meetings.

(g) This section shall remain in effect only until January 31, 2022, and as of that date is repealed.

SEC. 3. Section 54953 of the Government Code is amended to read:

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, “teleconference” means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations.

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public’s right under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) (1) A local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

(A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(2) A legislative body that holds a meeting pursuant to this subdivision shall do all of the following:

(A) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(B) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3.

In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(C) The legislative body shall conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body of a local agency.

(D) In the event of a disruption which prevents the public agency from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments using the call-in option or internet-based service option, the body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption which prevents the public agency from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(F) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(G) (i) A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (F), to provide public comment until that timed public comment period has elapsed.

(ii) A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (F), or otherwise be recognized for the purpose of providing public comment.

(iii) A legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (F), until the timed general public comment period has elapsed.

(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

(A) The legislative body has reconsidered the circumstances of the state of emergency.

(B) Any of the following circumstances exist:

(i) The state of emergency continues to directly impact the ability of the members to meet safely in person.

(ii) State or local officials continue to impose or recommend measures to promote social distancing.

(4) For the purposes of this subdivision, “state of emergency” means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act (Article 1 (commencing with Section 8550) of Chapter 7 of Division 1 of Title 2).

(f) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 3.1. Section 54953 of the Government Code is amended to read:

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency in person, except as otherwise provided in this chapter. Local agencies shall conduct meetings subject to this chapter consistent with applicable state and federal civil rights laws, including, but not limited to, any applicable language access and other nondiscrimination obligations.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body

shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, “teleconference” means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations.

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public’s right under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter

2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) (1) A local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

(A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(2) A legislative body that holds a meeting pursuant to this subdivision shall do all of the following:

(A) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(B) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3. In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(C) The legislative body shall conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body of a local agency.

(D) In the event of a disruption which prevents the public agency from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments using the call-in option or internet-based service option, the body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption which prevents the public agency from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for

the public to address the legislative body and offer comment in real time. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(F) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(G) (i) A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (F), to provide public comment until that timed public comment period has elapsed.

(ii) A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (F), or otherwise be recognized for the purpose of providing public comment.

(iii) A legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (F), until the timed general public comment period has elapsed.

(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

(A) The legislative body has reconsidered the circumstances of the state of emergency.

(B) Any of the following circumstances exist:

(i) The state of emergency continues to directly impact the ability of the members to meet safely in person.

(ii) State or local officials continue to impose or recommend measures to promote social distancing.

(4) For the purposes of this subdivision, “state of emergency” means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act (Article 1 (commencing with Section 8550) of Chapter 7 of Division 1 of Title 2).

(f) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 4. Section 54953 is added to the Government Code, to read:

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting

of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivision (d). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, “teleconference” means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public’s right under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting,

members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) This section shall become operative January 1, 2024.

SEC. 4.1. Section 54953 is added to the Government Code, to read:

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, in person except as otherwise provided in this chapter. Local agencies shall conduct meetings subject to this chapter consistent with applicable state and federal civil rights laws, including, but not limited to, any applicable language access and other nondiscrimination obligations.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the

legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivision (d). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, “teleconference” means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations.

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public’s right under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint

powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) This section shall become operative January 1, 2024.

SEC. 5. Sections 3.1 and 4.1 of this bill incorporate amendments to Section 54953 of the Government Code proposed by both this bill and Assembly Bill 339. Those sections of this bill shall only become operative if (1) both bills are enacted and become effective on or before January 1, 2022, but this bill becomes operative first, (2) each bill amends Section 54953 of the Government Code, and (3) this bill is enacted after Assembly Bill 339, in which case Section 54953 of the Government Code, as amended by Sections 3 and 4 of this bill, shall remain operative only until the operative date of Assembly Bill 339, at which time Sections 3.1 and 4.1 of this bill shall become operative.

SEC. 6. It is the intent of the Legislature in enacting this act to improve and enhance public access to state and local agency meetings during the COVID-19 pandemic and future applicable emergencies, by allowing broader access through teleconferencing options consistent with the Governor's Executive Order No. N-29-20 dated March 17, 2020, permitting expanded use of teleconferencing during the COVID-19 pandemic.

SEC. 7. The Legislature finds and declares that Sections 3 and 4 of this act, which amend, repeal, and add Section 54953 of the Government Code, further, within the meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

This act is necessary to ensure minimum standards for public participation and notice requirements allowing for greater public participation in teleconference meetings during applicable emergencies.

SEC. 8. (a) The Legislature finds and declares that during the COVID-19 public health emergency, certain requirements of the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2 of the Government Code) were suspended by Executive Order N-29-20. Audio and video teleconference were widely used to conduct public meetings in lieu of physical location meetings, and public meetings conducted by teleconference during the COVID-19 public health emergency have been productive, have increased public participation by all members of the public regardless of their location in the state and ability to travel to physical meeting locations, have protected the health and safety of civil servants and the public, and have reduced travel costs incurred by members of state bodies and reduced work hours spent traveling to and from meetings.

(b) The Legislature finds and declares that Section 1 of this act, which adds and repeals Section 89305.6 of the Education Code, Section 2 of this act, which adds and repeals Section 11133 of the Government Code, and Sections 3 and 4 of this act, which amend, repeal, and add Section 54953 of the Government Code, all increase and potentially limit the public’s right of access to the meetings of public bodies or the writings of public officials and agencies within the meaning of Section 3 of Article I of the California Constitution. Pursuant to that constitutional provision, the Legislature makes the following findings to demonstrate the interest protected by this limitation and the need for protecting that interest:

(1) By removing the requirement that public meetings be conducted at a primary physical location with a quorum of members present, this act protects the health and safety of civil servants and the public and does not preference the experience of members of the public who might be able to attend a meeting in a physical location over members of the public who cannot travel or attend that meeting in a physical location.

(2) By removing the requirement for agendas to be placed at the location of each public official participating in a public meeting remotely, including from the member’s private home or hotel room, this act protects the personal, private information of public officials and their families while preserving the public’s right to access information concerning the conduct of the people’s business.

SEC. 9. This act is an urgency statute necessary for the immediate preservation of the public peace, health, or safety within the meaning of Article IV of the California Constitution and shall go into immediate effect. The facts constituting the necessity are:

In order to ensure that state and local agencies can continue holding public meetings while providing essential services like water, power, and fire protection to their constituents during public health, wildfire, or other states of emergencies, it is necessary that this act take effect immediately.

**RESOLUTION NO. 512**

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

**RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNORS' ORDER NO 25-20, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT FOR THE PERIOD OCTOBER 21, 2021, THROUGH NOVEMBER 19, 2021, PURSUANT TO BROWN ACT PROVISIONS.**

WHEREAS, the ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT is committed to preserving and nurturing public access and participation in meetings of the Board of Trustees; and

WHEREAS, all meetings of the ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950-54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953 (b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risk to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, a state of emergency remains active pursuant to the Governor's Executive Order N-25-20; and

WHEREAS, the Board of Trustees continues to recommend social distancing as a method of addressing the COVID-19 pandemic; and

WHEREAS, the Board of Trustees further finds that meeting in person would present an imminent risk to the health and safety of attendees; and

WHEREAS, the Board of Trustees does hereby find that COVID-19 and the variants thereof has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities

of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Trustees does hereby find that the legislative bodies of the ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the District will continue to provide agendas and notices to assure the public's participation, will allow remote call-in or internet access, and will otherwise comply with AB 361.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District and would be exacerbated by fully live meetings of the legislative bodies.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The District Manager and District Clerk of the Board and legislative bodies of the ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953 (e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) November 19, 2021, or such time the Board of Trustees adopts a subsequent resolution in accordance with Government Code section 54953 (e)(3) to extend the time during which the legislative bodies of the ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

Section 6. Hybrid meetings allowed. To the extent the District Manager determines that a hybrid meeting, in which some or all of the meeting is conducted remotely, will be sufficient to protect the public health, that discretion is vested in the District Manager provided the public access and other requirements of AB 361 are observed.

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 21<sup>st</sup> day of October 2021, at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

\_\_\_\_\_  
Mike Posey, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees of the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on October 21, 2021:

APPROVED AS TO FORM:

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

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

**MINUTES OF THE 895<sup>th</sup> MEETING**

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

TIME: 3:00 P.M. September 16, 2021

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

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

**TRUSTEES PRESENT:**

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

**TRUSTEES ABSENT:**

Huntington Beach	Mike Posey
Laguna Beach	Sue Kempf

Trustees Posey and Kempf had an excused absence.

**OTHERS PRESENT:**

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

**A. Opening:**

1. **Call the Business Meeting to Order:** Vice-President Gomez called the meeting to order at 3:00 P.M.
2. **Pledge of Allegiance:** Vice-President Gomez asked Trustee Kring to lead the Pledge of Allegiance.
3. **Roll Call:** Roll call indicated 29 Trustees were present with Trustees Turpit, Patel, Anderson, and Josephson arriving late to bring the number to 33 out of the current Board membership of 35.
4. **Late/Other Communications:**  
**Late Communications: None**

**Other Communications: None**

**B. Public Comments: None**

**C. Presentations:**

1. Staff gave a presentation entitled "Increasing Transparency: CSDA District Transparency Recognition"

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

1. Executive Committee Meeting: Secretary Huang reported the committee met to discuss Board Meeting options beginning in October once the Governor's Executive Order allowing public agency meetings to be conducted virtually expires on September 30.

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

On motion from Trustee Kring, seconded by Trustee Hupp, and passed by unanimous vote, the Board of Trustees approved Consent Calendar Items E.2 through E.3. Agenda Item E.1 was passed by majority vote due to absences at the previous Board Meeting (Abstained: Trustees Dunlap, Klopfenstein, Patel, and Anderson).

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

**Noes:** None.

**Abstained:** None.

**Absent:** Trustees Posey and Kempf.

1. **Approval of Minutes:** Approved, without reading, the Minutes of the 894<sup>th</sup> Meeting of the Board of Trustees held August 19, 2021.
2. **Approved Warrant Register for July 2021: (Exhibit A)** Received and filed.
3. **Approved Monthly Financial Report for July 2021: (Exhibit A)** Received and filed.

F. **Business and Action Items: None**

G. **Informational Items Only (NO ACTION NECESSARY):**

1. **Staff Presentation:** Director of Scientific Technical Services Semrow gave an update on vector activity in Orange County.
2. **Staff Presentation:** Director of Communications Young gave an update on outreach activity in Orange County.
3. **Staff Presentation:** Director of Operations Shepherd gave an update on operations activity in Orange County.
4. **Laboratory Reports- included in agenda packet:** Received and filed.

H. **President's Report and Trustee Comments: None**

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

1. MVCAC is hosting a virtual training for trustees on September 23.

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

1. The District had its entry warrant approved.

K. **Correspondence: None**

L. **Future Agenda Items: None**

M. **Adjournment:**

1. Vice-President J. Gomez adjourned the meeting at 3:35 p.m. to the next regularly scheduled meeting on Thursday, October 21, 2021.

I certify that the above minutes substantially reflect the actions taken by the Board of Trustees at its meeting held September 16, 2021.



Richard Howard, District Manager

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

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

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



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

October 21, 2021

## AGENDA REPORT

### AGENDA ITEM E.2

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

#### Agenda Title:

Approve Warrant Register for August 2021

#### Recommended Action:

Receive and file.

#### Executive Summary:

Receive and file payment of August warrant register dated October 21, 2021 in the amount of \$1,418,094.85 as presented by in-house check runs dated August 4, 5, 9, 12, 19, 20, 26, 27, 30, and 31, 2021.

#### Fiscal Impact:

**Amount Requested \$ N/A**

**Sufficient Budgeted Funds Available:**

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

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

#### Exhibits:

**Exhibit A:** August 2021 Warrant Report

# ORANGE COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

REGISTER OF DEMANDS OCTOBER 21, 2021

## ACCOUNTS PAYABLE REGISTER

A/P Check Run	8/5/2021	41,211.91
A/P Check Run	8/12/2021	771,085.44
A/P Check Run	8/19/2021	74,712.37
A/P Check Run	8/26/2021	43,056.39
A/P Check Run	8/27/2021	92,772.83
A/P Check Run	8/30/2021	16,896.84
A/P Check Run	8/31/2021	21,911.81
P/R CalPERS1	8/4/2021	42,292.63
P/R EDD	8/4/2021	12,040.11
P/R IRS	8/4/2021	40,057.08
P/R STATE	8/4/2021	173.53
P/R TASC	8/4/2021	2,259.35
P/R EEASSOC	8/5/2021	802.50
P/R ICMA	8/5/2021	22,614.58
P/R NATION	8/5/2021	4,780.00
P/R USB	8/5/2021	1,964.91
P/R CalPERS1	8/9/2021	42,773.00
P/R EDD	8/9/2021	11,468.49
P/R IRS	8/9/2021	38,306.37
P/R STATE	8/9/2021	173.53
P/R TASC	8/9/2021	2,259.35
P/R CalPERS1	8/20/2021	42,775.06
P/R EDD	8/20/2021	13,740.90
P/R IRS	8/20/2021	45,570.37
P/R STATE	8/20/2021	173.53
P/R TASC	8/20/2021	2,259.35
P/R EEASSOC	8/20/2021	787.50
P/R ICMA	8/20/2021	22,414.58
P/R NATION	8/20/2021	4,760.00
P/R USB	8/20/2021	2,000.54
<b>TOTAL</b>	<b>\$</b>	<b>1,418,094.85</b>

I hereby certify that the claims or demands covered by the foregoing listed warrants have been audited as to the accuracy and availability of funds for payment thereof. Subscribed and sworn on this 21<sup>ST</sup> day of October 2021.

  
Rick Howard, District Manager

  
Tan Nguyen, Finance Manager

# Accounts Payable

## Checks by Date - Summary by Check Date

User: chumphrey  
 Printed: 9/28/2021 10:15 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	CalPERS1	CalPERS	08/04/2021	42,292.63
ACH	EDD	Employment Development Dept.	08/04/2021	12,040.11
ACH	IRS	Internal Revenue Service	08/04/2021	40,057.08
ACH	STATE	STATE DISBURSEMENT UNIT	08/04/2021	173.53
ACH	TASC	Total Administrative Services Corp.	08/04/2021	2,259.53
Total for 8/4/2021:				96,822.70
ACH	EEASSOC	OCVCD Employee Association	08/05/2021	802.50
ACH	ICMA	MissionSquare Retirement (ICMA)	08/05/2021	22,614.58
ACH	NATION	Nationwide Retirement Solutions	08/05/2021	4,780.00
ACH	USB	PARS/U.S. Bank N.A. Minnesota	08/05/2021	1,964.91
ACH	ADAPCO	ADAPCO, INC.	08/05/2021	15,666.85
ACH	AIRGAS	AIRGAS USA, LLC	08/05/2021	768.01
ACH	IRON	Iron Mountain Records Mgmt, Inc.	08/05/2021	344.58
ACH	PRAXAIR	Praxair Distribution, Inc	08/05/2021	1,540.79
ACH	SPECTRUM	Time Warner Cable/Spectrum	08/05/2021	826.01
ACH	PRAXAIR	Praxair Distribution, Inc	08/05/2021	860.28
ACH	PRAXAIR	Praxair Distribution, Inc	08/05/2021	1,057.97
ACH	SOVE	Society for Vector Ecology	08/05/2021	500.00
ACH	NGO	Luan Ngo	08/05/2021	260.00
26024	ATT2	AT&T	08/05/2021	478.23
26025	CAGATE	California Gate & Entry System	08/05/2021	123.75
26026	CINTAS	Cintas Corporation No. 2	08/05/2021	3,330.08
26027	CITIES	Cities Digital, Inc.	08/05/2021	1,632.00
26028	CROWN	Crown Maintenance	08/05/2021	215.00
26029	GENESEE	Genesee Scientific Corporation	08/05/2021	1,013.05
26030	HARPER	Harper & Burns, LLP	08/05/2021	2,084.00
26031	HASFIN	Quadient Finance USA, Inc	08/05/2021	300.00
26032	LAMPIRE	Lampire Biological Laboratories, Inc.	08/05/2021	515.75
26033	LOS AL	City of Los Alamitos	08/05/2021	75.00
26034	MARTIN D	Daniel Martinez	08/05/2021	575.00
26035	MCFADDEN	McFadden-Dale Industrial Hardware, LLC	08/05/2021	98.25
26036	OCCJ	Orange Coast Chrysler Jeep	08/05/2021	245.82
26037	OFFICE	OFFICE DEPOT, INC.	08/05/2021	106.67
26038	OREILLY	O'Reilly Auto Enterprises, LLC	08/05/2021	895.90
26039	QDOXS	Q Document Solutions, Inc,	08/05/2021	122.89
26040	REDWING	Red Wing Business Advantage Account	08/05/2021	445.01
26041	S&R	S & R A/C And Heating, Inc.	08/05/2021	296.25
26042	SABA	Mike Saba	08/05/2021	150.00
26043	SJCMVCD	SAN JOAQUIN COUNTY MOSQUITO &	08/05/2021	3,050.00
26044	SMART	Smart & Final Stores Corp	08/05/2021	437.48
26045	STAPLES	Staples Business Advantage	08/05/2021	132.22
26047	TOYOTAGG	Toyota Place	08/05/2021	55.92
26048	TRUCPAR	Truck & Auto Supply, Inc.	08/05/2021	215.03
26049	TT DEPOT	The Technology Depot, Inc.	08/05/2021	647.50
26050	WESTCOAS	RJ International	08/05/2021	2,146.62

Check No	Vendor No	Vendor Name	Check Date	Check Amount
Total for 8/5/2021:				71,373.90
ACH	CalPERS1	CalPERS	08/09/2021	42,773.00
ACH	EDD	Employment Development Dept.	08/09/2021	11,468.49
ACH	IRS	Internal Revenue Service	08/09/2021	38,306.37
ACH	STATE	STATE DISBURSEMENT UNIT	08/09/2021	173.53
ACH	TASC	Total Administrative Services Corp.	08/09/2021	2,259.35
Total for 8/9/2021:				94,980.74
ACH	CLA	CLIFTON LARSON ALLEN LLP	08/12/2021	1,400.00
ACH	GG DISP	Republic Waste Svcs of So. Calif., LLC	08/12/2021	1,855.97
ACH	SPARK	Sparkletts	08/12/2021	407.14
ACH	SPECTRUM	Time Warner Cable/Spectrum	08/12/2021	1,494.00
ACH	STERI	STERICYCLE	08/12/2021	1,284.13
ACH	TARGET	Target Specialty Products	08/12/2021	18,802.88
ACH	VERIZON	Verizon Wireless Services LLC	08/12/2021	5,608.41
ACH	DELIRA	Simon De Lira	08/12/2021	150.00
ACH	FEDEX	Federal Express Corp.	08/12/2021	47.80
ACH	EDD	Employment Development Dept.	08/12/2021	35.28
26051	JACOT	Jacot Plumbing Inc.	08/12/2021	563.06
26052	AT&T	AT&T	08/12/2021	68.12
26053	CDFW	State of California	08/12/2021	400.00
26054	FISHER	Fisher Scientific	08/12/2021	88.21
26055	GENESEE	Genesee Scientific Corporation	08/12/2021	64.54
26056	GG WATER	City of Garden Grove	08/12/2021	1,562.70
26057	HOCK	John W. Hock	08/12/2021	2,544.20
26058	LIVESCAN	A Livescan Center OC Inc.	08/12/2021	95.00
26059	MOREY	Nick Morey	08/12/2021	150.00
26060	PROACTIV	Proactive Work Health Medical Center, Inc	08/12/2021	615.00
26061	SOKANARY	Sokanary Sun	08/12/2021	150.00
26062	VCJPA	Vector Control JPA	08/12/2021	730,299.00
26063	WOODRUF1	Woodruff Spradlin & Smart	08/12/2021	3,400.00
Total for 8/12/2021:				771,085.44
ACH	ADAPCO	ADAPCO, INC.	08/19/2021	24,860.08
ACH	AIRGAS	AIRGAS USA, LLC	08/19/2021	126.14
ACH	PRAXAIR	Praxair Distribution, Inc	08/19/2021	1,664.18
ACH	TARGET	Target Specialty Products	08/19/2021	16,218.54
ACH	CALPERS1	CalPERS	08/19/2021	1,050.00
26064	WESCO	Western Scientific Co., Inc.	08/19/2021	1,490.00
26065	ALARM	Thomas E. Kindschi	08/19/2021	4,659.69
26066	AMAZON	AMAZON/SYNCB	08/19/2021	5,151.18
26067	AT T	AT&T MOBILITY	08/19/2021	32.14
26068	DTSC	Department of Toxic Substance Control	08/19/2021	175.00
26069	GENESEE	Genesee Scientific Corporation	08/19/2021	117.73
26070	GRAINGER	Grainger	08/19/2021	43.29
26071	HOME DEP	Home Depot Credit Services	08/19/2021	702.62
26072	JUST	JUST TIRES	08/19/2021	542.01
26073	LAMPIRE	Lampire Biological Laboratories, Inc.	08/19/2021	329.75
26074	LEADING	Leading Edge Associates, Inc.	08/19/2021	3,095.00
26075	LIFE	Life Technologies	08/19/2021	9,020.45
26076	OCHCA	County of Orange	08/19/2021	224.00
26077	PARS	Public Agency Retirement Svcs	08/19/2021	300.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
26078	PLACENTI	City of Placentia	08/19/2021	120.00
26079	PUREAIR	THANH NGUYEN	08/19/2021	2,222.00
26080	REDWING	Red Wing Business Advantage Account	08/19/2021	158.75
26081	SCG	Southern Calif. Gas Co.	08/19/2021	63.43
26082	STAPLES	Staples Business Advantage	08/19/2021	48.69
26083	TRUCPAR	Truck & Auto Supply, Inc.	08/19/2021	21.26
26084	WESTCOAS	RJ International	08/19/2021	1,659.82
26085	XEROX	Xerox Financial Services	08/19/2021	616.62
Total for 8/19/2021:				74,712.37
ACH	CalPERS1	CalPERS	08/20/2021	42,775.06
ACH	EDD	Employment Development Dept.	08/20/2021	13,740.90
ACH	IRS	Internal Revenue Service	08/20/2021	45,570.37
ACH	STATE	STATE DISBURSEMENT UNIT	08/20/2021	173.53
ACH	TASC	Total Administrative Services Corp.	08/20/2021	2,259.35
ACH	EEASSOC	OCVCD Employee Association	08/20/2021	787.50
ACH	ICMA	MissionSquare Retirement (ICMA)	08/20/2021	22,414.58
ACH	NATION	Nationwide Retirement Solutions	08/20/2021	4,760.00
ACH	USB	PARS/U.S. Bank N.A. Minnesota	08/20/2021	2,000.54
Total for 8/20/2021:				134,481.83
ACH	ABBE	ROGER ABBE	08/26/2021	49.78
ACH	ARIASA	Adina Arias	08/26/2021	234.05
ACH	BENNETT	Stephen Bennett	08/26/2021	234.05
ACH	BOBBITT	Catherine Bobbitt	08/26/2021	234.05
ACH	CAMPBELL	JAMES CAMPBELL	08/26/2021	75.27
ACH	CUMMINGS	Robert F. Cummings	08/26/2021	234.05
ACH	DAIKER	John Daiker	08/26/2021	260.80
ACH	EDISON	SUZANNE R. EDISON	08/26/2021	297.00
ACH	ELLIOTT	MARGARET ELLIOTT	08/26/2021	49.78
ACH	EVER	GARY EVERINGHAM	08/26/2021	104.90
ACH	FOGARTY	Carrie Fogarty	08/26/2021	234.05
ACH	Goedhart	Gerard Goedhart	08/26/2021	234.05
ACH	HEARST	Michael Hearst	08/26/2021	434.05
ACH	Huff	Robert Huff	08/26/2021	234.05
ACH	KELLER	JUSTINE KELLER	08/26/2021	75.27
ACH	KIMBALL	Deborah Kimball	08/26/2021	234.05
ACH	KOENIG	Steve Koenig	08/26/2021	234.05
ACH	LACHANCE	Glenn LaChance	08/26/2021	341.30
ACH	LOUGHNER	LINDA LOUGHNER	08/26/2021	220.20
ACH	MCCARTY	Danny McCarty	08/26/2021	234.05
ACH	MILLER J	Jon Miller	08/26/2021	234.05
ACH	MONTANI	Karen Montani	08/26/2021	88.19
ACH	NIEWOLA	Urszula Niewola	08/26/2021	234.05
ACH	PARSONS	John Parsons	08/26/2021	234.05
ACH	POSPISIL	Terry Pospisil	08/26/2021	234.05
ACH	REES	JETTE REES	08/26/2021	112.00
ACH	Rehders	Renee Rehders	08/26/2021	234.05
ACH	REINIG	Allyson Reinig	08/26/2021	234.05
ACH	Reisin	Caroline Reisinger	08/26/2021	234.05
ACH	Reynolds	Thomas Reynolds	08/26/2021	49.78
ACH	RINCON	Claudio Rincon	08/26/2021	234.05
ACH	SHAW	LAWRENCE SHAW	08/26/2021	234.05
ACH	SIPE	Russell Sipe	08/26/2021	234.05
ACH	Velten	Robert K. Velten	08/26/2021	234.05

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	FEDEX	Federal Express Corp.	08/26/2021	22.02
ACH	PRAXAIR	Praxair Distribution, Inc	08/26/2021	1,400.54
ACH	TARGET	Target Specialty Products	08/26/2021	620.89
ACH	AGUINAGA	X. Cecilia Aguinaga	08/26/2021	100.00
ACH	ALVAREZ	Michael Alvarez	08/26/2021	100.00
ACH	BRENNER	JOY BRENNER	08/26/2021	100.00
ACH	BROTHERS	Cheryl Brothers	08/26/2021	100.00
ACH	DAHL	Jim Dahl	08/26/2021	100.00
ACH	DOBYT	Tanya Doby	08/26/2021	100.00
ACH	GOMEZ	James Gomez	08/26/2021	100.00
ACH	GOMEZR	REBECCA GOMEZ	08/26/2021	100.00
ACH	GREEN C	Craig S. Green	08/26/2021	100.00
ACH	HORNE	Shari Lucas Horne	08/26/2021	100.00
ACH	HUANG	Peggy Huang	08/26/2021	100.00
ACH	HUPP	Cecilia T. Hupp	08/26/2021	100.00
ACH	HURT	RICHARD HURT	08/26/2021	100.00
ACH	JOSEPH	April Josephson	08/26/2021	100.00
ACH	KIM	TAMMY KIM	08/26/2021	100.00
ACH	KRING	Lucille Kring	08/26/2021	100.00
ACH	MASSA-LA	Sandra Massa-Lavitt	08/26/2021	100.00
ACH	MILESC	Crystal Miles	08/26/2021	100.00
ACH	NGUYENC	CHI CHARLIE NGUYEN	08/26/2021	100.00
ACH	PEATJ	Jon Peat	08/26/2021	100.00
ACH	PEZOLDE	Erica Pezold	08/26/2021	100.00
ACH	RUESCH	Robert J. Ruesch	08/26/2021	100.00
ACH	SHARMA	RISCHI SHARMA	08/26/2021	100.00
ACH	SONNE	SUSAN SONNE	08/26/2021	100.00
ACH	TURPIT	WILLIAM TURPIT	08/26/2021	100.00
ACH	ZTAYLORG	Gary Taylor	08/26/2021	100.00
26086	POSEY	Mike Posey	08/26/2021	100.00
26087	TAYLOR	John Taylor	08/26/2021	100.00
26088	VICZOREK	Richard Viczorek	08/26/2021	100.00
26089	ARCPOINT	Sarita Sadhwani	08/26/2021	375.00
26090	AT T FAX	AT&T	08/26/2021	320.35
26091	BEL-AIR	Bel-Air Shells	08/26/2021	73.73
26092	CAGATE	California Gate & Entry System	08/26/2021	123.75
26093	CINTAS	Cintas Corporation No. 2	08/26/2021	2,986.99
26094	CROWN	Crown Maintenance	08/26/2021	215.00
26095	DOJ	State of California	08/26/2021	245.00
26096	FISHER	Fisher Scientific	08/26/2021	438.99
26097	FM	F M CREDIT CARD	08/26/2021	7,018.71
26098	INSIGHT	Insight Public Sector, Inc.	08/26/2021	3,638.00
26099	LIFE	Life Technologies	08/26/2021	3,362.00
26100	OREILLY	O'Reilly Auto Enterprises, LLC	08/26/2021	2,472.74
26101	PR	P & R Paper Supply Company, Inc.	08/26/2021	575.74
26102	SCE	Southern Calif. Edison	08/26/2021	8,442.29
26103	STAPLES	Staples Business Advantage	08/26/2021	16.42
26104	TOYOTAGG	Toyota Place	08/26/2021	734.86
Total for 8/26/2021:				43,056.39
ACH	CALPERS	Calif. Public Employees' Retirement	08/27/2021	75,947.06
26105	AFLAC	American Family Life Assurance Co., of Ca	08/27/2021	2,892.50
26106	GUARD	Guardian - Appleton	08/27/2021	12,915.75
26107	VSP	Vision Service Plan	08/27/2021	1,017.52
Total for 8/27/2021:				92,772.83

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	CALPERS1	CalPERS	08/30/2021	16,896.84
Total for 8/30/2021:				16,896.84
ACH	ARCO	ARCO Business Solutions	08/31/2021	21,377.81
ACH	OC TOLL	OC Toll Roads	08/31/2021	534.00
Total for 8/31/2021:				21,911.81
Report Total (197 checks):				1,418,094.85



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

October 21, 2021

## AGENDA REPORT

### AGENDA ITEM E.3

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

#### Agenda Title:

Approve Monthly Financial Report for August 2021

#### Recommended Action:

Receive and file

#### Executive Summary:

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

#### Fiscal Impact:

**Amount Requested \$ N/A**

**Sufficient Budgeted Funds Available:**

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

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

#### Exhibits:

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

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

Fund No.	Fund	Cash Balance 7/31/2021	Revenue	Expenditures	Transfers	Accrual Adjustment	Cash Balance 8/31/2021	Cash Balance 8/31/2020
10	Operating	\$ 8,737,439	\$ 62,289	\$ 1,750,898	\$ -	\$ 13,356	\$ 7,062,186	\$ 5,183,806
20	Vehicle Replacement	591,108	-	-	-	-	591,108	555,206
30	Liability Reserve	370,366	-	-	-	-	370,366	360,611
40	Equipment Replacement	839,857	-	-	-	-	839,857	836,602
50	Emergency Vector Control	1,681,544	-	-	-	-	1,681,544	1,675,027
60	Facility Improvement	8,924,922	26,601	1,783	-	-	8,949,740	8,149,764
70	Habitat Remediation	100,002	-	-	-	-	100,002	100,002
90	Retiree Medical Insurance	2,437	2,359	17,125	-	(10,207)	(22,536)	146,837
95	Retirement Contingency	254,272	-	-	-	-	254,272	253,185
99	Payroll Clearing	357,697	-	-	-	997	358,694	57,292
		<b>\$ 21,859,644</b>	<b>\$ 91,249</b>	<b>\$ 1,769,806</b>	<b>\$ -</b>	<b>\$ 4,146</b>	<b>\$ 20,185,233</b>	<b>\$ 17,318,332</b>

Cash & Investment Balances:		Monthly Yield
California LAIF	\$ 11,883,516	0.221%
O.C. Treasurer	1,734,085	0.517%
Stifel Brokerage account		
Money market (par)	5,624	0.01%
Fixed income - Muni (par)	2,490,000	2.48%
Fixed income - other (par)	2,595,000	2.20%
Unamortized premium/(discount) on investments	129,893	n/a
F&M Checking	632,584	n/a
Payroll Checking	558,187	n/a
F&M HBP	146,344	0.05%
Petty Cash - Checking	10,000	n/a
<b>Total Cash and Investments</b>	<b>\$ 20,185,233</b>	

Section 115 Irrevocable Trust Balances:		3-month return
PARS Post-Employment Benefits Trust	\$ 4,513,407	3.20%
PARS Pension Trust	2,770,691	3.20%
<b>Total PARS Trust Balances</b>	<b>\$ 7,284,098</b>	

  
Richard Howard  
District Manager

  
Tan Nguyen  
Finance Manager

**Monthly Cash Flow**

Month	Revenue	Expenditures	Transfers	Accrual Adjustment	Monthly Cash Flow	Prior Year Comparison
July	\$ 41,901	\$ 948,422	\$ -	\$ 242,764	\$ (663,757)	\$ (1,433,920)
August	91,249	1,769,806	-	4,146	(1,674,411)	(1,056,777)
September					-	(823,080)
October					-	(1,390,796)
November					-	1,997,754
December					-	4,524,859
January					-	(384,054)
February					-	(775,667)
March					-	(116,431)
April					-	3,275,642
May					-	(122,973)
June					-	(939,850)
<b>Total YTD</b>	<b>\$ 133,150</b>	<b>\$ 2,718,228</b>	<b>\$ -</b>	<b>\$ 246,910</b>	<b>\$ (2,338,168)</b>	<b>\$ 2,754,707</b>

**Revenues: 17% of Fiscal Year**

10-Operating Fund	Budget	Actual	Percentage
Property Taxes	\$ 6,820,650	\$ 39,836	0.6%
1996 Benefit Assessment	1,575,850	-	0.0%
2004 Benefit Assessment	6,740,000	-	0.0%
Interest and Concessions	40,000	19,056	47.6%
Miscellaneous	15,000	972	6.5%
Successor Agency Passthru/Residual	400,000	4,955	1.2%
Rent for Cell Sites	29,909	4,985	16.7%
VCJPA Pooled Services	64,991	-	0.0%
CDPH - CA State Grant	-	-	0.0%
Charges for Services	60,000	5,588	9.3%
<b>Total Operating Fund Revenues</b>	<b>15,746,400</b>	<b>75,392</b>	<b>0.5%</b>

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

Monies come through the County and are unpredictable

No.	Other Funds	Budget	Actual	Percentage
20	Vehicle Replacement	15,000	-	0.0%
30	Liability Reserve	3,000	-	0.0%
40	Equipment Replacement	6,000	-	0.0%
50	Emergency Vector Control	10,000	-	0.0%
60	Facility Improvement	330,000	52,296	15.8%
70	Habitat Remediation	-	-	0.0%
90	Retiree Medical Insurance	33,000	5,462	16.6%
95	Retirement Contingency	2,000	-	0.0%
	<b>Total Other Funds</b>	<b>381,000</b>	<b>57,758</b>	<b>15.2%</b>
	<b>Total Revenue</b>	<b>\$ 16,145,400</b>	<b>\$ 133,150</b>	<b>0.8%</b>

**Expenditures: 17% of Fiscal Year**

No.	10-Operating Fund	Budget	Actual	Percentage
110	Trustees	\$ 76,050	\$ 6,000	7.9%
120	District Manager	455,145	59,702	13.1%
130	Legal Services	122,000	5,526	4.5%
140	Non-Departmental	431,500	37,889	8.8%
	<b>Executive</b>	<b>1,084,695</b>	<b>109,117</b>	<b>10.1%</b>
210	Administrative Services	880,345	139,813	15.9%
220	Insurance	787,600	733,318	93.1%
	<b>Administrative Services</b>	<b>1,667,945</b>	<b>873,131</b>	<b>52.3%</b>
310	Technical Services	2,007,370	252,846	12.6%
	<b>Scientific Technical Services</b>	<b>2,007,370</b>	<b>252,846</b>	<b>12.6%</b>
410	Field Operations	7,130,935	1,063,410	14.9%
430	Vehicle Maintenance	918,865	91,642	10.0%
440	Building Maintenance	291,455	47,624	16.3%
	<b>Operations</b>	<b>8,341,255</b>	<b>1,202,676</b>	<b>14.4%</b>
510	Public Information	804,085	118,389	14.7%
520	Information Technology	878,995	88,957	10.1%
530	Public Service	169,310	28,962	17.1%
	<b>Public Information</b>	<b>1,852,390</b>	<b>236,308</b>	<b>12.8%</b>
	<b>Total Operating Fund Expenditures</b>	<b>14,953,655</b>	<b>2,674,078</b>	<b>17.9%</b>

Invoices are paid monthly, one month after services provided.

Annual insurance premiums were paid in August.

No.	Other Funds	Budget	Actual	Percentage
20	Vehicle Replacement	-	-	0.0%
30	Liability Reserve	-	-	0.0%
40	Equipment Replacement	-	-	0.0%
50	Emergency Vector Control	-	-	0.0%
60	Facility Improvement	44,500	2,826	6.4%
70	Habitat Remediation	-	-	0.0%
90	Retiree Medical Insurance	218,010	41,324	19.0%
95	Retirement Contingency	300,000	-	0.0%
	<b>Total Other Funds</b>	<b>562,510</b>	<b>44,150</b>	<b>7.8%</b>
	<b>Total Expenditures</b>	<b>\$ 15,516,165</b>	<b>\$ 2,718,228</b>	<b>17.5%</b>

Payment to OCERS may not be needed once the triennial true-up is done.

## STIFEL PRESTIGE® ACCOUNT STATEMENT

1 1 1 D181637 SSNR00801

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



*Your Financial Advisor (LU04):*

SANDRA WHEELER  
Telephone: (805) 783-2921

*Office Serving Your Account:*

999 MONTEREY ST. STE. 360  
SAN LUIS OBISPO, CA 93401

### PRIMARY INVESTMENT OBJECTIVE: Income

### RISK TOLERANCE: Moderate

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

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

### INVESTOR UPDATE

At June 30, 2021, Stifel, Nicolaus & Company, Incorporated had net capital of \$614,533,405 or \$584,004,329 in excess of the minimum requirement of \$30,529,076. The June 30, 2021 Statement of Financial Condition is available at no charge by calling (800) 488-0970 or logging onto [www.stifel.com](http://www.stifel.com).

### ACCOUNT PROTECTION

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

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

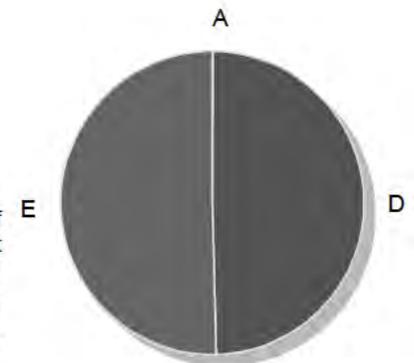
PORTFOLIO SUMMARY	August 31	July 31
Net Cash Equivalents **	5,623.54	21,063.63
Net Portfolio Assets held at Stifel	5,261,227.75	5,248,514.30
Net Portfolio Assets not held at Stifel		
<b>Net Portfolio Value</b>	<b>\$5,266,851.29</b>	<b>\$5,269,577.93</b>
YOUR CHANGE IN PORTFOLIO VALUE	August 31	July 31
Net Cash Flow (Inflows/Outflows) <sup>2</sup>		
Securities Transferred In/Out		
Income and Distributions	8,932.30	18,287.48
Change in Securities Value	-11,658.94	6,210.55
<b>Net Change in Portfolio Value</b>	<b>-\$2,726.64</b>	<b>\$24,498.03</b>

\*\* See the Stifel Insured Bank Deposit Program Disclosure Statements for additional information.

<sup>2</sup> Does not include cost or proceeds for buy or sell transactions.

### YOUR ASSET SUMMARY

	Value on August 31, 2021 (\$)	Percentage of your account
A Net Cash Equivalents**	5,623.54	0.11%
D Fixed Income-Muni	2,603,291.95	49.43%
E Fixed Income-Other	2,657,935.80	50.47%
<b>Total Assets</b>	<b>\$5,266,851.29</b>	<b>100.00%</b>





**ASSET SUMMARY**

	Value as of <b>August 31, 2021</b>				Gains/(-)Losses		
	<i>At Stifel</i>	<i>Not at Stifel</i>	<i>Total</i>	<i>% of assets *</i>	<i>Unrealized</i>	<i>Realized</i>	
						<i>This Period</i>	<i>Year-to-date</i>
Cash							
Cash Sweep**	5,623.54		5,623.54	0.11%			
Margin Balance							
<b>A. Net Cash Equivalents</b>	<b>\$5,623.54</b>		<b>\$5,623.54</b>	<b>0.11%</b>			
<b>B. Equities</b>							
<b>C. Preferreds</b>							
D. Fixed Income-Muni	2,603,291.95		2,603,291.95	49.43%	8,222.13	3,568.36	2,981.45
E. Fixed Income-Other	2,657,935.80		2,657,935.80	50.47%	40,876.81		
F. Mutual Funds							
G. Unit Investment Trusts							
H. Insurance Products							
I. Alternative Investments							
J. Other Investments							
K. Stifel Smart Rate Program **							
<b>Net Portfolio Assets</b>	<b>\$5,261,227.75</b>	<b>\$0.00</b>	<b>\$5,261,227.75</b>	<b>99.89%</b>	<b>\$49,098.94</b>	<b>\$3,568.36</b>	<b>\$2,981.45</b>
<b>Net Portfolio Value</b>	<b>\$5,266,851.29</b>	<b>\$0.00</b>	<b>\$5,266,851.29</b>	<b>100.00%</b>	<b>\$49,098.94</b>	<b>\$3,568.36</b>	<b>\$2,981.45</b>

**INCOME & DISTRIBUTION SUMMARY**

	<i>Security Type</i>	<i>Year-to-date</i>	<i>This period</i>
Dividends	Tax-Exempt		
	Taxable		
Interest	Tax-Exempt	2,025.00	
	Taxable	87,615.41	8,932.30
Capital Gain Distributions			
Return of Principal			
Other			
<b>Total Income &amp; Distributions</b>		<b>\$89,640.41</b>	<b>\$8,932.30</b>

**INFORMATION SUMMARY**

	<i>Security Type</i>	<i>Year-to-date</i>	<i>This period</i>
Accrued Interest Paid	Tax-Exempt		
	Taxable	8,415.19	701.17
Accrued Interest Received	Tax-Exempt		
	Taxable	2,937.78	2,937.78
Gross Proceeds		1,147,531.13	205,991.00
Federal Withholding			
Foreign Taxes Paid			
Margin Interest Charged		28.08	

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

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

## ASSET DETAILS

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

## NET CASH EQUIVALENTS

	<i>Current value</i>	<i>Cost Basis</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
STIFEL FDIC INSURED	5,623.54	5,623.54	0.56	0.01%
<b>Total Net Cash Equivalents</b>	<b>\$5,623.54</b>	<b>\$5,623.54</b>	<b>\$0.56</b>	<b>0.01%</b>

### STIFEL INSURED BANK DEPOSIT PROGRAM

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

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

## PORTFOLIO ASSETS - HELD AT STIFEL

<b>Fixed Income-Muni</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
OHIO ST WTR DEV AUTH POLLTN CTL REV WTR QUAL B2 BABS B/E TXBL CPN 3.742% DUE 12/01/21 DTD 08/24/10 FC 12/01/10 CUSIP: 67766WQH8 <i>Original Cost: 77,685.99</i>	S&P: AAA Moody: Aaa <b>Cash</b>	75,000	100.8940 75,670.50	100.5025 75,376.84	701.63	293.66	2,806.50	3.71%
NORCO CA CMNTY REDEV AGY SUCCESS AGY REV TAX ALLOC RFDG B B/E TXBL CPN 2.715% DUE 03/01/22 DTD 12/20/17 FC 03/01/18 CUSIP: 655505BJ3 <i>Original Cost: 153,354.50</i>	S&P: AA- <b>Cash</b>	150,000	101.1650 151,747.50	100.6036 150,905.45	2,036.25	842.05	4,072.50	2.68%



**ASSET DETAILS (continued)**

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

<b>Fixed Income-Muni</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
OCEANSIDE CA PENSION OBLIG RFDG REV B/E TXBL CPN 3.839% DUE 08/15/22 DTD 08/11/15 FC 02/15/16 CUSIP: 675371AY4 <i>Original Cost: 104,986.00</i>	S&P: AA+ <b>Cash</b>	100,000	103.2650 103,265.00	102.0969 102,096.86	170.62	1,168.14	3,839.00	3.72%
WATAUGA CNTY NC RFDG B/E TXBL CPN 2.330% DUE 06/01/23 DTD 10/02/19 FC 06/01/20 CUSIP: 94109SAT8 <i>Original Cost: 113,363.30</i>	S&P: AA <b>Cash</b>	110,000	103.2490 113,573.90	101.7689 111,945.82	640.75	1,628.08	2,563.00	2.26%
FARRELL PA AREA SCH DIST AGM B/E TXBL CPN 1.270% DUE 08/15/23 DTD 08/18/20 FC 02/15/21 CUSIP: 311690HM6 <i>Original Cost: 50,930.00</i>	S&P: AA Moody: A2 <b>Cash</b>	50,000	101.1660 50,583.00	101.4831 50,741.57	28.22	-158.57	635.00	1.26%
CONNECTICUT ST SER A B/E TXBL CPN 1.998% DUE 07/01/24 DTD 06/11/20 FC 01/01/21 CUSIP: 20772KJW0 <i>Original Cost: 112,753.90</i>	S&P: A+ Moody: Aa3 <b>Cash</b>	110,000	104.0940 114,503.40	101.7705 111,947.54	366.30	2,555.86	2,197.80	1.92%
KANSAS ST DEV FIN AUTH REV ATHLETIC FACS K ST SER B 2 B/E TXBL CPN 4.083% DUE 07/01/24 DTD 03/01/12 FC 07/01/12 CUSIP: 485429MF8 <i>Original Cost: 77,557.81</i>	S&P: A- Moody: A1 <b>Cash</b>	70,000	109.2620 76,483.40	108.5883 76,011.79	476.35	471.61	2,858.10	3.74%
AMARILLO TX HOTEL OCCUP TAX REV AGM B/E TXBL CPN 3.070% DUE 08/15/24 DTD 03/15/16 FC 02/15/17 CUSIP: 023039AF7 <i>Original Cost: 80,422.25</i>	S&P: AA <b>Cash</b>	75,000	105.4560 79,092.00	106.6899 80,017.44	102.33	-925.44	2,302.50	2.91%

**ASSET DETAILS (continued)**

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

<b>Fixed Income-Muni</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
MIAMI DADE CNTY FL AVIATION REV RFDG SER B B/E TXBL CPN 2.504% DUE 10/01/24 DTD 08/25/16 FC 10/01/16 CUSIP: 59333PV39 <i>Original Cost: 208,207.00</i>	S&P: A- <b>Cash</b>	200,000	104.8600 209,720.00	103.1542 206,308.46	2,086.67	3,411.54	5,008.00	2.39%
SAN DIEGO CA CONVNTN CTR EXPANSION FING AUTH LSE REV RFDG B/E TXBL CPN 1.677% DUE 04/15/25 DTD 07/08/20 FC 10/15/20 CUSIP: 79727LBS7 <i>Original Cost: 173,029.30</i>	S&P: AA- <b>Cash</b>	170,000	101.8080 173,073.60	101.5097 172,566.46	1,077.01	507.14	2,850.90	1.65%
NEW YORK NY CITY HSG DEV CORP MLTIFAM HSG REV SER E B/E CPN 3.000% DUE 05/01/25 DTD 09/24/14 FC 11/01/14 CALL 05/01/23 @ 100.000 CUSIP: 64972CBF9 <i>Original Cost: 143,952.29</i>	S&P: AA+ Moody: Aa2 <b>Cash</b>	135,000	104.2450 140,730.75	104.0756 140,502.09	1,350.00	228.66	4,050.00	2.88%
SUFFOLK CNTY NY RFDG SER C AGM B/E TXBL CPN 1.607% DUE 06/15/25 DTD 11/18/20 FC 12/15/20 CUSIP: 86476PE20 <i>Original Cost: 252,280.00</i>	S&P: AA <b>Cash</b>	250,000	101.9650 254,912.50	100.7596 251,899.05	848.14	3,013.45	4,017.50	1.58%
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	S&P: AA Moody: Aa3 <b>Cash</b>	100,000	101.1810 101,181.00	101.3510 101,351.00	209.67	-170.00	1,258.00	1.24%
KENTUCKY HSG CORP REV SER B B/E TXBL CPN 3.312% DUE 07/01/25 DTD 12/01/16 FC 07/01/17 CUSIP: 49130TVJ2 <i>Original Cost: 216,995.00</i>	S&P: AAA Moody: Aaa <b>Cash</b>	200,000	107.3250 214,650.00	107.8591 215,718.27	1,104.00	-1,068.27	6,624.00	3.09%



**ASSET DETAILS (continued)**

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

<b>Fixed Income-Muni</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
CLEVELAND OH INCM TAX REV RFDG SUB LEIN SER A 1 B/E TXBL CPN 1.985% DUE 10/01/25 DTD 02/26/20 FC 10/01/20 CUSIP: 186387VE3 <i>Original Cost: 104,395.00</i>	S&P: AA Moody: A1 <b>Cash</b>	100,000	102.3590 102,359.00	103.6622 103,662.25	827.08	-1,303.25	1,985.00	1.94%
STEPHENSON CNTY IL SCH DIST 145 FREEPORT RFDG AGM B/E TXBL CPN 1.750% DUE 10/01/25 DTD 11/24/20 FC 04/01/21 CUSIP: 858892MD1 <i>Original Cost: 103,005.00</i>	S&P: AA <b>Cash</b>	100,000	101.9890 101,989.00	102.5396 102,539.57	729.17	-550.57	1,750.00	1.72%
BAY AREA TOLL AUTH CA TOLL BRDG REV SAN FRANCISO F 1 B/E TXBL CPN 2.425% DUE 04/01/26 DTD 09/26/19 FC 04/01/20 CUSIP: 072024WR9 <i>Original Cost: 133,472.85</i>	S&P: AA Moody: Aa3 <b>Cash</b>	125,000	106.2960 132,870.00	106.3937 132,992.07	1,263.02	-122.07	3,031.25	2.28%
UNIVERSITY CA REV RFDG GENL SER AS B/E TXBL CPN 2.587% DUE 05/15/26 DTD 04/20/16 FC 11/15/16 CUSIP: 91412GE27 <i>Original Cost: 161,363.00</i>	S&P: AA Moody: Aa2 <b>Cash</b>	150,000	107.4360 161,154.00	107.1550 160,732.47	1,142.59	421.53	3,880.50	2.41%
MASSACHUSETTS EDL FING AUTH ED LN ISSUE L SR SER A REV B/E TXBL CPN 4.038% DUE 07/01/26 DTD 06/13/18 FC 01/01/19 CUSIP: 57563RPM5 <i>Original Cost: 248,805.20</i>	S&P: AA <b>Cash</b>	220,000	111.6970 245,733.40	112.6158 247,754.82	1,480.60	-2,021.42	8,883.60	3.62%
<b>Total Fixed Income-Muni</b>		<b>2,490,000</b>	<b>\$2,603,291.95</b>	<b>\$2,595,069.82</b>	<b>\$16,640.40</b>	<b>\$8,222.13</b>	<b>\$64,613.15</b>	<b>2.48%</b>

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



**ASSET DETAILS (continued)**

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

<b>Fixed Income-Other</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
FEDL NATL MTG ASSN NOTE CPN 2.000% DUE 01/05/22 DTD 01/09/17 FC 07/05/17 CUSIP: 3135G0S38 <i>Original Cost: 152,238.52</i>	S&P: AA+ Moody: Aaa <b>Cash</b>	150,000	100.6670 151,000.50	100.2216 150,332.41	466.67	668.09	3,000.00	1.99%
PFIZER INC NOTE CPN 2.800% DUE 03/11/22 DTD 03/11/19 FC 09/11/19 CUSIP: 717081ER0 <i>Original Cost: 101,548.00</i>	S&P: A+ Moody: A2 <b>Cash</b>	100,000	101.3830 101,383.00	100.3010 100,301.01	1,353.34	1,081.99	2,800.00	2.76%
U S TREASURY NOTE CPN 2.250% DUE 04/15/22 DTD 04/15/19 FC 10/15/19 CUSIP: 9128286M7 <i>Original Cost: 253,725.75</i>	Moody: Aaa <b>Cash</b>	250,000	101.3440 253,360.00	100.3438 250,859.43	2,136.27	2,500.57	5,625.00	2.22%
IBM CORP UNSECD NOTE CPN 2.850% DUE 05/13/22 DTD 05/15/19 FC 11/15/19 CUSIP: 459200JX0 <i>Original Cost: 151,274.50</i>	S&P: A- Moody: A2 <b>Cash</b>	150,000	101.8790 152,818.50	100.1720 150,258.05	1,258.75	2,560.45	4,275.00	2.80%
SALLIE MAE BANK SALT LAKE CITY UT CD FDIC #58177 CPN 2.550% DUE 05/16/22 DTD 05/15/19 FC 10/15/19 CUSIP: 7954502X2	<b>Cash</b>	100,000	101.7800" 101,780.00	100.0000 100,000.00	761.51	1,780.00	2,550.00	2.51%
ALLY BANK SANDY UT CD FDIC #57803 CPN 1.850% DUE 08/29/22 DTD 08/29/19 FC 02/29/20 CUSIP: 02007GLJ0	<b>Cash</b>	200,000	101.7140" 203,428.00	100.0000 200,000.00	30.41	3,428.00	3,700.00	1.82%
UNITEDHEALTH GRP INC NOTE CPN 2.375% DUE 10/15/22 DTD 10/25/17 FC 04/15/18 CUSIP: 91324PDD1 <i>Original Cost: 153,461.00</i>	S&P: A+ Moody: A3 <b>Cash</b>	150,000	102.3660 153,549.00	100.9724 151,458.64	1,345.83	2,090.36	3,562.50	2.32%



**ASSET DETAILS (continued)**

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

<b>Fixed Income-Other</b>	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income<sup>6</sup></i>	<i>Unrealized Gain/(-)Loss<sup>10</sup></i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
JPMORGAN CHASE & CO SR NOTE CPN 3.200% DUE 01/25/23 DTD 01/25/13 FC 07/25/13 CUSIP: 46625HJH4 <i>Original Cost: 254,432.00</i>	S&P: A- Moody: A2 <b>Cash</b>	250,000	104.1590 260,397.50	100.6940 251,734.94	800.00	8,662.56	8,000.00	3.07%
MORGAN STANLEY BANK NA SALT LAKE CITY UT CD FDIC #32992 CPN 2.650% DUE 01/25/23 DTD 01/25/18 FC 07/25/18 CUSIP: 61747MH46 <i>Original Cost: 101,128.00</i>	<b>Cash</b>	100,000	103.4000" 103,400.00	100.4529 100,452.87	275.89	2,947.13	2,650.00	2.56%
SIMON PPTY GRP LP NOTE CPN 2.750% DUE 02/01/23 DTD 12/17/12 FC 08/01/13 CALL 11/01/22 @ 100.000 CUSIP: 828807CN5 <i>Original Cost: 151,146.50</i>	S&P: A- Moody: A3 <b>Cash</b>	150,000	102.8750 154,312.50	100.3602 150,540.36	343.75	3,772.14	4,125.00	2.67%
AMERICAN EXPRESS NATL BK SANDY UT CD FDIC #27471 CPN 1.450% DUE 03/31/23 DTD 03/31/20 FC 09/30/20 CUSIP: 02589AB50	<b>Cash</b>	100,000	101.8690" 101,869.00	100.0000 100,000.00	611.78	1,869.00	1,450.00	1.42%
CAPITAL ONE BANK USA NA GLEN ALLEN VA CD FDIC #33954 CPN 1.450% DUE 04/10/23 DTD 04/08/20 FC 10/08/20 CUSIP: 14042TDF1	<b>Cash</b>	240,000	101.8930" 244,543.20	100.0000 240,000.00	1,392.00	4,543.20	3,480.00	1.42%
MICROSOFT CORP NOTE CPN 2.375% DUE 05/01/23 DTD 05/02/13 FC 11/01/13 CALL 02/01/23 @ 100.000 CUSIP: 594918AT1 <i>Original Cost: 102,711.00</i>	S&P: AAA Moody: Aaa <b>Cash</b>	100,000	103.0810 103,081.00	101.2763 101,276.31	791.67	1,804.69	2,375.00	2.30%

## ASSET DETAILS (continued)

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

Fixed Income-Other	Symbol/ Bond Rating/ Type	Quantity	Current Price/ Current Value	Average Unit Cost/ Cost Basis	Accrued Income <sup>6</sup>	Unrealized Gain/(-)Loss <sup>10</sup>	Estimated Annualized Income	Estimated Yield %
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	Cash	200,000	102.8660" 205,732.00	100.0000 200,000.00	36.16	5,732.00	3,300.00	1.60%
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	102.3240 102,324.00	103.5960 103,595.97	397.17	-1,271.97	2,383.00	2.33%
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	S&P: A- Moody: A3 Cash	120,000	108.3790 130,054.80	109.3742 131,249.00	506.00	-1,194.20	3,960.00	3.04%
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	99.9280 134,902.80	100.0000 135,000.00	334.88	-97.20	1,269.00	0.94%
<b>Total Fixed Income-Other</b>		<b>2,595,000</b>	<b>\$2,657,935.80</b>	<b>\$2,617,058.99</b>	<b>\$12,842.08</b>	<b>\$40,876.81</b>	<b>\$58,504.50</b>	<b>2.20%</b>
Principal Protected Notes are subject to the credit risk of the issuer. Principal Protected Market Linked CDs are subject to applicable limits.								
<b>Total Portfolio Assets - Held at Stifel</b>			<b>\$5,261,227.75</b>	<b>\$5,212,128.81</b>		<b>\$49,098.94</b>	<b>\$123,117.65</b>	<b>2.34%</b>
<b>Total Net Portfolio Value</b>			<b>\$5,266,851.29</b>	<b>\$5,217,752.35</b>		<b>\$49,098.94</b>	<b>\$123,118.21</b>	<b>2.34%</b>

## FOOTNOTE DEFINITIONS

- <sup>6</sup> **Accrued Income:** Accrued Income amounts are provided for informational purposes only and are not included as part of the Net Portfolio Value. Accrued Income represents the sum of accrued interest and accrued dividends on securities positions, but which Stifel has not yet received. Stifel cannot guarantee the accuracy of the Accrued Income, which may be subject to change. Accrued Income amounts are not covered by SIPC and should not be relied upon for making investment decisions.
- <sup>10</sup> Please note "Unrealized Gain/(-)Loss" does not equal the total current value minus the total cost if any value or cost amounts are missing. Unrealized gains or losses are provided for your information only and should not be used for tax purposes.
- " The price assigned to this instrument may have been provided by a national pricing service and is derived from a 'market-driven pricing model.'  
This price may not be the actual price you would receive in the event of a sale prior to the maturity of the C.D. Additional information is available upon request.



ACTIVITY SUMMARY				CASH EQUIVALENTS		
Type of Activity	Activity	Year-to-date	This period	Cash	Cash Sweep	Margin
	<b>Opening Balance - Net Cash Equivalents</b>		<b>\$21,063.63</b>	<b>\$0.00</b>	<b>\$21,063.63</b>	<b>\$0.00</b>
Buy and Sell Transactions	Assets Bought	-1,268,003.49	-233,301.17	-233,301.17		
	Assets Sold/Redeemed	1,150,468.91	208,928.78	208,928.78		
Deposits	Deposits Made To Your Account					
Withdrawals	Withdrawals From Your Account					
Income and Distributions	Income and Distributions	89,640.41	8,932.30	8,932.30		
Cash Sweep Activity	Cash Sweep Activity			15,440.09	-15,440.09	
Margin Interest	Margin Interest Charged	-28.08				
Other	Other Transactions					
Cash Management Activity	Card Activity					
	ACH/ATM Activity					
Checkwriting Activity	Checks You Wrote					
	<b>Closing Balance - Net Cash Equivalents</b>		<b>\$5,623.54</b>	<b>\$0.00</b>	<b>\$5,623.54</b>	<b>\$0.00</b>
Securities Transferred	Securities Transferred In/Out					

ACTIVITY DETAILS				CASH EQUIVALENTS		
			This period	Cash	Cash Sweep	Margin
<b>Opening Balance - Net Cash Equivalents</b>			<b>\$21,063.63</b>	<b>\$0.00</b>	<b>\$21,063.63</b>	<b>\$0.00</b>

Assets Bought						
Date	Activity	Quantity	Price	Description	Total	Margin
8/26/2021	Asset Bought	100,000.000	101.3460	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	-101,557.17	-101,557.17



**ACTIVITY DETAILS continued**

**CASH EQUIVALENTS continued**

**Assets Bought continued**

<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>
8/26/2021	Asset Bought	120,000.000	109.3700	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	-131,744.00	-131,744.00		

<b>Total Assets Bought</b>					<b>-\$233,301.17</b>	<b>-\$233,301.17</b>		
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**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>
8/26/2021	Asset Sold	-200,000.000	102.9980	HILLSBOROUGH CNTY FL AVIATION AUTH CUST FAC REV TAMPA INTL B/E TXBL CPN 3.549% DUE 10/01/22 DTD 09/03/15 FC 04/01/16 CUSIP: 432275AE5	208,928.78	208,928.78		

<b>Total Assets Sold/Redeemed</b>					<b>\$208,928.78</b>	<b>\$208,928.78</b>		
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**Income and Distributions**

<i>Date</i>	<i>Activity</i>	<i>Quantity</i>	<i>Description</i>	<i>Total</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
8/2/2021	Interest		SIMON PPTY GRP LP NOTE CPN 2.750% DUE 02/01/23 DTD 12/17/12 FC 08/01/13 CALL 11/01/22 @ 100.000 080121 150,000 CUSIP: 828807CN5	2,062.50	2,062.50		

8/16/2021	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 081521 75,000 CUSIP: 023039AF7	1,151.25	1,151.25		
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**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>
8/16/2021	Interest		FARRELL PA AREA SCH DIST AGM B/E TXBL CPN 1.270% DUE 08/15/23 DTD 08/18/20 FC 02/15/21 081521 50,000 CUSIP: 311690HM6	317.50	317.50		
8/16/2021	Interest		OCEANSIDE CA PENSION OBLIG RFDG REV B/E TXBL CPN 3.839% DUE 08/15/22 DTD 08/11/15 FC 02/15/16 081521 100,000 CUSIP: 675371AY4	1,919.50	1,919.50		
8/30/2021	Interest		ALLY BANK SANDY UT CD FDIC #57803 CPN 1.850% DUE 08/29/22 DTD 08/29/19 FC 02/29/20 082921 200,000 CUSIP: 02007GLJ0	1,844.93	1,844.93		
8/30/2021	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 082821 200,000 CUSIP: 05580AVB7	1,636.44	1,636.44		
8/31/2021	Interest		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM 083121 5,623 CUSIP: 09999844	0.18	0.18		
<b>Total Income and Distributions</b>				<b>\$8,932.30</b>	<b>\$8,932.30</b>		

**Cash Sweep Activity**

<i>Date</i>	<i>Activity</i>	<i>Description</i>	<i>Total</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
8/3/2021	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-2,062.50	2,062.50	



ACTIVITY DETAILS continued				CASH EQUIVALENTS continued		
Cash Sweep Activity continued						
Date	Activity	Description	Total	Cash	Cash Sweep	Margin
8/17/2021	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-3,388.25	3,388.25	
8/30/2021	Sale	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		24,372.39	-24,372.39	
8/31/2021	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-0.18	0.18	
8/31/2021	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-3,481.37	3,481.37	
<b>Total Cash Sweep Activity</b>			<b>\$0.00</b>	<b>\$15,440.09</b>	<b>-\$15,440.09</b>	
			<i>This period</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
<b>Closing Balance - Net Cash Equivalents</b>			<b>\$5,623.54</b>	<b>\$0.00</b>	<b>\$5,623.54</b>	<b>\$0.00</b>

**REALIZED GAINS/(-)LOSSES**

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

	Closing Transaction	Date Acquired	Date Sold	Quantity	Cost Basis	Sale Proceeds	Realized Gain/(-)Loss**
<b>Fixed Income-Muni</b>							
HILLSBOROUGH CNTY FL AVIATION AUTH CUST FAC CUSIP: 432275AE5		05/18/20	08/26/21	200,000	202,422.64	205,991.00	3,568.36 (LT)
<b>Total Fixed Income-Muni</b>					<b>\$202,422.64</b>	<b>\$205,991.00</b>	<b>\$3,568.36</b>
<b>Total Realized Gains/(-)Losses</b>					<b>\$202,422.64</b>	<b>\$205,991.00</b>	<b>\$3,568.36</b>
<b>Total Net Short-Term (ST)</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Net Long-Term (LT)</b>					<b>\$202,422.64</b>	<b>\$205,991.00</b>	<b>\$3,568.36</b>
<b>Total Net Other-Term (OT)</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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



**Stifel Insured Bank Deposit Program**

Amount(s) listed below include accrued interest in the amount of \$0.18. The rate at month-end was 0.01%.

<b>Description</b>	<b>Location</b>	<b>Previous Month Value</b>	<b>Current Month Value</b>
Stifel Bank and Trust	St. Louis, MO	\$15,749.48	\$5,623.49
Stifel Bank	Clayton, MO	\$5,314.11	\$0.05
JPMorgan Chase Bank NA	Columbus, OH	\$0.04	\$0.00
<b>Closing Balance - Stifel Insured Bank Deposit Program</b>			<b>\$5,623.54</b>

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

# STIFEL

## Certain Definitions

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

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

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

## Account Disclosures

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

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

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

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

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

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

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

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

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

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

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

**LIBOR Transition** – Stifel is preparing for the discontinuation of LIBOR (the London Interbank Offered Rate), a key benchmark rate, and a transition to new alternative rates. Regulators have called for a market wide transition away from LIBOR. Certain investments you hold might use LIBOR as a benchmark. You should prepare for LIBOR to be discontinued and understand how this change may impact your investments. As a resource for clients, we have established a webpage containing important information, including risks and disclosures regarding the LIBOR transition at [www.stifel.com/disclosures/LIBOR](http://www.stifel.com/disclosures/LIBOR) 21.

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

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

# STIFEL

## Account Disclosures Continued

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

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

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

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**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.

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



COUNTY OF ORANGE  
**OFFICE OF THE TREASURER-TAX COLLECTOR**

Shari L. Freidenrich, CPA, CCMT, CPFA, ACPFIM  
 P. O. BOX 4515  
 SANTA ANA, CA 92702-4515



[ocgov.com/ocinvestments](http://ocgov.com/ocinvestments)  
 August 31, 2021

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT**

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

**Fund Number :** XXXXXXXXXX

**AUGUST 2021 STATEMENT**

**INVESTMENT BALANCE IN OCIP**

**Transactions**

<u>Transaction Date</u>	<u>Transaction Description</u>	<u>Authorized Signer</u>	<u>Amount</u>
08/02/2021	July 2021 Investment Admin Fee		\$ (85.47)
08/30/2021	May 2021 Interest Paid		\$ 828.09

**Summary**

Total Deposit:	\$ 828.09	Beginning Balance:	\$ 1,733,342.12
Total Withdrawal:	\$ (85.47)	Ending Balance:	\$ 1,734,084.74

**ACCRUED INVESTMENT INCOME**

<u>Description</u>	<u>Amount</u>
June 2021 Interest Accrued	\$ 852.71
July 2021 Interest Accrued	\$ 873.20
Total	<u>\$ 1,725.91</u>

August 2021 Interest to be accrued in September 2021 \$ 848.31

California State Treasurer  
**Fiona Ma, CPA**



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

September 16, 2021

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

ORANGE COUNTY VECTOR CONTROL DISTRICT

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

[Tran Type Definitions](#)

Account Number: [REDACTED]

August 2021 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
8/10/2021	8/9/2021	RW	1682787	N/A	TAN NGUYEN	-2,000,000.00

**Account Summary:**

Total Deposit:	0.00	Beginning Balance:	13,883,515.70
Total Withdrawal:	-2,000,000.00	Ending Balance:	11,883,515.70



# ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

October 21, 2021

## AGENDA REPORT

### AGENDA ITEM F.1

**Prepared By:** Steve Shepherd, Director of Operations  
**Submitted By:** Rick Howard, District Manager

#### Agenda Title:

Adopt Resolution No. 513 Approving Proposed Staffing Modifications to the Orange County Mosquito and Vector Control District Operations Department

#### Recommended Action:

Adopt Resolution No. 513 approving the reorganization of the District Operations Department by 1) eliminating one Vector Control Inspector III position; eliminating the Vector Assistant position; 2) adding two Vector Control Inspector II positions; and 3) amending the FY 2021-2022 Authorized Position Schedule to reflect these changes.

#### Executive Summary

Recent retirements within the District's Operations Department have provided an opportunity to assess and evaluate the department's personnel structure and the manner in which it carries out its responsibilities and serves the public.

The District's Field Operations consists of three operational areas: Special Services (with 6 Vector Control Inspectors II and 1 Vector Control Inspector III) Red Imported Fire Ant (with 3 Vector Control Inspectors II and 1 Vector Control Inspector III), and Zones (with 15 Vector Control Inspectors II and 4 Vector Control Inspector III). The Department also includes vehicle and building maintenance, among its other duties.

Presently, there are 19 "zones" throughout the County. Each of the zone inspectors are responsible for calls for service and inspection/treatment sites within their respective zones. Four of the 19 zones are covered by VCIII positions, with each responsible for the VCII's in their assigned zones. Due to the additional supervisory duties of the VCIII's, their time is limited and restricts the amount of time VCIII's are able to spend performing the duties outlined in their current job descriptions. Instead, most of their time is spent performing roles filled by Vector Control Inspector II's.

Staff recommends one VCIII (recently vacated by a retirement and remains vacant), be converted to a VCII position. Additionally, staff recommends the remaining Vector Assistant (.9 FTE) position be eliminated and converted to a VCII position. These conversions would create enough field capacity for staff to address and respond to all Service Calls and Inspection/Treatment sites. This will result in removing the VCIII's from zones in order to meet the roles more fully as outlined in their job descriptions.

The result of this reorganization will result in an *increase* in staffing by 0.1 (1/10<sup>th</sup>) full time employee. From a cost standpoint, the reclassification of positions will result in \$3,900 in savings in annual salary and other operational costs in the first year, all while improving the quality of work while focusing on field staff development and consistency.

Staff recommends that the Board: 1) eliminate one Vector Control Inspector III position; eliminate the remaining Vector Assistant position; 2) add two Vector Control Inspector II positions; and 3) amend the FY 2021-2022 Authorized Position Schedule to reflect these changes.

The Policy and Personnel Committee reviewed this proposal at its meeting on August 19<sup>th</sup> and recommended that the item be referred to the full board for consideration.

**Fiscal Impact:**

**Amount Requested \$ N/A Estimated annual savings:** \$3,900 for first year only. Subsequent years and costs to be included with annual budget submittal.

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

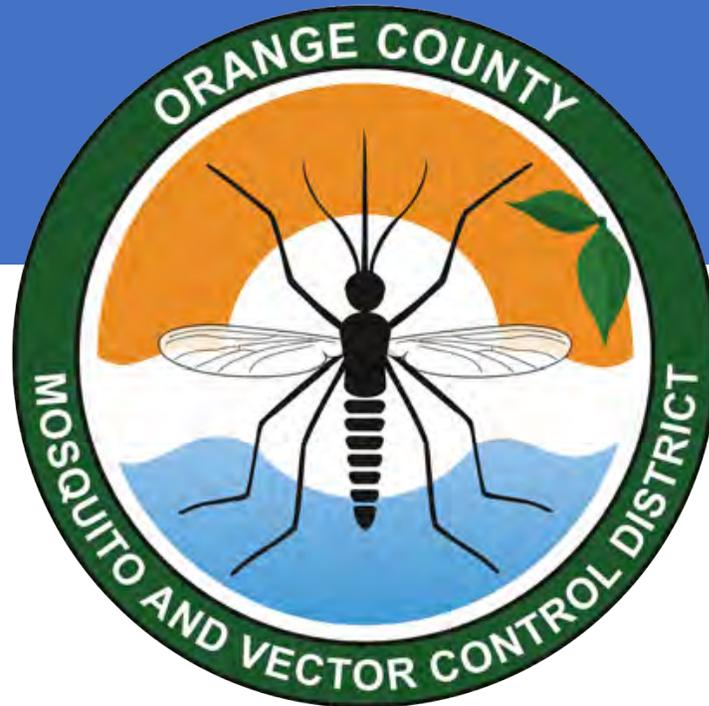
Adoption of FY 2021-22 Annual Budget – May 20, 2021

**Exhibits:**

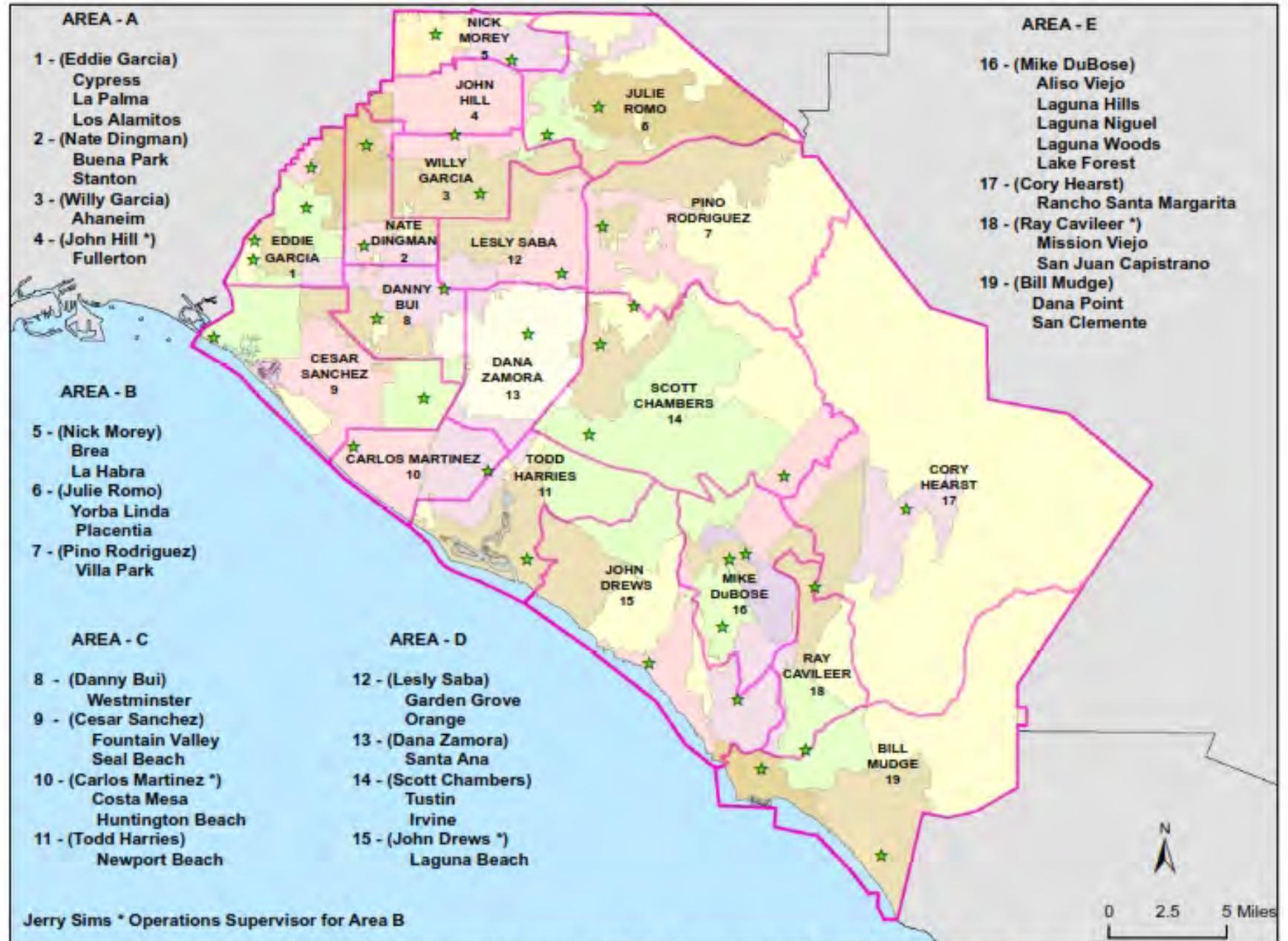
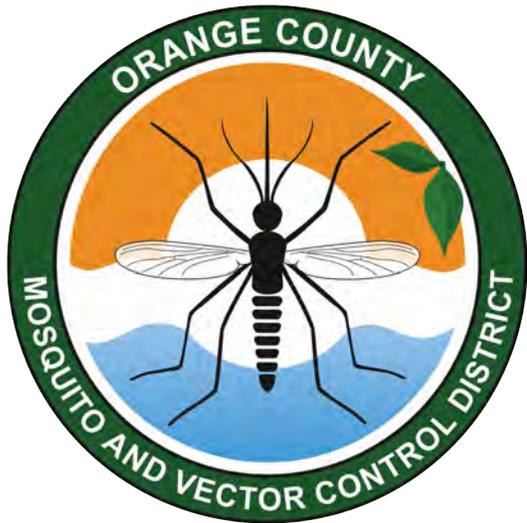
**Exhibit A:** Operations Department Reorganization Plan

**Exhibit B:** Resolution No. 513

# Zone Realignment



# Current zone map



Orange County Mosquito and Vector Control District - Service Boundary

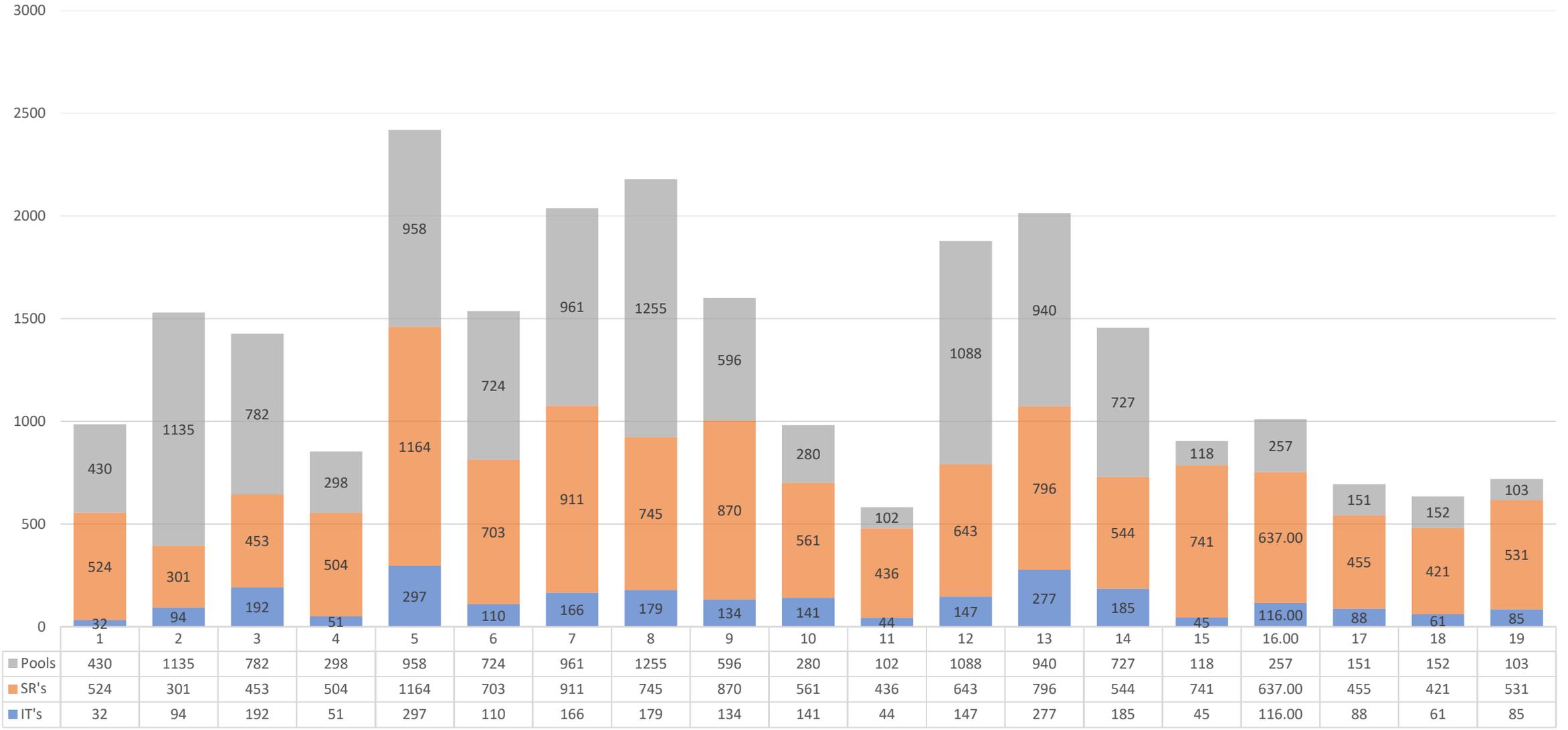
# Current zone structure

Area A	Zone 1-4	VC III	VCII	1 - Cypress, La Palma, Los Alamitos
			VCII	2 - Buena Park, Stanton
			VCII	3 - Anaheim
				4 - Fullerton
Area B	Zone 5-7	Operations Supervisor	VCII	5 - Brea
			VCII	6 - Yorba Linda, Placentia
			VCII	7 - Villa Park
Area C	Zone 8-11	VCIII	VCII	8 - Westminster
			VCII	9 - Fountain Valley, Seal Beach
				10 - Costa Mesa, Huntington beach
			VCII	11- Newport Beach
Area D	Zone 12-15	VCIII	VCII	12 - Garden Grove, Orange
			VCII	13- Santa Ana
			VCII	14- Tustin, Irvine
				15- Laguna Beach
Area E	Zone 16-19	VCIII	VCII	16 - Aliso Viejo, Laguna Hills, Laguna Niguel, Laguna Woods, Lake Forest
			VCII	17- Rancho Santa Margarita
				18 Mission Viejo
			VCII	19- Dana Point, San Clemente

# Current zone structure

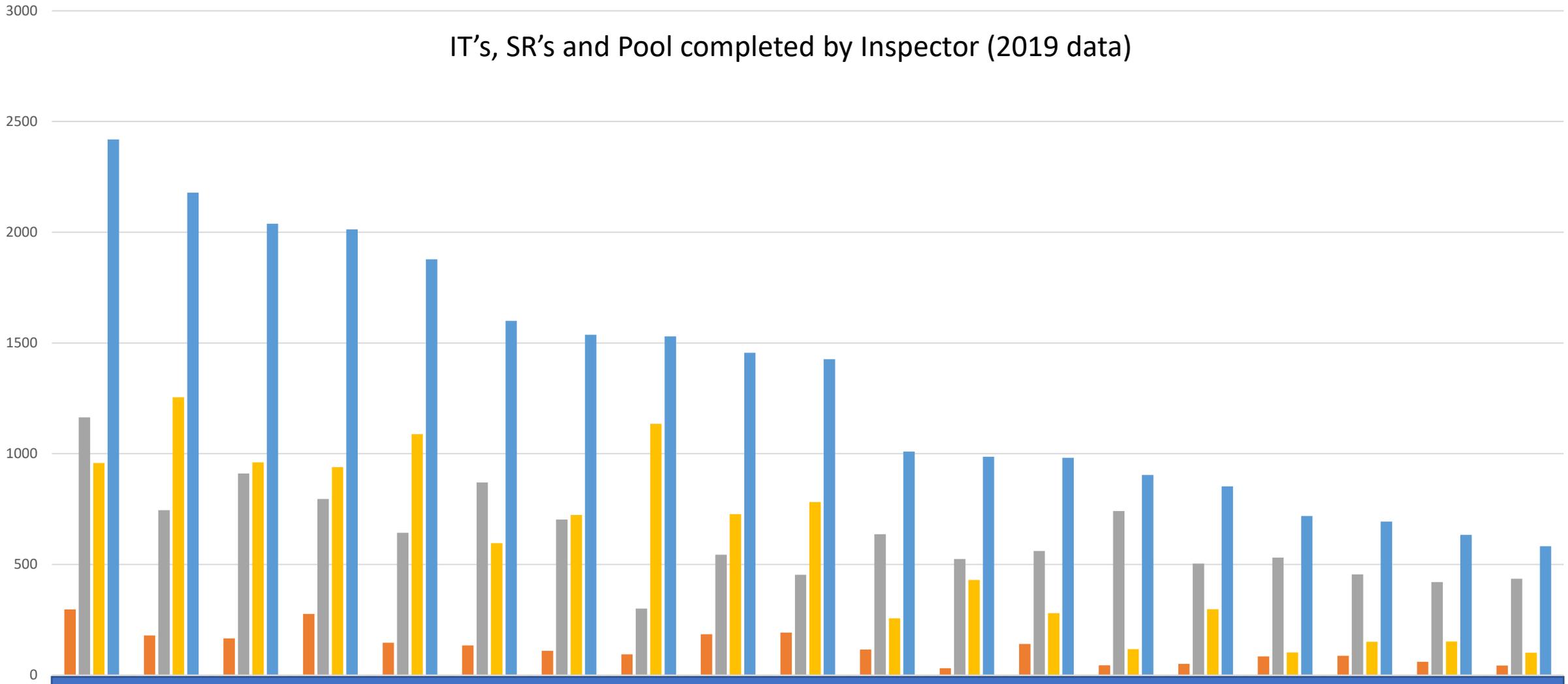
Area A	Zone 1-4	VC III	VCII	1 - Cypress, La Palma, Los Alamitos
			VCII	2 - Buena Park, Stanton
			VCII	3 - Anaheim
				4 - Fullerton
Area B	Zone 5-7	Operations Supervisor	VCII	5 - Brea
			VCII	6 - Yorba Linda, Placentia
			VCII	7 - Villa Park
Area C	Zone 8-11	VCIII	VCII	8 - Westminster
			VCII	9 - Fountain Valley, Seal Beach
				10 - Costa Mesa, Huntington beach
Area D	Zone 12-15	VCIII	VCII	11- Newport Beach
			VCII	12 - Garden Grove, Orange
			VCII	13- Santa Ana
				14- Tustin, Irvine
Area E	Zone 16-19	VCIII		15- Laguna Beach
			VCII	16 - Aliso Viejo, Laguna Hills, Laguna Niguel, Laguna Woods, Lake Forest
			VCII	17- Rancho Santa Margarita
				18 Mission Viejo
			VCII	19- Dana Point, San Clemente

## POOLS, IT'S AND SR'S BY ZONE (2019 DATA)



■ IT's ■ SR's ■ Pools

## IT's, SR's and Pool completed by Inspector (2019 data)

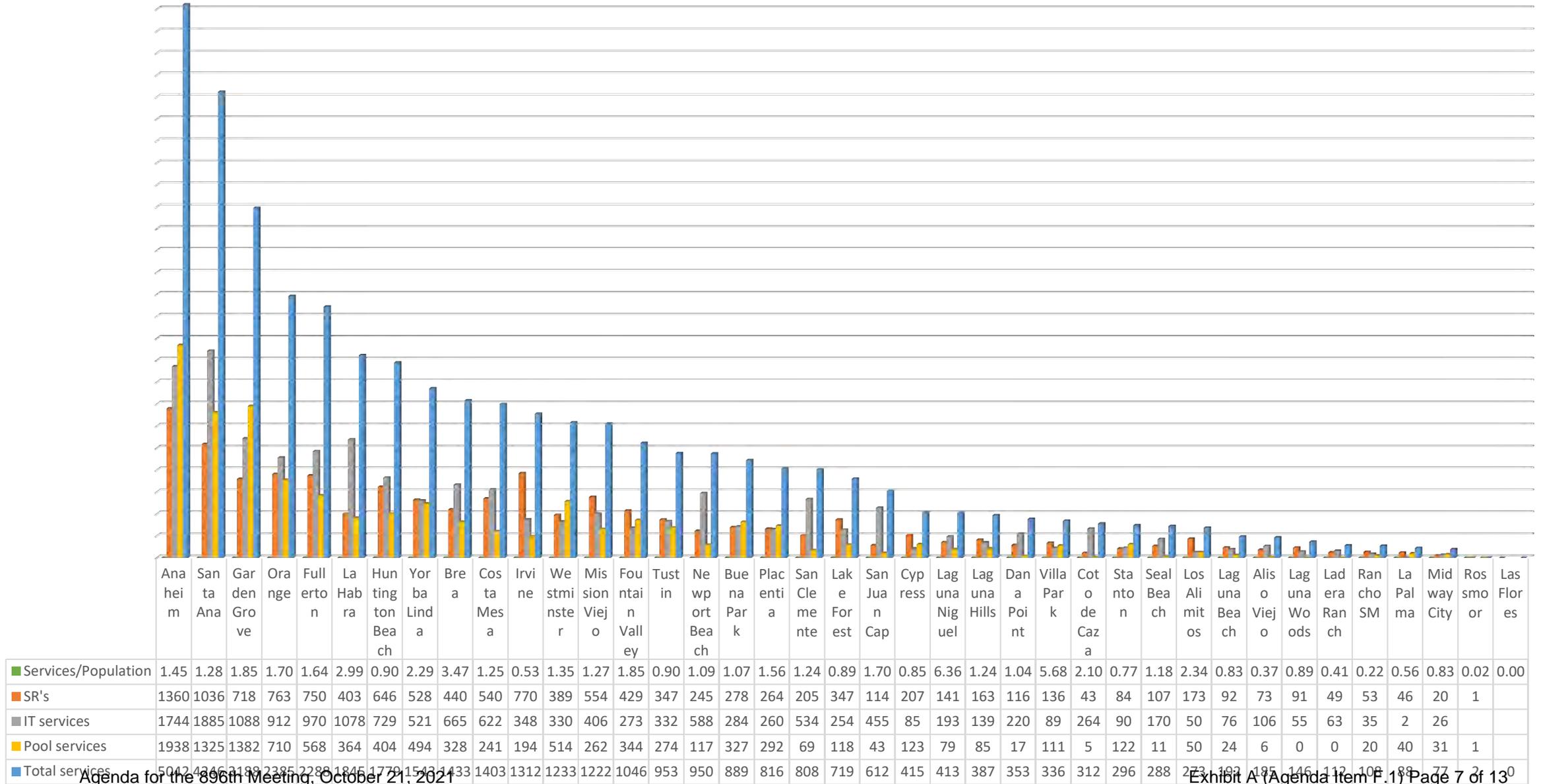


Names removed for privacy

IT's	297	179	166	277	147	134	110	94	185	192	116.00	32	141	45	51	85	88	61	44
SR's	1164	745	911	796	643	870	703	301	544	453	637.00	524	561	741	504	531	455	421	436
Pools	958	1255	961	940	1088	596	724	1135	727	782	257	430	280	118	298	103	151	152	102
Total	2419	2179	2038	2013	1878	1600	1537	1530	1456	1427	1010	986	982	904	853	719	694	634	582

IT's SR's Pools Total

## Total Services per City (2019 data)



# Proposed structure

Team	Supervisor	Zone Inspectors	Cities	
Northern Region (7 staff)	VC III		Anaheim	5042
		VC II	Fullerton	2288
		VC II	La Habra	1845
		VC II	Yorba Linda	1543
		VC II	Brea	1433
		VC II	Buena Park	889
		VC II	Placentia	816
			<b>Total</b>	<b>13856</b>
Western Region (6 Staff)	VC III		Santa Ana	4246
			Garden Grove	3188
			Huntington Beach	1779
		VC II	Cypress	415
		VC II	Westminster	1233
		VC II	Fountain Valley	1046
		VC II	Stanton	296
		VC II	Seal Beach	288
			Los Alamitos	273
			La Palma	88
			Rossmore	2
			<b>Total</b>	<b>12854</b>
		Southern Region (7 Staff)	VC III	
	Costa Mesa			1403
	Irvine			1312
	Mission Viejo			1222
	Tustin			953
	Newport Beach			950
	San Clemente			808
	Lake Forest			719
VC II	San Juan Cap			612
VC II	Laguna Niguel			413
VC II	Laguna Hills			387
VC II	Dana Point			353
VC II (open position)	Villa Park			336
VC II (open position)	Coto de Caza			312
	Laguna Beach			192
	Aliso Viejo			185
	Laguna Woods			146
	Ladera Ranch			112
	Rancho SM			108
	Midway City			77
	Exhibit A (Agenda Item #19)	0		
	<b>Total</b>	<b>12985</b>		



Team	Supervisor	Zone Inspectors	Cities	
Northern Region (7 staff)	VC III		Anaheim	5042
		VC II	Fullerton	2288
		VC II	La Habra	1845
		VC II	Yorba Linda	1543
		VC II	Brea	1433
		VC II	Buena Park	889
		VC II	Placentia	816
		<b>Total</b>	<b>13856</b>	
Western Region (6 Staff)	VC III		Santa Ana	4246
			Garden Grove	3188
			Huntington Beach	1779
		VC II	Cypress	415
		VC II	Westminster	1233
		VC II	Fountain Valley	1046
		VC II	Stanton	296
		VC II	Seal Beach	288
			Los Alamitos	273
			La Palma	88
	Rossmoor	2		
		<b>Total</b>	<b>12854</b>	
Southern Region (7 Staff)	VC III		Orange	2385
			Costa Mesa	1403
			Irvine	1312
			Mission Viejo	1222
			Tustin	953
			Newport Beach	950
			San Clemente	808
			Lake Forest	719
		VC II	San Juan Cap	612
		VC II	Laguna Niguel	413
		VC II	Laguna Hills	387
		VC II	Dana Point	353
		VC II (open position)	Villa Park	336
		VC II (open position)	Coto de Caza	312
			Laguna Beach	192
			Aliso Viejo	185
			Laguna Woods	146
			Ladera Ranch	112
			Rancho SM	108
	Midway City	77		
	Las Flores	0		
	<b>Total</b>	<b>12985</b>		

# Potential improvements

Takes supervisors off routes

Balances workloads between all Zone Inspector II positions

Sick, Vacation time and high-volume coverage

Removes blinders

Better accountability of breaks and lunches

Utilize time more effectively – Supervisors can help solve long term issues.

Assign Seasonal help to supervisors – better accountability, training and development

Supervisors can monitor safety and District values, and quality control.

# Training Consistency and Goals

Consistent practices among all techs (SR's, IT's, Pools)

Managing phone calls, consistent messaging, letter writing

Data Management

Warrants / Health Code enforcement

Treatment options / product rotation

Equipment / Trapping

Rodent Management

Product recommendations to residents



## What's in the way?

- Resistance to change
- IWS restructure
- Comms team training
- Changes the way supervisors delegate work

Team	Supervisor	Zone Inspectors	Cities			
Northern Region (7 staff)	VC III		Anaheim	5042		
		VC II	Fullerton	2288		
		VC II	La Habra	1845		
		VC II	Yorba Linda	1543		
		VC II	Brea	1433		
		VC II	Buena Park	889		
		VC II	Placentia	816		
		<b>Total</b>		<b>13856</b>		
Western Region (6 Staff)	VC III		Santa Ana	4246		
			Garden Grove	3188		
			Huntington Beach	1779		
		VC II	Cypress	415		
		VC II	Westminister	1233		
		VC II	Fountain Valley	1046		
		VC II	Stanton	296		
		VC II	Seal Beach	288		
			Los Alamitos	273		
			La Palma	88		
			Rossmoor	2		
		<b>Total</b>		<b>12854</b>		
		Southern Region (7 Staff)	VC III		Orange	2385
					Costa Mesa	1403
	Irvine			1312		
	Mission Viejo			1222		
	Tustin			953		
	Newport Beach			950		
	San Clemente			808		
	Lake Forest			719		
VC II	San Juan Cap			612		
VC II	Laguna Niguel			413		
VC II	Laguna Hills			387		
VC II	Dana Point			353		
VC II (open position)	Villa Park			336		
VC II (open position)	Coto de Caza			312		
	Laguna Beach			192		
	Aliso Viejo			185		
	Laguna Woods			146		
	Ladera Ranch			112		
	Rancho SM			108		
	Midway City			77		
	Las Flores	0				
<b>Total</b>			<b>12985</b>			

# Financial changes

## BUDGET PROPOSAL TO ADD ONE VECTOR CONTROL INSPECTOR 2 (VCI 2) POSITION & RECLASSIFY ONE VCI 3 TO VCI 2

	VECTOR ASSISTANT	VCI 2	DIFF vs VCI 2
SALARY	\$47,000.00	\$70,600.00	\$23,600.00
MED BENEFITS	\$11,640.00	\$11,640.00	\$0.00
LIFE INSURANCE	\$57.00	\$171.00	\$114.00
LTD	\$0.00	\$540.00	\$540.00
STD	\$0.00	\$240.00	\$240.00
DEFERRED COMP	\$0.00	\$4,160.00	\$4,160.00
<b>TOTAL COMP</b>	<b>\$58,697.00</b>	<b>\$87,351.00</b>	<b>\$28,654.00</b>

	ANNUAL SALARY	LONGEVITY PAY	TOTAL SALARY
SALARY SAVINGS FROM VCI 3 TO VCI 2	\$100,422.00	\$2,761.61	\$103,183.61
VCI 2 (step 1)	\$70,600.00	\$0.00	\$70,600.00
SALARY SAVINGS	\$32,583.61		\$32,583.61
ONE VCI 2 TO REPLACE ONE VA			\$28,654.00
SALARY SAVINGS FROM VCI 3 TO VCI 2			-\$32,584.00

BUDGETING TWO NEW VC2s IS CONTINGENT UPON ELIMINATING ONE VECTOR ASST AND CHANGING VCI 3 TO VCI 2 TO CREATE TWO VCI 2 POSITIONS.

YEAR ONE SAVINGS:	<b>-\$3,930.00</b>
-------------------	--------------------

**RESOLUTION NO. 513**

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

**APPROVING THE REORGANIZATION OF THE DISTRICT OPERATIONS DEPARTMENT BY  
1) ELIMINATING ONE VECTOR CONTROL INSPECTOR III POSITION; ELIMINATING THE  
VECTOR ASSISTANT POSITION; 2) ADDING TWO VECTOR CONTROL INSPECTOR II  
POSITIONS; AND 3) AMENDING THE FY 2021-2022 AUTHORIZED POSITION SCHEDULE  
TO REFLECT THESE CHANGES**

WHEREAS, the District Manager prepared and submitted, and the Board adopted the FY 2021-22 District Budget, Positions, Titles, Salary Ranges on May 20, 2021; and

WHEREAS, included within the FY 2021-22 Budget is the District's Authorized Position Schedule; and

WHEREAS, staff recommends approving the reorganization of the District Operations Department by 1) eliminating one Vector Control Inspector III position; eliminating the Vector Assistant position; 3) adding two Vector Control Inspector II positions; and 4) amending the FY 2021-2022 Authorized Position Schedule to reflect these changes.

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

SECTION 1. That one Vector Control Inspector III position be eliminated

SECTION 2. That the Vector Control Assistant position be eliminated

SECTION 3. That two Vector Control Inspector II positions be approved

SECTION 4. That the Authorized Position Schedule be amended to reflect these above noted personnel changes

SECTION 5. The Board Secretary shall certify the adoption of this Resolution

PASSED, APPROVED, and ADOPTED by the Board of Trustees of the Orange County Mosquito and Vector Control District at its regular meeting thereof held on the 21<sup>st</sup> day of October 2021, at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

---

Mike Posey, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees of the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on October 21, 2021: APPROVED AS TO FORM:

---

Peggy Huang, Secretary

---

Alan R. Burns, District Counsel

# Termites

Status

- 
- Structural Pest
- 
- 
- No health threat



Western Subterranean Termites  
*Reticulitermes hesperus*

## Introduction

Termites are small soft-bodied insects with large heads and pear-shaped bodies. All species are social and live in colonies that may host thousands of individuals. They feed on dead wood or fungi; the colony is either housed in dead wood or in soil. They are important as food for many other animals, their tunnels serve to aerate soil which aids plant growth, and their wood-eating is part of the natural decomposition process that returns nutrients to soil. Unfortunately, they also feed on wood that makes up our homes and other buildings. There are about 2,800 known species of termites in the world, 44 in North America, and 15 in California.

Most termites that you might encounter are pale, soft-bodied workers, which are often mistaken for ants, sometimes nicknamed “white ants.” Termites have a broad connection between thorax and abdomen (“waist”); ants have a very narrow “waist.” The antennae of termites is thread-like and made up of tiny bead-like segments; antennae of ants is elbowed and made up of cylindrical segments. The reproductive stages of both termites and ants have four membranous wings, however all four wings of termites are nearly identical and very long, while the front wings of ants are larger than the hind wings.

## Swarming

During certain times of year and weather conditions, particularly after rainfall followed by warm weather, young reproductive termites exit the colony and fly away in search of a partner. This mass exodus may consist of dozens to hundreds of individuals, all flying away from their parent’s colony together. Birds such as phoebes, kingbirds, and other flycatchers are very fond of termites and are seen performing comical acrobatics to catch and devour them out of the air.

## Body Forms and Reproduction

Termites have four body forms (castes) that have different functions within the colony. Workers are cream-colored sterile males and females that never grow wings. They perform the day-to-day work of the colony: chew wood, make tunnels, maintain the nest, tend the young, and feed other termites. Soldiers are sterile males and females that have enlarged hardened heads, often equipped with large mandibles for defending the colony. Reproductives are usually tan to dark brown and have functional wings. Both male and female forms are fertile. When mature, they fly from their parent’s colony, locate a partner, find a secluded place, drop their wings, mate, and start their own colony. A mated female is called a queen, a mated male is a king. The pair produces offspring that develop to become members of their colony. Since the colony is made up of descendants of a single pair of termites, it is a family unit. Some colonies are made up of multiple pairs of reproductives, making those colonies multi-family units. Subreproductives resemble reproductives but have only wing stubs and can never fly. They are essentially sterile but if the king and/or queen die or are removed from the colony, they become fertile and can reproduce. They are then called a secondary king or queen. The original (primary) queen of some species is known to lay up to 2,000 eggs per day and live up to 45 years.

## Management

Since termites can damage wood and wood products, care should be taken to prevent them from colonizing structures. Most termite inspection and control should be carried out by a licensed professional pest control company. However, there are some things that homeowners can do to discourage termite infestation and reduce their impact.

- Termites enter small cracks and holes in wood to start a new colony. Seal up cracks and holes in buildings to prevent their entry.
- Watch for swarms of termites flying from their colonies in soil or wood. The exit point reveals the location of the colony.
- Routinely inspect buildings for termite colonies and damage. As they produce and accumulate solid waste (“fecal pellets”), termite workers make holes to the outside and push the pellets out. Look for accumulation of fecal pellets at the base of posts and on the ground.
- As termites feed and hollow out wood, a tap on the wood will sound hollow and may crush inward, revealing the colony’s tunnels. Tap suspect wood and listen for the sound.
- Termites often invade firewood piles, especially those stored directly on soil. Stack firewood on a stand to keep the wood at least 18 inches above the ground.



## More Formosan Termite Infestations Confirmed in Southern California

BY BRAD HARBISON, Published on: July 29, 2021



Formosan subterranean termites collected at a Rancho Santa Fe, California home.  
Photo by Siavash Taravati

Two more new Formosan subterranean termite (*Coptotermes formosanus*) infestations in Southern California were confirmed by Dr. Chow-Yang Lee and researchers from his lab at the University of California, Riverside Department of Entomology.

Joshua Clements, owner of Already a Better Choice Termite & Pest Control, El Monte, Calif., made the Highland Park discovery during a June 10 termite inspection. Clements said he noted swarmer in the customer's bedroom and, upon closer examination, he thought they might be Formosan subterranean termites instead of the commonly encountered Western subterranean termite (*Reticulitermes hesperus*). "The color was just a little off. They weren't completely black, and the wings looked a little different," he said.

Clements collected the termites in a plastic baggy and showed them to Dr. Lee, Greg Kund (staff research associate at UC-Riverside) and Dr Siavash Taravati (urban IPM advisor at UC-Cooperative Extension, Los Angeles County) when they visited the house two weeks later to collect more samples and examine the termite damage. Lee confirmed both morphologically and molecularly that they were Formosan subterranean termites. This was the first discovery of Formosan subterranean termites in Los Angeles County, according to Lee.

UC-Riverside and Clements are currently monitoring the infestation with hopes of treating the home using a termite bait.

Although Formosan subterranean termites are more commonly associated with the southeastern U.S., and thus far are only being reported in pockets in Southern California, Clements thinks they might be more prevalent than previously believed. "I've come to think maybe that there's a lot of companies that probably have seen them and just not realized it. They'll see swarmer from late May to late July and treat them without giving it much thought. I know that I've been doing [termite work] for 19 years now, and this was the first time I found them."

Also in June, about 100 miles to the south of Highland Park, in Rancho Santa Fe, Calif., Troy Hook, termite service manager, Green Flash Pest and Termite Control, was re-inspecting a home that the

company had recently treated for what it believed was Western subterranean termites. Hook collected termite samples from the property and sent them to his local Ag department. The information was subsequently transmitted to Dr Taravati and the samples eventually made their way to Dr. Lee's lab, which confirmed they were Formosan subterranean termites.

"I knew they were Formosan termites because of the different coloration on the body and the winged body size is a lot different than drywood swarmers," said Hook. "The wings were actually really big compared to the body size. The head is a darker color — it's not the orange-reddish color as a drywood swarmer. Also, the number of swarmers; we're talking about thousands of swarmers inside and outside the house."

Since Green Flash already treated the property using a conventional liquid termiticide (Termidor HE), they retreated the area on the structure that had the greatest activity (the back wall). Hook said he and UCR researchers are also considering baiting at this stage if the infestation persists.

Why did this particular home become infested with Formosan subterranean termites? Eric Veronick, director of operations at Green Flash Pest and Termite Control, theorizes it's possible that Formosan termites might have been transported to the area. For example, in the past Formosan termites have been transported to Southern California in infested potted plants from Hawaii, Louisiana, Texas, the southeastern U.S., and even overseas.

Following the Formosan termite discovery, Hook met with his inspectors to give them a refresher on identifying Formosan termites. In addition to biological differences, Hook encouraged his inspectors to be on the lookout for termites swarming at dusk and in summer, a characteristic he has observed of Formosan termites.

Like Clements, both Hook and Veronick think Formosan termites might be more widespread in Southern California than previously believed. "Without a doubt," Hook said. "It might be that they are adapting to the climate. We are seeing a subtropical termite in an area that has a Mediterranean-like climate with warm, dry summers and mild, wet winters."

The Rancho Santa Fe and Highland Park Formosan termite discoveries come on the heels of a June 2020 discovery of Formosan termites in Canyon Lake, California. "Based on population genetics studies, my postdoctoral researcher, Shu-Ping Tseng confirmed that the Rancho Santa Fe and the Highland Park samples are not related to the one from Canyon Lake (Riverside County)."

In response to these recent Formosan subterranean termite discoveries in Southern California, Drs Taravati and Lee created a "California Formosan Subterranean Termite Alert." The document provides photos and identification information as well as a call to action to report findings to UC-ANR and UC-Riverside.



To: Honorable President and Board of Trustees

Fr: District Counsel

Date: October 7, 2021

**RE: BROWN ACT- AGENDA DESCRIPTIONS AND SPECIFIC DOCUMENTS  
CALLED OUT IN THE AGENDA NOTICE**

In Sierra Watch v. County of Placer, the Court of Appeal has issued an opinion that (1) clarifies what it means for a document distributed to the legislative body to have been “available for public inspection,” and (2) analyzes whether the agenda description is sufficient for action when a certain development agreement is identified, but a different agreement is approved.

**ISSUES**

Placer County approved a development in the Lake Tahoe area. The Plaintiffs (Sierra Watch) filed suit on environmental grounds and filed another lawsuit alleging violation of the Brown Act. The first Brown Act challenge was to the Act’s requirement that once a writing is distributed to the governing body in a matter related to a public agenda item within 72 hours of that meeting, that the writing must be “available for public inspection” at the same time. The second claim was that the County violated the Brown Act when it described the action to be taken as the approval of a certain development agreement, when the actual approval was for a different development agreement.

**RELEVANT FACTS**

A lawsuit was filed on CEQA grounds over the environmental impacts of the project. Two deputy Attorney Generals were involved in the litigation and asked the County to insert a provision in the agreement to provide for the payment of air quality mitigation fees. The County declined, but the developer and the attorney general reached an agreement for the payment of the fee. The developer agreed so that the Attorney General would not sue. County Counsel inserted the provisions in the development agreement.

That agreement was then sent to the County Clerk, along with a memorandum explaining the deal points. Those documents were sent to the County Clerk at 5:36 p.m., whose office is open to the public. But at the time the office was closed. (The office was open from 8-5 on weekdays.) At 5:42 pm the County Clerk sent the documents to the County Board of Supervisors so they could prepare for the meeting. One of the deputy Attorney Generals sent the Plaintiff’s (Sierra Watch) attorney an email explaining the deal, but it was not seen by the Sierra Watch attorney

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until after the meeting, the next day. The next day the meeting was held, the documents were made available at the public table and the Board voted in favor of the agreement. The Sierra Watch attorney was present for the meeting.

### **Procedural Posture**

Sierra Watch sued, contending that the County violated the Brown Act. It alleged that the memo was not made available to the public as soon as it was distributed to the Board, because the County Clerk's office was not open. It also alleged that the development agreement that was described on the agenda was not the development agreement approved. The trial court ruled against Sierra Watch and in favor of the County. Sierra Watch appealed.

The Court of Appeal ruled as follows:

#### Disclosure of writings to the public

The Court of Appeal noted that most public records must be made available to the public "upon request." But when writings are distributed to the Board within 72 hours of a meeting that the writings pertain to, that the law requires that those writings be made available to the public at the time the distribution occurs to all, or to a majority, of the body. (Gov. C 54957.5) The law further provides that if a violation occurs, it does not invalidate the action, but that declaratory and injunctive relief are available. (Gov. C 54960) The fact that the County Clerk's office was closed when the documents were made "available" to the public was the issue.

The Court of Appeals found that placing the writings in the closed Clerk's office was not compliance with the Brown Act. The Court found that the Brown Act requires that the writings be made available for public inspection "at a public office or location that the agency shall designate for that purpose." (54957.5(b)(2))

The County had asserted that Sierra Watch's position would mean that whenever a writing is available on a Friday after 5 pm, that the staff would not be able to distribute the writing to the Board until Monday morning. Sierra Watch responded that the County could always post the writing on its website. But the Court was not sure that was compliance with the Statute. The Court found that the literal reading of the statute did require that the documents be available for inspection at a place, and the internet was not compliance. The Court found that to comply with the law, the distribution to the Board may need to be delayed if received late. The County also raised the issue that a member of the public could sabotage the action by sending late night emails to all Board members. The Court appreciated the problem, but said those facts were not before it. It reiterated that the County violated the Brown Act by not making the writings available at the time of the distribution.

#### The Agenda and the Development Agreement

The Court next turned to the agenda description issue. The Brown Act requires that 72 hours

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before a regular meeting, the Board is to “post an agenda description containing a brief general description of each item of business to be transacted or discussed.” (Gov C 54952.2) If that description is not provided, the public agency may not discuss the item and if it does, an aggrieved person can bring an injunctive and declaratory relief action. The action taken will not be nullified, however, if the public agency “substantially complied,” and an interested person may not bring such an action unless they suffered prejudice.

With the above as a description of the applicable law, the Court found that the County’s agenda was inaccurate and misleading. The Court disagreed with Sierra Watch’s contention that if every item of an agreement is not called out, that the Brown Act is violated. The addition of a provision adding the air quality mitigation fee would not alone have made this a violation. But the Court found that the County noticed one development agreement for approval, but then substituted a materially different one at the time of Board action. This, the Court found, was a violation of the Brown Act. While the Court found that the Board could have properly amended the first development agreement, the fact that the agenda declared that action was being considered on *the* development agreement in the agenda packet, instead of on “*a*” development agreement, was the difference. The Court reiterated that its holding would not prevent revisions to an agreement in response to public comments, etc. It was just that the agenda referred specifically to one agreement, while the Board approved a different agreement.

(This part of the Agreement was not certified for publication so is not legal precedent but is provided for future discussion.)

Prejudice?

While the Court found that the County violated the Brown Act, it did not find prejudice in favor of Sierra Watch. Sierra Watch was allowed to participate and provide its views. It was the public that was denied the protections of the Brown Act. As a result, the approval of the agreement was not invalidated, but the writ granting injunctive and declaratory relief was provided in Sierra Watch’s favor.

## CONCLUSIONS

1. Writings that are distributed after the 72-hour period may not be distributed to the Board unless it can be provided to the public. That means in an office or area that is open to the public at the time. Otherwise, the writings must not be distributed to the Board until public distribution can occur.
2. An agenda that describes a particular agreement or other document does not allow the Board to consider a completely different document. The Board is free to revise the document, as long as it works with the original document described in the notice.

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Alternatively, the Board might be able to consider “a” document if not included in the packet, but not having a document in the agenda packet might not promote public trust. (This holding is not legal precedent, however.)

If there are any questions, I would be happy to elaborate.

Respectfully submitted

Harper & Burns LLP



Alan R. Burns  
District Counsel

cc: District Manager  
Executive Secretary/Clerk of the Board



# 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:**           Rick Howard, District Manager          

**Name of Conference/Event:**           2021 Annual California Special District Association Conference          

**Date:**           August 30 to September 2, 2021          

**Location:**           Monterey, CA          

I attended the CSDA Annual Conference in Monterey, CA from August 30 to September 2, 2021. The conference is geared specifically towards Special Districts, Special District governance, and related legal, personnel, and legislative matters.

Due to the Covid pandemic and its associated health concerns, this was the first time I have traveled for business since early March 2020. Additionally, as this was the first conference in a Covid environment, many of the sessions were focused on Covid, how it has impacted our business environment, and how technology has changed over the past 18 months to allow continuity of business as well as new tools moving forward.

The CSDA meeting organizer asked that I present a session titled *Managing Covid-19 Issues: Now and What's Next*. I was teamed with an attorney with the firm Liebert, Cassidy, Whitmore. In the session I provided information on managing the pandemic emergency and how the district utilized an emergency operations model to manage the day-to-day operations during the pandemic. The other session speaker focused on post pandemic considerations for maintaining a safe and healthy workplace, and to ensure compliance with many of the new laws and regulations that have emerged throughout the pandemic.

I also attended a variety of sessions on topics such as Grand Jurys, conducting public meetings in our "new" technological world, the Brown Act, and other related topics.

There was also a legislative briefing on activities taking place in Sacramento affecting local government and special districts, specifically. I have included a copy of the conference program.

There were also keynote speakers, awards ceremonies, and networking opportunities.

Date: September 8, 2021

Signed: Rick Howard

Print Name: Rick Howard

**ATTENDEE  
BROCHURE**

**LEARN & NETWORK WITH  
DISTRICT PEERS**

**IN ONE PLACE!**



**YOU ARE A...  
SPECIAL DISTRICT  
HERO**



**2021 CSDA ANNUAL CONFERENCE  
& EXHIBITOR SHOWCASE  
AUGUST 30-SEPTEMBER 2 MONTEREY, CA**



# ATTENDEE BROCHURE

## SPECIAL DISTRICT POWERS **ACTIVATE**

In 2020 and 2021, special district staff and elected officials were called on to be the HEROES of their communities by providing essential services to Californians through difficult times.

Come together with other special district heroes for a three day, must-attend education and networking event. Develop new partnerships. Participate in inspiring and motivating keynote sessions. Walk away with strategies, new connections, and innovative ideas to help you and your district in good times and challenging times.

### **TWO DYNAMIC KEYNOTES**



Kevin Brown

Jason Hewlett



**THE CSDA ANNUAL  
CONFERENCE & EXHIBITOR  
SHOWCASE IS THE ONE  
CONFERENCE SPECIAL  
DISTRICT LEADERS CAN'T  
AFFORD TO MISS!**



## Breakout Session Information

Choose from over 35 breakout sessions for your needs and the needs of your district. Topics include: pensions, ethics, harassment prevention, prevailing wage, Brown Act, community outreach and engagement, governance, legislative and legal updates and much, much more!

Check the conference website for full breakout session details.



CSDA will follow all state and local COVID-19 guidelines at the 2021 Annual Conference and Exhibitor Showcase. These may include masking and social distancing at the following locations:

- Monterey Conference Center
- Monterey Marriott
- The Portola Hotel & Spa



Room reservations for the CSDA Annual Conference and Exhibitor Showcase begin at \$214 plus tax and are based on availability. In order to book a hotel room, you must first register for the conference to obtain a CSDA room reservation link.

# 35

breakout sessions



**THIS YEAR'S CONFERENCE WILL BE HELD IN AMAZING MONTEREY!**



**HOTELS & CONFERENCE CENTER**



**Monterey Marriott**  
350 Calle Principal  
Monterey, CA 93940

**Portola Hotel & Spa**  
2 Portola Plaza  
Monterey, CA 93940

**Conference Center**  
1 Portola Plaza  
Monterey, CA 93940

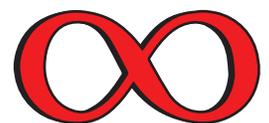


## Credit Incentive Points

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses, and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points (CIPs) can be earned based on an agency's attendance at the CSDA Annual Conference & Exhibitor Showcase, reducing SDRMA members' annual contribution amounts.

# 07

pre-conference events



amount of fun



**Kevin Brown**

**OPENING KEYNOTE**

**Tuesday, August 31**

**“The Hero Effect – Being your best when it matters the most!”**

In a fresh and entertaining style, Kevin shares ideas, strategies and principles that will inspire and equip participants to show up every day and make a positive difference. At the heart of Kevin’s message is a simple, yet powerful philosophy for life that drives every thought, every action and ultimately every result we achieve both personally and professionally. Your team will be motivated to reach beyond what is required and do something remarkable!

This program is designed to help participants:

- Achieve greater results by eliminating “ordinary” thinking and mastering the habit of excellence.
- Own the moments that matter (and they all matter) by taking responsibility for their attitude, their actions and their results.
- Create meaningful relationships and deliver an extraordinary experience for every “customer” at work and at home.



**Jason Hewlett**

**SDRMA SPONSORED KEYNOTE**

**Wednesday, September 1**

**“The Promise – Becoming Legendary Leaders.”**

With humor, heart, and absolute clarity, Jason hilariously brings legends of stage, music, and comedy to life to help leaders discover their very own signature moves and redefine their promise and commitment to their teams and organizations.

In 2021 our world is different, but foundational values remain the same: To deliver on our promises, to be accountable to expectations and exceed them, and to always give 100% in every interaction. In Jason’s entertaining and educational presentation, utilizing the legends of stage for establishing what a promise looks like from a performance level, participants will be enlightened, energized, and entertained in a keynote unlike any other. Music, comedy, stories, and powerful insights will leave attendees talking about the promise in their own lives, business, and how everyone can up their game in 2021.

**YOU ARE A...**  
**SPECIAL DISTRICT**  
**HERO**



# PRE-CONFERENCE PROGRAM EVENTS TO HELP YOU POWER UP!



## PRE-CONFERENCE PROGRAM EVENTS

MONDAY, AUGUST 30, 2021

9:00 a.m. – 3:30 p.m.

[Pre-Conference Workshops]

### Special District Leadership Academy Module 1: Governance Foundations\* -

As the core curriculum of CSDA's Special District Leadership Academy, this workshop serves as the "foundation" for the series on effective governance of special districts. It is specifically designed for special district board members and meets the requirement for six hours of governance training for Special District Leadership Foundation programs.

### So, You Want to Be a General Manager? \*

This is a practical career development workshop for senior executives and emerging leaders in special districts. This action-oriented workshop includes group and panel discussions on the journey, roles, and skill sets of a general manager; identifying general manager opportunities; developing positive relations with the board, staff, and peer agency executives; and leadership best practices.

10:00 a.m.

### SDLF Scramble for Scholarships Golf Tournament\*

Pacific Grove Golf Links

12:30 – 3:30 p.m.

[Pre-Conference Workshop]

### The Board and General Manager Working Together to Optimize the District – a 5-Step Program for Assuring Optimal Performance\*

Optimizing district performance is always a goal. The five systematic steps that will be presented in detail are:

- a frank assessment of district position, status and outlook
- a realistic look at communications between the board and general manager
- an honest appraisal of the third rails of your organizational model
- policies that support best practices
- clearly setting the organizational vector

*The instructor will use in-class exercises and assessment tools for each step for assessment purposes. Come prepared to have open dialogue about how to get and keep your district performing at the highest levels.*

1:30 – 3:30 p.m.

### Certified Special District Manager (CSDM) Exam, Special District Leadership Foundation (Optional)

3:45 – 5:15 p.m.

Chapter Roundtable Discussion (Optional, no fee,  
must be attending annual conference)

\*Separate registration and payment required. Space is limited and on a first-come, first-served basis.



5:15 - 7:30 P.M. [MONDAY]

CONFERENCE OFFICIALLY

# BEGINS



President's  
Reception with  
the Exhibitors

ALL REGISTERED ATTENDEES WELCOME

**NEW CONFERENCE CENTER**



**GENERAL CONFERENCE SCHEDULE - CHECK [CSDA.NET](http://CSDA.NET) FOR DETAILED SCHEDULE**

**MONDAY, AUGUST 30, 2021**

- 9:00 a.m. - 3:30 p.m.  
Pre-Conference Workshop: **SDLA Module 1: Governance Foundations\***
- Pre-Conference Workshop: **So, You Want to Be a General Manager?\***
- 10:00 a.m.  
**SDLF Scramble for Scholarships Golf Tournament\***
- 12:30 - 3:30 p.m.  
Pre-Conference Workshop: **The Board and GM Working Together to Optimize the District\***
- 1:30 - 3:30 p.m.  
**Certified Special District Manager (CSDM) Exam, Special District Leadership Foundation\***
- 3:45 - 5:15 p.m.  
**Chapter Roundtable Discussion**
- 5:15 - 7:30 p.m.  
**Conference Begins!**  
**President's Reception with the Exhibitors**

**TUESDAY, AUGUST 31, 2021**

- 7:30 - 8:30 a.m.  
**Continental Breakfast with the Exhibitors**
- 8:45 - 10:45 a.m.  
**Opening General Session: Kevin Brown**
- 11:00 a.m. - 12:00 p.m.  
**Breakout Sessions**
- 12:15 - 1:30 p.m.  
**Lunch with the Exhibitors**
- 1:45 - 3:00 p.m.  
**Breakout Sessions**

**TUESDAY CONT...**

- 3:45 - 4:45 p.m.  
**Breakout Sessions**
- 5:00 - 6:30 p.m.  
**Mix & Mingle in the Exhibit Hall**

**WEDNESDAY, SEPTEMBER 1, 2021**

- 8:00 - 10:30 a.m.  
**SDRMA Full Plated Breakfast and Keynote Speaker: Jason Hewlett**
- 10:45 a.m. - 12:00 p.m.  
**Breakout Sessions**
- 12:15 - 1:45 p.m.  
**Legislative Update Luncheon**
- 2:00 - 3:15 p.m.  
**Breakout Sessions**
- 3:30 - 5:00 p.m.  
**Breakout Sessions**

- 6:00 - 9:00 p.m.  
**SDLF Taste of the City**

**THURSDAY, SEPTEMBER 2, 2021**

- 8:00 - 10:00 a.m.  
**CSDA Closing Breakfast**

\* = optional, advanced registration, additional fee



## 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:** Amber Semrow, Director of Scientific Technical Services

**Name of Conference/Event:** California Special Districts Association Annual Conference

**Date:** August 29 – September 2, 2021

**Location:** Monterey Marriot and Convention Center, Monterey, CA

This was my first opportunity to attend the California Special Districts Association Annual Conference. I took a pre-conference workshop called the *Special District Leadership Academy: Governance Foundations*. It was very informative. The workshop covered all aspects of Board governance and there was an emphasis on how to achieve unity of purpose. This gave me a deep dive look into successful Board strategies and dynamics that will help me better communicate with and support our Board, General Manager, and the people we serve. I attended a session on *Resolving Conflict Constructively* which gave me insight on new tools for addressing conflicts effectively. I also participated in a session regarding *Public Contracting Requirement: Emergency Preparedness for Federal and State Reimbursement*. In this session, I learned about how contracts need to be setup to meet state and federal reimbursement requirements before an emergency occurs. This type of contract safeguarding will save time and ensure compliance requirements are met in advance of a crisis situation.

Additionally, I attended a session on strategic planning that offered helpful tips about the strategic planning process and identifying the appropriate goals and actions. Also in a different session, I learned about the potential available COVID Relief Funds that the District may qualify for and how to apply for them. Finally, I'd like to note that this was a wonderful opportunity to really gain broader appreciation for the many types and functions of special districts that there are and to network with and learn from our colleagues from throughout the state.

**Date:** September 10, 2021

**Signed:** 

**Print Name:** Amber Semrow



# Orange County Mosquito and Vector Control District

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*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:** CSDA Annual Conference

**Date:** August 31-September 2, 2021

**Location:** Monterey, CA

There were a number of good presentations at this year's CSDA Annual Conference.

The first presentation I attended was about how agencies could collaborate and work together towards a common goal. The session had a couple of special districts give examples of how they had collaborated with other agencies. One example was bulk buying of materials among agencies to get lower prices. Our agency has done this in the past when purchasing mosquito repellent wipes but possibly there could be other avenues where we could make bulk purchases to save money?

Another session I attended was entitled "Dead-Gift Away: The Constitutional Prohibition of Gifts of Public Funds". This session was very enlightening about what was considered a gift of public funds and what wasn't. There was even some disagreement between the two attorneys giving the presentation as to what would be considered a "gift" so any questions on whether we are possibly giving a "gift" of funds will have to be vetted by our district counsel to make sure we are ok to proceed with the activity.

Finally, I attended a session entitled "Exceptional Boards for Exceptional Times: Creating a Culture of Good Governance". This session had a district manager that had worked at a number of agencies over the years talk about the make up of a good board. A number of trustees attended this session as well. Many attendees gave examples of how their boards worked, had established norms, whether they had sub-committees, and a number of other topics. The main take away of the session, is that what works for one board may not necessarily work for another board. Each board has its own culture and set of norms and trying to impose one board's traditions on another board may not work.

Date: September 22, 2021

Dept Mgr Signature: 

Signed: *Tawnia Pett*

Print Name: Tawnia Pett



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

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