



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 JUNE 16, 2022
3:00 P.M.

Observers may view the meeting on Zoom at:
<https://us02web.zoom.us/j/87597196987>

Or Telephone:
Dial: 888 475 4499 (Toll Free), 877 853 5257 (Toll Free) or 213 338 8477
Webinar ID: 875 9719 6987

Comments may be submitted via email to agenda-comments@ocvector.org up
to one hour prior to beginning of the meeting.

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



Orange County Mosquito and Vector Control District

Serving Orange County Since 1947

POLICY AND PERSONNEL COMMITTEE MEETING JUNE 16 AT 11:30 AM

**NOTICE AND AGENDA
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY JUNE 16, 2022**

904TH REGULAR MEETING 3:00 P.M.

13001 GARDEN GROVE BLVD.

GARDEN GROVE, CA 92843

WEBSITE ADDRESS: www.ocvector.org

REGULAR MEETING 3:00 P.M.

A. PLEDGE OF ALLEGIANCE, 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:	James Gomez	La Habra
VICE PRESIDENT:	Peggy Huang	Yorba Linda
SECRETARY:	Craig Green	Placentia

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	Jon Dumitru
Cypress	Scott Minikus	Placentia	Craig Green
Dana Point	Richard Viczorek	Rancho Santa Margarita	April Josephson
Fountain Valley	Kim Constantine	San Clemente	Steve Knoblock
Fullerton	Fred Jung	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	Debbie S. Baker	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. 534 Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Orange County Mosquito and Vector Control District for the Period of June 18, 2022 through July 17, 2022 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 "OCMVCD West Nile Virus (WNV) Response Plan: What You Can Expect When Infected Mosquitoes are Detected in Your City"
2. Staff will give a presentation entitled "Kids are the key: Focusing on Youth during 2022 National Mosquito Awareness Week"

D. OCMVCD COMMITTEE REPORTS TO THE BOARD OF TRUSTEES

1. Policy and Personnel Committee

E. CONSENT CALENDAR

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

1. Approve the DRAFT Minutes for the special meeting of May 12, 2022, and the regular meeting of May 19, 2022
2. Approve Warrant Register for April 2022 (Exhibit A)
3. Approve Monthly Financial Report for April 2022 (Exhibit A)
4. Adopt Resolution No. 535 Establishing the Position of Laboratory Assistant within the Authorized Position Schedule (Exhibit A, B)
5. Adopt Resolution No. 536 Approving Eliminating the Urban Water Program Manager Position and Establishing the Vector Reduction Coordinator Position (Exhibit A, B)
6. Receive and File the Annual Communication Letter from the District's Independent Auditor Clifton Larson Allen, LLP (Exhibit A)
7. Receive and File the Annual Report of Expense Reimbursements for 2021 (Exhibit A)

F. BUSINESS AND ACTION ITEMS: None

G. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

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

H. PRESIDENT'S REPORT AND TRUSTEE COMMENTS

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

J. DISTRICT LEGAL COUNSEL REPORT – Discussion and Possible Action

K. CORRESPONDENCE – Discussion and Possible Action

1. Trustee and Staff reports from CSDA Legislative Days May 17-18, 2022

L. FUTURE AGENDA ITEMS

M. ADJOURNMENT

1. Adjourn to a special meeting on July 14, 2022 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

June 16, 2022

AGENDA REPORT

AGENDA ITEM A.4

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

Agenda Title:

Adopt Resolution No. 534 Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Orange County Mosquito and Vector Control District for the Period of June 18, 2022, through July 17, 2022, Pursuant to Brown Act Provisions

Recommended Action:

Adopt Resolution No. 534 acknowledging 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 June 18, 2022, through July 17, 2022, 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:

- Resolution No. 512 approved at the October 21, 2021 Board Meeting
- Resolution No. 514 approved at the November 18, 2021 Board Meeting
- Resolution No. 516 approved at the December 16, 2021 Board Meeting
- Resolution No. 518 approved at the January 13, 2022 Special Meeting
- Resolution No. 523 approved at the February 17, 2022 Board Meeting
- Resolution No. 525 approved at the March 17, 2022 Board Meeting
- Resolution No. 527 approved at the April 14, 2022 Special Meeting
- Resolution No. 530 approved at the May 12, 2022 Special Meeting

Exhibits:

Exhibit A: Assembly Bill 361

Exhibit B: Resolution No. 534

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. 534

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

**EXTENDING THE TIME FOR THE USE OF REMOTE MEETINGS PURSUANT TO AB 361
AND MAKING FINDINGS RELATED THERETO BECAUSE OF THE COVID-19 VIRUS**

Whereas, the Brown Act (Gov Code 54950 et seq.) requires that public meetings generally be “open and public”; and

Whereas, the COVID-19 has created an unprecedented world-wide pandemic; and

Whereas, the Governor of California declared a state of emergency because of the Corona virus and issued an emergency order suspending various portions of the Brown Act to allow “remote meetings” provided certain safeguards are in place; and

Whereas, the District Board of Trustees (hereinafter “Board”) has implemented that authority to conduct remote meetings; and

Whereas, the Legislature has now superseded that Executive Order with AB 361 to allow remote meetings provided certain conditions exist; and

Whereas, the first variant of the COVID-19 virus was the Alpha variant and caused additional infections; and

Whereas, the Delta variant was particularly problematic; and

Whereas, a new Omicron variant of the COVID-19 virus surfaced and spread again rapidly and was highly contagious, necessitating that remote meetings continue; and

Whereas, a new strain appears to be headed to our country, named Deltacron, justifying continued remote meetings.

Now, therefore, the Board does hereby FIND, RESOLVE, and DETERMINE as follows:

1. A State of Emergency still exists, and the Governor’s declaration of emergency remains in effect.
2. The Board has recommended that social distancing be employed to prevent the spread of the disease.
3. The Board has also determined that meeting in person would present imminent risks to the health or safety of attendees of Board meetings.
4. That the protections required by AB 361 will be in place so that the public may participate remotely.
5. That remote meetings shall therefore continue in accordance with AB 361.
6. That this resolution shall be effective for 30 days and must be renewed thereafter.

PASSED, APPROVED, and ADOPTED by the Board of Trustees of the Orange County Mosquito and Vector Control District at a regular meeting thereof held on the 16th day of June 2022, at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

James Gomez, 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 regular meeting, held on June 16, 2022:
APPROVED AS TO FORM:

Craig Green, Secretary

Alan R. Burns, District Counsel



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

POLICY & PERSONNEL COMMITTEE MEETING
THURSDAY JUNE 16, 2022
11:30 A.M.

Observers may view the meeting on Zoom at:
<https://us02web.zoom.us/j/82086186069>

Or Telephone:
Dial: 888 475 4499 (Toll Free), 877 853 5257 (Toll Free) or 213 338 8477
Webinar ID: 820 8618 6069

Comments may be submitted via email to agenda-comments@ocvector.org up
to one hour prior to beginning of the meeting.

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



POLICY AND PERSONNEL COMMITTEE

MEETING NOTICE

JUNE 16, 2022

11:30 A.M.

TO: Policy and Personnel Committee

Fred Jung	Fullerton
Tammy Kim	Irvine
Sue Kempf	Laguna Beach
Shari Horne	Laguna Woods
Tanya Doby	Los Alamitos
Jon Dumitru	Orange
April Josephson	Rancho Santa Margarita
Sandra Massa-Lavitt	Seal Beach
Rebecca Gomez	Tustin

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

RE: Policy and Personnel Committee Meeting:
11:30 a.m., Thursday, June 16, 2022
Teleconference Meeting

AGENDA

1. Call Meeting to Order and Roll Call
2. Select Committee Chair
3. Public Comments
4. Approve minutes from January 20, 2022
5. Review Agenda Item E.4 Adopting Resolution No. 535 Establishing the Position of Laboratory Assistant within the Authorized Position Schedule
6. Review Agenda Item E.5 Adopting Resolution No. 536 Approving Eliminating the Urban Water Program Manager Position and Establishing the Vector Reduction Coordinator Position
7. Adjourn

tep

MINUTES OF POLICY AND PERSONNEL COMMITTEE MEETING

Orange County Mosquito and Vector Control District

TIME: 11:30 A.M., January 20, 2022

PLACE: Zoom Teleconference, Remote Meeting

Policy and Personnel Committee Members Present:

Shari Horne	Laguna Woods
Tanya Doby	Los Alamitos
Craig Green	Placentia
April Josephson	Rancho Santa Margarita
Cecilia Aguinaga (Chair)	Santa Ana
Rebecca Gomez	Tustin

Policy and Personnel Committee Members Absent:

Tammy Kim	Irvine
Sue Kempf	Lagune Beach
Steve Knoblock	San Clemente

Others Present:

Richard Howard	District Manager
Lora Young	Director of Communications
Tina Pacific	Human Resources Manager
Tawnia Pett	Executive Assistant/Clerk of the Board

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

- 1. Called the Meeting to Order and Roll Call:** Six members of the committee were present out of nine members.
- 2. Public Comments:** None
- 3. Approved minutes from the December 16, 2021 Meeting:** On motion from Trustee Green, seconded by Trustee Horne, and approved by unanimous vote, the committee approved the minutes from December 16, 2021 (Trustees Kim, Kempf, and Knoblock were absent).
- 4. Discussed Agenda Item H.1 Adopting Resolution No. 520 Amending Trustee Policy No. 7 Addressing Trustee Absences from Meetings of the Board of Trustees:** On motion from Trustee Green, seconded by Trustee Josephson, and approved by unanimous vote, the committee approved recommending the full board approve Resolution No. 520 amending trustee policy no. 7 (Trustees Kim, Kempf, and Knoblock were absent).

- 5. Discussed Agenda Item H.2 Adopting Resolution No. 521 Rescinding Policy No. 32 Pertaining to Board Committee Process:** On motion from Trustee Green, seconded by Trustee Horne and approved by unanimous vote, the committee approved recommending the full board approve Resolution No. 521 rescinding policy no. 32 pertaining to board committee process (Trustees Kim, Kempf, and Knoblock were absent).
- 6. Adjourned:** Meeting adjourned at 11:43 A.M.

MINUTES OF THE SPECIAL MEETING

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

TIME: 3:00 P.M. May 12, 2022

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

PRESIDENT:	James Gomez	La Habra
VICE PRESIDENT:	Peggy Huang	Yorba Linda
SECRETARY:	Craig Green	Placentia

TRUSTEES PRESENT:

Aliso Viejo	Richard Hurt	Los Alamitos	Tanya Doby
Anaheim	Lucille Kring	Mission Viejo	Bob Ruesch
Buena Park	Susan Sonne	Orange	Jon Dumitru
Costa Mesa	Bill Turpit	Placentia	Craig Green
Fountain Valley	Kim Constantine	Rancho Santa Margarita	April Josephson
Fullerton	Fred Jung	San Clemente	Steve Knoblock
Garden Grove	Stephanie Klopfenstein	San Juan Capistrano	John Taylor
Irvine	Tammy Kim	Santa Ana	Cecilia Aguinaga
La Habra	James Gomez	Seal Beach	Sandra Massa-Lavitt
La Palma	Debbie S. Baker	Stanton	Gary Taylor
Laguna Beach	Sue Kempf	Tustin	Rebecca Gomez
Laguna Hills	Erica Pezold	Villa Park	Crystal Miles
Laguna Niguel	Rischi Paul Sharma	Westminster	Chi Charlie Nguyen
		Yorba Linda	Peggy Huang

TRUSTEES ABSENT:

Brea	Cecilia Hupp	Laguna Woods	Shari Horne
Cypress	Scott Minikus	Lake Forest	Vladimir Anderson
Dana Point	Richard Viczorek	Newport Beach	Joy Brenner
Huntington Beach	Mike Posey	County of Orange	Liz Guillen-Merchant

Trustee Viczorek had an excused absence.

OTHERS PRESENT:

Rick Howard, District Manager
Lora Young, Assistant Manager/Director of Communications
Tawnia Pett, Executive Assistant/Clerk of the Board
Alan Burns, District Counsel

A. Opening:

1. **Call the Business Meeting to Order:** President James Gomez called the meeting to order at 3:00 P.M.
2. **Pledge of Allegiance:** President James Gomez asked Trustee Sharma to lead the Pledge of Allegiance.
3. **Roll Call:** Roll call indicated 27 Trustees were present out of the current Board membership of 35.
4. **Late/Other Communications: None**
Late Communications:

Other Communications:

B. Public Comments: None

C. 1. Adopted Resolution No. 530 Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Orange County Mosquito and Vector Control District for the Period of May 19, 2022, through June 17, 2022, Pursuant to Brown Act Provisions: (Exhibit A, B)

On motion from Trustee Nguyen, seconded by Trustee Kring and approved by majority vote, the Board of Trustees adopted Resolution No. 530 proclaiming a local emergency, ratifying the proclamation of a state of emergency by Governors' Order No. 25-20, and authorized remote teleconference meetings of the legislative bodies of the Orange County Mosquito and Vector Control District for the period of May 19, 2022, through June 17, 2022, pursuant to Brown Act Provisions.

Ayes: Trustees Hurt, Kring, Sonne, Turpit, Constantine, Jung, Klopfenstein, Kim, J. Gomez, Baker, Kempf, Pezold, Sharma, Doby, Ruesch, Green, Josephson, J. Taylor, Massa-Lavitt, G. Taylor, R. Gomez, Nguyen, and Huang.

Noes: Trustees Dumitru, Knoblock, and Miles.

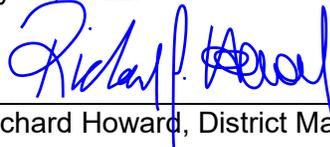
Abstained: None.

Absent: Trustees Hupp, Minikus, Viczorek, Posey, Horne, Anderson, Brenner, Aguinaga, and Guillen-Merchant.

D. Adjournment:

1. President James Gomez adjourned the meeting at 3:08 p.m. to the next regularly scheduled meeting on Thursday, May 19, 2022.

I certify that the above minutes substantially reflect the actions taken by the Board of Trustees at its meeting held May 12, 2022.



Richard Howard, District Manager

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

_____ meeting held _____

ATTEST: _____
Craig Green, Secretary

MINUTES OF THE 903rd MEETING

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

TIME: 3:00 P.M. May 19, 2022

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

PRESIDENT:	James Gomez	La Habra
VICE PRESIDENT:	Peggy Huang	Yorba Linda
SECRETARY:	Craig Green	Placentia

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	Jon Dumitru
Costa Mesa	Bill Turpit	Placentia	Craig Green
Cypress	Scott Minikus	Rancho Santa Margarita	April Josephson
Dana Point	Rick Viczorek	San Clemente	Steve Knoblock
Fountain Valley	Kim Constantine	San Juan Capistrano	John Taylor
Fullerton	Fred Jung	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	Debbie S. Baker	Villa Park	Crystal Miles
Laguna Hills	Erica Pezold	Yorba Linda	Peggy Huang
Laguna Niguel	Rischi Paul Sharma	County of Orange	Elizabeth Guillen-
Lake Forest	Vladimir Anderson		Merchant

TRUSTEES ABSENT:

Garden Grove	Stephanie Klopfenstein	Laguna Woods	Shari Horne
Laguna Beach	Sue Kempf	Westminster	Chi Charlie Nguyen

Trustees Klopfenstein and Kempf had an excused absence.

OTHERS PRESENT:

Rick Howard, District Manager
Lora Young, Assistant District Manager/Director of Communications
Amber Semrow, Director of Scientific Technical Services
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:** President James Gomez called the meeting to order at 3:02 P.M.
2. **Pledge of Allegiance:** President James Gomez asked Vice President Huang to lead the Pledge of Allegiance.
3. **Roll Call:** Roll call indicated 31 Trustees were present out of the current Board membership of 35.
4. **Late/Other Communications:**
Late Communications: None
Other Communications: None

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

1. Staff gave a presentation entitled "Wide Area Larvicide Spray (WALS) Mosquito Control Project in La Habra 2021"

D. OCMVCD Committee Reports to the Board of Trustees:

1. Legislative Committee- Vice President/Committee Chair Huang reported that the initiative had been pulled and therefore the agenda item will be pulled. District Manager Howard reported that the initiative was going to be paused for the time being and would be on the November 2024 ballot rather than the 2022 ballot. The item will be brought back when there is more information.
2. Budget and Finance Committee- Committee Member Miles reported that the committee unanimously recommended approval of the two benefit assessments and the budget as proposed to the full board.

E. Consent Calendar: Items for Approval by General Consent

On motion from past President Posey, seconded by Trustee Aguinaga, and approved by unanimous vote, the Board of Trustees approved Consent Calendar Items E.2 through E.4. Agenda Item E.1 was approved by majority vote due to absences at the previous Board Meeting (Abstained: Trustee Turpit, Knoblock, Massa-Lavitt). Agenda Item E.5 was tabled to a future meeting.

Ayes: Trustees Kring, Hupp, Sonne, Turpit, Minikus, Viczorek, Constantine, Jung, Posey, J. Gomez, Baker, Pezold, Sharma, Anderson, Doby, Ruesch, Brenner, Dumitru, Green, Josephson, Knoblock, J. Taylor, Aguinaga, Massa-Lavitt, G. Taylor, R. Gomez, and Miles.

Noes: None.

Abstained: None.

Absent: Trustees Hurt, Klopfenstein, Kim, Kempf, Horne, Nguyen, Huang, and Guillen-Merchant.

1. **Approval of Minutes:** Approved, without reading, the minutes of the special meeting on April 14, 2022 and the minutes of the 902nd Meeting of the Board of Trustees held April 21, 2022.
2. **Approved Warrant Register for March 2022: (Exhibit A)** Received and filed.
3. **Approved Monthly Financial Report for March 2022: (Exhibit A)** Received and filed.
4. **Received and Filed Annual Health Benefit Broker Fees and Commission Disclosure:** Received and filed.

5. ITEM TABLED TO A FUTURE MEETING: Adopt Resolution No. 531 Opposing Ballot Initiative #21-042A1, the Taxpayer Protection and Governmental Accountability Act: (Exhibit A, B, C)

F. Business and Action Items:

- 1. Adopted Resolution No. 532 Approving the Operating, Capital, and Revenue Budgets for Fiscal Year 2022-23: (Exhibit A, B, C, D)** Before the Trustees voted on the item, District Manager Howard clarified that there was an administrative error in the document that five position salary control numbers changed from A36-A40 and one changed from A33-A36. The change was not listed on the salary schedule. On motion from Trustee Kring, seconded by Trustee Aguinaga, and approved by unanimous vote, the Board of Trustees adopted Resolution No. 532 approving the Operating, Capital, and Revenue Budgets for Fiscal Year 2022-23.

Ayes: Trustees Kring, Hupp, Sonne, Turpit, Minikus, Viczorek, Constantine, Jung, Posey, J. Gomez, Baker, Pezold, Sharma, Anderson, Doby, Ruesch, Brenner, Dumitru, Green, Josephson, Knoblock, J. Taylor, Aguinaga, Massa-Lavitt, G. Taylor, R. Gomez, Miles, and Huang.

Noes: None.

Abstained: None.

Absent: Trustees Hurt, Klopfenstein, Kim, Kempf, Horne, Nguyen, and Guillen-Merchant.

- 2. Public Hearing to Consider the Ordering of a Program of Services and Levy for the Assessments for Fiscal Year 2022-23 in Connection with the District's Vector Surveillance and Control Assessment ("District No. 1 Assessment") and the District's Mosquito, Fire Ant and Disease Control Assessment ("District No. 2 Assessment"); adopted Resolution No. 533 Approving the Engineer's Report and Ordering Levy of District No. 1 Assessment, and Ordering Levy of District No. 2 Assessment: (Exhibit A, B, C)**

F.2.1 Public Hearings:

Public Hearing for District No. 1 Assessment

Opened: 3:29

Closed: 3:29

Public Hearing for District No. 2 Assessment

Opened: 3:31

Closed: 3:31

There was a presentation by District Manager Howard on each District Assessment before the public hearings and board vote. On motion from Trustee Kring, seconded by Past President Posey, and approved by unanimous vote, the Board of Trustees approved the ordering of services and projects, and the levy assessments for fiscal year 2022-23 in the amount of \$1.92 per Equivalent Dwelling Unit for the District's District No. 1 Assessment, and the levy of the assessment for fiscal year 2022-23 in the amount of \$8.30 per Equivalent Dwelling Unit for the District's District No. 2 assessment; the Board of Trustees adopted Resolution No. 533 entitled "Approving the Engineer's Reports, Confirming the Assessments for Fiscal Year 2022-23 in Connection with the District's Vector Surveillance and Control Assessment ("District No. 1 Assessment) and for the District's Mosquito, Fire Ant and Disease Control Assessment ("District No. 2 Assessment").

Ayes: Trustees Hurt, Kring, Hupp, Sonne, Turpit, Minikus, Viczorek, Constantine, Jung, Posey, Kim, J. Gomez, Baker, Pezold, Sharma, Anderson, Doby, Ruesch, Brenner, Dumitru, Green, Josephson, Knoblock, J. Taylor, Aguinaga, Massa-Lavitt, G. Taylor, R. Gomez, Miles, Huang, and Guillen-Merchant.

Noes: None.

Abstained: None.

Absent: Trustees Klopfenstein, Kempf, Horne, and Nguyen.

G. Informational Items Only (No Action Necessary):

1. **Staff Presentation:** Director of Scientific Technical Services Semrow gave an update of vector activity in Orange County.
2. **Staff Presentation:** Assistant District Manager/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. **Received and Filed Laboratory Reports – Included in agenda packet:** Received and filed.

H. President's Report and Trustee Comments:

1. Trustee Turpit wanted the Board to know that even though Item E.5 was tabled to a future meeting, the committee unanimously recommended approval of the Resolution to the full Board.

I. District Manager's Report: District Manager Howard Reported:

1. He, Assistant Manager/Director of Communications Young, and Vice President Huang attended the CSDA Legislative Days in Sacramento.
2. The District is planning on having a hybrid board meeting on June 16. Clerk of the Board Pett will send out a survey for a head count.
3. The District received a Certificate of Transparency from the CSDA.
4. The District had an office tour on May 10, 2022.
5. The District is having an event on June 15, 2022 at the Discovery Cube.

J. District Counsel Report: None

K. Correspondence: None

L. Future Agenda Items: None

M. Adjournment:

1. President James Gomez adjourned the meeting at 3:46 p.m. in honor of Dr. John Cheng to the next regularly scheduled meeting on Thursday, June 16, 2022.

I certify that the above minutes substantially reflect the actions taken by the Board of Trustees at its meeting held May 19, 2022.



Richard Howard, District Manager

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

_____ meeting held _____

ATTEST: _____
Craig Green, Secretary



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

June 16, 2022

AGENDA REPORT

AGENDA ITEM E.2

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

Agenda Title:

Approve Warrant Register for April 2022

Recommended Action:

Receive and file.

Executive Summary:

Receive and file payment of April warrant register dated June 16, 2022 in the amount of \$925,325.59 as presented by in-house check runs dated April 6, 7, 14, 15, 21, 27, 28, and 29, 2022.

Strategic Plan Compliance:

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

Fiscal Impact:

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: April 2022 Warrant Report

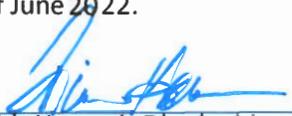
ORANGE COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

REGISTER OF DEMANDS JUNE 16th, 2022

ACCOUNTS PAYABLE REGISTER

ORANGE COUNTY MOSQUITO & VECTOR CONTROL DISTRICT		
REGISTER OF DEMANDS - AP REGISTER 6/16/2022		
A/P Check Run	4/6/2022	105,508.55
A/P Check Run	4/7/2022	111,319.68
A/P Check Run	4/14/2022	648.00
A/P Check Run	4/21/2022	103,833.82
A/P Check Run	4/27/2022	10,645.47
A/P Check Run	4/28/2022	31,043.37
A/P Check Run	4/29/2022	314,553.37
P/R STATE	4/15/2022	173.53
P/R CalPERS1	4/15/2022	41,182.47
P/R EDD	4/15/2022	12,995.47
P/R EEASSOC	4/15/2022	735.00
P/R ICMA	4/15/2022	23,009.92
P/R IRS	4/15/2022	35,293.02
P/R NATION	4/15/2022	4,805.00
P/R TASC	4/15/2022	2,357.20
P/R USB	4/15/2022	1,397.77
P/R STATE	4/29/2022	173.53
P/R CalPERS1	4/29/2022	41,924.18
P/R EDD	4/29/2022	13,970.82
P/R EEASSOC	4/29/2022	735.00
P/R ICMA	4/29/2022	23,329.92
P/R IRS	4/29/2022	36,421.94
P/R NATION	4/29/2022	4,805.00
P/R TASC	4/29/2022	2,364.63
P/R USB	4/29/2022	2,098.93
TOTAL	\$	925,325.59

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 16TH day of June 2022.


 Rick Howard, District Manager


 Tan Nguyen, Finance Manager

Accounts Payable

Checks by Date - Summary by Check Date

User: tnguyen
 Printed: 6/1/2022 11:05 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	AMCA	AMCA	04/06/2022	10,800.00
ACH	CALPERS	Calif. Public Employees' Retirement	04/06/2022	77,067.36
26579	AFLAC	American Family Life Assurance Co., of C	04/06/2022	3,051.92
26580	GUARD	Guardian - Appleton	04/06/2022	13,650.64
26581	VSP	Vision Service Plan	04/06/2022	938.63
Total for 4/6/2022:				105,508.55
ACH	LINDE	LINDE GAS & EQUIPMENT INC.	04/07/2022	2,738.97
ACH	SPECTRUM	Charter Communications	04/07/2022	2,324.58
ACH	TARGET	Target Specialty Products	04/07/2022	35,174.03
ACH	VERIZON	Verizon Wireless Services LLC	04/07/2022	5,476.61
ACH	TAN	Nhat Nguyen	04/07/2022	99.01
26582	AQUATIC	Pentair Aquatic Eco-Systems Inc.	04/07/2022	1,204.93
26583	BIO QUIP	Bio Quip Products	04/07/2022	624.94
26584	CAMACHO	Lucia Camacho	04/07/2022	1,516.20
26585	CASH	CASH	04/07/2022	348.00
26586	CINTAS	Cintas Corporation No. 2	04/07/2022	3,442.95
26587	DOWNTOW	Downtown Ford Sales	04/07/2022	34,639.81
26588	GENESEE	Genesee Scientific Corporation	04/07/2022	210.57
26589	GFS	Governmental Financial Services	04/07/2022	910.00
26590	GG WATER	City of Garden Grove	04/07/2022	671.42
26591	GORMAN	Robert S. Gorman	04/07/2022	1,520.00
26592	GRIFFIN	Griffin Hardware Company	04/07/2022	39.31
26593	HARPER	Harper & Burns, LLP	04/07/2022	2,083.20
26594	INSIGHT	Insight Public Sector, Inc.	04/07/2022	184.11
26595	KWEST	K'WEST Printing	04/07/2022	5,165.99
26596	MARTIN D	Daniel Martinez	04/07/2022	575.00
26597	OREILLY	O'Reilly Auto Enterprises, LLC	04/07/2022	8,253.01
26598	ORVAC	ORVAC ELECTRONICS	04/07/2022	73.84
26599	PLAYERS	Michael J. Mackenzie	04/07/2022	199.49
26600	SEA LIFE	Sea Life Designs, Inc.	04/07/2022	2,481.03
26601	SIGMA	Sigma-Aldrich, Inc.	04/07/2022	545.53
26603	SMART	Smart & Final Stores Corp	04/07/2022	282.19
26604	STAPLES	Staples Business Advantage	04/07/2022	25.60
26605	VILLA	Villa Ford	04/07/2022	468.74
26606	WESTCOAS	RJ International	04/07/2022	40.62
Total for 4/7/2022:				111,319.68
26607	CDPH CE	Vector-Borne Disease - Account	04/14/2022	648.00
Total for 4/14/2022:				648.00
ACH	EEASSOC	OCVCD Employee Association	04/15/2022	735.00
ACH	ICMA	MissionSquare Retirement (ICMA)	04/15/2022	23,009.92
ACH	USB	PARS/U.S. Bank N.A. Minnesota	04/15/2022	1,397.77

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	CalPERS1	CalPERS	04/15/2022	41,182.47
ACH	EDD	Employment Development Dept.	04/15/2022	12,995.47
ACH	IRS	Internal Revenue Service	04/15/2022	35,293.02
ACH	NATION	Nationwide Retirement Solutions	04/15/2022	4,805.00
ACH	STATE	STATE DISBURSEMENT UNIT	04/15/2022	173.53
ACH	TASC	Total Administrative Services Corp.	04/15/2022	2,357.20
Total for 4/15/2022:				121,949.38
ACH	ILAND	iLand Internet Solutions Corp.	04/21/2022	4,032.00
ACH	KRUEGER	LAURA KRUEGER	04/21/2022	99.21
ACH	SHEPHERD	STEVE SHEPHERD	04/21/2022	839.75
ACH	FM	CARDMEMBER SERVICE	04/21/2022	25,009.88
ACH	ADAPCO	ADAPCO, INC.	04/21/2022	19,840.82
ACH	AIRGAS	AIRGAS USA, LLC	04/21/2022	392.88
ACH	GG DISP	Republic Waste Svcs of So. Calif., LLC	04/21/2022	1,725.11
ACH	HASLER	MAIL FINANCE INC.	04/21/2022	597.86
ACH	SPARK	Sparkletts	04/21/2022	363.03
26608	MAIN	MAIN STREET FLOORING	04/21/2022	1,000.00
26609	AT T	AT&T MOBILITY	04/21/2022	31.86
26610	CINTAS	Cintas Corporation No. 2	04/21/2022	3,395.84
26611	DELL	DELL MARKETING L.P.	04/21/2022	20,318.62
26612	DOJ	State of California	04/21/2022	1,078.00
26613	GG WATER	City of Garden Grove	04/21/2022	410.91
26614	HOME DEP	Home Depot Credit Services	04/21/2022	3,083.07
26615	JKI	Francisco Brito	04/21/2022	126.00
26616	LIFE	Life Technologies	04/21/2022	991.24
26617	LIVESCAN	A Livescan Center OC Inc.	04/21/2022	399.00
26618	MEHRBROI	TYLER MEHRBRODT	04/21/2022	150.00
26619	OREILLY	O'Reilly Auto Enterprises, LLC	04/21/2022	780.00
26620	ORVAC	ORVAC ELECTRONICS	04/21/2022	181.83
26621	PARS	Public Agency Retirement Svcs	04/21/2022	300.00
26622	PROACTIV	Proactive Work Health Medical Center, Inc.	04/21/2022	3,840.00
26623	REDWING	Red Wing Business Advantage Account	04/21/2022	5,721.09
26624	TT DEPOT	The Technology Depot, Inc.	04/21/2022	2,209.20
26625	WOODRUFF	Woodruff Spradlin & Smart	04/21/2022	6,300.00
26626	XEROX	Xerox Financial Services	04/21/2022	616.62
Total for 4/21/2022:				103,833.82
ACH	AGUINAGA	X. Cecilia Aguinaga	04/27/2022	100.00
ACH	BAKERD	Debbie Baker	04/27/2022	100.00
ACH	BRENNER	JOY BRENNER	04/27/2022	100.00
ACH	CONSTANT	Kim Constantine	04/27/2022	100.00
ACH	DOBYT	Tanya Doby	04/27/2022	100.00
ACH	DUMITRU	Jonathan Dumitru	04/27/2022	100.00
ACH	GOMEZ	James Gomez	04/27/2022	100.00
ACH	GOMEZR	REBECCA GOMEZ	04/27/2022	100.00
ACH	GREEN C	Craig S. Green	04/27/2022	100.00
ACH	HORNE	Shari Lucas Horne	04/27/2022	100.00
ACH	HUANG	Peggy Huang	04/27/2022	100.00
ACH	HUPP	Cecilia T. Hupp	04/27/2022	100.00
ACH	HURT	RICHARD HURT	04/27/2022	100.00
ACH	JOSEPH	April Josephson	04/27/2022	100.00
ACH	JUNG	Fred Jung	04/27/2022	100.00
ACH	KEMPF	SUSAN KEMPF	04/27/2022	100.00
ACH	KIM	TAMMY KIM	04/27/2022	100.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	KRING	Lucille Kring	04/27/2022	100.00
ACH	MILESC	Crystal Miles	04/27/2022	100.00
ACH	MINIKUS	Scott Minikus	04/27/2022	100.00
ACH	PEZOLDE	Erica Pezold	04/27/2022	100.00
ACH	RUESCH	Robert J. Ruesch	04/27/2022	100.00
ACH	SHARMA	RISCHI SHARMA	04/27/2022	100.00
ACH	SONNE	SUSAN SONNE	04/27/2022	100.00
ACH	TAYLORG	Gary Taylor	04/27/2022	100.00
ACH	ABBE	ROGER ABBE	04/27/2022	17.81
ACH	ARIASA	Adina Arias	04/27/2022	234.05
ACH	BENNETT	Stephen Bennett	04/27/2022	234.05
ACH	BOBBITT	Catherine Bobbitt	04/27/2022	234.05
ACH	CAMPBELL	JAMES CAMPBELL	04/27/2022	97.22
ACH	CAVILEER	Raymond Cavileer	04/27/2022	234.05
ACH	CUMMINGS	Robert F. Cummings	04/27/2022	234.05
ACH	DAIKER	John Daiker	04/27/2022	260.80
ACH	EDISON	SUZANNE R. EDISON	04/27/2022	340.20
ACH	ELLIOTT	MARGARET ELLIOTT	04/27/2022	17.81
ACH	EVER	SANDRA EVERINGHAM	04/27/2022	104.90
ACH	FOGARTY	Carrie Fogarty	04/27/2022	234.05
ACH	Goedhart	Gerard Goedhart	04/27/2022	234.05
ACH	HEARST	Michael Hearst	04/27/2022	434.05
ACH	Huff	Robert Huff	04/27/2022	234.05
ACH	KELLER	JUSTINE KELLER	04/27/2022	97.22
ACH	KIMBALL	Deborah Kimball	04/27/2022	234.05
ACH	KOENIG	Steve Koenig	04/27/2022	234.05
ACH	LACHANCE	Glenn LaChance	04/27/2022	353.25
ACH	LOUGHNER	LINDA LOUGHNER	04/27/2022	170.10
ACH	MCCARTY	Danny McCarty	04/27/2022	234.05
ACH	MILLER J	Jon Miller	04/27/2022	234.05
ACH	MONTANI	Karen Montani	04/27/2022	105.10
ACH	NIEWOLA	Urszula Niewola	04/27/2022	234.05
ACH	PARSONS	John Parsons	04/27/2022	234.05
ACH	Plummer	John Clark Plummer	04/27/2022	234.05
ACH	POSPISIL	Terry Pospisil	04/27/2022	234.05
ACH	REES	JETTE REES	04/27/2022	112.00
ACH	Rehders	Renee Rehders	04/27/2022	234.05
ACH	REINIG	Allyson Reinig	04/27/2022	234.05
ACH	Reisin	Caroline Reisinger	04/27/2022	234.05
ACH	Reynolds	Thomas Reynolds	04/27/2022	17.81
ACH	RINCON	Claudio Rincon	04/27/2022	234.05
ACH	RODRIG	Agripino Rodriguez	04/27/2022	234.05
ACH	SHAW	LAWRENCE SHAW	04/27/2022	234.05
ACH	SIPE	Russell Sipe	04/27/2022	234.05
ACH	Velten	Robert K. Velten	04/27/2022	234.05
26627	ANDERSON	Vladimir Anderson	04/27/2022	100.00
26628	POSEY	Mike Posey	04/27/2022	100.00
26629	TAYLOR	John Taylor	04/27/2022	100.00
26630	VICZOREK	Richard Viczorek	04/27/2022	100.00
Total for 4/27/2022:				10,645.47
ACH	BRITO	Luis Brito	04/28/2022	150.00
26631	ALANS	Alan's Lawn & Garden Center, Inc.	04/28/2022	34.33
26632	AMAZON	AMAZON/SYNCB	04/28/2022	2,817.51
26633	AT T FAX	AT&T	04/28/2022	310.67
26634	AT&T	AT&T	04/28/2022	69.42

Check No	Vendor No	Vendor Name	Check Date	Check Amount
26635	CAGATE	California Gate & Entry System	04/28/2022	143.70
26636	CINTAS	Cintas Corporation No. 2	04/28/2022	1,125.38
26637	CROWN	Crown Maintenance	04/28/2022	230.00
26638	GENESEE	Genesee Scientific Corporation	04/28/2022	388.70
26639	GOBEL	Dustin Gobel	04/28/2022	131.82
26640	HARBOR	Harbor Freight Tools	04/28/2022	37.74
26641	JACOT	Jacot Plumbing Inc.	04/28/2022	1,413.07
26642	JUST	JUST TIRES	04/28/2022	968.31
26643	LHCOLLAB	La Habra Collaborative	04/28/2022	30.00
26644	OC FIRE	Orange County Fire Protection	04/28/2022	788.55
26645	OREILLY	O'Reilly Auto Enterprises, LLC	04/28/2022	669.32
26646	OUTFRONT	OUTFRONT Media Inc.	04/28/2022	10,000.00
26647	WESTCOAS	RJ International	04/28/2022	2,577.07
26648	RONCO	Ronco Plastics	04/28/2022	1,096.46
26649	SIGMA	Sigma-Aldrich, Inc.	04/28/2022	247.15
26650	SCG	Southern Calif. Gas Co.	04/28/2022	301.17
26651	TT DEPOT	The Technology Depot, Inc.	04/28/2022	7,513.00
Total for 4/28/2022:				31,043.37
ACH	EEASSOC	OCVCD Employee Association	04/29/2022	735.00
ACH	ICMA	MissionSquare Retirement (ICMA)	04/29/2022	23,329.92
ACH	USB	PARS/U.S. Bank N.A. Minnesota	04/29/2022	2,098.93
ACH	ARCO	ARCO Business Solutions	04/29/2022	14,109.37
ACH	OC TOLL	OC Toll Roads	04/29/2022	444.00
ACH	PARS	Public Agency Retirement Svcs	04/29/2022	300,000.00
ACH	CalPERS1	CalPERS	04/29/2022	41,924.18
ACH	EDD	Employment Development Dept.	04/29/2022	13,970.82
ACH	IRS	Internal Revenue Service	04/29/2022	36,421.94
ACH	NATION	Nationwide Retirement Solutions	04/29/2022	4,805.00
ACH	STATE	STATE DISBURSEMENT UNIT	04/29/2022	173.53
ACH	TASC	Total Administrative Services Corp.	04/29/2022	2,364.63
Total for 4/29/2022:				440,377.32
Report Total (172 checks):				925,325.59



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

June 16, 2022

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 April 2022

Recommended Action:

Receive and file

Executive Summary:

Accept for inclusion, the Orange County Mosquito and Vector Control District Monthly Financial Report for April 2022

Strategic Plan Compliance:

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

Fiscal Impact:

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 April 2022

Orange County Mosquito and Vector Control District
Monthly Financial Report
Month Ending April 30, 2022

Fund No.	Fund	Cash Balance 3/31/2022	Revenue	Expenditures	Transfers	Accrual Adjustment	Cash Balance 4/30/2022	Cash Balance 4/30/2021
10	Operating	\$ 7,032,337	\$ 4,934,683	\$ 1,060,007	\$ -	\$ 93,354	\$ 11,000,367	\$ 10,784,621
20	Vehicle Replacement	593,034	816	-	-	-	593,850	558,542
30	Liability Reserve	371,572	512	-	-	-	372,084	371,147
40	Equipment Replacement	842,593	1,160	-	-	-	843,753	841,628
50	Emergency Vector Control	1,687,022	2,322	-	-	-	1,689,344	1,685,090
60	Facility Improvement	12,637,920	34,266	2,006	-	-	12,670,180	8,870,940
70	Habitat Remediation	100,002	-	-	-	-	100,002	100,002
90	Retiree Medical Insurance	(47,892)	1,390	17,941	-	-	(64,443)	25,064
95	Retirement Contingency	305,143	420	300,000	-	-	5,563	254,808
99	Payroll Clearing	179,294	-	-	-	(98,670)	80,624	94,382
		\$ 23,701,025	\$ 4,975,569	\$ 1,379,954	\$ -	\$ (5,316)	\$ 27,291,324	\$ 23,586,224

Cash & Investment Balances:		Monthly Yield
California LAIF	\$ 15,908,820	0.523%
O.C. Treasurer	1,739,462	0.489%
Stifel Brokerage account		
Money market (par)	15,257	0.01%
Fixed income - Muni (par)	2,240,000	2.61%
Fixed income - other (par)	2,892,000	2.31%
Unamortized premium/(discount) on investments	122,777	n/a
F&M Checking	3,913,385	n/a
Payroll Checking	403,245	n/a
F&M HBP	46,378	0.05%
Petty Cash - Checking	10,000	n/a
Total Cash and Investments	\$ 27,291,324	

Section 115 Irrevocable Trust Balances:		3-month return
PARS Post-Employment Benefits Trust	\$ 4,064,829	-7.10%
PARS Pension Trust	2,795,413	-7.04%
Total PARS Trust Balances	\$ 6,860,242	


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	174,220	1,379,560	-	(84,182)	(1,289,522)	(823,080)
October	56,500	794,532	-	(139,623)	(877,655)	(1,390,796)
November	2,900,024	1,000,240	-	(61,598)	1,838,186	1,997,754
December	5,645,247	951,818	-	(77,515)	4,615,914	4,524,859
January	909,550	823,565	-	83,097	169,082	(384,054)
February	54,701	842,273	-	76,417	(711,155)	(775,667)
March	1,165,937	1,323,346	-	(71,649)	(229,058)	(116,431)
April	4,975,569	1,379,954	-	(5,316)	3,590,299	3,275,642
May					-	(122,973)
June					-	(939,850)
Total YTD	\$ 16,014,898	\$ 11,213,516	\$ -	\$ (33,459)	\$ 4,767,923	\$ 2,754,707

Revenues: 83% of Fiscal Year

10-Operating Fund	Budget	Actual	Percentage
Property Taxes	\$ 6,820,650	\$ 6,756,248	99.1%
1996 Benefit Assessment	1,575,850	1,519,381	96.4%
2004 Benefit Assessment	6,740,000	6,588,427	97.8%
Interest and Concessions	40,000	41,129	102.8%
Miscellaneous	15,000	26,266	175.1%
Successor Agency Passthru/Residual	400,000	421,975	105.5%
Rent for Cell Sites	29,909	25,921	86.7%
VCJPA Pooled Services	64,991	191,012	293.9%
CDPH - CA State Grant	-	-	0.0%
Charges for Services	60,000	100,332	167.2%
Total Operating Fund Revenues	15,746,400	15,670,691	99.5%

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

Received \$17K of unbudgeted COVID grant monies in Jan 2022. Monies come through the County and are unpredictable

No.	Other Funds	Budget	Actual	Percentage
20	Vehicle Replacement	15,000	2,742	18.3%
30	Liability Reserve	3,000	1,718	57.3%
40	Equipment Replacement	6,000	3,896	64.9%
50	Emergency Vector Control	10,000	7,800	78.0%
60	Facility Improvement	330,000	302,152	91.6%
70	Habitat Remediation	-	-	0.0%
90	Retiree Medical Insurance	33,000	24,607	74.6%
95	Retirement Contingency	2,000	1,292	64.6%
	Total Other Funds	381,000	344,207	90.3%
	Total Revenue	\$ 16,145,400	\$ 16,014,898	99.2%

Expenditures: 83% of Fiscal Year

No.	10-Operating Fund	Budget	Actual	Percentage
110	Trustees	\$ 76,050	\$ 46,421	61.0%
120	District Manager	455,145	345,230	75.9%
130	Legal Services	122,000	42,634	34.9%
140	Non-Departmental	431,500	211,901	49.1%
	Executive	1,084,695	646,186	59.6%
210	Administrative Services	880,345	681,773	77.4%
220	Insurance	787,600	754,413	95.8%
	Administrative Services	1,667,945	1,436,186	86.1%
310	Technical Services	2,007,370	1,329,902	66.3%
350	SIT Program	-	41,200	0.0%
	Scientific Technical Services	2,007,370	1,371,102	68.3%
410	Field Operations	7,130,935	5,191,066	72.8%
430	Vehicle Maintenance	918,865	565,504	61.5%
440	Building Maintenance	291,455	186,243	63.9%
	Operations	8,341,255	5,942,813	71.2%
510	Public Information	804,085	540,886	67.3%
520	Information Technology	878,995	634,068	72.1%
530	Public Service	169,310	128,269	75.8%
	Public Information	1,852,390	1,303,223	70.4%
	Total Operating Fund Expenditures	14,953,655	10,699,510	71.6%

Annual insurance premiums were paid in August.

Board approval received specifically for SIT equipment

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	32,241	72.5%
70	Habitat Remediation	-	-	0.0%
90	Retiree Medical Insurance	218,010	181,765	83.4%
95	Retirement Contingency	300,000	300,000	100.0%
	Total Other Funds	562,510	514,006	91.4%
	Total Expenditures	\$ 15,516,165	\$ 11,213,516	72.3%

Note 1

Note 1: The budgeted triennial true-up payment to OCERS was not required; the budgeted amount was contributed to the Pension Trust.

STIFEL PRESTIGE® ACCOUNT STATEMENT

1 1 1 D187705 SSNR00901

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



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

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

PRIMARY INVESTMENT OBJECTIVE: Income
RISK TOLERANCE: Moderate

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

If you're switching jobs or preparing to retire, have you thought about what to do with the money you've saved in your employer-sponsored retirement plan? Your Stifel Financial Advisor can help you weigh your options so you can choose the one that's right for your goals.

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.

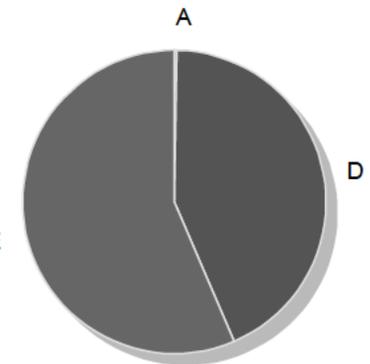
Thank you for allowing Stifel to serve you. In order to protect your rights, including rights under the Securities Investor Protection Act (SIPA), please promptly report, in writing, any inaccuracies or discrepancies in this account or statement to the Compliance Department of Stifel at the address below. 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.

PORTFOLIO SUMMARY	April 30	March 31
Net Cash Equivalents **	15,257.36	3,792.88
Net Portfolio Assets held at Stifel	5,032,518.08	5,086,415.57
Net Portfolio Assets not held at Stifel		
Net Portfolio Value	\$5,047,775.44	\$5,090,208.45
YOUR CHANGE IN PORTFOLIO VALUE	April 30	March 31
Net Cash Flow (Inflows/Outflows) ²		
Securities Transferred In/Out		
Income and Distributions	15,391.64	4,155.52
Change in Securities Value	-57,824.65	-91,865.92
Net Change in Portfolio Value	-\$42,433.01	-\$87,710.40

** See the Stifel Insured Bank Deposit Program Disclosure Statements for additional information.
² Does not include cost or proceeds for buy or sell transactions.
You have securities maturing and/or options expiring.

YOUR ASSET SUMMARY

	Value on April 30, 2022 (\$)	Percentage of your account
A Net Cash Equivalents**	15,257.36	0.30%
D Fixed Income-Muni	2,182,963.20	43.25%
E Fixed Income-Other	2,849,554.88	56.45%
Total Assets	\$5,047,775.44	100.00%



ASSET SUMMARY

	Value as of April 30, 2022				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**	15,257.36		15,257.36	0.30%			
Margin Balance							
A. Net Cash Equivalents	\$15,257.36		\$15,257.36	0.30%			
B. Equities							
C. Preferreds							
D. Fixed Income-Muni	2,182,963.20		2,182,963.20	43.25%	-140,287.18		
E. Fixed Income-Other	2,849,554.88		2,849,554.88	56.45%	-78,884.33		
F. Mutual Funds							
G. Unit Investment Trusts							
H. Insurance Products							
I. Alternative Investments							
J. Other Investments							
K. Stifel Smart Rate Program **							
Net Portfolio Assets	\$5,032,518.08	\$0.00	\$5,032,518.08	99.70%	-\$219,171.51	\$0.00	\$0.00
Net Portfolio Value	\$5,047,775.44	\$0.00	\$5,047,775.44	100.00%	-\$219,171.51	\$0.00	\$0.00

INCOME & DISTRIBUTION SUMMARY

	<i>Security Type</i>	<i>Year-to-date</i>	<i>This period</i>
Dividends	Tax-Exempt		
	Taxable		
Interest	Tax-Exempt		
	Taxable	48,725.53	15,391.64
Capital Gain Distributions			
Return of Principal			
Other			
Total Income & Distributions		\$48,725.53	\$15,391.64

INFORMATION SUMMARY

	<i>Security Type</i>	<i>Year-to-date</i>	<i>This period</i>
Accrued Interest Paid	Tax-Exempt		
	Taxable	5,522.41	2,658.84
Accrued Interest Received	Tax-Exempt		
	Taxable		
Gross Proceeds		650,000.00	250,000.00
Federal Withholding			
Foreign Taxes Paid			
Margin Interest Charged			

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

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

ASSET DETAILS

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

NET CASH EQUIVALENTS

	<i>Current value</i>	<i>Cost Basis</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
STIFEL FDIC INSURED	15,257.36	15,257.36	1.53	0.01%
Total Net Cash Equivalents	\$15,257.36	\$15,257.36	\$1.53	0.01%

STIFEL INSURED BANK DEPOSIT PROGRAM

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

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

PORTFOLIO ASSETS - HELD AT STIFEL

Fixed Income-Muni	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
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+ Cash	100,000	100.7170 100,717.00	100.6425 100,642.49	810.46	74.51	3,839.00	3.81%
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 Cash	110,000	99.9370 109,930.70	101.1026 111,212.88	1,067.92	-1,282.18	2,563.00	2.33%



ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Fixed Income-Muni	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
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: A1 Cash	50,000	97.9820 48,991.00	100.9812 50,490.59	134.06	-1,499.59	635.00	1.30%
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 Cash	110,000	97.6910 107,460.10	101.3617 111,497.82	732.60	-4,037.72	2,197.80	2.05%
KANSAS ST DEV FIN AUTH REV ATHLETIC FACS K ST SER B 2 B/E TXBL CPN 4.083% DUE 07/01/24 DTD 03/01/12 FC 07/01/12 CUSIP: 485429MF8 <i>Original Cost: 77,557.81</i>	S&P: A- Moody: A1 Cash	70,000	101.9100 71,337.00	106.5975 74,618.22	952.70	-3,281.22	2,858.10	4.01%
AMARILLO TX HOTEL OCCUP TAX REV AGM B/E TXBL CPN 3.070% DUE 08/15/24 DTD 03/15/16 FC 02/15/17 CUSIP: 023039AF7 <i>Original Cost: 80,422.25</i>	S&P: AA Cash	75,000	99.5670 74,675.25	105.2001 78,900.08	486.08	-4,224.83	2,302.50	3.08%
MIAMI DADE CNTY FL AVIATION REV RFDG SER B B/E TXBL CPN 2.504% DUE 10/01/24 DTD 08/25/16 FC 10/01/16 CUSIP: 59333PV39 <i>Original Cost: 208,207.00</i>	S&P: A- Cash	200,000	97.5360 195,072.00	102.4869 204,973.76	417.33	-9,901.76	5,008.00	2.57%
SAN DIEGO CA CONVNTN CTR EXPANSION FING AUTH LSE REV RFDG B/E TXBL CPN 1.677% DUE 04/15/25 DTD 07/08/20 FC 10/15/20 CUSIP: 79727LBS7 <i>Original Cost: 173,029.30</i>	S&P: AA- Cash	170,000	94.6350 160,879.50	101.2381 172,104.77	126.71	-11,225.27	2,850.90	1.77%

ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Fixed Income-Muni	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
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: 117,294.45</i>	S&P: AA+ Moody: Aa2 Cash	110,000	100.1960 110,215.60	102.4568 112,702.44	1,650.00	-2,486.84	3,300.00	2.99%
SUFFOLK CNTY NY RFDG SER C AGM B/E TXBL CPN 1.607% DUE 06/15/25 DTD 11/18/20 FC 12/15/20 CUSIP: 86476PE20 <i>Original Cost: 252,280.00</i>	S&P: AA Cash	250,000	94.3420 235,855.00	100.6294 251,573.53	1,517.72	-15,718.53	4,017.50	1.70%
FLORIDA ST BRD ADMIN FIN CORP REV SER A B/E TXBL CPN 1.258% DUE 07/01/25 DTD 09/16/20 FC 01/01/21 CUSIP: 341271AD6 <i>Original Cost: 101,351.00</i>	S&P: AA Moody: Aa3 Cash	100,000	93.4810 93,481.00	101.1207 101,120.67	419.33	-7,639.67	1,258.00	1.35%
KENTUCKY HSG CORP REV SER B B/E TXBL CPN 3.312% DUE 07/01/25 DTD 12/01/16 FC 07/01/17 CUSIP: 49130TVJ2 <i>Original Cost: 216,995.00</i>	S&P: AAA Moody: Aaa Cash	200,000	98.9600 197,920.00	106.5237 213,047.47	2,208.00	-15,127.47	6,624.00	3.35%
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 Cash	100,000	95.3090 95,309.00	103.0776 103,077.58	165.42	-7,768.58	1,985.00	2.08%



ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Fixed Income-Muni	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
STEPHENSON CNTY IL SCH DIST 145 FREEPORT RFDG AGM B/E TXBL CPN 1.750% DUE 10/01/25 DTD 11/24/20 FC 04/01/21 CUSIP: 858892MD1 <i>Original Cost: 103,005.00</i>	S&P: AA Cash	100,000	94.2810 94,281.00	102.1344 102,134.44	145.83	-7,853.44	1,750.00	1.86%
BAY AREA TOLL AUTH CA TOLL BRDG REV SAN FRANCISO F 1 B/E TXBL CPN 2.425% DUE 04/01/26 DTD 09/26/19 FC 04/01/20 CUSIP: 072024WR9 <i>Original Cost: 133,472.85</i>	S&P: AA Moody: Aa3 Cash	125,000	96.4490 120,561.25	105.4854 131,856.81	252.60	-11,295.56	3,031.25	2.51%
UNIVERSITY CA REV RFDG GENL SER AS B/E TXBL CPN 2.587% DUE 05/15/26 DTD 04/20/16 FC 11/15/16 CUSIP: 91412GE27 <i>Original Cost: 161,363.00</i>	S&P: AA Moody: Aa2 Cash	150,000	96.4640 144,696.00	106.1665 159,249.78	1,789.34	-14,553.78	3,880.50	2.68%
MASSACHUSETTS EDL FING AUTH ED LN ISSUE L SR SER A REV B/E TXBL CPN 4.038% DUE 07/01/26 DTD 06/13/18 FC 01/01/19 CUSIP: 57563RPM5 <i>Original Cost: 248,805.20</i>	S&P: AA Cash	220,000	100.7190 221,581.80	110.9305 244,047.05	2,961.20	-22,465.25	8,883.60	4.01%
Total Fixed Income-Muni		2,240,000	\$2,182,963.20	\$2,323,250.38	\$15,837.30	-\$140,287.18	\$56,984.15	2.61%

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

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
IBM CORP UNSECD NOTE CPN 2.850% DUE 05/13/22 DTD 05/15/19 FC 11/13/19 CUSIP: 459200JX0 <i>Original Cost: 151,274.50</i>	S&P: A- Moody: A3 Cash	150,000	100.0570 150,085.50	100.0106 150,015.89	1,995.00	69.61	4,275.00	2.85%

ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
SALLIE MAE BANK SALT LAKE CITY UT CD FDIC #58177 CPN 2.550% DUE 05/16/22 DTD 05/15/19 FC 11/15/19 CUSIP: 7954502X2	Cash	100,000	100.0920" 100,092.00	100.0000 100,000.00	1,166.72	92.00	2,550.00	2.55%
ALLY BANK SANDY UT CD FDIC #57803 CPN 1.850% DUE 08/29/22 DTD 08/29/19 FC 02/29/20 CUSIP: 02007GLJ0	Cash	200,000	100.3710" 200,742.00	100.0000 200,000.00	628.50	742.00	3,700.00	1.84%
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 Cash	150,000	100.0450 150,067.50	100.3991 150,598.67	158.33	-531.17	3,562.50	2.37%
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 Cash	250,000	100.7060 251,765.00	100.3679 250,919.63	2,133.33	845.37	8,000.00	3.18%
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>	Cash	100,000	100.9700" 100,970.00	100.2404 100,240.35	696.99	729.65	2,650.00	2.62%
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	Cash	100,000	99.8220" 99,822.00	100.0000 100,000.00	123.15	-178.00	1,450.00	1.45%

ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
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	Cash	240,000	99.7720" 239,452.80	100.0000 240,000.00	219.28	-547.20	3,480.00	1.45%
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 Cash	100,000	99.9640 99,964.00	100.6812 100,681.15	1,187.50	-717.15	2,375.00	2.38%
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	98.3960" 196,792.00	100.0000 200,000.00	560.55	-3,208.00	3,300.00	1.68%
U S TREASURY NOTE CPN 2.500% DUE 05/15/24 DTD 05/15/14 FC 11/15/14 CUSIP: 912828WJ5 <i>Original Cost: 251,268.32</i>	Moody: Aaa Cash	250,000	99.5780 248,945.00	100.4998 251,249.46	2,883.29	-2,304.46	6,250.00	2.51%
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	96.7750 96,775.00	102.7632 102,763.21	794.33	-5,988.21	2,383.00	2.46%
U S TREASURY NOTE CPN 2.250% DUE 10/31/24 DTD 10/31/17 FC 04/30/18 CUSIP: 9128283D0 <i>Original Cost: 103,230.00</i>	Moody: Aaa Cash	100,000	98.5780 98,578.00	102.9107 102,910.68	6.22	-4,332.68	2,250.00	2.28%



ASSET DETAILS (continued)

PORTFOLIO ASSETS - HELD AT STIFEL (continued)

Fixed Income-Other	<i>Symbol/ Bond Rating/ Type</i>	<i>Quantity</i>	<i>Current Price/ Current Value</i>	<i>Average Unit Cost/ Cost Basis</i>	<i>Accrued Income⁶</i>	<i>Unrealized Gain/(-)Loss¹⁰</i>	<i>Estimated Annualized Income</i>	<i>Estimated Yield %</i>
SOCIETE GENERALE UNSECD MEDIUM TERM NOTE STEP CPN 1.000% DUE 08/19/25 DTD 08/19/20 FC 02/19/21 CALL 05/19/22 @ 100.000 CUSIP: 83369MD25	S&P: A Moody: A1 Cash	50,000	90.9170 45,458.50	98.5100 49,255.00	100.00	-3,796.50	500.00	1.10%
SIMON PPTY GRP LP NOTE CPN 3.300% DUE 01/15/26 DTD 01/13/16 FC 07/15/16 CALL 10/15/25 @ 100.000 CUSIP: 828807CW5 <i>Original Cost: 131,249.00</i>	S&P: A- Moody: A3 Cash	120,000	98.3720 118,046.40	107.8897 129,467.64	1,166.00	-11,421.24	3,960.00	3.35%
BANK AMERICA CORP SR NOTE CPN 3.500% DUE 04/19/26 DTD 04/19/16 FC 10/19/16 CUSIP: 06051GFX2 <i>Original Cost: 105,286.00</i>	S&P: A- Moody: A2 Cash	100,000	98.2210 98,221.00	105.0933 105,093.28	116.67	-6,872.28	3,500.00	3.56%
BP CAP MKTS PLC GTD NOTE CPN 3.119% DUE 05/04/26 DTD 05/04/16 FC 11/04/16 CALL 02/04/26 @ 100.000 CUSIP: 05565QDB1 <i>Original Cost: 152,787.00</i>	S&P: A- Moody: A2 Cash	140,000	96.5970 135,235.80	107.8266 150,957.26	2,146.91	-15,721.46	4,366.60	3.23%
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	92.9130 125,432.55	100.0000 135,000.00	546.38	-9,567.45	1,269.00	1.01%
FEDL FARM CREDIT BANK BOND CPN 0.900% DUE 06/15/26 DTD 06/15/21 FC 12/15/21 CALL 06/15/22 @ 100.000 CUSIP: 3133EMH21	S&P: AA+ Moody: Aaa Cash	50,000	92.3510 46,175.50	99.8897 49,944.87	170.00	-3,769.37	450.00	0.97%

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 ⁶	Unrealized Gain/(-)Loss ¹⁰	Estimated Annualized Income	Estimated Yield %
U S TREASURY NOTE CPN 2.250% DUE 02/15/27 DTD 02/15/17 FC 08/15/17 CUSIP: 912828V98 <i>Original Cost: 101,787.19</i>	Moody: Aaa Cash	98,000	96.9300 94,991.40	103.6603 101,587.12	456.84	-6,595.72	2,205.00	2.32%
FEDL HOME LOAN BANK BOND CPN 2.010% DUE 02/25/27 DTD 02/25/22 FC 08/25/22 CALL 05/25/22 @ 100.000 CUSIP: 3130AQUD3	S&P: AA+ Moody: Aaa Cash	100,000	95.1690 95,169.00	98.7550 98,755.00	368.50	-3,586.00	2,010.00	2.11%
STATE BANK OF INDIA NEW YORK NY CD FDIC #33682 CPN 2.200% DUE 03/10/27 DTD 03/10/22 FC 09/10/22 CUSIP: 856285J36	Cash	59,000	96.2270" 56,773.93	100.0000 59,000.00	184.92	-2,226.07	1,298.00	2.29%
Total Fixed Income-Other		2,892,000	\$2,849,554.88	\$2,928,439.21	\$17,809.41	-\$78,884.33	\$65,784.10	2.31%
Principal Protected Notes are subject to the credit risk of the issuer. Principal Protected Market Linked CDs are subject to applicable limits.								
Total Portfolio Assets - Held at Stifel			\$5,032,518.08	\$5,251,689.59		-\$219,171.51	\$122,768.25	2.44%
Total Net Portfolio Value			\$5,047,775.44	\$5,266,946.95		-\$219,171.51	\$122,769.78	2.43%

FOOTNOTE DEFINITIONS

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



ACTIVITY SUMMARY				CASH EQUIVALENTS		
Type of Activity	Activity	Year-to-date	This period	Cash	Cash Sweep	Margin
Opening Balance - Net Cash Equivalents			\$3,792.88	\$719.04	\$3,073.84	\$0.00
Buy and Sell Transactions	Assets Bought	-724,848.92	-253,927.16	-253,927.16		
	Assets Sold/Redeemed	650,000.00	250,000.00	250,000.00		
Deposits	Deposits Made To Your Account					
Withdrawals	Withdrawals From Your Account					
Income and Distributions	Income and Distributions	48,725.53	15,391.64	15,391.64		
Cash Sweep Activity	Cash Sweep Activity			-12,183.52	12,183.52	
Margin Interest	Margin Interest Charged					
Other	Other Transactions					
Cash Management Activity	Card Activity					
	ACH/ATM Activity					
Checkwriting Activity	Checks You Wrote					
Closing Balance - Net Cash Equivalents			\$15,257.36	\$0.00	\$15,257.36	\$0.00
Securities Transferred	Securities Transferred In/Out					

ACTIVITY DETAILS					CASH EQUIVALENTS			
					This period	Cash	Cash Sweep	Margin
Opening Balance - Net Cash Equivalents					\$3,792.88	\$719.04	\$3,073.84	\$0.00
Assets Bought								
Date	Activity	Quantity	Price	Description	Total	Cash	Cash Sweep	Margin
4/14/2022	Asset Bought	250,000.000	100.5053	U S TREASURY NOTE CPN 2.500% DUE 05/15/24 DTD 05/15/14 FC 11/15/14 CUSIP: 912828WJ5	-253,927.16	-253,927.16		
Total Assets Bought					-\$253,927.16	-\$253,927.16		



ACTIVITY DETAILS continued

CASH EQUIVALENTS continued

Assets Sold/Redeemed

<i>Date</i>	<i>Activity</i>	<i>Quantity</i>	<i>Price</i>	<i>Description</i>	<i>Total</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
4/18/2022	Redemption	-250,000.000		U S TREASURY NOTE CPN 2.250% DUE 04/15/22 DTD 04/15/19 FC 10/15/19 CUSIP: 9128286M7	250,000.00	250,000.00		

Total Assets Sold/Redeemed					\$250,000.00	\$250,000.00		
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Income and Distributions

<i>Date</i>	<i>Activity</i>	<i>Quantity</i>	<i>Price</i>	<i>Description</i>	<i>Total</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
4/1/2022	Interest			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 040122 125,000 CUSIP: 072024WR9	1,515.63	1,515.63		
4/1/2022	Interest			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 040122 100,000 CUSIP: 186387VE3	992.50	992.50		
4/1/2022	Interest			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 040122 200,000 CUSIP: 59333PV39	2,504.00	2,504.00		
4/1/2022	Interest			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 040122 100,000 CUSIP: 858892MD1	875.00	875.00		



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>
4/8/2022	Interest		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 040822 240,000 CUSIP: 14042TDF1	1,735.23	1,735.23		
4/18/2022	Interest		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM CUSIP: 09999844	0.04	0.04		
4/18/2022	Interest		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 041522 170,000 CUSIP: 79727LBS7	1,425.45	1,425.45		
4/18/2022	Interest		U S TREASURY NOTE CPN 2.250% DUE 04/15/22 DTD 04/15/19 FC 10/15/19 041522 250,000 CUSIP: 9128286M7	2,812.50	2,812.50		
4/18/2022	Interest		UNITEDHEALTH GRP INC NOTE CPN 2.375% DUE 10/15/22 DTD 10/25/17 FC 04/15/18 041522 150,000 CUSIP: 91324PDD1	1,781.25	1,781.25		
4/19/2022	Interest		BANK AMERICA CORP SR NOTE CPN 3.500% DUE 04/19/26 DTD 04/19/16 FC 10/19/16 041922 100,000 CUSIP: 06051GFX2	1,750.00	1,750.00		
4/29/2022	Interest		STIFEL FDIC INSURED BANK DEPOSIT PROGRAM 042922 15,257 CUSIP: 09999844	0.04	0.04		
Total Income and Distributions				\$15,391.64	\$15,391.64		



ACTIVITY DETAILS continued	CASH EQUIVALENTS continued
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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>
4/1/2022	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-719.04	719.04	
4/4/2022	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-5,887.13	5,887.13	
4/11/2022	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-1,735.23	1,735.23	
4/18/2022	Sale	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		11,415.24	-11,415.24	
4/19/2022	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-13,507.32	13,507.32	
4/20/2022	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-1,750.00	1,750.00	
4/29/2022	Purchase	STIFEL FDIC INSURED BANK DEPOSIT PROGRAM		-0.04	0.04	
Total Cash Sweep Activity			\$0.00	-\$12,183.52	\$12,183.52	
			<i>This period</i>	<i>Cash</i>	<i>Cash Sweep</i>	<i>Margin</i>
Closing Balance - Net Cash Equivalents			\$15,257.36	\$0.00	\$15,257.36	\$0.00

REALIZED GAINS/(-)LOSSES

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

	<i>Closing Transaction</i>	<i>Date Acquired</i>	<i>Date Sold</i>	<i>Quantity</i>	<i>Cost Basis</i>	<i>Sale Proceeds</i>	<i>Realized Gain/(-)Loss**</i>
Fixed Income-Other							
U S TREASURY NOTE CPN 2.250% DUE 04/15/22 CUSIP: 9128286M7	REDEEMED	07/12/19	04/18/22	250,000	250,000.00	250,000.00	N/A (LT)
Total Fixed Income-Other					\$250,000.00	\$250,000.00	\$0.00
Total Realized Gains/(-)Losses					\$250,000.00	\$250,000.00	\$0.00
Total Net Short-Term (ST)					\$0.00	\$0.00	\$0.00
Total Net Long-Term (LT)					\$250,000.00	\$250,000.00	\$0.00
Total Net Other-Term (OT)					\$0.00	\$0.00	\$0.00

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



Stifel Insured Bank Deposit Program

Amount(s) listed below include accrued interest in the amount of \$0.08. The rate at month-end was 0.01%.

Description	Location	Previous Month Value	Current Month Value
Stifel Bank and Trust	St. Louis, MO	\$551.47	\$15,257.36
Stifel Bank	Clayton, MO	\$2,522.25	\$0.00
JPMorgan Chase Bank NA	Columbus, OH	\$0.12	\$0.00
Closing Balance - Stifel Insured Bank Deposit Program			\$15,257.36

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

STIFEL

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 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.

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

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

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

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

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

STIFEL

Account Disclosures Continued

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

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.

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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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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

April 30, 2022

ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

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

Fund Number : [REDACTED]

APRIL 2022 STATEMENT

INVESTMENT BALANCE IN OCIP

Transactions

<u>Transaction Date</u>	<u>Transaction Description</u>	<u>Authorized Signer</u>	<u>Amount</u>
04/01/2022	March 2022 Investment Admin Fee		\$ (85.72)
04/27/2022	January 2022 Interest Paid		\$ 593.65

Summary

Total Deposit:	\$ 593.65	Beginning Balance:	\$ 1,738,954.40
Total Withdrawal:	\$ (85.72)	Ending Balance:	\$ 1,739,462.33

ACCRUED INVESTMENT INCOME

<u>Description</u>	<u>Amount</u>
February 2022 Interest Accrued	\$ 585.35
March 2022 Interest Accrued	\$ 683.22
Total	<u>\$ 1,268.57</u>

April 2022 Interest to be accrued in May 2022 \$ 782.45

California State Treasurer
Fiona Ma, CPA



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

May 02, 2022

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

ORANGE COUNTY VECTOR CONTROL DISTRICT

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

[Tran Type Definitions](#)

Account Number: XXXXXXXXXX

April 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
4/15/2022	4/14/2022	QRD	1700966	N/A	SYSTEM	11,407 07

Account Summary

Total Deposit:	11,407.07	Beginning Balance:	15,897,412.66
Total Withdrawal	0.00	Ending Balance	15,908,819 73



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

June 16, 2022

AGENDA REPORT

AGENDA ITEM: E.4

Prepared By: Rick Howard, District Manager

Submitted By: Rick Howard, District Manager

Agenda Title:

Adopt Resolution No. 535 Establishing the Position of Laboratory Assistant within the Authorized Position Schedule

Recommended Action:

The Board of Trustees Adopt Resolution No. 535 establishing the position of Laboratory Assistant within the Authorized Position Schedule.

Executive Summary:

The Board of Trustees adopted the FY 2022-23 Budget on May 19, 2022. As a part of the budget approval, the addition of 1.0 Full Time Equivalent (FTE) was authorized. The position of Laboratory Assistant was added and is a limited-term position to be evaluated annually. This position is being established to assist with the Sterile Insect Technique (SIT) Pilot Project and program development. The Pilot Project will involve intensive mass rearing, irradiation, and release of male mosquitoes to suppress wild populations of mosquitoes. It will be conducted over a period of 5 years.

The Laboratory Assistant will work in conjunction with, and often independent of, the District Vector Ecologist, Assistant Vector Ecologist, Biologist, and/or Assistant Biologist to conduct a variety of generally routine laboratory and field assignments in collecting and recording a variety of data that are of biological, entomological, ichthyological, and/or microbiological factors associated with public health vectors.

This action establishes the Laboratory Assistant within the District's Authorized Position Schedule as described within the attached job description.

The Board's Policy and Personnel committee has met and discussed this action on June 16, 2022 and recommends that the position be authorized.

Staff recommends that the Board adopt staff recommendation.

Strategic Plan Compliance:

This action complies with Priority Area **8.1**: Explore and evaluate emerging technologies for District use. **STRATEGY**: Assess new technologies/equipment to enhance efficiency, accuracy, and effectiveness for District use. 8.1.7. By December 2021, evaluate mosquito control using sterile insect techniques (SIT) methods such as *Wolbachia*, irradiated, and genetically modified male mosquitoes.

Fiscal Impact:

Amount Requested: \$71,500 Salary Range A40

Sufficient Budgeted Funds Available: Yes

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

Previous Relevant Board Actions for This Item:

May 19, 2022 Adoption of the FY 2022-23 Budget

Exhibits:

Exhibit A: Laboratory Assistant job description

Exhibit B: Resolution No. 535



LABORATORY ASSISTANT

DEFINITION

Under the general direction of the Director of Scientific Technical Services and in collaboration with the Vector Ecologist, Assistant Vector Ecologist, Biologist, and/or Assistant Biologist provides assistance in the collection, analysis, and recording of vector-related field and laboratory data that are associated with the District's scientific/technical programs and services.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from Director and works directly with Vector Ecologist, Assistant Vector Ecologist, Biologist, and/or Assistant Biologist. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

The Laboratory Assistant works in conjunction with and often independent of the District Vector Ecologist, Assistant Vector Ecologist, Biologist, and/or Assistant Biologist to conduct a variety of generally routine laboratory and field assignments in collecting and recording a variety of data that are of biological, entomological, ichthyological, and/or microbiological factors associated with public health vectors.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to this position.

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

1. Collects or assists in collecting and identifying larval and adult mosquitoes and other insects using a variety of trapping techniques. Assists with all aspects of vector surveillance, monitoring, and identification, as directed.
2. Performs or assists in performing disease surveillance and other insect or animal surveillance protocol as required.
3. Helps monitor and evaluate efficacy of field applications of pesticides.
4. Helps maintain field, laboratory, and insectary equipment.
5. Records data associated with field, laboratory, and insectary activities.

6. Performs or assists in performing data entry and retrieval using a MS Windows[®] –based PC system, and other software platforms.
7. Cares for and maintains live organisms as required.
8. Assists in the collection, maintenance, and distribution of mosquito fish.
9. Incumbent is required to handle and come in contact with toxic and hazardous substances and a variety of organisms.
10. Available to be on-call for evening and weekend routine work or emergencies, as assigned.
11. Work when necessary, in inclement weather with effective protection from sun, cold, and rain; and
12. Perform other related tasks and duties, as assigned.

QUALIFICATIONS

Knowledge of:

- Fundamentals of life science/biology.
- Scientific data and record keeping.
- Fundamental mathematics and algebra.
- Correct English usage, spelling, grammar, and punctuation.
- Basic use and operation of a MS Windows[®]-based PC System and MS Office[®] software.

Ability to:

- Speak clearly and effectively in English.
- Write legibly and effectively in English and keep detailed records.
- Enter and retrieve data using a MS Windows[®]-based PC system.
- Interpret and apply laws, policies and rules.
- Work independently within established departmental procedures, exercising sound judgment
- Understand and carry-out oral and written instructions.
- Establish and maintain effective relationships with those contacted in the course of work.
- Work cooperatively with others.
- Lift objects weighing up to 50 pounds.
- Assist in lifting objects weighing in excess of 50 pounds.
- Operate a motor vehicle in a safe and legal manner.
- Use power and manual tools, safely and properly.

Education and Experience:

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

Education: High School Diploma or GED. College coursework in biology, entomology, ecology, fisheries, or related field is desirable.

Experience: Experience in entomology, fisheries, mosquito/vector control, or public health-related work.

Licenses and Certifications:

Possession of, or ability to obtain, certification in Public Health Vector Control Categories A-D, as required by the California Department of Public Health, within two years of appointment and maintained throughout employment with the District.

A valid Class C or Class 3 California State driver's license issued from the California Department of Motor Vehicles with two points or less and no major violations. Must be maintained throughout employment with the District.

PHYSICAL DEMANDS

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

- Incumbent in this class performs work which may involve frequent lifting, pushing, and/or pulling of objects of weighing up to 50 pounds. Heavier lifting with assistance is an infrequent aspect of this class.
- Incumbent must have complete and normal mobility of arms to reach and dexterity of hands to grasp and manipulate small objects.
- Able to stand, stoop, reach, bend, and to walk on uneven terrain, such as field, dirt banks, natural and improved stream, river, or drainage beds, and shallow ponds.
- Must be sighted in both eyes with the ability to demonstrate depth perception and color perception.
- Have a minimum of single ear aided hearing.
- Incumbent will be traversing uneven ground, field, dirt banks, natural or improved stream or riverbeds, and shallow ponds.

ENVIRONMENTAL CONDITIONS

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The position is required to work outdoors where weather conditions can be harsh and noise level can be high at times. Must possess the mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work; to operate varied manual and power tools, and to operate a motor vehicle and visit various District sites; and vision to inspect and operate equipment.

Positions in this class perform analytical work, which involves the ability to think, reason, analyze, and draw conclusions.

Employees must wear and use the proper Personal Protective Equipment (PPE).

RESOLUTION NO. 535

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

AUTHORIZING THE ESTABLISHMENT OF THE LABORATORY ASSISTANT

WHEREAS, the District Manager prepared and submitted, and the Board adopted, the District's Laboratory team personnel summary for Fiscal Year 2022-23 on May 19, 2022; and,

WHEREAS, included within the FY 2022-23 Budget are Positions, Titles, Salary Ranges, and Class Specifications for the District's full-time positions: and

WHEREAS, due to operational needs, the position of Laboratory Assistant shall be established and added to the Authorized Position Schedule.

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

SECTION 1. That the position of Laboratory Assistant be established at pay range A40.

SECTION 2. That the Laboratory Assistant job description reflect the updated responsibilities listed in the new job description

SECTION 3. That Laboratory Assistant position be included in the Authorized Position Schedule.

SECTION 4. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED, and ADOPTED by the Board of Trustees of the Orange County Mosquito and Vector Control District at its regular meeting thereof held on the 16th day of June, 2022, at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

James Gomez, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees for the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on June 16, 2022.

Craig Green, Secretary

APPROVED AS TO FORM

Alan R. Burns, District Counsel



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

June 16, 2022

AGENDA REPORT

AGENDA ITEM: E.5

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

Agenda Title:

Adopt Resolution No. 536 Approving Eliminating the Urban Water Program Manager Position and Establishing the Vector Reduction Coordinator Position

Recommended Action:

Adopt Resolution No. 536 (1) eliminating the Urban Water Program Manager position; (2) establishing the position of Vector Reduction Coordinator; and (3) amending the Authorized Position Schedule accordingly.

Executive Summary:

Due to the recent resignation of the Urban Water Program Manager, staff has evaluated the title, responsibilities, and qualifications of the position. Based on that evaluation, staff recommends that the Urban Water Program Manager position be eliminated and replaced with a newly created Vector Reduction Coordinator position.

The Vector Reduction Coordinator will collaborate with staff and responsible parties, including landowners, land managers, regulatory agencies, and other groups to provide practical and appropriate Vector Reduction Guidelines for the variety of land uses. The coordinator will also ensure the District's compliance with environmental laws and federal, state, and local regulations. Additionally, it is expected that the coordinator's role will encompass mosquito reduction and breeding site reduction by working with stakeholders to mitigate significant vector sources, as well as reduce staff time and pesticide use.

The result of this reorganization will be the reclassification of positions from A58 to A55 which will result in \$4,800 in savings in annual salary and other operational costs, while improving the quality of work and the reduction of inspection/treatment sites.

Staff recommends that the Board adopt staff recommendation.

Strategic Plan Compliance:

This action complies with Priority Area 1 of the Strategic Plan: Collaboration and Engagement with Partner Agencies, Stakeholders, and the Public (S); Goal 1.3: Engaging members of the community and stakeholders to become active participants of our vector control efforts and increase collaboration and awareness through enhancing our public agency partnerships.

Fiscal Impact:

Amount Requested \$None - Action results in annual savings of \$4,800.

Sufficient Budgeted Funds Available:

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

Previous Relevant Board Actions for This Item:

N/A

Exhibits:

Exhibit A: Vector Reduction Coordinator Job Description

Exhibit B: Resolution No. 536



June 2022
Class Code: A55
FLSA: Non-Exempt

VECTOR REDUCTION COORDINATOR

DEFINITION

The Vector Reduction Coordinator collaborates with staff and responsible parties, who have significant vector sources on properties under their control, to develop and implement cooperative Vector Management Plans with OCMCVD. Goals include reducing mosquito breeding sites by working with stakeholders to mitigate significant vector sources, to lower staff time and pesticide use, and to prevent formal enforcement actions authorized under the California Health and Safety Code (HSC). In some situations, the District must employ the HSC to ensure safe conditions and to carry out its public responsibilities. The Coordinator will prepare reports, letters, and supporting documentation when enforcement is warranted.

The Coordinator will work with various stakeholder groups including landowners, land managers, regulatory agencies, and other groups to provide practical and appropriate Vector Reduction Guidelines for the variety of land uses. The Coordinator also ensures the District's compliance with environmental laws and regulations.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Director of Operations. May exercise supervision and direction of staff members while collaborating with other supervisors on vector reduction projects. May also exercise technical and functional direction over and provide training to lower-level staff and seasonal staff.

CLASS CHARACTERISTICS

This is an advanced-level classification responsible for enforcing the District's Vector Reduction Management Program. This class helps the Director of Operations in a variety of administrative, coordinative, analytical, and liaison capacities. The Vector Reduction Coordinator serves as the District's liaison to other governmental agencies, private groups, and individuals in enforcing the District's Vector Reduction Management Program. The position requires a thorough understanding of District source reduction policies, Integrated Vector Management principles, regulations pertaining to the California Health and Safety Code, NPDES standards, CEQA/federal environmental laws, and property rights, familiarity with stormwater management and infrastructure design, public works engineering, pesticide usage, and city code enforcement.

EXAMPLES OF JOB FUNCTIONS

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

- Works collaboratively with department directors, Vector Inspectors, and other staff in planning, setting goals, and implementing the District's Vector Reduction Program; evaluates source reduction projects; obtains permits for, and oversees, the design of source reduction projects.
- Conducts and provides training to the Vector Inspectors and other field staff for the coordination of a source reduction program and enforcement methods; responds to staff requests to evaluate vector sources.

- Contacts and works with public and private landowners to reduce sources of standing water in basins and other property features; analyzes sites, reviews plans, and determines resolutions and alternative recommendations.
- Investigates and manages sources of standing water notifications to determine ownership and cause; coordinates with municipal and county code enforcement departments to gain property owner compliance with vector-related public nuisances.
- Maintains records and prepares reports on problematic vector production sites for mosquitoes and other vectors to enforce abatement notices; pursues long-term abatement with property owners including reminders, site visits, meetings, notices, and court proceedings.
- Inspects known, large issue vector breeding sites and determines the scope of work, and remediation actions needed.
- Consults with and advises local, state, and federal agencies, construction companies, and homeowner associations on modifications to reduce vector breeding in storm drains, flood control channels, ditches, gutters, etc., issues abatement notices when appropriate.
- Applies for permits with regulatory agencies for District staff to perform routine mosquito control work.
- Reviews designs and features of plans and permits for new and redevelopment projects; provides written vector control evaluations for projects such as plan check and CEQA review and issues recommendations for proper vector source reduction.
- Monitors and reviews NPDES permit regulations, makes comments and works with regulators on changes; recommends actions to District staff and coordinates with NPDES stakeholders on changes to permits.
- Researches, drafts, and updates vector control Best Management Practice documentation; provides design, construction, and maintenance recommendation along with program and policy changes to the Director of Operations to improve vector control procedures.
- Monitors legislation and developments regarding environmental regulation on storm water, mosquito, and other vector control programs.
- Attends a variety of District meetings and meetings with local, state, and federal regulators to discuss coordination and cooperation in vector control management.
- Ensures staff observe and comply with all District and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

ABILITY TO:

- Reduce the long-term use of District resources by working with stakeholders to mitigate significant vector sources to lower staff time and pesticide use.
- Prepare reports and other correspondences for stakeholders outlining multiple vector reductions strategies.
- Build and maintain relationships with stakeholders to ensure vector reduction strategies are implemented and efficacious
- Understand and follow local, state, and federal laws, regulations, codes, ordinances, and guidelines governing programs related to vector control, especially environmental laws, and regulations.
- Understand watershed management concepts and urban water engineering, methods of environmental assessment and mitigation.
- Develop vector reduction strategies and vector control practices.

- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks; an understanding of GIS and mapping preferred.

EDUCATION AND EXPERIENCE

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

Equivalent to a bachelor's degree from an accredited college or university with major coursework in Civil Engineering, Environmental Engineering, Urban Planning, Biology, Environmental Management, or a closely related field and three (3) years of public health or environmental health project management experience. Alternatively, the equivalent of eight (8) years of public health or environmental health experience related to vector reduction strategies.

LICENSES & CERTIFICATIONS

- Possession of, or ability to obtain, a valid California driver's license by time of appointment.
- Possession of, or ability to obtain, certification in Public Health Vector Control Categories A – D, as required by the California Department of Public Health, within one year of appointment and maintained throughout employment with the District.

PHYSICAL DEMANDS

When assigned to an office environment, must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone; ability to stand and walk between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

When performing field work, must possess mobility to work in changing site conditions; possess the strength, stamina, and mobility to perform light to medium physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; to reach, twist, turn, kneel, and bend, to climb and descend ladders; and to operate a motor vehicle and visit various District sites; vision to observe biological and environmental conditions. The job involves fieldwork requiring frequent walking in operational areas to provide surveillance and environmental analysis, with exposure to hazardous materials in some site locations. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds, or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and potential exposure to hazardous physical substances. Employees also work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, mechanical and/or electrical hazards, vermin, insects, parasites, and hazardous chemical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedure.

RESOLUTION NO. 536

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

**AUTHORIZING ELIMINATING THE URBAN WATER PROGRAM MANAGER
POSITION AND ESTABLISHING THE VECTOR REDUCTION COORDINATOR
POSITION**

WHEREAS, the District Manager prepared and submitted, and the Board adopted, the District's Operations team personnel summary for Fiscal Year 2022-23 on May 19, 2022; and,

WHEREAS, included within the FY 2022-23 Budget are Positions, Titles, Salary Ranges, and Class Specifications for the District's full-time positions: and

WHEREAS, due to operational needs, the position of Urban Water Program Manager be eliminated and that the position of Vector Reduction Coordinator be established and added to the Authorized Position Schedule.

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

SECTION 1. That the Urban Water Program Manager position be eliminated.

SECTION 2. That the position of Vector Reduction Coordinator be established at pay range A55.

SECTION 2. That the Vector Reduction Coordinator job description reflect the updated responsibilities listed in the new job description.

SECTION 3. That Vector Reduction Coordinator position be included in the Authorized Position Schedule.

SECTION 4. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED, and ADOPTED by the Board of Trustees of the Orange County Mosquito and Vector Control District at its regular meeting thereof held on the 16th day of June, 2022, at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

James Gomez, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees for the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on June 16, 2022.

Craig Green, Secretary

APPROVED AS TO FORM

Alan R. Burns, District Counsel



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

June 16, 2022

AGENDA REPORT

AGENDA ITEM: E.6

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

Agenda Title:

Receive and File the Annual Communication Letter from the District's Independent Auditor Clifton Larson Allen, LLP

Recommended Action:

The Board of Trustees Receive and File the Engagement Letters (Auditor's Communication – Master Services Agreement and Statement of Work – Audit Services)

Executive Summary:

Clifton Larson Allen, LLP (CLA) is under contract to conduct the Orange County Mosquito and Vector Control annual financial audit. The engagement letter from CLA establishes audit standards and provides guidance on auditor's communication with those charged with governance in relation to an audit of financial statements. The attached letters **(Exhibit A)**, dated June 1, 2022, is from the District's contracted accountant firm, CLA. The Engagement Letters are transmitted annually to the Board of Trustees and outlines the expectations, responsibilities, and engagement administration, fees, and timing of the audit for the year ending June 30, 2022.

Strategic Plan Compliance:

This action complies with: **PRIORITY AREA 11:** Fiscal Responsibility/Financial

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

Fiscal Impact:

Amount Requested: \$21,920

Sufficient Budgeted Funds Available: Yes

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

Previous Relevant Board Actions for This Item:

Annual Adoption Audited Financials

Exhibits:

Exhibit A: Master Service Agreement and Statement of Work letter between the Orange County Mosquito and Vector Control District and Clifton Larson Allen, LLP to conduct the District's annual audited financials for the year ending June 30, 2022



Master Services Agreement

Orange County Mosquito and Vector Control District
13001 Garden Grove Blvd. Garden Grove, CA 92843
MSA Date: June 1, 2022

This master service agreement (“MSA”) documents the terms, objectives, and the nature and limitations of the services CliftonLarsonAllen LLP (“CLA,” “we,” “us,” and “our”) will provide for Orange County Mosquito and Vector Control District (“you,” or “your”). The terms of this MSA will apply to the initial and each subsequent statement of work (“SOW”), unless the MSA is changed in a communication that you and CLA both sign or is terminated as permitted herein.

1. **Scope of Professional Services**

CLA will provide services as described in one or more SOW that will reference this MSA. The SOW will describe the scope of professional services; the nature, limitations, and responsibilities related to the specific services CLA will provide; and the fees for such services.

If modifications or changes are required during CLA’s performance of requested services, or if you request that we perform any additional services, we will provide you with a separate SOW for your signature. Such SOW will advise you of the additional fee and time required for such services to facilitate a clear understanding of the services.

Our services cannot be relied upon to disclose all errors, fraud, or noncompliance with laws and regulations. Except as described in the scope of professional services section of this MSA or any applicable SOW, we have no responsibility to identify and communicate deficiencies in your internal controls as part of any services.

2. **Management responsibilities**

You acknowledge and understand that our role is to provide the services identified in an SOW and that management, and any other parties engaging CLA, have responsibilities that are fundamental to our undertaking to perform the identified services.

3. **Fees and terms**

See the applicable SOW for the fees for the services.

Work may be suspended if your account becomes 90 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our

engagements will be deemed to have been completed even if we have not completed the services. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Payments may be made utilizing checks, Bill.com, your online banking platform, CLA's electronic payment platform, or any other client initiated payment method approved by CLA. CLA's electronic online bill pay platform claconnect.com/billpay accepts credit card and Automated Clearing House (ACH) payments. Instructions for you to make direct bank to bank wire transfers or ACH payments will be provided upon request.

4. Other Fees

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf.

5. Finance charges and collection expenses

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

6. Dispute Resolution

Any disagreement, controversy, or claim ("Dispute") that may arise out of any aspect of our services or relationship with you shall be submitted to non-binding mediation by written notice ("Mediation Notice") to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator.

The mediation will be conducted as specified by the mediator and agreed upon by the parties (i.e., you and CLA). The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

7. Limitation of remedies

These limitation of remedies provisions are not applicable for any audit or examination services provided to you.

Our role is strictly limited to the services described in an SOW, and we offer no assurance as to the results or ultimate outcomes of any services or of any decisions that you may make based on our communications with you. You agree that it is appropriate to limit the liability of CLA, its partners, principals, directors, officers, employees, and agents (each a "CLA party").

You further agree that you will not hold CLA or any other CLA party liable for any claim, cost, or damage, whether based on warranty, tort, contract, or other law, arising from or related to this MSA,

the services provided under an SOW, the work product, or for any plans, actions, or results of an SOW, except to the extent authorized by this MSA. In no event shall any CLA party be liable to you for any indirect, special, incidental, consequential, punitive, or exemplary damages, or for loss of profits or loss of goodwill, costs, or attorney fees.

The exclusive remedy available to you shall be the right to pursue claims for actual damages that are directly caused by acts or omissions that are breaches by a CLA party of our duties owed under this MSA and the specific SOW thereunder, but any recovery on any such claims shall not exceed the fees actually paid by you to CLA pursuant to the SOW that gives rise to the claim.

8. Time limitations

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any dispute that may arise between you and any CLA party. The parties (you and CLA) agree that, notwithstanding any statute or law of limitations that might otherwise apply to a dispute, including one arising out of this MSA or the services performed under an SOW, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against any CLA party must be commenced as provided below, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery. An action to recover on a dispute shall be commenced within these periods (“Limitation Period”), which vary based on the services provided, and may be modified as described in the following paragraph:

Service	Time after the date we deliver the services or work product*
Examination, compilation, and preparation services related to prospective financial statements	12 months
Audit, review, examination, agreed-upon procedures, compilation, and preparation services other than those related to prospective financial information	24 months
All Other Services	12 months

* pursuant to the SOW on which the dispute is based

If the MSA is terminated or your ongoing relationship with CLA is terminated, then the applicable Limitation Period is the lesser of the above periods or 12 months after termination of MSA or your ongoing relationship with CLA. The applicable Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a dispute.

9. Confidentiality

Except as permitted by the “Consent” section of this MSA, CLA will not disclose any of your confidential, proprietary, or privileged information to any person or party, unless you authorize us to

do so, it is published or released by you, it becomes publicly known or available other than through disclosure by us, or disclosure is required by law, regulation or professional standard. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you have requested from us or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us.

The Internal Revenue Code contains a limited privilege for confidentiality of tax advice between you and our firm. In addition, the laws of some states likewise recognize a confidentiality privilege for some accountant-client communications. You understand that CLA makes no representation, warranty or promise, and offers no opinion with respect to the applicability of any confidentiality privilege to any information supplied or communications you have with us, and, to the extent that we follow instructions from you to withhold such information or communications in the face of a request from a third party (including a subpoena, summons or discovery demand in litigation), you agree to hold CLA harmless should the privilege be determined not to apply to particular information or communications.

The workpapers and files supporting the services we perform are the sole and exclusive property of CLA and constitute confidential and proprietary information. We do not provide access to our workpapers and files to you or anyone else in the normal course of business. Unless required by law or regulation to the contrary, we retain our workpapers and files in accordance with our record retention policy that typically provides for a retention period of seven years. After this period expires, our workpapers and files will be destroyed. Furthermore, physical deterioration or catastrophic events may shorten the time our records are available. The workpapers and files of our firm are not a substitute for your records.

Pursuant to authority given by law, regulation or professional standards we may be requested to make certain workpapers and files available to a regulator for its regulatory oversight purposes. We will notify you of any such request, if permitted by law. Access to the requested workpapers and files will be provided to the regulator under the supervision of CLA personnel and at a location designated by our firm. Furthermore, upon request, we may provide copies of selected workpapers and files to such regulator. The regulator may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

10. Other provisions

You agree that CLA will not be assuming any fiduciary responsibility on your behalf during the course of this MSA, except as may be assumed in an SOW.

CLA may, at times, utilize external web applications to receive and process information from our clients; however, any sensitive data, including protected health information and personally identifiable information, must be redacted by you to the maximum extent possible prior to uploading the document or file. In the event that you are unable to remove or obscure all sensitive data, please contact us to discuss other potential options for transmitting the document or file.

CLA and certain owners of CLA are licensed by the California State Board of Accountancy. However, CLA has owners not licensed by the California State Board of Accountancy who may provide services under this MSA. If you have any questions regarding licensure of the personnel performing services under this MSA, please do not hesitate to contact us.

During the course of the engagement, there may be communication via fax or email. You are responsible to ensure that communications received by you or your personnel are secured and not shared with unauthorized individuals.

11. Consent to use financial information

We regularly aggregate anonymized client data and perform a variety of analyses using that aggregated data. Some of these analyses are published to clients or released publicly. However, we are always careful to preserve the confidentiality of the separate information that we obtain from each client, as required by the AICPA Code of Professional Conduct and various laws. Your acceptance of this MSA will serve as your consent to our use of Orange County Mosquito and Vector Control District anonymized data in performing and reporting on these cost comparison, performance indicator and/or benchmarking analyses.

Unless authorized by law or the client consents, we cannot use a client's tax return information for purposes other than the preparation and filing of the client's tax return. By signing and dating this MSA, you authorize CLA to use any and all information furnished to CLA for or in connection with the preparation of the tax returns under this MSA, for a period of up to six (6) years from the date of this MSA, in connection with CLA's preparation of the types of reports described in the foregoing paragraph.

12. Consent to send you publications and other materials

For your convenience, CLA produces a variety of publications, hard copy and electronic, to keep you informed about pertinent business and personal financial issues. This includes published articles, invitations to upcoming seminars, webinars and webcasts, newsletters, surveys, and press releases. To determine whether these materials may be of interest to you, CLA will need to use your tax return information. Such tax information includes your name and address as well as the business and financial information you provided to us.

By signing and dating this MSA, you authorize CLA to use the information that you provide to CLA during the preparation of your tax returns to determine whether to offer you relevant materials. Your consent is valid until further notice.

13. Subcontractors

CLA may, at times, use subcontractors to perform services under this MSA, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this MSA.

14. Technology

CLA may, at times, use third-party software applications to perform services under this MSA. You

acknowledge the software vendor may have access to your data.

15. Termination of MSA

This MSA shall continue for five years from June 1, 2022, unless terminated earlier by giving appropriate notice. Either party may terminate this MSA at any time by giving 30 days written notice to the other party.

Upon termination of the MSA, the provisions of this MSA shall continue to apply to all services rendered prior to termination.

16. Agreement

We appreciate the opportunity to be of service to you and believe this MSA accurately summarizes the significant terms of our relationship. This MSA, along with the applicable addendum(s) and SOW(s), constitute the entire agreement regarding services to be performed and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. If you have any questions, please let us know. If you agree with the terms of our relationship as described in this MSA, please sign, date, and return.

CliftonLarsonAllen LLP

Kassie Radermacher

Principal

714-795-5382

Kassie.Radermacher@claconnect.com

Response:

This MSA correctly sets forth the understanding of Orange County Mosquito and Vector Control District

CLA

ORG: CLA

NAME: Kassie Rademacher

TITLE: Principal

SIGN: *Kassie J Rademacher*

DATE: 6/1/22

Client

ORG: Orange County Mosquito and Vector Control District

NAME: Richard Howard

TITLE: District Manager

SIGN: *Richard Howard*

DATE: 06/01/2022



Statement of Work - Audit Services

June 1, 2022

This document constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated June 1, 2022, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and Orange County Mosquito and Vector Control District ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended June 30, 2022.

Kassie Radermacher, CPA, CFE, is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the financial statements of the District and the related notes to the financial statements.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements.

The following RSI will be subjected to certain limited procedures, but will not be audited.

- Management's discussion and analysis.
- GASB-required supplementary pension and OPEB schedules.

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of your financial statements and the related notes.
- Preparation of the required supplementary information (RSI).

Audit objectives

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards

generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinions.

We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) other than RSI accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will issue a written report upon completion of our audit of your financial statements.

Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

We will also provide a report (which does not include an opinion) on internal control over financial reporting and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by Government Auditing Standards. The report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit conducted in accordance with U.S. GAAS and the standards for financial audits contained in Government Auditing Standards may not satisfy the relevant legal, regulatory, or contractual requirements.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*.

Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management override of controls.
- Revenue recognition.

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards*. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not require auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of

detecting waste or abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred that are required to be communicated under *Government Auditing Standards*.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements and RSI in accordance with U.S. GAAP.

Management's responsibilities include the selection and application of accounting principles; recording and

reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for 12 months beyond the financial statement date.

You are responsible for the design, implementation, and maintenance of effective internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities and safeguarding assets to help ensure that appropriate goals and objectives are met. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements; identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and grant agreements; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered. You are responsible for taking timely and appropriate steps to remedy any fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we may report.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers); (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we

receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies to us of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Responsibilities and limitations related to nonaudit services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved

with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement administration and other matters

We expect to begin our audit in September 2022.

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

We will provide copies of our reports to the entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing confidential or sensitive information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the sole and exclusive property of CLA and constitutes confidential and proprietary information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to California State Controller's Office, or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of CLA personnel. Furthermore, upon request, we may provide copies or electronic versions of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the California State Controller's Office. If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our audit engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Government Auditing Standards require that we make our most recent external peer review report publicly available. The report is posted on our website at www.CLAconnect.com/Aboutus/.

Fees

Our professional fees will not exceed \$21,920. This estimate is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation.

Unexpected circumstances

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Unanticipated services

We do not anticipate encountering the need to perform additional services beyond those described in this letter. Below are listings of services considered to be outside the scope of our engagement. If any such service needs to be completed before the audit can proceed in an efficient manner, we will determine whether we can provide the service and maintain our independence. If appropriate, we will notify you and provide a fair and reasonable price for providing the service. We will bill you for the service at periodic dates after the additional service has been performed.

Changes in engagement timing and assistance by your personnel

The fee estimate is based on anticipated cooperation from your personnel and their assistance with timely preparation of confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, we will advise management. Additional time and costs may be necessary because of such unanticipated delays. Examples of situations that may cause our estimated fee to increase include:

- Significant delays in responding to our requests for information such as reconciling variances or providing requested supporting documentation (e.g., invoices, contracts, and other documents).
- Rescheduling our fieldwork.

- Schedule disruption caused by litigation, financial challenges (going concern), loan covenants (waivers), etc.
- Identifying a significant number of proposed audit adjustments.
- Schedules prepared by your personnel that do not reconcile to the general ledger.
- Numerous revisions to information and schedules provided by your personnel.
- Restating financial statements for accounting errors in the prior year.
- Lack of availability of entity personnel during audit fieldwork.

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Agreement

We appreciate the opportunity to provide to you the services described in this SOW under the MSA and believe this SOW accurately summarizes the significant terms of our audit engagement. This SOW and the MSA constitute the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA related to audit services. If you have any questions, please let us know. Please sign, date, and return this SOW to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities.

Sincerely,

CliftonLarsonAllen LLP

Response:

This letter correctly sets forth the understanding of Orange County Mosquito and Vector Control District.

CLA

ORG: CLA

NAME: Kassie Radermacher

TITLE: Principal

SIGN: *Kassie J Radermacher*

DATE: 6/1/22

Client

ORG: Orange County Mosquito and Vector Control District

NAME: Richard Howard

TITLE: District Manager

SIGN: *Richard Howard*

DATE: 06/01/2022



ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

June 16, 2022

AGENDA REPORT

AGENDA ITEM E.7

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

Agenda Title:

Receive and File the Annual Report of Expense Reimbursements for 2021

Recommended Action:

Receive and file

Executive Summary:

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

Strategic Plan Compliance:

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

Fiscal Impact:

Amount Requested \$ N/A

Sufficient Budgeted Funds Available:

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

Previous Relevant Board Actions for This Item:

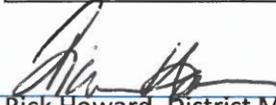
Exhibits:

Exhibit A: Annual Report of Expense Reimbursements from January 1, 2021 through December 31, 2021

**Orange County Mosquito and Vector Control District
Annual Report of Expense Reimbursements
Individual Charges of at least \$100 for
January 1, 2021 through December 31, 2021**

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 16th day of June 2022.

Carla Humphrey	EMPLOYEE	414.00	Tuition Reimbursement	02/11/2021
Simon De Lira	EMPLOYEE	1,560.00	Computer Loan	02/11/2021
Cesar Sanchez	EMPLOYEE	150.00	Safetyboot Reimbursement	02/18/2021
Carlos Martinez	EMPLOYEE	150.00	Safetyboot Reimbursement	02/25/2021
Frank Diaz	EMPLOYEE	150.00	Safetyboot Reimbursement	02/25/2021
Willebaldo Garcia	EMPLOYEE	118.50	Safetyboot Reimbursement	03/11/2021
Dana Zamora-Bausa	EMPLOYEE	150.00	Safetyboot Reimbursement	03/18/2021
Eddie Garcia	EMPLOYEE	130.05	Safetyboot Reimbursement	03/25/2021
Scott Chambers	EMPLOYEE	149.71	Safetyboot Reimbursement	03/25/2021
Lucia Camacho	EMPLOYEE	174.75	Reimbursements District expenses	04/15/2021
John S. Savage	EMPLOYEE	289.75	VCT-U Exam	04/29/2021
Antonio J. Moreno	EMPLOYEE	150.00	Safetyboot Reimbursement	05/20/2021
Richard Arnold	EMPLOYEE	2,500.00	Tuition Reimbursement	05/20/2021
Michael DuBose	EMPLOYEE	922.04	Tuition Reimbursement	06/03/2021
Eddie Garcia	EMPLOYEE	1,014.00	Computer Loan	06/17/2021
Hector Gonzales	EMPLOYEE	117.37	Safetyboot Reimbursement	06/17/2021
Luis Brito	EMPLOYEE	150.00	Safetyboot Reimbursement	06/17/2021
Charles Cassidy	EMPLOYEE	138.25	Safetyboot Reimbursement	06/29/2021
Julie Romo	EMPLOYEE	150.00	Safetyboot Reimbursement	06/30/2021
Nathan Dingman	EMPLOYEE	150.00	Safetyboot Reimbursement	06/30/2021
Todd Harries	EMPLOYEE	129.28	Safetyboot Reimbursement	06/30/2021
John Drews	EMPLOYEE	252.00	Computer Loan	07/15/2021
Raymond Cavileer	EMPLOYEE	650.00	Tool Purchase	07/15/2021
Anthony De Lira	EMPLOYEE	290.06	Safetyboot Reimbursement	07/22/2021
John Clark Plummer	EMPLOYEE	150.00	Safetyboot Reimbursement	07/22/2021
Jose Torres	EMPLOYEE	140.05	Safetyboot Reimbursement	07/22/2021
Roland Bausa	EMPLOYEE	150.00	Safetyboot Reimbursement	07/22/2021
John Drake	EMPLOYEE	150.00	Safetyboot Reimbursement	07/29/2021
Mike Saba	EMPLOYEE	150.00	Safetyboot Reimbursement	08/05/2021
Nick Morey	EMPLOYEE	150.00	Safetyboot Reimbursement	08/12/2021
Simon De Lira	EMPLOYEE	300.00	Safetyboot Reimbursement	08/12/2021
Sokanary Sun	EMPLOYEE	150.00	Safetyboot Reimbursement	08/12/2021
Richard Arnold	EMPLOYEE	150.00	Safetyboot Reimbursement	09/02/2021
Michael DuBose	EMPLOYEE	150.00	Safetyboot Reimbursement	10/14/2021
David B. Miller	EMPLOYEE	300.00	Safetyboot Reimbursement	11/04/2021
John S. Savage	EMPLOYEE	300.00	Safetyboot Reimbursement	11/10/2021
Agripino Rodriguez	EMPLOYEE	150.00	Safetyboot Reimbursement	12/02/2021
Kara A. Miller	EMPLOYEE	240.50	Reimbursements District expenses	12/02/2021
Steve Shepherd	EMPLOYEE	396.40	Reimbursements District expenses	12/02/2021
Danny Bui	EMPLOYEE	146.82	Safetyboot Reimbursement	12/16/2021
Carla Humphrey	EMPLOYEE	103.89	Reimbursements District expenses	12/30/2021


Rick Howard, District Manager


Tan Nguyen, Finance Manager

Vector of the Month

The Roof Rat, *Rattus rattus*

The roof rat (*Rattus rattus*) is the leading cause of rodent problems in Orange County. The Orange County Mosquito and Vector Control District receives several thousand roof rat service requests from county residents each year.

The roof rat is not native to North America, but was introduced into the western hemisphere by colonists from Asia and Europe (Old World). The Norway rat (*Rattus norvegicus*) and the house mouse (*Mus musculus*) were also transported into North America from the Old World. With its introduction into North America at major sea ports on the east and west coasts, the roof rat quickly adapted to local conditions and spread unchecked across the continent. The roof rat is now found in all major cities in the United States where it has become a significant nuisance and public health threat.

Historically, the roof rat was distinguished by its habits and association with human activity. This close association with humans represents the attribute of a “commensal” species that derives benefit by exploiting the actions of other species.

A typical roof rat reaches a total length of 15 to 18 inches, including the tail, at maturity. Most individuals have large eyes, prominent ears, a scaly tail that is one third longer than the body. Coloration of the fur among individual rats is highly variable with some appearing light brown, others dark brown, and a few nearly jet black. The color of the “belly” fur ranges from white to dark gray or charcoal. Roof rats rarely survive beyond 1 to 2 years of age under favorable conditions. The reproductive potential of this species is phenomenal. Females bear an average of six litters per year with each litter containing from 6 - 8 young demonstrating why this species is capable of rapidly infesting and overwhelming urban neighborhoods.

Roof rats move about urban neighborhoods by using overhead utility lines, interconnecting walls and fences, alley ways, and occasionally



underground drains. Their movements are related to foraging and maintaining territories. Roof rats will consume almost all types of food, including backyard fruits and vegetables, seeds and nuts, dog and cat food, and garden snails. Their foraging habits frequently cause structural damage and loss of personal property. It is not uncommon for the wiring of the family car to be gnawed, stripped, or severed.

Roof rats carry a variety of disease agents that affect humans. Outbreaks of bubonic plague during the “Dark Ages” were attributed to poor sanitation, abundant populations of “urban” rats, and heavy flea infestations on both roof and Norway rats. Today, plague does not pose a significant health risk to the residents of large metropolitan areas. The disease is largely restricted to rural settings where domestic cats, infected by wild rodents (e.g., ground squirrels), are becoming increasingly involved with pneumonic transmission to humans. Orange County residents are fortunate because existing ecological conditions apparently do not support a consistent and detectable level of plague activity. This is perplexing as most communities in suburban habitats support sizable populations of rats, cats, ground squirrels, and fleas. Although infrequent, evidence of bubonic plague, Salmonella bacteria and Seoul (hantavirus) virus has been found in roof rats by the OCMVCD laboratory.

How to Keep Rodents Out of a Gas Grill

By: Jessica Lietz Updated December 14, 2018



Mice and rats nest in quiet, dark and out-of-the-way locations. Gas barbecue grills provide a waterproof and safe shelter for vermin such as mice and rats to breed, with the added benefit of leftover bits of food on which they gnaw. Take a few hours out of your day to ensure that your gas grill won't attract any of these unwelcome guests.

- 1.** Remove any nesting material from the grill. Wear gloves and a face mask to protect yourself from exposure to rodent droppings.
- 2.** Clean the gas grill to remove the rodent pheromones and any lingering bits of food, rodent droppings and urine. Use a metal grill brush or spatula to scrape away charred pieces of food. Then use an abrasive sponge to clean all cooking surfaces with a solution of 1 tablespoon of dish detergent to 1 quart of water. Rinse away the soapy water and place the grill in the sun to dry, or dry it with an old towel.
- 3.** Disinfect all the tools used for cleaning. You do not want to spread bacteria or viruses from rodents. Use a solution of 1/4 cup bleach to 1 gallon of water to disinfect the sponge, grill brush and spatula. Launder the towel in a hot wash cycle in your washing machine.
- 4.** Attach a piece of sheet metal onto the grill to close openings if there are any rusty areas or holes in the grill kettle. Use self-tapping sheet metal screws to do this. Do not use steel wool in a gas grill since the steel will burn and melt. Close the lid of the grill after each use. Invest in a zippered cover to enclose the grill when it is not in use. These precautions will ensure rodents cannot get back into your gas grill.
- 5.** Eliminate possible nesting areas and food sources for rodents. Seal any cracks in your home's foundation with caulking made for use on concrete and fill holes with steel wool; mice can gain access through a hole the size of a nickel. Clean up any water and put pet food into closed plastic or metal containers. Get rid of old clothes, furniture or newspapers that mice and rats use for nesting material. After each use of your grill, throw out food packaging, crumbs and fat drippings. Place mouse or rat traps around the grill if you notice mouse or rat droppings. If the grill is a permanent structure in your backyard, seal all entry points that rodents could use to gain access to the grill. Place a trap inside of the grill.

Things You Will Need

- Dish soap

- Bucket
- Abrasive sponge
- Grill brush
- Bleach
- Zippered grill cover
- Towel
- Rodent traps
- Caulking
- Screwdriver
- Self-tapping metal screws
- Sheet metal

Warning

Keep the propane tank disconnected from the gas grill during the winter. Rodents may chew through the regulator and create a gas leak, which could result in an explosion.

Wear gloves and a face mask when getting rid of rodents or rodent nests in your gas grill. Rodents carry diseases that cause human illness.



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: Peggy Huang, Trustee

Name of Conference/Event: CSDA LOBBY DAY

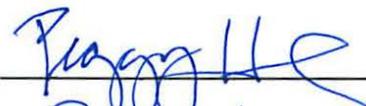
Date: 5/17/2022

Location: SACRAMENTO, CA.

I had the opportunity to meet with assemblywoman Larrie Davies and the legislative director from Assemblyman Tom Unberg's office. I stressed the importance of ensuring funding for mosquito abatement in orange county and recognizing mosquitoes as a ^{serious} public health risk. I invited the legislative director to visit our campus.

I was also pleased to learn that Insurance Commissioner Lara was proposed regulations for wildfire insurance policies to ensure price transparency, opportunity to mitigate risks to lower premium, and the ability to appeal insurance trials.

Date: 5/31/2022

Signed: 

Print Name: Peggy Huang



Orange County Mosquito and Vector Control District

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Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Staff Name and Title: Rick Howard, District Manager

Name of Conference/Event: 2022 CSDA Legislative Days

Date: May 17 and 18, 2022

Location: Sacramento, CA

On Tuesday and Wednesday May 17 and 18, 2022 I was in Sacramento attending CSDA's Legislative Days annual meeting.

Representatives from all types of special districts participated in this two-day event to help ensure the successful delivery of the essential local services special districts provide to millions of people statewide.

There were a variety of speakers, including legislators, lobbyists, and other state elected officials who participated.

I was able to have lunch with Assemblywoman Laurie Davies and staff from Senator Tom Umberg and Assemblywoman Janet Nguyen's offices. During that lunch meeting, I was able to discuss the need for additional funding for mosquito control, specifically SIT, on a much larger scale than the District's current pilot program.

I also discussed with CSDA advocacy staff the need to ensure that Special Districts be formally acknowledged in both state and federal funding opportunities. Currently, monies generally flow to counties and cities, leaving behind the many special districts that provide critical governmental services, including water, sewer, fire protection, law enforcement, vector control, libraries, etc.

Date: May 31, 2022

Signed: *Rick Howard*

Print Name: Rick Howard



Orange County Mosquito and Vector Control District

A Public Health Agency Serving Orange County Since 1947

Conference and Meeting Report

Staff of the Orange County Mosquito and Vector Control District and its Board of Directors attend a variety of educational seminars, conferences and symposia annually. This report provides a brief summary of the event attended, and the organizational value of that attendance to the District.

Staff Name and Title: Lora Young, Assistant District Manager/Director of Communications

Name of Conference/Event: CSDA Legislative Days

Date: May 16-18, 2022

Location: Sacramento, CA

After two years of virtual meetings, the CSDA Legislative Days was able to meet in person on Tuesday and Wednesday, May 17th and 18th. The conference provides an opportunity to meet with legislators and their staff and stay updated on what current legislation may impact special districts and OCMVCD specifically. During the meetings, I was able to meet with the Chiefs of Staff from Assemblywoman Janet Nguyen's office and Senator Umberg's office. We were also able to speak with Assemblywoman Laurie Davies and legislative staff from Assemblywoman Quirk-Silva's office. This opportunity allowed us to speak with electeds about the District's service, challenges and how we can help constituents.

The second portion of CSDA legislative days focuses on legislation that could impact the services or how special districts provide service. Below is a quick recap of some of key legislation:

Brown Act:

- **AB1944:** Modifies teleconferencing requirements for meetings and allow districts to not disclose all teleconference locations as long as its not a public place
- **AB2449:** Modifies teleconferencing for meetings to state at least a quorum has to in-person at a publicly accessible area.
- **SB1100:** Changes the requirements for removing individuals that intentionally disrupt the meeting.

Employee/Employer Relations

- **SB1044:** would allow employees to refuse to come to work during declared emergencies.
- **SB931:** Increases the fines for discouraging union membership and would require districts to pay for employee and employer legal fees.
- **AB1717 and AB 1851:** Redefine prevailing wage for certain positions.

Other Areas

- **AB 2357:** Changes provisions for surplus land Act regarding public notices
- **Initiative #21-0042A1:** Would change Prop 13, 218 and the California constitution to increase the burden and votes needed to increase local fees, taxes and assessments. This initiative would also open public agencies to a large number of litigations. The ballot initiative was pulled and will be reintroduced in 2024. CSDA is still taking an active opposition.

Overall the conference was very helpful in getting a highlight of all the legislation and case law that impacts the governance of special districts and how that can impact how OCMVCD would provide services.

Date: 5/20/2022

Signed: 

Print Name: LORA YOUNG

“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."