



# ORANGE COUNTY FIRE AUTHORITY

## BUDGET AND FINANCE COMMITTEE

### Regular Meeting Agenda

Wednesday, February 14, 2024  
12:00 p.m.

Orange County Fire Authority  
Regional Fire Operations and Training Center  
Classroom 1  
1 Fire Authority Road  
Irvine, California 92602

#### Committee Members

John O'Neill, Chair • Troy Bourne, Vice Chair  
Shelley Hasselbrink • Austin Lumbard  
Vince Rossini • Nitesh Patel • Chi Charlie Nguyen  
Jennifer Cervantez, Ex Officio

#### NOTICE REGARDING PUBLIC ACCESS AND PARTICIPATION

This meeting is open to the public. Committee members will participate in person. There are several alternative ways to make comments including:

**In Person Comments at Meeting:** Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Committee on items within their subject matter jurisdiction, but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Committee and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

If you wish to speak, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to the item being considered. Speaker Forms are available at the entryway of the meeting location.

**E-Comments:** Alternatively, you may email your written comments to [coa@ocfa.org](mailto:coa@ocfa.org). E-comments will be provided to the Committee members upon receipt and will be part of the meeting record as long as they are received during or before the Committee takes action on an item. Emails related to an item that are received after the item has been acted upon by the Committee will not be considered.

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Committee members after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact the Clerk of the Authority at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at <http://www.ocfa.org> under Board & Committee Agendas/Minutes.



In compliance with the Americans with Disabilities Act and [Board of Directors policy](#), if you need reasonable accommodations to participate in this meeting, please complete the [ADA Reasonable Accommodation Form](#) available on the Agency's website and email to [COA@ocfa.org](mailto:COA@ocfa.org), or you may contact the Clerk of the Authority at (714) 573-6040 during regular business hours to submit your request orally. Please notify us at least 48 hours prior to the meeting to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

**CALL TO ORDER** - Chair O'Neill

**PLEDGE OF ALLEGIANCE** - Director Patel

**ROLL CALL** - Clerk of the Authority

**PUBLIC COMMENTS**

**Please refer to instructions on how to submit a public comment on Page 1 of this Agenda.**

**1. PRESENTATION**

**A. Recognition of former OCFA Board of Directors**

- John Gabbard, Dana Point

**2. CONSENT CALENDAR**

*All matters on the consent calendar are considered routine and are to be approved with one motion unless a director or a member of the public requests separate action on a specific item.*

**A. Minutes for the Budget and Finance Committee Meeting**

Submitted by: Maria D. Huizar, Clerk of the Authority

The record will show that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

Recommended Action:

Approve the Minutes for the January 10, 2024, Regular Meeting as submitted.

**B. Second Quarter Financial Newsletter**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer/Treasury & Financial Planning and Stuart Lam, Budget Manager/Treasury & Financial Planning

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of February 22, 2024, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

**C. Second Quarter Purchasing Report**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Sara Kennedy, Purchasing Division Manager

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of February 22, 2024, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

**D. Annual Grant Priorities for 2024**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of February 22, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors approve OCFA's Annual Grant Priorities for 2024.

**3. DISCUSSION CALENDAR****A. Monthly Investment Reports**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer/Treasury & Financial Planning and James Slobojan, Assistant Treasurer/Treasury & Financial Planning

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of February 22, 2024, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

**B. Prefunding of CIP Projects Policy Review Process - B&FC Recommendation for Board Consideration**

Submitted by: Lori Zeller, Deputy Chief/Administration & Support Bureau and Robert Cortez, Assistant Chief/Business Services Department

Recommended Action:

Review the proposed draft policy language changes to the Financial Stability Budget Policy to formalize the prefunding of CIP regional assets, specifically for the future replacement of helicopters, and direct staff to place the item on the agenda for the Board of Directors meeting of February 22, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors approve and adopt the draft policy language changes.

**C. Election of Committee Chair and Vice Chair**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Maria D. Huizar, Clerk of the Authority

Recommended Action:

Elect a Chair and Vice Chair for 2024.

**REPORTS**

None.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The next meeting of the Budget and Finance Committee is scheduled for Wednesday, March 13, 2024, at 12:00 noon.

**AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54954.2(a), that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting.

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Maria D. Huizar, CMC  
Clerk of the Authority

**FUTURE B&FC AGENDA ITEMS – THREE-MONTH OUTLOOK:**

- Monthly Investment Report
- Mid-Year Budget Adjustments
- Fiscal Year 2022-2023 Backfill/Overtime and Total Earnings Report
- Annual Auditor Communications
- 2023 Long Term Liability Study and Accelerated Pension Payment Plan
- Contract for RFOTC Roofing

**UPCOMING MEETINGS:**

Executive Committee

Thursday, February 22, 2024, 5:30 p.m.

Board of Directors

Thursday, February 22, 2024, 6:00 p.m.

Budget and Finance Committee

Wednesday, March 13, 2024, 12 noon

Legislative and Public Affairs Committee

Wednesday, March 20, 2024, 12 noon

# **MINUTES ORANGE COUNTY FIRE AUTHORITY**

**Budget and Finance Committee Regular Meeting**  
**Wednesday, January 10, 2024**  
**12 noon**

**Regional Fire Operations and Training Center**  
**Classroom One**  
1 Fire Authority Road  
Irvine, CA 92602

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## **CALL TO ORDER**

A regular meeting of the Orange County Fire Authority Budget and Finance Committee was called to order on January 10, 2024, at 12:02 p.m. by Chair O'Neill.

## **PLEDGE OF ALLEGIANCE**

Director Lombard led the assembly in the Pledge of Allegiance to our Flag.

## **ROLL CALL**

**Present:** John O'Neill, Garden Grove, Chair  
Troy Bourne, San Juan Capistrano, Vice Chair  
Shelley Hasselbrink, Los Alamitos  
Gene Hernandez, Yorba Linda  
Austin Lombard, Tustin  
Chi Charlie Nguyen, Westminster  
Nitesh Patel, La Palma  
Vince Rossini, Villa Park

**Absent:** John Gabbard, Dana Point

## **Staff present:**

Fire Chief Brian Fennessy	Deputy Chief Lori Zeller
Deputy Chief TJ McGovern	Assistant Chief Robert Cortez
Assistant Chief Jim Ruane	Assistant Chief Shane Sherwood
Assistant Chief Tim Perkins	Director of Communications Matt Olson
General Counsel David Kendig	Assistant Chief Stephanie Holloman
Clerk of the Authority Maria D. Huizar	Assistant Chief Lori Smith

## **PUBLIC COMMENTS**

None.

## **1. PRESENTATION**

No items.

## **2. CONSENT CALENDAR**

On motion of Director Hernandez and second by Director Lumbard, approved 8-0 Agenda Item Nos. 2A-2C (Director Gabbard absent).

### **A. Minutes for the Budget and Finance Committee Meeting (FILE 12.02B2)**

The record will show that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

Action: Approve the Minutes for the November 8, 2023, Regular Meeting as submitted.

### **B. FY 22 Grant for All Hazard-All Risks Regional Training and Hazardous Materials Support Vehicle (FILE 19.07B)**

Action: Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of January 25, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors approve a budget adjustment in Fund 121 to increase revenue and expenditures by \$180,000 for the grant program award.

### **C. Monthly Investment Reports (FILE 11.10D2)**

Action: Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of January 25, 2024, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

## **3. DISCUSSION CALENDAR**

### **A. FY 2023/2024 Mid-Year Financial Report (FILE 15.04)**

Assistant Chief Robert Cortez presented the FY 2023/2024 Mid-Year Financial Report.

On motion of Director Hernandez and second by Director Patel, approved 8-0 (Director Gabbard absent) to review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of January 25, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors direct staff to return to the Board of Directors on March 21, 2024, for approval of the budget adjustments discussed herein for the FY 2023/24 budget.

### **B. Prefunding of CIP Projects Policy Review Process – Prefunding CIP Options (FILE 11.13A)**

Assistant Chief Cortez provided a PowerPoint presentation of the Prefunding of CIP Options. Committee member discussion ensued.

On motion of Director Hernandez and second by Director Rossini, approved 8-0 (Director Gabbard absent) to receive and file the report.

## **REPORTS**

None.

## **COMMITTEE MEMBER COMMENTS**

Director Hernandez noted this would be his last meeting with the Orange County Fire Authority as he resigned his City Council position with the city of Yorba Linda when recently appointed to the Yorba Linda Water District's Board of Directors.

**ADJOURNMENT** Chair O'Neill adjourned the meeting at 12:42 p.m. The next meeting of the Budget and Finance Committee is scheduled for Wednesday, February 14, 2024, at 12:00 noon.

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Maria D. Huizar, CMC  
Clerk of the Authority



**Orange County Fire Authority**  
**AGENDA STAFF REPORT**

**Budget and Finance Committee Meeting**  
**February 14, 2024**

**Agenda Item No. 2B**  
**Consent Calendar**

**Second Quarter Financial Newsletter**

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**Contact(s) for Further Information**

Robert Cortez, Assistant Chief  
Business Services Department

[robertcortez@ocfa.org](mailto:robertcortez@ocfa.org)

714.573.6012

Tricia Jakubiak, Treasurer  
Treasury & Financial Planning

[triciajakubiak@ocfa.org](mailto:triciajakubiak@ocfa.org)

714.573.6301

Stuart Lam, Budget Manager  
Treasury & Financial Planning

[stuartlam@ocfa.org](mailto:stuartlam@ocfa.org)

714.573.6302

**Summary**

This routine agenda item is submitted to provide information regarding revenues and expenditures in the General Fund and the Capital Improvement Program Funds through the second quarter of FY 2023/24.

**Prior Board/Committee Action**

Not Applicable.

**RECOMMENDED ACTION(S)**

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of February 22, 2024, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Not Applicable.

**Background**

The Quarterly Financial Newsletter provides information about the General Fund's top five revenue sources as well as expenditures by department and by type. Revenues and expenditures for the Capital Improvement Program (CIP) funds are also included. Revenues and expenditures for the General and CIP Funds through the second quarter of the fiscal year are within budgetary estimates, except where noted in the attached newsletter.

**Attachment(s)**

Second Quarter Financial Newsletter – July 2023 to December 2023





# Orange County Fire Authority

## Second Quarter Financial Newsletter – July 2023 to December 2023

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### **OVERVIEW**

This report covers fiscal activities in the General Fund and CIP Funds through the second quarter of Fiscal Year 2023/24. Budget figures include all budget adjustments authorized by the Board through the second quarter.

### **GENERAL FUND**

With 50% of the year completed, General Fund revenues are 50.1% of budget and expenditures are 44.3% as shown below:

General Fund (excludes 12110)	YTD Actual	Budget	Variance in Dollars	% Budget
Revenues	287,948,355	574,683,360	286,735,005	50.1%
Expenditures	239,069,497	539,069,532	300,000,035	44.3%

**Top Five Revenues.** The analysis presented below compares the five largest revenue categories received through the second quarter, as compared to the budgetary estimate for this point in the fiscal year. Categories in which the variance is greater than 10% or \$1 million, are discussed below the table.

Top Five Revenues	YTD Actual Receipts	Trended YTD Budget Estimate	Variance: Actual to Budget in Dollars	% Variance
Property Taxes	178,660,771	173,774,162	4,886,609	2.8%
Cash Contracts	82,630,834	82,738,933	(108,099)	-0.1%
State Reimbursements	13,031,566	12,800,000	231,566	1.8%
CRA Pass-through	481,617	459,599	22,018	4.8%
Community Risk Reduction Fees	3,617,306	3,472,469	144,837	4.2%
<b>Total</b>	<b>278,422,094</b>	<b>273,245,163</b>	<b>5,176,931</b>	<b>1.9%</b>

- **Property Taxes** – The variance in property taxes of approximately \$4.9 million, or 2.8%, is a result of higher than anticipated secured and unsecured property tax revenue. Based on data from the Auditor-Controller, OCFA projects property taxes will be \$6.4 million higher than originally anticipated. As such, staff is recommending a mid-year budget adjustment to Property Tax.

**Expenditures.** The analysis presented on the following page compares the actual expenditures through the second quarter, as compared to the budgetary estimate for this point in the fiscal year. Categories in which the variance is greater than 10% or \$1 million, are discussed below the table.

Expenditures by Department	YTD Actual Expenditures	Trended YTD Budget Estimate	Variance: Actual to Budget in Dollars	% Variance
Business Services	3,654,558	3,758,118	(103,560)	-2.8%
Command & Emergency Planning	4,387,690	4,467,537	(79,847)	-1.8%
Community Risk Reduction	5,785,381	6,269,485	(484,105)	-7.7%
Corporate Communications	1,529,053	1,519,474	9,579	0.6%
EMS & Training	7,262,907	7,275,894	(12,987)	-0.2%
Executive Management	3,873,846	3,561,349	312,497	8.8%
Human Resources	8,214,380	7,609,622	604,758	7.9%
Logistics	20,801,996	20,919,531	(117,536)	-0.6%
Non-Departmental	148,511	142,183	6,328	4.5%
Field Operations North	82,948,628	79,382,424	3,566,204	4.5%
Field Operations South	100,179,959	99,122,190	1,057,769	1.1%
Strategic Services	282,589	286,300	(3,711)	-1.3%
<b>Total</b>	<b>239,069,497</b>	<b>234,314,107</b>	<b>4,755,390</b>	<b>2.0%</b>

- **Operations North and Operations South** – Both departments are exceeding budget estimates for the second quarter primarily due to a high volume of backfill/overtime expenditures. Most of the budgetary variance is due to overtime costs incurred for emergency incidents which will be reimbursed. Major incidents in FY 2023/24 include the Bonny, Happy Camp Complex, Rabbit, Smith River Complex, South Fork Complex, and SRF Lightning Complex fires. Overtime expenditures will continue to be monitored and a mid-year budget adjustment will be requested.

Expenditures by type are outlined below, with exception details following the table:

Expenditures by Type	YTD Actual Expenditures	Trended YTD Budget Estimate	Variance: Actual to Budget in Dollars	% Variance
Salary and Employee Benefits	204,191,366	193,278,986	10,912,380	5.6%
Services and Supplies	34,150,372	39,236,542	(5,086,170)	-13.0%
Equipment	727,759	1,798,579	(1,070,820)	-59.5%
<b>Total</b>	<b>239,069,497</b>	<b>234,314,107</b>	<b>4,755,390</b>	<b>2.0%</b>

- **Salary & Employee Benefits** – This category is trending over budget estimates for the second quarter by approximately \$10.9 million or 6%. This is primarily due to a high volume of backfill/overtime expenditures. Most of the budgetary variance is due to overtime costs incurred for emergency incidents which will be reimbursed. Major incidents in FY 2023/24 include the Bonny, Happy Camp Complex, Rabbit, Smith River Complex, South Fork Complex, and SRF Lightning Complex fires. Overtime expenditures will continue to be monitored and a mid-year budget adjustment will be requested.

- **Services & Supplies** – This category is trending under budget estimates by approximately \$5.1 million or 13% due to various departments spending less than projected on services and supplies through the second quarter.
- **Equipment** – This category is trending under budget estimates by approximately \$1.1 million or 60% due to various departments spending less than projected on equipment through the second quarter.

## **CIP FUNDS**

Revenues and expenditures for the Capital Improvement Program funds are summarized below. Any variances are noted following the fund table:

### **General Fund CIP**

Fund 12110	YTD Actual	Budget	Percent
Expenditures	4,342,590	16,677,529	26.0%

- This Fund receives transfers from the General Fund as its revenue source.
- Appropriations of \$16.7 million include funding for upgrades, routine maintenance and replacement of equipment such as: enterprise phone/public address system upgrade, inclusive facilities projects, fire station remodels and concrete/asphalt repair, fire station appliance, HVAC, generator and bay door refurbishment/replacement, FS 41 aircraft landing improvements, data network upgrades, fire shelters, body armor, exhaust fans, air monitors, suction units, remote rescue packs, telephone/alarm system upgrades, RFOTC secure vehicular access, station security fencing, replacement of PCs, laptops, tablets, printers, radios, and mobile data computers.
- Expenditures of approximately \$4.3 million are attributable to telephone/alarm systems upgrades, inclusive facilities, data network servers and upgrades, mobile CAD and personnel alerting systems, fire station remodels, replacement of PCs, tablets and printers, radios, mobile data computers, and HVAC & generator replacement.

### **Fire Stations and Facilities**

Fund 123	YTD Actual	Budget	Percent
Revenue	1,435,398	781,243	183.7%
Expenditures	149,027	24,375,225	0.6%

- Revenues in this fund are attributable to interest earned through the second quarter and Cal Fire contract revenue of \$73K.
- Appropriations of \$24.4 million include funding for replacement of FS 10 and FS 25, remodel of FS 9, infrastructure security enhancements, RFOTC training grounds expansion and upgrade, and solar power facilities upgrades for RFOTC and various fire stations.

- Expenditures of approximately \$149K are primarily attributable to RFOTC training grounds expansion and upgrade and FS 18 upgrades.

### Communications & Information Systems

Fund 124	YTD Actual	Budget	Percent
Revenue	170,384	101,026	168.7%
Expenditures	494,759	8,872,908	5.6%

- Revenues in this fund are attributable to interest earned through the second quarter.
- Appropriations of \$8.9 million include funding for: disaster recovery co-location facility, CRR automation/IFP replacement, EMS enterprise system development, enterprise audio video equipment upgrades, fuel management tracking system, 911 voice recording system, RFOTC data center fire suppression system upgrade, and public website content management system.
- Year to date expenditures of \$495K are attributable mainly to EMS enterprise system development and CRR automation/IFP replacement, disaster recovery co-location facility.

### Fire Apparatus

Fund 133	YTD Actual	Budget	Percent
Revenue	1,929,338	4,635,580	41.6%
Expenditures	4,142,600	19,142,750	21.6%

- The Fund 133 revenue budget includes vehicle replacement program payments from cash contract cities and interest earned through the second quarter.
- Appropriations of \$19.1 million include vehicle outfitting, 2 helicopters, 9 engines, 1 dozer transport trailer, 4 superintendent vehicles, 3 technical rescue support vehicles, 2 paramedic squads, 5 full-size vehicles, 2 towing tugs and 36 support vehicles. Also included in this Fund is \$4.9M in debt service for the Helicopter Program.
- Expenditures through the second quarter of \$4.1 million are primarily related to landing gear installation and training for the Helicopter Program in anticipation of the new helicopters, 10 support vehicles and 5 emergency vehicles, and miscellaneous outfitting expenses for fleet vehicles.

### **SUMMARY**

***For more information.*** This summary is based on detailed information from our financial system. If you would like more information or have any questions about the report, please contact Stuart Lam, Budget Manager at 714-573-6302, or Tricia Jakubiak, Treasurer at 714-573-6301.

# 2nd Quarter July 2023 to December 2023

# Financial Newsletter

## Summary

The Quarterly Financial Newsletter provides summary level information regarding the General Fund (GF) operating budget and Capital Improvement Program (CIP) budget to highlight revenue and expenditure trends and areas of note.

With the 2nd Quarter (i.e. 50%) of the fiscal year completed, both General Fund actual revenues and actual expenditures are slightly higher than budgetary estimates. As of the end of the second, the OCFA received 50.1% of budgeted revenues and expended 44.3% of appropriations.

The OCFA expended 26.0% of the GF CIP, 0.6% of Fire Stations & Facilities, 5.6% of Comm. & Info. Systems, and 21.6% of the Fire Apparatus budgets. CIP expenditures to date have been low as many projects are still in the preliminary stages.

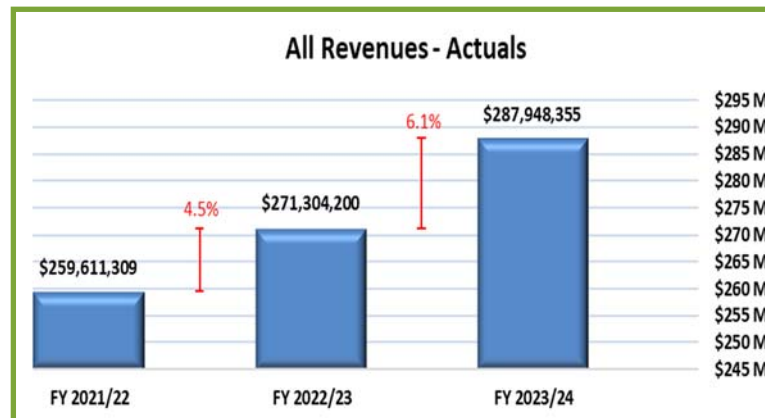
For additional info, see attached newsletter.



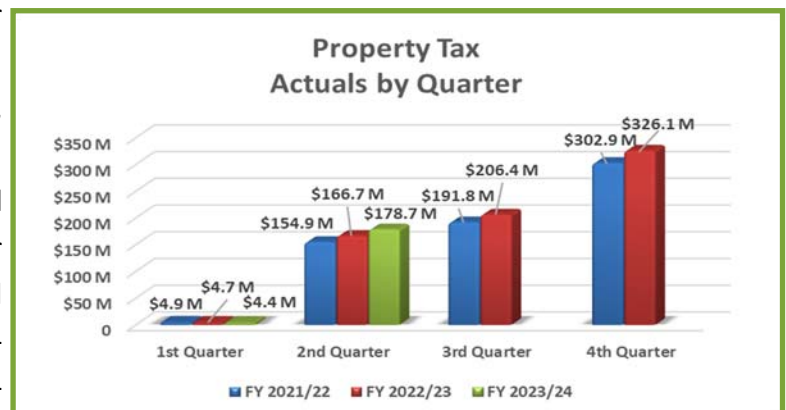
## General Fund

**REVENUES** — General Fund revenues received as of the 2nd quarter amounted to

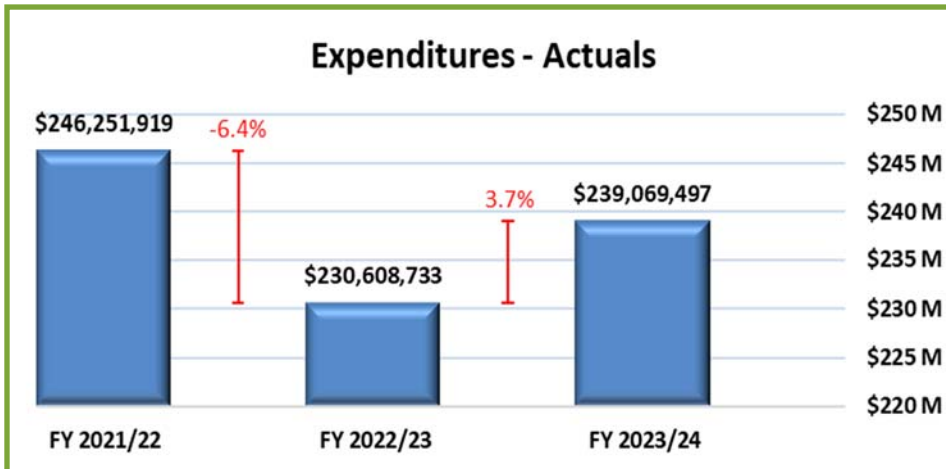
\$287.9 million, approximately 6.1% higher than the prior year. The increase is mostly due to increased secured property tax revenue, Cash Contract City revenue, and CalFire contract revenue receipts.



For the 2nd quarter of fiscal year 2023/24, secured property tax, which represents approximately 95% of budgeted property tax revenue, is \$14.0 million higher when compared to the prior year. Based on data from the Auditor-Controller, OCFA projects overall property tax revenue will be \$6.4 million higher than originally anticipated and staff will be requesting a mid-year budget adjustment in March.

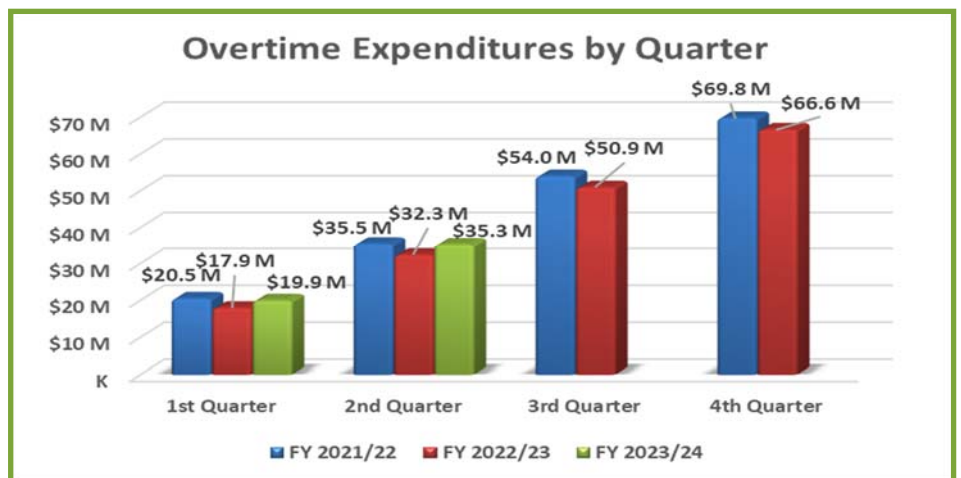


**EXPENDITURES** — General Fund expenditures through the 2nd quarter amounted to \$239.1 million and reflect



an increase of 3.7% when compared to the prior fiscal year. Initial budget estimates projected 2nd quarter expenditures ending at \$234.3 million. Higher than anticipated back-fill/overtime expenditures were the main driver. Services and supplies and equipment expenditures are trending lower than the budgetary estimates.

The following Overtime Expenditures by Quarter chart captures historical cumulative overtime expenditures from fiscal year 2021/22 through the 2nd quarter of fiscal year 2023/24. Actual overtime expenditures are \$3.0 million higher than last year. Overtime expenses increased this year over last primarily due to additional resources sent out of county for emergency incidents. Major incidents this fiscal year include the Bonny, Happy Camp Complex, Rabbit, Smith River Complex, South Fork Complex, and SRF Lightning Complex fires. These emergency incident overtime expenditures are reimbursable. Overtime expenditures will continue to be monitored and a mid-year budget adjustment will be requested.



*We hope you have found this summary information illustrative and useful. Additional detailed information is included in following Newsletter pages, including progress for each of the CIP funds.*



## Orange County Fire Authority **AGENDA STAFF REPORT**

**Budget and Finance Committee Meeting**  
**February 14, 2024**

**Agenda Item No. 2C**  
**Consent Calendar**

### **Second Quarter Purchasing Report**

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#### **Contact(s) for Further Information**

Robert Cortez, Assistant Chief  
Business Services Department

[robertcortez@ocfa.org](mailto:robertcortez@ocfa.org)

714.573.6012

Sara Kennedy, Purchasing  
Division Manager

[sarakennedy@ocfa.org](mailto:sarakennedy@ocfa.org)

714.573.6641

#### **Summary**

This routine agenda item is submitted to provide information regarding purchases made within management authority during the second quarter of FY 2023/24.

#### **Prior Board/Committee Action**

On June 24, 2021, the Board of Directors approved the content format contained herein for future quarterly purchasing reports.

#### **RECOMMENDED ACTION(S)**

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of February 22, 2024, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

#### **Impact to Cities/County**

Not Applicable.

#### **Fiscal Impact**

Not Applicable.

#### **Background**

Purchasing Ordinance No. 009 (Ordinance) and the Roles/Responsibilities/Authorities Matrix (Matrix) provides the Chief Procurement Officer (Purchasing Manager) with authority to enter into various types of agreements at varying amounts. This authority includes the procurement of items previously approved by the Board of Directors as part of the annual adoption of the budget provided that the contract results from a competitive solicitation. Furthermore, as per Section 1-20 Small Purchases provision of the Ordinance, any contract for the purchase of supplies, equipment, maintenance, and services not exceeding \$50,000 may be made by the Chief Procurement Officer in accordance with the small purchase procedures authorized in the Ordinance. For public works projects, the statutory threshold is established by the CA Public Contract Code at \$60,000.

The Quarterly Purchasing Report provides a list of all purchase orders and blanket orders entered into under the Purchasing Manager authority during the period of October 1, 2023, December 31, 2023.

#### **Attachment(s)**

Second Quarter Purchasing Report – October 1, 2023 to December 31, 2023



Purchasing Report  
2nd Quarter - FY 2023/24

- This report reflects all POs/BOs issued within management authority, including those that may have been cancelled or replaced by another PO or BO. These records will show as duplications in the report, but are in fact replacements.
- Management authority includes the procurement of items previously approved by the Board of Directors as part of the annual adoption of the budget provided that the contract results from a competitive solicitation.
- Amount column reflects the procurement value. Actual expenditures made against the contract may be lower.
- Vendor Name column display of "error" or the phrase "do not use" appears when a vendor has since changed their name or corporation status.
- PO/BO amounts of \$0 or \$.01 are often issued as place holders to record the terms and conditions of no-cost transactions, or may appear when the POs/BO balance is reduced to zero.
- POs starting with the letter "Q" are issued as part of the fiscal year end process to roll forward encumbrances issued in a prior fiscal year for projects still in progress.

Date	PO/BO Number	Amount	Department	Vendor Name	Description	Formal Solicitation Number
10/1/2023	B01700-7	\$10,000	Logistics Department	SO CAL PROPERTY SERVICES	STREET SWEEPER SERVICES	
10/1/2023	B02057-4	\$30,000	Logistics Department	H&H AUTO PARTS WHOLESale	ODYSSEY AUTOMOTIVE BATTERIES AS-NEEDED	JA2381
10/1/2023	B01626-8	\$6,000	Operations Department - South	ORBITAL SATCOM CORP	AIRTIME SERVICE - INMARSET BGAN 710 TERMINALS	
10/1/2023	B02381-1	\$95,000	EMS & Training Department	LIFE ASSIST, INC.	AMBU BLUESENSOR M ELECTRODES	JA2569
10/1/2023	B01627-8	\$9,000	Business Services Department	FINANCIAL CREDIT NETWORK, INC.	COLLECTION SERVICE AGENCY	
10/1/2023	B02214-2	\$10,000	Logistics Department	ROKFORM	PHONE ACCESSORIES FOR PHONE CASES, CHARGERS, SCREEN PROTECTORS, ETC	
10/1/2023	B02365-1	\$200,000	Operations Department - South	WILLIAMS & MAHER INC	ELECTRICAL MAINTENANCE AND REPAIR SERVICES	RO2552
10/1/2023	B02112-3	\$4,000	Logistics Department	AUTO CHEK CENTERS, INC.	AS-NEEDED VEHICLE SMOG CERTIFICATION SERVICES	
10/1/2023	B02364-1	\$50,000	EMS & Training Department	FREEMOTION FITNESS	FITNESS EQUIPMENT	RO2568
10/1/2023	B02102-3	\$5,000	Operations Department - South	LINEGEAR FIRE & RESCUE	WIDE AREA SEARCH BOOTS FOR USAR	
10/1/2023	B02539	\$32,000	Operations Department - South	TEXAS A&M ENGINEERING EXTENSION SERVICE	ARFF PROGRAM TRAINING COURSE TUITION	
10/1/2023	B02372-1	\$20,000	EMS & Training Department	FITNESS SUPERSTORE, INC.	FITNESS EQUIPMENT	
10/1/2023	B02526	\$100,000	Human Resources Department	SINTRA GROUP INC.	AS-NEEDED COMPREHENSIVE PRE-EMPLOYMENT BACKGROUND INVESTIGATIVE SERVICES	JA2583
10/1/2023	B02527	\$100,000	Human Resources Department	JENNIFER LYNN WREN	AS-NEEDED COMPREHENSIVE PRE-EMPLOYMENT BACKGROUND INVESTIGATIVE SERVICES	JA2583
10/1/2023	B02525	\$100,000	Human Resources Department	RCS INVESTIGATIONS AND CONSULTING	AS-NEEDED COMPREHENSIVE PRE-EMPLOYMENT BACKGROUND INVESTIGATIVE SERVICES	JA2583
10/2/2023	P0015673	\$2,259	EMS & Training Department	DQE INC.	LFC DECON SHOWER REPLACEMENT	
10/2/2023	P0015674	\$44,075	Command & Emergency Planning Div	KIM TURNER, LLC	ECC CONSULTING SERVICES	
10/2/2023	B02024-4	\$650,000	Logistics Department	GALLS LLC	UNIFORMS, FOOTWEAR, ACCESSORIES, AND TAILORING	SK2352
10/2/2023	B01853-6	\$5,373	Community Risk Reduction Department	CORELOGIC INFORMATION SOLUTIONS, INC.	REAL QUEST MEMBERSHIP SUBSCRIPTION	



Date	PO/BO Number	Amount	Department	Vendor Name	Description	Formal Solicitation Number
10/2/2023	P0015672	\$3,475	Operations Department - South	VERNE'S PLUMBING, INC.	PLUMBING UPGRADES FOR APPLIANCES FS58	
10/2/2023	P0015675	\$1,286	EMS & Training Department	HOME DEPOT	BUNK OF OSB FOR VENT TRAILER TRAINING	
10/3/2023	P0015677	\$2,874	Operations Department - South	CARBON BULK SALES LLC	MULTIRAE DETECTION SENSORS	
10/3/2023	P0015676	\$31,213	Logistics Department	GROWBIGOGH, INC	DUSTLESS TREATMENT FOR FS41	
10/3/2023	P0015678	\$6,585	Logistics Department	WILLIAMS & MAHER INC	APPARATUS BAY ALERT LIGHTS - FS18, FS36, & FS42	
10/3/2023	P0015679	\$2,568	Logistics Department	WILLIAMS & MAHER INC	RELOCATE ELECTRICAL FOR AIR COMPRESSOR TO ADJECENT ROOM - FS04	
10/4/2023	P0015681	\$1,034	Operations Department - South	DJI TECHNOLOGY INC	M210 REPAIR (BATTERY MALFUNCTION / REPLACEMENT)	
10/4/2023	B02371-1	\$20,000	EMS & Training Department	COMBAT BRANDS, LLC	FITNESS EQUIPMENT	R02568
10/4/2023	B01701-7	\$3,445	Logistics Department	SRP COMPUTER SOLUTIONS, INC	ANNUAL LICENSE RENEWAL - OPENSIGHT WORKS	
10/4/2023	P0015680	\$3,210	Logistics Department	PACIFIC PLUMBING COMPANY	BOTTLE FILLER INSTALL AT RFOTC	
10/5/2023	B01981-4	\$50,000	Community Risk Reduction Department	DENNIS GRUBB & ASSOCIATES, A WILDAND ENGINEERING CC	OFF-SITE PLAN REVIEW SERVICES	RO2367
10/5/2023	B02528	\$36,400	Human Resources Department	LEXIPOL	MOBILE WELLNESS APP	
10/5/2023	B02359-2	\$9,000	Logistics Department	THE PRINTERY, INC.	BUSINESS CARDS	
10/5/2023	B02022-4	\$10,000	Logistics Department	FRS ENVIRONMENTAL INC.	PARTS WASHER SERVICES AND TRANSPORTATION	
10/5/2023	P015191	\$8,000	Logistics Department	G2 SOLUTIONS GROUP, INC.	ENGINEERING SERVICES FOR TRAINING GROUNDS	
10/6/2023	P0015684	\$4,836	Logistics Department	WILLIAMS & MAHER INC	ALERTING PREPARATION NEEDS FOR WESTNET UPGRADE	
10/6/2023	P0015685	\$40,405	Operations Department - South	DLX ENTERPRISES LLC DBA DEPLOYED LOGIX	ASAP SERIES SHELTER & ACCESSORIES	
10/10/2023	P0015686	\$7,277	Logistics Department	OC RUGGED INC	RAM MOUNTS FOR IPAD MOUNTING IN VEHICLES	
10/10/2023	P0015687	\$7,590	Human Resources Department	CORINNE BENDERSKY	DE&I TRAINING FOR OCFA NON-SAFETY MANAGERS	
10/10/2023	B02130-3	\$10,000	Operations Department - South	DIAMOND GLASS	GLASS REPAIR AND REPLACEMENT SERVICES	
10/11/2023	P0015691	\$1,870	Logistics Department	OHD, LLLP	ANNUAL CALIBRATION SERVICE FOR SCBA MASK QUANTIFIT TEST MACHINES	
10/11/2023	B02324-2	\$38,463	Logistics Department	DELL MARKETING, L.P.	VMWARE SOFTWARE & SUPPORT	COOPERATIVE
10/11/2023	P0015690	\$3,831	Logistics Department	AMERICAN AUTOMATIC DOORS, INC	DOOR SEAL REPLACEMENTS - DATA CENTER RFOTC	
10/11/2023	P0015692	\$17,400	Logistics Department	SIGNATURE PAINTING, INC.	FIRE STATION EXTERIOR PAINTING FS28	

Date	PO/BO Number	Amount	Department	Vendor Name	Description	Formal Solicitation Number
10/12/2023	B02535	\$30,000	Logistics Department	SAFETY-KLEEN SYSTEMS INC	MOTOR OILS AND FLUIDS	LK2585A
10/12/2023	B02533	\$30,000	Logistics Department	SALTCHUK RESOURCES INC	MOTOR OILS AND FLUIDS	LK2585A
10/12/2023	B02534	\$15,000	Logistics Department	AAA OIL, INC.	MOTOR OILS AND FLUIDS	LK2585A
10/12/2023	B02403-1	\$5,000	Logistics Department	CARASOFT TECHNOLOGY CORPORATION	DOCUSIGN ENTERPRISE SOFTWARE LICENSES AND SUPPORT	COOPERATIVE
10/12/2023	P0015688	\$9,460	EMS & Training Department	ATG BUDDIES LLC	ATG FITNESS EQUIPMENT	
10/12/2023	B01944-4	\$29,000	Logistics Department	CONWAY SHIELD	LEATHER HELMET SHIELDS AND SIDEBARDS	SK2346
10/12/2023	B02532	\$15,000	EMS & Training Department	FIREFIGHTERS RESEARCH & EDUCATION	PERSONNEL EXPOSURE REPORTING	
10/12/2023	B02536	\$8,000	EMS & Training Department	PALOMAR COMMUNITY COLLEGE DISTRICT	PARAMEDIC SCHOOL TUITION	
10/12/2023	P0015694	\$2,015	Operations Department - North	ESSENTIAL PACKS LLC	CERT PROGRAM KITS	
10/12/2023	P0015695	\$9,976	Logistics Department	WILLIAMS & MAHER INC	ALERTING PREPARATION NEEDS FOR WESTNET UPGRADE FS10	
10/16/2023	B01881-6	\$10,000	Business Services Department	QUADIENT INC	MAILING EQUIPMENT - ANNUAL MAINTENANCE FEES	
10/16/2023	B01669-7	\$39,842	Logistics Department	AT&T	AT&T VOICE MAINTENANCE SOLUTIONS - ESSENTIALS PLUS FOR CS1000M PHONE SYSTEM	COOPERATIVE
10/16/2023	P0015696	\$10,445	Operations Department - South	DELL MARKETING, L.P.	TASK FORCE LAPTOPS	
10/16/2023	P0015697	\$9,659	Operations Department - South	STRATEGIC OPERATIONS, INC	MEDICAL TRAINING MATERIALS	
10/17/2023	P0015698	\$5,899	Operations Department - North	AZTEC TECHNOLOGY CORPORATION	CERT STORAGE CONTAINER	
10/17/2023	P0015700	\$40,405	Operations Department - South	DLX ENTERPRISES LLC DBA DEPLOYED LOGIX	ASAP SERIES SHELTER & ACCESSORIES	
10/18/2023	P0015703	\$1,454	Operations Department - South	LINEGEAR FIRE & RESCUE	RINGERS RESCUE GLOVES	
10/18/2023	P0015693	\$6,616	EMS & Training Department	ANIMALHOUSE VENTURES INC	FITNESS EQUIPMENT	
10/18/2023	B02367-1	\$20,000	EMS & Training Department	LIFECORE FITNESS INC.	FITNESS EQUIPMENT	RO2568
10/18/2023	P0015704	\$6,057	Operations Department - South	EDISON TRUCK AND BUS DRIVING SCHOOL	COMMERCIAL DRIVING SCHOOL	
10/18/2023	B01983-4	\$40,000	Community Risk Reduction Department	BUREAU VERITAS NORTH AMERICA INC	OFF-SITE PLAN REVIEW SERVICES	RO2367
10/18/2023	B02377-1	\$130,000	Operations Department - North	AMERICAN ENGRAVING COMPANY	EMBROIDERY, PRINTING, AND BINDING SERVICES	LK2570
10/18/2023	B01535-9	\$10,000	Business Services Department	HILL'S BROS. LOCK & SAFE INC.	LOCKSMITH SERVICES, PARTS, AND REPAIR	
10/18/2023	P0015701	\$7,224	Operations Department - South	LN CURTIS & SONS	ROPE RESCUE EQUIPMENT	

Date	PO/BO Number	Amount	Department	Vendor Name	Description	Formal Solicitation Number
10/18/2023	P0015702	\$2,260	Logistics Department	WESTNET	WESTNET ALERTING SYSTEM UPGRADES FS84	
10/18/2023	P015483	\$2,156	Logistics Department	CONSOLIDATED STORAGE COMPANIES	HEAVY DUTY RACK SHELVES FOR SERVICE CENTER	
10/19/2023	B02253-2	\$50,000	Logistics Department	METRO FLUID CONNECTORS INC	HYDRAULIC CYLINDER REPAIR AND ACCESSORIES	
10/19/2023	B02540	\$0	Logistics Department	RADIOTRONICS	ACE K9 MONITORING SOFTWARE	
10/19/2023	P0015705	\$4,394	EMS & Training Department	BOUND TREE MEDICAL LLC	INFANT WARMER	
10/19/2023	P0015706	\$9,500	Logistics Department	CONCEPT PAVING SOLUTIONS	SEAL AND RE-STRIPE PARKING LOT	
10/19/2023	P0015707	\$8,100	Human Resources Department	SAMUEL D. HEATON	COURAGEOUS CONVERSATION CLASSES	
10/20/2023	B02542	\$81,000	Logistics Department	DAN ENTERPRISES TEAM	FIRE AND RESCUE TOOLS/EQUIPMENT AS-NEEDED	JA2619
10/20/2023	P0015710	\$5,666	Logistics Department	ONESOURCE DISTRIBUTORS, LLC	CHARGERS FOR BATTERY OPERATED FANS AND CORDLESS TOOLS	
10/20/2023	B02541	\$225,000	Logistics Department	LN CURTIS & SONS	FIRE AND RESCUE TOOLS/EQUIPMENT AS-NEEDED	JA2619
10/20/2023	P0015708	\$12,404	EMS & Training Department	MCKESSON MEDICAL-SURGICAL	HALF MASKS FOR OPS PERSONNEL	
10/23/2023	B02547	\$135,020	EMS & Training Department	TARGETSOLUTIONS LEARNING, LLC	ONLINE TRAINING AND RECORDS MANAGEMENT SYSTEM	COOPERATIVE
10/23/2023	P0015711	\$14,301	Operations Department - North	LN CURTIS & SONS	LEVEL A SUITS FOR OCFA HAZMAT TEAM	
10/23/2023	B01959-3	\$3,600	EMS & Training Department	PROPROFS	QUIZMAKER SOFTWARE FOR TRAINING SECTION	
10/24/2023	P0015699	\$920	Operations Department - South	NORTH AMERICAN RESCUE HOLDINGS LLC	ACTIVE SHOOTER TRAINING SUPPLIES	
10/25/2023	P0015712	\$9,833	Operations Department - North	AIRGAS, INC	CHEMICAL GLOVES FOR HMRT	
10/25/2023	B02034-4	\$5,200	Operations Department - North	EVOQUA WATER TECHNOLOGIES	DEIONIZED WATER SYSTEM RENTAL AND MAINTENANCE - HAZMAT	
10/25/2023	P0015713	\$10,000	Logistics Department	LARRSON, TOBY	WINDOW TINTING FOR DODGE RAMS	
10/26/2023	B02383-1	\$50,000	Operations Department - South	HARBOR POINTE A/C & CONTROLS	AIR COMPRESSOR REPAIR AND MAINTENANCE	RO2563
10/26/2023	P0015715	\$9,542	Operations Department - North	THE MACHADO ENVIRONMENTAL CORPORATION	CLEANING OF HVAC DUCTING THROUGHTOUT FS 2	
10/26/2023	P0015716	\$9,450	Operations Department - South	THE MACHADO ENVIRONMENTAL CORPORATION	CLEANING OF HVAC DUCTING THROUGHOUT FS 26	
10/26/2023	P0015717	\$5,286	Logistics Department	AMDOR LLC	LUMABARS FOR FLEET STOCK	
10/30/2023	B02035-2	\$638	Logistics Department	PDQ.COM CORPORATION	PDQ INVENTORY TRACKING SOFTWARE	
10/30/2023	P0015719	\$9,303	Operations Department - South	BMK VENTURES, INC	ACTIVE SHOOTER TRAINING SUPPLIES	

Date	PO/BO Number	Amount	Department	Vendor Name	Description	Formal Solicitation Number
10/30/2023	B02548	\$19,399	Business Services Department	PITNEY BOWES, INC.	POSTAGE FOLDER/INSERTER SYSTEM	COOPERATIVE
10/30/2023	B01692-7	\$5,000	Logistics Department	BAY ALARM COMPANY	FIRE/INTRUSION ALARM SERVICES - USAR WAREHOUSE	
10/30/2023	P0015718	\$8,031	Operations Department - South	CALWEN INC	TRT EQUIPMENT FOR PART-TIME MEMBERS	
10/31/2023	B02518	\$80,000	Logistics Department	MASTERCORP COMMERCIAL SERVICES LLC	CARPET AND UPHOLSTERY CLEANING SERVICES	LK2589A
10/31/2023	P0015720	\$50,000	Logistics Department	COAR DESIGN GROUP	CONCEPTUAL SITE DRAWINGS TRAINING GROUNDS PH 2	RO2584
11/1/2023	B02054-4	\$11,100	Logistics Department	FLYCAST PARTNERS INC.	IT INVENTORY MANAGEMENT SYSTEM SOFTWARE	JA2419
11/1/2023	B02032-4	\$100,000	Human Resources Department	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	AS-NEEDED INDEPENDENT INTERNAL AFFAIRS INVESTIGATIVE SERVICES	JA2358
11/1/2023	B02190-3	\$7,000	Operations Department - South	CITY OF FULLERTON	JET FUEL FLOWAGE FEES AT FULLERTON AIRPORT	
11/1/2023	B02410-1	\$30,000	Operations Department - South	FEDERAL EXPRESS CORPORATION	SMALL PACKAGE DELIVERY SERVICE	COOPERATIVE
11/1/2023	B02009-4	\$7,117	Logistics Department	KAMBRIAN CORPORATION	ACTIVE ADMINISTRATION MAINTENANCE RENEWAL	
11/1/2023	B02461-1	\$200,000	Logistics Department	SAMSARA, INC	FLEET GPS TRACKING	COOPERATIVE
11/1/2023	B02409-1	\$20,000	Logistics Department	UNITED PARCEL SERVICE	SMALL PACKAGE DELIVERY SERVICE	COOPERATIVE
11/1/2023	B02107-3	\$2,500	Operations Department - South	CAMP SYSTEMS INTERNATIONAL INC.	ANNUAL SUBSCRIPTION FOR ENGINE HEALTH MONITORING FOR AIR OPS PROGRAM	
11/1/2023	B02394-1	\$10,000	Logistics Department	PRESIDIO HOLDINGS INC.	VOIP SUPPORT SERVICES	COOPERATIVE
11/1/2023	B02064-4	\$130,000	Logistics Department	LINEGEAR FIRE & RESCUE	WILDLAND FIREFIGHTING BOOTS	SK2409
11/1/2023	B02289-2	\$50,000	Logistics Department	DESIGN A WINDOW & INTERIORS	CUSTOM WINDOW SHADES	RO2525
11/1/2023	B01876-5	\$100,000	Logistics Department	CDW GOVERNMENT	COMPUTER PARTS, ACCESSORIES, AND SOFTWARE	COOPERATIVE
11/1/2023	B02549	\$80,000	Logistics Department	FAILSAFE TESTING- JUSTIN HILL	GROUND LADDER INSPECTION AND CERTIFICATION SERVICE	JA2629
11/1/2023	B02285-2	\$30,000	EMS & Training Department	IMAGETREND, INC	AGENCY VALIDATION RULES ON OCMEDS SITE	
11/1/2023	B01629-8	\$50,000	Community Risk Reduction Department	PTI SAND & GRAVEL INC.	FILL SAND AND SANDBAGS	COOPERATIVE
11/1/2023	P0015721	\$1,489	Logistics Department	HILL'S BROS. LOCK & SAFE INC.	REPLACE GATE DOOR/LOCK - TEMP 24	
11/1/2023	B02378-1	\$5,000	Logistics Department	TELEDYNE FLIR COMMERCIAL SYSTEMS, INC	K65 FLIR CAMERA SERVICE AND REPAIRS	
11/1/2023	B01550-7	\$56,512	Human Resources Department	GOVERNMENTJOBS.COM, INC.	ONLINE PERFORMANCE EVALUATION/RECRUITING SOFTWARE	COOPERATIVE
11/1/2023	B01893-5	\$39,019	Logistics Department	CDW GOVERNMENT	CROWDSTRIKE ANTI-VIRUS SOFTWARE	

Date	PO/BO Number	Amount	Department	Vendor Name	Description	Formal Solicitation Number
11/1/2023	P0015722	\$9,947	Logistics Department	HARBOR POINTE A/C & CONTROLS	HVAC CONTROL UPGRADE - RFOTC BLDG - C	
11/2/2023	B01992-4	\$11,400	Community Risk Reduction Department	DOI/BLM	FIRE WEATHER STATION (RAWS) COLLECTION AGREEMENT	
11/2/2023	B02272-2	\$10,000	Logistics Department	PAINTING & DECOR INC.	MAINTENANCE/REPAIR OF PATCH WORK AND PAINTING AS-NEEDED AT OCFA FACILITIES	
11/2/2023	P0015723	\$12,825	Logistics Department	SUTPHEN CORPORATION	CHANGE ORDER FOR MID MOUNT TRUCK BUILD	JA2500
11/2/2023	P0015726	\$13,282	Logistics Department	PRESIDIO HOLDINGS INC.	FIRE STATION PHONE SYSTEM FOR IT STOCK	COOPERATIVE
11/3/2023	B02388-1	\$50,000	EMS & Training Department	LIFE ASSIST, INC.	EMS PHARMACEUTICALS	
11/3/2023	P0015724	\$21,780	Operations Department - South	RIDENOW SOCAL	FEMA US&R UTV	
11/3/2023	P0015725	\$5,519	Logistics Department	ONESOURCE DISTRIBUTORS, LLC	NEW SAWZALLS TO REPLACE CURRENT 28V SYSTEM	
11/3/2023	P0015727	\$6,647	Logistics Department	SHAMROCK SUPPLY COMPANY INC	EXTRICATION GLOVES NEEDED FOR STOCK	
11/3/2023	P0015728	\$46,195	Logistics Department	ALLSTAR FIRE EQUIPMENT	SCBA MASKS	
11/3/2023	B02389-1	\$50,000	EMS & Training Department	TS PHARM	EMS PHARMACEUTICALS	
11/3/2023	B02044-4	\$320,000	EMS & Training Department	BOUND TREE MEDICAL LLC	EMS SUPPLIES	SK2379
11/3/2023	B02387-1	\$50,000	EMS & Training Department	BOUND TREE MEDICAL LLC	EMS PHARMACEUTICALS	
11/3/2023	B02385-1	\$30,000	Executive Management	AMERICAN ENGRAVING COMPANY	PRINTING SERVICES	RFP LK2570
11/3/2023	P0015729	\$3,988	Logistics Department	SERVICE KING PAINT AND BODY	VEHICLE WORK ON 2016 CHEV COLORADO	
11/6/2023	B01917-4	\$1,000	Operations Department - South	NALCO WATER PRETREATMENT SOLUTIONS	WATER TREATMENT SERVICES	
11/6/2023	B01811-6	\$28,000	Logistics Department	PULSEPOINT FOUNDATION	PULSEPOINT ANNUAL LICENSING MAINTENANCE/SUPPORT	
11/7/2023	B02052-4	\$81,000	Business Services Department	HARRIS & ASSOCIATES, INC.	PROPERTY TAX ANALYSIS AND COMMUNITY REDEVELOPMENT AGENCY PASS-THROUGH ESTIMATION SERVICES	JA2388
11/7/2023	B01908-5	\$9,894	Logistics Department	KAMBRIAN CORPORATION	PRINTER LOGIC MAINTENANCE AND PRO SUPPORT	
11/7/2023	B01628-8	\$10,000	Logistics Department	POLY-CORR INDUSTRIES	SANDBAGS (EMPTY)	
11/7/2023	B02550	\$32,469	Logistics Department	KAMBRIAN CORPORATION	CRADLEPOINT CLOUD MANAGER SUBSCRIPTION RENEWAL	
11/7/2023	P0015730	\$139,613	Operations Department - South	J.G.W. INTERNATIONAL LTD	CHEMICAL HAZARD DETECTION SIMULATOR SYSTEM	JA2643
11/8/2023	B02392-1	\$4,600	EMS & Training Department	FITSTATS TECHNOLOGIES, INC	PRE-ACADEMY AND ACADEMY SOFTWARE SUBSCRIPTION	
11/8/2023	P0015731	\$31,207	Operations Department - North	R.S. HUGHES COMPANY INC	CARBON MONOXIDE MONITORS	JA2646

Date	PO/BO Number	Amount	Department	Vendor Name	Description	Formal Solicitation Number
11/8/2023	B01738-7	\$2,732	Operations Department - South	GROUND CONTROL SYSTEMS INC.	GROUND CONTROL SATELLITE BANDWITH SERVICE	
11/8/2023	P0015732	\$21,958	Operations Department - South	KOKATAT INC.	PPE FOR TRT PART TIME MEMBERS	
11/8/2023	P0015733	\$5,715	Operations Department - South	FISHWORKS INC	CLOTHING/UNIFORM FOR FEMA USAR TEAM MEMBERS	
11/9/2023	B02292-2	\$4,800	Business Services Department	PAPER DEPOT DOCUMENT DESTRUCTION, LLC	DOCUMENT AND ELECTRONIC MEDIA DESTRUCTION	
11/9/2023	B01902-4	\$6,276	Executive Management	NAVEX GLOBAL	FRAUD HOTLINE SERVICES	
11/9/2023	P0015734	\$2,905	Operations Department - South	ATLANTIC DIVING SUPPLY, INC.	FEMA USAR HAZMAT TEST EQUIPMENT	
11/10/2023	B01790-5	\$2,475	Operations Department - North	ARISTATEK INC	COUNTY HAZMAT APPLICATION SOFTWARE	
11/13/2023	B02172-1	\$82,500	Human Resources Department	SOUTHERN CALIFORNIA UNIVERSITY OF HEALTH SCIENCES	PRE-ACADEMY FITNESS EXAMS	SK2461
11/13/2023	B02390-1	\$50,000	Operations Department - South	CAESAR'S APPLIANCE SERVICE, INC.	APPLIANCE REPAIR AND MAINTENANCE	RO2562
11/13/2023	B02555	\$12,750	Logistics Department	ACTIVE911, INC	ACTIVE ALERT SYSTEM - PERSONNEL ALERTING	SK2627
11/13/2023	P0015735	\$5,431	Operations Department - South	ZEPHYR INTERNATIONAL LLC	HOIST CABLE	
11/13/2023	P0015736	\$40,500	Logistics Department	RRM DESIGN GROUP	SERVICES FOR POTENTIAL WILDFIRE FACILITY LOCATION	RO2584
11/14/2023	P0015737	\$2,827	Operations Department - South	BOSS SAFETY PRODUCTS	PELICAN CASES FOR TF LAPTOP KITS	
11/15/2023	P015069	\$8,698	Logistics Department	TRANS-WEST TRUCK CENTER	PRICE INCREASE FOR 2024 F450 STAKESIDE	JA2577
11/15/2023	P0015739	\$3,189	Operations Department - South	MCLOGAN SUPPLY CO INC.	PLOTTER FOR FEMA US&R CACHE	
11/15/2023	P0015740	\$2,629	EMS & Training Department	LIFE ASSIST, INC.	ETCO2 ADULT AND PEDIATRIC	
11/16/2023	P0015741	\$32,717	EMS & Training Department	HOME DEPOT	LUMBER FOR TRAINING - ACADEMY 58	COOPERATIVE
11/16/2023	B01766-7	\$4,944	Business Services Department	SYM PRO INC	SYMPRO TREASURY SOFTWARE ANNUAL MAINTENANCE	
11/16/2023	P0015743	\$25,000	Operations Department - South	STRATEGIC OPERATIONS, INC	JHAT TRAINING - 40 HR TACTICAL MEDICINE COURSE	
11/16/2023	P0015742	\$3,800	EMS & Training Department	SOCAL TRUCK DRIVER ACADEMY LLC	CLASS A DRIVER TRAINING COURSE	
11/16/2023	P0015744	\$1,075	Corporate Communications	CDW GOVERNMENT	PIO MACBOOK AIR	COOPERATIVE
11/16/2023	P0015745	\$3,163	Corporate Communications	CDW GOVERNMENT	MULTIMEDIA COMPUTER UPGRADE	COOPERATIVE
11/16/2023	P0015746	\$5,424	Operations Department - South	AVIATION SPECIALTIES UNLIMITED, INC.	NVG REPAIR FOR AIR OPS	
11/17/2023	P0015748	\$8,825	Logistics Department	BRIGHTVIEW LANDSCAPE SERVICES, INC.	EXTERIOR TREE TRIMMING RFOTC	

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11/17/2023	B02123-1	\$2,318	Logistics Department	COMPUTER POWER SOLUTIONS, INC.	UPS MONITORING SYSTEM LICENSE	
11/17/2023	P0015749	\$480	Operations Department - South	LUXFER MAGTECH INC.	CHEMICAL AGENT DETECTION KIT	
11/17/2023	P0015750	\$1,320	Operations Department - South	BRIGHTVIEW LANDSCAPE SERVICES, INC.	TREE REMOVAL AT OCFA FS31	
11/17/2023	P0015751	\$4,925	Logistics Department	WILLIAMS & MAHER INC	REMOVE AND REPLACE EXISITING FIXTURES IN IT/COMM WAREHOUSE	
11/17/2023	P0015752	\$646	Operations Department - South	LINEGEAR FIRE & RESCUE	TRT - RINGERS RESCUE GLOVES	
11/17/2023	P0015755	\$2,999	Logistics Department	PRESIDIO HOLDINGS INC.	ECSE TROUBLESHOOTING TRAINING	
11/20/2023	B02273-3	\$10,000	Logistics Department	SIGNATURE PAINTING, INC.	MAINTENANCE/REPAIR OF PATCH WORK AND PAINTING AT OCFA FACILITIES	
11/20/2023	P0015756	\$15,000	Operations Department - South	POWERMoon ENTERPRISES LTD	LED BALLOON LIGHTS	
11/20/2023	P0015758	\$2,792	Community Risk Reduction Department	S&H TREE LANDSCAPING AND ARBORIST SERVICE LLC	INVASIVE TREE PEST MITIGATION GRANT PROJECT TREE REMOVALS AND TREATMENTS AT CHINO HILLS STATE PARK	
11/20/2023	P0015760	\$41,454	Community Risk Reduction Department	S&H TREE LANDSCAPING AND ARBORIST SERVICE LLC	TREE REMOVALS AND TREATMENTS AT LADERA RANCH - CHAPARRAL PARK	
11/21/2023	P0015761	\$19,000	Logistics Department	INSIDE EDGE COMMERCIAL INTERIOR SERVICES LLC	FLOORING REPLACEMENT THROUGHOUT FS 31	
11/21/2023	B02508-1	\$5,670	Community Risk Reduction Department	NATIONAL FIRE PROTECTION ASSOC	NFPA LINK ENTERPRISE SUBSCRIPTION	
11/21/2023	B02380-1	\$50,000	EMS & Training Department	COULTER VENTURES LLC	FITNESS EQUIPMENT	RO2568
11/21/2023	B02557	\$0	Logistics Department	UPLINX SLU	SOFTWARE SUBSCRIPTION FOR CISCO PHONE	
11/21/2023	P0015753	\$3,374	Command & Emergency Planning Div	DELL MARKETING, L.P.	COMPUTER SCREENS	COOPERATIVE
11/21/2023	B02369-1	\$50,000	EMS & Training Department	PERFORM BETTER	FITNESS EQUIPMENT	RO2568
11/22/2023	P0015762	\$814,611	Logistics Department	SELMAN CHEVROLET COMPANY	PURCHASE OF 2024 CHEVY TAHOES AND COLORADOS	JA2651
11/22/2023	B01982-4	\$40,000	Community Risk Reduction Department	HAYER CONSULTANTS INC.	OFF-SITE PLAN REVIEW SERVICES	RO2367
11/22/2023	B02366-1	\$150,000	Logistics Department	M. BREY ELECTRIC, INC.	ELECTRICAL MAINTENANCE AND REPAIR SERVICES	RO2552
11/22/2023	B02025-4	\$370,000	Logistics Department	LINEGEAR FIRE & RESCUE	UNIFORMS, FOOTWEAR, AND ACCESSORIES	SK2352
11/22/2023	P015179	\$7,800	Logistics Department	LEWIS / SCHOEPLEIN ARCHITECTS	ARCHITECTURAL DESIGN SERVICES FIRE STATION 12	RO2362
11/27/2023	B02042-4	\$75,000	Logistics Department	ROMAINE ELECTRIC CORPORATION	AUTOMOTIVE CHARGERS, STARTERS, ALTERNATORS	RO2400
11/27/2023	P0015754	\$3,360	Operations Department - South	WESTERN SHELTER SYSTEMS	DIGITAL ROOF INDENTIFICATION FOR CA-TF5	
11/27/2023	P0015764	\$2,088	Operations Department - South	AHS RESCUE LLC	SPARK TACTICAL SKYLOTECH FOR CATF-5 AT FS 54	

Date	PO/BO Number	Amount	Department	Vendor Name	Description	Formal Solicitation Number
11/28/2023	P0015765	\$3,519	Logistics Department	WILLIAMS & MAHER INC	CABLE RUN, TERMINATE AND TEST CABLES AT FS 79	
11/28/2023	B01950-5	\$152,739	Operations Department - North	TOTAL POWER SOLUTIONS LLC	GENERATOR REPAIR AND MAINTENANCE	RO2353
11/28/2023	P0015766	\$2,939	Operations Department - South	TRONAIR INC	PARTS FOR AIRCRAFT ENGINE WASH CART	
11/29/2023	B01831-5	\$50,000	EMS & Training Department	GLAXO SMITH KLINE	VACCINES	COOPERATIVE
11/29/2023	P0015767	\$10,741	Operations Department - South	DELL MARKETING, L.P.	LAPTOPS FOR US&R	COOPERATIVE
11/29/2023	P0015768	\$1,390	EMS & Training Department	DISASTER MANAGEMENT SYSTEMS INC.	MCI WORKSHEETS	
11/30/2023	B02041-4	\$7,605	Logistics Department	ZOHO CORPORATION	MANAGEENGINE PATCH MANAGER PLUS ENTERPRISE EDITION LICENSE AND SUPPORT SUBSCRIPTION	
11/30/2023	B02401-1	\$10,000	Operations Department - South	LINEGEAR FIRE & RESCUE	BREAKING AND BREACHING BOOTS FOR TRT PROGRAM	
12/1/2023	B02398-1	\$50,604	Logistics Department	ZONES INC.	CISCO SMARTNET 24 HOURS MAINTENANCE AND SUPPORT	RO2592
12/1/2023	B02046-4	\$300,000	Operations Department - South	ROTORCRAFT SUPPORT INC	HELICOPTER PARTS AND ACCESSORIES	RO2402
12/1/2023	B02370-1	\$40,000	EMS & Training Department	OUT-FIT	FITNESS EQUIPMENT	RO2568
12/1/2023	B02368-1	\$20,000	EMS & Training Department	KEISER	FITNESS EQUIPMENT	RO2568
12/1/2023	B02558	\$1,256	Logistics Department	KAMBRIAN CORPORATION	ANNUAL MAINTENANCE ON SQL MONITORING TOOLS	
12/1/2023	B02545	\$200,000	Logistics Department	RINCON TRUCK CENTER	HEAVY FIRE APPARATUS: PARTS AND REPAIR SERVICES	JA2635
12/1/2023	B02556	\$10,000	Human Resources Department	WENDY MACY	MEDIATION/CONFLICT RESOLUTION SERVICES	
12/1/2023	B02375-1	\$20,000	EMS & Training Department	ETE FITNESS EQUIPMENT	FITNESS EQUIPMENT	RO2568
12/1/2023	B02543	\$200,000	Logistics Department	KALMIKOV ENTERPRISES, INC.	HEAVY FIRE APPARATUS: PARTS AND REPAIR SERVICES	JA2635
12/1/2023	B02544	\$100,000	Logistics Department	BURTON'S FIRE INC.	HEAVY FIRE APPARATUS PARTS	JA2635
12/1/2023	B02294-2	\$175,000	Logistics Department	KIMBALL MIDWEST	HARDWARE/FASTENER MANAGEMENT & SUPPLY SERVICES	JA2504
12/4/2023	B01558-9	\$10,000	Logistics Department	COATS PRODUCTS INC.	AUTOMOTIVE CLEANING PRODUCTS	
12/4/2023	B01818-6	\$4,632	Logistics Department	PLURALSIGHT	PLURALSIGHT ONLINE TRAINING - ANNUAL RENEWAL	
12/4/2023	B02277-2	\$200,000	Logistics Department	CABINETS PLUS	CUSTOM CABINETS	RO2506
12/4/2023	P0015770	\$1,575	Logistics Department	AIR EXCHANGE, INC	5 TPA MAGNETIC CONICAL ADAPTOR FOR FLEET SERVICES	
12/5/2023	P0015773	\$5,731	Logistics Department	SOUTHWEST TOYOTALIFT	PARTS TO REPAIR FORKLIFTS	



Date	PO/BO Number	Amount	Department	Vendor Name	Description	Formal Solicitation Number
12/5/2023	B02051-4	\$2,000	Operations Department - South	LABELMASTER	DANGEROUS GOOD INFORMATION SYSTEM (DGIS) ONLINE SUBSCRIPTION	
12/5/2023	P0015771	\$2,274	Operations Department - South	JOYCE ARLENE TEGT	FEMA US&R BOAT LETTERING AND REPAIR LETTERING	
12/5/2023	P0015774	\$3,371	Logistics Department	PACIFIC PLUMBING COMPANY	INSTALLATION OF NEW WATER FILTERS FOR FS79	
12/5/2023	P0015772	\$22,093	EMS & Training Department	LIFE ASSIST, INC.	EMS SUPPLIES	
12/5/2023	P0015775	\$7,597	Logistics Department	ALL WAYS TILE INC	NEW SHOWER INSTALL AT FS 2	
12/6/2023	P0015779	\$7,087	Logistics Department	MCMASTER-CARR SUPPLY CO	WATER-TIGHT WIRE CONDUIT FOR RAM PICKUPS	
12/6/2023	P0015783	\$8,792	Logistics Department	BRIGHTWAY ONE	FLOOR GRINDING AT FS77	
12/6/2023	P0015780	\$2,850	Logistics Department	BRIGHTWAY ONE	CONCRETE FLOOR CLEANING AND RE-SEALING AT FS86	
12/6/2023	P0015777	\$5,500	Logistics Department	MITSUBISHI ELECTRIC & ELECTRONICS USA, INC.	COMPLIANCE TESTING OF RFOTC ELEVATORS	
12/6/2023	P0015778	\$4,200	Operations Department - South	BRIGHTWAY ONE	CONCRETE FLOOR CLEANING AND RE-SEAL AT FS20	
12/6/2023	P0015776	\$1,174	Logistics Department	BRIGHTVIEW LANDSCAPE SERVICES, INC.	TREE TRIMMINGS AND REMOVALS - FS78	
12/6/2023	P0015781	\$4,253	Logistics Department	PACIFIC PLUMBING COMPANY	PLUMBING FOR NEW SHOWER STALL FOR FS 2	
12/6/2023	P0015782	\$2,715	Operations Department - South	FISHWORKS INC	RESCUE SHORTS FOR TRT MEMBERS	
12/7/2023	P0015784	\$14,911	Operations Department - South	LN CURTIS & SONS	ROPE RESCUE AND WATER RESCUE - CATF5	JA2619
12/11/2023	P0015785	\$1,681	EMS & Training Department	BOUND TREE MEDICAL LLC	SLISHMAN TRACTION SPLINT & FASPLINT CARRY CASE	
12/11/2023	B01583-9	\$230,000	Logistics Department	GRAINGER	SERVICE CENTER INVENTORY- MISC. TOOLS AND SUPPLIES	COOPERATIVE
12/11/2023	P0015787	\$9,299	Logistics Department	ALL WAYS TILE INC	NEW SHOWER INSTALL AT RFOTC TRAINING GROUNDS BUILDING D, INCLUSIVE FACILITIES	
12/11/2023	P0015788	\$9,840	Logistics Department	ORANGE COUNTY DEMOLITION, INC.	DEMO FOR NEW SHOWER - RFOTC TRAINING GROUND BUILDING D, INCLUSIVE FACILITIES	
12/11/2023	P0015789	\$26,789	Logistics Department	LINEGEAR FIRE & RESCUE	BDU PANTS NEEDED FOR STOCK	
12/12/2023	B01911-5	\$50,000	Operations Department - South	HC INTEGRATED SYSTEMS, INC	FIRE ALARM INSPECTION, MAINTENANCE, AND REPAIR WITH MONITORING SERVICES.	RO2221
12/13/2023	P0015794	\$5,313	Operations Department - North	PACIFIC PLUMBING COMPANY	WATER HEATER UPGRADE FS10	RO2501
12/13/2023	P0015792	\$2,070	Operations Department - South	BALL CHAIN MANUFACTURING CO INC	REPLENISHMENT OF NEW TASK FORCE CHALLENGE COINS	
12/13/2023	P0015793	\$3,464	EMS & Training Department	CAE HEALTHCARE	IV SKILL ARM FOR SKILLS TESTING	
12/14/2023	P0015798	\$2,990	Logistics Department	CONCEPT PAVING SOLUTIONS	SAFETY STRIPING OUTSIDE FS24	

Date	PO/BO Number	Amount	Department	Vendor Name	Description	Formal Solicitation Number
12/14/2023	B02559	\$350,000	Logistics Department	LN CURTIS & SONS	FIRE HOSE	JA2647
12/14/2023	P0015796	\$264,066	Logistics Department	CARE FUSION SOLUTIONS, LLC	AUTOMATED MEDICATION DISPENSING SYSTEM	JA2567
12/14/2023	B02400-1	\$50,000	Logistics Department	PUEBLO HOTEL SUPPLY	ICE MACHINES FOR OCFA FACILITIES	LK2586
12/14/2023	P0015795	\$42,003	Community Risk Reduction Department	WEST COAST ARBORISTS, INC.	TREE REMOVALS AND TREATMENTS AT LADERA RANCH - FOUNDERS PARK	LK2622
12/14/2023	P0015797	\$12,600	Logistics Department	ITZEN ARCHITECTS	ARCHITECTURAL DESIGN SERVICES FIRE STATION 32	RO2584
12/15/2023	P0015799	\$151,218	Logistics Department	SMALL DOG ELECTRONICS INC	MDC IPADS	RO2620
12/15/2023	B02399-1	\$50,000	Logistics Department	NORM'S REFRIGERATION & ICE EQUIPMENT	ICE MACHINES FOR OCFA FACILITIES	LK2586
12/15/2023	B02286-2	\$1,500	Logistics Department	PACIFIC INDUSTRIAL WATER SYSTEMS	DEIONIZED REPAIR SYSTEM RENTAL AND MAINTENANCE AT RFOTC	
12/15/2023	P0015800	\$2,450	Human Resources Department	DONNOE & ASSOCIATES, INC.	WRITTEN EXAM FOR HAND CREW FIREFIGHTER	
12/15/2023	P0015801	\$3,875	Operations Department - South	BRYAN EXHAUST SERVICE INC.	KITCHEN EXHAUST CLEANING SERVICE FOR FS18	
12/18/2023	B01850-5	\$0	Logistics Department	AMERICAN REGISTRY FOR INTERNET NUMBERS (ARIN)	MAINTENANCE FOR AUTONOMOUS SYSTEM NUMBER	
12/19/2023	P0015802	\$114,217	Operations Department - North	908 DEVICES INC	MX908 HANDHELD MASS SPECTROMETER DETECTION SYSTEM	JA2650
12/20/2023	P0015803	\$3,960	EMS & Training Department	LIFE ASSIST, INC.	EMS SUPPLIES	
12/21/2023	P0015804	\$0	Operations Department - South	TELEDYNE FLIR SURVEILLANCE INC	PLACEHOLDER PO FOR PREWIRE CABLE KITS FOR S-70	
12/26/2023	B02560	\$25,000	Logistics Department	NIKKIS FLAG SHOP	FLAGS	LK2640A
12/26/2023	P0015806	\$16,229	Logistics Department	PACIFIC PLUMBING COMPANY	PLUMBING FOR NEW BATHROOM/SHOWER AREA AT RFOTC BUILDING D INCLUSIVE FACILITIES	
12/27/2023	P0015809	\$16,163	Logistics Department	SWIFT GROUP LLC	PACKAGE OF GENESIS EXTRICATION TOOLS	
12/27/2023	B02430-1	\$10,000	Human Resources Department	WEX HEALTH INC	COBRA, FSA DEPENDENT CARE AND HEALTH ADMINISTRATION SERVICES	
12/27/2023	P0015808	\$198,816	Operations Department - South	JAISON NAPPI	AVIATION COMMAND HELIBASE TRAILER	JA2626
12/28/2023	P0015811	\$6,090	Logistics Department	FIRST IN PRODUCTS, INC.	SUPPLY LINE TOOL POUCHES FOR HYDRANT TOOLS	



Orange County Fire Authority  
**AGENDA STAFF REPORT**

**Budget and Finance Committee Meeting**  
**February 14, 2024**

**Agenda Item No. 2D**  
**Consent Calendar**

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**Annual Grant Priorities for 2024**

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**Contact(s) for Further Information**

Robert Cortez, Assistant Chief  
Business Services Department

[robertcortez@ocfa.org](mailto:robertcortez@ocfa.org)

714.573.6012

**Summary**

This annual agenda item is submitted to the Budget and Finance Committee for approval of OCFA's Annual Grant Priorities for 2024.

**Prior Board/Committee Action**

This is an annual and routine item presented to Budget and Finance Committee since 2012.

**RECOMMENDED ACTION(S)**

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of February 22, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors approve OCFA's Annual Grant Priorities for 2024.

**Impact to Cities/County**

Successful grant applications for staffing and equipment will provide significant benefit to member cities and the county.

**Fiscal Impact**

If grant funds are awarded for staffing or equipment, these funds will help offset expenses.

**Background**

The OCFA applies for grant funding throughout the year based on needs identified throughout the organization. This staff report and Attachment is provided to establish the 2024 Grant Priorities and to provide a progress update on grant awards previously received. Grant priorities are established in collaboration with Executive Management and staff to address staffing, training and equipment needs and to match them with funding opportunities. Upcoming grant opportunities of note include:

***FY 2023 Assistance to Firefighters Grants (AFG) Program***

The primary goal of the AFG is to meet the firefighting and emergency response needs of fire departments and non-affiliated emergency medical service organizations. Eligible item categories under the AFG grant include: training, equipment, PPE, wellness/fitness, modifications to facilities, and vehicles. Executive Management and staff are evaluating high priority needs and intend on submitting an application by the March 8, 2024 deadline.

***FY 2023 Staffing for Adequate Fire & Emergency Response (SAFER) Program***

The SAFER Program provides funding to assist in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing. Staff is evaluating the addition of a fourth firefighter on engines to enhance service delivery, improve efficiency and enhance firefighter safety. Stations that are currently being evaluated for potential staffing enhancements using proposed SAFER grant funding are Fire Stations 7 (San Juan Capistrano), 18 (Trabuco Canyon), and 57 (Aliso Viejo).

***Attachment(s)***

OCFA's Annual Grant Priorities for 2024



## Orange County Fire Authority

### ***Annual Grant Priorities***

2024

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#### **Assistance to Firefighters Grant (AFG)**

[AFG](#) funds the purchase of firefighting vehicles, programs, and safety equipment. Applications are accepted for training, equipment, PPE, wellness/fitness, modifications to facilities, and vehicles. Departments can submit one application and an additional “regional application,” in partnership with one or more other fire departments.

#### **FY 2023 Grant Period Application**

The Federal Emergency Management Agency (FEMA) AFG Notice of Funding Opportunity (NOFO) for the FY 2023 grant period opened on January 29, 2024 and applications are scheduled to close on March 8, 2024. Executive Management and staff are evaluating high priority needs and intend on submitting an application for grant eligible items. Additionally, and in conjunction with our budget development process, staff is identifying grant eligible items that cannot be funded by OCFA’s budget at this time.

#### **Prior Grant Application Periods**

For the FY 2022 grant period, OCFA submitted a regional grant application in partnership with the cities of Newport Beach, Orange, Costa Mesa, Fountain Valley, and Laguna Beach fire agencies for personal escape system (PES) devices for the prevention of firefighter entrapment and received a turndown notice from FEMA in November of 2023. For the FY 2021 grant period, OCFA submitted a grant application for the replacement of turnouts, wildland jackets/pants and other PPE and received a turndown notice. Fortunately, OCFA was able to use excess funds from the 2018 AFG grant award to purchase wildland jackets and pants. Structure turnouts are being funded through OCFA’s own budget to ensure all personnel have at least two sets.

For the FY 2020 grant period, OCFA was awarded \$1,362,522 in AFG funds on September of 2021 to replace outdated/aging Self-Contained Breathing Apparatus (SCBAs) to newer models with increased capacity and safety features. Upon further evaluation, Executive Management expanded the scope of the SCBA project to replace all SCBAs to newer models with increased capacity including the replacement of all related SCBA equipment and infrastructure. The change in scope necessitated a much greater timeframe to review OCFA’s needs, modify the 5-year CIP as part of the budget development process, and to conduct a much more extensive solicitation process than the grant timeframe allowed. As a result, grant funds were de-obligated in late 2023.

For the FY 2019 grant period, OCFA received \$1,522,584 for 35 OCFA members and 25 members from neighboring fire departments to be certified Fire Ground Survival (FGS) instructors under the International Association of Fire Fighters (IAFF). Due to COVID-19 this grant was extended multiple times, with OCFA completing the FGS program in early 2022.

#### **Staffing for Adequate Fire and Emergency Response (SAFER)**

The FEMA [SAFER](#) grant funds the hiring of “front-line” firefighters. This grant prioritizes awards to fire departments seeking funding for positions that will contribute to and improve compliance

with “NFPA staffing, response, and operational standards that enhance community and firefighter safety.”

### **FY 2023 Grant Period Application**

As of the date of this report, the FY 2023 SAFER NOFO has not been released nor the details on the application start and end period. Typically the application period runs from mid-February to mid-March when the NOFO is made available. In anticipation of the NOFO being released, staff is considering future staffing needs and options to submit for engine companies that may benefit from the addition of a 4<sup>th</sup> firefighter position. Stations that are currently being evaluated for potential staffing enhancements using proposed SAFER grant funding are Fire Stations 7 (San Juan Capistrano), 18 (Trabuco Canyon), and 57 (Aliso Viejo). Upon release of the NOFO, staff will review for eligibility, match requirements, and seek further direction if required.

### **Prior Grant Application Periods**

In 2017, OCFA requested and received funding for new firefighter positions, including the addition of a fourth firefighter on engines to enhance service delivery, improve efficiency, and enhance firefighter safety. The grant provided three years of funding with a federal and local cost share split of 75% federal and 25% local in the first two years, and 35% federal and 65% local in the third year. The 2017 grant funded a fourth firefighter on an engine in each of the member cities of Buena Park, San Clemente, Placentia, and Tustin. Adding a fourth firefighter on those units improved service delivery and enhanced firefighter safety. The cost of each position has been phased-in and will be fully paid for by Buena Park, San Clemente, and Tustin in FY 2024/25.

## **Fire Prevention and Safety (FP&S)**

The FEMA [FP&S](#) grant supports projects that enhance the safety of the public and firefighters from fire and related hazards. The primary goal is to reduce injury and prevent death among high-risk populations such as seniors and children. Local agencies may apply for other at-risk groups they have identified through incident data, studies, or risk assessments.

### **FY 2023 Grant Period Application**

As of the date of this report, the FY 2023 FP&S NOFO has not been released with details on the application start and end period. OCFA’s Corporate Communication and Community Educators have identified a need for additional smoke alarms designed for the hearing impaired, life jackets, and marketing of current education messages/programs. OCFA will apply for eligible items once the NOFO is made available.

### **Prior Grant Application Periods**

OCFA submitted and received an award in September of 2021 for \$152,892 in federal funds to purchase a Fire Safety Education Trailer. OCFA staff completed the solicitation process, made an award and took delivery of the education trailer in early 2023. The trailer includes a kitchen and bedroom modules including special effects that allow for simulation to instruct the public on what to do in the event of an earthquake or kitchen fire.

## **Crews and Heavy Fire Equipment / Air Operations**

[CAL FIRE’s Fire Prevention Grants Program](#) provides funding for fire prevention projects and activities in and near fire threatened communities that focus on increasing the protection of people, structures, and communities. Funded activities include hazardous fuels reduction, wildfire

prevention planning, and wildfire prevention education with an emphasis on improving public health and safety while reducing greenhouse gas emissions.

### **FY 2023 Grant Period Application**

Staff's focus for 2024 is the integration of two new helicopters and the recent expansion of our hand crew. Staff anticipates seeking grant funds to purchase heavy equipment. However, staff will revisit OCFA needs once CAL FIRE announces its next application period.

### **Prior Grant Awards**

The following are CAL FIRE grant awards that are in process of implementation. In 2023, OCFA's Wildland Operations Program continued to make purchases using the \$1.25M Cal Fire Direct Award Grant to support vegetation management projects. With another single purpose grant, OCFA purchased a water tender and recently took delivery. In 2022, OCFA's Crews and Heavy Fire Equipment Section received \$1.225 million for vegetation management activities to purchase equipment and supplies for the hand crew and \$250,000 for a new water tender. In 2021, OCFA received \$228,429 to purchase specialized heavy equipment and tools for use by the Crews and Heavy Fire Equipment Section ([Link to OCFA Board Item](#)).

These past awards are providing OCFA crews with improved means to complete projects quickly and efficiently thereby reducing the potential for wildfire within the State Responsibility Area (SRA). These projects will reduce the fuel load countywide and ensure proper maintenance of access roads. These projects include road repair for increasing emergency responses on wildland fires and remote medical aids, the installation of culverts, tree removal, stump grinding, chipping all in one, including the removal of disease-infested trees.

## **Homeland Security Grants**

The Department of Homeland Security and FEMA oversee two grant programs that OCFA is a recipient of through our partnership with local law enforcement. Specifically, the Urban Area Security Initiative (UASI) and State Homeland Security Program (SHSP) provide funding to enhance regional approaches to preparedness and response to acts of terrorism and other threats (<https://www.fema.gov/grants/preparedness/homeland-security>).

UASI funds are allocated by the federal government to large urban areas including Santa Ana and Anaheim. The SHSP program is administered through the state and the Orange County Sheriff's Department. In both cases, those agencies work with all local law enforcement and fire agencies to identify regional needs.

OCFA receives annual funding to staff a position assigned to the Orange County Intelligence Assessment Center (OCIAC) and additional funding to provide training or purchase equipment on behalf of all Orange County fire agencies. In January of 2024, OCFA received \$180,000 to staff a position in OCIAC plus an additional \$100,000 for the purchase of equipment. Additional UASI funded projects include, \$455,000 for the purchase of a Hazardous Materials Support vehicle, \$55,563.64 for regional training in support of the Incident Management Team as well as Active Shooter training, and \$145,000 for the purchase of CBRNE training simulators.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

**Budget and Finance Committee Meeting**  
**February 14, 2024**

**Agenda Item No. 3A**  
**Discussion Calendar**

**Monthly Investment Reports**

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**Contact(s) for Further Information**

Robert Cortez, Assistant Chief Business Services Department	<a href="mailto:robertcortez@ocfa.org">robertcortez@ocfa.org</a>	714.573.6012
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Tricia Jakubiak, Treasurer Treasury & Financial Planning	<a href="mailto:triciajakubiak@ocfa.org">triciajakubiak@ocfa.org</a>	714.573.6301
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James Slobojan, Assistant Treasurer Treasury & Financial Planning	<a href="mailto:jamesslobojan@ocfa.org">jamesslobojan@ocfa.org</a>	714.573.6305
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**Summary**

This agenda item is a routine transmittal of the monthly investment reports submitted to the Committee in compliance with the investment policy of the Orange County Fire Authority and with Government Code Section 53646.

**Prior Board/Committee Action**

Not Applicable.

**RECOMMENDED ACTION(S)**

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of February 22, 2024, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Not Applicable.

**Background**

Attached is the final monthly investment report as of December 31, 2023. A preliminary investment report as of January 19, 2024, is also provided as the most complete report that was available at the time this agenda item was prepared.

**Attachment(s)**

Final Investment Report – December 2023/Preliminary Report – January 2024



# ***Orange County Fire Authority Monthly Investment Report***



***Final Report – December 2023***

***Preliminary Report – January 2024***



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***Orange County Fire Authority***

***Final Investment Report***

***December 31, 2023***



## **EXECUTIVE SUMMARY**

### ***Portfolio Activity & Earnings***

During the month of December 2023, the size of the portfolio increased by \$93.2 million to approximately \$296 million. Receipts for the month totaled \$134.7 million, including property tax apportionment payments of \$110.2 million, receipts from cash contract payments of approximately \$20.6 million, and various grant reimbursement payments and charges for current services of approximately \$3.9 million. Total December cash outflows amounted to nearly \$42.2 million. Significant disbursements for the month included two biweekly payrolls and related benefits totaling approximately \$31.7 million. The portfolio's balance is expected to decrease in January as expenditures are projected to exceed receipts. In December, the portfolio's yield to maturity (365-day equivalent) increased by fifty-eight basis points to 4.12%. The effective rate of return increased by forty-eight basis points to 3.70% for the month, while the average maturity of the portfolio decreased by 5 days to 51 days to maturity.

### ***Economic News***

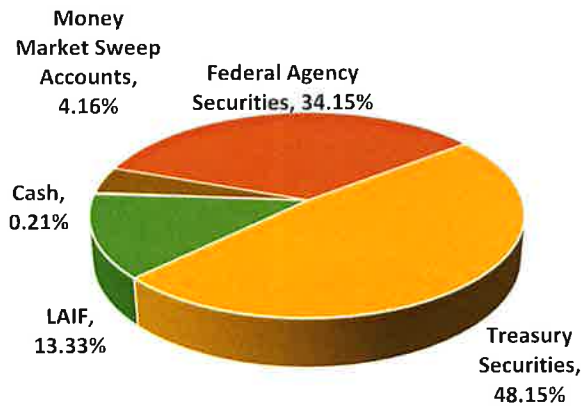
Nonfarm payroll employment increased 216,000 in December 2023, and the unemployment rate was unchanged at 3.7%. Job gains occurred in health care, government, social assistance, and construction, while transportation and warehousing lost jobs. Average hourly earnings rose 4.1% over a year ago. American consumer sentiment moved upwards again in December, ending 2023 with a surge in confidence and restored optimism for 2024. Homebuilder sentiment improved in December and January as mortgage rates continue to drop, effecting housing affordability conditions.

Retail sales increased 0.6% in December and ended 2023 up 5.6%. Consumer spending in December was led clothing and accessory stores as well as online nonstore businesses. The Consumer Price Index (CPI) increased 0.3% in December and 3.4% from a year ago indicating that inflation still has an impact on the U.S. economy. Much of the increase came from the rise in shelter costs. The Producer Price Index (PPI), which measures the prices paid by wholesalers, decreased 0.1% in December, and ended up 1.0% for the year. PPI is considered a forward-looking inflation measure as it tracks prices in the pipeline for goods and services that eventually reach consumers. The Federal Reserve met on December 13, 2023 and held rates steady at the target range of 5.25%-5.50%. The Fed will next meet on January 31, 2024 where no rate movement is projected.

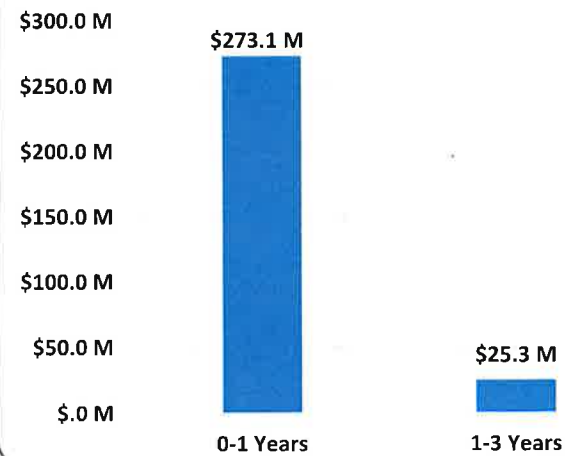


OCFA'S PORTFOLIO HAS AMPLE LIQUIDITY AND IS TRACKING ITS LAIF BENCHMARK AS OF DECEMBER 31, 2023

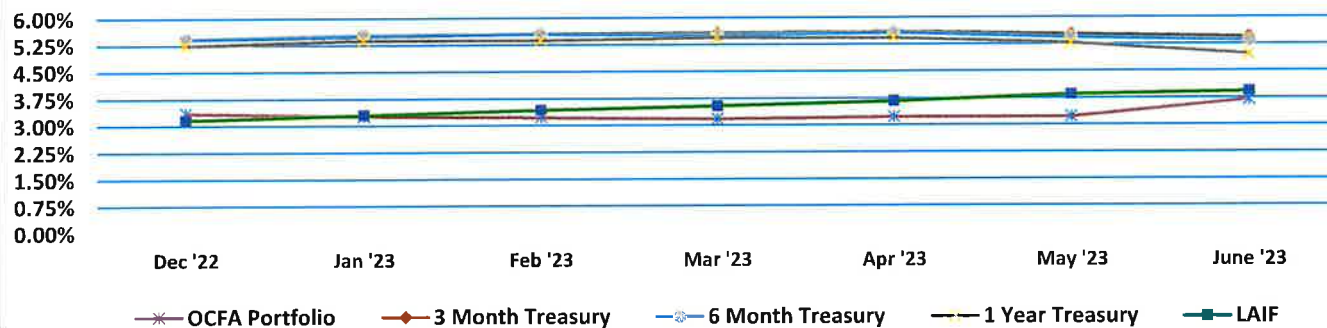
Market Value \$298,492,777



Aging Summary



12 Month Benchmarks





**BENCHMARK COMPARISON AS OF DECEMBER 31, 2023**

*3 Month T-Bill: 5.44%*

*1 Year T-Bill: 4.96%*

*6 Month T-Bill: 5.34%*

*LAIF: 3.93%*

*OCFA Portfolio: 3.70%*

**PORTFOLIO SIZE, YIELD, & DURATION**

	<u><i>Current Month</i></u>	<u><i>Prior Month</i></u>	<u><i>Prior Year</i></u>
<i>Book Value</i>	\$296,080,874	\$202,900,933	\$250,886,985
<i>Yield to Maturity (365 day)</i>	4.12%	3.54%	2.36%
<i>Effective Rate of Return</i>	3.70%	3.22%	1.93%
<i>Days to Maturity</i>	51	56	24



**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Summary**  
**December 31, 2023**

Orange County Fire Authority  
 1 Fire Authority Road  
 Irvine, CA 92602  
 (714)573-6301

	See Note 1 on page 10	See Note 2 on page 10							
<b>Investments</b>	<b>Par Value</b>	<b>Market Value</b>	<b>Book Value</b>	<b>% of Portfolio</b>	<b>Term</b>	<b>Days to Mat./Call</b>	<b>YTM/C 360 Equiv.</b>	<b>YTM/C 365 Equiv.</b>	
Money Mkt Mutual Funds/Cash	12,427,871.89	12,427,871.89	12,427,871.89	4.13	1	1	4.977	5.046	
Federal Agency Coupon Securities	67,450,000.00	64,613,581.10	67,450,918.61	22.41	1,384	28	0.633	0.641	
Federal Agency Disc. -Amortizing	38,000,000.00	37,314,960.00	37,332,574.46	12.40	192	124	5.282	5.356	
Treasury Discounts -Amortizing	145,000,000.00	143,740,390.00	143,727,620.37	47.75	99	61	5.321	5.395	
Local Agency Investment Funds	40,034,495.04	39,775,997.55	40,034,495.04	13.30	1	1	3.875	3.929	
	<b>302,912,366.93</b>	<b>297,872,800.54</b>	<b>300,973,480.37</b>	<b>100.00%</b>	<b>382</b>	<b>51</b>	<b>4.059</b>	<b>4.115</b>	
<b>Investments</b>									
<b>Cash</b>									
Passbook/Checking (not included in yield calculations)	619,976.38	619,976.38	619,976.38		1	1	0.000	0.000	
<b>Total Cash and Investments</b>	<b>303,532,343.31</b>	<b>298,492,776.92</b>	<b>301,593,456.75</b>		<b>382</b>	<b>51</b>	<b>4.059</b>	<b>4.115</b>	

<b>Total Earnings</b>	<b>December 31 Month Ending</b>	<b>Fiscal Year To Date</b>
Current Year	739,643.67	3,602,943.57
<b>Average Daily Balance</b>	<b>235,073,040.30</b>	<b>213,018,236.20</b>
<b>Effective Rate of Return</b>	<b>3.70%</b>	<b>3.36%</b>

"I certify that this investment report accurately reflects all pooled investments and is in compliance with the investment policy adopted by the Board of Directors to be effective on January 1, 2023. A copy of this policy is available from the Clerk of the Authority. Sufficient investment liquidity and anticipated revenues are available to meet budgeted expenditure requirements for the next thirty days and the next six months."

Patricia Jakubiak, Treasurer

**Cash and Investments with GASB 31 Adjustment:**

Book Value of Cash & Investments before GASB 31 (Above)	\$ 301,593,456.75
GASB 31 Adjustment to Books (See Note 3 on page 10)	\$ (5,512,582.65)
Total	\$ 296,080,874.10



**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**December 31, 2023**

See Note 1 on page 10

See Note 2 on page 10

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/Call 365 Mat./Call	Days to Maturity	Maturity Date
<b>Money Mkt Mutual Funds/Cash</b>											
SYS1042	1042	US Bank - Treasury Obligations			3,705,763.69	3,705,763.69	3,705,763.69	5.248	5.248	1	
SYS528	528	MUFG Treasury Obligations		07/01/2023	0.00	0.00	0.00	4.620	4.620	1	
SYS530	530	US Bancorp Sweep Account			<u>8,722,108.20</u>	<u>8,722,108.20</u>	<u>8,722,108.20</u>	4.960	<u>4.960</u>	<u>1</u>	
<b>Subtotal and Average</b>			<b>14,645,517.81</b>		<b>12,427,871.89</b>	<b>12,427,871.89</b>	<b>12,427,871.89</b>		<b>5.046</b>	<b>1</b>	
<b>Federal Agency Coupon Securities</b>											
3133EMWH1	1030	Federal Farm Credit Bank (Callable 1/21/2024)		04/22/2021	3,000,000.00	2,845,650.00	3,000,918.61	0.710	0.676	20	04/21/2025
3133EMXS6	1032	Federal Farm Credit Bank (Continuous Call)		04/28/2021	12,000,000.00	11,385,960.00	12,000,000.00	0.720	0.720	0	04/28/2025
3130ALNY6	1025	Fed Home Loan Bank (Callable 03/30/2024)		03/30/2021	8,000,000.00	7,737,920.00	8,000,000.00	0.550	0.550	89	09/30/2024
3130ALTJ3	1029	Fed Home Loan Bank		04/22/2021	9,435,000.00	9,306,212.25	9,435,000.00	0.375	0.409	7	04/08/2024
3130ALVR2	1031	Fed Home Loan Bank (Callable 1/23/2024)		04/23/2021	11,015,000.00	10,624,958.85	11,015,000.00	0.520	0.520	22	10/23/2024
3130AM6P2	1034	Fed Home Loan Bank (Callable 1/29/2024)		04/29/2021	12,000,000.00	11,120,760.00	12,000,000.00	1.000	1.000	28	04/29/2026
3130AM6H0	1035	Fed Home Loan Bank (Callable 2/11/2024)		05/11/2021	<u>12,000,000.00</u>	<u>11,592,120.00</u>	<u>12,000,000.00</u>	0.550	<u>0.550</u>	<u>41</u>	<u>10/11/2024</u>
<b>Subtotal and Average</b>			<b>67,450,946.03</b>		<b>67,450,000.00</b>	<b>64,613,581.10</b>	<b>67,450,918.61</b>		<b>0.641</b>	<b>28</b>	
<b>Federal Agency Disc. -Amortizing</b>											
313396RK1	1102	Freddie Mac		12/21/2023	10,000,000.00	9,989,900.00	9,994,222.22	5.200	5.357	4	01/05/2024
313384XV6	1095	Fed Home Loan Bank		07/20/2023	14,000,000.00	13,683,180.00	13,685,711.67	5.115	5.447	158	06/07/2024
313384YS2	1109	Fed Home Loan Bank		12/21/2023	<u>14,000,000.00</u>	<u>13,641,880.00</u>	<u>13,652,640.57</u>	4.990	<u>5.263</u>	<u>179</u>	<u>06/28/2024</u>
<b>Subtotal and Average</b>			<b>22,040,690.80</b>		<b>38,000,000.00</b>	<b>37,314,960.00</b>	<b>37,332,574.46</b>		<b>5.356</b>	<b>124</b>	
<b>Treasury Discounts -Amortizing</b>											
912797GC5	1096	US Treasury Bill		08/03/2023	9,000,000.00	8,988,210.00	8,986,975.00	5.210	5.483	10	01/11/2024
912797FW2	1097	US Treasury Bill		09/14/2023	10,000,000.00	9,997,100.00	9,995,625.00	5.250	5.486	3	01/04/2024
912797GC5	1098	US Treasury Bill		10/24/2023	10,000,000.00	9,986,900.00	9,985,402.78	5.255	5.465	10	01/11/2024
912797GP6	1099	US Treasury Bill		11/09/2023	14,000,000.00	13,881,280.00	13,879,817.00	5.238	5.474	59	02/29/2024
912797HH3	1100	US Treasury Bill		11/30/2023	10,000,000.00	9,826,700.00	9,826,150.00	5.130	5.392	122	05/02/2024
912797FH5	1101	US Treasury Bill		11/30/2023	14,000,000.00	13,731,620.00	13,728,680.00	5.130	5.403	136	05/16/2024
912797GC5	1103	US Treasury Bill		12/21/2023	8,000,000.00	7,989,520.00	7,988,488.88	5.180	5.341	10	01/11/2024
912797GD3	1104	US Treasury Bill		12/21/2023	14,000,000.00	13,967,100.00	13,965,622.22	5.200	5.367	17	01/18/2024
912797GE1	1105	US Treasury Bill		12/21/2023	14,000,000.00	13,938,540.00	13,936,949.45	5.230	5.409	31	02/01/2024
912797GN1	1106	US Treasury Bill		12/21/2023	14,000,000.00	13,910,260.00	13,909,700.00	5.160	5.347	45	02/15/2024
912797JL2	1107	US Treasury Bill		12/21/2023	14,000,000.00	13,815,620.00	13,816,460.00	5.130	5.352	92	04/02/2024
912797HS9	1108	US Treasury Bill		12/21/2023	<u>14,000,000.00</u>	<u>13,707,540.00</u>	<u>13,707,750.04</u>	5.010	<u>5.268</u>	<u>150</u>	<u>05/30/2024</u>
<b>Subtotal and Average</b>			<b>93,675,584.17</b>		<b>145,000,000.00</b>	<b>143,740,390.00</b>	<b>143,727,620.37</b>		<b>5.395</b>	<b>61</b>	



**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**December 31, 2023**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Mat./Call	Maturity Date
<b>Local Agency Investment Funds</b>											
SYS336	336	Local Agency Invstmt Fund			40,034,495.04	39,775,997.55	40,034,495.04	3.929	3.929	1	
<b>Subtotal and Average</b>			<b>37,260,301.49</b>		<b>40,034,495.04</b>	<b>39,775,997.55</b>	<b>40,034,495.04</b>		<b>3.929</b>	<b>1</b>	
<b>Money Mkt Mutual Funds/Cash</b>											
SYS10033	10033	Revolving Fund		07/01/2023	20,000.00	20,000.00	20,000.00		0.000	1	
SYS4	4	Union Bank		07/01/2023	0.00	0.00	0.00		0.000	1	
SYS5	5	US Bancorp		07/01/2023	599,976.38	599,976.38	599,976.38		0.000	1	
<b>Average Balance</b>			<b>0.00</b>							<b>1</b>	
<b>Total Cash and Investments</b>			<b>235,073,040.30</b>		<b>303,532,343.31</b>	<b>298,492,776.92</b>	<b>301,593,456.75</b>		<b>4.115</b>	<b>51</b>	

Orange County Fire Authority  
In Service of Others!



**ORANGE COUNTY FIRE AUTHORITY**  
**Aging Report**  
**By Maturity Date**  
**As of January 1, 2024**

Orange County Fire Authority  
1 Fire Authority Road  
Irvine, CA 92602  
(714)573-6301

				Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval: 0 days	( 01/01/2024 - 01/01/2024 )	7 Maturities	0 Payments	53,082,343.31	17.70%	53,082,343.31	52,823,845.82
Aging Interval: 1 - 30 days	( 01/02/2024 - 01/31/2024 )	6 Maturities	0 Payments	61,000,000.00	20.41%	60,916,336.10	60,918,730.00
Aging Interval: 31 - 60 days	( 02/01/2024 - 03/01/2024 )	3 Maturities	0 Payments	42,000,000.00	13.98%	41,726,466.45	41,730,080.00
Aging Interval: 61 - 90 days	( 03/02/2024 - 03/31/2024 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval: 91 - 120 days	( 04/01/2024 - 04/30/2024 )	2 Maturities	0 Payments	23,435,000.00	7.75%	23,251,460.00	23,121,832.25
Aging Interval: 121 - 365 days	( 05/01/2024 - 12/31/2024 )	8 Maturities	0 Payments	97,015,000.00	31.67%	95,615,932.28	94,545,918.85
Aging Interval: 366 - 1095 days	( 01/01/2025 - 12/31/2026 )	3 Maturities	0 Payments	27,000,000.00	8.49%	27,000,918.61	25,352,370.00
Aging Interval: 1096 days and after	( 01/01/2027 - )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Total for		29 Investments	0 Payments		100.00	301,593,456.75	298,492,776.92



**NOTES TO PORTFOLIO MANAGEMENT REPORT**

- Note 1: Market value of the LAIF investment is calculated using a fair value factor provided by LAIF. The U.S. Bank Corporate Trust and Custody Department provides market values of the remaining investments.
- Note 2: Book value reflects the cost or amortized cost before the GASB 31 accounting adjustment.
- Note 3: GASB 31 requires governmental entities to report investments at fair value in the financial statements and to reflect the corresponding unrealized gains/ (losses) as a component of investment income. The GASB 31 adjustment is recorded only at fiscal year-end. Fluctuations in the marketplace have little effect on our long-term investment yield because it is our policy to hold investments to maturity. However, adjusting to market values as required by GAAP resulted in a decrease in recorded interest earnings of \$5,512,582.65. The adjustment for June 30, 2023, includes a decrease of \$612,970.63 to the LAIF investment and a decrease of \$4,899,612.02 to the remaining investments.
- Note 4: The Federated Treasury Obligations money market mutual fund functions as the Authority's sweep account. Funds are transferred to and from the sweep account to/from OCFA's checking account in order to maintain a target balance of \$1,000,000 in checking. Since this transfer occurs at the beginning of each banking day, the checking account sometimes reflects a negative balance at the close of the banking day. The negative closing balance is not considered an overdraft since funds are available in the money market mutual fund. The purpose of the sweep arrangement is to provide sufficient liquidity to cover outstanding checks yet allow that liquidity to be invested while payment of the outstanding checks is pending.



## ***Local Agency Investment Fund (LAIF)***

As of December 31, 2023, OCFA has \$40,034,495.04 invested in LAIF. The fair value of OCFA's LAIF investment is calculated using a participant fair value factor provided by LAIF on a quarterly basis. The fair value factor as of December 31, 2023 is .993543131. When applied to OCFA's LAIF investment, the fair value is \$39,775,997.55 or \$258,497.49 below cost. Although the fair value of the LAIF investment is lower than cost, OCFA can withdraw the actual amount invested at any time.

LAIF is included in the State Treasurer's Pooled Money Investment Account (PMIA) for investment purposes. The PMIA market valuation on December 31, 2023 is included on the following page.



# State of California Pooled Money Investment Account Market Valuation 12/31/2023

Description	Carrying Cost Plus Accrued Interest Purch.	Amortized Cost	Fair Value	Accrued Interest
United States Treasury:				
Bills	\$ 26,992,679,410.54	\$ 27,341,582,810.63	\$ 27,352,122,000.00	NA
Notes	\$ 68,988,369,285.87	\$ 68,970,726,643.78	\$ 68,066,367,000.00	\$ 380,047,413.50
Federal Agency:				
SBA	\$ 273,825,056.61	\$ 273,825,056.61	\$ 273,117,626.86	\$ 1,326,636.53
MBS-REMICs	\$ 2,164,861.02	\$ 2,164,861.02	\$ 2,133,161.33	\$ 9,501.16
Debentures	\$ 8,533,332,561.10	\$ 8,532,907,561.09	\$ 8,460,384,650.00	\$ 60,973,579.20
Debentures FR	\$ -	\$ -	\$ -	\$ -
Debentures CL	\$ 650,000,000.00	\$ 650,000,000.00	\$ 639,238,500.00	\$ 4,456,111.50
Discount Notes	\$ 21,584,982,812.45	\$ 21,861,271,194.36	\$ 21,856,617,000.00	NA
Supranational Debentures	\$ 2,819,756,450.14	\$ 2,819,512,700.14	\$ 2,788,881,800.00	\$ 20,848,175.60
Supranational Debentures FR	\$ -	\$ -	\$ -	\$ -
CDs and YCDs FR	\$ -	\$ -	\$ -	\$ -
Bank Notes	\$ -		\$ -	\$ -
CDs and YCDs	\$ 12,200,000,000.00	\$ 12,200,000,000.00	\$ 12,207,619,357.44	\$ 162,478,416.67
Commercial Paper	\$ 9,014,594,527.68	\$ 9,116,638,444.29	\$ 9,117,150,756.95	NA
Corporate:				
Bonds FR	\$ -	\$ -	\$ -	\$ -
Bonds	\$ 566,929,562.48	\$ 566,697,340.26	\$ 551,864,240.00	\$ 3,944,225.38
Repurchase Agreements	\$ -	\$ -	\$ -	\$ -
Reverse Repurchase	\$ -	\$ -	\$ -	\$ -
Time Deposits	\$ 5,284,000,000.00	\$ 5,284,000,000.00	\$ 5,284,000,000.00	NA
PMIA & GF Loans	\$ 325,717,000.00	\$ 325,717,000.00	\$ 325,717,000.00	NA
TOTAL	\$ 157,236,351,527.89	\$ 157,945,043,612.18	\$ 156,925,213,092.58	\$ 634,084,059.54

Fair Value Including Accrued Interest

\$ 157,559,297,152.12

Repurchase Agreements, Time Deposits, PMIA & General Fund loans, and Reverse Repurchase agreements are carried at portfolio book value (carrying cost).

The value of each participating dollar equals the fair value divided by the amortized cost (0.993543131).  
 as an example: if an agency has an account balance of \$20,000,000.00, then the agency would report its participation in the LAIF valued at \$19,870,862.61 or \$20,000,000.00 x 0.993543131.



***Orange County Fire Authority***

***Preliminary Investment Report***

***January 19, 2024***



**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Summary**  
**January 19, 2024**

Orange County Fire Authority  
1 Fire Authority Road  
Irvine, CA 92602  
(714)573-6301

Investments	Par	See Note 1 on page 19	See Note 2 on page 19	% of	Term	Days to	YTM/Call	YTM/Call
	Value	Market Value	Book Value	Portfolio		Mat./Call	360 Equiv.	365 Equiv.
Money Mkt Mutual Funds/Cash	32,235,229.50	32,235,229.50	32,235,229.50	11.59	1	1	5.069	5.139
Federal Agency Coupon Securities	67,450,000.00	64,707,389.05	67,450,881.47	24.24	1,384	28	0.628	0.637
Federal Agency Disc. -Amortizing	28,000,000.00	27,411,860.00	27,413,016.95	9.85	257	149	5.282	5.355
Treasury Discounts -Amortizing	112,000,000.00	110,781,380.00	110,764,075.04	39.81	114	78	5.296	5.369
Local Agency Investment Funds	40,377,205.84	40,116,495.51	40,377,205.84	14.51	1	1	3.875	3.929
	<b>280,062,435.34</b>	<b>275,252,354.06</b>	<b>278,240,408.80</b>	<b>100.00%</b>	<b>406</b>	<b>53</b>	<b>3.930</b>	<b>3.985</b>

**Investments**

**Cash**

Passbook/Checking (not included in yield calculations)	873,788.19	873,788.19	873,788.19		1	1	0.000	0.000
<b>Total Cash and Investments</b>	<b>280,936,223.53</b>	<b>276,126,142.25</b>	<b>279,114,196.99</b>		<b>406</b>	<b>53</b>	<b>3.930</b>	<b>3.985</b>

Total Earnings	January 19 Month Ending	Fiscal Year To Date
Current Year	613,934.65	4,216,878.22
<b>Average Daily Balance</b>	<b>295,561,998.91</b>	<b>220,744,007.09</b>
<b>Effective Rate of Return</b>	<b>3.99%</b>	<b>3.43%</b>

"I certify that this investment report accurately reflects all pooled investments and is in compliance with the investment policy adopted by the Board of Directors to be effective on January 1, 2024. A copy of this policy is available from the Clerk of the Authority. Sufficient investment liquidity and anticipated revenues are available to meet budgeted expenditure requirements for the next thirty days and the next six months."

Patricia Jakubiak, Treasurer

**Cash and Investments with GASB 31 Adjustment:**

Book Value of Cash & Investments before GASB 31 (Above)	\$ 279,114,196.99
GASB 31 Adjustment to Books (See Note 3 on page 19)	\$ (5,512,582.65)
Total	<u>\$ 273,601,614.34</u>



**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**January 19, 2024**

See Note 1 on page 19

See Note 2 on page 19

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/Call 365 Mat./Call	Days to Maturity	Maturity Date
<b>Money Mkt Mutual Funds/Cash</b>											
SYS1042	1042	US Bank - Treasury Obligations			20,042,113.23	20,042,113.23	20,042,113.23	5.248	5.248	1	
SYS528	528	MUFG Treasury Obligations		07/01/2023	0.00	0.00	0.00	4.620	4.620	1	
SYS530	530	US Bancorp Sweep Account			12,193,116.27	12,193,116.27	12,193,116.27	4.960	4.960	1	
<b>Subtotal and Average</b>			<b>30,688,664.84</b>		<b>32,235,229.50</b>	<b>32,235,229.50</b>	<b>32,235,229.50</b>		<b>5.139</b>	<b>1</b>	
<b>Federal Agency Coupon Securities</b>											
3133EMWH1	1030	Federal Farm Credit Bank (Callable 1/21/2024)		04/22/2021	3,000,000.00	2,848,620.00	3,000,881.47	0.710	0.676	1	04/21/2025
3133EMXS6	1032	Federal Farm Credit Bank (Continuous Call)		04/28/2021	12,000,000.00	11,412,480.00	12,000,000.00	0.720	0.720	12	04/28/2025
3130ALNY6	1025	Fed Home Loan Bank (Callable 03/30/2024)		03/30/2021	8,000,000.00	7,750,000.00	8,000,000.00	0.550	0.550	70	09/30/2024
3130ALTJ3	1029	Fed Home Loan Bank		04/22/2021	9,435,000.00	9,334,517.25	9,435,000.00	0.375	0.375	79	04/08/2024
3130ALVR2	1031	Fed Home Loan Bank (Callable 1/23/2024)		04/23/2021	11,015,000.00	10,641,811.80	11,015,000.00	0.520	0.520	3	10/23/2024
3130AM6P2	1034	Fed Home Loan Bank (Callable 1/29/2024)		04/29/2021	12,000,000.00	11,109,960.00	12,000,000.00	1.000	1.000	9	04/29/2026
3130AM6H0	1035	Fed Home Loan Bank (Callable 2/11/2024)		05/11/2021	12,000,000.00	11,610,000.00	12,000,000.00	0.550	0.550	22	10/11/2024
<b>Subtotal and Average</b>			<b>67,450,899.06</b>		<b>67,450,000.00</b>	<b>64,707,389.05</b>	<b>67,450,881.47</b>		<b>0.637</b>	<b>28</b>	
<b>Federal Agency Disc. -Amortizing</b>											
313384XV6	1095	Fed Home Loan Bank		07/20/2023	14,000,000.00	13,726,440.00	13,723,505.83	5.115	5.447	139	06/07/2024
313384YS2	1109	Fed Home Loan Bank		12/21/2023	14,000,000.00	13,685,420.00	13,689,511.12	4.990	5.263	160	06/28/2024
<b>Subtotal and Average</b>			<b>29,482,456.48</b>		<b>28,000,000.00</b>	<b>27,411,860.00</b>	<b>27,413,016.95</b>		<b>5.355</b>	<b>149</b>	
<b>Treasury Discounts -Amortizing</b>											
912797GP6	1099	US Treasury Bill		11/09/2023	14,000,000.00	13,922,160.00	13,918,520.00	5.238	5.474	40	02/29/2024
912797HH3	1100	US Treasury Bill		11/30/2023	10,000,000.00	9,854,300.00	9,853,225.00	5.130	5.392	103	05/02/2024
912797FH5	1101	US Treasury Bill		11/30/2023	14,000,000.00	13,769,980.00	13,766,585.00	5.130	5.403	117	05/16/2024
912797GE1	1105	US Treasury Bill		12/21/2023	14,000,000.00	13,979,560.00	13,975,593.33	5.230	5.409	12	02/01/2024
912797GN1	1106	US Treasury Bill		12/21/2023	14,000,000.00	13,951,000.00	13,947,826.67	5.160	5.347	26	02/15/2024
912797JL2	1107	US Treasury Bill		12/21/2023	14,000,000.00	13,856,220.00	13,854,365.00	5.130	5.352	73	04/02/2024
912797HS9	1108	US Treasury Bill		12/21/2023	14,000,000.00	13,742,820.00	13,744,768.37	5.010	5.268	131	05/30/2024
912796CX5	1110	US Treasury Bill		01/11/2024	6,000,000.00	5,924,460.00	5,923,756.67	5.140	5.359	89	04/18/2024
912797HH3	1111	US Treasury Bill		01/11/2024	6,000,000.00	5,912,580.00	5,911,935.00	5.130	5.359	103	05/02/2024
912796Y45	1112	US Treasury Bill		01/17/2024	6,000,000.00	5,868,300.00	5,867,500.00	5.000	5.258	159	06/27/2024
<b>Subtotal and Average</b>			<b>127,761,184.21</b>		<b>112,000,000.00</b>	<b>110,781,380.00</b>	<b>110,764,075.04</b>		<b>5.369</b>	<b>78</b>	
<b>Local Agency Investment Funds</b>											
SYS336	336	Local Agency Invstmt Fund			40,377,205.84	40,116,495.51	40,377,205.84	3.929	3.929	1	
<b>Subtotal and Average</b>			<b>40,178,794.32</b>		<b>40,377,205.84</b>	<b>40,116,495.51</b>	<b>40,377,205.84</b>		<b>3.929</b>	<b>1</b>	

**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Details - Cash**  
**January 19, 2024**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Mat./Call
<b>Money Mkt Mutual Funds/Cash</b>										
SYS10033	10033	Revolving Fund		07/01/2023	20,000.00	20,000.00	20,000.00		0.000	1
SYS4	4	Union Bank		07/01/2023	0.00	0.00	0.00		0.000	1
SYS5	5	US Bancorp		07/01/2023	853,788.19	853,788.19	853,788.19		0.000	1
		<b>Average Balance</b>	<b>0.00</b>							<b>1</b>
<b>Total Cash and Investments</b>			<b>295,561,998.91</b>		<b>280,936,223.53</b>	<b>276,126,142.25</b>	<b>279,114,196.99</b>		<b>3.985</b>	<b>53</b>

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**ORANGE COUNTY FIRE AUTHORITY**  
**Aging Report**  
**By Maturity Date**  
**As of January 20, 2024**

Orange County Fire Authority  
 1 Fire Authority Road  
 Irvine, CA 92602  
 (714)573-6301

					Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval:	0 days	( 01/20/2024 - 01/20/2024 )	7 Maturities	0 Payments	73,486,223.53	26.52%	73,486,223.53	73,226,613.20
Aging Interval:	1 - 30 days	( 01/21/2024 - 02/19/2024 )	2 Maturities	0 Payments	28,000,000.00	10.12%	27,923,420.00	27,930,560.00
Aging Interval:	31 - 60 days	( 02/20/2024 - 03/20/2024 )	1 Maturities	0 Payments	14,000,000.00	5.04%	13,918,620.00	13,922,160.00
Aging Interval:	61 - 90 days	( 03/21/2024 - 04/19/2024 )	3 Maturities	0 Payments	29,435,000.00	10.54%	29,213,121.67	29,116,197.25
Aging Interval:	91 - 120 days	( 04/20/2024 - 05/19/2024 )	3 Maturities	0 Payments	30,000,000.00	10.70%	29,631,746.00	29,636,860.00
Aging Interval:	121 - 365 days	( 05/20/2024 - 01/19/2025 )	7 Maturities	0 Payments	79,015,000.00	27.89%	78,040,286.32	77,024,791.80
Aging Interval:	366 - 1095 days	( 01/20/2025 - 01/19/2027 )	3 Maturities	0 Payments	27,000,000.00	9.19%	27,000,881.47	26,371,060.00
Aging Interval:	1096 days and after	( 01/20/2027 - )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Total for			26 Investments	0 Payments		100.00	279,114,196.99	276,126,142.25



**NOTES TO PORTFOLIO MANAGEMENT REPORT**

- Note 1: Market value of the LAIF investment is calculated using a fair value factor provided by LAIF. The U.S. Bank Corporate Trust and Custody Department provides market values of the remaining investments.
- Note 2: Book value reflects the cost or amortized cost before the GASB 31 accounting adjustment.
- Note 3: GASB 31 requires governmental entities to report investments at fair value in the financial statements and to reflect the corresponding unrealized gains/ (losses) as a component of investment income. The GASB 31 adjustment is recorded only at fiscal year-end. The adjustment for June 30, 2023 includes a decrease of \$612,970.63 to the LAIF investment and a decrease of \$4,899,612.02 to the remaining investments.
- Note 4: The Federated Treasury Obligations money market mutual fund functions as the Authority's sweep account. Funds are transferred to and from the sweep account to/from OCFA's checking account in order to maintain a target balance of \$1,000,000 in checking. Since this transfer occurs at the beginning of each banking day, the checking account sometimes reflects a negative balance at the close of the banking day. The negative closing balance is not considered an overdraft since funds are available in the money market mutual fund. The purpose of the sweep arrangement is to provide sufficient liquidity to cover outstanding checks yet allow that liquidity to be invested while payment of the outstanding checks is pending.

## GLOSSARY

### INVESTMENT TERMS

**Basis Point.** Measure used in quoting yields on bonds and notes. One basis point is .01% of yield.

**Book Value.** This value may be the original cost of acquisition of the security, or original cost adjusted by the amortization of a premium or accretion of a discount. The book value may differ significantly from the security's current value in the market.

**Commercial Paper.** Unsecured short-term promissory notes issued by corporations, with maturities ranging from 2 to 270 days; may be sold on a discount basis or may bear interest.

**Coupon Rate.** Interest rate, expressed as a percentage of par or face value, that issuer promises to pay over lifetime of debt security.

**Discount.** The amount by which a bond sells under its par (face) value.

**Discount Securities.** Securities that do not pay periodic interest. Investors earn the difference between the discount issue price and the full face value paid at maturity. Treasury bills, bankers' acceptances and most commercial paper are issued at a discount.

**Effective Rate of Return.** Rate of return on a security, based on its purchase price, coupon rate, maturity date, and the period between interest payments.

**Federal Agency Securities.** Securities issued by agencies such as the Federal National Mortgage Association and the Federal Farm Credit Bank. Though not general obligations of the US Treasury, such securities are sponsored by the government and therefore have high credit ratings. Some are issued on a discount basis and some are issued with coupons.

**Federal Funds.** Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis through the Federal Reserve banking system. Fed Funds are considered to be immediately available funds.

**Fed Funds Rate.** The interest rate charged by one institution lending federal funds to another.

**Federal Open Market Committee.** The branch of the Federal Reserve Board that determines the direction of monetary policy.

**Local Agency Investment Fund (LAIF).** A California State Treasury fund which local agencies may use to deposit funds for investment and for reinvestment with a maximum of \$75 million for any agency (*excluding bond funds, which have no maximum*). It offers high liquidity because

deposits can be converted to cash in 24 hours and no interest is lost. Interest is paid quarterly and the State's administrative fee cannot to exceed 1/4 of a percent of the earnings.

**Market value.** The price at which the security is trading and could presumably be purchased or sold.

**Maturity Date.** The specified day on which the issuer of a debt security is obligated to repay the principal amount or face value of security.

**Money Market Mutual Fund.** Mutual funds that invest solely in money market instruments (short-term debt instruments, such as Treasury bills, commercial paper, bankers' acceptances, repurchase agreements and federal funds).

**Par.** Face value or principal value of a bond typically \$1,000 per bond.

**Rate of Return.** The amount of income received from an investment, expressed as a percentage. A *market rate of return* is the yield that an investor can expect to receive in the current interest-rate environment utilizing a buy-and-hold to maturity investment strategy.

**Treasury Bills.** Short-term U.S. government non-interest bearing debt securities with maturities of no longer than one year. The yields on these bills are monitored closely in the money markets for signs of interest rate trends.

**Treasury Notes.** Intermediate U.S. government debt securities with maturities of one to 10 years.

**Treasury bonds.** Long-term U.S. government debt securities with maturities of 10 years or longer.

**Yield.** Rate of return on a bond.

**Yield-to-maturity.** Rate of return on a bond taking into account the total annual interest payments, the purchase price, the redemption value and the amount of time remaining until maturity.

### ECONOMIC TERMS

**Conference Board Consumer Confidence Index.** A survey that measures how optimistic or pessimistic consumers are with respect to the economy in the near future.

**Consumer Price Index (CPI).** A measure that examines the weighted average of prices of a basket of consumer goods and services, such as transportation, food and medical care. Changes in CPI are used to assess price changes associated with the cost of living.

**Durable Goods Orders.** An economic indicator released monthly that reflects new orders placed with domestic manufacturers for delivery of factory durable goods such as autos and appliances in the near term or future.

**Gross Domestic Product.** The monetary value of all the finished goods and services produced within a country's borders in a specific time period. It includes all of private and public consumption, government outlays, investments and exports less imports that occur within a defined territory.

**Industrial Production.** An economic indicator that is released monthly by the Federal Reserve Board. The indicator measures the amount of output from the manufacturing, mining, electric and gas industries.

**ISM Institute for Supply Management (ISM) Manufacturing Index.** A monthly index that monitors employment, production inventories, new orders and supplier deliveries.

**ISM Non-manufacturing Index.** An index based on surveys of non-manufacturing firms' purchasing and supply executives. It tracks economic data for the service sector.

**Leading Economic Index.** A monthly index used to predict the direction of the economy's movements in the months to come. The index is made up of 10 economic components, whose changes tend to precede changes in the overall economy.

**National Federation of Independent Business Small Business Optimism Index.** An index based on surveys of small business owners' plans and expectations regarding employment, capital, inventories, economic improvement, credit conditions, expansion, and earnings trends in the near term or future.

**Producer Price Index.** An index that measures the average change over time in the selling prices received by domestic producers for their output.

**University of Michigan Consumer Sentiment Index.** An index that measures the overall health of the economy as determined by consumer opinion. It takes into account an individual's feelings toward his or her own current financial health, the health of the economy in the short term and the prospects for longer term economic growth.





**Orange County Fire Authority**  
**AGENDA STAFF REPORT**

**Budget and Finance Committee Meeting**  
**February 14, 2024**

**Agenda Item No. 3B**  
**Discussion Calendar**

**Prefunding of CIP Projects Policy Review Process -**  
**B&FC Recommendation for Board Consideration**

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**Contact(s) for Further Information**

Lori Zeller, Deputy Chief  
Administration & Support Bureau

[lorizeller@ocfa.org](mailto:lorizeller@ocfa.org)

714.573.6020

Robert Cortez, Assistant Chief  
Business Services Department

[robertcortez@ocfa.org](mailto:robertcortez@ocfa.org)

714.573.6012

**Summary**

This agenda item is provided to the Budget & Finance Committee (B&FC) as the final step in the prefunding of Capital Improvement Program (CIP) Projects review process. At this meeting, staff will provide recommended draft policy language changes to the Financial Stability Budget Policy, consistent with the comments provided by the B&FC during its January 2024 meeting.

**Prior Board/Committee Action(s)**

At the February 23, 2023, meeting of the Board of Directors, the Board directed staff to work with the B&FC to consider prefunding of CIP, with a recommendation to direct staff to return the item to the Board of Directors for future discussion.

At the July 12, 2023, meeting of the B&FC, the Committee approved the review process that will be utilized to educate and inform our policymakers regarding OCFA's current CIP policies and funding mechanism, best practices, and ultimately to develop options and recommendations for the prefunding of future CIP Projects.

At the September 13, 2023, meeting of the B&FC, the Committee received and filed an overview of OCFA's CIP.

At the October 17, 2023, meeting of the B&FC, the Committee received and filed the overview of OCFA Operating and CIP Funding Mechanism.

At the November 8, 2023, meeting of the B&FC, the Committee received and filed the overview of OCFA Review of CIP Sample Policies and Best Practices.

At the January 10, 2024, meeting of the B&FC, the Committee received and filed the overview of OCFA Prefunding CIP Options. Furthermore, the Committee also provided comments on the options to be considered in the drafting of policy recommendations for its February Committee meeting. The Committee's comments concluded with their desire to prefund the replacement of helicopters with the use of available funds once the snowball plan has met its funding target goals for pension (85%) and retiree medical (100%) liabilities.

### **RECOMMENDED ACTION(S)**

Review the proposed draft policy language changes to the Financial Stability Budget Policy to formalize the prefunding of CIP regional assets, specifically for the future replacement of helicopters, and direct staff to place the item on the agenda for the Board of Directors meeting of February 22, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors approve and adopt the draft policy language changes.

### **Impact to Cities/County**

Not Applicable.

### **Fiscal Impact**

Future budgets will transition funding to the Helicopter Replacement Prefunding fund once the Snowball funding targets for pension and retiree medical liabilities have been met (estimated to take place starting in FY27/28).

### **Background**

During the January 18, 2023, Board of Directors Meeting, Director Tettemer requested that an item be agendaized at the following meeting to seek interest from the Board for the development of a policy to prefund the CIP. At the February 23, 2023, Board of Directors Meeting, Director Tettemer introduced the item titled, "Establish a Policy to Prefund Capital Improvement Program Projects." Following Board discussion, on motion by Director Tettemer and second by Director Shawver, and following a roll call vote, the OCFA Board approved 24-0 (Director Bourne absent) to direct staff to work with the B&FC to consider prefunding of CIP projects, with a recommendation to direct staff to return the item to the Board of Directors for future discussion.

### **Review Process: Prefunding of CIP Projects Policy**

The OCFA's B&FC has been utilized to conduct the Review Process, with delivery of its findings and recommendations to the Board of Directors upon completion. To facilitate the review, staff developed the following review process to educate and inform our policymakers regarding OCFA's current CIP policies and funding mechanism, review sample policies and best practices, and ultimately to develop options and recommendations for Board consideration regarding the prefunding of future CIP Projects. The B&FC approved the review process at its July 12, 2023 meeting.

The review process was sequenced in a manner to facilitate a thorough education followed by the review of policy options, and recommendations. The review process and work plan included:

1. Overview of OCFA's Capital Improvement Program
2. Review of OCFA Operating and CIP Funding Mechanism
3. Review of CIP Sample Policies and Best Practices
4. Prefunding CIP Options
5. Development of Recommendations for Board Consideration

The B&FC was provided with ample time for completion of this important review and, as originally anticipated, the work plan required approximately six months to complete.

### ***Current Months Topic: Development of Recommendations for Board Consideration***

Based on the Budget & Finance Committee comments provided during its January 2024 meeting, staff prepared and will present draft policy language for the prefunding of CIP regional assets, specifically for the future replacement of helicopters (Attachment 1). The funding mechanism to

accomplish the prefunding of replacement helicopters will come from available funds once the snowball plan has met its funding target goals for pension (85%) and retiree medical (100%) liabilities. If these proposed policy amendments meet the intent of the B&FC, then a summary of the review work performed, and the recommendations will be presented to the Board of Directors for consideration at their meeting of February 22, 2024.

**Attachment(s)**

Draft Changes to the Financial Stability Budget Policy

## FINANCIAL STABILITY BUDGET POLICY

### 1. PURPOSE

- 1.1. To guide OCFA budget actions toward maintaining long-term financial stability and to establish contingency fund levels and annual funding targets for the Authority's General Fund and Capital Improvement Program (CIP) Funds.
- 1.2. To establish CIP fund balances that accumulate and deplete in harmony with the needs and timing of capital projects identified in the five-year CIP.
- 1.3. To facilitate accelerated payment of OCFA's unfunded liabilities for improved fiscal health. As per the predefined goal of 85% pension liability and 100% Retiree Medical liability funded level.
- 1.4. To facilitate prefunding the future replacement of OCFA's helicopters for improved fiscal health, for reasons including but not limited to:
  - Stabilizing capital budgets
  - Avoiding borrowing and minimizing interest charges
  - Guiding long-term planning

### 2. ADOPTION AND REVIEW

- 2.1. This policy was originally adopted by the Board of Directors on May 23, 2002, and was implemented with the Fiscal Year 2002/03 Budget Update.
- 2.2. This policy shall be reviewed periodically for recommended revisions in order to maintain the policy in a manner that reflects the ongoing financial goals of the Authority.
- 2.3. Policy revisions shall be reviewed by the Budget and Finance Committee and approved by the Board of Directors.

### 3. POLICY

- 3.1. The Five-Year Financial Forecast shall be used as a budget tool that's updated annually in conjunction with the budget for projected revenues and expenditures. The

Five-Year Forecast will include all OCFA budgetary funds to provide a picture of the Authority's overall fiscal health.

3.1.1 The Five-Year Forecast will also be updated whenever a significant financial event occurs or is anticipated to occur mid-year in order to assess the severity of the impact.

3.1.2 The Five-Year Forecast shall also be evaluated before undertaking any significant financial commitment to ensure the Authority's fiscal health is maintained.

~~3.1.2~~3.1.3 It should be noted that data included in the first two years of the forecast is the most predictable and reliable.

~~3.1.3~~3.1.4 Data contained in the outer years of the forecast is less reliable due to uncertainties regarding items such as future property tax growth, benefit costs, and capital needs. Although less reliable, the information is a useful indicator of trends and the potential need for early corrective intervention.

3.2. The proposed operating budget (General Fund) submitted by Authority staff shall be a balanced budget.

3.3. The Authority shall also strive to achieve a projected operating budget that's balanced for all years included in the Five-Year Financial Forecast.

3.4. The Authority shall maintain a contingency reserve in the General Fund set at 10% of operating expenditures for unplanned emergencies.

3.4.1 The 10% contingency reserve will be calculated and established at budget adoption. Once established, it will remain fixed through the duration of the fiscal year.

~~3.4.1~~3.4.2 Operating expenditures exclude grant-funded expenditures, accelerated payments toward unfunded liabilities, expenditures approved as a one-time expenditure in the given fiscal year, and operating transfers out of the General Fund.

3.5. In the first fiscal year following the achievement of both 85% funding level of the pension liability and 100% funding level of the Retiree Medical liability, the Authority shall (1) create a new CIP fund called "Fund 134 - Helicopter Replacement Prefunding" and (2) on an annual basis going forward, budget an expenditure in Fund 121 and corresponding revenue in the new Fund 134 for the annual replacement value of OCFA's four helicopters. Calculate each helicopter's annual replacement value by

dividing the current replacement cost (e.g. \$29M per Firehawk purchased in 2023 growing at an annual inflation factor of 3% per year), by its estimated useful life. This will establish a reserve fund that can transfer accumulated funds to Fund 133 as needed to pay for Helicopter purchases.

~~3.5.3.6~~ Funds available for transfer out of the General Fund after funding annual expenses (net general fund revenue, or “surplus”) shall be allocated as follows:

3.6.1 Net General Fund, or surplus general fund revenue, shall be calculated for transfer each year as part of the March mid-year budget adjustments, except in the following circumstance:

3.6.1.1 If needed, operating transfers of surplus general fund revenue shall be made to the CIP fund(s) at the beginning of the fiscal year sufficient to prevent the CIP fund(s) from experiencing a negative fund balance during the fiscal year.

~~3.5.1.1.3.6.1.2.~~ The operating transfers of surplus general fund revenue made at the onset of the fiscal year shall be reconciled with the calculation outlined in ~~3.6.5.2~~ at the Mid-year Budget Adjustment.

~~3.5.23.6.2~~ In March of each year, after funding any incremental increase required to maintain the 10% General Fund contingency reserve, 50% of the remaining surplus shall be transferred to the CIP and 50% shall be allocated as accelerated payment of OCFA’s unfunded liabilities (first toward pension liability until achieving an 85% funding level, second toward Retiree Medical until reaching a 100% funding level), except in the following circumstances:

~~3.5.2.1.3.6.2.1.~~ If the 50% allocation to the CIP, when combined with CIP fund balance and other CIP revenues, is insufficient to fund that year’s CIP expenses, then a sufficient percentage of the surplus (up to 100%) may be transferred to the CIP to fund that year’s CIP expenses. Any remainder shall be allocated as an accelerated payment of OCFA’s unfunded liabilities.

~~3.5.2.2.3.6.2.2.~~ If the 50% allocation to the CIP, when combined with CIP fund balance and other CIP revenues, exceeds the cost of projects in OCFA’s five-year CIP (including projects identified as deferred) then the amount transferred to the CIP shall be reduced below 50% to only fund the incremental increase needed for funding of the five-year CIP. Any remainder shall be allocated as an accelerated payment of OCFA’s unfunded liabilities.

~~3.6.3.7.~~ The Authority shall review reserve fund levels annually for the CIP funds and establish annual funding targets as follows:

~~3.6.1~~3.7.1 CIP funds will include:

- Fund 12110 – General Fund CIP
- Fund 123 – Fire Stations and Facilities
- Fund 124 – Communications & Information Systems
- Fund 133 – Fire Apparatus
- Fund 134 – Helicopter Replacement Prefunding

3.7.2 The amount of revenue available for transfer from the General Fund to the CIP shall be allocated based on the existing reserve balance in each CIP fund and based on the future needs identified in the five-year CIP, and conformed with Section 3.~~65~~.2 above.

**Priority #1:** Each CIP fund shall be allocated sufficient funds to meet planned expenditures included in the upcoming fiscal year. Sufficient funds can be a combination of existing fund balance plus new revenues and operating transfers in from the General Fund.

**Priority #2:** After meeting the needs for the upcoming fiscal year in each CIP fund, any additional funding shall be allocated based on planned expenditures included in the second fiscal year of the five-year CIP. This process shall be repeated for future years to the extent that funding is available.

**Ultimate Funding Target:** Although this status may or may not be achieved, a fully funded five-year CIP would be our ultimate goal and would allow OCFA to rest assured that all projects identified within our planning horizon have funds earmarked for those projects.

~~3.7.3.8.~~ The Authority will analyze the feasibility of paying its annual retirement contributions to the Orange County Employees Retirement System (OCERS) early each year, to take advantage of the discount offered by OCERS.

~~3.7.1~~3.8.1 OCERS reviews and sets the early payment discount rate each year. The employer is given the full discount set by OCERS if payment is made in January, a full year in advance, and one-half the discount if payment is made six months in advance in July.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Budget and Finance Committee Meeting  
February 14, 2024

Agenda Item No. 3C  
Discussion Calendar

**Election of Committee Chair and Vice Chair**

**Contact(s) for Further Information**

Robert Cortez, Assistant Chief  
Business Services Department

[robertcortez@ocfa.org](mailto:robertcortez@ocfa.org)

714.573.6012

Maria D. Huizar, Clerk of the Authority

[mariahuizar@ocfa.org](mailto:mariahuizar@ocfa.org)

714.573.6041

**Summary**

The Rules of Procedure includes provisions for the election of a Chair and Vice Chair.

**Prior Board/Committee Action**

This is an annual and routine item for Committee Member consideration.

**RECOMMENDED ACTION(S)**

Elect a Chair and Vice Chair for 2024.

**Impact to Cities/County**

None.

**Fiscal Impact**

None.

**Background**

The Rules of Procedure adopted by the Board of Directors includes a provision for election of the Chair and Vice Chair, as follow:

**“RULE 10. THE STANDING COMMITTEES**

Section (b)(2) At the first meeting of the Budget and Finance Committee following the annual election of the Chair and Vice Chair of the Board of Directors, the Directors assigned to the Budget and Finance Committee shall elect from their members a Chair and Vice Chair of the Committee.”

The Chair may call for nominations for the 2024 Chair and/or Vice Chair positions, close the nominations, vote on the matter and declare the results.

**Attachment(s)**

None.