

# Annual Budget Fiscal Year 2018-2019



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# **Letter of Transmittal**



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**DATE:** June 21, 2018  
**TO:** President Lucille Kring  
Members of the Board of Trustees  
**FROM:** Rick Howard, District Manager  
**RE:** Fiscal Year 2018-19 Budget Transmittal

I am pleased to submit the FY 2018-19 Annual Budget for the Orange County Mosquito and Vector Control District (OCMVCD). The FY 2018-19 Budget fully funds District operations in accordance with the District's Mission Statement and Values: Consistent with the District's Mission Statement, the Orange County Mosquito and Vector Control District provides the citizens of Orange County with the highest level of protection from vectors and vector-borne diseases.

The OCMVCD has historically been a leader in the vector control industry, and as we enter the next fiscal year, that continues to be the case. Mosquito and vector control districts throughout the state continue to look to OCMVCD for entomological and operational leadership; be it mosquito resistance testing, pesticide efficacy and bio-assay testing, emerging surveillance techniques, or reducing our environmental footprint, we continue to be an industry leader and environmental steward. This District has pioneered and implemented several strategies and surveillance techniques that have become standard industry practices. The introduction and continued use of the underground storm drain system (USDS) treatment vehicles, a full-service laboratory (one of only a handful in the state) with state of the art Polymerase Chain Reaction (PCR) capabilities, and the invention of the Reiter/Cummings Gravid Trap are just a few of the many technological advances that have originated from OCMVCD.

The District was awarded the Department of Pesticide Regulation's Integrated Pest Management Award for 2017. This prestigious state-wide award recognized the District's long history of developing and promoting methods of mosquito, rat, and red imported fire ant control that reduces the risks associated with traditional chemical pesticides. The state highlighted the development and implementation of an education-based rat control program that led to a reduction in the amount of rodenticide applied by the Agency, development of the District's Integrated Pest Management (IPM) plan that was generated following the 2014 West Nile Virus (WNV) outbreak, the establishment of the Door-to-Door mosquito and inspection teams to control invasive *Aedes* mosquitoes, the District's leadership in promoting Zika tabletop exercises in Orange County, and expansion of the Red Imported Fire Ant Program to control the stinging ants on school campuses and in neighborhoods reporting activity.

*"An Independent Special District Serving Orange County Since 1947"*

The mission of the Orange County Mosquito and Vector Control District is to provide the citizens of Orange County with the highest level of protection from vectors and vector-borne diseases.

The District recently acquired its first Unmanned Aerial System (UAS) or (Drone). This technology will provide the ability for District staff to conduct more extensive inspections as well as to explore and identify difficult to reach mosquito breeding sites. Once the California Department of Pesticide Regulations (DPR) releases its final pesticide application rules, the District will then be able to reach and treat by UAS many of those hard to reach by foot locations. It is anticipated that DPR will release those rules in late 2018. The District's Drone program is in its infancy stage and staff is developing internal rules and regulations, as well as obtaining necessary FAA permits and waivers.

While Drones provide an aerial view of real-time conditions, staff is testing and evaluating underground rover technologies that have the ability to reach our most problematic breeding sites, providing real time data and a live video feed.

### **Governance, Legislative Policy and Board of Trustees**

From a legislative perspective, the Director of Communications and I have participated in a number of legislative activities in the current fiscal year, including meeting each member of the District's California Assembly and Senate delegation (or their staff), as well as Orange County's congressional staff. I also serve on the MVCAC and CSDA Legislative Committees, making sure that new legislation facing vector control, and special districts in particular, is closely monitored and tracked.

In August 2017, the Board transitioned from paper to paperless Board agendas, saving over 25 staff hours monthly. Similarly, and beginning in 2019, the District's annual preliminary budget notebooks will also go paperless. While more efficient, these changes are also more environmentally responsible.

The District's campus renovation project kicked off in FY 2017-18. This multi-year project, if approved by the Board, will result in much needed facility improvements. A space planning firm was engaged to provide a "space plan" and operational adjacency analysis. Based upon the results of that analysis, staff will continue to work with the Building, Property, and Equipment Committee with the goal of starting a site wide, phased work plan. More information will be available once the current space plan and adjacency analysis is completed.

In 2017-18, more and more Board members have availed themselves of vector related educational opportunities. This past May, staff conducted an in-depth *Vector Control Trustee Education Day*. Aimed at providing a deeper look into District activities, Trustees were exposed to a variety of Vector control techniques, field presentations, mosquito fish doing what they do best, and classroom education. Based on the success of that event, staff is preparing to conduct another *Vector Control Trustee Education Day* in the fall of 2018.

I'd like to thank the Board of Trustees for their continued participation and willingness to become more familiar with District responsibilities.

### **Administrative**

In 2017-18, the District updated its Reserve Policy. The Reserve Policy re-write was a month's long, thorough review of the District's reserves, and their intended uses. The Policy is currently going through an update to address the District's long-term facility needs as well as its ongoing pension liability, estimated at approximately \$2.0M (OCERS and CalPERS). The latter will result in the establishment of an Internal Revenue Code Section 115 Trust aimed at accumulating funds

to reduce the District's unfunded pension liability and helping to manage future year-to-year changes and fluctuations in required contributions. Presently it is proposed that \$2.0M be included in the Retirement Contingency Fund in FY 2018-19, and then be used to establish the Section 115 Trust.

June 30, 2018 will conclude the second year of the District's three-year labor agreement which ends on June 30, 2019. Starting in early 2019, management and OCMVCD Employee Association (EA) representatives will begin the process of negotiating what will hopefully be another long-term agreement. I look forward to continuing what has been a positive working relationship between the EA and the District.

From an overall staffing perspective, 2017-18 has been challenging. With the retirement of the District's long-time Accounting Supervisor, and the extended leave of the District's Administrative Services Director, that department has had its challenges. These staffing vacancies have resulted in additional work efforts on behalf of existing department staff as well as contract staff. I am looking forward to having the department back to full staffing in the foreseeable future.

The District's two major outreach initiatives continued to gain traction in the past year. The first was the expansion of the *Aedes* Response and the creation of the West Nile Virus Strike Teams. These Door-to-Door (D2D) teams visited more than 10,000 Orange County homes in 2017 and conveyed the District's messages. The D2D team inspected 2,463 properties for potential WNV transmission and 8,055 properties for invasive *Aedes* mosquito detections.

The District received federal grant funds to fund the *Aedes* D2D team for all of FY 2017-18, and through to July 31, 2018. Funding for both D2D programs is included in this year's budget. The District will continue to seek grant funding to help maintain these valuable non-pesticide solutions.

The second major initiative was the creation of the High Risk 9 (HR9) outreach program in 2016. This program focuses on those 9 cities where residents are most likely to experience high West Nile disease transmission. In 2018, the HR9 program has been expanded to incorporate a number of other agencies located within the geographical area identified as the HR9 cities. Staff has conducted trainings, tailgate meetings, and made presentations to these important municipal and service agency partners. The goal is to continue to leverage District and city resources in a variety of areas including messaging, media, USDS maintenance, and BMP design and long-term maintenance and upkeep.

Beginning in 2018, the staff will be initiating a much broader outreach effort for those school districts located within the HR9 area. While the District's education program focuses on 4<sup>th</sup> grade students, this program will target school administrators and principals. Each district within the HR9 area will receive informational packets and presentation materials to share with their students, teachers and parents. This effort will kick off in late Spring.

### **Communications**

Communications staff rolled out the "Orange County's Deadliest Predator" campaign in 2017. The campaign consisted of billboard, bus shelter, and print and electronic media, including radio and television PSA's in multiple languages. The 2018 "Make Your Home a Mosquito Free Zone" campaign is currently hitting the airwaves, and will consist of bus shelters, bus tails, and a robust countywide social media campaign.

The recently deployed *Monthly Report by City* provides Trustees a snapshot of each city and unincorporated county areas of the most up-to-date mosquito counts, outreach events attended, disease threats and other valuable local information.

On September 13, 2018, the District will be conducting a “Legislative Day at OCMVCD” for elected officials and their staff. The District’s Board of Trustees will also be invited to participate in this opportunity to educate and inform local elected officials of the District and the activities that take place throughout the year.

The Communications Department took great strides in 2017-18 to provide greater value in its messaging. The public asked for and Communications delivered on a variety of fronts, including the updated website and launch of a mobile web site; the implementation of the weekly eAlerts (for mosquito season) which is distributed to over 1,900 recipients (residents, local officials, and partner agencies), and growing; and developed Invasive *Aedes* educational materials in multiple languages (English, Spanish, Vietnamese, Korean, and Mandarin).

The District’s Education Program expanded significantly in FY 2017-18. With the Education Coordinator leading the way, the District more than 6,480 students from 77 schools in 18 cities since the program’s inception. Classrooms all received 3 hours of instruction and teachers were provided with additional materials to supplement the students’ learning curriculum. The number of classrooms reached in the 2017-18 year more than doubled when compared to the 2016-17 year. This was in part due to the hiring of a seasonal Education Program Assistant who scheduled lessons and prepared classroom materials which freed up the Education Coordinator to spend more time teaching in Orange County classrooms. This uptick in efficiency has allowed the Education Coordinator to book nearly 3 instructional sessions daily.

### **Scientific and Technical Services**

The Department of Scientific Technical Services (Lab) is unique, in that it is the only scientific group in Orange County with multi-disciplinary expertise in understanding and solving the complexity of vector problems encountered in the field of public health. The Lab provides critical assistance to all facets of the District, be it spatial data for Operations, providing “heat maps” for all of us to visually experience a West Nile virus (WNV) outbreak, information to help determine messaging originating from Communications, and data for Board information and consideration. The Lab also routinely informs the Orange County Health Care Agency (OCHCA) about all vector-borne disease threats, thereby enabling OCHCA to provide notices to physicians about health risks posed by WNV, typhus, and Lyme disease.

Over the past year, the lab has been involved in a number of issues, including the establishment of invasive *Aedes* mosquito trapping routes for surveillance; conducted 31 travel-related Zika case investigations and 12 typhus case follow-ups; collected invasive *Aedes aegypti* mosquitoes from multiple locations in the County to be tested by the State for insecticide resistance and disease; finalized the District’s “DRAFT Response Plan for Invasive *Aedes* Mosquitoes and the Diseases They Vector (Zika/dengue/chikungunya/yellow fever)”; and set mosquito traps at 1,305 different locations in the County, resulting in the testing of over 5,000 batches of mosquitoes (mosquito pools) and detection of 448 WNV-positive samples.

In addition to conducting routine vector-borne disease surveillance, the Lab was the key group that solved the vexing situation caused by biting mites tormenting students and staff at an

elementary school in Villa Park. This issue resulted in the District receiving positive world-wide publicity for our efforts in resolving this mystery.

One of Lab's goals is to keep abreast of cutting-edge practices and strategies in vector-borne disease control. The Lab's Environmental Management Program promotes proactive measures aimed at minimizing or avoiding vector production and to ensure that District practices are in compliance with current environmental laws and regulations. As previously noted, this integrated vector management approach resulted in being awarded the Department of Pesticide Regulation's Integrated Pest Management Award for 2017. The award recognized the District's long history of developing and promoting methods of mosquito, rat, and red imported fire ant control that reduces the risks associated with using traditional chemical pesticides.

### **Operations**

The District's ability to effectively inspect and treat known mosquito breeding sources that meets or exceeds all regulatory requirements is the ultimate goal of Operations and field personnel. Refinements to Operations survey protocols and treatment strategies have allowed OCMVCD to better control mosquitoes and mosquito-borne disease throughout Orange County.

A Federal Zika grant eventually totaling over \$290,000 was awarded to the District in April 2017, a significant portion was used to fund the District's *Aedes* Response Door-to-Door (D2D) Team until July 31, 2018. In 2017 alone, more than 10,000 homes were inspected by the D2D Teams.

In 2017, the District focused on reducing mosquito disease breeding sources and treating the larval, immature stages. Unfortunately, the city of La Habra for the second consecutive year led the county with the highest number of West Nile infected mosquitoes. District staff, with the cooperation of city staff, worked diligently at controlling the larval stages of mosquito breeding. However, once the disease threat levels reached high risk for human transmission and the number of adult mosquitoes reached epidemic levels, the District initiated a large-scale mosquito adulticiding campaign aimed at treating and reducing the threat of West Nile virus carrying mosquitoes. This residential truck-mounted application effort, took place over a three-week period. The treatment effort resulted in more than 3,600 homes treated a total of 6 times, covering 200 miles of residential streets. As the Board is aware, La Habra is a known hot-spot of WNV activity. Although four La Habra residents were diagnosed with the disease in 2017, none of those were knowingly contracted within the defined treatment zone. In addition to the reduction of disease-carrying mosquitoes, the La Habra effort was successful in regard to Civic and Trustee engagement as well as the foundational outreach message of personal precautions to City residents.

Also in 2017, larviciding and adulticiding campaigns were conducted at Huntington Beach's Central Park and Shipley Nature Center. Both locations were experiencing extremely elevated mosquito abundance in the 2017 season. Successful collaboration and coordination with the City of Huntington Beach resulted in a significant amount of vegetation and source reduction, which will greatly contribute to long-term solutions.

Operations staff participated in a successful coordinated exercise which addressed the possibility of a widespread vector-borne disease scenario in conjunction with OC Health Care Agency and City of Anaheim personnel.



The Board's support by increasing and expanding the District's Underground Storm Drain System (USDS) teams from four to six, as well as improved mapping and coordination of Spray Route and Flood Channel teams greatly improved routine cycle times to 10 days or less for underground systems, channels and gutter treatments Countywide.

### Financial Information Overview

The FY 2018-19 budget presents a sound operating budget that provides sufficient revenues to meet operating needs and to provide funding for all fund balance reserves in accordance with the District's policy.

During FY 2017-18, the Board reviewed fund balance reserve levels and adopted a revised fund balance policy. As a consequence, the FY 2018-19 proposed budget includes a planned reduction of operating fund balance reserves to bring the balance to \$3.1 million at June 30, 2019. This \$3.1 million fund balance is within the target range of 17%-25% of operating fund revenues, as specified in the fund balance policy, and will be achieved by transferring \$1.6 million to fund balance reserves. To maintain a \$2.0 million retirement contingency reserve balance, \$1.1 million will be transferred to the retirement contingency reserve. In accordance with the Board's proposed policy revision, \$500,000 will be transferred to the facilities improvement fund.

Following is a discussion of expected fund balances and proposed revenues and expenditures:

### Fund Balances

At the end of FY 2018-19, the District's fund balances are projected to total \$15.3 million:

<b>FISCAL YEAR 2018-19</b>							
<b>Fund Name</b>	<b>2016-17 Actual Balance</b>	<b>2017-18 Estimated Balance</b>	<b>2018-19 Proposed Revenues</b>	<b>2018-19 Proposed Expenditures</b>	<b>2018-19 Proposed Transfers</b>	<b>2018-19 Proposed Balance</b>	<b>Net (Use of)/ Addition to Reserves</b>
Operating	\$ 9,912,757	\$ 4,341,700	\$14,394,000	\$14,038,600	\$(1,596,800)	\$ 3,100,300	\$(1,241,400)
Vehicle Replacement	597,140	500,000	20,200	-	-	520,200	20,200
Liability Reserve	460,389	340,000	2,500	-	-	342,500	2,500
Equipment Replacement	455,337	800,000	6,800	-	-	806,800	6,800
Emergency Vector Control	1,151,399	1,600,000	13,500	-	-	1,613,500	13,500
Facilities Improvement	1,443,668	6,200,000	342,400	356,100	513,700	6,700,000	500,000
Habitat Remediation	185,668	100,000	-	-	-	100,000	-
Environmental Fund	12,064	-	-	-	-	-	-
Retiree Medical Insurance	171,687	175,000	164,000	164,000	-	175,000	-
Retirement Contingency	1,060,542	2,000,000	16,900	1,100,000	1,083,100	2,000,000	-
	<b>\$15,450,651</b>	<b>\$16,056,700</b>	<b>\$14,960,300</b>	<b>\$15,658,700</b>	<b>\$ -</b>	<b>\$15,358,300</b>	<b>(698,400)</b>
Capital facility expenditures re-budgeted from prior year							<b>315,000</b>
Net Use of Reserves							<b>(383,400)</b>
Less: Addition to reserves in funds 20-90							<b>(543,000)</b>
Use of reserves for current year operations and activity							<b>(926,400)</b>
Paydown of the CalPERS net pension liability (\$1,521,330 as of the most recent calculation)							<b>600,000</b>
Portion of OCERS triennial true-up payment of \$500K attributable to prior year funding (1/3 attributed to each FY)							<b>333,000</b>
FY 2018-19 revenues in excess of operating and capital expenditures							<b>\$ 6,600</b>

The District's operating fund is expected to end the fiscal year with a targeted fund balance of \$3.1 million, equal to 22 percent of the fund's FY 2018-19 budgeted expenditures. For the District's other reserve funds to be at the levels specified in the fund balance policy including the proposed revision to the facilities improvement reserve, a total of \$1.6 million is proposed to be transferred out of the operating fund.

The majority of this transfer is into the retirement contingency fund in order to maintain a reserve of \$2.0 million after FY 2018-19 proposed retirement fund expenditures of \$1.1 million. The District anticipates being assessed an amount of \$500,000 by OCERS for the retirement withdrawal triennial true-up; the actual amount of the triennial true-up is expected to be known in November 2018. In addition to the anticipated \$500,000 triennial true-up, the District is planning a \$600,000 payment to CalPERS to reduce the District's unfunded pension liability. As of the most recent calculation, the District's unfunded pension liability is \$1.5 million. During FY 2018-19, the District's Board will consider additional options for funding the remaining CalPERS unfunded pension liability. One option the Board is considering is to establish a retirement trust fund similar to the trust fund already established for other post-employment benefits. The main purpose of the retirement trust fund will be to accumulate monies to offset the unfunded retirement liability with CalPERS.

The other budgeted transfer is \$0.5 million into the facilities improvement fund in accordance with a proposed revision to the fund balance reserve policy. The proposed revision is to annually add \$0.5 million to the facilities improvement reserve to accumulate funds in anticipation of future building needs.

## **Revenue**

Total projected revenue for FY 2018-19 is \$14.96 million. The District's largest sources of revenue are property tax and two benefit assessment districts. Together, these three revenue sources account for \$13.76 million, or 92% of all FY 2018-19 revenues.

Ad Valorem Property Tax: Staff projects a 2.7% increase in FY 2018-19 revenues, resulting in anticipated revenues of \$5.9 million. In FY 2018-19, the Board is proposing to revise its fund balance policy to annually set aside \$0.5 million of ad valorem property tax receipts into the facilities improvement reserve in anticipation of future building needs.

Assessment District No. 1: This assessment provides funding for vector control and disease surveillance services and related capital, operational, and administrative expenses. The rates of the annual assessments levied in connection with Assessment District No. 1 have remained unchanged since 1996 (\$1.92 per Benefit Unit). For FY 2018-19, Assessment District No. 1 is anticipated to yield \$1.6 million.

Assessment District No. 2: This assessment was established in 2004 and is known as the Mosquito, Fire Ant, and Disease Control Assessment and may be used to fund vector-control programs. The initial maximum assessment rate balloted and established by the voters in FY 2004-05, was \$5.42 per Single Family Equivalent unit (SFE). The authority granted by the voter-approved ballot includes an annual adjustment to the maximum authorized assessment rate equal to the annual change in the Consumer Price Index for the Los Angeles area, not to exceed 3%. During FY 2017-18, the District received a grant which allowed that year's assessment to remain at the prior year's rate of \$6.72; since no additional grant monies were anticipated for FY 2018-19, it was expected that the rate for FY 2018-19 would need to increase to make up for the loss of the grant as well as to cover cost growth. In addition, as a result of the ad valorem property tax being used to increase the facilities improvement reserve, the Assessment District No. 2 rate for FY 2018-19 will increase to absorb more of the vector program costs which were previously funded by the ad valorem property tax.

The following chart shows the historical levy by fiscal year.

Assessment District #2

FY	CPI History	Maximum Authorized Assessment Rate	Actual/Proposed Assessment Rate Levied
2004-05	N/A	\$5.42	\$5.42
2005-06	3.66%	\$5.58	\$5.30
2006-07	5.42%	\$5.75	\$5.25
2007-08	3.20%	\$5.92	\$5.14
2008-09	3.92%	\$6.10	\$5.10
2009-10	-0.09%	\$6.28	\$5.06
2010-11	1.76%	\$6.46	\$5.02
2011-12	1.80%	\$6.58	\$5.02
2012-13	2.09%	\$6.72	\$5.02
2013-14	1.95%	\$6.85	\$5.02
2014-15	0.77%	\$6.90	\$5.02
2015-16	-0.05%	\$6.89	\$6.02
2016-17	3.10%	\$7.10	\$6.72
2017-18	2.11%	\$7.26	\$6.72
2018-19	5.21%	\$7.48	\$7.48 PROPOSED

If authorized by the Board of Trustees as a part of this budget, the public hearing and vote to approve the proposed Assessment District #2 rate for FY 2018-19 of \$7.48 shall take place at the June 2017 Board of Trustees meeting.

**Expenditures**

For FY 2018-19, the Budget Expenditure Summary for all funds is as follows:

All Funds	FY 2017-18 Budget	FY 2017-18 Estimated	FY 2018-19 Proposed
Personnel	\$9,671,100	\$9,447,360	\$10,221,150
Maintenance & Operations	3,812,600	3,827,960	4,892,050
Capital Outlay	810,000	527,310	545,500
Total	\$14,293,700	\$13,802,630	\$15,658,700
			Change 9.5%

**Operating Expenditures**

The primary objective when putting together the District's operating budget is to allocate resources in a manner that continues to support the highest level of protection from vectors and vector-borne diseases to the citizens of Orange County. The FY 2018-19 proposed budget continues the program enhancements which were begun in FY 2016-17, including the *Aedes*

Response Team, the West Nile Virus Strike Team, expansion of the underground storm drain teams, and the implementation of the education and outreach programs. The District found these programs to be effective in support of the overall mission of protecting the public's health from vector-borne diseases.

Operating expenditures are separated into the categories of Personnel and Maintenance & Operations costs. These proposed operating expenditures are discussed in more detail below.

### **Personnel:**

Personnel costs make up approximately 72% of the District's total operating expenditures for FY 2018-19. During FY 2017-18 the District authorized 65 regular full-time employees and \$1.75 million of salaries for seasonal and extra-help staff. The FY 2018-19 proposed budget includes 66 regular full-time employees and \$1.78 million of salaries for seasonal and extra help staff. The fully burdened cost for all District personnel, including regular full-time, seasonal, and extra help is \$10.2 million.

The personnel costs include all amounts resulting from implementation of the final year of the three-year Memorandum of Understanding between the District and the Orange County Mosquito and Vector Control District Employees' Association. Additionally, the costs for one proposed new full-time position are included. The proposed new position is a Data Application Specialist to focus on managing all of the District's software applications. Personnel costs are estimated to increase by \$550,000 as a result of all of these changes.

### **Maintenance and Operations Expenditures:**

#### Executive Department

The total proposed operations budget for the executive department is \$546,950 and includes a net increase of \$37,550. The District's Trustees are making use of opportunities to attend vector conferences and meetings, resulting in a budget increase of \$7,000 for Trustee conferences and meetings. The department's operations costs also include \$50,000 for architect services to design building changes and improvements and \$50,000 for potential changes related to the compensation and classification study. These increases are offset by anticipated reductions totaling \$70,000 in costs for disaster preparation, records retention, and legal services.

#### Administrative Services Department

Operations costs budgeted for administrative services are proposed to be \$975,290, a decrease of \$19,700 from the prior year. The largest component of the department's operations costs is insurance. Although workers' compensation and general liability insurance premiums are anticipated to remain the same, the premiums for property-related insurances are expected to decrease slightly.

#### Scientific Technical Services Department

To combat the high WNV infection rate and introduction of the invasive *Aedes* mosquito species, the estimated supplies and operations cost for heightened mosquito and disease surveillance in FY 2018-19 is projected to be \$260,970, an increase of \$26,970 over FY 2017-18. The increase is mainly a result of the need to run tests for additional diseases on each batch of mosquitoes as

well as an \$8,000 increase in conferences and meetings for staff to attend an arbovirology certification course.

#### Operations Department

Total maintenance and operating costs for the operations department are budgeted to be \$1.3 million, an increase of only \$19,000 over the prior year. The majority of the department's maintenance and operations costs are for fuel and pesticides, and those are budgeted to each increase by \$25,000. This \$50,000 increase is reduced by \$39,000 for the digital map software cost which is being moved to the communications department for information technology staff to monitor. The remainder of the net increase is comprised of cumulative minor changes in various line items.

#### Communications Department

The communications department is responsible for communication with the public as well as internal communication in the form of information technology (IT). Overall, the department's maintenance and operations costs are proposed to be \$459,500, a net decrease of \$83,000. During FY 2017-18, the communications department used grant funding for a public relations contract. The services were completed in FY 2017-18 resulting in a reduction of \$85,000 in costs for FY 2018-19. Other reductions totaling \$44,000 are a result of increased efficiency within IT reducing the extent of computer consulting as well as the number of software licenses needed. These reductions are offset by assuming costs of \$39,000 which were previously charged to the operations department for digital map software.

#### Facilities Improvement Fund

Operating expenditures total \$41,100 for FY 2018-19, an increase of \$8,600 over the prior year which reflects property management costs which are being handled by a consultant instead of in-house staff beginning mid-year in FY 2017-18.

#### Retiree Medical Insurance

The most recent actuarial valuation of the District's retiree health insurance program reported that retiree medical costs continue to be fully funded within the established trust fund. As a result, it is recommended that the District continue to collect reimbursement from the Retiree Medical Trust for all District-funded costs incurred until the next valuation. As a result, FY 2018-19 expenditures of \$164,000 are expected to be fully reimbursed by a combination of retirees and the Retiree Medical Trust account.

#### Retirement Contingency

As previously explained, the retirement contingency fund is anticipated to have a \$500,000 obligation to be paid to OCERS as a result of the triennial true-up of the withdrawal retirement liability. In addition, the District is proposing a \$600,000 payment be made to CalPERS to reduce the District's unfunded retirement liability. The most recent valuation calculated the unfunded liability to be \$1.5 million. During FY 2018-19, the District's Board will consider additional options for funding the remaining CalPERS unfunded retirement liability. One option the Board is considering is to establish a retirement trust fund similar to the trust fund already established for other post-employment benefits. The purpose of the retirement trust fund would be to accumulate monies to offset the unfunded retirement liability with CalPERS.



## **Capital Outlay**

Total capital outlay costs are proposed to be \$545,500 in FY 2018-19 as discussed below:

**Operating Fund:** Total operating fund capital outlay costs are proposed to be \$230,500 for FY 2018-19 and include acquisition of the following items:

- Executive department items totaling \$3,500 for a fire safe.
- Administrative Services items totaling \$5,000 for new printing and scanning equipment.
- Laboratory items totaling \$25,000 for additional testing equipment.
- Vehicles totaling \$115,000: Four trucks and three shells.
- Replacement and enhancement of surveillance cameras at District facilities totaling \$18,000.
- Computer and IT replacements, upgrades, and firewalls totaling \$54,000.
- Outreach program microscopes with iPads totaling \$10,000

**Facility Improvement Fund:** Total Facility Improvement Fund capital outlay costs are proposed to be \$315,000 and include the following. These items were budgeted in the prior year but will not be completed until FY 2018-19, and thus are proposed to be re-budgeted in FY 2018-19:

- \$115,000 to repave the parking lot at the main District facilities.
- \$200,000 for a new roof for the Haster Business Park facility.

## **Conclusion**

As is customary, staff will continue to monitor revenues and expenditures throughout the fiscal year and will make recommendations on modifications as necessary to ensure the District is able to provide quality services while maintaining a balanced budget.

The proposed FY 2018-19 budget addresses the many challenges facing the District, including escalating WNV cases and introduction of invasive *Aedes* mosquito species. District staff is committed to achieving its mission of protecting the health of all those living, working, and playing in Orange County.

It is without a doubt that District employees are its greatest asset and most effective outreach resource. Staff takes pride in protecting the health of everyone who lives, works and plays in Orange County.

RH/jm

# **Year in Review FY 2017/18**

# FY 2017/18 Year in Review Summary

## Executive

- Executive staff chaired or participated in 5 committees at the state or national level
- Met with representatives from all legislative districts covering Orange County
- Hosted a Trustee Education Day
- Presented District activities at 5 city council meetings
- Conducted 5 out of 9 meetings with HRA9 Cities.

## **Board Activities**

New/Updated District Policies	3
Resolutions Adopted	14
Agendas Prepared*	12
Board Committee Meetings	34

\*Paperless Agenda implemented in August 2017

## Administrative Services

### **Financials**

Warrants Paid	2,200
Maintain District Vendors	1,051
Payroll Checks Issued	3,111
Budget/Financial Requests Processed	660

### **Human Resources**

Number of Recruitments	10
Employment Applications Processed	601
New Employees On-boarded	79
Worker Compensation Cases	10
Liability/Auto Accidents	9

## Communications

- Staff assisted with 8,895 calls from the public.
- Implemented an IT help desk solution system in March and logged 344 requests for service.
- Maintained and supported 390 District devices.
- Implemented a new firewall in December, that prevented 104,398 cyber threats.
- Captured and maintained 90,777 records in the data management system.
- Updated or replaced 6 IT infrastructure systems that included virtual servers for District, UPS battery back ups system, back up software solution, and new storage solution.

### **Community Outreach Events**

Events attended	56
Inflatable Mosquito at Events	24
Number of Cities	27
Total Hours worked	1,073

### **Additional Outreach Opportunities**

Discovery Cube Interactive Display	61,272
E-Alert OCMVCD Newsletter Subscribers	1,697
Facebook and Twitters Followers	6,425
Staff Presentations/Events	33

### **Large Media Campaign**

Billboards	7
Bus Shelters	49
Social Media Posts	539
Radio PSAs	824

### **Media**

Press Releases Issued	11
Press Mentions	184
Social Media Mentions	247

### **4<sup>th</sup> Grade Education Program**

Schools Reached	52
Students Educated	4,669
Total Classes	157
Number of Cities	13

# FY 2017/18 Year in Review Summary (Continued)

## Scientific Technical Services

- Staff completed 10 product efficacy test and 11 bottle Bioassays.
- Lab Staff worked with outside agencies to resolve mammals and arthropods complaints in 5 areas.
- Worked to develop 12 procedure documents to address District operations and response.
- A total of 54 rodents were captured and tested for Hanta Virus and 75 were tested for plague.
- The mosquito rearing program produced 152,110 mosquitofish. 69,000 mosquitofish were stocked by staff and 10,000 mosquitofish were distributed to the public.

Mosquitoes Collected & Identified				West Nile Virus Surveillance	
Species	Males	Females	Totals		
<i>Cx stigmatosoma</i>	4	511	515	Traps set	6,663
<i>Cx quinquefasciatus</i>	10,677	119,361	130,038	Mosquito Pools (samples) Tested	5,143
<i>Cx erythrothorax</i>	206	71,339	71,545	WNV Positive Mosquito Pools	276
<i>Cx tarsalis</i>	86	1,784	1,870	Dead bird total/WNV	428/52
<i>Cx thriambus</i>	0	19	19	Mosquito Larval Identifications	3,281
<i>Cs inornata</i>	3	177	180	Phone Call Requests	580
<i>Cs incidens</i>	67	2,216	2,283		
<i>Cs particeps</i>	3	1,149	1,152	Other Arthropod Surveillance	
<i>Ae squamiger</i>	0	10	10	Ticks Tested for Disease	51
<i>Ae washinoi</i>	3	2,666	2,669	Fleas Identified	2,251
<i>Ae taeniorhynchus</i>	0	271	271	Fleas Tested	195
<i>Ae albopictus</i>	23	27	50	Public ID requests	433
<i>Ae aegypti</i>	336	656	992		
<i>Ae notoscriptus</i>	0	1	1		
<i>An hermsi</i>	59	2,908	2,967		
<i>An franciscanus</i>	2	178	180		
		<b>Total</b>	<b>214,742</b>		

## Operations

- A total of 6,620 miles of flood channels treated.
- The RIFA program surveyed 8,064 acres and treated 3,932.
- 46,435 underground drains and catch basins treated.
- A total of 15,000 miles of gutters treated.
- 3,494 pools treated per year, a total of 9,885 times.
- 24,393 Inspection Treatments completed.

### Adult Mosquito Control

Backpack Treatments	360 Homes
Residential Truck Mounted Treatments (La Habra)	199 Miles
Truck Mounted Treatments in Non-residential	8,286 Acres

### Door to Door Team Inspections and Treatments

WNV	2,433
Aedes	10,048
<b>Total</b>	<b>12,481</b>

### Service Request Completed

Mosquitoes	2,228
Rats	1,253
Red Imported Fire Ants	2,002
Flies	47
Other	356
<b>Total</b>	<b>5,886</b>

### Vehicle Maintenance

Number of Vehicles (6 New Vehicles)	94
Miles Driven	516,852
Vehicle Repair Completed (Minor and Major)	436
Vehicle Fabrications	6

# FY 2017/18 Year in Review Summary (Continued)

## CALIFORNIA DEPARTMENT OF REGULATIONS HONORS ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT FOR INNOVATIONS THAT REDUCE PESTICIDE RISK

In February 2018, the Orange County Mosquito and Vector Control District (OCMVCD) was one of four organizations awarded the "2017 Integrated Pest Management (IPM) Achievement Award" from the California Department of Pesticide Regulation (DPR).

The IPM Achievement Award is considered one of DPR's highest honors and is awarded to agencies and organizations that demonstrate innovative strategies based on scientific principles of IPM, including a preference for practicing preventative measures and using beneficial organisms for pest control when feasible.



### District Pesticide Usage for FY 2018/18

Product Name	Vector Target	Total Usage
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!2 ")% '3)% '( \$* !&+ ',!\$ +	(!	4567/78 1,
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(Continued)		
Product Name	Vector Target	Total Usage
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Vector Target Key	
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2!	2 ONPQO! UQVWITUK
)	) OUKLITUK

\*OMRI Organic Registered indicates the product can be applied to organic crops.



# Fund Balance

# Fund Balance Sheet

<b>FISCAL YEAR 2018-19</b>								
Fund No.	Fund Name	2016-17 Actual Balance	2017-18 Estimated Balance	2018-19 Proposed Revenues	2018-19 Proposed Expenditures	2018-19 Proposed Transfers	2018-19 Proposed Balance	Net (Use of)/ Addition to Reserves
10	Operating	\$ 9,912,757	\$ 4,341,700	\$ 14,394,000	\$ 14,038,600	\$ (1,596,800)	\$ 3,100,300	\$ (1,241,400)
20	Vehicle Replacement	597,140	500,000	20,200	-	-	520,200	20,200
30	Liability Reserve	460,389	340,000	2,500	-	-	342,500	2,500
40	Equipment Replacement	455,337	800,000	6,800	-	-	806,800	6,800
50	Emergency Vector Control	1,151,399	1,600,000	13,500	-	-	1,613,500	13,500
60	Facilities Improvement	1,443,668	6,200,000	342,400	356,100	513,700	6,700,000	500,000
70	Habitat Remediation	185,668	100,000	-	-	-	100,000	-
75	Environmental Fund	12,064	-	-	-	-	-	-
90	Retiree Medical Insurance	171,687	175,000	164,000	164,000	-	175,000	-
95	Retirement Contingency	1,060,542	2,000,000	16,900	1,100,000	1,083,100	2,000,000	-
		<b>\$ 15,450,651</b>	<b>\$ 16,056,700</b>	<b>\$ 14,960,300</b>	<b>\$ 15,658,700</b>	<b>\$ -</b>	<b>\$ 15,358,300</b>	<b>(698,400)</b>
Capital facility expenditures re-budgeted from prior year								<b>315,000</b>
Net use of reserves (all funds)								<b>(383,400)</b>
Less: Addition to reserves in funds 20-90								<b>(543,000)</b>
Use of operating reserves for non-current activity								<b>(926,400)</b>
Paydown of the CalPERS net pension liability (\$1,521,330 as of the most recent calculation)								<b>600,000</b>
Portion of OCERS triennial true-up payment of \$500K attributable to prior year funding (1/3 attributed to each FY)								<b>333,000</b>
FY 2018-19 revenues in excess of expenditures								<b>\$ 6,600</b>

<b>FISCAL YEAR 2019-20</b>								
Fund No.	Fund Name	2017-18 Estimated Balance	2018-19 Proposed Balance	2019-20 Projected Revenues	2019-20 Projected Expenditures	2019-20 Projected Transfers	2019-20 Projected Balance	Net (Use of)/ Addition to Reserves
10	Operating	\$ 4,341,700	\$ 3,100,300	\$ 14,747,600	\$ 14,437,860	\$ (500,000)	\$ 2,910,040	\$ (190,260)
20	Vehicle Replacement	500,000	520,200	20,200	-	-	540,400	20,200
30	Liability Reserve	340,000	342,500	2,500	-	-	345,000	2,500
40	Equipment Replacement	800,000	806,800	6,800	-	-	813,600	6,800
50	Emergency Vector Control	1,600,000	1,613,500	13,500	-	-	1,627,000	13,500
60	Facilities Improvement	6,200,000	6,700,000	342,400	241,100	500,000	7,301,300	601,300
70	Habitat Remediation	100,000	100,000	-	-	-	100,000	-
90	Retiree Medical Insurance	175,000	175,000	164,000	164,000	-	175,000	-
95	Retirement Contingency	2,000,000	2,000,000	16,900	-	-	2,016,900	16,900
		<b>\$ 16,056,700</b>	<b>\$ 15,358,300</b>	<b>\$ 15,313,900</b>	<b>\$ 14,842,960</b>	<b>\$ -</b>	<b>\$ 15,829,240</b>	<b>\$ 470,940</b>

# Fund Balance Reserves

## FISCAL YEAR 2018-19

Fund No.	Fund Name	2018-19 Proposed Balance	Target Balance	Over / <Under> Target Balance
10	Operating	\$ 3,100,300	Note 1	n/a
20	Vehicle Replacement	520,200	\$ 500,000	20,200
30	Liability Reserve	342,500	340,000	2,500
40	Equipment Replacement	806,800	800,000	6,800
50	Emergency Vector Control	1,613,500	1,600,000	13,500
60	Facilities Improvement (Note 2)	6,700,000	6,700,000	-
70	Habitat Remediation	100,000	100,000	-
90	Retiree Medical Insurance	175,000	175,000	-
95	Retirement Contingency	2,000,000	2,000,000	-
		<b>\$ 15,358,300</b>	<b>\$ 12,215,000</b>	<b>\$ 43,000</b>

Note 1: The Fund Balance/Reserves Policy calls for an unrestricted Operating Fund fund balance equal to 17% - 25% of annual Operating Fund revenues. For FY 2018-19, this range is \$2,447,000 to \$3,598,500, and the proposed ending balance at the end of FY 2018-19 is within this range.

Note 2: The \$6.7M target reflects a proposed change to the reserve policy to make an annual \$500,000 contribution to the reserves balance from the ad valorem property tax.

## FISCAL YEAR 2019-20

Fund No.	Fund Name	2019-20 Projected Balance	Target Balance	Over / <Under> Target Balance
10	Operating	\$ 2,910,040	Note 3	n/a
20	Vehicle Replacement	540,400	\$ 500,000	40,400
30	Liability Reserve	345,000	340,000	5,000
40	Equipment Replacement	813,600	800,000	13,600
50	Emergency Vector Control	1,627,000	1,600,000	27,000
60	Facilities Improvement (Note 4)	7,301,300	6,200,000	1,101,300
70	Habitat Remediation	100,000	100,000	-
90	Retiree Medical Insurance	175,000	175,000	-
95	Retirement Contingency	2,016,900	2,000,000	16,900
		<b>\$ 15,829,240</b>	<b>\$ 11,715,000</b>	<b>\$ 1,204,200</b>

Note 3: The Fund Balance/Reserves Policy calls for an unrestricted Operating Fund fund balance equal to 17% - 25% of annual Operating Fund revenues. For FY 2019-20, this range is projected to be \$2,507,100 to \$3,686,900, and the projected ending balance at the end of FY 2019-20 is within this range.

Note 4: The \$7.3M target reflects a proposed change to the reserve policy to make an annual \$500,000 contribution to the reserves balance from the ad valorem property tax.

# All Funds: Source and Use of Funds

## BUDGET FOR FISCAL YEAR 2018-19

<u>Use of Funds</u>	Personnel	Maintenance & Operations	Capital Outlay	Total
<b>Expenditures:</b>				
Operating Fund				
Executive	\$ 366,600	\$ 546,950	\$ 3,500	\$ 917,050
Administrative Services	566,300	979,290	5,000	1,550,590
Scientific Technical Services	1,375,400	260,970	25,000	1,661,370
Operations	6,750,400	1,341,780	115,000	8,207,180
Communications	1,162,450	457,960	82,000	1,702,410
Subtotal Operating Fund	<u>10,221,150</u>	<u>3,586,950</u>	<u>230,500</u>	<u>14,038,600</u>
Vehicle Replacement Fund	-	-	-	-
Liability Reserve Fund	-	-	-	-
Equipment Replacement Fund	-	-	-	-
Emergency Vector Control Fund	-	-	-	-
Facilities Improvement Fund	-	41,100	315,000	356,100
Habitat Remediation Fund	-	-	-	-
Environmental Fund	-	-	-	-
Retiree Medical Insurance Fund	-	164,000	-	164,000
Retirement Contingency Fund	-	1,100,000	-	1,100,000
<b>Total Use of Funds - All Funds</b>	<u><u>\$ 10,221,150</u></u>	<u><u>\$ 4,892,050</u></u>	<u><u>\$ 545,500</u></u>	<u><u>15,658,700</u></u>
<b>Sources of Funds</b>				
Revenues				14,960,300
Re-budget from FY 2017-18				315,000
<b>Total Funding Sources</b>				<u>15,275,300</u>
<b>Net Use of Reserves</b>				<u><u>\$ (383,400)</u></u>

## PROJECTION FOR FISCAL YEAR 2019-20

<u>Use of Funds</u>	Personnel	Maintenance & Operations	Capital Outlay	Total
<b>Expenditures:</b>				
Operating Fund				
Executive	\$ 367,800	\$ 536,950	\$ -	\$ 904,750
Administrative Services	588,100	1,096,050	5,000	1,689,150
Scientific Technical Services	1,508,100	260,970	25,000	1,794,070
Operations	6,830,800	1,338,180	120,000	8,288,980
Communications	1,191,450	472,460	97,000	1,760,910
Subtotal Operating Fund	<u>10,486,250</u>	<u>3,704,610</u>	<u>247,000</u>	<u>14,437,860</u>
Vehicle Replacement Fund	-	-	-	-
Liability Reserve Fund	-	-	-	-
Equipment Replacement Fund	-	-	-	-
Emergency Vector Control Fund	-	-	-	-
Facilities Improvement Fund	-	41,100	200,000	241,100
Habitat Remediation Fund	-	-	-	-
Environmental Fund	-	-	-	-
Retiree Medical Insurance Fund	-	164,000	-	164,000
Retirement Contingency Fund	-	-	-	-
<b>Total Use of Funds - All Funds</b>	<u><u>\$ 10,486,250</u></u>	<u><u>\$ 3,909,710</u></u>	<u><u>\$ 447,000</u></u>	<u><u>14,842,960</u></u>
<b>Sources of Funds</b>				
Revenues				15,313,900
<b>Total Funding Sources</b>				<u>15,313,900</u>
<b>Net Addition to Reserves</b>				<u><u>\$ 470,940</u></u>

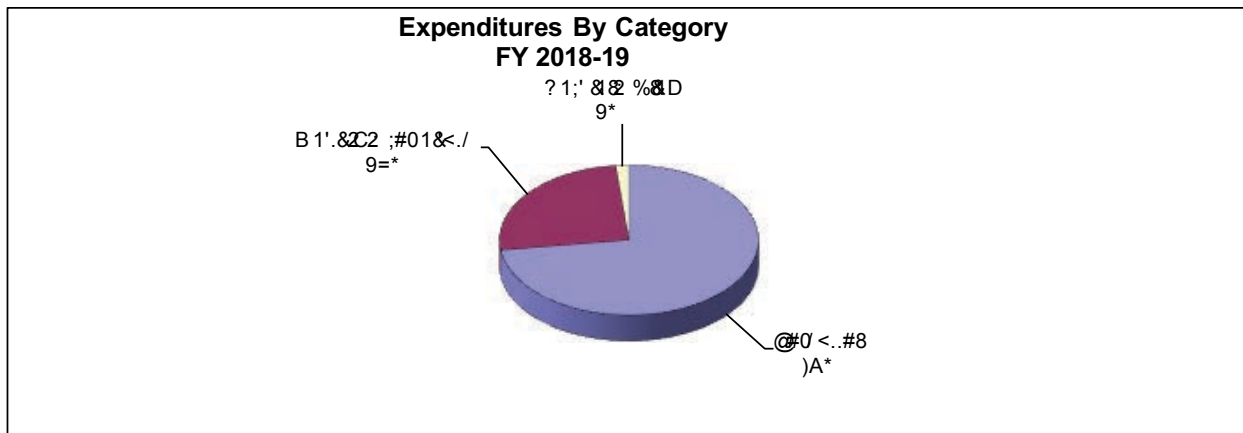
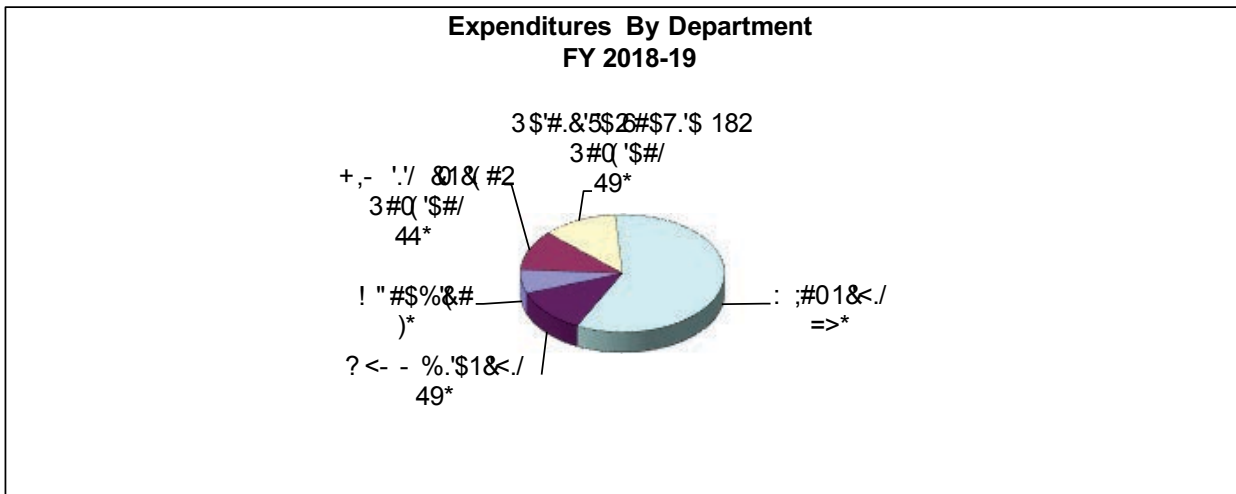
# Summaries



# Operating Fund Expenditure Summary

FY 2018-19	Executive	Administrative Services	Scientific Technical Services	Operations	Communications	Operating Fund Total	Percent of Total
Personnel	\$ 366,600	\$ 566,300	\$ 1,375,400	\$ 6,750,400	\$ 1,162,450	\$ 10,221,150	72%
Maint & Operations	546,950	979,290	260,970	1,341,780	457,960	3,586,950	26%
Capital Outlay	3,500	5,000	25,000	115,000	82,000	230,500	2%
	<b>\$ 917,050</b>	<b>\$ 1,550,590</b>	<b>\$ 1,661,370</b>	<b>\$ 8,207,180</b>	<b>\$ 1,702,410</b>	<b>\$ 14,038,600</b>	<b>100%</b>
Percent of Total	7%	11%	12%	58%	12%	100%	

FY 2019-20	Executive	Administrative Services	Scientific Technical Services	Operations	Communications	Operating Fund Total	Percent of Total
Personnel	\$ 367,800	\$ 588,100	\$ 1,508,100	\$ 6,830,800	\$ 1,191,450	\$ 10,486,250	72%
Maint & Operations	536,950	1,096,050	260,970	1,338,180	472,460	3,704,610	26%
Capital Outlay	-	5,000	25,000	120,000	97,000	247,000	2%
	<b>\$ 904,750</b>	<b>\$ 1,689,150</b>	<b>\$ 1,794,070</b>	<b>\$ 8,288,980</b>	<b>\$ 1,760,910</b>	<b>\$ 14,437,860</b>	<b>100%</b>
Percent of Total	6%	12%	12%	57%	13%	100%	



# Operating Fund Expenditure Summary

## BY DEPARTMENT AND EXPENDITURE TYPE

FISCAL YEAR 2018-19				
	Personnel	Maintenance & Operations	Capital Outlay	Total
<b>Executive</b>				
Trustees	\$ -	\$ 62,500	\$ -	\$ 62,500
District Manager	366,600	42,150	3,500	412,250
Legal Services	-	120,000	-	120,000
Non-Departmental	-	322,300	-	322,300
sub-total	366,600	546,950	3,500	917,050
<b>Administrative Services</b>				
Administrative Services	566,300	284,650	5,000	855,950
Insurance	-	694,640	-	694,640
sub-total	566,300	979,290	5,000	1,550,590
<b>Scientific Technical Services</b>	1,375,400	260,970	25,000	1,661,370
<b>Operations</b>				
Field Operations	6,216,800	959,270	-	7,176,070
Vehicle Maintenance	350,400	317,600	115,000	783,000
Building Maintenance	183,200	64,910	-	248,110
sub-total	6,750,400	1,341,780	115,000	8,207,180
<b>Communications</b>				
Public Information	510,450	239,200	10,000	759,650
Information Technology	472,100	218,760	72,000	762,860
Public Service	179,900	-	-	179,900
sub-total	1,162,450	457,960	82,000	1,702,410
Total Operating Expenditures	<u>\$ 10,221,150</u>	<u>\$ 3,586,950</u>	<u>\$ 230,500</u>	<u>\$ 14,038,600</u>

FISCAL YEAR 2019-20				
	Personnel	Maintenance & Operations	Capital Outlay	Total
<b>Executive</b>				
Trustees	\$ -	\$ 62,500	\$ -	\$ 62,500
District Manager	367,800	47,150	-	414,950
Legal Services	-	105,000	-	105,000
Non-Departmental	-	322,300	-	322,300
sub-total	367,800	536,950	-	904,750
<b>Administrative Services</b>				
Administrative Services	588,100	272,150	5,000	865,250
Insurance	-	823,900	-	823,900
sub-total	588,100	1,096,050	5,000	1,689,150
<b>Scientific Technical Services</b>	1,508,100	260,970	25,000	1,794,070
<b>Operations</b>				
Field Operations	6,293,400	955,670	-	7,249,070
Vehicle Maintenance	353,000	317,600	120,000	790,600
Building Maintenance	184,400	64,910	-	249,310
sub-total	6,830,800	1,338,180	120,000	8,288,980
<b>Communications</b>				
Public Information	522,650	253,700	10,000	786,350
Information Technology	477,800	218,760	87,000	783,560
Public Service	191,000	-	-	191,000
sub-total	1,191,450	472,460	97,000	1,760,910
Total Operating Expenditures	<u>\$ 10,486,250</u>	<u>\$ 3,704,610</u>	<u>\$ 247,000</u>	<u>\$ 14,437,860</u>

# Capital Outlay Summary

		<b>2018-19 Budget</b>
<b>Operating Fund</b>		
<b>Executive</b>		
(1)	Fire Safe	\$ 3,500
<b>Administrative Services</b>		
(1)	Laserfiche Desktop Scanner	2,000
(2)	Replacement printers	3,000
		<u>5,000</u>
<b>Scientific Technical Services</b>		
(1)	Hemotek with thermometer	20,000
various	Mosquito-rearing equipment	5,000
		<u>25,000</u>
<b>Operations</b>		
(2)	4 x 2 Chevrolet Colorado Trucks	51,000
(1)	4 x 4 Chevrolet Colorado Truck	31,000
(3)	Camper Shells	7,000
(1)	Chevrolet Silverado Truck	26,000
		<u>115,000</u>
<b>Communications</b>		
	Microscopes with Ipads for outreach program	10,000
	Wireless access points and various switches	9,800
(1)	Firewall	14,000
	Security Camera Expansion	18,000
(1)	Backup Conference Phone	1,200
(13)	Replacement PCs	21,000
(4)	Laptops	8,000
		<u>82,000</u>
<b>Operating Fund Total</b>		<b>\$ 230,500</b>
<b>Facility Improvement Fund</b>		
	Repaving of District Parking Lot (carryover from FY 17/18)	\$ 115,000
	New Roof / HBP (carryover from FY 17/18)	200,000
		<u>315,000</u>
<b>Facilities Improvement Fund</b>		<b>\$ 315,000</b>
<b>Total Capital Outlay</b>		<b>\$ 545,500</b>

# Personnel Summary

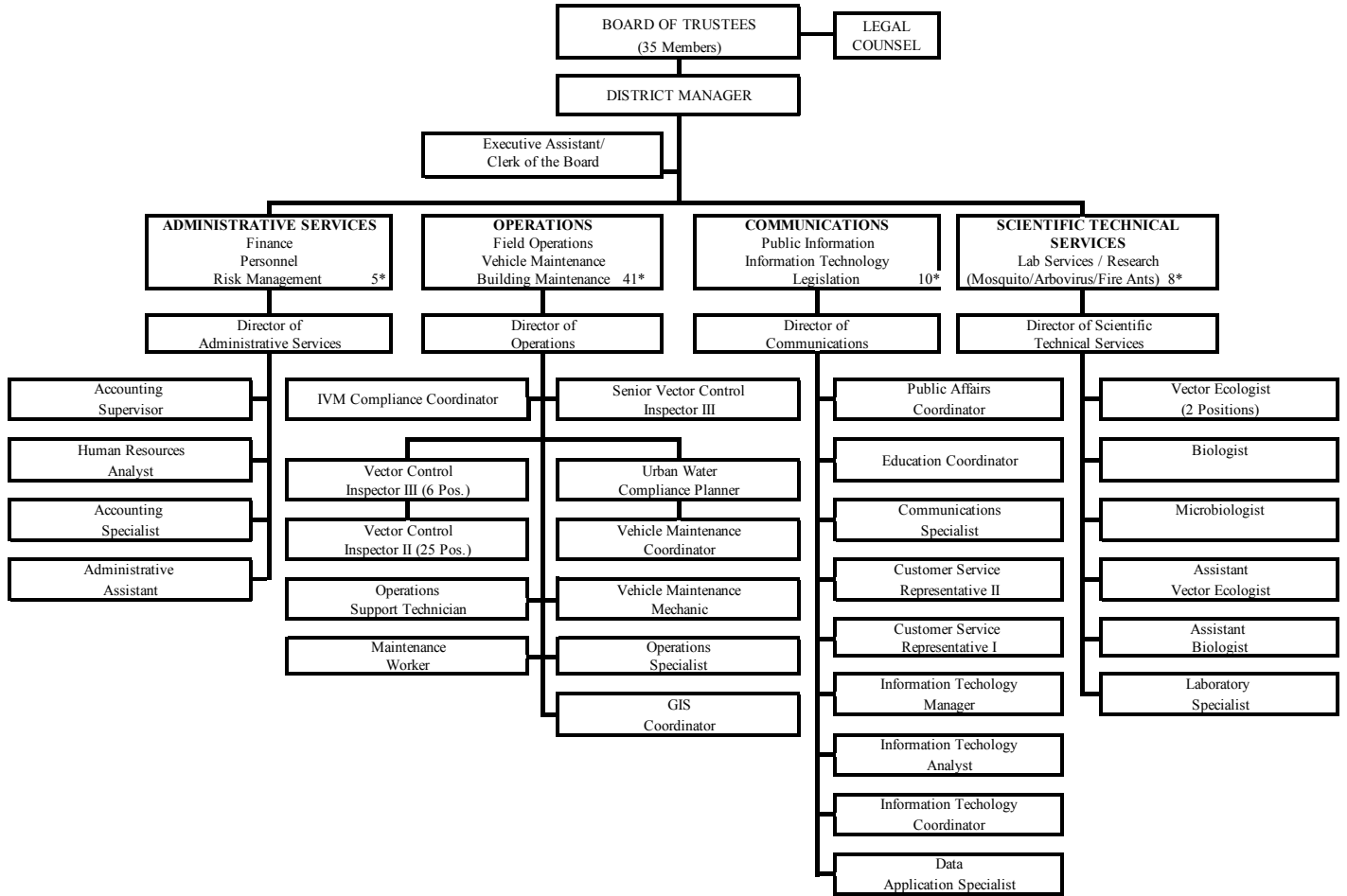
	2015-16	2016-17	2017-18	2018-19	2019-20
	Actual	Actual	Actual	Budget	Budget
<u>Full-Time Staff (Full-Time Equivalent)</u>					
District Manager	1	1	1	1	1
A-58 Executive Assistant/Clerk of the Board	1	1	1	1	1
A-65 Director of Administrative Services	1	1	1	1	1
A-53 Accounting Supervisor	1	1	1	0	0
A-52 Senior Accountant	0	0	0	1	1
A-44 Accounting Specialist	1	1	1	1	1
A-36 Administrative Assistant	1	1	1	1	1
A-52 Human Resources Analyst	1	1	1	1	1
A-65 Director of Scientific Technical Services	1	1	1	1	1
A-58 Biologist	1	1	1	1	1
A-58 Vector Ecologist	2	2	2	2	3
A-53 Assistant Biologist	1	1	1	1	1
A-53 Assistant Vector Ecologist	1	1	1	1	1
A-53 Microbiologist	1	1	1	1	1
A-44 Laboratory Specialist	1	1	1	1	1
A-65 Director of Operations	1	1	1	1	1
A-58 IVM Compliance Coordinator	0	1	1	1	1
A-58 Urban Water Compliance Planner	0	1	1	1	1
A-58 Senior Vector Control Inspector III	1	1	1	1	1
A-55 Vector Control Inspector III	6	6	6	6	6
A-50 Vector Control Inspector II	22	24	25	25	25
A-55 GIS Coordinator	1	1	1	1	1
A-44 Operations Specialist	1	1	1	1	1
A-36 Operations Support Technician	1	1	1	1	1
A-55 Vehicle Maintenance Coordinator	1	1	1	1	1
A-50 Vehicle Maintenance Mechanic	1	1	1	1	1
A-48 Maintenance Worker	1	1	1	1	1
A-65 Director of Communications	1	1	1	1	1
A-53 Education Coordinator	0	1	1	1	1
A-53 Public Affairs Coordinator	1	1	1	1	1
A-60 Information Technology Manager	0	0	1	1	1
A-59 Information Technology Analyst	1	1	1	1	1
A-50 Information Technology Coordinator	1	1	1	1	1
A-44 Data Application Specialist	0	0	0	1	1
A-44 Communications Specialist	1	1	1	1	1
A-33 Customer Service Representative I	1	1	1	1	1
A-36 Customer Service Representative II	1	1	1	1	1
Total Full-time Employees	<b>58</b>	<b>63</b>	<b>65</b>	<b>66</b>	<b>67</b>
<u>Seasonal/Extra Help Employees (number of hires)</u>					
Operations Department (Note 1)	57	75	61	61	61
Technical Services Department	15	15	15	15	15
Communications Department	0	0	1	1	1
Total Seasonal/Extra Help Employees	<b>72</b>	<b>90</b>	<b>77</b>	<b>77</b>	<b>77</b>

Note 1: FY 2016/17 budgeted increase for seasonal/extra help hires was to create new teams for WNV, Aedes, and underground treatments. FY 2017/18 has a budgeted decrease in the number of seasonal employees hired, but each seasonal employee is expected to work a higher number of hours resulting in approximately the same number of total seasonal hours worked.

**Orange County Mosquito and Vector Control District**

Organizational Chart

July 1, 2018



\*Total Full Time Positions = 66

# Revenue

# Revenues

Fund No.	Fund	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Adopted	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2019-20 Projected
<b>Operating Fund</b>							
10.4100	Property Tax	\$ 5,286,671	\$ 5,566,924	\$ 5,631,000	\$ 5,718,800	\$ 5,873,200	\$ 6,031,700
10.4105	1996 Benefit Assessment	1,535,496	1,539,457	1,551,000	1,545,200	1,553,400	1,561,600
10.4106	2004 Benefit Assessment	4,987,441	5,626,267	5,669,600	5,657,300	6,330,400	6,525,400
10.4200	Interest	34,244	39,053	70,000	75,900	35,000	35,000
10.4300	Miscellaneous	19,997	116,519	15,000	48,009	20,000	20,000
10.4305	Residuals & Pass Through	382,843	414,422	400,000	400,000	400,000	400,000
10.4310	Rent for Cell Sites	66,654	28,270	26,600	27,200	28,100	28,900
10.4315	VCJPA Pooled Services	137,846	144,689	100,000	179,000	100,000	100,000
10.4320	Grants	-	93,938	138,000	208,000	8,900	-
10.45XX	Charges for Services	67,083	44,080	70,000	65,200	45,000	45,000
<b>Total Operating Fund</b>		<b>12,518,275</b>	<b>13,613,619</b>	<b>13,671,200</b>	<b>13,924,609</b>	<b>14,394,000</b>	<b>14,747,600</b>
<b>Vehicle Replacement</b>							
20.4200	Interest	3,195	2,962	5,000	5,000	4,200	4,200
20.4400	Sale of Vehicles	7,105	-	15,000	-	16,000	16,000
<b>Total Vehicle Replacement Fund</b>		<b>10,300</b>	<b>2,962</b>	<b>20,000</b>	<b>5,000</b>	<b>20,200</b>	<b>20,200</b>
<b>Liability Reserve</b>							
30.4200	Interest	2,119	2,511	4,500	3,900	2,500	2,500
<b>Equipment Replacement</b>							
40.4200	Interest	1,750	2,027	3,500	3,900	6,800	6,800
<b>Emergency Vector Control</b>							
50.4200	Interest	5,020	6,279	11,500	9,700	13,500	13,500
<b>Facilities Improvement</b>							
60.4100	Property Leases	337,246	313,603	275,000	286,000	290,000	290,000
60.4200	Interest	5,227	6,923	11,500	12,400	52,400	52,400
<b>Total Facilities Improvement Fund</b>		<b>342,473</b>	<b>320,526</b>	<b>286,500</b>	<b>298,400</b>	<b>342,400</b>	<b>342,400</b>
<b>Retiree Medical Insurance</b>							
90.4150	Retiree Medical Insurance	28,238	31,385	32,000	35,000	36,000	36,000
90.4151	PARS Trust Reimbursement	105,997	119,931	142,000	127,000	128,000	128,000
<b>Total Retiree Medical Insurance Fund</b>		<b>134,235</b>	<b>151,316</b>	<b>174,000</b>	<b>162,000</b>	<b>164,000</b>	<b>164,000</b>
<b>Retirement Contingency</b>							
95.4200	Interest	3,998	5,611	7,500	9,200	16,900	16,900
<b>Grand Total All Funds</b>		<b>\$ 13,018,170</b>	<b>\$ 14,104,851</b>	<b>\$ 14,178,700</b>	<b>\$ 14,416,709</b>	<b>\$ 14,960,300</b>	<b>\$ 15,313,900</b>

# Executive



## Department: Executive

### Departmental Programs

Trustees  
 District Manager  
 Legal Services  
 Non-Departmental

### Department Overview

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

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

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

### Budget Summary

	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimate	2018-19 Proposed	2019-20 Projected
Personnel	\$ 410,723	\$ 320,931	\$ 338,710	\$ 347,620	\$ 366,600	\$ 367,800
Maintenance & Operations	835,433	563,970	509,400	494,400	546,950	536,950
Capital Outlay	1,080	-	-	-	3,500	-
<b>Total Expenditures</b>	<b>\$ 1,247,236</b>	<b>\$ 884,901</b>	<b>\$ 848,110</b>	<b>\$ 842,020</b>	<b>\$ 917,050</b>	<b>\$ 904,750</b>
Percentage Change		-29.1%	-4.2%	-0.7%	8.1%	-1.3%

### Personnel Summary

	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimate	2018-19 Proposed	2019-20 Projected
<b>Full-time Positions</b>						
District Manager	1	1	1	1	1	1
Executive Assistant / Clerk of the Board	1	1	1	1	1	1
	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>

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

<b>Budget Summary</b>							
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Maintenance & Operations	41,353	51,238	54,950	54,950	62,500	62,500	-
Capital Outlay	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 41,353</b>	<b>\$ 51,238</b>	<b>\$ 54,950</b>	<b>\$ 54,950</b>	<b>\$ 62,500</b>	<b>\$ 62,500</b>	

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.110.7001	Supplies/Division Expense	\$ 4,850	\$ 10,871	\$ 4,200	\$ 4,200	\$ 4,500	\$ 4,500
10.110.7902	Trustee-in-Lieu	35,900	33,800	42,000	42,000	42,000	42,000
10.110.7906	Training	-	55	750	750	1,000	1,000
10.110.7907	Conferences & Meetings	603	6,512	8,000	8,000	15,000	15,000
		<b>41,353</b>	<b>51,238</b>	<b>54,950</b>	<b>54,950</b>	<b>62,500</b>	<b>62,500</b>
<b>Total Trustees</b>		<b>\$ 41,353</b>	<b>\$ 51,238</b>	<b>\$ 54,950</b>	<b>\$ 54,950</b>	<b>\$ 62,500</b>	<b>\$ 62,500</b>

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

<b>Budget Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 410,723	\$ 320,931	\$ 338,710	\$ 347,620	\$ 366,600	\$ 367,800
Maintenance & Operations	18,368	35,674	44,650	44,650	42,150	47,150
Capital Outlay	-	-	-	-	3,500	-
<b>Total Expenditures</b>	<b>\$ 429,091</b>	<b>\$ 356,605</b>	<b>\$ 383,360</b>	<b>\$ 392,270</b>	<b>\$ 412,250</b>	<b>\$ 414,950</b>

<b>Personnel Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
District Manager	1	1	1	1	1	1
Executive Assistant / Clerk of the Board	1	1	1	1	1	1
	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimate</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
<b>Personnel</b>							
10.120.6001	Salaries - Regular	\$ 244,126	\$ 251,837	\$ 262,000	\$ 258,800	\$ 271,700	\$ 271,700
10.120.6101	Comp Time Payout	4,400	-	1,300	2,700	2,800	2,800
10.120.6102	Vacation Payout	28,279	-	-	1,900	2,000	2,000
10.120.6103	Sick Leave Payout	64,792	1,105	2,600	1,150	1,200	1,200
10.120.6104	Admin Leave	-	-	-	6,100	6,540	6,540
10.120.6105	Executive Leave	-	-	-	1,900	1,960	1,960
10.120.6209	Unemployment Insurance	1,302	868	870	870	900	900
10.120.6210	Medicare & FICA	5,223	3,879	4,000	4,300	4,500	4,500
10.120.6212	Retirement	22,465	19,325	21,000	21,300	24,300	25,500
10.120.6220	Health Insurance	18,728	19,657	22,000	21,300	23,100	23,100
10.120.6230	Dental Insurance	904	1,144	1,400	1,400	1,500	1,500
10.120.6240	Life and AD&D Insurance	557	676	640	630	600	600
10.120.6245	LTD Insurance	2,003	2,295	2,100	1,760	1,800	1,800
10.120.6250	Vision Insurance	104	69	200	140	200	200
10.120.6269	Short Term Disability	-	556	1,000	1,000	1,000	1,000
10.120.6275	Deferred Compensation	7,440	8,720	7,600	11,570	11,700	11,700
10.120.6290	Auto Allowance	10,400	10,800	12,000	10,800	10,800	10,800
		<b>410,723</b>	<b>320,931</b>	<b>338,710</b>	<b>347,620</b>	<b>366,600</b>	<b>367,800</b>

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

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

Account Number	Expenditure Classification	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimate	2018-19 Proposed	2019-20 Projected
<i>Maintenance &amp; Operations</i>							
10.120.7001	Supplies/Division Expense	1,713	1,682	2,000	2,000	2,000	2,000
10.120.7003	Minor Office Equipment	216	199	800	800	800	800
10.120.7006	Postage	477	643	500	500	500	500
10.120.7019	Publications	3	87	100	100	100	100
10.120.7022	Public Relations	298	-	500	500	500	500
10.120.7110	Cellular Service	1,182	1,615	1,250	1,250	1,250	1,250
10.120.7901	Employee Appreciation	9,220	13,767	20,000	20,000	15,000	20,000
10.120.7906	Training	-	636	1,500	1,500	1,500	1,500
10.120.7907	Conferences & Meetings	5,259	17,045	18,000	18,000	20,500	20,500
		<b>18,368</b>	<b>35,674</b>	<b>44,650</b>	<b>44,650</b>	<b>42,150</b>	<b>47,150</b>
<i>Capital Outlay</i>							
10.120.8100	Equipment	-	-	-	-	3,500	-
		-	-	-	-	<b>3,500</b>	-
<b>Total District Manager</b>		<b>\$ 429,091</b>	<b>\$ 356,605</b>	<b>\$ 383,360</b>	<b>\$ 392,270</b>	<b>\$ 412,250</b>	<b>\$ 414,950</b>

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

<b>Budget Summary</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations		190,221	101,184	130,000	100,000	120,000	105,000
Capital Outlay		-	-	-	-	-	-
<b>Total Expenditures</b>		<b>\$ 190,221</b>	<b>\$ 101,184</b>	<b>\$ 130,000</b>	<b>\$ 100,000</b>	<b>\$ 120,000</b>	<b>\$ 105,000</b>

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimate</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
	<b><i>Maintenance &amp; Operations</i></b>						
10.130.7507	District Counsel	\$ 111,824	\$ 54,670	\$ 75,000	\$ 60,000	\$ 65,000	\$ 65,000
10.130.7508	Labor Counsel	49,166	45,736	50,000	35,000	50,000	35,000
10.130.7514	Professional Services	29,231	778	5,000	5,000	5,000	5,000
		<b>190,221</b>	<b>101,184</b>	<b>130,000</b>	<b>100,000</b>	<b>120,000</b>	<b>105,000</b>
<b>Total Legal Services</b>		<b>\$ 190,221</b>	<b>\$ 101,184</b>	<b>\$ 130,000</b>	<b>\$ 100,000</b>	<b>\$ 120,000</b>	<b>\$ 105,000</b>

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

<b>Budget Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	585,491	375,874	279,800	294,800	322,300	322,300
Capital Outlay	1,080	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 586,571</b>	<b>\$ 375,874</b>	<b>\$ 279,800</b>	<b>\$ 294,800</b>	<b>\$ 322,300</b>	<b>\$ 322,300</b>

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
	<b><i>Maintenance &amp; Operations</i></b>						
10.140.7001	Supplies/Division Expense	\$ 8,363	\$ 5,986	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
10.140.7005	Household Expense	11,875	10,957	10,500	10,500	10,500	10,500
10.140.7006	Postage	(137)	96	300	300	300	300
10.140.7026	Disaster Preparedness	1,435	21,358	15,000	15,000	5,000	5,000
10.140.7120	Telephone	40,550	40,911	35,000	40,000	35,000	35,000
10.140.7210	Electricity	63,223	59,915	65,000	65,000	65,000	65,000
10.140.7220	Natural Gas	1,110	719	1,000	1,000	1,000	1,000
10.140.7230	Water	3,746	2,680	3,000	3,000	3,500	3,500
10.140.7325	Settlement/Claims Paid	-	-	-	-	-	-
10.140.7403	Lease & Rental of Equipment	9,703	9,688	10,500	10,500	12,000	12,000
10.140.7406	Security Alarm Expense	1,605	925	1,300	1,300	1,500	1,500
10.140.7410	Refuse Disposal	5,318	5,356	6,200	6,200	6,500	6,500
10.140.7514	Professional Services	41,362	8,372	10,000	10,000	60,000	60,000
10.140.7520	Records Retention & Disposal	17,488	32,776	50,000	60,000	15,000	15,000
10.140.7522	District Mgr Discretionary M & O	8,636	-	35,000	35,000	70,000	70,000
10.140.7530	Exhibit Development	350,000	150,000	-	-	-	-
10.140.7903	Memberships	21,214	26,135	30,000	30,000	30,000	30,000
		<b>585,491</b>	<b>375,874</b>	<b>279,800</b>	<b>294,800</b>	<b>322,300</b>	<b>322,300</b>
	<b><i>Capital Outlay</i></b>						
10.140.8100	Equipment	1,080	-	-	-	-	-
		<b>1,080</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Non-Departmental</b>		<b>\$ 586,571</b>	<b>\$ 375,874</b>	<b>\$ 279,800</b>	<b>\$ 294,800</b>	<b>\$ 322,300</b>	<b>\$ 322,300</b>

# **Administrative Services**

## Department: Administrative Services

### Departmental Programs

Administrative Services  
Insurance

### Department Overview

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

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

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

### Budget Summary

	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimate	2018-19 Proposed	2019-20 Projected
Personnel	\$ 454,255	\$ 397,912	\$ 527,760	\$ 478,090	\$ 566,300	\$ 588,100
Maintenance & Operations	704,842	896,109	1,000,450	1,080,640	979,290	1,096,050
Capital Outlay	69,584	10,634	10,000	10,000	5,000	5,000
<b>Total Expenditures</b>	<b>\$ 1,228,681</b>	<b>\$ 1,304,655</b>	<b>\$ 1,538,210</b>	<b>\$ 1,568,730</b>	<b>\$ 1,550,590</b>	<b>\$ 1,689,150</b>
Percentage Change		6.2%	17.9%	2.0%	0.8%	8.9%

### Personnel Summary

	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimate	2018-19 Proposed	2019-20 Projected
<b>Full-time Positions</b>						
Director of Administrative Services	1	1	1	1	1	1
Accounting Supervisor	1	1	1	0	0	0
Senior Accountant	0	0	0	1	1	1
Accounting Specialist	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Human Resources Analyst	1	1	1	1	1	1
	5	5	5	5	5	5



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

<b>Budget Summary</b>						
	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimate</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
Personnel	\$ 454,255	\$ 397,912	\$ 527,760	\$ 478,090	\$ 566,300	\$ 588,100
Maintenance & Operations	251,804	228,927	287,950	391,150	284,650	272,150
Capital Outlay	69,584	10,634	10,000	10,000	5,000	5,000
<b>Total Expenditures</b>	<b>\$ 775,643</b>	<b>\$ 637,473</b>	<b>\$ 825,710</b>	<b>\$ 879,240</b>	<b>\$ 855,950</b>	<b>\$ 865,250</b>

<b>Personnel Summary</b>						
	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimate</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
<b>Full-time Positions</b>						
Director of Administrative Services	1	1	1	1	1	1
Accounting Supervisor	1	1	1	0	0	0
Senior Accountant	0	0	0	1	1	1
Accounting Specialist	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Human Resources Analyst	1	1	1	1	1	1
	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimate</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
	<i>Personnel</i>						
10.210.6001	Salaries - Regular	\$ 325,458	\$ 282,696	\$ 408,000	\$ 326,100	\$ 414,200	\$ 432,500
10.210.6002	Extra Help/Seasonal	3,525	-	-	-	-	-
10.210.6004	Bilingual Pay	624	912	1,250	1,250	1,300	1,300
10.210.6101	Comp Time Payout	8,853	17,021	6,000	15,900	5,600	5,900
10.210.6102	Vacation Payout	13,256	5,027	3,300	11,500	3,000	3,000
10.210.6103	Sick Leave Payout	-	-	-	-	-	-
10.210.6105	Executive Leave	-	-	-	2,000	2,300	2,400
10.210.6209	Unemployment Insurance	3,271	2,170	2,200	2,600	2,200	2,200
10.210.6210	Medicare and FICA	5,336	4,633	6,700	6,100	7,000	7,300
10.210.6212	Retirement	28,538	24,082	31,000	28,100	33,700	36,500
10.210.6220	Health Insurance	42,870	42,001	35,000	49,770	62,600	62,600
10.210.6230	Dental Insurance	4,123	3,902	3,500	4,100	3,900	3,900
10.210.6240	Life and AD&D Insurance	1,116	1,004	1,260	1,320	1,100	1,100
10.210.6245	LTD Insurance	3,028	2,857	3,600	3,350	3,000	3,000
10.210.6250	Vision Insurance	697	601	800	750	700	700
10.210.6269	Short Term Disability	-	686	1,500	1,600	1,400	1,400
10.210.6275	Deferred Compensation	10,360	9,520	18,850	18,850	19,500	19,500
10.210.6290	Auto Allowance	3,200	800	4,800	4,800	4,800	4,800
		<b>454,255</b>	<b>397,912</b>	<b>527,760</b>	<b>478,090</b>	<b>566,300</b>	<b>588,100</b>

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

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

Account Number	Expenditure Classification	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimate	2018-19 Proposed	2019-20 Projected
<b><i>Maintenance &amp; Operations</i></b>							
10.210.7001	Supplies/Division Expense	4,453	3,838	3,000	3,000	3,000	3,000
10.210.7003	Minor Office Equipment	6,935	1,368	1,000	1,000	1,000	1,000
10.210.7006	Postage	1,014	885	1,000	1,000	1,000	1,000
10.210.7007	Printing Costs	767	1,314	1,500	1,500	1,500	1,500
10.210.7018	Employee Physicals & First Aid	19,712	24,251	24,000	24,000	24,000	24,000
10.210.7020	HR Recruitment Expense	16,339	10,685	18,000	11,000	15,000	15,000
10.210.7021	Auto Incident Administration	-	-	100	100	100	100
10.210.7022	Public Relations	130	108	200	200	-	-
10.210.7110	Cellular Service	125	124	150	500	500	500
10.210.7504	Auditing Contract	13,681	13,517	15,000	15,000	15,000	15,000
10.210.7511	Software Maintenance	15,959	19,134	20,000	75,000	50,000	50,000
10.210.7514	Professional Services	80,043	78,847	90,000	160,000	65,000	50,000
10.210.7701	Administrative Fees	8,810	10,857	10,000	10,000	11,000	12,000
10.210.7702	Assessment Expense	27,703	28,591	30,000	30,000	30,000	30,000
10.210.7703	Taxes & Assessments	12,586	8,546	10,000	10,000	10,000	10,000
10.210.7704	Tax Collections Charge	34,560	17,447	42,500	33,500	33,500	35,000
10.210.7903	Memberships	1,295	1,620	2,500	2,500	2,500	2,500
10.210.7904	Tuition Reimbursement	677	3,022	5,500	3,350	4,000	4,000
10.210.7905	Mileage Reimbursement	-	-	-	-	-	-
10.210.7906	Training	647	196	1,500	1,500	1,500	1,500
10.210.7907	Conferences & Meetings	6,368	4,577	12,000	8,000	15,050	15,050
10.210.7908	Continuing Education	-	-	-	-	1,000	1,000
		<b>251,804</b>	<b>228,927</b>	<b>287,950</b>	<b>391,150</b>	<b>284,650</b>	<b>272,150</b>
<b><i>Capital Outlay</i></b>							
10.210.8100	Equipment	69,584	10,634	10,000	10,000	5,000	5,000
		<b>69,584</b>	<b>10,634</b>	<b>10,000</b>	<b>10,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Total Administrative Services</b>		<b>\$ 775,643</b>	<b>\$ 637,473</b>	<b>\$ 825,710</b>	<b>\$ 879,240</b>	<b>\$ 855,950</b>	<b>\$ 865,250</b>

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

<b>Budget Summary</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	453,038	667,182	712,500	689,490	694,640	823,900
Capital Outlay	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 453,038</b>	<b>\$ 667,182</b>	<b>\$ 712,500</b>	<b>\$ 689,490</b>	<b>\$ 694,640</b>	<b>\$ 823,900</b>

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.220.7310	Workers Compensation	\$ 292,515	\$ 462,549	\$ 500,000	\$ 497,800	\$ 500,000	\$ 600,000
10.220.7320	General Liability	109,796	136,663	140,000	140,750	140,000	161,000
10.220.7330	Property Insurance & Admin Costs	26,273	45,127	46,000	32,150	33,000	38,000
10.220.7340	Earthquake Insurance	23,240	21,569	25,000	17,500	20,140	23,200
10.220.7360	Group Fidelity Premium	1,214	1,274	1,500	1,290	1,500	1,700
<b>Total Insurance</b>		<b>\$ 453,038</b>	<b>\$ 667,182</b>	<b>\$ 712,500</b>	<b>\$ 689,490</b>	<b>\$ 694,640</b>	<b>\$ 823,900</b>

# **Scientific Technical Services**

## Department: Scientific Technical Services

### Departmental Programs

Scientific Technical Services

### Department Overview

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

### Budget Summary

	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimate	2018-19 Proposed	2019-20 Projected
Personnel	\$ 1,184,088	\$ 1,176,673	\$ 1,348,310	\$ 1,330,530	\$ 1,375,400	\$ 1,508,100
Maintenance & Operations	225,131	257,425	234,000	248,350	260,970	260,970
Capital Outlay	19,303	59,857	10,000	14,350	25,000	25,000
<b>Total Expenditures</b>	<b>\$ 1,428,522</b>	<b>\$ 1,493,955</b>	<b>\$ 1,592,310</b>	<b>\$ 1,593,230</b>	<b>\$ 1,661,370</b>	<b>\$ 1,794,070</b>
Percentage Change		4.6%	6.6%	0.1%	4.3%	8.0%

### Personnel Summary

	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimate	2018-19 Proposed	2019-20 Projected
<b>Full-time Positions</b>						
Director of Scientific Technical Services	1	1	1	1	1	1
Biologist	1	1	1	1	1	1
Vector Ecologist	2	2	2	2	2	3
Assistant Biologist	1	1	1	1	1	1
Assistant Vector Ecologist	1	1	1	1	1	1
Microbiologist	1	1	1	1	1	1
Laboratory Specialist	1	1	1	1	1	1
	8	8	8	8	8	9

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

<b>Budget Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 1,184,088	\$ 1,176,673	\$ 1,348,310	\$ 1,330,530	\$ 1,375,400	\$ 1,508,100
Maintenance & Operations	225,131	257,425	234,000	248,350	260,970	260,970
Capital Outlay	19,303	59,857	10,000	14,350	25,000	25,000
<b>Total Expenditures</b>	<b>\$ 1,428,522</b>	<b>\$ 1,493,955</b>	<b>\$ 1,592,310</b>	<b>\$ 1,593,230</b>	<b>\$ 1,661,370</b>	<b>\$ 1,794,070</b>

<b>Personnel Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Director of Scientific Technical Services	1	1	1	1	1	1
Biologist	1	1	1	1	1	1
Vector Ecologist	2	2	2	2	2	3
Assistant Biologist	1	1	1	1	1	1
Assistant Vector Ecologist	1	1	1	1	1	1
Microbiologist	1	1	1	1	1	1
Laboratory Specialist	1	1	1	1	1	1
	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>9</b>

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimate</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
<i>Personnel</i>							
10.310.6001	Salaries - Regular	\$ 681,922	\$ 690,876	\$ 764,000	\$ 741,900	\$ 751,900	\$ 842,000
10.310.6002	Extra Help/Seasonal	256,959	246,322	307,000	307,000	318,300	318,300
10.310.6003	Overtime	646	115	500	1,000	1,000	1,000
10.310.6004	Bilingual Pay	624	624	630	630	700	700
10.310.6007	Carpool Incentive Pay	520	500	520	500	600	600
10.310.6101	Comp Time Payout	6,358	3,874	16,500	17,900	16,700	17,700
10.310.6102	Vacation Payout	5,046	4,456	5,000	5,400	5,500	5,500
10.310.6103	Sick Leave Payout	2,286	1,337	2,700	2,400	1,500	1,500
10.310.6105	Executive Leave	-	-	-	4,100	2,500	2,500
10.310.6209	Unemployment Insurance	12,608	12,127	10,500	10,500	10,100	10,600
10.310.6210	Medicare & FICA	14,407	14,361	16,500	14,300	17,200	18,500
10.310.6212	Retirement	69,211	65,718	68,000	80,900	90,600	106,100
10.310.6220	Health Insurance	95,574	94,776	101,400	92,520	108,400	127,600
10.310.6230	Dental Insurance	3,255	4,077	6,000	4,900	3,900	3,900
10.310.6240	Life and AD&D Insurance	2,184	2,072	2,360	1,900	1,700	1,900
10.310.6245	LTD Insurance	6,348	6,780	7,600	5,870	5,500	6,200
10.310.6250	Vision Insurance	420	693	1,000	950	700	700
10.310.6269	Short Term Disability	-	1,585	3,100	2,900	2,600	2,900
10.310.6275	Deferred Compensation	21,320	21,580	30,200	30,160	31,200	35,100
10.310.6290	Auto Allowance	4,400	4,800	4,800	4,800	4,800	4,800
		<b>1,184,088</b>	<b>1,176,673</b>	<b>1,348,310</b>	<b>1,330,530</b>	<b>1,375,400</b>	<b>1,508,100</b>

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

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

Account Number	Expenditure Classification	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimate	2018-19 Proposed	2019-20 Projected
<i>Maintenance &amp; Operations</i>							
10.310.7001	Supplies/Division Expense	2,068	1,924	2,500	2,500	2,500	2,500
10.310.7003	Minor Office Equipment	3,200	630	1,000	5,100	2,500	2,500
10.310.7004	Uniforms	3,058	5,009	6,500	6,500	6,500	6,500
10.310.7006	Postage	735	2,179	2,000	3,500	5,000	5,000
10.310.7008	Micro Lab	45,621	56,544	55,000	60,000	65,000	65,000
10.310.7009	Field Lab	23,439	37,964	40,000	43,650	50,000	50,000
10.310.7010	Environmental Biology	20,936	29,143	30,000	25,000	25,000	25,000
10.310.7011	Disease Surveillance	3,529	1,056	-	-	-	-
10.310.7012	General Lab Supplies	39,478	47,221	40,000	40,000	27,000	27,000
10.310.7017	Protective Equipment	590	743	1,000	1,000	3,000	3,000
10.310.7019	Publications	1,280	2,249	2,000	2,000	2,000	2,000
10.310.7110	Cellular Service	5,327	7,406	6,500	9,000	10,100	10,100
10.310.7401	Equipment Repair	9,817	3,463	4,000	6,600	8,500	8,500
10.310.7403	Lease & Rental of Equipment	3,083	3,233	4,500	4,500	4,500	4,500
10.310.7503	Contract & Applied Research	45,520	26,775	15,000	13,500	12,000	12,000
10.310.7516	Permits and Licenses	327	13,967	1,000	1,000	5,000	5,000
10.310.7801	Toll Road Transponders	630	540	700	700	700	700
10.310.7903	Memberships	1,401	1,598	1,800	1,800	1,850	1,850
10.310.7906	Training	499	530	500	500	500	500
10.310.7907	Conferences & Meetings	14,593	15,251	20,000	21,500	29,320	29,320
		<b>225,131</b>	<b>257,425</b>	<b>234,000</b>	<b>248,350</b>	<b>260,970</b>	<b>260,970</b>
<i>Capital Outlay</i>							
10.310.8100	Equipment	19,303	59,857	10,000	14,350	25,000	25,000
		<b>19,303</b>	<b>59,857</b>	<b>10,000</b>	<b>14,350</b>	<b>25,000</b>	<b>25,000</b>
<b>Total Technical Services</b>		<b>\$ 1,428,522</b>	<b>\$ 1,493,955</b>	<b>\$ 1,592,310</b>	<b>\$ 1,593,230</b>	<b>\$ 1,661,370</b>	<b>\$ 1,794,070</b>

# Operations



## Department: Operations

### Departmental Programs

Field Operations  
 Vehicle Maintenance  
 Building Maintenance

### Department Overview

The Operations Department is organized into three divisions:

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

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

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

### Budget Summary

	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimate	2018-19 Proposed	2019-20 Projected
Personnel	\$ 5,013,560	\$ 5,378,635	\$ 6,454,420	\$ 6,285,520	\$ 6,750,400	\$ 6,830,800
Maintenance & Operations	1,202,864	1,155,935	1,322,450	1,333,860	1,341,780	1,338,180
Capital Outlay	156,143	161,177	160,000	160,000	115,000	120,000
<b>Total Expenditures</b>	<b>\$ 6,372,567</b>	<b>\$ 6,695,747</b>	<b>\$ 7,936,870</b>	<b>\$ 7,779,380</b>	<b>\$ 8,207,180</b>	<b>\$ 8,288,980</b>
Percentage Change		5.07%	18.54%	-1.98%	3.41%	1.00%

### Personnel Summary

	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimate	2018-19 Proposed	2019-20 Projected
<b>Full-time Positions</b>						
Director of Operations	1	1	1	1	1	1
IVM Compliance Coordinator	0	1	1	1	1	1
Urban Water Compliance Planner	0	1	1	1	1	1
Senior Vector Control Inspector III	1	1	1	1	1	1
Vector Control Inspector III	6	6	6	6	6	6
Vector Control Inspector II	22	24	25	25	25	25
GIS Coordinator	1	1	1	1	1	1
Operations Specialist	1	1	1	1	1	1
Operations Support Technician	1	1	1	1	1	1
Vehicle Maintenance Coordinator	1	1	1	1	1	1
Vehicle Maintenance Mechanic	1	1	1	1	1	1
Maintenance Worker	1	1	1	1	1	1
	36	40	41	41	41	41

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

<b>Budget Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 4,660,356	\$ 4,971,162	\$ 5,977,200	\$ 5,800,410	\$ 6,216,800	\$ 6,293,400
Maintenance & Operations	930,330	881,841	965,200	1,000,860	959,270	955,670
Capital Outlay	24,585	45,081	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 5,615,271</b>	<b>\$ 5,898,084</b>	<b>\$ 6,942,400</b>	<b>\$ 6,801,270</b>	<b>\$ 7,176,070</b>	<b>\$ 7,249,070</b>

<b>Personnel Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Director of Operations	1	1	1	1	1	1
IVM Compliance Coordinator	0	1	1	1	1	1
Urban Water Compliance Planner	0	1	1	1	1	1
Senior Vector Control Inspector III	1	1	1	1	1	1
Vector Control Inspector III	6	6	6	6	6	6
Vector Control Inspector II	22	24	25	25	25	25
GIS Coordinator	1	1	1	1	1	1
Operations Specialist	1	1	1	1	1	1
	<b>32</b>	<b>36</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>37</b>

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
<b>Personnel</b>							
10.410.6001	Salaries - Regular	\$ 2,550,944	\$ 2,773,165	\$ 3,144,000	\$ 3,184,600	\$ 3,223,500	\$ 3,257,500
10.410.6002	Extra Help/Seasonal	867,921	926,608	1,350,000	1,200,000	1,381,800	1,381,800
10.410.6003	Overtime	560	166	500	5,200	2,500	2,500
10.410.6004	Bilingual Pay	4,344	4,680	5,000	5,000	5,000	5,000
10.410.6007	Carpool Incentive Pay	2,320	1,140	1,200	1,600	1,600	1,600
10.410.6101	Comp Time Payout	189,836	126,519	170,000	150,000	153,500	156,100
10.410.6102	Vacation Payout	49,799	19,922	30,000	29,300	26,200	30,600
10.410.6103	Sick Leave Payout	7,379	7,224	7,000	8,550	8,900	8,900
10.410.6105	Executive Leave	-	-	-	2,500	2,600	2,600
10.410.6209	Unemployment Insurance	47,418	49,515	43,500	43,000	42,700	42,700
10.410.6210	Medicare & FICA	53,981	54,899	71,000	60,000	73,400	74,000
10.410.6212	Retirement	271,360	277,854	309,900	331,400	417,200	452,200
10.410.6220	Health Insurance	455,411	547,896	599,000	557,430	651,400	651,400
10.410.6230	Dental Insurance	11,772	22,188	30,000	21,900	20,400	20,400
10.410.6240	Life and AD&D Insurance	8,025	9,655	12,200	8,000	7,900	7,900
10.410.6245	LTD Insurance	24,681	28,815	33,000	23,100	23,900	23,900
10.410.6250	Vision Insurance	2,915	5,730	7,000	5,700	6,100	6,100
10.410.6269	Short Term Disability	-	6,626	12,000	11,300	11,300	11,300
10.410.6275	Deferred Compensation	107,290	103,760	147,100	147,030	152,100	152,100
10.410.6290	Auto Allowance	4,400	4,800	4,800	4,800	4,800	4,800
		<b>4,660,356</b>	<b>4,971,162</b>	<b>5,977,200</b>	<b>5,800,410</b>	<b>6,216,800</b>	<b>6,293,400</b>

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

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

Account Number	Expenditure Classification	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimate	2018-19 Proposed	2019-20 Projected
	<b><i>Maintenance &amp; Operations</i></b>						
10.410.7001	Supplies/Division Expense	18,404	19,253	20,000	37,710	20,000	20,000
10.410.7003	Minor Office Equipment	6,378	1,098	4,500	3,000	8,400	4,500
10.410.7004	Uniforms	28,896	42,298	42,200	45,500	45,500	45,500
10.410.7006	Postage	58	1,095	150	100	150	150
10.410.7014	Pesticides	567,900	614,955	650,000	694,780	675,000	675,000
10.410.7016	Rat Bait Station Supplies	3,042	10,624	6,000	3,700	6,000	6,000
10.410.7017	Protective Equipment	32,509	27,828	31,000	31,000	35,000	35,000
10.410.7110	Cellular Service	36,217	50,702	41,200	44,000	45,000	45,000
10.410.7325	Settlement/Claims Paid	173,000	-	-	-	-	-
10.410.7401	Equipment Repair	59	967	1,000	-	1,000	1,000
10.410.7505	Contractual Services PCO	3,670	-	20,000	3,000	5,000	5,000
10.410.7506	Team Building	-	-	1,000	-	1,000	1,000
10.410.7513	Helicopter Service	-	26,400	55,000	26,400	55,000	55,000
10.410.7515	Aerial Surveillance	34,724	24,286	32,000	48,600	36,000	36,000
10.410.7605	Digital Maps	-	39,250	39,250	39,250	-	-
10.410.7801	Toll Road Transponders	3,562	4,218	3,200	5,780	5,500	5,800
10.410.7903	Memberships	65	65	200	40	200	200
10.410.7906	Training	1,638	2,207	1,500	1,000	1,500	1,500
10.410.7907	Conferences & Meetings	11,208	16,595	17,000	17,000	19,020	19,020
10.410.7990	Project Abatement	9,000	-	-	-	-	-
		<b>930,330</b>	<b>881,841</b>	<b>965,200</b>	<b>1,000,860</b>	<b>959,270</b>	<b>955,670</b>
	<b><i>Capital Outlay</i></b>						
10.410.8100	Equipment	24,585	45,081	-	-	-	-
		<b>24,585</b>	<b>45,081</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Field Operations</b>		<b>\$ 5,615,271</b>	<b>\$ 5,898,084</b>	<b>\$ 6,942,400</b>	<b>\$ 6,801,270</b>	<b>\$ 7,176,070</b>	<b>\$ 7,249,070</b>

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

<b>Budget Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 232,701	\$ 276,389	\$ 321,940	\$ 336,560	\$ 350,400	\$ 353,000
Maintenance & Operations	230,281	235,966	292,500	270,910	317,600	317,600
Capital Outlay	131,558	116,096	160,000	160,000	115,000	120,000
<b>Total Expenditures</b>	<b>\$ 594,540</b>	<b>\$ 628,451</b>	<b>\$ 774,440</b>	<b>\$ 767,470</b>	<b>\$ 783,000</b>	<b>\$ 790,600</b>

<b>Personnel Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimate</b>	<b>Proposed</b>	<b>Projected</b>
Vehicle Maintenance Coordinator	1	1	1	1	1	1
Vehicle Maintenance Mechanic	1	1	1	1	1	1
Operations Support Technician	1	1	1	1	1	1
	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimate</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
<i>Personnel</i>							
10.430.6001	Salaries - Regular	\$ 163,861	\$ 191,186	\$ 226,000	\$ 230,000	\$ 236,900	\$ 236,900
10.430.6006	Personal Tool Allowance	1,260	1,530	1,560	2,600	2,600	2,600
10.430.6007	Carpool Incentive	-	220	520	-	-	-
10.430.6101	Comp Time Payout	8,936	12,947	6,000	14,700	15,200	15,200
10.430.6102	Vacation Payout	4,693	4,693	4,800	2,700	2,800	2,800
10.430.6209	Unemployment Insurance	868	925	1,310	1,300	1,400	1,400
10.430.6210	Medicare & FICA	2,564	2,991	3,600	3,800	3,900	3,900
10.430.6212	Retirement	16,284	18,000	19,000	21,900	25,400	28,000
10.430.6220	Health Insurance	24,720	32,558	42,200	43,500	46,200	46,200
10.430.6230	Dental Insurance	297	579	1,100	900	800	800
10.430.6240	Life and AD&D Insurance	468	552	740	650	600	600
10.430.6245	LTD Insurance	1,552	1,888	2,200	1,800	1,800	1,800
10.430.6250	Vision Insurance	58	313	700	500	200	200
10.430.6269	Short Term Disability	-	447	900	900	900	900
10.430.6275	Deferred Compensation	7,140	7,560	11,310	11,310	11,700	11,700
		<b>232,701</b>	<b>276,389</b>	<b>321,940</b>	<b>336,560</b>	<b>350,400</b>	<b>353,000</b>

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

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimate</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
	<i><b>Maintenance &amp; Operations</b></i>						
10.430.7001	Supplies/Division Expense	21,549	20,021	13,000	13,000	13,000	13,000
10.430.7004	Uniforms	1,277	1,639	1,700	1,010	1,700	1,700
10.430.7110	Cellular Service	27	310	300	400	400	400
10.430.7401	Equipment Repair	1,466	6,621	6,500	2,800	6,500	6,500
10.430.7802	Fuel	138,303	121,824	200,000	185,000	225,000	225,000
10.430.7803	Vehicle Parts	65,632	84,030	65,000	65,000	65,000	65,000
10.430.7804	Garage Equipment	1,057	801	5,000	3,000	5,000	5,000
10.430.7805	District Vehicle Wash	970	720	1,000	700	1,000	1,000
		<b>230,281</b>	<b>235,966</b>	<b>292,500</b>	<b>270,910</b>	<b>317,600</b>	<b>317,600</b>
	<i><b>Capital Outlay</b></i>						
10.430.8100	Equipment	131,558	116,096	160,000	160,000	115,000	120,000
		<b>131,558</b>	<b>116,096</b>	<b>160,000</b>	<b>160,000</b>	<b>115,000</b>	<b>120,000</b>
<b>Total Vehicle Maintenance</b>		<b>\$ 594,540</b>	<b>\$ 628,451</b>	<b>\$ 774,440</b>	<b>\$ 767,470</b>	<b>\$ 783,000</b>	<b>\$ 790,600</b>

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

<b>Budget Summary</b>												
	<b>2015-16</b>		<b>2016-17</b>		<b>2017-18</b>		<b>2017-18</b>		<b>2018-19</b>		<b>2019-20</b>	
	<b>Actual</b>		<b>Actual</b>		<b>Adopted</b>		<b>Estimate</b>		<b>Proposed</b>		<b>Projected</b>	
Personnel	\$	120,503	\$	131,084	\$	155,280	\$	148,550	\$	183,200	\$	184,400
Maintenance & Operations		42,253		38,128		64,750		62,090		64,910		64,910
Capital Outlay		-		-		-		-		-		-
<b>Total Expenditures</b>	<b>\$</b>	<b>162,756</b>	<b>\$</b>	<b>169,212</b>	<b>\$</b>	<b>220,030</b>	<b>\$</b>	<b>210,640</b>	<b>\$</b>	<b>248,110</b>	<b>\$</b>	<b>249,310</b>

<b>Personnel Summary</b>												
	<b>2015-16</b>		<b>2016-17</b>		<b>2017-18</b>		<b>2017-18</b>		<b>2018-19</b>		<b>2019-20</b>	
<b>Full-time Positions</b>	<b>Actual</b>		<b>Actual</b>		<b>Adopted</b>		<b>Estimate</b>		<b>Proposed</b>		<b>Projected</b>	
Maintenance Worker		1		1		1		1		1		1

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16</b>		<b>2016-17</b>		<b>2017-18</b>		<b>2017-18</b>		<b>2018-19</b>		<b>2019-20</b>	
		<b>Actual</b>		<b>Actual</b>		<b>Adopted</b>		<b>Estimate</b>		<b>Proposed</b>		<b>Projected</b>	
<i>Personnel</i>													
10.440.6001	Salaries - Regular	\$	71,859	\$	73,718	\$	75,300	\$	75,300	\$	77,600	\$	77,600
10.440.6002	Extra Help/Seasonal		17,239		23,248		40,000		35,000		62,700		62,700
10.440.6101	Comp Time Payout		-		-		1,500		1,500		1,500		1,500
10.440.6102	Vacation Payout		-		-		-		-		-		-
10.440.6103	Sick Leave Payout		818		843		1,000		900		900		900
10.440.6209	Unemployment Insurance		868		931		1,400		1,350		1,400		1,400
10.440.6210	Medicare & FICA		1,289		1,396		1,550		1,400		2,300		2,300
10.440.6212	Retirement		7,195		7,378		7,500		9,100		12,400		13,600
10.440.6220	Health Insurance		16,680		18,351		21,000		18,330		18,800		18,800
10.440.6230	Dental Insurance		-		248		600		300		300		300
10.440.6240	Life and AD&D Insurance		234		246		240		500		300		300
10.440.6245	LTD Insurance		681		749		700		600		600		600
10.440.6250	Vision Insurance		-		171		400		200		200		200
10.440.6269	Short Term Disability		-		165		290		300		300		300
10.440.6275	Deferred Compensation		3,640		3,640		3,800		3,770		3,900		3,900
			<b>120,503</b>		<b>131,084</b>		<b>155,280</b>		<b>148,550</b>		<b>183,200</b>		<b>184,400</b>

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

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimate</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
	<b><i>Maintenance &amp; Operations</i></b>						
10.440.7001	Supplies/Division Expense	1,644	1,457	1,000	200	1,000	1,000
10.440.7002	Construction Supplies	1,456	355	4,000	3,000	4,000	4,000
10.440.7003	Minor Equipment	-	-	200	150	200	200
10.440.7004	Uniforms	516	235	350	480	480	480
10.440.7025	Equipment Rental	-	64	500	500	500	500
10.440.7110	Cellular Service	10	101	100	130	130	130
10.440.7401	Equipment Repair	38	-	100	-	100	100
10.440.7402	Facility Repair & Maintenance	16,388	13,576	15,000	12,500	15,000	15,000
10.440.7407	A/C & Heating Services	10,993	12,955	15,000	15,000	15,000	15,000
10.440.7408	Plumbing Services	1,078	123	5,000	11,000	5,000	5,000
10.440.7411	Building Security	4,470	1,905	12,000	12,000	12,000	12,000
10.440.7501	Landscape Contract	4,800	4,800	6,000	5,630	6,000	6,000
10.440.7514	Professional Services	860	2,557	5,500	1,500	5,500	5,500
		<b>42,253</b>	<b>38,128</b>	<b>64,750</b>	<b>62,090</b>	<b>64,910</b>	<b>64,910</b>
<b>Total Building Maintenance</b>		<b>\$ 162,756</b>	<b>\$ 169,212</b>	<b>\$ 220,030</b>	<b>\$ 210,640</b>	<b>\$ 248,110</b>	<b>\$ 249,310</b>

# Communications



## Department: Communications

### Departmental Programs

Public Outreach  
Information Technology  
Public Service

### Department Overview

The Communications Department is organized into three divisions:

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

Information Technology - This Division is responsible for incorporating the effective use of current technology. The division is also responsible for training staff to use this technology to provide the highest level of service to the public.

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

### Budget Summary

	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimated	2018-19 Proposed	2019-20 Projected
Personnel	\$ 642,326	\$ 738,290	\$ 1,001,900	\$ 1,005,600	\$ 1,162,450	\$ 1,191,450
Maintenance & Operations	334,962	341,871	539,800	476,200	457,960	472,460
Capital Outlay	31,415	143,811	115,000	143,000	82,000	97,000
<b>Total Expenditures</b>	<b>\$ 1,008,703</b>	<b>\$ 1,223,972</b>	<b>\$ 1,656,700</b>	<b>\$ 1,624,800</b>	<b>\$ 1,702,410</b>	<b>\$ 1,760,910</b>
Percentage Change		21.3%	35.4%	-1.9%	2.8%	3.4%

### Personnel Summary

	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimated	2018-19 Proposed	2019-20 Projected
<b>Full-time Positions</b>						
Director of Communications	1	1	1	1	1	1
Education Coordinator	0	1	1	1	1	1
Public Affairs Coordinator	1	1	1	1	1	1
Information Technology Manager	0	0	1	1	1	1
Information Technology Analyst	1	1	1	1	1	1
Data Application Specialist	0	0	0	0	1	1
Information Technology Coordinator	1	1	1	1	1	1
Communications Specialist	1	1	1	1	1	1
Customer Service Representative I	1	1	1	1	1	1
Customer Service Representative II	1	1	1	1	1	1
	7	8	9	9	10	10

<b>Department:</b>	<b>Communications</b>
<b>Program:</b>	<b>Public Information</b>
<b>Program No.:</b>	<b>10.510</b>

<b>Budget Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 309,533	\$ 384,786	\$ 492,180	\$ 462,930	\$ 510,450	\$ 522,650
Maintenance & Operations	117,882	157,558	320,900	296,100	239,200	253,700
Capital Outlay	5,031	28,255	15,000	5,000	10,000	10,000
<b>Total Expenditures</b>	<b>\$ 432,446</b>	<b>\$ 570,599</b>	<b>\$ 828,080</b>	<b>\$ 764,030</b>	<b>\$ 759,650</b>	<b>\$ 786,350</b>

<b>Personnel Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
Director of Communications	1	1	1	1	1	1
Communications Specialist	1	1	1	1	1	1
Education Coordinator	0	1	1	1	1	1
Public Affairs Coordinator	1	1	1	1	1	1
	<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Communications</b>
<b>Program:</b>	<b>Public Information</b>
<b>Program No.:</b>	<b>10.510</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
<i>Personnel</i>							
10.510.6001	Salaries - Regular	\$ 231,048	\$ 267,685	\$ 372,500	\$ 307,900	\$ 347,200	\$ 356,400
10.510.6002	Extra Help/Seasonal	2,146	14,146	40,000	40,000	20,200	20,200
10.510.6003	Overtime	9	193	-	250	250	250
10.510.6101	Comp Time Payout	6,318	7,470	6,200	8,000	8,800	8,800
10.510.6102	Vacation Payout	3,376	7,380	-	-	-	-
10.510.6103	Sick Leave Payout	1,114	1,569	-	150	200	200
10.510.6105	Executive Leave	-	-	-	1,900	2,100	2,300
10.510.6209	Unemployment Insurance	1,436	2,691	1,750	2,350	2,300	2,300
10.510.6210	Medicare & FICA	4,044	4,776	5,800	5,200	6,000	6,100
10.510.6212	Retirement	18,549	21,073	24,000	25,100	30,300	33,000
10.510.6220	Health Insurance	24,530	39,868	15,000	46,600	66,600	66,600
10.510.6230	Dental Insurance	-	498	900	1,300	900	900
10.510.6240	Life and AD&D Insurance	780	1,047	1,020	600	900	900
10.510.6245	LTD Insurance	2,124	2,667	3,000	1,900	2,400	2,400
10.510.6250	Vision Insurance	559	684	900	700	600	600
10.510.6269	Short Term Disability	-	619	1,230	1,100	1,300	1,300
10.510.6275	Deferred Compensation	9,100	8,820	15,080	15,080	15,600	15,600
10.510.6290	Auto Allowance	4,400	3,600	4,800	4,800	4,800	4,800
		<b>309,533</b>	<b>384,786</b>	<b>492,180</b>	<b>462,930</b>	<b>510,450</b>	<b>522,650</b>

<b>Department:</b>	<b>Communications</b>
<b>Program:</b>	<b>Public Information</b>
<b>Program No.:</b>	<b>10.510</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Communications</b>
<b>Program:</b>	<b>Public Information</b>
<b>Program No.:</b>	<b>10.510</b>

Account Number	Expenditure Classification	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimated	2018-19 Proposed	2019-20 Projected
<b><i>Maintenance &amp; Operations</i></b>							
10.510.7001	Supplies/Division Expense	2,730	7,024	15,000	7,500	10,000	12,000
10.510.7002	Art Supplies	587	153	300	300	300	300
10.510.7003	Minor Office Equipment	78	1,883	1,000	3,000	1,000	1,000
10.510.7004	Uniforms	959	1,423	1,000	500	1,000	1,000
10.510.7006	Postage	303	306	500	500	500	500
10.510.7007	Printing Costs	59,055	35,595	65,000	65,000	65,000	65,000
10.510.7019	Publications	3,420	1,016	500	700	500	500
10.510.7022	Public Relations - Contract Services	-	15,102	95,000	38,000	10,000	10,000
10.510.7023	Promotional Supplies	14,854	23,134	10,000	25,000	20,000	20,000
10.510.7110	Cellular Service	2,136	5,362	4,200	4,200	3,500	3,500
10.510.7401	Equipment Repair	-	-	500	500	500	500
10.510.7514	Professional Services	4,280	9,729	20,000	16,000	20,000	20,000
10.510.7602	Outreach Event Fees	4,054	5,790	5,300	5,300	5,300	5,300
10.510.7603	Vector Awareness Advertising	-	27,484	75,000	95,000	75,000	75,000
10.510.7606	Multi-Media Production	3,336	2,421	2,500	3,000	5,000	5,000
10.510.7903	Memberships	-	680	500	500	500	500
10.510.7905	Mileage Reimbursement	11	77	100	100	100	100
10.510.7906	Training	973	845	5,000	1,000	2,500	2,000
10.510.7907	Conferences & Meetings	8,286	12,094	12,000	12,000	13,500	13,500
10.510.7908	Continuing Education	12,820	7,440	7,500	18,000	5,000	18,000
		<b>117,882</b>	<b>157,558</b>	<b>320,900</b>	<b>296,100</b>	<b>239,200</b>	<b>253,700</b>
<b><i>Capital Outlay</i></b>							
10.510.8100	Equipment	5,031	28,255	15,000	5,000	10,000	10,000
		<b>5,031</b>	<b>28,255</b>	<b>15,000</b>	<b>5,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Total Public Information</b>		<b>\$ 432,446</b>	<b>\$ 570,599</b>	<b>\$ 828,080</b>	<b>\$ 764,030</b>	<b>\$ 759,650</b>	<b>\$ 786,350</b>

<b>Department:</b>	<b>Communications</b>
<b>Program:</b>	<b>Information Technology</b>
<b>Program No.:</b>	<b>10.520</b>

<b>Budget Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 186,877	\$ 228,555	\$ 354,700	\$ 382,860	\$ 472,100	\$ 477,800
Maintenance & Operations	217,066	184,313	218,000	180,000	218,760	218,760
Capital Outlay	25,527	115,556	100,000	138,000	72,000	87,000
<b>Total Expenditures</b>	<b>\$ 429,470</b>	<b>\$ 528,424</b>	<b>\$ 672,700</b>	<b>\$ 700,860</b>	<b>\$ 762,860</b>	<b>\$ 783,560</b>

<b>Personnel Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
<b>Full-time Positions</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
Information Technology Manager	0	0	0	1	1	1
Information Technology Analyst	1	1	1	1	1	1
Data Application Specialist	0	0	0	0	1	1
Information Technology Coordinator	1	1	1	1	1	1
	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>4</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Communications</b>
<b>Program:</b>	<b>Information Technology</b>
<b>Program No.:</b>	<b>10.520</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimated</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
<b>Personnel</b>							
10.520.6001	Salaries - Regular	\$ 143,739	\$ 164,555	\$ 264,000	\$ 282,400	\$ 352,700	\$ 356,000
10.520.6002	Extra-Help/Seasonal		15,461	17,000	17,000	-	-
10.520.6003	Overtime	-	-	-	100	-	-
10.520.6101	Comp Time Payout	1,836	-	5,400	5,100	5,800	6,400
10.520.6102	Vacation Payout	2,160	2,160	1,200	2,300	2,400	2,400
10.520.6103	Sick Leave Payout	673	505	-	950	1,000	1,000
10.520.6209	Unemployment Insurance	1,302	1,696	1,740	1,700	1,800	1,800
10.520.6210	Medicare & FICA	2,305	2,843	4,400	4,800	5,800	5,800
10.520.6212	Retirement	11,833	13,340	19,500	22,800	29,700	31,500
10.520.6220	Health Insurance	14,293	17,639	25,000	29,500	51,400	51,400
10.520.6230	Dental Insurance	339	506	900	800	800	800
10.520.6240	Life and AD&D Insurance	429	508	750	850	800	800
10.520.6245	LTD Insurance	1,334	1,629	2,300	2,100	2,800	2,800
10.520.6250	Vision Insurance	54	69	200	150	200	200
10.520.6269	Short Term Disability	-	364	1,000	1,000	1,300	1,300
10.520.6275	Deferred Compensation	6,580	7,280	11,310	11,310	15,600	15,600
		<b>186,877</b>	<b>228,555</b>	<b>354,700</b>	<b>382,860</b>	<b>472,100</b>	<b>477,800</b>

<b>Department:</b>	<b>Communications</b>
<b>Program:</b>	<b>Information Technology</b>
<b>Program No.:</b>	<b>10.520</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Communications</b>
<b>Program:</b>	<b>Information Technology</b>
<b>Program No.:</b>	<b>10.520</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimated</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
<b><i>Maintenance &amp; Operations</i></b>							
10.520.7001	Supplies/Division Expense	18,717	18,133	18,000	18,000	20,000	20,000
10.520.7003	Minor Office Equipment	5,331	6,011	6,000	21,000	8,500	8,500
10.520.7024	Computer Software	23,668	38,528	41,700	21,700	21,000	21,000
10.520.7110	Cellular Service	312	1,333	1,800	1,800	1,800	1,800
10.520.7401	Equipment Repair	581	744	1,000	1,000	2,000	2,000
10.520.7505	IT Recovery	11,196	11,196	25,000	7,000	3,600	3,600
10.520.7510	Computer Consultant	52,783	31,840	31,000	16,000	20,000	20,000
10.520.7511	Software License	104,308	74,795	85,000	85,000	94,600	94,600
10.520.7605	Digital Maps	-	-	-	-	39,250	39,250
10.520.7905	Mileage Reimbursement	37	-	500	500	500	500
10.520.7906	Training	-	999	3,000	3,000	3,000	3,000
10.520.7907	Conferences & Meeting	133	734	5,000	5,000	4,510	4,510
		<b>217,066</b>	<b>184,313</b>	<b>218,000</b>	<b>180,000</b>	<b>218,760</b>	<b>218,760</b>
<b><i>Capital Outlay</i></b>							
10.520.8100	Equipment	25,527	115,556	100,000	138,000	72,000	87,000
		<b>25,527</b>	<b>115,556</b>	<b>100,000</b>	<b>138,000</b>	<b>72,000</b>	<b>87,000</b>
<b>Total Information Technology</b>		<b>\$ 429,470</b>	<b>\$ 528,424</b>	<b>\$ 672,700</b>	<b>\$ 700,860</b>	<b>\$ 762,860</b>	<b>\$ 783,560</b>

<b>Department:</b>	<b>Communications</b>
<b>Program:</b>	<b>Public Service</b>
<b>Program No.:</b>	<b>10.530</b>

<b>Budget Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
Personnel	\$ 145,916	\$ 124,949	\$ 155,020	\$ 159,810	\$ 179,900	\$ 191,000
Maintenance & Operations	14	-	900	100	-	-
Capital Outlay	857	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 146,787</b>	<b>\$ 124,949</b>	<b>\$ 155,920</b>	<b>\$ 159,910</b>	<b>\$ 179,900</b>	

<b>Personnel Summary</b>						
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Projected</b>
<b>Full-time Positions</b>						
Customer Service Representative I	1	1	1	1	1	1
Customer Service Representative II	1	1	1	1	1	1
	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Communications</b>
<b>Program:</b>	<b>Public Service</b>
<b>Program No.:</b>	<b>10.530</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimated</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
<b>Personnel</b>							
10.530.6001	Salaries - Regular	\$ 101,914	\$ 84,943	\$ 108,000	\$ 101,200	\$ 113,000	\$ 121,100
10.530.6004	Bilingual Pay	624	600	630	630	700	700
10.530.6007	Carpool Incentive	520	260	-	-	-	-
10.530.6101	Comp Time Payout	1,825	2,259	2,600	6,500	9,700	10,400
10.530.6102	Vacation Payout	739	117	800	850	1,000	1,100
10.530.6103	Sick Leave Payout	-	-	500	450	500	600
10.530.6209	Unemployment Insurance	1,400	836	870	870	900	900
10.530.6210	Medicare & FICA	1,640	1,397	1,900	1,900	2,200	2,300
10.530.6212	Retirement	8,729	7,331	7,800	9,400	11,800	13,800
10.530.6220	Health Insurance	24,914	23,581	22,000	28,020	29,900	29,900
10.530.6230	Dental Insurance	1,959	1,358	600	500	500	500
10.530.6240	Life and AD&D Insurance	501	448	480	600	500	500
10.530.6245	LTD Insurance	935	903	900	750	800	800
10.530.6250	Vision Insurance	216	155	-	200	200	200
10.530.6269	Short Term Disability	-	161	400	400	400	400
10.530.6275	Deferred Compensation	-	600	7,540	7,540	7,800	7,800
		<b>145,916</b>	<b>124,949</b>	<b>155,020</b>	<b>159,810</b>	<b>179,900</b>	<b>191,000</b>

<b>Department:</b>	<b>Communications</b>
<b>Program:</b>	<b>Public Service</b>
<b>Program No.:</b>	<b>10.530</b>

<b>Fund:</b>	<b>Operating</b>
<b>Department:</b>	<b>Communications</b>
<b>Program:</b>	<b>Public Service</b>
<b>Program No.:</b>	<b>10.530</b>

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Adopted</b>	<b>2017-18 Estimated</b>	<b>2018-19 Proposed</b>	<b>2019-20 Projected</b>
<i><b>Maintenance &amp; Operations</b></i>							
10.530.7001	Supplies/Division Expense	14	-	500	100	-	-
10.530.7003	Minor Office Equipment	-	-	200	-	-	-
10.530.7906	Training	-	-	200	-	-	-
10.530.7907	Conferences & Meetings	-	-	-	-	-	-
		<b>14</b>	<b>-</b>	<b>900</b>	<b>100</b>	<b>-</b>	<b>-</b>
<i><b>Capital Outlay</b></i>							
10.530.8100	Equipment	857	-	-	-	-	-
		<b>857</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Public Service</b>		<b>\$ 146,787</b>	<b>\$ 124,949</b>	<b>\$ 155,920</b>	<b>\$ 159,910</b>	<b>\$ 179,900</b>	<b>\$ 191,000</b>

# Other Funds



## Other Funds

### Other Funds

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

### Description

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

### Budget Summary

	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimated	2018-19 Proposed	2019-20 Projected
Maintenance & Operations	\$ 540,872	\$ 182,699	\$ 206,500	\$ 202,500	\$ 1,305,100	\$ 205,100
Capital Outlay	38,218	40,509	515,000	200,000	315,000	200,000
<b>Total Expenditures</b>	<b>\$ 579,090</b>	<b>\$ 223,208</b>	<b>\$ 721,500</b>	<b>\$ 402,500</b>	<b>\$ 1,620,100</b>	<b>\$ 405,100</b>

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

<b>Budget Summary</b>						
	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimated	2018-19 Proposed	2019-20 Projected
Maintenance & Operations - District	\$ 1,197	\$ 4,393	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations - HBP	63,076	29,142	32,500	40,500	41,100	41,100
Capital Outlay	38,218	40,509	515,000	200,000	315,000	200,000
<b>Total Expenditures</b>	<b>\$ 102,491</b>	<b>\$ 74,044</b>	<b>\$ 547,500</b>	<b>\$ 240,500</b>	<b>\$ 356,100</b>	<b>\$ 241,100</b>

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

Account Number	Expenditure Classification	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimated	2018-19 Proposed	2019-20 Projected
<b>Maintenance &amp; Operations</b>							
60.000.7520	Facility Improvement	\$ 1,197	\$ 4,393	\$ -	\$ -	\$ -	\$ -
		<b>\$ 1,197</b>	<b>\$ 4,393</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Haster Business Park Expenditures:</b>							
60.600.7500	Property Management	23,687	-	2,000	10,000	10,000	10,000
60.600.7501	Repairs & Maintenance	14,125	1,315	5,000	5,000	5,000	5,000
60.600.7504	A/C & Heating Services	5,583	3,850	5,500	5,500	6,000	6,000
60.600.7505	Landscape & Lot Maintenance	2,100	2,400	3,000	3,000	3,000	3,000
60.600.7508	Refuse Disposal	8,510	9,286	9,000	9,000	9,000	9,000
60.600.7510	HBP Utilities	3,465	2,398	2,200	2,200	2,300	2,300
60.600.7550	Tenant Improvements	-	-	-	-	-	-
60.600.7560	Bad Debt / Write Off	-	4,200	-	-	-	-
60.600.7561	Move-In Incentive	-	-	-	-	-	-
60.600.7703	Property Taxes	5,606	5,693	5,800	5,800	5,800	5,800
		<b>\$ 63,076</b>	<b>\$ 29,142</b>	<b>\$ 32,500</b>	<b>\$ 40,500</b>	<b>\$ 41,100</b>	<b>\$ 41,100</b>
<b>Capital Outlay</b>							
60.000.8100	Equip & Improvements - District	\$ 24,667	\$ 40,509	\$ 515,000	\$ 200,000	\$ 315,000	\$ 200,000
60.600.8100	Equipment & Improvements- HBP	13,551	-	-	-	-	-
		<b>\$ 38,218</b>	<b>\$ 40,509</b>	<b>\$ 515,000</b>	<b>\$ 200,000</b>	<b>\$ 315,000</b>	<b>\$ 200,000</b>
<b>Total Facilities Improvement</b>		<b>\$ 102,491</b>	<b>\$ 74,044</b>	<b>\$ 547,500</b>	<b>\$ 240,500</b>	<b>\$ 356,100</b>	<b>\$ 241,100</b>

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

<b>Budget Summary</b>		2015-16		2016-17		2017-18		2017-18		2018-19		2019-20	
		Actual		Actual		Adopted		Estimated		Proposed		Projected	
Maintenance & Operations		\$	195	\$	868	\$	-	\$	-	\$	-	\$	-
<b>Total Expenditures</b>		\$	<b>195</b>	\$	<b>868</b>	\$	<b>-</b>	\$	<b>-</b>	\$	<b>-</b>	\$	<b>-</b>

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

<b>Account Number</b>	<b>Expenditure Classification</b>	2015-16		2016-17		2017-18		2017-18		2018-19		2019-20	
		Actual		Actual		Adopted		Estimated		Proposed		Projected	
70.000.7505	<i>Maintenance &amp; Operations</i> Habitat Remediation Contracts	\$	195	\$	868								
<b>Total Habitat Remediation Fund</b>		\$	<b>195</b>	\$	<b>868</b>	\$	<b>-</b>	\$	<b>-</b>	\$	<b>-</b>	\$	<b>-</b>

<b>Fund:</b>	<b>Environmental Fund</b>
<b>Program:</b>	<b>Environmental Fund</b>
<b>Program No.:</b>	<b>75.000</b>

<b>Budget Summary</b>		2015-16	2016-17	2017-18	2017-18	2018-19	2019-20
		Actual	Actual	Adopted	Estimated	Proposed	Projected
Maintenance & Operations		\$ 25,334	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>		<b>\$ 25,334</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Fund:</b>	<b>Environmental Fund</b>
<b>Program:</b>	<b>Environmental Fund</b>
<b>Program No.:</b>	<b>75.000</b>

Account Number	Expenditure Classification	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimated	2018-19 Proposed	2019-20 Projected
	<i>Maintenance &amp; Operations</i>						
75.000.7525	CEQA Permit Fees	\$ 25,334	\$ -	\$ -	\$ -	\$ -	\$ -
75.000.7526	NPDES Assessment	-	-	-	-	-	-
<b>Total Environmental Fund</b>		<b>\$ 25,334</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

<b>Budget Summary</b>												
	<b>2015-16</b>		<b>2016-17</b>		<b>2017-18</b>		<b>2017-18</b>		<b>2018-19</b>		<b>2019-20</b>	
	<b>Actual</b>		<b>Actual</b>		<b>Adopted</b>		<b>Estimated</b>		<b>Proposed</b>		<b>Projected</b>	
Maintenance & Operations	\$	136,596	\$	148,296	\$	174,000	\$	162,000	\$	164,000	\$	164,000
<b>Total Expenditures</b>	<b>\$</b>	<b>136,596</b>	<b>\$</b>	<b>148,296</b>	<b>\$</b>	<b>174,000</b>	<b>\$</b>	<b>162,000</b>	<b>\$</b>	<b>164,000</b>	<b>\$</b>	<b>164,000</b>

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

<b>Account Number</b>	<b>Expenditure Classification</b>	<b>2015-16</b>		<b>2016-17</b>		<b>2017-18</b>		<b>2017-18</b>		<b>2018-19</b>		<b>2019-20</b>	
		<b>Actual</b>		<b>Actual</b>		<b>Adopted</b>		<b>Estimated</b>		<b>Proposed</b>		<b>Projected</b>	
	<i>Maintenance &amp; Operations</i>												
90.000.7350	Medicare Premium Reimbursement	\$	21,138	\$	20,368	\$	22,000	\$	23,500	\$	24,000	\$	24,000
90.000.7352	Retiree Medical Allowance		26,344		38,682		52,000		44,500		45,000		45,000
90.000.7355	Health Insurance Premiums		89,114		88,697		100,000		94,000		95,000		95,000
90.000.7701	Administrative Fees		-		549								
		<b>\$</b>	<b>136,596</b>	<b>\$</b>	<b>148,296</b>	<b>\$</b>	<b>174,000</b>	<b>\$</b>	<b>162,000</b>	<b>\$</b>	<b>164,000</b>	<b>\$</b>	<b>164,000</b>
<b>Total Retiree Medical Insurance</b>		<b>\$</b>	<b>136,596</b>	<b>\$</b>	<b>148,296</b>	<b>\$</b>	<b>174,000</b>	<b>\$</b>	<b>162,000</b>	<b>\$</b>	<b>164,000</b>	<b>\$</b>	<b>164,000</b>

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

<b>Budget Summary</b>		2015-16	2016-17	2017-18	2017-18	2018-19	2019-20
		Actual	Actual	Adopted	Estimated	Proposed	Projected
Maintenance & Operations		\$ 314,474	\$ -	\$ -	\$ -	\$ 1,100,000	\$ -
<b>Total Expenditures</b>		<b>\$ 314,474</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,100,000</b>	<b>\$ -</b>

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

Account Number	Expenditure Classification	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Estimated	2018-19 Proposed	2019-20 Projected
	<i>Maintenance &amp; Operations</i>						
95.000.7001	O.C. Retirement System (OCERS)	\$ 314,474	\$ -	\$ -	\$ -	\$ 1,100,000	\$ -
		<b>\$ 314,474</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,100,000</b>	<b>\$ -</b>
<b>Total Retirement Contingency</b>		<b>\$ 314,474</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,100,000</b>	<b>\$ -</b>

# **Line Item Summary**

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2014 THRU 2019  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2017-18	FY 2018-19	FY 2019-20
		Actual	Actual	Actual	Adopted Budget	Estimated	Budget	Projected
4100	Property Tax	4,968,327	5,286,671	5,566,924	5,631,000	5,718,800	5,873,200	6,031,700
4105	1996 Benefit Assessment	1,526,885	1,535,496	1,539,457	1,551,000	1,545,200	1,553,400	1,561,600
4106	2004 Benefit Assessment	4,134,186	4,987,441	5,626,267	5,669,600	5,657,300	6,330,400	6,525,400
4200	Interest	17,043	34,244	39,053	70,000	75,900	35,000	35,000
4300	Miscellaneous	91,533	19,997	116,519	15,000	48,009	20,000	20,000
4305	Pass Thru Money	365,460	382,843	414,422	400,000	400,000	400,000	400,000
4310	Rent for Cell Site	38,580	66,654	28,270	26,600	27,200	28,100	28,900
4315	VCJPA Pooled Services	88,388	137,846	144,689	100,000	179,000	100,000	100,000
4320	State Grant Revenue	-	-	93,938	138,000	208,000	8,900	-
4502	California State Commissioner	14,269	7,661	6,505	8,000	6,500	8,000	8,000
4504	Irvine Ranch Water District	35,875	29,148	13,267	19,000	20,000	15,000	15,000
4505	Orange County Sanitation Distr	1,697	834	1,327	1,000	1,800	1,000	1,000
4507	University of California - Irv	24,132	14,787	17,580	18,000	6,900	8,000	8,000
4508	U.S. Weapons Marsh	9,558	8,865	-	18,000	20,000	8,000	8,000
4509	Misc Services Invoiced	4,494	5,788	5,401	6,000	10,000	5,000	5,000
<b>Total Revenue</b>		<b>11,320,427</b>	<b>12,518,275</b>	<b>13,613,619</b>	<b>13,671,200</b>	<b>13,924,609</b>	<b>14,394,000</b>	<b>14,747,600</b>
Salaries & Benefits		(6,510,617)	(6,819,779)	(8,012,441)	(9,671,100)	(9,447,360)	(10,221,150)	(10,486,250)
Maintenance & Operations		(2,205,037)	(3,144,218)	(3,215,310)	(3,606,100)	(3,633,450)	(3,586,950)	(3,704,610)
Capital Outlay		(328,860)	(188,121)	(375,479)	(295,000)	(327,350)	(230,500)	(247,000)
<b>Total Expenditures</b>		<b>(9,044,514)</b>	<b>(10,152,118)</b>	<b>(11,603,230)</b>	<b>(13,572,200)</b>	<b>(13,408,160)</b>	<b>(14,038,600)</b>	<b>(14,437,860)</b>
<b>REVENUES VS EXPENDITURES</b>		<b>2,275,913</b>	<b>2,366,157</b>	<b>2,010,389</b>	<b>99,000</b>	<b>516,449</b>	<b>355,400</b>	<b>309,740</b>
Transfers In		383,400	177,098	157,085	-	364,161	-	(500,000)
Transfers Out		(1,195,000)	(1,130,000)	(679,474)	(2,223,500)	(6,411,667)	(1,596,800)	-
<b>NET INCOME</b>		<b>1,464,313</b>	<b>1,413,255</b>	<b>1,488,000</b>	<b>(2,124,500)</b>	<b>(5,531,057)</b>	<b>(1,241,400)</b>	<b>(190,260)</b>



**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2014 THRU 2019  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Adopted Budget	FY 2017-18 Estimated	FY 2018-19 Budget	FY 2019-20 Projected
	<b>Personnel</b>							
6001	Salaries - Regular	(3,994,848)	(4,211,766)	(4,780,661)	(5,623,800)	(5,508,200)	(5,788,700)	(5,951,700)
6002	Extra Help / Seasonal	(824,452)	(920,560)	(1,225,785)	(1,754,000)	(1,599,000)	(1,783,000)	(1,783,000)
6003	Overtime	(362)	(10,975)	(474)	(1,000)	(6,550)	(3,750)	(3,750)
6004	Bilingual Pay	(4,550)	(5,616)	(6,816)	(7,510)	(7,510)	(7,700)	(7,700)
6005	Art Pay	(1,200)	-	-	-	-	-	-
6006	Tool Allowance	(720)	(780)	(1,530)	(1,560)	(2,600)	(2,600)	(2,600)
6007	Carpool Incentive Pay	(2,460)	(2,620)	(2,120)	(2,240)	(2,100)	(2,200)	(2,200)
6101	Comp Time Payout	(86,999)	(163,532)	(170,090)	(215,500)	(222,300)	(219,600)	(224,800)
6102	Vacation Payout	(57,756)	(39,821)	(43,755)	(45,100)	(53,950)	(42,900)	(47,400)
6103	Sick Leave Payout	(43,829)	(12,799)	(12,583)	(13,800)	(14,550)	(14,200)	(14,300)
6104	Admin Leave	-	-	-	-	(6,100)	(6,540)	(6,540)
6105	Executive Leave	-	-	-	-	(12,400)	(11,460)	(11,760)
6209	Unemployment Insurance	(53,038)	(54,606)	(71,759)	(64,140)	(64,540)	(63,700)	(64,200)
6210	Medicare & FICA	(71,377)	(79,754)	(91,175)	(115,450)	(101,800)	(122,300)	(124,700)
6212	Retirement	(607,324)	(467,002)	(454,101)	(507,700)	(550,000)	(675,400)	(740,200)
6220	Health Insurance	(477,503)	(589,472)	(836,327)	(882,600)	(886,970)	(1,058,400)	(1,077,600)
6230	Dental Insurance	(13,249)	(18,193)	(34,500)	(45,000)	(36,100)	(33,000)	(33,000)
6240	Life Insurance	(11,555)	(11,758)	(16,208)	(19,690)	(15,050)	(14,400)	(14,600)
6245	LTD Insurance	(38,186)	(40,708)	(48,583)	(55,400)	(41,230)	(42,600)	(43,300)
6250	Vision Insurance	(3,541)	(4,537)	(8,485)	(11,200)	(9,290)	(9,100)	(9,100)
6269	Short Term Disability	-	-	(11,209)	(21,420)	(20,500)	(20,500)	(20,800)
6275	Deferred Comp Benefit	(145,894)	(155,280)	(171,480)	(252,790)	(256,620)	(269,100)	(273,000)
6280	Cafeteria Plan	(41,282)	-	-	-	-	-	-
6290	Auto Allowance	(30,492)	(30,000)	(24,800)	(31,200)	(30,000)	(30,000)	(30,000)
	<b>Total Personnel</b>	<b>(6,510,617)</b>	<b>(6,819,779)</b>	<b>(8,012,441)</b>	<b>(9,671,100)</b>	<b>(9,447,360)</b>	<b>(10,221,150)</b>	<b>(10,486,250)</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2014 THRU 2019  
REVENUE AND EXPENDITURES**

<b>Acct #</b>	<b>Description</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Adopted Budget</b>	<b>FY 2017-18 Estimated</b>	<b>FY 2018-19 Budget</b>	<b>FY 2019-20 Projected</b>
	<b>Maintenance &amp; Operations</b>							
7001	Supplies / Division Expense	(67,668)	(67,446)	(90,189)	(86,200)	(95,210)	(83,000)	(85,000)
7002	Art & Construction Supplies	(2,054)	(6,258)	(508)	(4,300)	(3,300)	(4,300)	(4,300)
7003	Minor Office Equipment	(3,044)	(4,197)	(11,189)	(14,700)	(34,050)	(22,400)	(18,500)
7004	Uniforms	(22,955)	(26,540)	(50,604)	(51,750)	(53,990)	(55,180)	(55,180)
7005	Household Expense	(8,860)	(9,243)	(10,957)	(10,500)	(10,500)	(10,500)	(10,500)
7006	Postage	(5,355)	(3,826)	(5,204)	(4,450)	(5,900)	(7,450)	(7,450)
7007	Printing Costs	(27,271)	(43,796)	(36,909)	(66,500)	(66,500)	(66,500)	(66,500)
7008	Micro Lab	(25,696)	(33,233)	(56,544)	(55,000)	(60,000)	(65,000)	(65,000)
7009	Field Lab	(4,930)	(11,531)	(37,964)	(40,000)	(43,650)	(50,000)	(50,000)
7010	Environmental Biology	(12,314)	(10,546)	(29,143)	(30,000)	(25,000)	(25,000)	(25,000)
7011	Disease Surveillance	(3,848)	(2,578)	(1,056)	-	-	-	-
7012	General Lab Supplies	(30,207)	(44,023)	(47,221)	(40,000)	(40,000)	(27,000)	(27,000)
7014	Pesticides	(437,930)	(561,689)	(614,955)	(650,000)	(694,780)	(675,000)	(675,000)
7016	Rat Bait Station Supplies	(43,711)	(6,537)	(10,624)	(6,000)	(3,700)	(6,000)	(6,000)
7017	Protective Equipment	(26,824)	(18,423)	(28,571)	(32,000)	(32,000)	(38,000)	(38,000)
7018	Employee Physicals & First Aid	(12,426)	(13,440)	(24,251)	(24,000)	(24,000)	(24,000)	(24,000)
7019	Publications	(2,616)	(1,985)	(3,352)	(2,600)	(2,800)	(2,600)	(2,600)
7020	HR Recruitment Expense	(9,981)	(8,304)	(10,685)	(18,000)	(11,000)	(15,000)	(15,000)
7021	Auto Incident Administration	(32)	(10)	-	(100)	(100)	(100)	(100)
7022	Public Relations	(33,828)	(19,946)	(15,210)	(95,700)	(38,700)	(10,500)	(10,500)
7023	Promotional Supplies	(3,753)	(2,465)	(23,134)	(10,000)	(25,000)	(20,000)	(20,000)
7024	Computer Software	(1,793)	(18,947)	(38,528)	(41,700)	(21,700)	(21,000)	(21,000)
7025	Equipment Rental	-	(43)	(64)	(500)	(500)	(500)	(500)
7026	Disaster Preparedness Supplies	(1,544)	(140)	(21,358)	(15,000)	(15,000)	(5,000)	(5,000)
7110	Cellular Service	(7,116)	(22,521)	(66,953)	(55,500)	(61,280)	(62,680)	(62,680)
7120	Telephone	(31,952)	(37,577)	(40,911)	(35,000)	(40,000)	(35,000)	(35,000)
7210	Electricity	(56,035)	(54,753)	(59,915)	(65,000)	(65,000)	(65,000)	(65,000)
7220	Natural Gas	(2,449)	(2,474)	(719)	(1,000)	(1,000)	(1,000)	(1,000)
7230	Water	(4,021)	(4,481)	(2,680)	(3,000)	(3,000)	(3,500)	(3,500)
7310	Workers Compensation	(221,061)	(278,084)	(462,549)	(500,000)	(497,800)	(500,000)	(600,000)
7320	General Liability	(126,438)	(107,771)	(136,663)	(140,000)	(140,750)	(140,000)	(161,000)
7325	Settlement/Claims Paid	-	(100,000)	-	-	-	-	-
7330	Property Insurance & Admin Cos	(32,256)	(27,530)	(45,127)	(46,000)	(32,150)	(33,000)	(38,000)
7340	Earthquake Insurance	(26,154)	(20,950)	(21,569)	(25,000)	(17,500)	(20,140)	(23,200)
7360	Group Fidelity Premium	-	-	(1,274)	(1,500)	(1,290)	(1,500)	(1,700)
7401	Equipment Repair	(9,650)	(10,470)	(11,795)	(13,100)	(10,900)	(18,600)	(18,600)
7402	Facility Repair & Maintenance	(7,800)	(14,433)	(13,576)	(15,000)	(15,500)	(15,000)	(15,000)
7403	Rents & Leases of Equipment	(11,465)	(11,141)	(12,921)	(15,000)	(15,000)	(16,500)	(16,500)
7406	Security Alarm Expense	(1,105)	(1,015)	(925)	(1,300)	(1,300)	(1,500)	(1,500)

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2014 THRU 2019  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2017-18	FY 2018-19	FY 2019-20
		Actual	Actual	Actual	Adopted Budget	Estimated	Budget	Projected
7407	A/C & Heating Services	(7,514)	(5,797)	(12,955)	(15,000)	(15,000)	(15,000)	(15,000)
7408	Plumbing Services	(21,973)	(9,433)	(123)	(5,000)	(11,000)	(5,000)	(5,000)
7410	Refuse Disposal	(6,091)	(5,704)	(5,356)	(6,200)	(6,200)	(6,500)	(6,500)
7411	Building Security	(1,568)	(2,276)	(1,905)	(12,000)	(12,000)	(12,000)	(12,000)
7501	Landscape Contract	(4,800)	(4,800)	(4,800)	(6,000)	(5,630)	(6,000)	(6,000)
7503	Contract & Applied Research	(45,410)	(28,682)	(26,775)	(15,000)	(13,500)	(12,000)	(12,000)
7504	Auditing Contract	(12,525)	(11,725)	(13,517)	(15,000)	(15,000)	(15,000)	(15,000)
7505	Contractual Services PCO	(21,123)	(11,900)	-	(20,000)	(3,000)	(5,000)	(5,000)
7505	IT Recovery	(12,782)	(11,949)	(11,196)	(25,000)	(7,000)	(3,600)	(3,600)
7506	Team Building	-	-	-	(1,000)	-	(1,000)	(1,000)
7507	District Counsel	(74,031)	(63,733)	(54,670)	(75,000)	(60,000)	(65,000)	(65,000)
7508	Labor Counsel	(7,677)	(50,839)	(45,736)	(50,000)	(35,000)	(50,000)	(35,000)
7510	Computer Consultant	(42,268)	(55,763)	(31,840)	(31,000)	(16,000)	(20,000)	(20,000)
7511	Software Maintenance	(84,461)	(124,421)	(93,929)	(105,000)	(160,000)	(144,600)	(144,600)
7513	Helicopter Service	-	-	(26,400)	(55,000)	(26,400)	(55,000)	(55,000)
7514	Professional Services	(50,284)	(141,401)	(100,283)	(130,500)	(192,500)	(155,500)	(140,500)
7515	Aerial Surveillance	(22,816)	(56,028)	(24,286)	(32,000)	(48,600)	(36,000)	(36,000)
7516	Permits and Licenses	(97)	(247)	(13,967)	(1,000)	(1,000)	(5,000)	(5,000)
7520	Records Retention & Disposal	-	-	(32,776)	(50,000)	(60,000)	(15,000)	(15,000)
7522	District Mgr Discretionary M & O	-	-	-	(35,000)	(35,000)	(70,000)	(70,000)
7530	Exhibit Development	-	(525,000)	(150,000)	-	-	-	-
7602	Outreach Event Fees	(2,863)	(5,149)	(5,790)	(5,300)	(5,300)	(5,300)	(5,300)
7603	Vector Awareness Advertising	-	(80)	(27,484)	(75,000)	(95,000)	(75,000)	(75,000)
7605	Digital Map	(26,250)	-	(39,250)	(39,250)	(39,250)	(39,250)	(39,250)
7606	Multi-Media Production	(1,503)	(1,395)	(2,421)	(2,500)	(3,000)	(5,000)	(5,000)
7701	Investment Administrative Fees	(8,442)	(8,669)	(10,857)	(10,000)	(10,000)	(11,000)	(12,000)
7702	Assessment Expense	(29,099)	(27,446)	(28,591)	(30,000)	(30,000)	(30,000)	(30,000)
7703	Taxes & Assessments	(6,436)	(5,986)	(8,546)	(10,000)	(10,000)	(10,000)	(10,000)
7704	Tax Collection Charge	(40,585)	(36,705)	(17,447)	(42,500)	(33,500)	(33,500)	(35,000)
7801	Toll Road Transponders	(2,748)	(2,760)	(4,758)	(3,900)	(6,480)	(6,200)	(6,500)
7802	Fuel	(154,902)	(153,048)	(121,824)	(200,000)	(185,000)	(225,000)	(225,000)
7803	Vehicle Accessories	(47,806)	(54,956)	(84,030)	(65,000)	(65,000)	(65,000)	(65,000)
7804	Garage Equipment	(3,652)	(775)	(801)	(5,000)	(3,000)	(5,000)	(5,000)
7805	District Vehicle Wash	(677)	-	(720)	(1,000)	(700)	(1,000)	(1,000)
7901	Employee Events	(7,726)	(5,232)	(13,767)	(20,000)	(20,000)	(15,000)	(20,000)
7902	Trustee-in-Lieu	(35,500)	(36,800)	(33,800)	(42,000)	(42,000)	(42,000)	(42,000)
7903	Memberships	(23,550)	(22,867)	(30,098)	(35,000)	(34,840)	(35,050)	(35,050)
7904	Tuition Reimbursement	(599)	(233)	(3,022)	(5,500)	(3,350)	(4,000)	(4,000)
7905	Mileage Reimbursement	-	-	(77)	(600)	(600)	(600)	(600)
7906	Training	(4,694)	(1,688)	(5,468)	(13,950)	(9,250)	(11,500)	(11,000)

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2014 THRU 2019  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2017-18	FY 2018-19	FY 2019-20
		Actual	Actual	Actual	Adopted Budget	Estimated	Budget	Projected
7907	Conferences & Meetings	(56,378)	(55,310)	(72,808)	(92,000)	(89,500)	(116,900)	(116,900)
7908	Continuing Education	(10,065)	(7,075)	(7,440)	(7,500)	(18,000)	(6,000)	(19,000)
	<b>Total Maintenance &amp; Operations</b>	<b>(2,205,037)</b>	<b>(3,144,218)</b>	<b>(3,215,310)</b>	<b>(3,606,100)</b>	<b>(3,633,450)</b>	<b>(3,586,950)</b>	<b>(3,704,610)</b>
8100	Equipment	(328,860)	(188,121)	(375,479)	(295,000)	(327,350)	(230,500)	(247,000)
	<b>Total Capital Outlay</b>	<b>(328,860)</b>	<b>(188,121)</b>	<b>(375,479)</b>	<b>(295,000)</b>	<b>(327,350)</b>	<b>(230,500)</b>	<b>(247,000)</b>
<b>Fund 10 General Fund</b>								
	<b>Total Revenue</b>	<b>11,320,427</b>	<b>12,518,275</b>	<b>13,613,619</b>	<b>13,671,200</b>	<b>13,924,609</b>	<b>14,394,000</b>	<b>14,747,600</b>
	<b>Total Personnel</b>	<b>(6,510,617)</b>	<b>(6,819,779)</b>	<b>(8,012,441)</b>	<b>(9,671,100)</b>	<b>(9,447,360)</b>	<b>(10,221,150)</b>	<b>(10,486,250)</b>
	<b>Total Maintenance &amp; Operations</b>	<b>(2,205,037)</b>	<b>(3,144,218)</b>	<b>(3,215,310)</b>	<b>(3,606,100)</b>	<b>(3,633,450)</b>	<b>(3,586,950)</b>	<b>(3,704,610)</b>
	<b>Total Capital Outlay</b>	<b>(328,860)</b>	<b>(188,121)</b>	<b>(375,479)</b>	<b>(295,000)</b>	<b>(327,350)</b>	<b>(230,500)</b>	<b>(247,000)</b>
	<b>Summary of Expenditures</b>	<b>(9,044,514)</b>	<b>(10,152,118)</b>	<b>(11,603,230)</b>	<b>(13,572,200)</b>	<b>(13,408,160)</b>	<b>(14,038,600)</b>	<b>(14,437,860)</b>
	Transfers In	383,400	177,098	157,085	-	364,161	-	(500,000)
	Transfers Out	(1,195,000)	(1,130,000)	(679,474)	(2,223,500)	(6,411,667)	(1,596,800)	-
FUND 10	<b>Net (Use of) Addition to Reserves</b>	<b>1,464,313</b>	<b>1,413,255</b>	<b>1,488,000</b>	<b>(2,124,500)</b>	<b>(5,531,057)</b>	<b>(1,241,400)</b>	<b>(190,260)</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2014 THRU 2019  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Adopted Budget	FY 2017-18 Estimated	FY 2018-19 Budget	FY 2019-20 Projected
<b>Fund 20 Vehicle Replacement</b>								
4200	Interest	1,121	3,195	2,962	5,000	5,000	4,200	4,200
4300	Vehicle (Loss) Reimbursement	-	7,105	-	-	-	-	-
4400	Sale of Vehicles	13,209	-	-	15,000	-	16,000	16,000
5100	Transfers In	500,000	-	-	650,000	-	-	-
5200	Transfers Out	(146,400)	(24,098)	(131,558)	-	(102,140)	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>514,330</b>	<b>10,300</b>	<b>2,962</b>	<b>670,000</b>	<b>5,000</b>	<b>20,200</b>	<b>20,200</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>(146,400)</b>	<b>(24,098)</b>	<b>(131,558)</b>	<b>-</b>	<b>(102,140)</b>	<b>-</b>	<b>-</b>
<b>FUND 20</b>	<b>Net (Use of) Addition to Reserves</b>	<b>367,930</b>	<b>(13,798)</b>	<b>(128,596)</b>	<b>670,000</b>	<b>(97,140)</b>	<b>20,200</b>	<b>20,200</b>
<b>Fund 30 Liability Reserve</b>								
4200	Interest	1,152	2,119	2,511	4,500	3,900	2,500	2,500
5100	Transfers In	145,000	75,000	50,000	-	-	-	-
5200	Transfers Out	(205,000)	(100,000)	-	-	(164,289)	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>146,152</b>	<b>77,119</b>	<b>52,511</b>	<b>4,500</b>	<b>3,900</b>	<b>2,500</b>	<b>2,500</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>(205,000)</b>	<b>(100,000)</b>	<b>-</b>	<b>-</b>	<b>(164,289)</b>	<b>-</b>	<b>-</b>
<b>FUND 30</b>	<b>Net (Use of) Addition to Reserves</b>	<b>(58,848)</b>	<b>(22,881)</b>	<b>52,511</b>	<b>4,500</b>	<b>(160,389)</b>	<b>2,500</b>	<b>2,500</b>
<b>Fund 40 Equipment Replacement</b>								
4200	Interest	864	1,750	2,027	3,500	3,900	6,800	6,800
5100	Transfers In	50,000	55,000	35,000	128,000	340,763	-	-
5200	Transfers Out	(32,000)	(53,000)	(25,527)	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>50,864</b>	<b>56,750</b>	<b>37,027</b>	<b>131,500</b>	<b>344,663</b>	<b>6,800</b>	<b>6,800</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>(32,000)</b>	<b>(53,000)</b>	<b>(25,527)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND 40</b>	<b>Net (Use of) Addition to Reserves</b>	<b>18,864</b>	<b>3,750</b>	<b>11,500</b>	<b>131,500</b>	<b>344,663</b>	<b>6,800</b>	<b>6,800</b>
<b>Fund 50 Emergency Vector</b>								
4200	Interest	2,240	5,020	6,279	11,500	9,700	13,500	13,500
5100	Transfers In	-	-	250,000	-	438,901	-	-
5200	Transfers Out	-	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>2,240</b>	<b>5,020</b>	<b>256,279</b>	<b>11,500</b>	<b>448,601</b>	<b>13,500</b>	<b>13,500</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND 50</b>	<b>Net (Use of) Addition to Reserves</b>	<b>2,240</b>	<b>5,020</b>	<b>256,279</b>	<b>11,500</b>	<b>448,601</b>	<b>13,500</b>	<b>13,500</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2014 THRU 2019  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Adopted Budget	FY 2017-18 Estimated	FY 2018-19 Budget	FY 2019-20 Projected
<b>Fund 70 Habitat Remediation</b>								
<b>Acct #</b>	<b>Description</b>							
7505	Habitat Remediation Contracts	(5,576)	(7,692)	(868)	-	-	-	-
5100	Transfers In	-	-	-	-	-	-	-
5200	Transfers Out	-	-	-	-	(85,668)	-	-
	<b>Revenue &amp; Transfers In Total</b>	-	-	-	-	-	-	-
	<b>Expense &amp; Transfers Out Total</b>	<b>(5,576)</b>	<b>(7,692)</b>	<b>(868)</b>	-	<b>(85,668)</b>	-	-
<b>FUND 70</b>	<b>Net (Use of) Addition to Reserves</b>	<b>(5,576)</b>	<b>(7,692)</b>	<b>(868)</b>	-	<b>(85,668)</b>	-	-
<b>Fund 75 Environmental</b>								
<b>Acct #</b>	<b>Description</b>							
7525	CEQA Permit Fees	30,000	30,000	-	-	-	-	-
5100	Transfers In	-	-	30,000	-	-	-	-
5200	Transfers Out	-	-	-	-	(12,064)	-	-
	<b>Revenue &amp; Transfers In Total</b>	-	-	30,000	-	-	-	-
	<b>Expense &amp; Transfers Out Total</b>	<b>30,000</b>	<b>30,000</b>	-	-	<b>(12,064)</b>	-	-
<b>FUND 75</b>	<b>Net (Use of) Addition to Reserves</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	-	<b>(12,064)</b>	-	-
<b>Fund 90 Retiree Medical</b>								
<b>Acct #</b>	<b>Description</b>							
4150	Retiree Medical	53,997	28,238	31,385	32,000	35,000	36,000	36,000
4151	PARS Trust Reimbursement	(95,610)	105,997	119,931	142,000	127,000	128,000	128,000
7350	Medicare Premium Reimbursement	(18,176)	(20,146)	(20,368)	(22,000)	(23,500)	(24,000)	(24,000)
7352	Retiree Medical Allowance	(8,844)	(14,561)	(38,682)	(52,000)	(44,500)	(45,000)	(45,000)
7355	Health Insurance Premium	(101,615)	(88,602)	(88,697)	(100,000)	(94,000)	(95,000)	(95,000)
7701	Administrative Fees	-	-	(549)	-	-	-	-
5100	Transfers In	-	-	-	-	3,313	-	-
5200	Transfers Out	-	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>(41,613)</b>	<b>134,235</b>	<b>151,316</b>	<b>174,000</b>	<b>165,313</b>	<b>164,000</b>	<b>164,000</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>(128,635)</b>	<b>(123,309)</b>	<b>(148,296)</b>	<b>(174,000)</b>	<b>(162,000)</b>	<b>(164,000)</b>	<b>(164,000)</b>
<b>FUND 90</b>	<b>Net (Use of) Addition to Reserves</b>	<b>(170,248)</b>	<b>10,926</b>	<b>3,020</b>	-	<b>3,313</b>	-	-

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2014 THRU 2019  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Adopted Budget	FY 2017-18 Estimated	FY 2018-19 Budget	FY 2019-20 Projected
<i>Fund 95 Retirement Cont.</i>								
<b>Acct #</b>	<b>Description</b>							
4200	Interest	432	3,998	5,611	7,500	9,200	16,900	16,900
7001	O.C. Retirement System	(500,000)	-	-	-	-	(1,100,000)	-
5100	Transfers In	500,000	1,000,000	314,474	500,000	930,258	1,083,100	-
5200	Transfers Out	-	-	-	-	-	-	-
	<b>Revenue &amp; Transfers In Total</b>	<b>500,432</b>	<b>1,003,998</b>	<b>320,085</b>	<b>507,500</b>	<b>939,458</b>	<b>1,100,000</b>	<b>16,900</b>
	<b>Expense &amp; Transfers Out Total</b>	<b>(500,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,100,000)</b>	<b>-</b>
<b>FUND 95</b>	<b>Net (Use of) Addition to Reserves</b>	<b>432</b>	<b>1,003,998</b>	<b>320,085</b>	<b>507,500</b>	<b>939,458</b>	<b>-</b>	<b>16,900</b>
<b>OTHER FUNDS TOTAL</b>								
	<b>Revenues</b>	<b>1,172,405</b>	<b>1,287,422</b>	<b>850,180</b>	<b>1,499,000</b>	<b>1,906,935</b>	<b>1,307,000</b>	<b>223,900</b>
	<b>Expenditures</b>	<b>(987,611)</b>	<b>(278,099)</b>	<b>(306,249)</b>	<b>(174,000)</b>	<b>(526,161)</b>	<b>(1,264,000)</b>	<b>(164,000)</b>
	<b>Net (Use of) Addition to Reserves</b>	<b>184,794</b>	<b>1,009,323</b>	<b>543,931</b>	<b>1,325,000</b>	<b>1,380,774</b>	<b>43,000</b>	<b>59,900</b>

**ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
FISCAL YEARS 2014 THRU 2019  
REVENUE AND EXPENDITURES**

Acct #	Description	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Adopted Budget	FY 2017-18 Estimated	FY 2018-19 Budget	FY 2019-20 Projected
<b>FUND 60 FACILITIES IMPROVEMENT</b>								
4100	Rental Income	323,448	337,246	313,603	275,000	286,000	290,000	290,000
4200	Interest	1,710	5,227	6,923	11,500	12,400	52,400	52,400
7500	Property Management Services	(1,764)	(8,148)	-	(2,000)	(10,000)	(10,000)	(10,000)
7501	HBP Repairs & Maintenance	(19,666)	(30,675)	(1,315)	(5,000)	(5,000)	(5,000)	(5,000)
7504	A/C & Heating	(2,666)	(5,511)	(3,850)	(5,500)	(5,500)	(6,000)	(6,000)
7505	Landscape & Lot Maintenance	(2,350)	(2,248)	(2,400)	(3,000)	(3,000)	(3,000)	(3,000)
7508	Refuse Disposal	(7,768)	(8,451)	(9,286)	(9,000)	(9,000)	(9,000)	(9,000)
7510	HBP Utilities	(3,644)	(2,910)	(2,398)	(2,200)	(2,200)	(2,300)	(2,300)
7520	Facility Improvement	(14,713)	-	(4,393)	-	-	-	-
7550	Tenant Improvements	-	(6,305)	-	-	-	-	-
7560	Bad Debt / Write Off	-	-	(4,200)	-	-	-	-
7703	Property Taxes	(5,446)	(5,501)	(5,693)	(5,800)	(5,800)	(5,800)	(5,800)
8100	Equip & Improvements - District	(60,196)	(11,289)	(40,509)	(515,000)	(200,000)	(315,000)	(200,000)
8100	Equipment - HBP	(14,239)	(109,741)	-	-	-	-	-
<b>Total Revenues</b>		<b>325,158</b>	<b>342,473</b>	<b>320,526</b>	<b>286,500</b>	<b>298,400</b>	<b>342,400</b>	<b>342,400</b>
Personnel		-	-	-	-	-	-	-
Maintenance & Operations		(58,017)	(69,749)	(33,535)	(32,500)	(40,500)	(41,100)	(41,100)
Capital Outlay		(74,435)	(121,030)	(40,509)	(515,000)	(200,000)	(315,000)	(200,000)
<b>Total Expenditures</b>		<b>(132,452)</b>	<b>(190,779)</b>	<b>(74,044)</b>	<b>(547,500)</b>	<b>(240,500)</b>	<b>(356,100)</b>	<b>(241,100)</b>
Transfers In		-	-	-	945,500	4,698,432	513,700	-
Transfers Out		-	-	-	-	-	-	500,000
<b>FUND 60</b>	<b>Net (Use of) Addition to Reserves</b>	<b>192,706</b>	<b>151,694</b>	<b>246,482</b>	<b>684,500</b>	<b>4,756,332</b>	<b>500,000</b>	<b>601,300</b>
<b>GRAND TOTAL ALL FUNDS</b>								
<b>Revenue &amp; Transfers In Total</b>		<b>13,201,390</b>	<b>14,325,268</b>	<b>14,941,410</b>	<b>16,402,200</b>	<b>21,192,537</b>	<b>16,557,100</b>	<b>14,813,900</b>
<b>Expense &amp; Transfers Out Total</b>		<b>(11,359,577)</b>	<b>(11,750,996)</b>	<b>(12,662,997)</b>	<b>(16,517,200)</b>	<b>(20,586,488)</b>	<b>(17,255,500)</b>	<b>(14,342,960)</b>
<b>Net (Use of) Addition to Reserves</b>		<b>1,841,813</b>	<b>2,574,272</b>	<b>2,278,413</b>	<b>(115,000)</b>	<b>606,049</b>	<b>(698,400)</b>	<b>470,940</b>



# Appendices

## Glossary

**Abatement** - The removal or elimination of a problem, nuisance, or other disturbance especially of public health or safety significance.

**Adult** - The mature stage of a mosquito's life.

**Adulticide** - A pesticide targeted to eliminate an insect pest in the adult stage.

**Bloodmeal** - The blood taken into a mosquito's gut for egg development.

**Bs (*Bacillus sphaericus*)** - A naturally occurring soil bacterium that infects and kills mosquito larvae, microbial insecticide that is commercially available.

**Bti (*Bacillus thuringiensis israelensis*)** - A naturally occurring soil bacterium that controls mosquito larvae; microbial insecticide that is commercially available, which is highly selective, controlling the larval stage of mosquitoes.

**Efficacy** - Effectiveness

**Endemic**- A disease constantly present in a particular region; native to a particular country, nation, or region, said of plants, animals and customs

**Epidemic** - An outbreak of disease affecting many individuals at once above a level of what is normally expected.

**Gambusia** - Is a genus of fish also known as mosquitofish

**Host** - A living organism that harbors another organism (e.g., virus, bacteria, protozoan, fungi, etc.) , typically providing shelter and nourishment.

**Instar** - The form assumed by insects between molts. Mosquitoes develop through 4 larval instars.

**Integrated Vector Management** - also know IVM, a control strategy that uses mechanical devices, physical devices, genetic, biological, legal, cultural management, and chemical management

**Larva(e)** - For mosquitoes: the feeding aquatic state of the mosquito.

**Larvicide** - A pesticide targeted to eliminate an insect pest in the larval stage.

**Mortality Rate** - The proportion of deaths in a specific population.

**Mosquito-borne** - Delivered by a mosquito.

**Mosquito pool** - A collection of mosquitoes, generally prepared and submitted for virus testing.

**Permethrin** - A synthetic insecticide of the pyrethroid class used for adulticiding.

**Proboscis** - The piercing mouthparts of the mosquito.

**Pupa(e)** - The intermediate stage between larva and adult, where the insect body structures change to those present on the adult..

**Resistance** - A process where a portion of a population with some genetic advantage, survive an exposure to a normally lethal material, and go on to produce offspring that also have the ability to survive exposure to that material.

**Source Reduction** - Elimination of mosquito producing sites.

**Temperature inversion**- When the temperature increases rather than decreases with increasing height which can greatly affect adulticiding applications or operations.

**U.L.V.** - Ultra Low Volume. A method of pesticide dispersal using small amounts of concentrated material to treat a large area.

**Vector** - An organism which transports and transmits a parasite or pathogen from one host to another; or causes direct harm or injury to people or animals; or causes significant annoyance to humans or animals.

# Resolution

**RESOLUTION NO. 463**

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

**ADOPTING THE ANNUAL OPERATING BUDGET  
FOR FISCAL YEAR 2018-19**

WHEREAS, the District Manager has prepared and submitted a proposed annual operating budget for Fiscal Year 2018-19; and,

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

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

SECTION 1. That the Board of Trustees of the Orange County Mosquito and Vector Control District does hereby approve and adopt the Fiscal Year 2018-19 in the amount of \$15,658,700 for Operating, Capital and Revenue budgets for all operational functions.

All Funds	FY 2018-19 Proposed
Personnel	\$10,221,150
Maintenance & Operations	4,892,050
Capital Outlay	545,500
Total	\$15,658,700

SECTION 2. That the FY 2018-19 Operating, Capital and Revenue Budget Document is incorporated herein and is made a part of this Resolution.

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

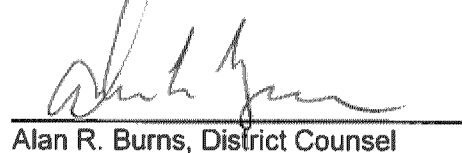
PASSED, APPROVED, and ADOPTED by the Board of Trustees of the Orange County Mosquito and Vector Control District at its regular meeting thereof held on the 21<sup>st</sup> day of June 2018, at 13001 Garden Grove Blvd., Garden Grove, California, 92843.

  
Lucille Kring, President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees of the Orange County Mosquito and Vector Control District at a regularly scheduled meeting, held on June 21, 2018:

  
Shari Horne, Secretary

APPROVED AS TO FORM:

  
Alan R. Burns, District Counsel