



**Three Arch Bay
Community Services District**

Board of Directors Meeting

March 27, 2024

5:00 P.M.

**Three Arch Bay Clubhouse
50 South La Senda Dr.
Laguna Beach, CA 92651**

Action and Information Items

(If you are unable to attend, please call the Office)



Three Arch Bay Community Services District

Regular Meeting Agenda

Wednesday, March 27, 2024 – 5:00 p.m.

50 S. La Senda, Laguna Beach, CA 92651

1. CALL TO ORDER – 5:00 p.m.
2. PUBLIC FORUM

Public comments on all agenda items, as well as public comments not pertaining to agenda items, will be heard during the public forum period. Public comments are limited to 30 minutes total and three (3) minutes per item.

3. CONSENT CALENDAR

The items listed below are placed on the Consent Calendar. All matters listed under the Consent Calendar are considered to be routine and will be enacted in one motion by the Board. There will be no separate discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff, or the public request specific items to be removed from the Consent Calendar for discussion. Items removed from the Consent Calendar will be discussed and voted upon immediately following Board action on the remainder of the Consent Calendar. Members of the Public who wish to discuss Consent Calendar items should identify themselves to the Board and upon the invitation by the President, state their name, address and item number they would like to discuss.

- A. **Approve the March 5, 2024 Special Board Meeting Minutes.....1-4**

4. DISTRICT ENGINEERS REPORT

- A. **Consideration of District Engineers Report.....5-8**

1. Storm Drain Project List
2. Homes with Storm Drains Underneath them
3. Engineer's Status Update
 - A. S. La Senda Low Flow Bypass
 - B. Video Inspection of Existing Facilities
 - C. CDS Unit Inspection
 - D. Catch Basin Inspections
 - E. Coastal Permit Extension
 - F. 31 N. Vista De Catalina Construction Coordination
 - G. 32 N. Portola
 - H. **Beach Area Runoff - Consideration of Installation of New Water Meters and Diversion Rock Work**
 1. **Consider the proposal from SCWD to install new water meters and perform additional rock work for the new diversions.**
 2. **Find that this item is not a project pursuant to the California Environmental Quality Act.**

- I. **Consideration of South Stairs White Pipe Improvements**
 - 1. **Consider the proposal from Drill Tech to remove the existing drainpipe headwall and construct a new headwall further back with foliage and a grate in the amount of \$14,295.00.**
 - 2. **Find that this item is not a project pursuant to the California Environmental Quality Act.**
- J. 32 S. La Senda
- K. TAB CSD Drainage Master Plan

5. NEW BUSINESS

- A. **Consideration of Golf Cart Purchase for the Security Team.....9-12**
 - 1. **Consider the purchase of a 2022 Forester 4 Plus Golf cart in the amount of \$8,994.38.**
 - 2. **Find that this item is not a project pursuant to the California Environmental Quality Act.**
- B. **Consideration of Agreement with the Orange County Sheriff for Supplemental Law Enforcement on the 4th of July.....13-26**
 - 1. **Consider and approve the agreement with the Orange County Sheriff’s Department for supplemental law enforcement on the 4th of July at an estimated cost of \$7,290.44.**
 - 2. **Find that this item is not a project pursuant to the California Environmental Quality Act.**
- C. **Consideration of Hiring Additional Contract Security Staff for 4th of July Celebration.....27**
 - 1. **Consider the request to approve a contract for additional security personnel and temporary barriers to help secure the TAB entrances on the 4th of July at a cost not-to-exceed \$6,500.00.**
 - 2. **Find that this item is not a project pursuant to the California Environmental Quality Act.**
- D. **Consideration of Nomination Period and Appointment Process for the OC LAFCO Regular Special District Member Seat.....28-32**
 - 1. **Consider the nomination for the OC LAFCO Regular Special District Member Seat and appoint the regular and alternate voting members for the appointment process.**
 - 2. **Find that this item is not a project pursuant to the California Environmental Quality Act.**

E.	Consideration of Change in Security Office Space.....	33-35
1.	Consider the approval of moving the current security office to the Parc Monaco Building located at 23292 Coast Highway.	
2.	Find that this item is not a project pursuant to the California Environmental Quality Act.	
6.	TREASURER’S REPORT	
A.	Consideration of February 2024 Financial Statement.....	36-44
	Recommended Actions:	
1.	Consider and Approve the February 2024 financial statement.	
2.	Find that this item is not a project pursuant to the California Environmental Quality Act.	
B.	User Fee Delinquency Spreadsheet.....	45
C.	Morgan Stanley Statements:	
(1)	February 2024 General Fund.....	46-59
(2)	February 2024 User Fee.....	60-65
D.	AMEX Statement.....	66-72
7.	CLAIMS FOR PAYMENT	
A.	General Fund	
	Recommended Actions:	
1.	Consider and Approve General Fund expenditures from February 28, 2024 to March 27, 2024.	
2.	Find that this item is not a project pursuant to the California Environmental Quality Act.	
B.	User Fee Fund	
	Recommended Actions:	
1.	Consider and Approve User Fee Fund expenditures from February 28, 2024 to March 27, 2024.	
2.	Find that this item is not a project pursuant to the California Environmental Quality Act.	
8.	DIRECTORS REPORTS	
9.	SECURITY REPORT	
10.	GENERAL MANAGERS REPORT	
11.	LEGAL COUNSEL REPORT	
12.	GENERAL CORRESPONDENCE.....	73-89
13.	CONFERENCE WITH LEGAL COUNSEL	

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Consideration of initiation of litigation pursuant to Government Code section 54956.9(d)(4) (two potential cases)

B. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) (two potential cases)

14. NEXT MEETING – April 24, 2024

All documents available for public review are at 5 Bay Drive, Laguna Beach, CA 92651 or on file with the District's General Manager located at 5 Bay Drive, Laguna Beach, CA 92651

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in the Board Meeting, please contact the General Manager during regular business hours at (949) 499-4567. Notification received 48 hours prior to the meeting will enable the District to make reasonable accommodations; if sign language interpreter is required, notification 1 week in advance is strongly recommended. All accommodation requests will be processed swiftly and resolving any doubt in favor of accessibility.

**Three Arch Bay Community Services District
Special Board of Directors Meeting
March 5, 2024**

Minutes

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED
AND SIGNED BY THE BOARD OF DIRECTORS.

The Three Arch Bay Community Services District Special Board of Directors Meeting was held on March 5, 2024 at 50 S. La Senda, Laguna Beach, CA 92651.

Directors Present:

Gary Rubel
Judy Yorke
Tim Hamchuk
Peter Barker (arrived at 5:10pm)

Directors Absent:

John Dorr

Others Present:

Jeremy Pipp, CMCA – General Manager
Allison Burns – Legal Counsel
Don Heinze – Security Director

Call to Order - The Meeting was called to order by Board President, Gary Rubel at 5:01 P.M.

Public Forum – Prior to the start of Public Comment all members of the public in attendance were notified that public comments on all agenda items, as well as public comments not pertaining to agenda items, will be heard during the public forum period. It was also announced that the public comment period is limited to thirty (30) minutes and three (3) minutes per item but that the time could be extended at the Board’s discretion.

No members of the public were in attendance.

Consent Calendar

Upon MOTION duly made by Tim Hamchuk, Seconded by Gary Rubel and carried 2 in favor, none opposed and 1 abstention (Director Yorke), the Board approved item 1 on the Consent Calendar,

1. MINUTES OF THE TAB CSD

Approved the Minutes from the January 24, 2023 Special Board of Directors Meeting as submitted.

District Engineers Report: Three Arch Bay Community Services District Engineer, Steve Austin, gave a report on the following items.

- South La Senda Low Flow Bypass (System 5) – No Change: The pump is off and bypass plates installed. The pump will remain off until after the rainy season.
- Video Inspections of Existing Facilities – No Change: There were no noted concerns in the latest storm drain video inspections. The detailed report and videos are still being compiled and will be distributed once received. The video inspection schedule exhibit for 2024 is attached. The noted lines to be inspected in 2024 will be scheduled for some time between April and October 2024.
- CDS Unit Inspection – No Change: The CDS units were inspected in late October 2023 by the manufacturer maintenance team and were found to be in good working order and are ready for the rainy season. A post rainy season inspection is scheduled for April 2024.
- Catch Basin Inspection – No Change: The catch basins are in good working order for the rainy season. CSD maintenance staff will continue to inspect the catch basins through the rainy season before and after rain events to ensure there are no blockages and that the catch basins are functioning as they should.
- Coastal Permit Extension – No Change: The renewal for the California Coastal Commission Coastal Development Permit Extension was approved in November of 2022. The extension was for two years. Another renewal application will need to be completed in 2024. Per the study performed this item may no longer be necessary but will continue to be evaluated by the Board and District Engineer.
- 31 North Vista de Catalina Construction Coordination – No Change: The site erosion control appears to be in good working order and will continue to be inspected prior to rain events.
- 32 North Portola – No Change: A drainage inlet reconstruction bid as well as an exhibit showing the proposed drainage easements were provided to TAB staff in November 2021 and can be used in discussions with the property owner.
- Beach Area Runoff – Update: Both the South Stairs Diversion and the 23 Bay Drive Diversion construction are nearly complete. Inspections have been conducted consistently over the last month during construction. The 23 Bay Drive Diversion was tested and resulted in 100% capture of the big white pipe at the bottom of the stairs. The pipe running to the tunnel can handle the capacity. The South Stairs Diversion was also tested and resulted in 100% capture of normal daily flows. We are working with the contractor to better camouflage this diversion’s improvements. We can now move forward with revising our diversion permitting with SOCWA and will not need the low flow pump diversion at South La Senda in the future.
- 32 South La Senda – Update: A report will be presented for discussion at the upcoming CSD meeting.
- TAB CSD Drainage Master Plan – Update: The City of Dana Point is still working through their drainage master plan update. However, to provide the CSD Board with information regarding existing storm drain capacity, portions of the drainage master plan update have been compiled and will be presented to the CSD Board in the upcoming meeting.

Drainage Plan Reviews: Three Arch Bay Community Services District Engineer, Steve Austin, discussed the following drainage plan reviews with the Board.

1. Consideration of Approval of Drainage plan at 150 Vista Del Sol – Additional information is required to complete the drainage plan review, this item has been continued to the February 22, 2023 meeting (Director Yorke recused herself from participating with this item).

New Business

1. Consideration to Reduce Contract Security and Hire an Assistant Director of Security – The Board discussed reducing the contract with Allied Universal on the number of gate guards provided and the hiring of an Assistant Director of Security.

Upon MOTION duly made by Gary Rubel, Seconded by Peter Barker and Unanimously Carried, the Board approved:

- a. To reduce the staffing levels of Allied Security by 33%, from 9 guards a day to 6, and to hire a full-time Three Arch Bay Assistant Director of Security. The Director of Security will be an employee of the Three Arch Bay Association providing services to the CSD under the Professional Services Agreement.
 - b. That this item is not a project pursuant to the California Environmental Quality Act.
2. Consideration of Amendments to the Professional Services Agreement – With the approval to hire an Assistant Director of Security, the Board discussed amending the payment amount in the Professional Services Agreement with the Three Arch Bay Association.

Upon MOTION duly made by Gary Rubel, Seconded by Tim Hamchuk and Unanimously Carried, the Board approved:

- a. To amend the payment amount in the Professional Services Agreement with the Three Arch Bay Association to cover the cost of security personnel as well as increasing the share from the CSD for Management, maintenance and administrative services under the agreement. The new amount will be \$61,605.00 monthly effective April 1, 2024.
 - b. That this item is not a project pursuant to the California Environmental Quality Act.
3. Consideration of Equipment Additions to the Security Truck – The Board discussed equipment additions to the security truck as recommended by the Director of Security.

Upon MOTION duly made by Gary Rubel, Seconded by Tim Hamchuk and Unanimously Carried, the Board approved:

- a. To authorize a Not to Exceed amount of \$10,00 for equipment additions to the security truck including a mobile computer and mount, hard mounted radio, and truck bed storage box.
- b. That this item is not a project pursuant to the California Environmental Quality Act.

Treasurers Report:

1. Financial Statements – Board Member, Peter Barker, discussed the January 2024 financial statement.

Upon MOTION duly made by Peter Barker, Seconded by Gary Rubel and Unanimously Carried, the Board approved:

- a. The January 2024 financial statement as submitted.
 - b. That this item is not a project pursuant to the California Environmental Quality Act.
2. Claims for Payment – This item was removed from the agenda.

Directors Reports: No reports.

Security Report: No report.

General Managers Report: No report.

Legal Counsel Report: Legal Counsel reminded the Board that updated Form 700's are due in April 2024 and reminded the Board of the election for CSD Board members in November 2024.

Conference With Legal Counsel

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Consideration of initiation of litigation pursuant to Government Code section 54956.9(d)(4) (two potential cases)
2. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) (two potential cases)

Next Meeting:

The next District Board Meeting is scheduled for Wednesday, March 27, 2024 at 5:00 P.M. at the Three Arch Bay clubhouse located at 50 S. La Senda, Laguna Beach, CA 92651. Meetings are open to the public.

Adjournment:

There being no further business to come before the Board, the Board adjourned the meeting at 6:47 P.M.

ATTEST: _____
Signature

Date

Title

Storm Drain Project List

2024/2025

- | | |
|--|-------------|
| 1. 32 N Portola / 27 N. La Senda inlet modifications | \$100,000 |
| 2. Beach Nuisance Water (South Stairs) | \$350,000 |
| 3. 32182 Coast Highway | \$1,000,000 |

Tentatively Scheduled future projects

- | | |
|---|-----------|
| 1. 22 N. Portola – N. La Senda capacity increase (Zevnic) | \$200,000 |
| 2. 32 N. Portola install/underground pipe from catch basin (Lohr-Schmidt) | \$300,000 |
| 3. Catch basin outfall enhancement 1 N. La Senda – 10 N. La Senda | \$100,000 |

Three Arch Bay District
Properties Which Have Storm Drains

SYSTEM 1

Hammond (58 N. La Senda)
Cardone (68 N. La Senda)
Pasin (27 N. La Senda)**
Lohr-Schmidt (32 N. Portola)**
Gordinier, R. (19 N. Encino)
Foley (15 N. Callecita)**
Calabrese (13 N. Callecita)**
Prietto (32322 Coast Hwy.)
Redmond (10 N. Stonington)
Hopper (8 N. Stonington)

SYSTEM 2

Braff (40 N. La Senda)
Zevnik (22½ N. Portola)
Hellewell (21 N. Portola)
Sugi (16 N. Encino)
Marvin (9 N. Encino) or Forman (11 N. Encino)**
Kaplan (10 N. Encino)**
Lightfoot (7 N. Callecita/32321 Coast Hwy.)**
LaMont & Fogarty (9 N. Callecita)**
Dahlberg (32325 Coast Hwy.)

SYSTEM 3

Wills (32 S. La Senda)**
Grillo, P. (21 S. La Senda)**
Peters (23 S. La Senda)**
Loftus (24 S. Portola)*
Miller (26 S. Portola)*
Kruidenier (17 S. Alta Mira)**
Durfee, N. (20 S. Encino)**
Marcellin (21 S. Encino)*
Vermilya, D. (19 S. Callecita)
Presta (32392 Coast Hwy.)
Brower (16 S. Stonington)*
Bell (18 S. Stonington)

SYSTEM A

Nord (48 N. Vista de Catalina)
Perez (35 N. Vista de Catalina)

SYSTEM B

Markland (88 N. La Senda)

SYSTEM 5

Reynolds, T. (17 Bay Drive)**
Cancellieri (15 Bay Drive)
Harrison (66 S. La Senda)
Buckingham (65 S. La Senda)
Pillsbury (63 S. La Senda)
Kemp (61 S. La Senda)
McCredie (59 S. La Senda)
Wensinger (57 S. La Senda)
Rowlands (53 S. La Senda)
Fair (51 S. La Senda)
Mansour (15 Cabrillo)

SYSTEM 6

Bunker/Gans (39 N. Stonington)
Blanton (40 N. Vista de Catalina)
Morell (42 N. Vista de Catalina)
Gapp (33 N. Vista de Catalina)
Eidelstein (31 N. Vista de Catalina)
Gapp (31 1/2 Vista de Catalina)

SYSTEM 7

Mercer (42 N. Stonington)
Ceithaml (37 N. Stonington)**
Hester (38 N. Vista de Catalina)
Pernick (36 N. Vista de Catalina)

SYSTEM 8

Arpels (1 North Vista de La Luna)*
Rudometkin (8 Vista Del Sol)**
Parkin (10 Vista Del Sol)
Perelli-Minetti (1 San Clemente)*
Williams (2 San Clemente)**
Knight (14 Vista Del Sol)*
Joseph (16 Vista Del Sol)**

SYSTEM C

Labrecque/Gaff (10 N. La Senda)**

SYSTEM C1 - FUTURE OUTFALL

Kitchens (16 N. La Senda)**

SYSTEM D

Bennett (107 S. La Senda)

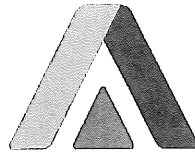
SYSTEM E

Waters (9 La Senda Place)

Homes with storm drains through property (but not under)

**Homes with, or likely to have storm drains under houses

* Homes possibly with storm drains under houses.



ADVANCED
CIVIL GROUP

**THREE ARCH BAY COMMUNITY SERVICES DISTRICT
MONTHLY UPDATE**

Date: March 21, 2024
To: Mr. Jeremy Pipp
From: R. Steven Austin, PE

GENERAL ITEMS

South La Senda Low Flow Bypass (System 5) – No Change

The pump is off and bypass plates installed. The pump will remain off until after the rainy season.

Video Inspections of Existing Facilities – No Change

There were no noted concerns in the latest storm drain video inspections. The noted lines to be inspected in 2024 will be scheduled for some time between April and October 2024.

CDS Unit Inspection – No Change

The CDS units were inspected in late October 2023 by the manufacturer maintenance team and were found to be in good working order and are ready for the rainy season. A post rainy season inspection is scheduled for April 2024.

Catch Basin Inspection – No Change

The catch basins are in good working order for the rainy season. CSD maintenance staff will continue to inspect the catch basins through the rainy season before and after rain events to ensure there are no blockages and that the catch basins are functioning as they should.

Coastal Permit Extension – No Change

The renewal for the California Coastal Commission Coastal Development Permit Extension was approved in November of 2022. The extension was for two years. Another renewal application will need to be completed in 2024.

UNIQUE ITEMS

31 North Vista de Catalina Construction Coordination – No Change

The site erosion control appears to be in good working order and will continue to be inspected prior to rain events.

32 North Portola – No Change

A drainage inlet reconstruction bid as well as an exhibit showing the proposed drainage easements were provided to TAB staff in November 2021 and can be used in discussions with the property owner.

Beach Area Runoff – Update

Both the South Stairs Diversion and the 23 Bay Drive Diversion were completed and tested. Both diversions are able to capture 100% of the normal non-storm water flows. SOCWA performed an inspection earlier this month and was pleased with the design and how well they function. However, the flow meters that were installed to count the gallons of water diverted are not working as well as expected in the extremely low flow conditions. Multiple efforts were made to try to get these meters to work efficiently, but because of the very small flows, new meters will need to be installed to accurately measure the flow. Drill Tech has received the specifications for the new meters and has sent the pricing for purchasing and installing the new meters. In that pricing, they included the work previously requested to better blend the improvements in with the natural rock formations. We have not see the pricing for this work at the time of this report, but we expect it before the next CSD meeting.

South Stairs White Pipe Improvements – Update

Per the CSD Board's request, we looked at options for improving the end portion of the white pipe at the bottom of the South Stairs to help it blend in with the natural slope. The existing headwall has been undermined by erosion over the last two years of heavy rains. It appears that the best solutions to meet the Board's needs would be to remove the existing concrete headwall, construction a new headwall up the slope with a more natural colored shotcrete blended into the slope, cut back the pipe, place a grate in the pipe, and plant vegetation around the improvements to help them blend in. We were able to get one quote from Drill Tech for this work. Their price came in at \$14,295.

32 South La Senda – Update

A report will be presented for discussion at the upcoming CSD meeting.

TAB CSD Drainage Master Plan – Update

The City of Dana Point is still working through their drainage master plan update. However, to provide the CSD Board with information regarding existing storm drain capacity, portions of the drainage master plan update have been compiled and will be presented to the CSD Board in the upcoming meeting.

DRAINAGE PLAN REVIEWS

- No new drainage plans reviewed this period

THREE ARCH BAY
COMMUNITY SERVICES DISTRICT
5 BAY DRIVE, LAGUNA BEACH, CALIFORNIA 92651-6780
(949) 499-4567 FAX: (949) 499-2352

DATE: March 27, 2024

TO: CSD BOARD OF DIRECTORS

SUBJECT: Consideration of Golf Cart Purchase for the Security Team

RECOMMENDATION

Option 2 is recommended, as described below, for the purchase of a golf cart to be primarily used by the Director and Assistant Director of Security for travel within the Three Arch Bay Community.

COST

Option 1 – The purchase of a used, refurbished, golf cart. A golf cart 2 to 5 years old, in reasonably good condition, no warranty on cart or battery (non-lithium).

Approx. \$7,000.00 to \$7,500.00

Including Tax.

Option 2 – The purchase of a new golf cart. New, 2022 golf cart at a reduced closeout cost (\$2,100 savings), 2 year cart warranty, 5 year lithium battery warranty with an estimated 15 year life.

\$8994.38 Includes tax

Prepared and Submitted by:

Don Heinze
Director of Security, Three Arch Bay Community Services District

ECHO CART SERVICES, INC.

949-481-7102
echocartservices@gmail.
com

1212 S. El Camino Real
San Clemente, Ca
92672

March 12, 224

Three Arch Bay Association
Don Heinze- Director of Security

Used cart purchase guesstimate

To whom it may concern;

In edition to the estimate for the purchase of the 2022 New model we have that I have given to Mr. Heinze, he has asked me for an estimate on the purchase of a used vehicle. Besides a custom Forester 4 Plus that the customer is trying to get \$ 13,000.00 for, we currently do not have any used vehicles however, having sold several in the past, I can make a fairly educated guess at what you might be looking at.

Used vehicles come in sporadically and the price is dependent upon the customer who is selling the vehicle and what they paid for it. The model that your association is considering purchasing is a New 2022 Evolution Forester 4 Plus, sold as new with a full 2/5 year warranty.

About 6-8 months ago Evolution came out with a brand new model and therefore lowered the price of the D2 Series Vehicles which is what the Forester model is. At the time the above mentioned consignment vehicle sold for \$ 11,000.00 and now the MSRP has been lowered to \$ 9995.00. We typically sell it for \$ 9900.00 but were able to purchase a "lot" of pre-assembled vehicles that were discovered in some of Evolutions extra warehouses at a good discount, which is why this particular vehicle is selling for \$ 8100.00.

Typically a used Evolution sells for somewhere between \$ 500.00 and \$ 1000.00 less than the purchase price. So a used model, depending on the year and its condition would generally run anywhere between \$ 7500.00 and \$ 8500.00 plus sales tax. I have sold probably 3 or 4 used Foresters in the last 6 months and they all sold for more than the purchase price of this particular vehicle.

The lower model, the Classic 4 Plus sells for \$ 8900.00 brand new and a used one would likely go for around \$ 6500.00- \$ 8000.00 again depending on the year and condition of the vehicle.

The warranty does not transfer on a used vehicle so the purchase of a used vehicle would come with NO WARRANTY. If we should acquire any used of either model, I will certainly let Mr. Heinze know.

Deborah A. Gonzales
Sales/Office Manager

Echo Carts Services, Inc

1212 S. El Camino Real
San Clemente, CA 92672 US
echocartservices@gmail.com



Estimate

ADDRESS
Three Arch Bay
Don Heinze- Director of Security
5 Bay Drive
Laguna Beach, CA 92651

SHIP TO
Don Heinze
Three Arch Bay- Director of Security

ESTIMATE 4065
DATE 03/12/2024

DATE	ACTIVITY	DESCRIPTION	QTY	AMOUNT
	22FR42116	2022 Forester 4 Plus, Black Sapphire, LSV1. OSIDE	1	8,100.00T
	Aluminum Wheel Spacers	Aluminum Wheel Spacers	1	150.00T
	Labor	Hourly Shop Rate- Install 2" wheel spacers to all four wheels, less chance of rolling lifted cart and smoother ride with wider wheel base.	1	105.00

Two year warranty of cart	SUBTOTAL	8,355.00
Five year warranty on lithium battery (15 year life)	TAX	639.38
	TOTAL	\$8,994.38

Accepted By

Accepted Date

THREE ARCH BAY
COMMUNITY SERVICES DISTRICT
5 BAY DRIVE, LAGUNA BEACH, CALIFORNIA 92651-6780
(949) 499-4567 FAX: (949) 499-2352

DATE: March 27, 2024

TO: BOARD OF DIRECTORS

SUBJECT: Consideration of Agreement with the Orange County Sheriff for Supplemental Law Enforcement on the 4th of July

RECOMMENDATION

That the Board of Directors approve the OC Sherriff's Department Contract for Officer presence and patrol inside the District for the July 4th event in the amount of \$7,290.44

FISCAL IMPACT

The total cost for 4 Deputy Sheriff's, 2 black and white police cars, officer presence and patrol for a total of 12 hours is \$7,290.44 which is \$614.00 more than the 2023 cost.

BACKGROUND

Historically Orange County Sheriff Department has been contracted with to provide officer presence and patrol inside the community on the 4th of July. The contract will be between the Three Arch Bay Community Services District and OC Sheriff's Department and will be coordinated by TAB Security.

Prepared and Submitted by:

Donald Heinze
Director of Security, Three Arch Bay Community Services District

ORANGE COUNTY SHERIFF'S DEPARTMENT



Estimated Cost of Service / Deployment

Event Name **July 4th event**
 Three Arch Bay
 5 Bay Drive
 Laguna Beach, CA 92651

3/16/2024

Event Contact Attn: Don Heize, Security Supervisor and/or Jeremy Pipp, General Manager
 949-939-3048
 Don@threearchbay.org
 jeremy@threearchbay.org

Name Telephone Email

Date(s) of Service Thursday, July 4, 2024
 Estimated Hours of Service (11:00 - 2300) 12 hours per position

OCSD Contact Deputy E. Duvignau
 714-647-1851
 eduvignau@ocsd.org

Name Telephone Email

Date(s)	Position Title	Number	Hours	Total Hours	Rate*	Estimated Cost
7/4/2024	Investigators	4.00	12.00 each	48.00	\$ 140.21	\$ 6,730.08
Estimated Using FY 23/24 Billing Rates - You Will Be Invoiced Based on Actuals Using FY 2024/25 Billing Rates, When Available.						
				Total Hours	48.00	Total Amount: \$ 6,730.08

Date(s)	Equipment	Number	Miles	Total Miles	Rate*	Estimated Amount
7/4/2024	Class A Black and White	2.00	52.00	104.00	\$ 2.05	\$ 213.20
						\$ -
						\$ -
						\$ -
						\$ -
Total Equip						\$ 213.20

- *Sources: FY 2023-24 LEC OT Rates
 FY 2023-24 Special Event Rates
 FY 2023-24 LEC Pos. Cost (Cost Model)
 Cost Group - Special Rate
 Other _____

Cumulative Estimate \$ 6,943.28

% Contingency 5% Amount \$ 347.16

Adjusted Estimate \$ 7,290.44

1 **AGREEMENT**
2 **BETWEEN THE**
3 **COUNTY OF ORANGE**
4 **AND**
5 **THREE ARCH BAY**

6
7 **THIS AGREEMENT**, entered into this First day of March 2024, which
8 date is enumerated for purposes of reference only, by and between the COUNTY OF
9 ORANGE, a political subdivision of the State of California, hereinafter referred to as
10 "COUNTY", and THREE ARCH BAY, hereinafter referred to as "EVENT OPERATOR".

11 **WITNESSETH:**

12 **WHEREAS**, EVENT OPERATOR wishes to contract with COUNTY for
13 COUNTY'S Sheriff-Coroner Department, hereinafter referred to as "SHERIFF", to
14 provide supplemental law enforcement services to preserve the peace at special
15 events or occurrences that happen on an occasional basis;

16 **WHEREAS**, COUNTY is agreeable to the rendering of such services, as
17 authorized in Government Code Section 53069.8, on the terms and conditions
18 hereinafter set forth; and

19 **WHEREAS**, COUNTY'S Board of Supervisors has authorized SHERIFF
20 to execute Agreements in this format on behalf of COUNTY,

21 **NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:**

22 //
23 //
24 //
25 //
26 //
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1 **A. TERM:**

2 The term of this Agreement shall be one (1) day, commencing July 4, 2024 and
3 terminating July 4, 2024 unless earlier terminated by either party in the manner
4 set forth herein.

5 **B. OPTIONAL TERMINATION:**

6 COUNTY or EVENT OPERATOR may terminate this Agreement, without
7 cause, upon ten (10) days written notice to the other party.

8 **C. SERVICES BY COUNTY:**

9 1. EVENT OPERATOR has a need for supplemental law enforcement services
10 to preserve the peace at special events or occurrences that happen on an
11 occasional basis. At the discretion of SHERIFF, taking into consideration
12 factors pertaining to the public good, including, but not necessarily limited to,
13 staffing levels and public safety concerns, COUNTY may provide such
14 supplemental law enforcement services at such special events or
15 occurrences as are timely requested by EVENT OPERATOR. Such
16 services shall be provided by COUNTY only if SHERIFF so determines and
17 if there are available adequate numbers of regularly appointed full-time
18 peace officers, or other peace officers on terms negotiated with a certified
19 employee organization(s), to perform such services. The services to be
20 provided pursuant to this Agreement shall not include services authorized to
21 be provided by private patrol operators, as defined in Business and
22 Professions Code Section 7582.1. Services pursuant to this Agreement
23 shall be provided only in the County of Orange. EVENT OPERATOR shall
24 notify SHERIFF, at least twenty (20) days in advance of the need for
25 services, of the nature, location and time of its planned special event or

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1 **C. SERVICES BY COUNTY (Continued)**

2 occurrence and the type of supplemental law enforcement services required.

- 3 2. In the event of a public emergency, SHERIFF shall have the right to
4 withdraw all assigned personnel and equipment from the event as SHERIFF
5 deems necessary and in the public interest to respond to the emergency.
6 Such withdrawal of personnel and equipment shall not constitute a breach of
7 this Agreement, but EVENT OPERATOR shall not be required to pay for
8 services which have not been rendered by COUNTY.

9 **D. PAYMENT:**

- 10 1. Pursuant to Government Code Section 53069.8, EVENT OPERATOR
11 agrees to pay to COUNTY the costs of performing the services mutually
12 agreed upon pursuant to this Agreement. The cost of services includes
13 salaries, wages, benefits, mileage, services, supplies, and divisional,
14 departmental and COUNTY General overhead.
- 15 2. The rate charged to EVENT OPERATOR by COUNTY shall be computed by
16 SHERIFF in accordance with COUNTY's law enforcement cost study in
17 effect at the time the services are provided.
- 18 3. COUNTY shall invoice EVENT OPERATOR upon completion of the specific
19 event.
- 20 4. EVENT OPERATOR shall pay COUNTY in accordance with COUNTY
21 Board of Supervisors' approved County Billing Policy, which is attached
22 hereto as Attachment A, and incorporated herein by this reference.
- 23 5. COUNTY shall charge EVENT OPERATOR late payment penalties in
24 accordance with COUNTY Board of Supervisors' approved County Billing
25 Policy.

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E. ALTERATION OF TERMS:

This Agreement fully expresses all understanding of EVENT OPERATOR and COUNTY with respect to the subject matter of this Agreement, and shall constitute the total Agreement between the parties for these purposes. No addition to, or alteration of, the terms of this Agreement shall be valid unless made in writing, formally approved and executed by duly authorized agents of both parties.

F. STATUS OF COUNTY:

1. COUNTY is, and shall at all times be deemed to be, an independent contractor. Nothing herein contained shall be construed as creating the relationship of employer and employee, or principal and agent, between EVENT OPERATOR and COUNTY or any of COUNTY's officers or agents or employees. COUNTY and its SHERIFF shall retain all authority for rendition of services, standards of performance, control of personnel, and other matters incident to the performance of services by COUNTY pursuant to this Agreement. COUNTY, its agents and employees, shall not be entitled to any rights or privileges of EVENT OPERATOR's employees and shall not be considered in any manner to be EVENT OPERATOR's employees.

2. Nothing herein contained shall be construed as creating the relationship of employer and employee, or principal and agent, between COUNTY and EVENT OPERATOR or any of EVENT OPERATOR's officers, agents, employees, subcontractors, or independent contractors. EVENT OPERATOR, its officers, agents, employees, subcontractors, and independent contractors shall not be entitled to any rights and privileges of COUNTY employees and shall not be considered in any manner to be COUNTY employees.

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G. INDEMNIFICATION:

COUNTY, its officers, agents, employees, subcontractors and independent contractors shall not be deemed to have assumed any liability for any of the following:

- 1. the negligence or any other act or omission of
 - (a) EVENT OPERATOR, or any of its officers, agents, employees, subcontractors, or independent contractors, or
 - (b) any persons or entities who are present at, or perform or are assigned to perform activities, services or work in connection with any special event or occurrence for which COUNTY provides services pursuant to this Agreement; or
- 2. any dangerous or defective condition of any real or personal property:
 - (a) that is possessed by EVENT OPERATOR or any of its officers, agents, employees, subcontractors, or independent contractors, or
 - (b) upon which is held any special event or occurrence for which COUNTY provides services pursuant to this Agreement.

EVENT OPERATOR shall defend, indemnify and hold harmless COUNTY, its officers, agents, employees, subcontractors and independent contractors from any claim or liability whatsoever, for property damage, bodily injury, death or any other element of damage of any kind or nature, which is based or asserted upon any of the above-described acts or omissions or upon a condition of any of the above-described real or personal property.

H. INSURANCE:

For events to be held on public property, EVENT OPERATOR shall satisfy all insurance requirements for obtaining all permits and licenses required to hold the event in accordance with applicable laws. For events to be held on private property, EVENT OPERATOR shall provide to SHERIFF proof of written permission from the property's owner to conduct the event.

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I. TOTAL AGREEMENT:

This Agreement, together with the attachment hereto, expresses the total understanding of the parties. There are no oral understandings of the parties or terms and conditions other than as are stated herein.

J. NOTICES:

All notices, reports and correspondence between the parties hereto respecting this agreement shall be in writing and deposited in the United States Mail, postage prepaid, addressed as follows:

COUNTY: ORANGE COUNTY SHERIFF-CORONER
ATTN: MANAGER, LAW ENFORCEMENT CONTRACTS
320 N. FLOWER STREET
SANTA ANA, CA 92703

EVENT OPERATOR: THREE ARCH BAY
5 BAY DRIVE
LAGUNA BEACH, CA 92651
ATTN: JEREMY PIPP,
GENERAL MANAGER

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IN WITNESS WHEREOF, the parties have executed this AGREEMENT
in the County of Orange, State of California.

BY: _____ DATED: _____
CHAIRMAN OF THE BOARD
PRESIDENT OR VICE-PRESIDENT

BY: _____
SECRETARY, ASSISTANT SECRETARY,
CHIEF FINANCIAL OFFICER OR
ASSISTANT TREASURER

APPROVED AS TO FORM:

BY: _____

COUNTY OF ORANGE

BY: _____ DATED: _____
Sheriff-Coroner

APPROVED AS TO FORM:
Office of the County Counsel
County of Orange, California

BY: *Mirwa A. Sam* DATED: 4/15/21
Deputy

**COUNTY BILLING POLICY
APPROVED BY BOARD MINUTE ORDER DATED OCTOBER 27, 1992**

I. POLICY

All County agencies/departments/districts (County) governed by the Board of Supervisors shall bill contracting entities for materials and/or services provided under contract in accordance with the following standardized billing and collection policy. Billing frequency is dependent on whether the contract is a fixed price or actual cost contract. Payment due date is designed to be both responsive to the County's cash flow needs and reasonable enough as to not require special processing by the contracting entity. If payments are not received by the required due dates, a late payment fee shall be computed and billed to the contracting entity in accordance with the requirements of this procedure.

Nothing herein shall affect the liability, including pre-judgment interest, of the contracting party for services or materials in as much as this is a policy to enact standard billing practices.

II. DEFINITIONS

- A. Contract for the purposes of this policy - A contract is a formal written agreement, a purchase order from the contracting entity, or any other acceptable mutual understanding between the contracting parties.
- B. Received by the County - The phrase "received by the County", as used in Section VI of this policy, refers to the date a payment is received by the County. It is defined as the date the payment is in the County's possession. It is not the date the payment is posted or deposited by the County.

III. FIXED PRICE CONTRACTS

- A. Fixed Price (One-Time/Non-Recurring Contracts) - Invoices that represent a billing for a one-time, non-recurring provision of materials and/or services shall be issued no later than five (5) working days after delivery by the County of the materials and/or services. Examples of such one-time, non-recurring provision of materials and/or services might be a city contracting with the Sheriff for security service at a parade or sporting event; or, a city purchasing a computer listing containing certain city-requested data. Payment due date shall be invoice date plus 30 days.
- B. Fixed Price (Ongoing/Recurring Contracts) - Invoices that represent a billing for an ongoing, recurring provision of materials and/or services shall be issued according to the following frequency:
 - 1. Annual Billings that total \$10,000 or less per 12-month period shall be billed via one (1) annual invoice. Annual invoices will be issued for each 12-month period of the contract, or portions thereof. Invoices shall be issued no later than five working days after the beginning of each 12-month period. Payment due date shall be invoice date plus 30 days.

2. Quarterly Billings that are greater than \$10,000 but not more than \$200,000 per 12-month period, shall be billed in quarterly installments. Quarterly invoices will be issued representing the contract amount for each 12-month period of the contract, or portions thereof, prorated into four (4) installments. Invoices shall be issued no later than 30 days after the beginning of each quarter. Payment due date shall be 60 days after the beginning of each calendar quarter.
3. Monthly Billings that are greater than \$200,000 per 12-month period shall be billed in monthly installments. Monthly invoices will be issued representing the contract amount for each 12-month period of the contract, or portions thereof, prorated into 12 installments. Invoices shall be issued on or before the first day of each service month. Payment due date shall be 30 days after the beginning of each service month.

An example of a fixed price contract for ongoing, recurring provision of materials and/or services might be a city contracting with the Sheriff for law enforcement services.

IV. ACTUAL COST CONTRACTS

- A. Actual Cost (One-Time/Non-Recurring Contracts) - Invoices that represent a billing for a one-time, non-recurring provision of materials and/or services shall be issued after delivery by the County of the materials and/or services and no later than 15 days after actual cost data is available. Payment due date shall be invoice date plus 30 days.
- B. Actual Cost (Ongoing/Recurring Contracts) - Invoices that represent a billing for an ongoing, recurring provision of materials and/or services shall be issued on a monthly basis and shall represent the cost of materials and/or services provided to the contracting entity during the previous calendar month. Such invoices shall be issued no later than 15 days after the close of the monthly billing period. If the County agency/department/district does not utilize a monthly billing cycle, the invoice shall be issued no later than 15 days after actual cost data is available. Payment due date shall be invoice date plus 30 days.

Examples of actual cost contracts for the ongoing, recurring provision of materials and/or services might be a city contracting with the County for communications equipment repair or waste disposal at a County landfill.

V. PAYMENT DUE DATES

Notwithstanding the provisions of Sections II and III above, payment due date shall be at least invoice date plus 30 days. If the County is late in issuing an invoice, the contracting entity would always have at least invoice date plus 30 days to pay. If the County is early in issuing an invoice, the contracting entity would still have a payment due date of either 60 days after the beginning of the quarter (quarterly invoices) or 30 days after the beginning of the service month (monthly invoices).

(EXAMPLES: An invoice for October service, dated and issued October 8 (late) would have a payment due date of November 7. An invoice for August service, dated and issued July 20 (early) would have a payment due date of August 30.)

VI. LATE CHARGES

The late payment of any invoiced amount by a contracting entity will cause the County to incur costs not contemplated by the County/contracting entity agreement, the exact amount of such cost will be extremely difficult to ascertain. Such costs include, but are not limited to, costs such as administrative follow-up and processing of delinquent notices, increased accounting costs, etc.

Late charges will be assessed in the following situations:

- Over-the-counter payments will be assessed a late charge if any payment is not received by the County by the payment due date.
- Payments transmitted to the County via the U.S. Mail that have the payer's postage meter mark will be assessed a late charge if any payment is not received by the County by the payment due date plus one day.
- Payments transmitted to the County via the U.S. Mail that have a U.S. Post Office postmark dated after the payment due date will be assessed a late charge.

The late charge assessed in each of these situations shall be three-quarters of one percent (0.75%) of the payment due and unpaid plus \$100.00 for late payments made within 30 days of the payment due date. An additional charge of three-quarters of one percent (0.75%) of said payment shall be added for each additional 30-day period that the payment remains unpaid. Late charges shall be added to the payment and invoiced to the contracting entity in accordance with this policy.

VII. COLLECTIONS

Any invoice remaining unpaid 90 days after the invoice date shall be referred to the Auditor-Controller for subsequent collection action, such as deduction from contracting entity moneys on deposit with the County Treasurer in accordance with Government Code Section 907 and any other applicable provision of law. Non-payment of invoices and applicable late charges will constitute a breach of contract for which the County retains all legal remedies including termination of the contract.

VIII. DISCOUNT FOR EARLY PAYMENT

Any payment received by the County from a contracting entity 20 days or more before the payment due date shall be entitled to a discount of one-quarter of one percent (0.25%). If the contracting entity takes a discount, and the payment is received by the County less than 20 days before the payment due date, County staff shall immediately notify the contracting entity by telephone that the discount should not have been taken and that the balance is due by the original payment due date.

If the balance is not received by the County in accordance with the dates as specified in Section VII, applicable late charges shall be calculated on the balance due.

IX. DEFERRED REVENUE

At fiscal year end, any portion of revenue invoiced (not necessarily received) during the fiscal year being closed out that represents charges or prepayment for materials and/or services for the upcoming fiscal year shall be reclassified from a revenue account to a deferred revenue account (liability). In the new fiscal year the deferred revenue shall be reclassified to a revenue account. (EXAMPLE: On June 1, 19X1, a city is invoiced \$48,000 which represents charges for the 12-month period June 1, 19X1 to May 31, 19X2. The amount to be reclassified to deferred revenue would be \$44,000, representing 11/12ths of the total amount. In July 19X1, the \$44,000 would be reclassified to revenue.) Reclassification entries shall be made by Auditor-Controller Agency Accounting units, or for those agencies/departments/districts without such a unit, the agency/department/district shall notify the Auditor-Controller of the amounts to be reclassified.

X. COST RECOVERY

All County agencies/department/districts shall include all costs of providing contracted services in contract rates. Including all direct costs, allocated indirect costs such as departmental and County (CWCAP) overhead, and cost of capital financing.

XI. EXISTING CONTRACTS

Billing terms and provisions contained in existing contracting entity agreements (existing as of the date this policy is approved by the Board of Supervisors) shall remain in effect for the life of the contract. However, when these existing contracts are renegotiated, they shall contain the billing provisions as set forth in this policy.

XII. DEVIATIONS FROM POLICY

Deviations from this policy shall be approved by the Board of Supervisors. Proposed deviations by agencies/departments/districts shall be submitted to the CEO for concurrence in advance of filing an Agenda Item Transmittal (AIT) with the Clerk of the Board. The CEO, or his/her designee, shall advise the agency/department/district of approval or disapproval of the proposed deviations. If a County agency/department/district submits a contract to the Board of Supervisors for approval, and the billing provisions in the contract deviate from this policy, the agency/department/district shall specifically advise the Board of Supervisors in the AIT of the deviation, the reason for the deviation, and of the CEO's recommendation relative thereto.

THREE ARCH BAY
COMMUNITY SERVICES DISTRICT
5 BAY DRIVE, LAGUNA BEACH, CALIFORNIA 92651-6780
(949) 499-4567 FAX: (949) 499-2352

DATE: March 27, 2024

TO: BOARD OF DIRECTORS

SUBJECT: Consideration of Hiring Additional Contract Security Staff for July 4th Celebration

RECOMMENDATION

That the Board of Directors approve the hiring of 11 additional contract security officers for a total of 132 hours, at a cost of approximately \$5,640.00, to be posted strategically at and near the lower gate, areas of pedestrian access, and at beach access points. The guards will assist in scanning wristbands of individuals entering the community, be a deterrent for pedestrians attempting to enter the community via non-gate access points and checking for wristbands at beach access points.

In addition, that the Board of Directors approve the rental of approximately 280' of barricades, at a cost of \$669.20, to be placed at strategic location at and around the lower gate to limit and discourage individuals from running/biking through the gate unchecked.

FISCAL IMPACT

The total cost for 132 hours of additional contract security will be approximately \$5,640.00.

The total cost of approximately 280' of barricades will be \$669.20

Total cost of additional contract security and barricades should not exceed **\$6,500.00**

BACKGROUND

Historically the Fourth of July at Three Arch Bay has been problematic, in the sense that uninvited individuals from the surrounding communities have made their way onto the beach and caused disruption. The hiring of extra contract security, and the placing of barricades, will help to eliminate or seriously slow uninvited individuals from entering.

Prepared and Submitted by:

Donald Heinze
Director of Security, Three Arch Bay Community Services District

THREE ARCH BAY
COMMUNITY SERVICES DISTRICT
5 BAY DRIVE, LAGUNA BEACH, CALIFORNIA 92651-6780
(949) 499-4567 FAX: (949) 499-2352

DATE: March 27, 2024

TO: BOARD OF DIRECTORS

SUBJECT: Consideration of Nomination Period and Appointment Process for
the OC LAFCO Regular Special District Member Seat

RECOMMENDATION

That the Board of Directors consider the nomination opportunity for the OC LAFCO Regular Special District Member Seat and appoint the regular and alternate voting members from the TAB CSD for the appointment process.

FISCAL IMPACT

There is no anticipated cost for this item.

BACKGROUND

OC LAFCO currently has an open position available for the Regular Special District Member Seat. If the TAB CSD would like to nominate a candidate, the 2024 Nomination Form and candidate resumes or other supplemental information must be returned to OC LAFCO by 4:00pm, Monday, April 15, 2024.

The TAB CSD must also make a designation of the authorized regular voting member and alternate voting member to be denoted on the "Declaration of Qualification to Vote" for the district for this appointment process. This form must be returned to OC LAFCO no later than 4:00 p.m., Monday, April 15, 2024. As noted, in accordance with the Independent Special District Selection Committee Bylaws, if OC LAFCO does not receive the form by this date, the district will be ineligible to vote.

Prepared and Submitted by:

Jeremy Pipp
General Manager, Three Arch Bay Community Services District

March 11, 2024

REGULAR MEMBERS

CHAIR

Donald P. Wagner
County Member

VICE CHAIR

Wendy Bucknum
City Member

IMMEDIATE PAST CHAIR

Douglas Davert
Special District Member

James Fisler

Special District Member

Derek J. McGregor

Public Member

Bruce Whitaker

City Member

VACANT

County Member

ALTERNATES

Kathryn Freshley

Special District Member

Carol Moore

City Member

Lou Penrose

Public Member

VACANT

County Member

STAFF

Carolyn Emery

Executive Officer

Scott Smith

General Counsel

TO: Independent Special District, Presiding Officer
(Delivered by email: c/o Clerk of the District)

FROM: Carolyn Emery, Executive Officer

SUBJECT: Nomination Period and Appointment Process for the OC
LAFCO Regular Special District Member Seat

The nomination period for the Orange County Local Agency Formation Commission (OC LAFCO) Regular Special District Member seat is now open. The OC LAFCO Executive Officer will accept nominations for this seat from **March 11 through April 15, 2024**. The current term for this seat expires June 30, 2024.

The appointment process for the OC LAFCO special district seat is governed by Government Code Section 56332 and the Independent Special District Selection Committee Bylaws. In accordance with the statute and the Committee's Bylaws, the appointment process is conducted by mailed ballot and attached to this notification are the following:

(1) The "**Declaration of Qualification to Vote**" for designating the authorized regular voting member and alternate voting member, if applicable, of your district for this appointment process. This form must be returned to OC LAFCO no later than **4:00 p.m., Monday, April 15, 2024**. Please note, in accordance with the Independent Special District Selection Committee Bylaws, if OC LAFCO does not receive the form by this date, your district will be ineligible to vote; and

(2) The "**2024 Nomination Form**" for submitting a candidate's name for the OC LAFCO Regular Special District Member seat. If your district is nominating a candidate, the form must be filled out completely and returned to OC LAFCO by **4:00 p.m., Monday, April 15, 2024**. Candidate resumes or other supplemental information may be attached to the nomination form, and these materials will be distributed with the ballot.

Completed declaration and nomination forms may be submitted to OC LAFCO electronically or by USPS mail at:

Electronically:

Email: ccarter-benjamin@oclafco.org

USPS Mail:

Orange County Local Agency Formation Commission
 Attention: Cheryl Carter-Benjamin, Commission Clerk
 2677 North Main Street, Suite 1050
 Santa Ana, CA 92705

For your reference, the schedule of key dates for the appointment process is shown below:

<i>Appointment Process Schedule for OC LAFCO Regular Special District Member Seat</i>	
ACTION	DATE
LAFCO Executive Officer emails notification letter with nomination and Declaration of Qualification to Vote forms to independent special district presiding officers (c/o district clerk) and general managers.	March 11, 2024
Deadline for submitting nomination and declaration forms to OC LAFCO by 4:00 p.m.*	April 15, 2024 (4 PM)
Ballots emailed to special district presiding officers/designees (c/o district clerk).	May 6, 2024
Ballots due to OC LAFCO by 4:00 p.m.	June 10, 2024 (4 PM)
OC LAFCO staff (or designee) tabulates ballots and announces results.	June 17, 2024
Oath of Office Administered.	July 10, 2024 (Commission Hearing)
<i>* Pursuant to Government Code Section 56332(c)(1), if only one candidate is nominated for a vacant seat, that candidate shall be deemed selected with no further proceedings.</i>	

Should you have any questions on this matter, you may contact OC LAFCO Commission Clerk Cheryl Carter-Benjamin at (714) 640-5100 or by email at ccarter-benjamin@oclafco.org.

Attachments:

1. Declaration of Qualification to Vote
2. 2024 Nomination Form – Regular Special District Member Seat

cc: Special District General Managers



DECLARATION OF QUALIFICATION TO VOTE

Gary Rubel Presiding Officer

Three Arch Bay Community Services District

I, _____,* hereby attest that
_____** has been authorized by the Board of
_____to vote in the OC LAFCO Special
District Selection Committee election as the regular voting member.

The Board also designated _____**as the alternate voting
member.

Name and Title*: _____

Signature*: _____

Date*: _____

** Declaration MUST be completed and signed by either Board President or Board Secretary.*

*** Must be a member of the Board.*

In accordance with the Independent Special District Selection Committee Bylaws, completed declarations must be received by OC LAFCO by 4:00 PM, Monday, April 15, 2024. Declarations may be submitted electronically by email or USPS mail at:

(1) Email: ccarter-benjamin@oclafco.org

(2) USPS Mail: Orange County Local Agency Formation Commission
2677 North Main Street, Suite 1050
Santa Ana, CA 92705
Attn: Cheryl Carter-Benjamin



Orange County Local Agency Formation Commission (OC LAFCO)

2024 NOMINATION FORM

NOMINEE INFORMATION FOR REGULAR SPECIAL DISTRICT MEMBER SEAT:

NAME: _____

TITLE: _____

DISTRICT: _____

Check box if resume or statement of qualifications is attached.

SPECIAL DISTRICT SELECTION COMMITTEE MEMBER SUBMITTING NOMINATION (Must be the presiding officer or a designated alternate board member.)

NAME: _____ DATE: _____

SIGNATURE: _____

TITLE: _____

DISTRICT: _____

A resume or other supplemental information about the nominee may be included and will be distributed with the ballot. The completed nomination form and any supplemental information must be returned to OC LAFCO by **4:00 p.m., Monday, April 15, 2024** and may be submitted electronically **or** by USPS to:

- **Electronically**
Email: ccarter-benjamin@oclafco.org
- **USPS Mail**
Orange County Local Agency Formation Commission
Attention: Cheryl Carter-Benjamin, Commission Clerk
2677 North Main Street, Suite 1050
Santa Ana, CA 92705

Nomination forms or candidate information received after the deadline will not be considered in part to the nomination process conducted by OC LAFCO.

THREE ARCH BAY
COMMUNITY SERVICES DISTRICT
5 BAY DRIVE, LAGUNA BEACH, CALIFORNIA 92651-6780
(949) 499-4567 FAX: (949) 499-2352

DATE: March 27, 2024

TO: BOARD OF DIRECTORS

SUBJECT: Consideration of Change in Security Office Space

RECOMMENDATION

That the Board of Directors approve the moving of the current security office space to the Parc Monaco Office Building located at 32392 Coast Hwy, Laguna Beach.

Pros:

1. The office space is 454 square feet separated into two offices and a storage closet, making it considerably larger than the current office space
2. Provides a working space for the entire security staff as needed
3. Provides for the storage of all the security equipment in a consolidated location
4. Unlimited parking for DOS, Assistant DOS, Lower Gate Guard, and Three Arch Bay Residents meeting with DOS
5. Provides line of sight from office window to lower entrance
6. Leases month to month (as does or current office space)

Cons:

1. Further away from gate than current location (approx. 60 second walk from office to gates).
2. Will require purchase of office furniture.

FISCAL IMPACT

The proposed office space is \$1,100.00 monthly which includes electricity, cleaning four nights a week, and bathroom space. Does NOT include Internet at a cost of approximately \$100 monthly. The current office space is \$1,350.00 including Electric, water, internet.

Current Office Space Monthly Total	\$1,350.00 (\$2,200.00 move in cost)
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Proposed Office Space Monthly Total	\$1,200.00
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OTHER FINANCIAL CONSIDERATION

The Office will need to be fitted with office furniture, desk/desks, desk chair/chairs, side chairs and closet shelving at a cost not to exceed, \$3,000.00

Prepared and Submitted by:

Donald Heinze
Director of Security, Three Arch Bay Community Services District

Parc Monaco

32392 Coast Hwy Laguna Beach CA 92615

2 Office spaces and a supply closet



THREE ARCH BAY
COMMUNITY SERVICES DISTRICT
5 BAY DRIVE, LAGUNA BEACH, CALIFORNIA 92651-6780
(949) 499-4567 FAX: (949) 499-2352

DATE: March 27, 2024

TO: BOARD OF DIRECTORS

SUBJECT: Consideration of the February 2024 Financial Statement

RECOMMENDATION

That the Board of Directors approve the February 2024 financial statement as submitted/amended. The financial statements are prepared monthly by a third-party accountant contracted by the TAB CSD.

Prepared and Submitted by:

Jeremy Pipp
General Manager, Three Arch Bay Community Services District

TAB CSD
Balance Sheet
As of February 29, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
1000 Operating- General	
1002 Morgan Stanley	1,356,091.14
Total 1000 Operating- General	\$ 1,356,091.14
1100 General Acct Invested Funds	
1102 Accrued Interest GS	15,158.00
12101 GS USTN 11/30/25	463,857.42
12102 GS USTN 3/31/26	462,246.10
12103 GS USTN 4/30/26	230,439.45
12105 GS USTN 4/30/25	237,192.38
12122 GS USTN 9/30/24	298,324.22
12123 GS USTN 8/15/25	288,199.22
12124 GS USTN 8/31/26	277,980.47
12125 GS USTN 11/30/24	298,429.69
12126 GS USTN 1/31/25	500,499.26
12127 GS USTN 10/31/25	250,030.44
Total 1100 General Acct Invested Funds	\$ 3,322,356.65
1400 Operating- User Fee	
1401 Pacific Western Bank	395,797.23
1402 Morgan Stanley	213,809.89
Total 1400 Operating- User Fee	\$ 609,607.12
1500 User Fee Acct Invested Funds	
1502 Accrued Interest GS	11,895.08
16001 GS USTN 9/30/24	248,603.52
16002 GS USTN 10/31/24	248,613.28
16003 GS USTN 1/31/25	200,199.70
16004 GS USTN 10/31/25*	250,030.44
1685 GS USTN 8/31/25	373,882.81
1686 GS USTN 2/28/26	276,556.64
1696 GS USTN 6/30/24	248,071.29
1697 GS USTN 7/31/24	247,680.66
1698 GS USTN 8/31/24	247,495.12
Total 1500 User Fee Acct Invested Funds	\$ 2,353,028.54
Total Bank Accounts	\$ 7,641,083.45
Accounts Receivable	
1800 Accounts Receivable	
1803 A/R User Fees	112,570.04
Total 1800 Accounts Receivable	\$ 112,570.04
Total Accounts Receivable	\$ 112,570.04

TAB CSD
Balance Sheet
As of February 29, 2024

	Total
Other Current Assets	
1999 Suspense	28,824.36
Total Other Current Assets	\$ 28,824.36
Total Current Assets	\$ 7,782,477.85
Fixed Assets	
1991 Car Lease	7,863.64
1992 Land	372,500.00
Total Fixed Assets	\$ 380,363.64
TOTAL ASSETS	\$ 8,162,841.49
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2500 Deferred Revenue	47,718.53
2600 Unearned User Fee- Carryover	12,833.20
2700 American Express	1,258.44
Total Other Current Liabilities	\$ 61,810.17
Total Current Liabilities	\$ 61,810.17
Total Liabilities	\$ 61,810.17
Equity	
3000 Accumulated Fund Balance	885,076.97
3300 General Reserve Available	1,018,868.12
3600 Retained Earnings	5,744,798.89
Net Income	452,287.34
Total Equity	\$ 8,101,031.32
TOTAL LIABILITIES AND EQUITY	\$ 8,162,841.49

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TAB CSD
P&L- General
February 2024

	Total	
	February 2024	Jul 2023 - Feb 2024 (YTD)
Income		
4000 General- Tax Revenue		
4001 Secured		
4010 Property- Current Secured	0.00	1,038,607.09
4020 State Homeowner Tax Relief- Secured	0.00	3,784.95
4030 Public Utility	0.00	9,565.34
4040 Regulated Railroads	0.00	144.81
4050 Qualified Property	0.00	42.34
4060 Law Enforcement Services	0.00	61,840.00
Total 4001 Secured	\$ -	\$ 1,113,984.53
4100 Supplemental		
4110 Property- Current Supplemental	2,669.32	26,797.17
4120 State Homeowner Tax Relief- Suppl	0.00	51.15
Total 4100 Supplemental	\$ 2,669.32	\$ 26,848.32
4200 Unsecured		
4210 Property- Current Unsecured	0.00	49,563.45
4220 State Homeowner Tax Relief- Unsecured	0.00	(34.05)
Total 4200 Unsecured	\$ -	\$ 49,529.40
4300 Miscellaneous		
4390 Interest on Unapport Taxes	2,167.83	2,167.83
Total 4300 Miscellaneous	\$ 2,167.83	\$ 2,167.83
4400 Investment Income		
4410 Interest Income	14,814.90	56,853.91
4440 Unrealized Gain/Loss GS	(18,117.30)	50,319.55
4460 Realized Gain/Loss	9,568.63	22,223.62
Total 4400 Investment Income	\$ 6,266.23	\$ 129,397.08
Total 4000 General- Tax Revenue	\$ 11,103.38	\$ 1,321,927.16
Total Income	\$ 11,103.38	\$ 1,321,927.16
Gross Profit	\$ 11,103.38	\$ 1,321,927.16
Expenses		
5000 General Operating Expenses		
5010 Audit	0.00	11,100.00
5030 Interest Expense	0.00	9,633.13
5040 Bookkeeping	1,500.00	14,540.00
5045 County Collection Charges	17.16	3,016.97
5055 County Fees	0.00	9,156.89
5070 General Liability Insurance	0.00	59,158.74
5075 Auto Insurance	238.73	1,909.84
5080 Legal	2,475.00	34,021.10
5090 Management Services	45,000.00	360,000.00
5095 TAB Lease	4,686.50	37,492.00
5110 Supplies	0.00	6,193.53

TAB CSD
P&L- General
February 2024

	Total	
	<u>February 2024</u>	<u>Jul 2023 - Feb 2024 (YTD)</u>
5115 Administrative	597.30	7,991.23
5300 CSD Protective Services		
5310 Gate Computer Access System	2,749.50	6,884.75
5330 Guards	155,636.14	630,530.09
5340 Vehicle Expense	1,386.69	7,362.65
5345 Lease Interest	0.00	360.19
Total 5300 CSD Protective Services	<u>\$ 159,772.33</u>	<u>\$ 645,137.68</u>
Total 5000 General Operating Expenses	<u>\$ 214,287.02</u>	<u>\$ 1,199,351.11</u>
Total Expenses	<u>\$ 214,287.02</u>	<u>\$ 1,199,351.11</u>
Net Operating Income	<u>\$ (203,183.64)</u>	<u>\$ 122,576.05</u>
Net Income	<u>\$ (203,183.64)</u>	<u>\$ 122,576.05</u>

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TAB CSD
P&L- User Fee
February 2024

	Total	
	<u>February 2024</u>	<u>Jul 2023 - Feb 2024 (YTD)</u>
Income		
4500 User Fee Revenue		
4510 User Fee Assessments	545.00	306,332.91
4600 Investment Income		
4610 Interest Income	8,588.11	40,650.43
4640 Unrealized Gain/Loss GS	(1,711.06)	24,478.36
4660 Realized Gain/Loss	0.00	11,758.46
Total 4600 Investment Income	\$ 6,877.05	\$ 76,887.25
Total 4500 User Fee Revenue	\$ 7,422.05	\$ 383,220.16
Total Income	\$ 7,422.05	\$ 383,220.16
Gross Profit	\$ 7,422.05	\$ 383,220.16
Expenses		
5500 User Fee Operating Expenses		
5510 Storm Drain Maintenance	19.73	10,424.26
5530 Engineering-General/Status Updates	0.00	6,155.94
5550 Billing Service	1,805.58	5,424.76
5600 Legal	990.00	13,297.63
5620 Street Sweeping	1,820.00	12,285.00
5630 Bank Charges	0.00	163.40
5640 Interest Expense	0.00	5,757.88
Total 5500 User Fee Operating Expenses	\$ 4,635.31	\$ 53,508.87
Total Expenses	\$ 4,635.31	\$ 53,508.87
Net Operating Income	\$ 2,786.74	\$ 329,711.29
Net Income	\$ 2,786.74	\$ 329,711.29

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THREE ARCH BAY COMMUNITY SERVICES DISTRICT
STORM DRAIN PROJECT EXPENSES

PROJECT	Jul 2002 through Jun 2023	JUL 2023	AUG 2023	SEP 2023	OCT 2023	NOV 2023	DEC 2023	JAN 2024	FEB 2024	MAR 2024	APR 2024	MAY 2024	JUN 2024	Cumulative Expenses	This Year
<u>VdC Storm Drain Extension</u>															
Engineering	54,742	0	0	0	0	0	0	0	0	0	0	0	0	54,742.09	0.00
Permits	683	0	0	0	0	0	0	0	0	0	0	0	0	682.50	0.00
Construction	7,200	0	0	0	0	0	0	0	0	0	0	0	0	7,200.00	0.00
Total	62,625	0	0	0	0	0	0	0	0	0	0	0	0	62,624.59	0.00
<u>32 N. Portola Inlet Replacement</u>															
Engineering	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Construction	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
<u>Beach Water Nuisance</u>															
Engineering	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Legal	75,000	0	0	0	0	0	0	0	0	0	0	0	0	75,000.00	0.00
Construction	265,980	0	0	0	0	0	0	0	0	0	0	0	0	265,980.00	0.00
Total	340,980	0	0	0	0	0	0	0	0	0	0	0	0	340,980.00	0.00
<u>La Senda Drainpipe Extension</u>															
Engineering	2,033	0	0	0	0	0	0	0	0	0	0	0	0	2,032.50	0.00
Legal	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Construction	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Total	2,033	0	0	0	0	0	0	0	0	0	0	0	0	2,032.50	0.00
<u>32 S. La Senda Outfall Extension</u>															
Engineering	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Legal	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Construction	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
<u>32182 Coast Highway</u>															
Engineering	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Legal	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Construction	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Grand Total	405,637	0	0	0	0	0	0	0	0	0	0	0	0	405,637	0.00

TAB CSD
Budget vs. Actuals
July 2023 - February 2024

	Total		
	Actual	Budget	Over Budget
Income			
4000 General- Tax Revenue			
4001 Secured			
4010 Property- Current Secured	1,038,607.09	1,253,618.59	-215,011.50
4020 State Homeowner Tax Relief- Secured	3,784.95	3,267.07	517.88
4030 Public Utility	9,565.34	6,329.84	3,235.50
4040 Regulated Railroads	144.81	0.00	144.81
4050 Qualified Property	42.34	0.00	42.34
4060 Law Enforcement Services	61,840.00	0.00	61,840.00
Total 4001 Secured	\$ 1,113,984.53	\$ 1,263,215.50	-\$ 149,230.97
4100 Supplemental			
4110 Property- Current Supplemental	26,797.17	32,680.92	-5,883.75
4120 State Homeowner Tax Relief- Suppl	51.15	15.34	35.81
Total 4100 Supplemental	\$ 26,848.32	\$ 32,696.26	-\$ 5,847.94
4200 Unsecured			
4210 Property- Current Unsecured	49,563.45	32,541.61	17,021.84
4220 State Homeowner Tax Relief- Unsecured	-34.05	0.00	-34.05
Total 4200 Unsecured	\$ 49,529.40	\$ 32,541.61	\$ 16,987.79
4300 Miscellaneous			
4390 Interest on Unapport Taxes	2,167.83	0.00	2,167.83
Total 4300 Miscellaneous	\$ 2,167.83	\$ 0.00	\$ 2,167.83
4400 Investment Income			
4410 Interest Income	56,853.91	29,579.12	27,274.79
4440 Unrealized Gain/Loss GS	50,319.55	0.00	50,319.55
4460 Realized Gain/Loss	22,223.62	-14,080.08	36,303.70
Total 4400 Investment Income	\$ 129,397.08	\$ 15,499.04	\$ 113,898.04
Total 4000 General- Tax Revenue	\$ 1,321,927.16	\$ 1,343,952.41	-\$ 22,025.25
4500 User Fee Revenue			
4510 User Fee Assessments	306,332.91	308,162.55	-1,829.64
4600 Investment Income			
4610 Interest Income	40,650.43	2,505.36	38,145.07
4640 Unrealized Gain/Loss GS	24,478.36	0.00	24,478.36
4660 Realized Gain/Loss	11,758.46	-29,312.64	41,071.10
Total 4600 Investment Income	\$ 76,887.25	-\$ 26,807.28	\$ 103,694.53
Total 4500 User Fee Revenue	\$ 383,220.16	\$ 281,355.27	\$ 101,864.89
Total Income	\$ 1,705,147.32	\$ 1,625,307.68	\$ 79,839.64
Gross Profit	\$ 1,705,147.32	\$ 1,625,307.68	\$ 79,839.64
Expenses			
5000 General Operating Expenses			
5010 Audit	11,100.00	10,600.00	500.00
5030 Interest Expense	9,633.13	6,188.00	3,445.13
5040 Bookkeeping	14,540.00	14,040.00	500.00
5045 County Collection Charges	3,016.97	3,445.48	-428.51

TAB CSD
Budget vs. Actuals
July 2023 - February 2024

	Total		
	Actual	Budget	Over Budget
5055 County Fees	9,156.89	2,374.00	6,782.89
5070 General Liability Insurance	59,158.74	58,600.00	558.74
5075 Auto Insurance	1,909.84	1,909.84	0.00
5080 Legal	34,021.10	36,800.00	-2,778.90
5090 Management Services	360,000.00	360,000.00	0.00
5095 TAB Lease	37,492.00	37,492.00	0.00
5110 Supplies	6,193.53	750.00	5,443.53
5115 Administrative	7,991.23	2,333.36	5,657.87
5200 Entrances			
5210 Entrance Control	0.00	13,333.36	-13,333.36
5230 Maintenance	0.00	1,000.00	-1,000.00
Total 5200 Entrances	\$ 0.00	\$ 14,333.36	-\$ 14,333.36
5300 CSD Protective Services			
5310 Gate Computer Access System	6,884.75	6,666.64	218.11
5330 Guards	630,530.09	574,017.12	56,512.97
5340 Vehicle Expense	7,362.65	6,079.20	1,283.45
5345 Lease Interest	360.19	1,300.00	-939.81
Total 5300 CSD Protective Services	\$ 645,137.68	\$ 588,062.96	\$ 57,074.72
Total 5000 General Operating Expenses	\$ 1,199,351.11	\$ 1,136,929.00	\$ 62,422.11
5500 User Fee Operating Expenses			
5510 Storm Drain Maintenance	10,424.26	11,729.08	-1,304.82
5530 Engineering-General/Status Updates	6,155.94	16,666.64	-10,510.70
5550 Billing Service	5,424.76	5,579.44	-154.68
5570 Administrative Direct Costs	0.00	100.00	-100.00
5600 Legal	13,297.63	33,333.36	-20,035.73
5620 Street Sweeping	12,285.00	13,733.32	-1,448.32
5630 Bank Charges	163.40	0.00	163.40
5640 Interest Expense	5,757.88	156.64	5,601.24
Total 5500 User Fee Operating Expenses	\$ 53,508.87	\$ 81,298.48	-\$ 27,789.61
Total Expenses	\$ 1,252,859.98	\$ 1,218,227.48	\$ 34,632.50
Net Operating Income	\$ 452,287.34	\$ 407,080.20	\$ 45,207.14
Net Income	\$ 452,287.34	\$ 407,080.20	\$ 45,207.14

Tuesday, Mar 19, 2024 07:18:16 PM GMT-7 - Accrual Basis

Morgan Stanley

CLIENT STATEMENT | For the Period February 1-29, 2024

STATEMENT PACKAGE FOR:
THREE ARCH BAY DISTRICT
GENERAL FUND

Beginning Total Value (as of 2/1/24) **\$7,458,301.60**
Ending Total Value (as of 2/29/24) **\$7,462,809.08**

Includes Accrued Interest
Excludes Bank Loan Balances (See detail on Overview page)

Your Financial Advisor Team
PDP/STRNAD/CHUNG
949-955-7500

Your Branch
1901 MAIN STREET STE 700
IRVINE, CA 92614
Telephone: 949-955-7500 ; Alt. Phone: 800-533-3402 ; Fax: 949-756-8908

Morgan Stanley Smith Barney LLC, Member SIPC.

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#BWNJGWM

THREE ARCH BAY DISTRICT
GENERAL FUND
5 BAY DRIVE
LAGUNA BEACH CA 92651-6780

Client Service Center (24 Hours a Day; 7 Days a Week): 800-869-3326
Access Your Accounts Online: www.morganstanley.com/online

INVESTMENTS AND INSURANCE PRODUCTS: NOT FDIC INSURED • NOT A BANK DEPOSIT • NOT INSURED BY ANY FEDERAL GOVERNMENT AGENCY • NOT BANK GUARANTEED • MAY LOSE VALUE • UNLESS SPECIFICALLY NOTED, ALL VALUES ARE DISPLAYED IN USD

Standard Disclosures

The following Disclosures are applicable to the enclosed statement(s). Expanded Disclosures are attached to your most recent June and December statement (or your first Statement if you have not received a statement for those months). The Expanded Disclosures are also available online or by contacting us by using the contact information on the statement cover page.

Questions?

Questions regarding your account may be directed to us by using the contact information on the statement cover page.

Errors and Inquiries

Be sure to review your statement promptly, and immediately address any concerns regarding entries that you do not understand or believe were made in error by contacting us by using the contact information on your statement cover page. Oral communications regarding any inaccuracy or discrepancy in this statement should be re-confirmed in writing to further protect your rights, including rights under the Securities Investor Protection Act (SIPA). Your statement will be deemed correct unless we receive a written inquiry of a suspected error. See your account documentation for special rules regarding your rights and responsibilities with respect to erroneous electronic fund transfers, including a description of the transfers covered. For concerns or complaints, contact us.

Senior Investor Helpline

Senior investor clients or those acting on their behalf have a convenient way to communicate with our Firm by calling us at (800) 280-4534 Monday-Friday 9am-7pm Eastern Time.

Availability of Free Credit Balances and Financial Statements

Under the customer protection rules of the SEC [17 CFR §240.15c3-3], we may use funds comprising free credit balances carried for customer accounts here, provided that these funds are payable to customers on demand (i.e., are free of a lien or right of set-off in our favor or on behalf of some third party to whom you have given control). A financial statement of this organization is available for your personal inspection at its offices, or a copy will be mailed to you upon your written request.

Listed Options

Information with respect to commissions and other charges related to the execution of options transactions has been included in confirmations of such transactions previously furnished to you and such information will be made available to you promptly at your request. Promptly advise us of any material change in your investment objectives or financial situation.

Important Information If You are a Margin Customer (not available for certain retirement accounts)

If you have margin privileges, you may borrow money from us in

exchange for pledging assets in your accounts as collateral for any outstanding margin loan. The amount you may borrow is based on the value of the eligible securities in your margin accounts. If a security has eligible shares, the number of shares pledged as collateral will be indicated below the position.

Margin Interest Charges

We calculate interest charges on margin loans as follows: (1) multiply the applicable margin interest rate by the daily close of business net settled debit balance, and (2) divide by 360 (days). Margin interest accrues daily throughout the month and is added to your debit balance at month-end. The month-end interest charge is the sum of the daily accrued interest calculations for the month. We add the accrued interest to your debit balance and start a new calculation each time the applicable interest rate changes and at the close of every statement month. For interest rate information, log into your account online and select your account with a Margin agreement to view more information.

Information Regarding Special Memorandum Account

If you have a Margin Account, this is a combined statement of your Margin Account and Special Memorandum Account maintained for you under Section 220.5 of Regulation T issued by the Board of Governors of the Federal Reserve System. The permanent record of the Special Memorandum Account as required by Regulation T is available for your inspection at your request.

Important Information About Auction Rate Securities

For certain Auction Rate Securities there is no or limited liquidity. Therefore, the price(s) for these Auction Rate Securities are indicated by N/A (not available). There can be no assurance that a successful auction will occur or that a secondary market exists or will develop for a particular security.

Structured Investments Risks and Considerations

Structured Investments (Structured Products) are complex products and may be subject to special risks. Investors should consider the concentration risk of owning the related security and their total exposure to any underlying asset. Structured Investments, which may appear in various statement product categories and are identified on the Position Description Details line as "Asset Class: Struct Inv," may not perform in a manner consistent with the statement product category where they appear and therefore may not satisfy portfolio asset allocation needs for that category. For information on the risks and conflicts of interest related to Structured Investments generally, log in to Morgan Stanley Online and go to www.morganstanley.com/structuredproductsrisksandconflicts.

Security Measures

This statement features several embedded security elements to safeguard its authenticity. One is a unique blue security rectangle,

printed in heat-sensitive ink on the back of every page. When exposed to warmth, the color will disappear, and then reappear.

SIPC Protection

We are a member of Securities Investor Protection Corporation (SIPC), which protects securities of its customers up to \$500,000 (including \$250,000 for claims for cash). An explanatory brochure is available upon request or at www.sipc.org. Losses due to market fluctuation are not protected by SIPC and assets not held with us may not be covered by SIPC protection. To obtain information about SIPC, including an explanatory SIPC brochure, contact SIPC at 1-202-371-8300 or visit www.sipc.org.

Transaction Dates and Conditions

Upon written request, we will furnish the date and time of a transaction and the name of the other party to a transaction. We and/or our affiliates may accept benefits that constitute payment for order flow. Details regarding these benefits and the source and amount of any other remuneration received or to be received by us in connection with any transaction will be furnished upon written request.

Equity Research Ratings Definitions and Global Investment Manager

Analysis Status

Some equity securities may have research ratings from Morgan Stanley & Co. LLC or Morningstar, Inc. Research ratings are the research providers' opinions and not representations or guarantees of performance. For more information about each research provider's rating system, see the Research Ratings on your most recent June or December statement (or your first statement if you have not received a statement for those months), go online or refer to the research provider's research report. Research reports contain more complete information concerning the analyst's views and you should read the entire research report and not infer its contents from the rating alone. If your account contains an advisory component or is an advisory account, a GIMA status will apply.

Credit Ratings from Moody's Investors Service and Standard & Poor's

The credit rating from Moody's Investors Service and Standard & Poor's may be shown for certain securities. All credit ratings represent the opinions of the provider and are not representations or guarantees of performance. Please contact us if you need further information or assistance in interpreting these credit ratings.

Revised 1/1/2022

Morgan Stanley

CLIENT STATEMENT | For the Period February 1-29, 2024

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Consolidated Summary

OVERVIEW OF YOUR ACCOUNTS (Includes accrued interest)

Although only whole dollar amounts are displayed below, both dollars and cents are used to calculate all totals. Manually summing the individual line items may not equal the actual total displayed. Refer to Account Statements for details. Excludes Bank Loan Balances (including Liquidity Access Lines, Tailored Lending Loans and Mortgage Balances).

	Account Number	Beginning Value (2/1/24)	Funds Credited/(Debited)	Security/Currency Transfers Rcvd/(Divd)	Change in Value	Ending Value (2/29/24)	Income/Dist This Period/YTD	YTD Realized Gain/(Loss) (Total ST/IT)	Unrealized Gain/(Loss) (Total ST/IT)	Page
TOTAL FOR ALL ACCOUNTS		\$7,458,301	\$(8,635)	—	\$13,143	\$7,462,809	\$28,379	\$3,779	\$(4,543)	
							\$40,074	\$9,320	\$(150,355)	
Business Accounts										
THREE ARCH BAY DISTRICT GENERAL FUND	██████████	4,887,034	(1,946)	—	6,266	4,891,355	20,214	3,779	(12,197)	7
							24,515	9,320	(104,177)	
Nickname: General Fund										
THREE ARCH BAY DISTRICT USER FEE ACCOUNT	██████████	2,571,266	(6,689)	—	6,877	2,571,454	8,165	—	7,654	15
							15,558	—	(46,178)	
Nickname: User Fee Account										
Total Business Accounts		\$7,458,301	\$(8,635)	—	\$13,143	\$7,462,809	\$28,379	\$3,779	\$(4,543)	
							\$40,074	\$9,320	\$(150,355)	

This summary may include assets held in either brokerage and/or advisory accounts. Visit <https://www.morganstanley.com/wealth-relationships/pdfs/understandingyourrelationship.pdf> to understand the differences between brokerage and advisory accounts. Refer to individual Account Gain/(Loss) Summary and Expanded Disclosures for additional information. Accounts with no balances, holdings or activity year-to-date are not displayed on this page.

CLIENT STATEMENT | For the Period February 1-29, 2024

Consolidated Summary

CHANGE IN VALUE OF YOUR ACCOUNTS (includes accrued interest)

	This Period (2/1/24-2/29/24)	This Year (1/1/24-2/29/24)
TOTAL BEGINNING VALUE	\$7,458,301.60	\$7,611,522.18
Credits	4,819.99	86,458.78
Debits	(13,455.79)	(253,730.39)
Security Transfers	—	—
Net Credits/Debits/Transfers	\$(8,635.80)	\$(167,271.61)
Change in Value	13,143.28	18,558.51
TOTAL ENDING VALUE	\$7,462,809.08	\$7,462,809.08

Net Credits / Debits include investment advisory fees as applicable. See Activity section for details.

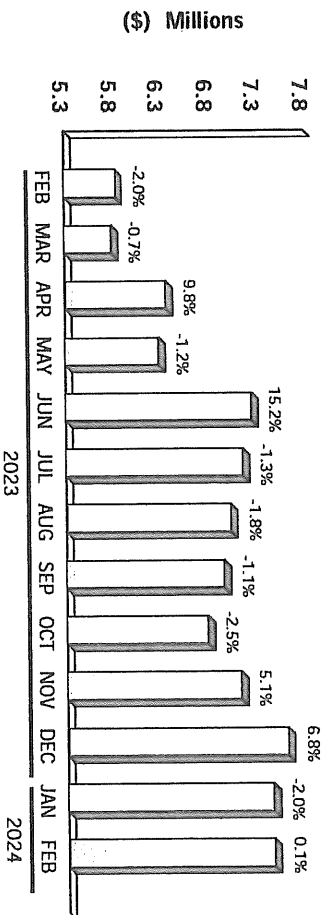
ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	\$1,787,423.89	23.95
Fixed Income & Preferreds	5,675,385.19	76.05
TOTAL VALUE	\$7,462,809.08	100.00%

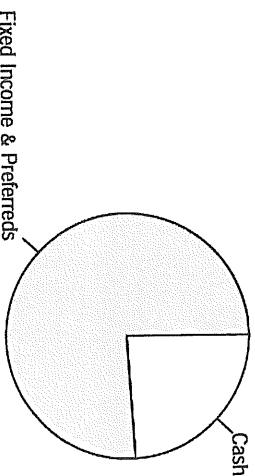
FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, as a courtesy, and may not be covered by SIPC. Foreign Exchange (FX) is neither FDIC nor SIPC insured. For additional information, refer to the corresponding section of this statement.

MARKET VALUE OVER TIME

The below chart displays the most recent thirteen months of Market Value.



The percentages above represent the change in dollar value from the prior period. They do not represent account investment performance, as they do not consider the impact of contributions and withdrawals, nor other factors that may have affected performance calculations. No percentage will be displayed when the previous month reflected no value.



This asset allocation represents holdings on a trade date basis, and projected settled Cash/BDP and MMF balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.

Consolidated Summary

BALANCE SHEET (^ includes accrued interest)

	Last Period (as of 1/31/24)	This Period (as of 2/29/24)
Cash, BDP, MMFS	\$1,167,679.74	\$1,787,423.89
Government Securities ^	6,290,621.86	5,675,385.19
Total Assets	\$7,458,301.60	\$7,462,809.08
Total Liabilities (outstanding balance)	—	—
TOTAL VALUE	\$7,458,301.60	\$7,462,809.08

Total Liabilities excludes Bank Loan Balances (including Liquidity Access Lines, Tailored Lending Loans and Mortgage Balances).

CASH FLOW

	This Period (2/1/24-2/29/24)	This Year (1/1/24-2/29/24)
OPENING CASH, BDP, MMFS	\$1,167,679.74	\$2,330,196.48
Purchases	—	(1,219,700.37)
Sales and Redemptions	600,000.00	800,000.00
Income and Distributions	28,379.95	44,199.39
Total Investment Related Activity	\$628,379.95	\$(375,500.98)
Electronic Transfers-Credits	4,819.99	86,458.78
Total Cash Related Activity	\$4,819.99	\$86,458.78
Checks Written	(11,327.15)	(250,887.73)
Automated Payments	(2,128.64)	(2,842.66)
Total Card/Check Activity	\$(13,455.79)	\$(253,730.39)
CLOSING CASH, BDP, MMFS	\$1,787,423.89	\$1,787,423.89

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Morgan Stanley

Account Summary

Active Assets Account
THREE ARCH BAY DISTRICT
 GENERAL FUND
 Nickname: General Fund

CHANGE IN VALUE OF YOUR ACCOUNT (includes accrued interest)

	This Period (2/1/24-2/29/24)	This Year (1/1/24-2/29/24)
TOTAL BEGINNING VALUE	\$4,887,034.91	\$5,023,763.03
Credits	4,819.99	86,458.78
Debits	(6,766.06)	(227,567.94)
Security Transfers	—	—
Net Credits/Debits/Transfers	\$(1,946.07)	\$(141,109.16)
Change in Value	6,266.23	8,701.20
TOTAL ENDING VALUE	\$4,891,355.07	\$4,891,355.07

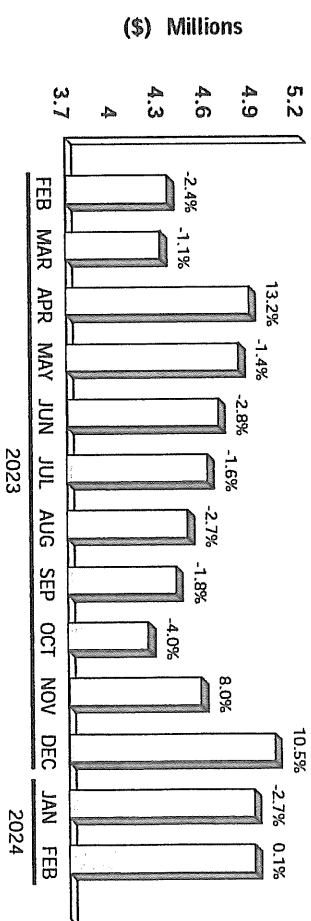
ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	\$1,568,998.42	32.08
Fixed Income & Preferreds	3,322,356.65	67.92
TOTAL VALUE	\$4,891,355.07	100.00%

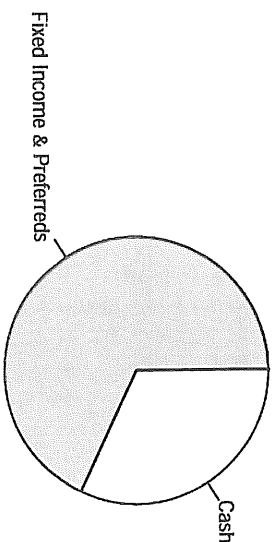
FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, as a courtesy, and may not be covered by SIPC. Foreign Exchange (FX) is neither FDIC nor SIPC insured. For additional information, refer to the corresponding section of this statement.

MARKET VALUE OVER TIME

The below chart displays the most recent thirteen months of Market Value.



The percentages above represent the change in dollar value from the prior period. They do not represent account investment performance, as they do not consider the impact of contributions and withdrawals, nor other factors that may have affected performance calculations. No percentage will be displayed when the previous month reflected no value.



This asset allocation represents holdings on a trade date basis, and projected settled Cash/BDP and MMF balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.

Morgan Stanley

CLIENT STATEMENT | For the Period February 1-29, 2024

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Account Summary

Active Assets Account
THREE ARCH BAY DISTRICT
GENERAL FUND
 Nickname: General Fund

BALANCE SHEET (∧ includes accrued interest)

	Last Period (as of 1/31/24)	This Period (as of 2/29/24)
Cash, BDP, MMFS	\$950,730.12	\$1,568,998.42
Government Securities ∧	3,936,304.79	3,322,356.65
Total Assets	\$4,887,034.91	\$4,891,355.07
Total Liabilities (outstanding balance)	—	—
TOTAL VALUE	\$4,887,034.91	\$4,891,355.07

INCOME AND DISTRIBUTION SUMMARY

	This Period (2/1/24-2/29/24)	This Year (1/1/24-2/29/24)
Interest	\$20,214.37	\$24,515.89
Income And Distributions	\$20,214.37	\$24,515.89
Tax-Exempt Income	—	—
TOTAL INCOME AND DISTRIBUTIONS	\$20,214.37	\$24,515.89

Taxable and tax exempt income classifications are based on the characteristics of the underlying securities and not the taxable status of the account.

CASH FLOW

	This Period (2/1/24-2/29/24)	This Year (1/1/24-2/29/24)
OPENING CASH, BDP, MMFS	\$950,730.12	\$1,647,624.85
Purchases	—	(762,408.16)
Sales and Redemptions	600,000.00	800,000.00
Income and Distributions	20,214.37	24,890.89
Total Investment Related Activity	\$620,214.37	\$62,482.73
Electronic Transfers-Credits	4,819.99	86,458.78
Total Cash Related Activity	\$4,819.99	\$86,458.78
Checks Written	(4,657.15)	(224,765.90)
Automated Payments	(2,108.91)	(2,802.04)
Total Card/Check Activity	\$(6,766.06)	\$(227,567.94)
CLOSING CASH, BDP, MMFS	\$1,568,998.42	\$1,568,998.42

GAIN/(LOSS) SUMMARY

	Realized This Period (2/1/24-2/29/24)	Realized This Year (1/1/24-2/29/24)	Unrealized Inception to Date (as of 2/29/24)
Short-Term Gain	\$3,779.58	\$3,779.58	—
Short-Term (Loss)	—	—	(12,197.98)
Total Short-Term	\$3,779.58	\$3,779.58	\$(12,197.98)
Long-Term Gain	5,789.05	9,320.38	—
Long-Term (Loss)	—	—	(104,177.65)
Total Long-Term	\$5,789.05	\$9,320.38	\$(104,177.65)
TOTAL GAIN/(LOSS)	\$9,568.63	\$13,099.96	\$(116,375.63)

This Summary is for informational purposes only and should not be used for tax preparation. Refer to the Expanded Disclosures or go to www.morganstanley.com/wealth/disclosures/disclosures.asp.

Account Summary

Active Assets Account
THREE ARCH BAY DISTRICT
GENERAL FUND
 Nickname: General Fund

ADDITIONAL ACCOUNT INFORMATION

Category	This Period (2/1/24-2/29/24)	This Year (1/1/24-2/29/24)	Category	This Period (2/1/24-2/29/24)	This Year (1/1/24-2/29/24)
Accrued Interest Paid	—	\$9,633.13	U.S. Treasury Coupon Interest	20,069.30	24,022.73

All Municipal and U.S. Treasury coupon interest displayed in this section is also included in the Income and Distribution Summary. Municipal interest above is subject to federal income tax, but may be exempt from state and local income tax. U.S. Treasury interest is subject to federal income tax, but is exempt from both state and local income tax.

Morgan Stanley

CLIENT STATEMENT | For the Period February 1-29, 2024

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Account Detail

Active Assets Account
THREE ARCH BAY DISTRICT
 GENERAL FUND
 Nickname: General Fund

Brokerage Account

Investment Objectives (in order of priority): Income, Capital Appreciation
 Inform us if your investment objectives, as defined in the Expanded Disclosures, change.

HOLDINGS

This section reflects positions purchased/sold on a trade date basis. "Market Value" and "Unrealized Gain/(Loss)" may not reflect the value that could be obtained in the market. Your actual investment return may differ from the unrealized gain/(loss) displayed. Fixed income securities are sorted by maturity or pre-funding date, and alphabetically within date. Estimated Annual Income a) is calculated on a pre-tax basis, b) does not include any reduction for applicable non-US withholding taxes, c) may include return of principal or capital gains which could overstate such estimates, and d) for holdings that have a defined maturity date within the next 12 months, is reflected only through maturity date. Actual Income or Yield may be lower or higher than the estimates. Current Yield is an estimate for informational purposes only. It reflects the income generated by an investment, and is calculated by dividing the total estimated annual income by the current market value of the entire position. It does not reflect changes in its price. Structured Investments, identified by an Investment, and is calculated by dividing the total estimated annual income by the current market value of the entire position. When displayed, the accrued interest, annual income and current yield for those with a contingent income feature (e.g., Range Accrual Notes or Contingent Income Notes) are estimates and assume specified accrual conditions are met during the relevant period and payment in full of all contingent interest. For Floating Rate Securities, the accrued interest, annual income and current yield are estimates based on the current floating coupon rate and may not reflect historic rates within the accrual period. For more information on how we price securities, go to www.morganstanley.com/wealth/disclosures/disclosures.asp.

CASH, BANK DEPOSIT PROGRAM AND MONEY MARKET FUNDS

Cash, Bank Deposit Program, and Money Market Funds are generally displayed on a settlement date basis. You have the right to instruct us to liquidate your bank deposit balance(s) or shares of any money market fund balance(s) at any time and have the proceeds of such liquidation remitted to you. Estimated Annual Income, Accrued Interest, and APY% will only be displayed for fully settled positions. Under the Bank Deposit Program, free credit balances held in an account(s) at Morgan Stanley Smith Barney LLC are automatically deposited into an interest-bearing deposit account(s), at Morgan Stanley Bank, N.A. and/or Morgan Stanley Private Bank, National Association, each a national bank, FDIC member and an affiliate of Morgan Stanley. Under certain circumstances, deposits may be held at FDIC insured Program Banks. For more information regarding the Bank Deposit Program and the Program Banks, go to https://www.morganstanley.com/content/dam/msdotcom/wealth-disclosures/pdfs/BDP_disclosure.pdf

Description	Market Value	Current Yield %	7-Day	Est Ann Income	APY %
MORGAN STANLEY BANK N.A.	\$1,319,988.85	---	---	\$1,979.95	0.150
MORGAN STANLEY PRIVATE BANK NA	249,029.57	---	---	373.54	0.150
BANK DEPOSITS	\$1,568,998.42			\$2,353.49	
	Market Value		Est Ann Income		
CASH, BDP, AND MMFS	\$1,568,998.42		\$2,353.49		

GOVERNMENT SECURITIES

TREASURY SECURITIES

Security Description	Trade Date	Face Value	Orig Unit Cost	Unit Price	Orig Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
UNITED STATES TREASURY NOTE									
Coupon Rate 4.250%; Matures 09/30/2024; CUSIP 91282CFNG	5/4/23	300,000,000	\$100.459	\$99.441	\$301,379.29	\$298,324.22	\$(2,254.43)	\$12,750.00	4.27
Interest Paid Semi-Annually Mar/Sep; Yield to Maturity 5.220%; Moody AA4; Issued 09/30/22; Asset Class: FI & Pref			\$100.193		\$300,578.65			\$5,295.08	
UNITED STATES TREASURY NOTE									
Coupon Rate 4.500%; Matures 11/30/2024; CUSIP 91282CFXA	6/2/23	300,000,000	99.924	99.477	299,771.30	298,429.69	(1,341.61)	13,500.00	4.52
Interest Paid Semi-Annually Mar/Sep; Yield to Maturity 5.220%; Moody AA4; Issued 09/30/22; Asset Class: FI & Pref			99.924		299,771.30			3,356.56	

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Account Detail

Active Assets Account
THREE ARCH BAY DISTRICT
GENERAL FUND
 Nickname: General Fund

Security Description	Trade Date	Face Value	Orig Unit Cost	Unit Price	Orig Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
<i>Interest Paid Semi-Annually May/Nov; Yield to Maturity 5.211%; Moody AAA; Issued 11/30/22; Asset Class: FI & Pref</i>									
UNITED STATES TREASURY NOTE FLOATING RATE	1/22/24	500,000.000	100.413	100.100	502,067.83	500,499.26	(1,357.07)	27,628.50	5.52
Coupon Rate 5.525%; Matures 01/31/2025; CUSIP 91282CBF2			100.371		501,856.33			2,215.43	
<i>Interest Paid Quarterly Apr; Yield to Maturity 5.407%; Floating Rate; Moody AAA; Issued 01/31/23; Asset Class: FI & Pref</i>									
UNITED STATES TREASURY NOTE	8/31/21	250,000.000	99.971	94.877	249,927.33	237,192.38	(12,734.95)	937.50	0.40
Coupon Rate 0.375%; Matures 04/30/2025; CUSIP 912828L17			99.971		249,927.33			311.64	
<i>Interest Paid Semi-Annually Apr/Oct; Yield to Maturity 4.937%; Moody AAA; Issued 04/30/20; Asset Class: FI & Pref</i>									
UNITED STATES TREASURY NOTE	5/4/23	300,000.000	96.772	96.066	290,316.63	288,199.22	(2,117.41)	6,000.00	2.08
Coupon Rate 2.000%; Matures 08/15/2025; CUSIP 912828K74			96.772		290,316.63			230.77	
<i>Interest Paid Semi-Annually Feb/Aug; Yield to Maturity 4.819%; Moody AAA; Issued 08/17/15; Asset Class: FI & Pref</i>									
UNITED STATES TREASURY NOTE FLOATING RATE	1/19/24	250,000.000	100.282	100.012	250,707.20	250,030.44	(632.96)	13,739.25	5.50
Coupon Rate 5.495%; Matures 10/31/2025; CUSIP 91282CID4			100.285		250,663.40			1,101.67	
<i>Interest Paid Quarterly Apr; Yield to Maturity 5.482%; Floating Rate; Moody AAA; Issued 10/31/23; Asset Class: FI & Pref</i>									
UNITED STATES TREASURY NOTE	5/10/21	500,000.000	99.329	92.771	496,643.37	463,857.42	(32,785.95)	1,875.00	0.40
Coupon Rate 0.375%; Matures 11/30/2025; CUSIP 91282CAZ4			99.329		496,643.37			466.19	
<i>Interest Paid Semi-Annually May/Nov; Yield to Maturity 4.720%; Moody AAA; Issued 11/30/20; Asset Class: FI & Pref</i>									
UNITED STATES TREASURY NOTE	5/10/21	500,000.000	100.437	92.449	502,188.12	462,246.10	(38,693.91)	3,750.00	0.81
Coupon Rate 0.750%; Matures 03/31/2026; CUSIP 91282CBT7			100.188		500,940.01			1,557.38	
<i>Interest Paid Semi-Annually Mar/Sep; Yield to Maturity 4.582%; Moody AAA; Issued 03/31/21; Asset Class: FI & Pref</i>									
UNITED STATES TREASURY NOTE	5/10/21	250,000.000	100.365	92.176	250,915.52	230,439.45	(19,962.84)	1,875.00	0.81
Coupon Rate 0.750%; Matures 04/30/2026; CUSIP 91282CBW0			100.161		250,402.29			623.28	
<i>Interest Paid Semi-Annually Apr/Oct; Yield to Maturity 4.579%; Moody AAA; Issued 04/30/21; Asset Class: FI & Pref</i>									
UNITED STATES TREASURY NOTE	5/4/23	300,000.000	94.158	92.660	282,474.97	277,980.47	(4,494.50)	4,125.00	1.48
Coupon Rate 1.375%; Matures 08/31/2026; CUSIP 912828ND6			94.158		282,474.97			—	
<i>Interest Paid Semi-Annually Feb/Aug; Yield to Maturity 4.506%; Issued 09/03/19; Asset Class: FI & Pref</i>									

GOVERNMENT SECURITIES

Percentage of Holdings	Face Value	Orig Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
	3,450,000.000	\$3,426,391.56	\$3,307,198.65	\$(104,177.65)	\$86,180.25	2.61%
		\$3,423,574.28		\$(12,197.98)	\$15,158.00	

TOTAL GOVERNMENT SECURITIES

(includes accrued interest)

67.92%

\$3,322,356.65

ST

Account Detail

Active Assets Account
THREE ARCH BAY DISTRICT
GENERAL FUND
 Nickname: General Fund

Percentage of Holdings	Total Cost	Market Value	Unrealized Gain/(Loss)	Est. Ann Income	Current Yield %
	\$3,423,574.28	\$4,876,197.07	\$(104,177.65) LT	\$88,533.74	1.81%
			\$(12,197.99) ST	\$15,158.00	
TOTAL VALUE					
TOTAL VALUE (includes accrued interest)	100.00%				

Unrealized Gain/(Loss) totals only reflect positions that have both cost basis and market value information available. Cash, MMF, Deposits and positions stating 'Please Provide' or 'Pending Corporate Actions' are not included.

ALLOCATION OF ASSETS (^ Includes accrued interest)

Cash, BDP, MMFs	Cash	Equities	Fixed Income & Preferred Securities	Alternatives	Structured Investments	Other
Government Securities ^	\$1,568,998.42	—	\$3,322,356.65	—	—	—
TOTAL ALLOCATION OF ASSETS ^	\$1,568,998.42	—	\$3,322,356.65	—	—	—

ACTIVITY

CASH FLOW ACTIVITY BY DATE

Activity Date	Settlement Date	Activity Type	Description	Comments	Quantity	Price	Credits/(Debits)
2/1		Interest Income	UNITED STATES TREASURY NOTE FL	5.479% DUE2025-01-31 [91282CGF2]			\$7,069.30
2/1		Check	WEX BANK	Check # 2716			(857.15)
2/2		Automated Payment	AMEX EPAYMENT ACH PMT	RECIPIENT: NICKI ROKNIIFARD			(2,108.91)
2/2		Check	VISIONS SECURITY INC	Check # 2715			(1,800.00)
2/8		Funds Received	DIRECT DEP FUNDS RECVD	EDI PYMNT			2,669.32
2/14		Check	LORENA VILLAGOMEZ	Check # 2710			(2,000.00)
2/15		Interest Income	UNITED STATES TREASURY NOTE	2.750% DUE2024-02-15 [912828B66]			6,875.00
2/15		Interest Income	UNITED STATES TREASURY NOTE	2.000% DUE2025-08-15 [912828K74]			3,000.00
2/15	2/15	Redemption	UNITED STATES TREASURY NOTE	2.750% DUE2024-02-15 [912828B66]	500,000.000	100.0000	500,000.00
2/29		Funds Received	DIRECT DEP FUNDS RECVD	EDI PYMNT			2,150.67
2/29		Interest Income	UNITED STATES TREASURY NOTE	1.375% DUE2026-08-31 [912828VD6]			2,062.50
2/29		Interest Income	UNITED STATES TREASURY NOTE	2.125% DUE2024-02-29 [912828W48]			1,062.50
2/29		Interest Income	MORGAN STANLEY BANK N.A.	(Period 02/01-02/29)			115.50
2/29		Interest Income	MORGAN STANLEY PRIVATE BANK NA	(Period 02/01-02/29)			29.57

Morgan Stanley

CLIENT STATEMENT | For the Period February 1-29, 2024

Active Assets Account
THREE ARCH BAY DISTRICT
GENERAL FUND
 Nickname: General Fund

Account Detail

CASH FLOW ACTIVITY BY DATE (CONTINUED)

Activity Date	Settlement Date	Activity Type	Description	Comments	Quantity	Price	Credits/(Debits)
2/29	2/29	Redemption	UNITED STATES TREASURY NOTE	2.125% DUE2024-02-29 [912828W48]	100,000.000	100.0000	100,000.00
				REDEMPTION OF MATURED BOND			
							\$618,268.30

NET CREDITS/(DEBITS)

DEBIT CARD & CHECKING ACTIVITY

CHECKS WRITTEN

Written Date	Activity Date	Check Number	Activity Type	Payee	Expense Category	Credits/(Debits)	
1/23	2/14	2710	Check	LORENA VILLAGOMEZ		\$(2,000.00)	
1/23	2/2	2715	Check	VISIONS SECURITY INC		(1,800.00)	
1/23	2/1	2716	Check	WEX BANK		(857.15)	
TOTAL CHECKS WRITTEN							\$(4,657.15)

AUTOMATED PAYMENTS

Bill pay and other electronic activity, which may include checks you wrote that were processed by Automated Clearing House processing.

Transaction Date	Activity Date	Activity Type	Payee	Comments	Credits/(Debits)
2/2	2/2	Automated Payment	AMEX EPAYMENT	RECIPIENT: NICKI ROKNI-FARD	\$(2,108.91)
TOTAL AUTOMATED PAYMENTS					\$(2,108.91)

MONEY MARKET FUND (MMF) AND BANK DEPOSIT PROGRAM ACTIVITY

Activity Date	Activity Type	Description	Credits/(Debits)
2/1	Automatic Investment	BANK DEPOSIT PROGRAM	\$6,212.15
2/2	Automatic Redemption	BANK DEPOSIT PROGRAM	(3,908.91)
2/8	Automatic Investment	BANK DEPOSIT PROGRAM	2,669.32
2/14	Automatic Redemption	BANK DEPOSIT PROGRAM	(2,000.00)
2/15	Automatic Investment	BANK DEPOSIT PROGRAM	509,875.00
2/29	Automatic Investment	BANK DEPOSIT PROGRAM	105,275.67
2/29	Automatic Investment	BANK DEPOSIT PROGRAM	115.50
2/29	Automatic Investment	BANK DEPOSIT PROGRAM	29.57
NET ACTIVITY FOR PERIOD			\$618,268.30

REALIZED GAIN/(LOSS) DETAIL

LONG-TERM GAIN/(LOSS)

Security Description	Date Acquired	Date Sold	Quantity	Sales Proceeds	Orig / Adj Total Cost	Realized Gain/(Loss)	Comments
USTSY NOTE	2125 24FB29	12122122	02129124	100,000.000	\$100,000.00	\$2,396.67	

Morgan Stanley

CLIENT STATEMENT | For the Period February 1-29, 2024

Account Detail

Active Assets Account
THREE ARCH BAY DISTRICT
GENERAL FUND
 Nickname: General Fund

LONG-TERM GAIN/(LOSS) (CONTINUED)

Security Description	Date Acquired	Date Sold	Quantity	Sales Proceeds	Orig / Adj Total Cost	Realized Gain/(Loss)	Comments
US TSY NOTE 2750 24FB15	12/28/22	02/15/24	200,000.000	200,000.00	196,607.62	3,392.38	
Long-Term This Period				\$300,000.00	\$294,210.95	\$5,789.05	
Long-Term Year to Date				\$400,000.00	\$390,679.62	\$9,320.38	

SHORT-TERM GAIN/(LOSS)

Security Description	Date Acquired	Date Sold	Quantity	Sales Proceeds	Orig / Adj Total Cost	Realized Gain/(Loss)	Comments
US TSY NOTE 2750 24FB15	05/04/23	02/15/24	300,000.000	\$300,000.00	\$296,220.42	\$3,779.58	
Short-Term This Period				\$300,000.00	\$296,220.42	\$3,779.58	
Short-Term Year to Date				\$300,000.00	\$296,220.42	\$3,779.58	
Net Realized Gain/(Loss) This Period				\$600,000.00	\$590,431.37	\$9,568.63	
Net Realized Gain/(Loss) Year to Date				\$700,000.00	\$686,900.04	\$13,099.96	

Treasury regulations require that we report on Form 1099-B a) adjusted cost basis on the sale of covered securities acquired on or after 1/1/11 (or the applicable date for the type of security), b) the gain or loss as either long-term or short-term, and c) basis adjustments on covered securities due to wash sales, certain corporate actions and transfers by gift or inheritance. This section may not reflect all the basis adjustments required when filing your tax return. For more information, refer to the Expanded Disclosures or go to www.morganstanley.com/wealth/disclosures/disclosures.asp.

MESSAGES

Senior Investor Helpline
 For any inquiries or potential concerns, senior investors or someone acting on their behalf may contact our Firm by calling (800) 280-4534.

Upcoming Change to Bank Deposit Program (BDP) Pricing Groups
 Interest rates for deposits in your account are tiered based on the Total Deposit Balances in your BDP Pricing Group. Currently, the Total Deposit Balances include deposits in the BDP and in the Morgan Stanley Savings Program in all applicable accounts within a BDP Pricing Group. A BDP Pricing Group is a group of accounts within a household that have the same address, or the same Social Security and/or tax identification number.

Effective May 3, 2024, Total Deposit Balances used to calculate your interest rate tier will no longer include deposits in the Morgan Stanley Savings Program within your BDP Pricing Group. If you have any questions or need assistance, please contact us or view the Bank Deposit Program Disclosure Statement at https://www.morganstanley.com/wealth-disclosures/pdfs/BDP_disclosure.pdf

Account Summary

Active Assets Account

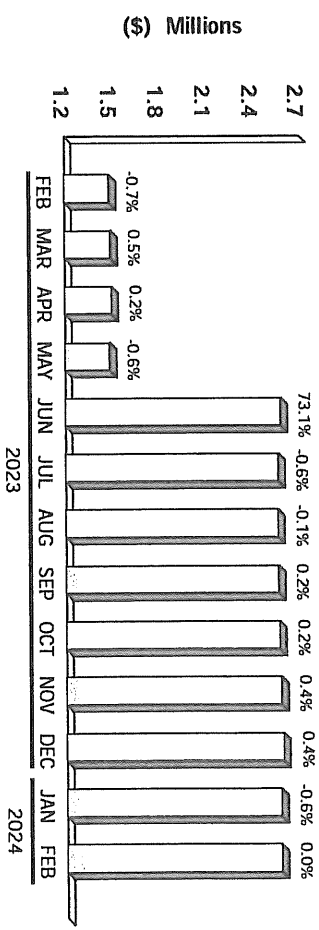
THREE ARCH BAY DISTRICT
USER FEE ACCOUNT
 Nickname: User Fee Account

CHANGE IN VALUE OF YOUR ACCOUNT (includes accrued interest)

	This Period (2/1/24-2/29/24)	This Year (1/1/24-2/29/24)
TOTAL BEGINNING VALUE	\$2,571,266.69	\$2,587,759.15
Credits	—	—
Debits	(6,689.73)	(26,162.45)
Security Transfers	—	—
Net Credits/Debits/Transfers	\$(6,689.73)	\$(26,162.45)
Change in Value	6,877.05	9,857.31
TOTAL ENDING VALUE	\$2,571,454.01	\$2,571,454.01

MARKET VALUE OVER TIME

The below chart displays the most recent thirteen months of Market Value.

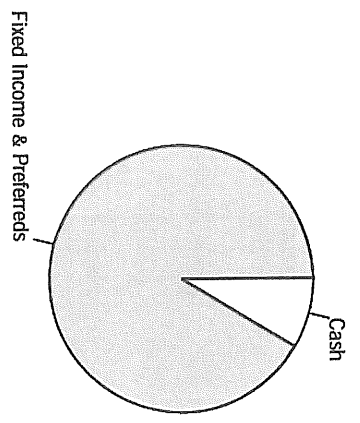


The percentages above represent the change in dollar value from the prior period. They do not represent account investment performance, as they do not consider the impact of contributions and withdrawals, nor other factors that may have affected performance calculations. No percentage will be displayed when the previous month reflected no value.

ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	\$218,425.47	8.49
Fixed Income & Preferreds	2,353,028.54	91.51
TOTAL VALUE	\$2,571,454.01	100.00%

FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, as a courtesy, and may not be covered by SIPC. Foreign Exchange (FX) is neither FDIC nor SIPC insured. For additional information, refer to the corresponding section of this statement.



This asset allocation represents holdings on a trade date basis, and projected settled Cash/BDP and MMF balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.

Morgan Stanley

CLIENT STATEMENT | For the Period February 1-29, 2024

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Account Summary

Active Assets Account
THREE ARCH BAY DISTRICT
USER FEE ACCOUNT
 Nickname: User Fee Account

BALANCE SHEET (∧ includes accrued interest)

	Last Period (as of 1/31/24)	This Period (as of 2/29/24)
Cash, BDP, MMFS	\$216,949.62	\$218,425.47
Government Securities ∧	2,354,317.07	2,353,028.54
Total Assets	\$2,571,266.69	\$2,571,454.01
Total Liabilities (outstanding balance)	—	—
TOTAL VALUE	\$2,571,266.69	\$2,571,454.01

INCOME AND DISTRIBUTION SUMMARY

	This Period (2/1/24-2/29/24)	This Year (1/1/24-2/29/24)
Interest	\$8,165.58	\$15,558.50
Income And Distributions	\$8,165.58	\$15,558.50
Tax-Exempt Income	—	—
TOTAL INCOME AND DISTRIBUTIONS	\$8,165.58	\$15,558.50

Taxable and tax exempt income classifications are based on the characteristics of the underlying securities and not the taxable status of the account.

ADDITIONAL ACCOUNT INFORMATION

Category	This Period (2/1/24-2/29/24)	This Year (1/1/24-2/29/24)
Accrued Interest Paid	—	\$5,757.88

All Municipal and U.S. Treasury coupon interest displayed in this section is also included in the Income and Distribution Summary. Municipal interest above is subject to federal income tax, but may be exempt from state and local income tax. U.S. Treasury interest is subject to federal income tax, but is exempt from both state and local income tax.

CASH FLOW

	This Period (2/1/24-2/29/24)	This Year (1/1/24-2/29/24)
OPENING CASH, BDP, MMFS	\$216,949.62	\$682,571.63
Purchases	—	(457,292.21)
Income and Distributions	8,165.58	19,308.50
Total Investment Related Activity	\$8,165.58	\$(437,983.71)
Total Cash Related Activity	—	—
Checks Written	(6,670.00)	(26,121.83)
Automated Payments	(19.73)	(40.62)
Total Card/Check Activity	\$(6,689.73)	\$(26,162.45)
CLOSING CASH, BDP, MMFS	\$218,425.47	\$218,425.47

GAIN/(LOSS) SUMMARY

	Realized This Period (2/1/24-2/29/24)	Realized This Year (1/1/24-2/29/24)	Unrealized Inception to Date (as of 2/29/24)
Short-Term Gain	—	—	\$8,830.02
Short-Term (Loss)	—	—	(1,175.79)
Total Short-Term	—	—	\$7,654.23
Long-Term (Loss)	—	—	(46,178.25)
TOTAL GAIN/(LOSS)	—	—	\$(38,524.02)

This Summary is for informational purposes only and should not be used for tax preparation. Refer to the Expanded Disclosures or go to www.morganstanley.com/wealthdisclosures/disclosures.asp.

Category	This Period (2/1/24-2/29/24)	This Year (1/1/24-2/29/24)
U.S. Treasury Coupon Interest	8,140.22	15,406.15

Morgan Stanley

CLIENT STATEMENT | For the Period February 1-29, 2024

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Account Detail

Active Assets Account
THREE ARCH BAY DISTRICT
USER FEE ACCOUNT
 Nickname: User Fee Account

Security Description	Trade Date	Face Value	Orig Unit Cost Adj Unit Cost	Unit Price	Orig Total Cost Adj Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income Accrued Interest	Current Yield %
UNITED STATES TREASURY NOTE Coupon Rate 3.250%; Matures 08/31/2024; CUSIP 91282CFE1 <i>Interest Paid Semi-Annually Feb/Aug. Yield to Maturity 5.263%; Moody AAA; Issued 08/31/22; Asset Class: FI & Pref</i>	6/23/23	250,000,000	98.105 98.105	98.998	245,262.69 245,262.69	247,495.12	2,232.43 ST	4,062.50 22.32	1.64
UNITED STATES TREASURY NOTE Coupon Rate 4.250%; Matures 09/30/2024; CUSIP 91282CFN6 <i>Interest Paid Semi-Annually Mar/Sep. Yield to Maturity 5.220%; Moody AAA; Issued 09/30/22; Asset Class: FI & Pref</i>	6/23/23	250,000,000	99.202 99.202	99.441	248,006.12 248,006.12	248,603.52	597.40 ST	10,625.00 4,412.57	4.27
UNITED STATES TREASURY NOTE Coupon Rate 4.375%; Matures 10/31/2024; CUSIP 91282CFQ9 <i>Interest Paid Semi-Annually Apr/Oct. Yield to Maturity 5.217%; Moody AAA; Issued 10/31/22; Asset Class: FI & Pref</i>	6/23/23	250,000,000	99.297 99.297	99.445	248,243.16 248,243.16	248,613.28	370.12 ST	10,937.50 3,635.82	4.40
UNITED STATES TREASURY NOTE FLOATING RATE Coupon Rate 5.525%; Matures 01/31/2025; CUSIP 91282CFZ2 <i>Interest Paid Quarterly Apr. Yield to Maturity 5.407%; Floating Rate; Moody AAA; Issued 01/31/23; Asset Class: FI & Pref</i>	1/22/24	200,000,000	100.413 100.371	100.100	200,827.13 200,742.53	200,199.70	(542.83) ST	11,051.40 886.17	5.52
UNITED STATES TREASURY NOTE Coupon Rate 0.250%; Matures 08/31/2025; CUSIP 91282CA10 <i>Interest Paid Semi-Annually Feb/Aug. Yield to Maturity 4.797%; Moody AAA; Issued 08/31/20; Asset Class: FI & Pref</i>	8/31/21	400,000,000	99.281 99.281	93.471	397,125.80 397,125.80	373,882.81	(23,242.99) LT	1,000.00 2.74	0.27
UNITED STATES TREASURY NOTE FLOATING RATE Coupon Rate 5.495%; Matures 10/31/2025; CUSIP 91282CID4 <i>Interest Paid Quarterly Apr. Yield to Maturity 5.482%; Floating Rate; Moody AAA; Issued 10/31/23; Asset Class: FI & Pref</i>	1/19/24	250,000,000	100.282 100.265	100.012	250,707.20 250,663.40	250,030.44	(632.96) ST	13,739.25 1,101.67	5.50
UNITED STATES TREASURY NOTE Coupon Rate 0.500%; Matures 02/28/2026; CUSIP 91282CBQ3 <i>Interest Paid Semi-Annually Feb/Aug. Yield to Maturity 4.642%; Moody AAA; Issued 03/01/21; Asset Class: FI & Pref</i>	8/31/21	300,000,000	99.831 99.831	92.186	299,491.90 299,491.90	276,556.64	(22,935.26) LT	1,500.00 —	0.54
GOVERNMENT SECURITIES		2,400,000,000			\$2,379,785.88 \$2,379,657.48	\$2,341,133.46	\$(46,178.25) LT \$7,654.23 ST	\$60,415.65 \$11,895.08	2.58%
TOTAL GOVERNMENT SECURITIES (includes accrued interest)			91.51%			\$2,353,028.54			

Morgan Stanley

CLIENT STATEMENT | For the Period February 1-29, 2024

Account Detail

Active Assets Account
THREE ARCH BAY DISTRICT
USER FEE ACCOUNT
 Nickname: User Fee Account

Percentage of Holdings	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
	\$2,379,657.48	\$2,559,558.93	\$(46,178.25) LT	\$60,743.29	2.369%
			\$7,654.23 ST	\$11,895.08	
TOTAL VALUE					
TOTAL VALUE (includes accrued interest)	100.00%	\$2,571,454.01			

Unrealized Gain/(Loss) totals only reflect positions that have both cost basis and market value information available. Cash, MMF, Deposits and positions stating 'Please Provide' or 'Pending Corporate Actions' are not included.

ALLOCATION OF ASSETS (^ includes accrued interest)

Cash	Equities	Fixed Income & Preferred Securities	Alternatives	Structured Investments	Other
Cash, BDP, MMFS					
Government Securities ^					
	\$218,425.47				
		\$2,353,028.54			
TOTAL ALLOCATION OF ASSETS ^	\$218,425.47	\$2,353,028.54			

ACTIVITY

CASH FLOW ACTIVITY BY DATE

Activity Date	Settlement Date	Activity Type	Description	Comments	Quantity	Price	Credits/(Debits)
2/1		Interest Income	UNITED STATES TREASURY NOTE FL	5.479% DUE2025-01-31 [91282CGF2]			\$2,821.72
2/1		Check	ADVANCED CIVIL GRP INC	Check # 2220			(5,305.00)
2/5		Automated Payment	SD GAS & ELEC PAID SDGE	RECIPIENT: MORGAN STANLEY SMITH B			(19.73)
2/7		Check	PELTON SWEEPING SVC	Check # 2223			(1,365.00)
2/29		Interest Income	UNITED STATES TREASURY NOTE	3.250% DUE2024-08-31 [91282CFG1]			4,062.50
2/29		Interest Income	UNITED STATES TREASURY NOTE	0.500% DUE2026-02-28 [91282CBQ3]			750.00
2/29		Interest Income	UNITED STATES TREASURY NOTE	0.250% DUE2025-08-31 [91282CAJ0]			500.00
2/29		Interest Income	MORGAN STANLEY BANK N.A.	(Period 02/01-02/29)			25.36
NET CREDITS/(DEBITS)							\$1,475.85

DEBIT CARD & CHECKING ACTIVITY

CHECKS WRITTEN

Date Written	Activity Date	Check Number	Activity Type	Payee	Expense Category	Credits/(Debits)
1/23	2/1	2220	Check	ADVANCED CIVIL GRP INC		\$(5,305.00)
1/23	2/7	2223	Check	PELTON SWEEPING SVC		(1,365.00)
TOTAL CHECKS WRITTEN						\$(6,670.00)

Morgan Stanley

CLIENT STATEMENT | For the Period February 1-29, 2024

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Account Detail

Active Assets Account
 THREE ARCH BAY DISTRICT
 USER FEE ACCOUNT
 Nickname: User Fee Account

AUTOMATED PAYMENTS

Bill pay and other electronic activity, which may include checks you wrote that were processed by Automated Clearing House processing.

Transaction Activity	Date	Activity Type	Payee	Comments	Credits/(Debits)
	2/5	Automated Payment	SD GAS & ELEC PAID SDGE	RECIPIENT: MORGAN STANLEY SMITH B	\$(19.73)
TOTAL AUTOMATED PAYMENTS					\$(19.73)

MONEY MARKET FUND (MMF) AND BANK DEPOSIT PROGRAM ACTIVITY

Activity Date	Activity Type	Description	Credits/(Debits)
2/1	Automatic Redemption	BANK DEPOSIT PROGRAM	\$(2,477.28)
2/5	Automatic Redemption	BANK DEPOSIT PROGRAM	(19.73)
2/7	Automatic Redemption	BANK DEPOSIT PROGRAM	(1,365.00)
2/29	Automatic Investment	BANK DEPOSIT PROGRAM	5,312.50
2/29	Automatic Investment	BANK DEPOSIT PROGRAM	25.36
NET ACTIVITY FOR PERIOD			\$1,475.85

MESSAGES

Senior Investor Helpline
 For any inquiries or potential concerns, senior investors or someone acting on their behalf may contact our Firm by calling (800) 280-4534.

Upcoming Change to Bank Deposit Program (BDP) Pricing Groups
 Interest rates for deposits in your account are tiered based on the Total Deposit Balances in your BDP Pricing Group. Currently, the Total Deposit Balances include deposits in the BDP and in the Morgan Stanley Savings Program in all applicable accounts within a BDP Pricing Group. A BDP Pricing Group is a group of accounts within a household that have the same address, or the same Social Security and/or tax identification number.

Effective May 3, 2024, Total Deposit Balances used to calculate your interest rate tier will no longer include deposits in the Morgan Stanley Savings Program within your BDP Pricing Group. If you have any questions or need assistance, please contact us or view the Bank Deposit Program Disclosure Statement at https://www.morganstanley.com/wealth-disclosures/pdfs/BDP_disclosure.pdf



Business Green Rewards Card

THREE ARCH BAY CSD
JEREMY PIPP

Closing Date 03/17/24 Next Closing Date 04/16/24
Account Endi

p. 1/7

Customer Care: 1-800-492-3344
TTY: Use Relay 711
Website: americanexpress.com

New Balance	\$4,203.83
Minimum Payment Due	\$136.00
Payment Due Date	04/11/24

Late Payment Warning: If you do not pay the Minimum Payment Due by the Payment Due Date of 04/11/24, you may have to pay a late fee of \$39.00 and your Pay Over Time APR may be increased to the Penalty APR of 29.99%.

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your Pay Over Time balance. For example:

If you make no additional charges and each month you pay...	You will pay off the balance shown on this statement in about...	And you will pay an estimated total of...
Only the Minimum Payment Due	15 years	\$9,518
\$152	3 years	\$5,467 (Savings = \$4,051)

If you would like information about credit counseling services, call 1-888-733-4139.

➔ See page 2 for important information about your account.

➔ Please refer to the **IMPORTANT NOTICES** section on page 7.

Continued on page 3

Membership Rewards® Points
Available and Pending as of 02/29/24
29,156
For up to date point balance and full program details, visit membershiprewards.com

Account Summary

Pay In Full Portion

Previous Balance	\$0.00
Payments/Credits	-\$0.00
New Charges	+\$0.00
Fees	+\$95.00
New Balance =	\$95.00

Pay Over Time Portion

Previous Balance	\$1,258.44
Payments/Credits	-\$1,258.44
New Charges	+\$4,108.83
Fees	+\$0.00
Interest Charged	+\$0.00
New Balance =	\$4,108.83
Minimum Due	\$41.00

Account Total

Previous Balance	\$1,258.44
Payments/Credits	-\$1,258.44
New Charges	+\$4,108.83
Fees	+\$95.00
Interest Charged	+\$0.00

New Balance	\$4,203.83
Minimum Payment Due	\$136.00

Pay Over Time Limit \$5,000.00
Available Pay Over Time Limit \$891.17
Days in Billing Period: 31

Payment Coupon
Do not staple or use paper clips

Pay by Computer
americanexpress.com/business

Pay by Phone
1-800-472-9297

Account Ending 3-41006

Enter 15 digit account # on all payments.
Make check payable to American Express.

JEREMY PIPP
THREE ARCH BAY CSD
THREE ARCH BAY CSD
5 BAY DRIVE
LAGUNA BEACH CA 92651

Payment Due Date	04/11/24
New Balance	\$4,203.83
AutoPay Amount	\$4,203.83

See reverse side for instructions on how to update your address, phone number, or email.

AMERICAN EXPRESS
PO BOX 96001
LOS ANGELES CA 90096-8000

\$ _____
Amount Enclosed

000034992668000872 000420383000013600 13 H

Payments: Your payment must be sent to the payment address shown on your statement and must be received by 5 p.m. local time at that address to be credited as of the day it is received. Payments we receive after 5 p.m. will not be credited to your Account until the next day. Payments must also: (1) include the remittance coupon from your statement; (2) be made with a single check drawn on a US bank and payable in US dollars, or with a negotiable instrument payable in US dollars and clearable through the US banking system; and (3) include your Account number. If your payment does not meet all of the above requirements, crediting may be delayed and you may incur late payment fees and additional interest charges. Electronic payments must be made through an electronic payment method payable in US dollars and clearable through the US banking system. Please do not send post-dated checks as they will be deposited upon receipt. Any restrictive language on a payment we accept will have no effect on us without our express prior written approval. We will re-present to your financial institution any payment that is returned unpaid.

Permission for Electronic Withdrawal: (1) When you send a check for payment, you give us permission to electronically withdraw your payment from your deposit or other asset account. We will process checks electronically by transmitting the amount of the check, routing number, account number and check serial number to your financial institution, unless the check is not processable electronically or a less costly process is available. When we process your check electronically, your payment may be withdrawn from your deposit or other asset account as soon as the same day we receive your check, and you will not receive that cancelled check with your financial account statement. If we cannot collect the funds electronically we may issue a draft against your deposit or other asset account for the amount of the check. (2) By using Pay By Computer, Pay By Phone or any other electronic payment service of ours, you give us permission to electronically withdraw funds from the deposit or other asset account you specify in the amount you request. Payments using such services of ours received after 8:00 p.m. MST may not be credited until the next day.

How We Calculate Your Balance: We use the Average Daily Balance (ADB) method (including new transactions) to calculate the balance on which we charge interest for Pay Over Time balances on your Account. Call the Customer Care number on page 3 for more information about this balance computation method and how resulting interest charges are determined. *The method we use to calculate the ADB and interest results in daily compounding of interest.*

How to Avoid Paying Interest: If you have a Pay Over Time balance, your due date is at least 25 days after the close of each billing period. We will not charge interest on charges added to a Pay Over Time balance if you pay the Account Total New Balance by the due date each month.

Foreign Currency Charges: If you make a Charge in a foreign currency, we will convert it into US dollars on the date we or our agents process it. **We will charge a fee of 2.70% of the converted US dollar amount.** We will choose a conversion rate that is acceptable to us for that date, unless a particular rate is required by law. The conversion rate we use is no more than the highest official rate published by a government agency or the

highest interbank rate we identify from customary banking sources on the conversion date or the prior business day. This rate may differ from rates in effect on the date of your charge. Charges converted by establishments will be billed at the rates such establishments use.

Credit Balance: A credit balance (designated CR) shown on this statement represents money owed to you. If within the six-month period following the date of the first statement indicating the credit balance you do not request a refund or charge enough to use up the credit balance, we will send you a check for the credit balance within 30 days if the amount is \$1.00 or more.

Credit Reporting: We may report information about your Account to credit bureaus. Late payments, missed payments, or other defaults on your Account may be reflected in your credit report.

Billing Dispute Procedures

What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, write to us at:

American Express, PO Box 981535, El Paso TX 79998-1535

In your letter, give us the following information:

- *Account information:* Your name and account number.

- *Dollar amount:* The dollar amount of the suspected error.

- *Description of Problem:* Describe what you believe is wrong and why you believe it is a mistake.

You must contact us:

- Within 60 days after the error appeared on your statement.

- At least 2 business days before an automated payment is scheduled, if you want to stop payment on the amount you think is wrong.

You must notify us of any potential errors in writing. You may call us, but if you do we may not follow these procedures and you may have to pay the amount in question.

What Will Happen After We Receive Your Letter

When we receive your letter, we will do two things:

1. Within 30 days of receiving your letter, we will tell you that we received your letter. We will also tell you if we have already corrected the error.

2. We will investigate your inquiry and will either correct the error or explain to you why we believe the bill is correct.

While we investigate whether or not there has been an error:

- We will not try to collect the amount in question.

- The charge in question may remain on your statement, and we may continue to charge you interest on that amount.

- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.

- We can apply any unpaid amount against your credit limit.

After we finish our investigation, one of two things will happen:

- If we made a mistake: You will not have to pay the amount in question or any interest or other fees related to that amount.

- If we do not believe there was a mistake: You will have to pay the amount in question, along with applicable interest and fees. We will send you a statement of the amount you owe and the date payment is due. We may report you as delinquent if you do not pay the amount we think you owe.

Pay Your Bill with AutoPay

Deduct your payment from your bank account automatically each month.

- Avoid late fees
- Save time

Visit americanexpress.com/autopay today to enroll.

For information on how we protect your privacy and to set your communication and privacy choices, please visit www.americanexpress.com/privacy.

Change of Address, phone number, email

- Online at www.americanexpress.com/updatecontactinfo
- Via mobile device
- Voice automated: call the number on the back of your card
- For name, company name, and foreign address or phone changes, please call Customer Care

Please do not add any written communication or address change on this stub

**Business Green Rewards Card**THREE ARCH BAY CSD
JEREMY PIPP
Closing Date 03/17/24

Account Endin

**Customer Care & Billing Inquiries**
International Collect
Express Cash
Large Print & Braille Statements**1-800-492-3344**
1-336-393-1111
1-800-CASH-NOW
1-800-492-3344**Hearing Impaired**Online chat at americanexpress.com or use **Relay dial 711** and **1-800-492-3344****Website:** americanexpress.com**Customer Care
& Billing Inquiries**
P.O. BOX 981535
EL PASO, TX
79998-1535**Payments**
PO BOX 96001
LOS ANGELES CA
90096-8000

i We will debit your bank account for your monthly AutoPay payment of \$4,203.83 on 04/01/24. This date may not be the same date your bank will debit your bank account. Any inquiry to American Express concerning this debit should be made before 04/01/24. If your monthly AutoPay payment is less than your Minimum Payment Due, we must receive an additional payment for at least the difference by 04/11/24.

For information on your Pay Over Time feature and limit, see **page 5****Payments and Credits****Summary**

	Pay In Full	Pay Over Time \diamond	Total
Payments	\$0.00	-\$1,258.44	-\$1,258.44
Credits	\$0.00	\$0.00	\$0.00
Total Payments and Credits	\$0.00	-\$1,258.44	-\$1,258.44

Detail

*Indicates posting date

Payments	Amount
03/01/24* AUTOPAY PAYMENT RECEIVED - THANK YOU UMB Bank National Association	-\$1,258.44

New Charges**Summary**

	Pay In Full	Pay Over Time \diamond	Total
Total New Charges	\$0.00	\$4,108.83	\$4,108.83

Detail \diamond - denotes Pay Over Time activity**JEREMY PIPP**
Card Ending 3-41006

				Amount
02/16/24	HARBOR HOUSE CAFE DANA PO 068880021935 NAOMIYANG13@GMAIL.COM	DANA POINT	CA	\$195.60 \diamond
02/21/24	AMAZON.COM MERCHANDISE	AMZN.COM/BILL	WA	\$38.33 \diamond
02/25/24	INTUIT QUICKBOOKS CL.INTUIT.COM	800-446-8848	CA	\$90.00 \diamond
02/26/24	AMAZON.COM MERCHANDISE	AMZN.COM/BILL	WA	\$12.60 \diamond
02/28/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$20.46 \diamond
03/01/24	HARBOR HOUSE CAFE DANA PO 068880021935 NAOMIYANG13@GMAIL.COM	DANA POINT	CA	\$236.25 \diamond

Detail Continued

◆ - denotes Pay Over Time activity

				Amount
03/04/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$183.16 ◆
03/05/24	MSFT *<E0500R9H5I> Z62RD46TX6U1 98052	MSBILL.INFO		\$28.00 ◆
03/06/24	GODADDY.COM GODADDY.COM ORG Domain Name Renewal - 5 Years recu	480-505-8855	AZ	\$115.85 ◆
03/11/24	NATIONWIDE INSURANCE	800-282-1446	OH	\$3,146.52 ◆
03/17/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$42.06 ◆

Fees

		Amount
03/17/24	ANNUAL MEMBERSHIP FEE	\$95.00
Total Fees for this Period		\$95.00

Interest Charged

		Amount
Total Interest Charged for this Period		\$0.00

About Trailing Interest

You may see interest on your next statement even if you pay the new balance in full and on time and make no new charges. This is called "trailing interest". Trailing interest is the interest charged when, for example, you didn't pay your previous balance in full. When that happens, we charge interest from the first day of the billing period until we receive your payment in full. You can avoid paying interest on purchases by paying your balance in full and on time each month. Please see the "When we charge interest" sub-section in your Cardmember Agreement for details.

2024 Fees and Interest Totals Year-to-Date

		Amount
Total Fees in 2024		\$95.00
Total Interest in 2024		\$0.00

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.
Variable APRs will not exceed 29.99%.

	Annual Percentage Rate	Balance Subject to Interest Rate	Interest Charge
Pay Over Time option	19.49% (v)	\$0.00	\$0.00
Total			\$0.00

(v) Variable Rate



Business Green Rewards Card
THREE ARCH BAY CSD
JEREMY PIPP
Closing Date 03/17/24

p. 5/7

Account Endin

Information on Pay Over Time

There is a no pre-set spending limit on your Card

No Preset Spending Limit means your spending limit is flexible. Unlike a traditional card with a set limit, the amount you can spend adjusts based on factors such as your purchase, payment, and credit history.

Pay Over Time Limit

There is a limit to your Pay Over Time feature balance. Your Pay Over Time Limit is \$5,000.00. We may approve or decline a charge regardless of whether your Card account balance exceeds or does not exceed your Pay Over Time Limit. You must pay in full all charges that are not placed into a Pay Over Time balance by the Payment Due Date.

Available Pay Over Time Limit

Your Available Pay Over Time Limit is \$891.17 and is accurate as of your statement date. This Limit is the remaining amount that you can add to your Pay Over Time balance. The Available Pay Over Time Limit amount is calculated by subtracting your Pay Over Time balance from your Pay Over Time Limit. If you have a preset spending limit on your account that is less than your Pay Over Time Limit, you may not be able to use some or all of your Available Pay Over Time Limit.

Pay Over Time Setting: ON

The setting indicated above is accurate as of your statement closing date. For the most up to date setting, please refer to your online account. If your setting is On, eligible charges will be placed in your Pay Over Time balance up to your Pay Over Time Limit. If your setting is Off, all charges will be added to your Pay In Full balance and no new charges will be included in your Pay Over Time balance. If you have an existing Pay Over Time balance, you can continue to pay this off over time with interest, as long as you pay your minimum due each month by your Payment Due Date.



THREE ARCH BAY CSD
JEREMY PIPP

Closing Date 03/17/24

p. 7/7
Account Endin

IMPORTANT NOTICES

EFT Error Resolution Notice

In Case of Errors or Questions About Your Electronic Transfers Telephone us at 1-800-IPAY-AXP for Pay By Phone questions, at 1-800-528-2122 for Pay By Computer questions, and at 1-800-528-4800 for AutoPay and at 1-800-CASH NOW for Express Cash questions. You may also write us at American Express, Electronic Funds Services, P.O. Box 981531, El Paso TX 79998-1531, or contact us online at www.americanexpress.com/inquirycenter as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number (if any).
2. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

Notice of Change to the Membership Rewards® Program

Effective June 12, 2024

The 'Shop with Points at MembershipRewards.com' redemption option will no longer be available. All other Membership Rewards program redemption options are unaffected by this notice and will remain available to eligible Card Members unless otherwise noted, including 'Pay with Points at Checkout' with participating partners.

Corrected Car Rental Loss and Damage Insurance Phone Numbers

The phone number for Car Rental Loss and Damage Insurance is 1-800-338-1670 (US) and 1-303-273-6497 (International). Please update your records.

Membership Rewards® Program Updates

You can view a summary of updates to the Membership Rewards® program anytime, including information about the availability of redemption options, by visiting americanexpress.com/mrupdates.

Jeremy Pipp

From: Luis Tapia <ltapia@oclafco.org>
Sent: Wednesday, March 13, 2024 2:36 PM
Subject: OC LAFCO Approved Proposed Budget for FY 2024-25
Attachments: Approved Proposed Budget FY 24-25.pdf

Dear General Managers:

During the March 13 public hearing, the Commission approved the proposed FY 2024-25 OC LAFCO budget. In accordance with state law, OC LAFCO is transmitting the proposed budget for your review and comment. Comments on the proposed budget may be submitted by email to ltapia@oclafco.org. A second public hearing for consideration of the final budget is scheduled for May 8. Written comments received by OC LAFCO through May 1 will be included with the staff report for the May 8 meeting. Additionally, oral comments may be made during the public hearing.

If you have any questions, feel free to contact me at (714) 640-5100 or by email at ltapia@oclafco.org.

Thank you
Luis Tapia
Assistant Executive Officer
ltapia@oclafco.org
(714) 640-5100 -Office



Our offices are closed every other Friday. You may access the agency's annual calendar for office closures and other key events at www.oclafco.org.



Orange County Local Agency Formation Commission
Proposed Budget
Fiscal Year 2024/25

	FY 23/24 Adopted Budget	FY 24/25 Proposed Budget	\$ Budget Variance	% Budget Variance
<i>Apportionment Increase Factor (%)</i>				
	<i>15.0%</i>	<i>12.0%</i>		
1 Revenue & Cash Reserves Use / (Addition)				
2 Cash Reserves Use / (Addition)	\$ 318,390	\$ 240,340	\$ (78,050)	-24.5%
3 4000 LAFCO Apportionment	1,411,890	1,581,320	169,430	12.0%
4 4200 Interest	14,200	38,390	24,190	170.4%
5 Total Revenue & Cash Reserves Use / (Addition)	1,744,480	1,860,050	115,570	6.6%
6 Expense				
7 Salaries & Benefits				
8 5000 Salaries	621,200	657,300	36,100	5.8%
9 5010 Hourly Employees	20,800	20,800	-	0.0%
10 5106 Retirement	247,700	265,900	18,200	7.3%
11 5109 Retiree Health Benefits	22,000	22,000	-	0.0%
12 5108 Health Insurance	68,500	88,900	20,400	29.8%
13 5110 Dental Insurance	6,900	11,600	4,700	68.1%
14 5112 Life Insurance	420	420	-	0.0%
15 5118 Unemployment Insurance	620	200	(420)	-67.7%
16 5119 Health Reimbursement Arrangement	-	7,800	7,800	0.0%
17 5102 Optional Benefit Plan	18,500	18,500	-	0.0%
18 5104 Deferred Compensation	17,900	19,000	1,100	6.1%
19 5116 Medicare	9,400	10,200	800	8.5%
20 5114 Worker's Compensation	2,550	-	(2,550)	0.0%
21 5120 Salary Continuance	1,560	1,650	90	5.8%
22 5122 Accidental Death Insurance	120	120	-	0.0%
23 5125 Executive Car Allowance	7,200	7,200	-	0.0%
24 Salaries & Benefits Total	1,045,370	1,131,590	86,220	8.2%
25 Operations, Prof. Services & Other				
26 Office Operations				
27 5150 Information Technology	32,850	21,600	(11,250)	-34.2%
28 5151 Internet & Electronic Services	16,480	20,500	4,020	24.4%
29 5200 County Charges	10,300	12,000	1,700	16.5%
30 5250 Insurance	14,030	15,760	1,730	12.3%
31 5350 Membership/Subscriptions	39,900	40,400	500	1.3%
32 5450 Office Equipment/Supplies	24,100	26,100	2,000	8.3%
33 Professional Services				
34 5510 Legal	60,000	60,000	-	0.0%
35 5520 Audit/Accounting	53,000	57,000	4,000	7.5%
36 5530 Human Resources	20,000	35,000	15,000	75.0%
37 5540 Other Professional	180,000	200,000	20,000	11.1%
38 Other Expense				
39 5535 Mapping	13,900	4,000	(9,900)	-71.2%
40 5550 Investment Admin Fees	850	850	-	0.0%
41 5600 Public Noticing / Communications	14,800	12,000	(2,800)	-18.9%
42 5610 Unincorporated Areas Program	18,000	11,000	(7,000)	-38.9%
43 5650 Rents/Improvements/Maintenance	111,600	115,000	3,400	3.0%
44 5675 Equipment Leases & Maintenance	7,700	8,100	400	5.2%
45 5700 Commissioner/Staff Expenses	7,000	5,000	(2,000)	-28.6%
46 5710 Commission Stipends & Taxes/Fees	16,000	16,450	450	2.8%
47 5750 Professional Development	25,000	20,000	(5,000)	-20.0%
48 5800 Registration/Travel	21,300	35,300	14,000	65.7%
49 5850 Commission Meeting Expenses	12,300	12,400	100	0.8%
50 Operations, Prof. Services & Other Total	699,110	728,460	29,350	4.2%
51 Total Expense	1,744,480	1,860,050	115,570	6.6%
52 Net Budget	\$ -	\$ -	\$ -	0%



Orange County Local Agency Formation Commission
Proposed Budget
 Fiscal Year 2024/25

Projected Cash Reserves	FY 23/24 Adopted Budget	FY 24/25 Proposed Budget
Reserved Cash		
Contingency Reserve	100,000	\$ 100,000
Litigation Reserve	75,000	75,000
Unfunded Liability Reserve	30,000	30,000
Operating Reserve (25% Budgeted Expenses)	436,120	465,013
Total Reserved Cash	641,120	670,013
Unreserved Cash		
Balance at the Beginning of FY	825,635	514,377
Addition / (Drawdown) to Unreserved Cash	(318,390)	(240,340)
Total Unreserved Cash	507,245	274,037
Total Projected Cash Reserves	\$ 1,148,365	\$ 944,049

REVENUES

The following summarizes the revenue categories of the OC LAFCO Budget:

4000 OC LAFCO Apportionment

These funds are provided by the County, independent special districts and cities. The County pays 1/3 of the total apportionment cost. The cost allocation formulas for the cities and special districts are in accordance with the alternative formulas adopted by the City Selection Committee and the Independent Special Districts Selection Committee respectively.

4050 Filing Fees

These funds are provided by incoming project applications, including but not limited to annexations, reorganizations, incorporations, dissolutions, and consolidations. Filing fees vary with each project received and are not budgeted as revenue due to the uncertainty of when applications will be filed. Filing fees are collected to offset OC LAFCO salaries, benefits and other expenditures associated with applications.

4150 Miscellaneous Revenue

These funds are incurred by nonoperational income including but not limited to reimbursements.

4200 Interest

These funds are the interest earned from the agency's bank and County payroll accounts and investment portfolio, including the Local Agency Investment Fund (LAIF) and Orange County Fund (OC Fund).

EXPENDITURES

The following summarizes the expenditure categories of the OC LAFCO Budget:

5000-5125 Salaries and Benefits

These categories include costs incurred for OC LAFCO employee salaries and benefits, including retirement, life, accidental and disability insurance, health and dental insurance, and Medicare. OC LAFCO contracts with the County of Orange for payroll and benefit services.

5150 Information Technology

This category includes costs incurred for the technical support for regular maintenance and upgrades to the OC LAFCO computer systems and website. OC LAFCO contracts with independent consultants for IT and website services.

5151 Internet and Electronic Services

This category includes costs for the usage, technical support, equipment, leasing and maintenance of business electronic devices and internet services.

5200 County Charges

This category includes costs incurred for payroll processing, records archiving and storage, and billing, collection and intranet services provided by the County of Orange.

5250 Insurance

This category includes costs incurred for insurance coverage. OC LAFCO contracts with the County and a joint powers authority for the following coverages for instances that occur during the general operation of the agency.

- General Liability– Includes coverage for personal injury (including bodily injury and property damage), non-owned auto liability, public officials’ errors and omissions and employment practices liability.
- Crime – Includes coverage for employee or non-employee theft, burglary, forgery or alteration, computer fraud, funds transfer fraud.
- Property - Includes per occurrence, all perils coverage for damage to property including personal property and business interruption coverage.
- Workers’ Compensation – Includes coverage for employees involving work-related injuries.

5350 Membership/Subscriptions

This category includes memberships and subscriptions fees to CALAFCO, CSDA, OCBC, CDR and other applicable memberships.

5450 Office Equipment and Supplies

This category includes costs incurred for the purchase of office supplies and equipment, computers, and software that support agency operations.

5500 Professional Services

This category includes costs incurred for professional services provided to OC LAFCO. The following are subcategories for professional services:

- ✓ **5510 Legal** – OC LAFCO general counsel services.
- ✓ **5520 Auditing/Accounting** – Bookkeeping, accounting and auditing services. OC LAFCO audited financial statements are prepared by an independent auditor.
- ✓ **5530 Human Resources** – Personnel services that may be provided by an independent consultant for assistance with recruitment, employment labor, professional development and other human resource areas.
- ✓ **5535 Mapping** – OC LAFCO’s Geographic Information System (GIS) and other mapping programs.

- ✓ **5540 Other Professional Services** – Consulting and professional services for meeting facilitation, peer reviews, and preparation of Municipal Service Reviews, fiscal studies and other studies, reports and projects.

5550 Investment Admin Fees

This category includes costs incurred for administrative fees charged by the County of Orange for financial services related to the investment and payroll accounts.

5600 Public Noticing/Communications

This category includes costs incurred for required legal notices and other communications for Commission-initiated and other projects (e.g., spheres of influence reviews and updates, municipal service reviews, and annual budget adoption) that are not reimbursable through application fees.

5610 Unincorporated Areas Program

This category includes costs incurred for the processing of applications under the Commission's Unincorporated Areas Program.

5650 Rents/Improvements/Maintenance

This category includes costs for leasing, improvements, and maintenance of OC LAFCO office space.

5675 Equipment Leases/Maintenance

This category includes costs for leasing and maintenance of the OC LAFCO copier and printers.

5700 Commissioner/Staff Expenses

This category includes miscellaneous business expenses incurred by Commissioners and staff.

5710 Commissioner Stipends & Taxes/Fees

This category includes Commissioner meeting stipends and related employment taxes and fees.

5750 Professional Development

This category includes costs related to employee professional development (e.g., college/university degree programs and courses, certificate programs, leadership seminars).

5800 Transportation/Travel/Registration

This category includes costs incurred for registration, transportation, and travel expenses for commissioners and staff to attend CALAFCO conference, workshop, and board meetings and other business-related meetings and activities.

5850 Commission Meeting Expenses

This category includes costs incurred for communications, room rental, parking and miscellaneous expenses for Commission meetings.

RESERVES

Contingency Reserve

Restricted funds used to cover any unforeseen future agency loss and/or urgency (i.e., property or equipment damage, loss or theft).

Reserve for Litigation

Restricted funds used for costs related to agency litigation not covered by application fees and deposits.

Unfunded Liability Reserve

Restricted funds used to offset anticipated agency liabilities (i.e., employee compensated absences).

OC LAFCO FY 2024-25 City Allocations

City	FY 2024-25 City Allocation
Aliso Viejo	\$ 8,258.01
Anaheim	55,434.05
Brea	9,874.46
Buena Park	13,300.65
Costa Mesa	18,308.17
Cypress	8,047.16
Dana Point	6,079.30
Fountain Valley	9,716.33
Fullerton	24,211.77
Garden Grove	26,021.50
Huntington Beach	32,118.37
Irvine	57,507.33
Laguna Beach	5,622.47
Laguna Hills	5,815.75
Laguna Niguel	12,510.00
Laguna Woods	3,145.07
La Habra	9,769.04
Lake Forest	15,813.20
La Palma	2,389.55
Los Alamitos	2,776.10
Mission Viejo	16,779.57
Newport Beach	18,466.30
Orange	24,897.01
Placentia	8,398.57
Rancho Santa Margarita	9,839.32
San Clemente	13,529.07
San Juan Capistrano	8,925.67
Santa Ana	44,206.68
Seal Beach	6,852.39
Stanton	5,604.90
Tustin	13,037.11
Villa Park	1,370.48
Westminster	13,950.75
Yorba Linda	14,530.57
TOTAL	\$ 527,106.67

OC LAFCO FY 2024-25 Special District Allocations

District	ISDOC Formula Calculation FY 2024-25
Silverado-Modjeska Rec. & Park	\$ 632.53
Surfside Colony Stormwater	632.53
Surfside Colony CSD	632.53
Rossmoor/Los Alamitos Area Sewer District	3,057.22
Capistrano Bay CSD	3,057.22
Rossmoor CSD	3,057.22
Three Arch Bay CSD	3,057.22
Emerald Bay CSD	3,057.22
Buena Park Library District	3,057.22
Placentia Library District	3,057.22
Orange County Cemetery District	4,585.83
Orange County Vector Control District	6,114.44
Total Non-Enterprise Districts	\$ 33,998.40
Sunset Beach Sanitary District	6,114.44
Serrano Water District	18,290.60
East Orange Co. Water District	24,352.33
Midway City Sanitary District	24,352.33
Trabuco Canyon Water District	24,352.33
Costa Mesa Sanitary District	24,352.33
El Toro Water District	30,466.77
Mesa Water District	30,466.77
Yorba Linda Water District	36,528.49
South Coast Water District	36,528.49
Moulton Niguel Water District	42,642.93
Santa Margarita Water District	42,642.93
Municipal Water District of O.C.	48,651.94
Orange County Water District	48,651.94
Irvine Ranch Water District	54,713.65
Total Enterprise Districts	\$ 493,108.27
Total Special Districts	\$ 527,106.67

Prepared by A-C/GA: Daiana Hwang
 Completed date: 2/21/2024
 Printed on: 2/26/2024

Jeremy Pipp

From: Gavin Centeno <gcenteno@oclafco.org>
Sent: Tuesday, March 12, 2024 1:30 PM
To: Gavin Centeno
Cc: Carolyn Emery
Subject: OC LAFCO Website Resources

General Manager,

OC LAFCO is pleased to share with your district recent enhancements to our website. Of particular note is an improvement to the Shared Services Program, a web-based platform where Orange County's public agencies may explore and exchange on opportunities to share facilities and resources. Additionally, we are excited about the migration of the OC LAFCO Fiscal Indicators Program to the website, which has been modernized to meet our MSR mandate and to maintain fiscal data of cities and special districts more easily. As a note, agency fiscal data for the indicator program is populated upon OC LAFCO's completion of the 4th cycle MSR for your district. If an MSR has not yet been completed for your agency, you may access the MSR Calendar here (<https://oclafco.org/wp-content/uploads/2024/02/OC-LAFCO-4th-Cycle-SOI-MSR-Program-Upd.-January-2024.pdf>) to see your agency's scheduled year for review.

We encourage you to visit these upgraded features at www.oclafco.org. For access and more information on the Shared Services and Fiscal Indicators Programs, you may contact OC LAFCO staff indicated below:

- **Shared Services Program:** Luis Tapia, Assistant Executive Officer, ltapia@oclafco.org, (714) 640-5100.
- **Fiscal Indicators Program:** Gavin Centeno, Policy Analyst II, gcenteno@oclafco.org, (714) 640-5100.

Carolyn Emery
Executive Officer
cemery@oclafco.org
714.640.5100 – Office

Gavin Centeno
Policy Analyst II
ORANGE COUNTY LAFCO
2677 N. Main St., Ste 1050
Santa Ana, CA 92705
(714)-640-5100 (Main)





OC LAFCO
4TH Cycle - Municipal Service Review (MSR) and Sphere of Influence Update (SOI) Program

YEAR 2023-24

MSR Region	Areas of Interest	Cities	Special Districts
Orange County Water District (in-progress)	<ul style="list-style-type: none"> ■ Water: recycled water efforts, addressing the drought and water conservation. ■ Use of MSRs as tool/resource to update on services provided by the district. ■ Focused review of potential consolidation of OCWD and MWDOC 		<i>Countywide District</i>
Central (in-progress)	<ul style="list-style-type: none"> ■ Police ■ Public Works <ol style="list-style-type: none"> 1. Affordable housing. 2. Lack of alignment regarding Infrastructure limitations and legislative mandates on affordable and regular housing. 3. Population growth demands on existing infrastructure. ■ Accessory dwellings' impact on service delivery. 	Anaheim Irvine Orange Santa Ana Tustin Villa Park	East Orange County WD Irvine Ranch WD Serrano WD Silverado-Modjeska Parks & Rec. District
Southeast	<ul style="list-style-type: none"> ■ Public Works <ol style="list-style-type: none"> 1. Location and condition of public infrastructure. ■ Police <ol style="list-style-type: none"> 1. Fiscal sustainability of increasing costs of contracts with County Sheriff. 2. Impacts of and ability to maintain related pension costs. ■ Water <ol style="list-style-type: none"> 1. Water quality involving low flow run-off issues. 2. Assistance for agencies from treatment agencies on flow diversion and low flow funding mechanisms. 1. Water rate structures and conservation. 	Lake Forest Mission Viejo Rancho Santa Margarita San Clemente San Juan Capistrano	El Toro WD Irvine Ranch WD Moulton Niguel WD Santa Margarita WD South Coast WD Trabuco Canyon WD South Orange County Wastewater Authority(JPA)
Orange County Vector Control District (in-progress)	<ul style="list-style-type: none"> ■ Public Works: mosquito breeding and conveyance systems. ■ Parks and Recreation: mosquito breeding and lack of grounds maintenance. 		<i>Countywide District</i>



OC LAFCO
4TH Cycle - Municipal Service Review (MSR) and Sphere of Influence Update (SOI) Program

YEAR 2024-25

MSR Region	Areas of Interest	Cities	Special Districts
<p>North</p>	<ul style="list-style-type: none"> ■ Fire and Emergency Response <ol style="list-style-type: none"> 1. Integration of fire and water services for more effective response during emergency and disaster events. 2. Consolidation of internal services (i.e. procurement, HR, training). 3. Regionalization of service delivery involving medical calls and reduction in costs. 4. Maintaining of adequate fire suppression. ■ Police <ol style="list-style-type: none"> 1. Consolidation of specialty services that may include: CSI, dispatch, commercial and traffic enforcement. 2. External issues involving consolidation of departments. ■ Shared Services <ol style="list-style-type: none"> 1. Maximizing of funding opportunities supported by County for unincorporated islands. 2. Shared service models to increase funding for additional services that may include: IT, purchasing, training, HR, class comps. ■ Development of shared services system for areas such as: landscape and fleet maintenance. 	<p>Brea Fullerton La Habra Placentia Yorba Linda</p>	<p>Placentia LD Yorba Linda WD</p>
<p>Coastal</p>	<ul style="list-style-type: none"> ■ Public Works <ol style="list-style-type: none"> 1. Public outreach for better understanding of the financing of infrastructure. 2. Correlation of level and cost of services. 3. Economies of scale and potential shared services system for areas such as: fleet, tree trimming, and purchasing. ■ Solid Waste <ol style="list-style-type: none"> 1. Impacts of having fewer haulers on competitive bidding and rates. ■ Parks and Recreation ■ Police <ol style="list-style-type: none"> 2. Impediments involving consolidation of agencies Shared services database that includes: operational and staffing costs; population growth impacts on infrastructure and land use. 	<p>Costa Mesa Huntington Beach Los Alamitos Newport Beach Seal Beach</p>	<p>Costa Mesa SD Irvine Ranch WD Mesa WD Rossmoor CSD Rossmoor/Los Alamitos SD Sunset Beach SD Surfside Colony CSD Surfside Colony SWSD</p>



OC LAFCO
Municipal Service Review (MSR) and Sphere of Influence Update (SOI) Program

COMPLETED MSR's

MSR Region	Services Provided	MSR Approved	SOI Status	Next Scheduled MSR
County Service Area Nos. 13, 22, and 26	Fund wastewater and park and recreation services countywide and within unincorporated areas adjacent to the cities of Buena Park and Yorba Linda.	August 2022	Reconfirmed	2027
Municipal Water District of Orange County	Manages Orange County's imported water supply and resource planning, with the exception of the cities of Anaheim, Fullerton, and Santa Ana.	September 2020	Reconfirmed	2025
Orange County Cemetery District	Owns and operates three public cemeteries located in the cities of Anaheim, Lake Forest and Santa Ana.	October 2022	Reconfirmed	2027
Orange County Sanitation District	Provides regional sewer collection and treatment for 20 cities, four special districts (containing five cities), and several unincorporated areas generally located in the northern and central parts of the County.	September 2020	Reconfirmed	2025



OC LAFCO
Municipal Service Review (MSR) and Sphere of Influence Update (SOI) Program

COMPLETED MSRs

MSR Region	Cities	Districts	MSR Approved	SOI Status	Next Scheduled MSR
Southwest	Aliso Viejo Dana Point Laguna Beach Laguna Hills Laguna Niguel Laguna Woods	Capistrano Bay CSD Emerald Bay CSD El Toro WD Laguna Beach County WD Moulton Niguel WD South Coast WD Three Arch Bay CSD JPA: South Orange County Wastewater Authority	August 2023	All city and six special district SOIs reconfirmed. South Coast SOI continued to discuss South Laguna annexation.	2028
West	Cypress Buena Park Garden Grove Fountain Valley La Palma Stanton Westminster	Buena Park LD Cypress Rec. & Park District Garden Grove SD Midway SD	September 2020	All city and special district SOIs reconfirmed.	2028

From: James R. Fisler <info-mesawater.org@shared1.ccsend.com>
Sent: Thursday, March 21, 2024 11:01 AM
To: Jeremy Pipp
Subject: Re-Elect Fisler to OC LAFCO

Re-Elect James R. Fisler to
OC LAFCO

**RE: Declaration of Candidacy of James R. Fisler for Re-Election to
OC LAFCO representing the Special Districts of Orange County**

Greetings,

It has been my honor to serve you on the Orange County Local Agency Formation Commission (OC LAFCO) as your Special District Commissioner. Initially elected in July 2019 to the OC LAFCO voting member seat, I was re-elected in 2020 by Orange County's Independent Special Districts. Previously, I was elected to serve as the Special District Alternate Commissioner by the Independent Special Districts Selection Committee in 2011, and re-elected in 2014 and 2018.

During my service since 2011, I have sat on the dais and participated fully in all OC LAFCO discussions on all agenda items, and thus have broad knowledge of the OC LAFCO process and experience as a Commissioner. As such, I am the most experienced and qualified candidate.

I have been an effective Commissioner at OC LAFCO who has positively influenced decisions that have benefitted special districts and protected local control, while also safeguarding the interests of over 3 million Orange County residents.

I have been a strong advocate for the Special Districts of Orange County on OC LAFCO, as well as at the Independent Special Districts of Orange County (ISDOC) where I served as President in 2017 and 2018, and where I reduced ISDOC member dues by 75 percent.

I have personally visited all of the Independent Special Districts in Orange County multiple times over the past 12+ years. It has been a distinct honor to serve Orange County's Special Districts as a voting member at OC LAFCO to ensure the economical, effective, and efficient delivery of government services to the public.

As a voice for Special Districts serving the communities of Orange County, I have delivered on my promise to you that OC LAFCO would be more of a facilitator than an initiator of actions. Additionally, I remain committed to enhancing communications and information-sharing with you. This is now reflected in OC LAFCO's work-plan.

Lastly, to achieve my goal of providing transparency and strong leadership for you at OC LAFCO, for the past four years and counting, I have been distributing quarterly editions of *The Special Districts Dialogue* newsletter which provides an update on the Commission's recent activities relevant to Special Districts. I hope you find the newsletter information valuable, and I welcome your feedback.

Feel free to contact me at 714.423.4351 with any questions or requests regarding OC LAFCO, and please see the my statement of qualifications that accompanies this letter. Thank you for your consideration of my knowledge, experience, commitment, and results. I hope to receive your vote for this very important seat.

Sincerely,



James R. Fisler, Jim@JimFisler.com
OC LAFCO Commissioner and Mesa Water Director



*** KNOWLEDGE * EXPERIENCE * COMMITMENT * RESULTS***
Director, Mesa Water District (Mesa Water®)

- Orange County Local Agency Formation Commission (OC LAFCO)
Special District Commissioner, 2019-present
- OC LAFCO Special District Alternate Commissioner, 2011-2019

- **Independent Special Districts of Orange County (ISDOC) Executive Committee** – Immediate Past President, 2018-2020; President, 2016-2018
- **Mesa Water District Director**, 2009-present; President, 2012-2014
- **Mesa Water District Improvement Corporation** President, 2010-2012 & 2017-2022; Engineering & Operations Committee Chairman; Legislative & Public Affairs Committee Vice Chairman
- **Association of California Water Agencies (ACWA) Local Government Committee**, 2016-2019, 2022-present
- **County of Orange Housing & Community Development Commission** – Vice Chair, 2019-2021; Commissioner 2017-2021 (appointed by the Orange County Board of Supervisors)
- **City of Costa Mesa**
 Planning Commissioner & Vice Chairman, 2004-2009
 Parks & Recreation Commissioner, 2002-2004
 Finance Committee, 2014-2017; Finance Committee Chairman, 2016-2017; Finance & Pension Advisory Committee Chairman, 2017-2020
 Residential Rehabilitation & Redevelopment Committee, 1999-2000
 Citizen's Police Academy graduate; Neighbors for Neighbors volunteer
- **Costa Mesa Chamber of Commerce Board Member**, 2017-present
- **Costa Mesa Senior Center** Board Member
- **Friends of Costa Mesa Libraries** Board Member

As your advocate at OC LAFCO over the past 12+ years, James R. Fisler (Jim) has been a strong leader and voice for Special Districts. Committed to promoting outstanding customer service, and to the efficient delivery of government services, Commissioner Fisler is grateful to have served as your representative at both OC LAFCO and ISDOC, where he reduced member dues by 75 percent.

With a passion for public policy and community service, Commissioner Fisler prioritizes protecting local control and representing the interests of Orange County's water, stormwater, sanitary, sewer, cemetery, library, vector control, recreation and parks, and community services districts.

Commissioner Fisler is a Broker/Associate with Torelli Realty in Costa Mesa and a Mortgage Loan Officer with CB Loans in Redondo Beach. Prior to that, he was a Southern California regional manager for Nordstrom for over 12 years.