



COACHELLA VALLEY MOSQUITO
& VECTOR CONTROL DISTRICT

ANNUAL BUDGET FY22-23



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OUR MISSION

We are dedicated to enhancing the quality of life for our community by providing effective and environmentally sound vector control and disease prevention programs

OUR VISION

To progress towards a future free of vector-borne disease using proven scientific, technical, and educational strategies, which are financially and environmentally sound

Values

Public Health

Financial Stability

Ethics

Innovation

Professionalism

Education

Environmental Stewardship

Communication

Collaboration

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David I'Anson, Administrative Finance Manager

Crystal Moreno, Human Resources Manager

Edward Prendez, Information Systems Manager

Jennifer Henke, Laboratory Manager

Tammy Gordon, Public Information Manager

Roberta Dieckmann, Operations Manager

Please direct any comments or questions regarding this document to District Headquarters at:

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Budget Message

To the Board of Trustees and our District Constituents,

For over 90 years, the Coachella Valley Mosquito and Vector Control District (District) has protected Valley residents from insects that can transmit viruses and other disease-causing agents to humans (vectors). In 1928 the District was formed to control eye gnats and since then, our public health services have expanded to a comprehensive, science-based, Integrated Vector Management program defined by mosquito-borne disease surveillance, control, public education, and quality control.

The District's mission is to enhance the quality of life for our community by providing effective and environmentally sound vector control and vector-borne disease prevention services. With our mission in mind, and using our Strategic Plan as a guide, District staff and the Board Finance Committee worked diligently to develop this Fiscal Year (FY) 2022-23 budget. This budget supports our dedicated staff, garners essential resources, and drives management decisions over the course of the year to ensure our mosquito and vector control services are met while working towards our vision of a Valley free of vector-borne diseases.

Budget Summary

The FY 2022-23 budget is split into Operating Expenses, Transfer to Capital and Capital Expenditures. The total for FY 2022-23 is \$15.4 million.

	Budget 2021-22	Budget 2022-23	Budget Change	% Change
Operating Expenses	\$12,721,846	\$12,262,073	-\$459,773	-3.6%
Transfer to Capital	\$481,300	\$2,216,016	\$1,734,716	360.4%
Total Operating Budget	\$13,203,146	\$14,478,089	1,274,092	9.7%
Capital Expenditures	\$528,902	\$900,051	\$371,149	70.2%
Total Budget	\$13,732,048	\$15,378,140	\$1,646,092	12.0%

Operating Budget:

The FY 2022-23 Operating budget shows an increase of \$1.3 million, or 9.7 % in expenses and transfer to capital compared to prior year. Increase transfers to capital include \$1million contribution to Capital Reserves from the FY2021-22 budget surplus, a \$0.5million fund transfer to the Capital Project Sterile Mosquito Insectary Fund Reserve, and transfer of \$0.3 million to Capital Facility Replacement Fund and \$0.2million to Capital Equipment Replacement Fund.

The organizational split of the Fiscal Year 2022-23 Operating Expenses, of \$14,478,089, are shown in the pie chart below:

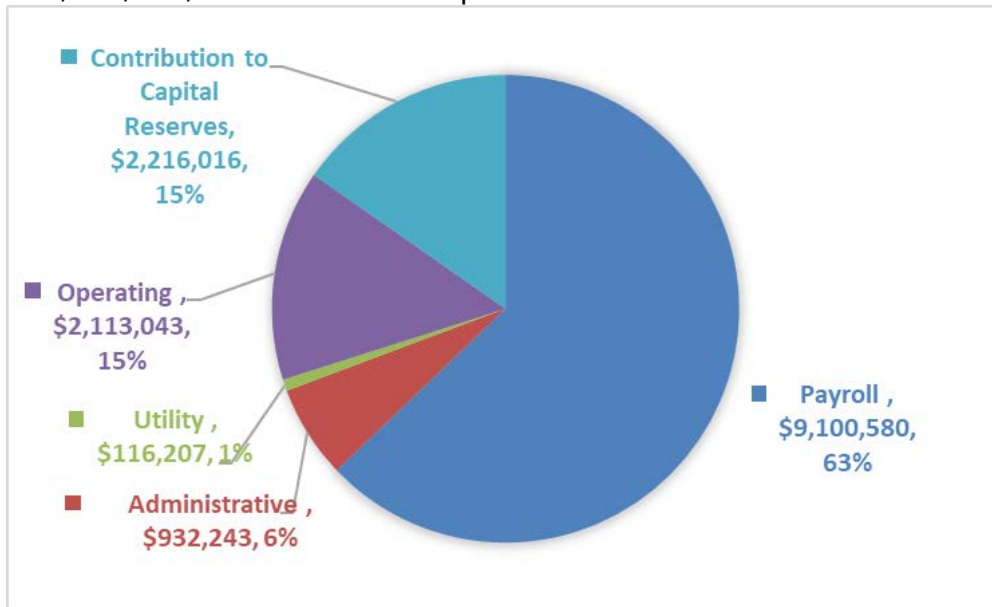


Figure 1 FY2022-23 Operating Budget Profile

Payroll expenses account for 63% of the total budget. For FY 2022-23 budget, the District full-time equivalent (FTE) staff is 70.8, an increase of 1.8 FTE. The total payroll budget compared with prior years is reduced by 5% because of the prefunding of the CalPERS unfunded liability of \$1million. Changes to the organizational chart include two positions. First, an upward reclassification of the Public Information Officer to Public Information Manager. This is due to the growth and increase in complexity of the Public Outreach program and the need for higher level planning and coordination of a managerial position. Secondly an addition of an n Operations Program Coordinator to plan and facilitate the expanding Operation programs such as Area wide mosquito control, Invasive Mosquito control, abatement, implementation of Best Management Plans with agencies and communities, and our expanding Drone surveillance and control program.

- Operating expenses account for 15% of the total budget, has a slight increase of 0.7 %.
- Administrative expenses account for 6% of the total budget, a decrease of 7.2 % over prior year's budget due to one off professional fee related to the Strategic Plan.
- Utility expenses account for 1% of the total budget, has an increase of 7.2% over prior year's budget due to utility charges increasing.

Contributions to capital reserves account for 15% of the total budget. These expenses ensure the District is in a strong long term financial position with regards to facility and equipment, preventative maintenance, and replacement as well as funding capital. projects. This proactive planning and reserves ensure the continuity of services required to protect Valley residents and visitors from vectors and the pathogens they can transmit.

Capital Expenditure Budget:

The details of the Fiscal Year 2022-23 Capital expenditures of \$900,051, are shown in the pie chart below:

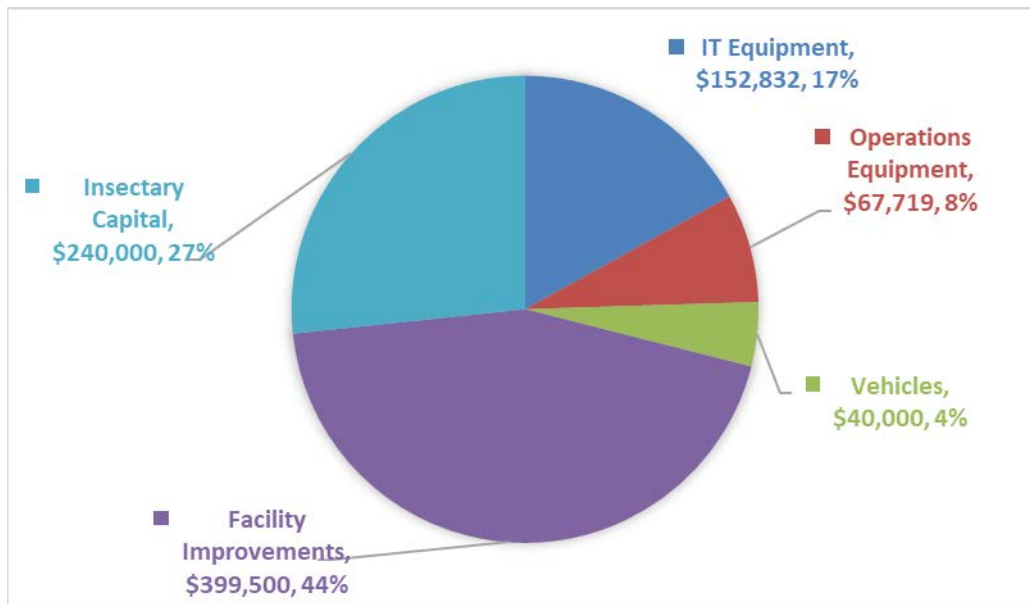


Figure 2 FY22-23 Capital Expense Profile

The planned expenditures on Capital improvement projects has increased by \$371,149 as compared with FY 2021-22 budget. Capital Improvements include \$220,551 for capital equipment replacement, \$130,000 for video surveillance archive system, replacement network server, laptops and tablets, trailer for the drone, two replacement golf carts and a generator for charging drone batteries in the field; \$439,500 for facility maintenance and improvements, including remodel work in Administration, replacement of external doors in Administration, Operations and Laboratory and some HVAC mechanical maintenance; and \$240,000 for equipment and new insectary feasibility study used for Sterile Mosquito Technique. More information on the planned expenditures can be found in the capital budget section.

Overall Source of Funds

	Budget 2021-22	Budget 2022-23	Budget Change	% Change
Operating				
General Revenue	\$9,939,635	\$11,220,878	\$630,924	12.9%
Benefit Assessment	\$2,299,810	\$2,299,810	0	0%
Funding from/ (to) Reserves	\$1,011,303	(\$358,564)	(\$1,369,867)	-135.5%
Total Budget	\$13,250,748	\$13,162,124	(88,624)	-0.7%

General Revenue: ad-valorem property taxes, Thermal facility rental fees, reimbursement for mosquito sample virus testing for the County of Riverside Public Health, and investment interest income.

- Benefit Assessment Revenue: remains at \$14.39 per single-family resident.
- Full details of the Operating revenue sources are shown in the pie-chart below.

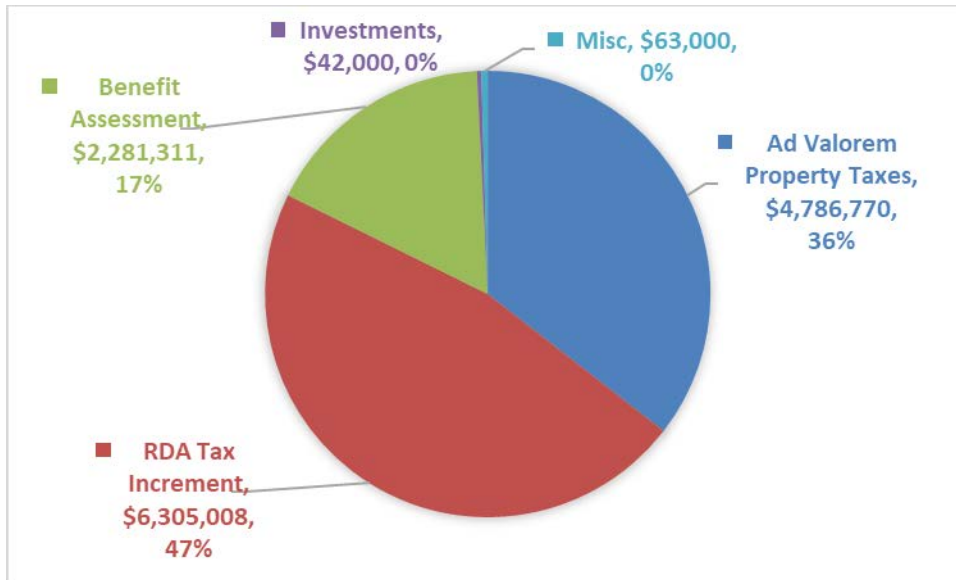


Figure 3 FY2022-23 Revenue

Funding from/ (to) Reserves for FY 2022-23 is forecast to be a transfer of \$358,564 to reserves. Tax Increment Revenue in FY 21-22 rose approximately 13% over the over prior year actual because of changes to State residual amount calculations following the Chula Vista v Sandoval decision and increase in property valuations.

Short term and long-term issues impacting the budget

CALPERS / STRATEGIC Plan

Working Capital: The District maintains a minimum working capital reserve for Operations equal to \$5,800,000. These funds are set-aside because the District receives most of its funding from property taxes and the benefit assessment collected by the County of Riverside. These funds do not reach the District until January, six months into the fiscal year. Figure 4 shows the estimated impact on monthly cash flow based on the budgeted revenue and expenses for FY 2022-23.

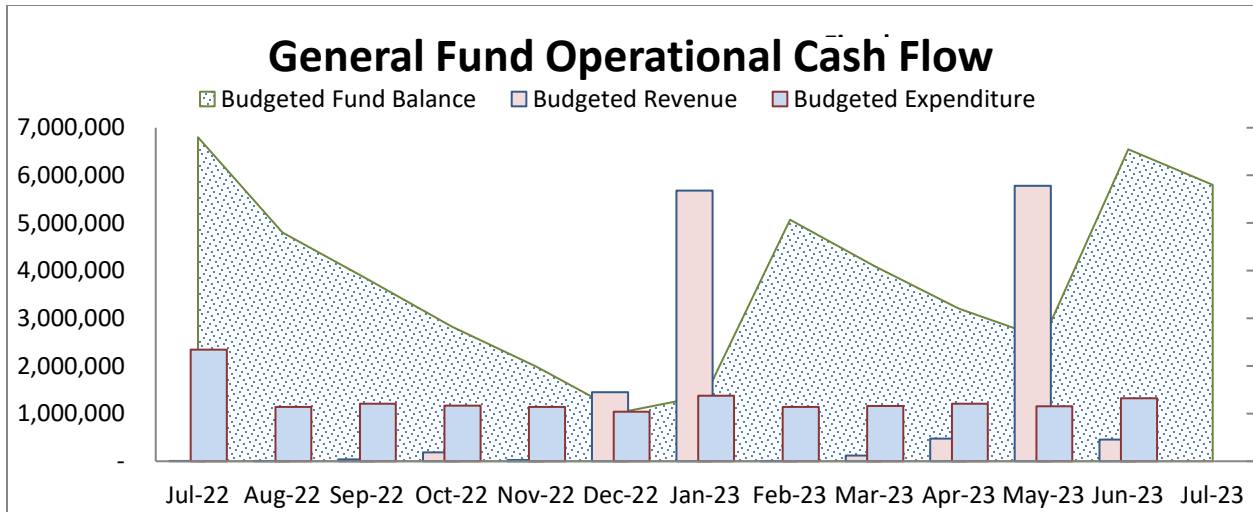


Figure 4 Working Capital

Historically, the point at which the revenue versus expense deficit is at its greatest is the end of November. Based on budget estimates for FY 2022-23, November year-to-date expenses will exceed year-to-date November revenue by almost \$5.7 million. Holding \$5.8 million set aside as working capital will fund this deficit. The deficit will then reduce following the first installment of property tax receipts in December.

Invasive Species: The yellow fever mosquito, *Aedes aegypti*, continues to t across the state of California. The breeding habits of this mosquito make it a challenge for mosquito control agencies State-wide both in its control and threat of vectoring new mosquito viruses. Because of this mosquito, the District has increased its service by hiring additional staff to assist with invasive *Aedes aegypti* control and education to communities. Changing behaviors of Valley residents and empowering residents through education to reduce mosquito breeding sites on their property and in their neighborhood is a long-term solution in ridding this mosquito from our communities. Other strategies such as sterile mosquito technique are currently being evaluated as a potential long term control measures over the next 2-3 years.

Emergency Reserve for Public Health Emergency: Viruses that our Valley mosquitoes do and can possibly transmit requires that the District set aside a reserve of funds to quickly respond to an outbreak of mosquito-borne disease. Science-based strategies to stop an outbreak, typically require wide-area control measures. These types of wide-scale operations, primarily conducted by air, can quickly deplete millions of dollars in reserves in a matter of weeks to control adult mosquitoes and interrupt disease transmission to humans. Estimated cost of the response to public health vector-borne disease outbreak scenarios in the Coachella Valley is

\$5,162,230. Beginning balance July 1, 2022, is estimated to be \$5,052,570 or 98% funded.

Facility and Operations Equipment: For funding of ongoing facility maintenance, operations equipment, and vehicle replacement, the District uses a third-party firm to carry out a reserve study analysis and annual update. Currently, the funding level for the facility and vehicle equipment replacement is around 70% funded which is a very solid financial position for these capital funds. Beginning balance July ,1 2022 is estimated to be \$3,302,214. Ending balance June 30, 2023, is estimated to be \$3,845,723.

Capital Project SIT Insectary Construction Fund: For funding of capital project insectary. For FY 2022-23 fund transfer from General Fund of \$1,000,000.

CalPERS Pension and Other Post-Employment Benefit (OPEB) Liabilities: In FY 2021-22 Budget, to control the continual escalating pension costs to the District's CalPERS plan, a one-time lump sum payment of \$1,000,000 on top of the annual payment towards the District's CalPERS unfunded liability was approved by the Board of Trustees. In addition, the District amortization period for the 2020 losses was shortened from 20 years to 5 years saving an estimated interest payment of \$569,896. For FY 2022-23 the annual unfunded accrued liability (UAL) payment was reduced from \$363,024 to \$190,024. By FY 2023-24 this payment is forecast to be zero.

The District provides healthcare through CalPERS PEHMCA offering retiree medical coverage pursuant to government code 22893. According to the latest actuarial valuation, the value of the accumulated liability for the fiscal year ending June 30, 2022, is \$4,808,726 (total OPEB liability). The District sets aside funds to cover retiree health liabilities in the California Employers Retiree Benefit Trust (CERBT) Fund, a qualifying trust, the Fiduciary Net Position of the District funds held in CERBT are \$4,721,479 leaving a Net OPEB Liability of \$87,247 with a funding ratio of 98 %. The District annually prefunds \$312,420 which is the last GASB 45 annual required contribution before GASB 75 took its place.

Conclusion

As our world changes and the risk of vector and vector-borne disease continues to expand and create new challenges for public health, our District Staff and resources remain poised to proactively meet those challenges. This comprehensive budget reflects a unified and fiscally sound effort by the Board and staff to provide the necessary resources for the District's Integrated Vector Management Program aimed to prevent and reduce vector and vector-borne disease while enhancing the quality of life for all who live and visit the Coachella Valley.

I would like to give special thanks to the District's Finance Committee comprised of Board Treasurer Doug Walker, Trustee Bito Larson, and Trustee Clive Weightman for their dedication, guidance, and valuable contributions in the development of the budget document. I would also like to thank David l'Anson, District Administrative Finance Manager, for facilitating the six-month budget development process with our Finance Committee and the Management and Supervisory Team who thoughtfully worked through their departmental needs for the coming fiscal year. Once again it has been a rewarding collaborative process working with all those involved to deliver to you this year's balanced 2022-23 fiscal budget.

Respectfully submitted,

Jeremy Wittie, M.S.
General Manager

Major Assumptions

REVENUE ASSUMPTION

- The Benefit Assessment rate remains at \$14.39 per Single Family Equivalent with current estimate of total revenue being \$2,299,810.
- Property tax revenue to increase 5%
- Property tax increment revenue to increase 5%

EXPENDITURE ASSUMPTION

The District employs sixty-seven full-time equivalents (FTE), increased with seasonal (part-time) staff beginning early summer 3.8 FTE, totaling 70.8 full-time equivalents (FTE). An increase of 1.8 FTE

- Cost of living adjustment 3 % for all employees.
- CalPERS Employer Rate decrease from 9.13% to 9.12% (Classic members).
- CalPERS unfunded accrued liability (UAL) reduced from \$363,024 to \$190,024

CAPITAL RESERVES FORECAST

The total beginning Capital Fund balance for July 1, 2022, is estimated to be \$15,399,667, the ending balance on June 30, 2023, estimated to be \$15,588,231. Capital planning for FY2022-23 includes establishing Capital Project Sterile Mosquito Insectary Fund Reserve, with a \$0.5million fund transfer from the General Fund (from the \$1million FY2021-22 budget surplus). Other transfers from the General Fund include \$0.3 million to Capital Facility Replacement Fund and \$0.2million to Capital Equipment Replacement Fund.

- **General Reserve** beginning balance \$11,939,817, \$0.5million transfer to Capital Project Sterile Mosquito Insectary Fund, \$0.3 million to Capital Facility Replacement Fund and \$0.2million to Capital Equipment Replacement Fund. Ending balance **\$10,939,817**.
- **Thermal Facility Remediation Fund Reserve** beginning balance \$129,139, fund transfer of \$39,655 and revenue of \$15,400. No budget expenses planned in this fiscal year. Ending balance **\$184,194**.

- **Capital Equipment Replacement Fund Reserve** beginning balance \$620,254, interest and fund transfer of \$288,842 minus planned equipment purchases of \$220,551. Ending balance **\$688,545**.

Year	Starting Reserve Balance	Fully Funded Balance	Percent Funded	Rating	Annual Reserve Contribution	Special Funding Needs	Surplus Sales	Interest Income	Projected Reserve Expenses
2023	\$620,254	\$675,790	92%	Strong	\$86,361	\$200,000		\$2,481	\$220,551
2024	\$688,545	\$769,074	90%	Strong	\$94,997			\$2,754	\$82,360
2025	\$703,936	\$712,609	99%	Strong	\$98,797			\$2,816	\$234,384
2026	\$571,164	\$712,107	80%	Strong	\$102,749			\$2,285	\$74,815
2027	\$601,383	\$734,896	82%	Strong	\$106,859			\$2,406	\$66,600
2028	\$644,047	\$893,316	72%	Strong	\$111,133			\$2,576	\$35,500
2029	\$722,256	\$872,573	83%	Strong	\$115,578			\$2,889	\$70,580
2030	\$770,144	\$929,234	83%	Strong	\$120,202			\$3,081	\$134,050
2031	\$759,376	\$933,857	81%	Strong	\$125,010			\$3,038	\$110,500
2032	\$776,923	\$1,019,226	76%	Strong	\$130,010			\$3,108	\$103,434

Figure 1 Capital Equipment Replacement Fund maintains strong funding

- **Capital Facility Replacement Fund Reserve** beginning balance \$2,681,960 interest and fund transfer of \$914,718 minus facility capital improvement expenses of \$439,500. Ending balance **\$3,157,178**.

Year	Starting Reserve Balance	Fully Funded Balance	Percent Funded	Rating	Annual Reserve Contribution	Special Funding Needs	Interest Income	Projected Reserve Expenses
2023	\$2,681,960	\$4,228,998	63.4%	Fair	\$590,000	\$300,000	\$24,718	\$439,500
2024	\$3,157,178	\$4,022,228	78.5%	Strong	\$613,600		\$31,572	\$799,670
2025	\$3,002,680	\$4,212,466	71.3%	Strong	\$638,144		\$30,027	\$222,261
2026	\$3,448,590	\$4,698,978	73.4%	Strong	\$663,670		\$34,486	\$969,401
2027	\$3,177,344	\$4,447,794	71.4%	Strong	\$690,217		\$31,773	\$773,236
2028	\$3,126,098	\$4,270,632	73.2%	Strong	\$717,825		\$31,261	\$689,565
2029	\$3,185,619	\$4,246,004	75.0%	Strong	\$746,538		\$31,856	\$390,485
2030	\$3,573,529	\$4,326,129	82.6%	Strong	\$776,400		\$35,735	\$376,864
2031	\$4,008,800	\$4,736,601	84.6%	Strong	\$807,456		\$40,088	\$1,480,265
2032	\$3,376,079	\$5,193,902	65.0%	Fair	\$839,754		\$33,761	\$175,381
2033	\$4,074,212	\$4,549,521	89.6%	Strong	\$873,344		\$40,742	\$715,649

Figure 2 Capital Facility Replacement Fund Reserve maintains strong funding

- **Capital Project Sterile Mosquito Insectary Fund Reserve** beginning balance \$0, \$1million fund transfer from General fund and Operating Budget minus feasibility study expenses of \$40,000 and capital equipment of \$200,000. Ending balance **\$760,000**.

<u>Capital Reserves Forecast</u>	Beginning Balance July 1, 2022	Budgeted Revenue	Contribution from / (to) Operations and from Other Capital Funds	Budgeted Expenditure	Ending Balance June 30, 2023
GENERAL FUND					
Committed Reserves: <i>Public Health Emergency</i>	5,052,570				5,052,570
Assigned Reserves: <i>Operations</i>	6,800,000	13,478,089	(2,216,016) ⁽¹⁾	(12,262,073)	5,800,000
<i>Future Healthcare Liabilities (Net OPEB Liability)</i>	87,247				87,247
<i>Unassigned</i>	0				
Total	11,939,817	13,478,089	(2,216,016)	(12,262,073)	10,939,817
THERMAL FACILITY REMEDIATION FUND RESERVE					
Assigned Reserves: <i>Thermal Facility Remediation Fund</i>	129,139	15,400	39,655 ⁽¹⁾	0	184,194
Total	129,139	15,400	39,655	0	184,194
CAPITAL EQUIPMENT REPLACEMENT FUND					
Assigned Reserves: <i>Equipment</i>	620,254	2,481	286,361 ⁽¹⁾	(220,551)	688,545
Total	620,254	2,481	86,361	(220,551)	488,545
CAPITAL FACILITY REPLACEMENT FUND					
Assigned Reserves: <i>Facility & Vehicle Replacement</i>	2,681,960	24,718	890,000 ⁽¹⁾	(439,500)	3,157,178
Total	2,681,960	24,718	890,000	(439,500)	3,157,178
CAPITAL PROJECT SIT INSECTARY CONSTRUCTION FUND					
Assigned Reserves: <i>Capital Project Sterile Mosquito Insectary Construction</i>	0	0	1,000,000 ⁽¹⁾	(240,000)	760,000
Total	0	0	1,000,000	(240,000)	760,000
Total Fund Balance	15,371,170	13,520,688	-	(13,162,124)	15,729,734
⁽¹⁾ Transfer to/from Operating Budget					

Figure 3 Five Year Forecast Below is 5-year forecast includes property tax revenue 5% increase 22-23, 4% 23-24 then 2% onwards, with Benefit Assessment staying at same level. All expenses 4% inflation.

	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget
	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>
Beginning Fund Balance	11,968,314	10,968,314	10,968,314	10,968,314	10,913,096
Property Taxes Current	11,011,113	11,452,299	11,681,713	11,915,348	12,153,655
Property Taxes Prior	62,165	36,817	36,817	36,817	36,817
Interest Income	42,000	42,000	42,000	42,000	42,000
Miscellaneous Revenue	63,000	63,000	63,000	63,000	63,000
Benefit Assessment Income	2,299,810	2,299,810	2,299,810	2,299,810	2,299,810
Total	13,478,088	13,893,926	14,123,340	14,356,975	14,595,282
Payroll	9,100,580	9,275,653	9,671,710	10,068,603	10,482,344
Administrative	932,243	965,580	1,004,204	1,044,372	1,086,147
Utility	116,207	120,855	125,689	130,717	135,946
Operating	2,113,043	2,163,782	2,258,933	2,358,750	2,463,506
Contribution to Capital Reserve	2,216,016	1,368,054	1,062,804	809,751	841,708
Total	14,478,088	13,893,925	14,123,341	14,412,193	15,009,650
Revenue less expenses	(1,000,000)	0	(0)	(55,219)	(414,369)
Ending Fund Balance	10,968,314	10,968,314	10,968,314	10,913,096	10,498,727

OPERATING BUDGET REVENUE

The five-year forecast for revenue assumes that property taxes will rise 5% for Fiscal Year (FY) 2022-23 and 4% the following year, then 2%. The total operating revenue for FY 2022-23 is forecast to increase to \$13,478,088 which is 4.0% higher than the estimated actual for Fiscal Year Ending (FYE) June 30, 2022, of \$12,932,616.

REVENUE	AMENDED BUDGET 2021-2022	ESTIMATED ACTUAL 6/30/2022	% DIFFERENCE	PROPOSED BUDGET 2022 -2023	% DIFFERENCE
PROPERTY TAXES CURRENT	9,765,531	10,513,359	7.7%	11,011,113	5.0%
PROPERTY TAXES PRIOR	32,805	60,946	85.8%	62,165	2.0%
INTEREST INCOME	42,000	42,000	0.0%	42,000	0%
MISCELLANEOUS	63,000	35,000	-44.4%	63,000	44.4%
BENEFIT ASSESSMENT	2,299,810	2,281,311	-0.8%	2,299,810	0.0%
TOTAL	\$12,203,146	\$12,932,616	6.0%	\$13,478,089	4.0%

REVENUE ASSUMPTION

- Benefit Assessment rates per Single Family Equivalent (SFE) remains at \$14.39 per SFE estimated revenue \$2,299,810
- Property Tax Current to increase by 5% in line with Assessors Valuation.

Interest revenue stays at \$42,000. Miscellaneous revenue includes \$16,000 estimated Cal Card rebate, \$35,000 for USDA refund for expenses, and \$12,000 for reimbursement for testing other mosquito & vector control districts' mosquito samples for WNV or SLE.

OPERATING BUDGET EXPENDITURE

Total Operating budget expenditure for FY2022-23 is forecast to be \$13,303,089 this is a 4% increase over the estimated actual for FYE June 30, 2022.

EXPENDITURE	ADOPTED BUDGET 2021-2022	ESTIMATED ACTUAL 6/30/2022	% DIFFERENCE	PROPOSED BUDGET 2022-2023	% DIFFERENCE
PAYROLL	9,567,740	9,567,740	0%	9,100,580	-5%
ADMINISTRATIVE	948,329	866,045	-9%	932,243	7%
UTILITY	107,824	114,824	7%	116,207	1%
OPERATING	2,097,953	1,797,698	-14%	2,113,043	15%
CONTRIBUTION TO CAPITAL RESERVES	481,300	481,300	0.0%	2,216,016	78%
TOTAL EXPENSES & TRANSFERS	\$13,203,146	\$12,827,607	-2.8%	\$14,478,089	11.4%

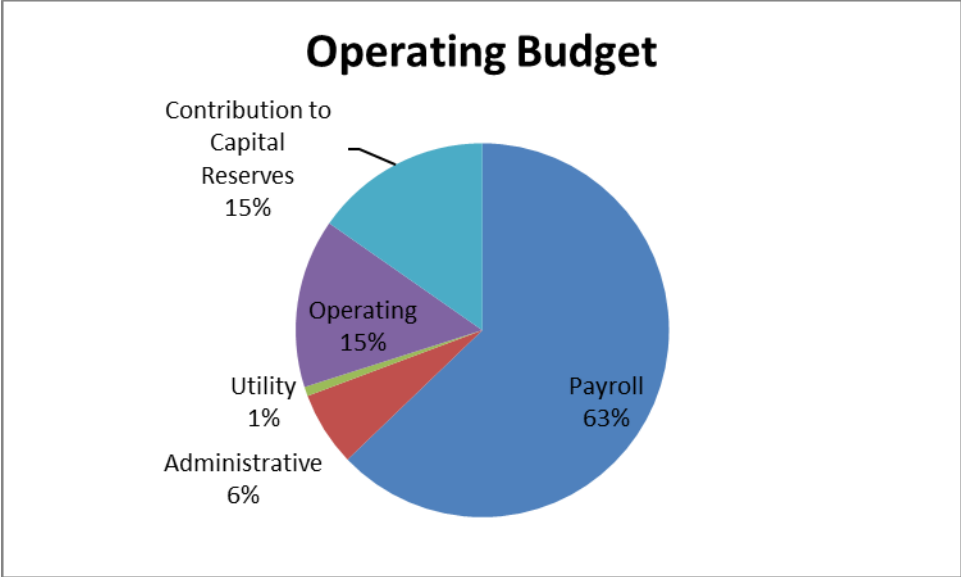


Figure 4 Operating Budget

Expenditures are broken down into Payroll, Administrative, Utility, Operating, and Contribution to Capital Reserves. Payroll costs, which account for 63% of the budget, are projected to decrease by 5% over the estimated actual for FYE June 30, 2022. The reason for the decrease is because of the prefunding of \$1million to CalPERS in prior year. Overall payroll (excluding the CalPERS prefunding) is increasing because of five positions recruited mid FY 21-22 are now budgeted for the full year, one additional position of Operations Program Coordinator is included, a COLA of 3 %, and employee step increases.

The 2022-23 Operating expenses are budgeted to be 15% more than the latest estimate for 2021-22. Administrative expenses are projected to increase by 7%, Utility increase by 1%, and Contribution to Capital Reserves to increase by 78% because of the funding for the construction of sterile mosquito insectary capital project. The Contribution to Capital Reserves includes \$1million transfer from General Fund which comes from the favorable surplus from FY 21-22 budget.

EXPENDITURE ASSUMPTIONS EXPENDITURE ASSUMPTION

Payroll

The District employs sixty-seven full-time equivalents (FTE), increased with seasonal (part-time) staff beginning early summer 3.8 FTE, totaling 70.8 full-time equivalents (FTE). This is an increase of 1.8 FTE compared to prior year.

Full Time Equivalent Fiscal Year Comparison

Department	Adopted FY2021-22		Proposed FY2022-23	
	Full Time FTEs	Part Time FTEs	Full Time FTEs	Part Time FTEs
Administration	2.0	0.0	2.0	0.0
Finance	4.0	0.0	4.0	0.0
Human Resources	3.0	0.0	3.0	0.0
Information Systems	3.0	0.0	3.0	0.0
Public Outreach	4.5	0.0	5.0	0.0
Fleet Maintenance	2.0	0.0	2.0	0.0
Buildings & Grounds Maintenance	2.0	0.0	2.0	0.0
Surveillance & Quality Control	10.5	0.4	11.0	0.4
Control Operations	32.5	5.1	35.0	3.4
Total	63.5	5.5	69.0	3.8

- Cost of living adjustment 3 % for all employees.
- CalPERS Employer Rate decrease from 9.13% to 9.12 % (Classic members).
- CalPERS unfunded accrued liability (UAL) reduced from \$363,024 to \$190,024
- 5% increase to all Manager pay scale steps.

Surveillance and Quality Control Department (SVQC)

Fully Funded Existing Position- Laboratory Technician

- The addition of one full-time Laboratory Technician hired mid FY21-22, is now budgeted for full fiscal year. This will increase SVQC Department staffing by 0.5 FTE.

Operations Department

Fully Funded Existing Position – Vector Control Technicians

- Three Vector Control Technician I positions hired mid FY 21-22 is now budgeted for full fiscal year. This will increase Operations Department staffing by 1.5 FTE.

Position Added

Operations Program Coordinator. This will increase Operations Department staffing by 1.0 FTE.

Public Outreach Department

Fully Funded Existing Position – Community Liaison

- Community Liaison position positions hired mid FY 21-22 is now budgeted for full fiscal year. This will increase Public Outreach Department staff by 0.5 FTE.

Upward Reclassification

- Current PIO will be reclassified to Public Information Manager. PIO position will not be budgeted for FY 22-23.

Administrative Expenses

- Workers' compensation insurance dues are increased to \$281,753 from \$256,139. Retrospective adjustment is estimated to be \$75,000. The retrospective adjustment for FY2021-22 was \$143,962, which reduced the workers compensation expenses for the year to \$112,177.

Utility Expenses

- Expenses are forecast to increase slightly over the estimated actual for June 30, 2021.

Operating Expenses

- Motor fuel is increased from FY2021-22 budget to \$130,300.
- Contingency Expense of \$110,000. This amount is less than 10 % of the Operating Expenses minus the Research Budget. This expense is built into the budget in case there is a need to buy more equipment, chemicals, or aerial services.

CAPITAL BUDGET – SUMMARY

The **Thermal Facility Remediation Fund Reserve** includes rental revenue of \$15,000 and a fund transfer from the General Fund of \$39,655.

Figure 5 Thermal Facility Remediation Fund Reserve Capital Budget

Coachella Valley Mosquito and Vector Control District THERMAL FACILITY REMEDIATION FUND RESERVE				
	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	129,139	63,688	75,239	9,109
REVENUE				
Misc Revenue				25,570
Income from Lease	15,000	15,000	15,000	17,295
Interest	400	400	400	(77)
Transfer From General Operating Fund	39,655	38,500	38,500	35,000
TOTAL REVENUE	55,055	53,900	53,900	77,787
EXPENSES				
Professional Fees				
Maintenance	-	-		11,656
Capital				
TOTAL EXPENSES	-	-	-	11,656
Total Revenue Less Expense	55,055	53,900	53,900	66,131
Ending Fund Balance	184,194	117,588	129,139	75,239

Capital Equipment Replacement Fund Reserve Budget expenses total \$220,551. This is funded from an annual transfer of \$86,361 based on the funding schedule shown in the Capital Equipment Replacement Fund Reserve Budget plus \$200,000 from the FY21-22 budget surplus.

Figure 6 Capital Equipment Replacement Fund Reserve Budget

Coachella Valley Mosquito and Vector Control District CAPITAL EQUIPMENT REPLACEMENT FUND RESERVE BUDGET				
	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	<u>620,254</u>	<u>726,018</u>	<u>732,971</u>	<u>1,249,929</u>
REVENUE				
Transfer from General Fund				
Interest	2,481	2,904	2,904	
Sale of Assets	-	-		
Transfers From Operating Budget	<u>286,361</u>	<u>47,506</u>	<u>47,506</u>	<u>43,187</u>
TOTAL REVENUE	288,842	50,410	50,410	43,187
EXPENSES				
8415 Capital Outlay - IT	152,832	161,452	145,390	46,760
8415 Capital Outlay - Fleet Equipment				
8415 Capital Outlay - Facilities		14,450	11,237	-
8415 Capital Outlay - Operations	67,719	-		72,639
8415 Capital Outlay - Lab Equipment		6,500	6,500	-
8900 Transfer funds to Fund 14				444,706
TOTAL EXPENSES	220,551	182,402	163,126	564,105
Total Revenue Less Expense	<u><u>68,291</u></u>	<u><u>(131,992)</u></u>	<u><u>572,339</u></u>	<u><u>(520,918)</u></u>
Ending Fund Balance	<u><u>688,545</u></u>	<u><u>594,026</u></u>	<u><u>620,254</u></u>	<u><u>729,012</u></u>

FY2022-23 Capital Facility Replacement Fund Reserve Budget includes capital expenses for areas, General Common Area, Building Interiors, Building Exteriors, and Mechanical totaling \$439,500. This is funded from transfer of \$590,000 based on the funding schedule shown in the Capital Replacement Fund Reserve Budget plus \$300,000 from the FY21-22 budget surplus.

Figure 7 - Capital Facility Replacement Fund Reserve Budget

Coachella Valley Mosquito and Vector Control District CAPITAL FACILITY REPLACEMENT FUND RESERVE BUDGET				
	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	2,681,960	2,659,312	2,649,434	1,935,038
REVENUE				
Transfer from Vehicle Fund	-	-		
Interest	24,718	18,395	19,312	
Transfers From Operating Budget	890,000	395,294	395,294	840,000
Sale of Assets			-	
TOTAL REVENUE	914,718	413,689	414,606	840,000
CAPITAL EXPENSES				
General Common Area	40,000	50,000		
Building Interiors	161,500	200,000	203,462	
Building Exteriors	120,000	48,000	84,715	
Mechanical	78,000	48,500	93,903	17,519
Fleet	40,000	-		108,086
TOTAL EXPENSES	439,500	346,500	382,080	125,605
Total Revenue Less Expense	475,218	67,189	32,526	714,395
Ending Fund Balance	3,157,178	2,726,501	2,681,960	2,649,434

FY2022-23 Capital Project Sterile Mosquito Insectary Fund Reserve Budget includes \$240,000 budget for equipment and feasibility study for laboratory expansion to add new insectary for the Sterile Insect Technique (SIT). This is funded from a transfer of \$500,000 from the Operating Budget and a one-off fund transfer from the General Fund of \$500,000 from the FY21-22 budget surplus.

Figure 8 Capital Project Fund

Coachella Valley Mosquito and Vector Control District CAPITAL PROJECT FUND BUDGET				
	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	-			
REVENUE				
Transfer from General Fund	500,000			
Interest				
Transfers From Operating Budget	500,000			
Sale of Assets				
TOTAL REVENUE	1,000,000			
CAPITAL EXPENSES				
Professional Services	40,000			
Capital Expenditure	200,000			
TOTAL EXPENSES	240,000			
Total Revenue Less Expense	760,000			
Ending Fund Balance	760,000			

BUDGET PROCESS

COMPREHENSIVENESS

The Coachella Valley Mosquito and Vector Control District (District) submits to the Board each June, the annual budget covering the next fiscal year. The budget contains the following information:

- A letter from the
- General Manager discussing the proposed financial plan for the next fiscal year, a review of the previous year's activities and the current financial condition of the Coachella Valley Mosquito and Vector Control District.
- Proposed capital, operations and maintenance, debt service (if applicable) expenditures by program and type of expenditure for the budget year, along with comparisons to estimated expenditures for the current year and actual expenditures for two prior years.
- Proposed receipts, by source for the budget year, along with comparisons to estimated receipts for the current year and actual expenditures for two prior years.
- Table of organization with proposed staffing levels by program, along with comparisons to staffing levels for the current year.
- A summary of designated balances for system operations, normal replacements and improvements, debt service, self-insurance, and future capital projects.

BUDGET FORM

The District's operating budget is developed on an annual basis. Appropriations are approved by the Board of Trustees each year at their June meeting after reviewing the draft version the month earlier. The District's operating budget is presented in program budget format. The purpose of this format is to clearly outline the major programs and associated expenditures.

BASIS OF BUDGETING

The District's operating budget is based on generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board. The budget basis will conform to the accounting policies contained in the comprehensive annual financial report, Note 1 Summary of Significant Accounting Policies. For example: transfers from the General Fund are budgeted as expenditures in the General Fund and as revenue in the

funds receiving the transfer. Under modified accrual basis of accounting, revenues are considered susceptible to accrual when they become both measurable and available. Available means collectible with the current period or within 60 days after year end. Expenditures are recorded when the related fund liability has been incurred.

BUDGET CALENDAR

The budget calendar is an important part of the budgeting process helping to define the major and minor milestones for all stakeholders. The District's budget year starts July 1st ending June 30th the following year. The District's budget packages for annual preparations which include forms and instructions are distributed no later than January 15th each year. The package includes the budget calendar. The District's budget is distributed to the Board of Trustees at the regular meeting in May each year to be approved and adopted at the June meeting.

ROLES AND RESPONSIBILITIES

The Administrative Finance Manager prepares the budget document. The Administrative Finance Manager serves as the focal point for issuing guidelines, responding to questions and along with the General Manager reviewing departmental budget requests. The Administrative Finance Manager is responsible along with the General Manager to prepare and present the budget to the Finance Committee (Budget Committee), made up of the Treasurer and two other Trustees appointed by the Board President. The proposed budget is tied to goals/objectives in the District's strategic plan. The Finance Committee reviews, and if necessary, revises the proposed budget. The Finance Committee also determines whether the proposed budget adequately addresses the priorities set forth in the District's strategic plan. The Finance Committee approves the proposed budget and submits it for adoption by the full Board of Trustees. The Board of Trustees has the final responsibility for adopting the budget and for making the necessary appropriations.

BUDGETING CONTROL SYSTEM

The purpose of a budgeting control system is to ensure that actual expenditures do not exceed expenditures set forth in the budget. Fundamental to this is the generating of budget to actual reports on a regular basis. Reports allow management and Trustees to take corrective action if actual numbers vary significantly from budgeted expenditures.

Analysis may show that some areas need service reduction that exceeds budget expenditure or transfers of surplus from other line items or programs.

The Administrative Finance Manager is responsible for maintaining a budgetary control system to ensure adherence to the adopted budget. On a quarterly basis the Administrative Finance Manager prepares summary reports that compare actual revenues and expenditures to budgeted amounts. The reports also compare targeted performance levels and actual results. These reports are sent to both the Finance Committee and Board of Trustees to keep them informed of the District's operating performance. These same reports are provided to the General Manager and department heads on a monthly basis to assist them in managing the day-to-day operations of the District.

AMENDMENTS TO THE BUDGET

An aspect of the budgeting control system is the process for approving amendments to the operating budget. Amendments must be approved by the Board of Trustees and consist of changes to the appropriations in the budget document after Board adoption but before the end of the year. Criterion for budget amendment include unexpected downturn in economic conditions, rising costs for services or supplies purchased by the District, new priorities, or forecast errors can lead to the need for formal amendments to the budget. Department heads prepare memos to the Administrative Finance Manager and General Manager for a request to amend line items or program budget along with reasons for the amendment. After review and providing approval by the Administrative Finance Manager and General Manager, the budget amendment is then presented to the Finance Committee for review and /or approval who then submit the amendment request to the Board of Trustees, who are responsible for final approval of all budget amendments.

The District may in certain instances, amend budget appropriations after budget adoption. All budget amendments require Board of Trustee approval. These are allocations from the General Fund General Reserve, appropriations from other unrestricted funds and appropriation reallocations.

BALANCED BUDGET DEFINITION

A balanced budget is necessary for correct financial management of the District. The District shall annually adopt a balanced budget where operating revenues are equal to, or exceed, operating expenditures. Any increase in expenses, decrease in revenues, or combination of the two that would result in budget imbalance will require budget revision, rather than spending not appropriated surpluses or designated reserves to support ongoing operations. Any year end operating surpluses will revert to not appropriated balances for use in maintaining reserve levels set by policy and the balance will be available for capital projects and /or "one time only" general fund expenditures. Under certain circumstances it may be necessary to deviate from this policy of balanced budget. Justifications for this include natural disasters and civic emergencies. These deviations can be corrected by unitizing the reserve balance, raising additional revenues, or cutting expenditures.

PERFORMANCE MEASUREMENT

An advantage with including performance measures in the budget policy is that newly appointed Trustees and staff may more readily recognize the importance of these initiatives when they are incorporated into policies. Where possible the District will integrate performance measurement, service level, and productivity indicators in the District's published budget document. Department heads will integrate operating efficiency, operating effectiveness, customer satisfaction, and human resource efficiency performance measures into their department's budgets. Department heads will be required to tie service levels (both quantity and quality) to funding levels (budgeted dollars).

FINANCIAL POLICIES

OVERVIEW

The District's annual budget is developed in accordance with the policies and priorities in the 3-year strategic business plan, 5 year financial plan, District goals, the needs of the residents of the Coachella Valley, and federal and state laws. Program/project priorities and service levels are established by the aforementioned plans. The budget provides adequate funding for maintenance and replacement of capital plant and equipment.

BALANCED BUDGET

The District annually adopts a balanced budget where operating revenues are equal to, or exceed, operating expenditures. Any increase in expenses, decrease in revenues, or combination of the two that would result in budget imbalance will require budget revision, rather than spending unappropriated surpluses or designated reserves to support ongoing operations. Any year end operating surpluses will revert to unappropriated balances for use in maintaining reserve levels set by policy and the balance will be available for capital projects and/or "one time only" general fund expenditures.

FUND STRUCTURE

The fund structure includes the General Fund, Thermal Facility Remediation Fund, Capital Equipment Replacement Fund, Capital Facility Replacement Fund and the Capital Project Sterile Mosquito Insectary Fund. The General Fund is the primary operating fund of the District. It accounts for all activities of the general government, except those required to be accounted for in another fund. The Thermal Facility Remediation Fund accounts for the ongoing improvements at the District's Thermal facility. The Capital Replacement Funds –accounts for the financing of capital equipment or facility improvements or while the Capital Project Fund is for funding new capital projects.

FUND BALANCE

It is the Coachella Valley Mosquito and Vector Control District's (District) policy to maintain an adequate fund balance for public health emergency, contingencies, operating cash flow, future liabilities, replacement of equipment and plant, and for future construction. The Fund Balance Policy follows the guidelines set in the Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

INVESTMENT POLICY

It is the policy of the Coachella Valley Mosquito & Vector Control District ("District") to invest public funds in a manner which will provide maximum security while providing sufficient liquidity to meet the daily cash flow demands of the District and an investment return conforming to all state and local statutes governing the investment of public funds.

FY 2022-23 BUDGET CALENDAR

STAGE	TASK TO BE COMPLETED	ACTIVITIES	STAKEHOLDERS	DEADLINE
STAFF	Budget Templates created	Templates in Microix Budget Workflow Created. Sent to Department Budget managers (complete)	Administrative Finance Manager	January 17, 2022
	Personnel Salary & Benefits	Updated information from Payroll & benefits added to Workflow. Budget spreadsheets & formulae created.	Administrative Finance Manager	Ongoing
	Budget Workshop for Managers	Help facilitate & train staff to build budget in Workflow	Management & Supervisory Team	February 7, 2022
	Budget docs to AFM & GM	General Manager to review and approve budget documents	GM, Management & Supervisory Team	March 7, 2022
	Completion of first draft	Team to review and adjust budget according to GM & AFM suggestion & direction	GM, Management & Supervisory Team	March 25, 2021
	Draft 1 Budget	Preparation of first draft of FY2022/2023 Budget for Finance Committee Budget Meeting. PDF and hard copy to FC Trustees	Finance	April 1, 2022
FINANCE COMMITTEE	Draft 1 for Finance Committee	Emailed to Finance Committee For Review email questions or meet. Reserve Study to be emailed with draft Budget	Finance Committee Department heads, General Manager & Administrative Finance Manager	April 8, 2022
	Draft 1 for Finance Committee	Finance Committee to review draft budget & reserve study & discuss in meeting **FINANCE COMMITTEE MEETING	Finance Committee General Manager & Administrative Finance Manager	Tuesday April 12, 2022 1:00 p.m.-2:30 p.m.

STAFF	Updated salary	Salary & Benefits Proposals & scenarios	Administrative Finance Manager	April 29
FINANCE COMMITTEE	Final Draft for Finance Committee	Final draft of FY2022/2023 Budget for Finance Committee Budget Meeting, attended by General Manager, Finance Committee and Administrative Finance Manager. **FINANCE COMMITTEE MEETING	Finance Committee General Manager & Administrative Finance Manager	May 3, 2022 1:00pm – 3:00pm
BOARD	Final Draft for Budget Workshop	Budget Workshop for in depth discussion BOARD MEETING	Board of Trustees Workshop	May 10, 2022 4:30pm – 5:30pm
	Adoption of Final Draft	Adoption of FY2022/2023 Budget BOARD MEETING	Board of Trustees Board Meeting	June 14, 2022
	Set Benefit Assessment Rate	Adopt Resolution – Intention to Levy Assessment, Preliminary approval of engineer’s report and providing notice of hearing for the CVMVCD mosquito, fire ant, and disease surveillance and vector control assessment BOARD MEETING	Board of Trustees Board Meeting	June 14, 2022
	Adopt Benefit Assessment Resolution	Adopt Resolution approving Engineer’s Report, Confirming Diagram and Assessment, and Ordering the Levy of Assessments for fiscal year 2022-23 for the Coachella Valley Mosquito and Vector Control District Mosquito, Fire Ant and Disease Control Assessment Public Hearing BOARD MEETING	Public Hearing	July 12, 2022

RESOLUTION NO. 2022-12

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR
CONTROL DISTRICT ADOPTING THE
FISCAL YEAR 2022-2023 BUDGET**

WHEREAS, the Coachella Valley Mosquito and Vector Control District (“District”) is a political subdivision and a “local agency” of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 et. seq., and

WHEREAS, the District’s Board of Trustees (“Board”) has been granted the statutory authority and responsibility to administer the financial affairs of the District; and

WHEREAS, California Health and Safety Code section 2070(a) provides that on or before August 1 of each year, the Board shall adopt a final budget, which shall conform to the accounting and budgeting procedures for special districts contained in Subchapter 3 (commencing with Section 1031.1) and Article 1 (commencing with Section 1121) of Subchapter 4 of Division 2 of Title 2 of the California Code of Regulations; and

WHEREAS, the Board reviewed the Fiscal Year 2022-2023 Budget for the District (“Fiscal Year 2022-2023 Budget”), attached hereto as Exhibit A and incorporated herein by this reference, and determined that said budget conforms to all applicable regulations;

WHEREAS, the Board desires to adopt the Fiscal Year 2022-2023 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District that:

Section 1. Recitals.

That the recitals set forth above are true and correct.

Section 2. Adoption of Budget.

The Board hereby adopts the Fiscal Year 2022-2023 Budget, which shall be made available for public inspection in the District Administration office.

Section 3. Transmit to County.

That pursuant to California Health and Safety Code Section 2070(b), the Board hereby directs the District Manager to cause a copy of the Fiscal Year 2022-2023 Budget to be transmitted to the Riverside County Auditor-Controller's Office.

Section 4. Severability.

The Board declares that, should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution as hereby adopted shall remain in full force and effect.

Section 5. Repeal of Conflicting Provisions.

That all the provisions heretofore adopted by the Board that are in conflict with the provisions of this Resolution are hereby repealed.

Section 6. Effective Date.

This Resolution shall take effect immediately upon its adoption.

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Section 7. Certification.

The Clerk of the Board of Trustees shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

PASSED, ADOPTED, AND APPROVED, this 14th day of June 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Benjamin Guitron, President
Board of Trustees

ATTEST:

Melissa Tallion, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

EXHIBIT "A"

**COACHELLA VALLEY MOSQUITO AND
VECTOR CONTROL DISTRICT
FISCAL YEAR 2022-2023 BUDGET**

**Coachella Valley Mosquito and Vector Control District
GENERAL OPERATING BUDGET**

	Proposed Budget 2022-2023	Amended Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Spendable Fund Balance	11,939,817	11,122,022	11,834,807	12,482,535
REVENUES				
Property Taxes Current	11,011,113	9,765,531	10,513,359	10,149,733
Property Taxes Prior	62,165	32,805	60,946	27,942
Interest Income	42,000	42,000	42,000	(4,854)
Miscellaneous Revenue	63,000	63,000	35,000	106,625
Benefit Assessment Income	2,299,810	2,299,810	2,281,311	2,282,794
TOTAL REVENUES	13,478,089	12,203,146	12,932,616	12,562,240
EXPENSES				
Payroll Expense				
5101 Payroll - Full Time	5,910,271	5,378,287	5,378,287	5,047,596
5102 Payroll - Seasonal	142,020	203,400	203,400	154,385
5103 Temporary Services	6,900	6,900	6,900	6,900
5105 Overtime Expenses	34,120	45,120	45,120	24,297
5150 CalPERS Employer Payment of Unfunded Liability	190,024	1,363,024	1,363,024	314,253
5150 CalPERS State Retirement Expense	562,832	510,096	510,096	469,116
5155 Social Security Expense	360,143	331,680	331,680	318,120
5165 Medicare Expense	84,227	77,570	77,570	77,707
5170 Cafeteria Plan Expense	1,263,700	1,136,828	1,136,828	1,116,117
5172 Retiree Healthcare	392,420	372,588	372,588	358,313
5180 Deferred Compensation	121,857	108,010	108,010	95,830
5195 Unemployment Insurance	32,065	34,235	34,235	35,773
Total Payroll Expense	9,100,580	9,567,740	9,567,740	8,018,407
Administrative Expense				
5250 Tuition Reimbursement	20,000	20,000	12,000	27,148
5300 Employee Incentive	15,500	15,500	11,000	6,104
5301 Employee Support	-	-	-	1,028
5302 Wellness	5,600	5,600	1,000	103
5305 Employee Assistance Program	4,000	3,200	3,800	3,830
6000 Property & Liability Insurance	213,570	176,406	210,308	169,455
Retrospective Adjustment	(20,000)	(20,000)	(22,043)	(18,097)
Sub Total	193,570			
6001 Workers' Compensation Insurance	281,753	256,607	256,139	233,914
Retrospective Adjustment	(75,000)	(75,000)	(143,962)	(74,750)
Sub Total	206,753			
6050 Dues & Memberships	36,754	35,176	34,000	38,554
State Certified Technician Fees	6,741	7,640	4,000	
6060 Public Outreach Materials	27,360	7,950	7,000	26,289
6065 Recruitment/Advertising	7,500	7,500	6,158	5,897
6070 Office Supplies	21,121	17,111	16,121	15,272
6075 Postage	5,750	5,750	1,100	1,356
6080 Computer & Network Systems	8,199	8,199	8,199	4,350
6085 Bank Service Charges	250	200	250	1,021
6090 Local Agency Formation Commission	2,400	2,400	2,243	2,164
6095 Professional Fees				
Finance	41,300	36,000	40,000	40,703
Information Systems	-	-	-	1,850
Administration	-	40,000	22,103	7,150
Public Outreach	3,800	71,000	59,796	2,170
Laboratory	-	45,000	30,000	

**Coachella Valley Mosquito and Vector Control District
GENERAL OPERATING BUDGET**

	Proposed Budget 2022-2023	Amended Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
6100 Attorney Fees - General Counsel	68,000	68,000	70,000	72,986
6100 Attorney Fees - Labor Relations	-	-		-
6100 Attorney Fees - Personnel	-	-		902
6105 Legal Services - Abatement	1,000	1,000		
6106 HR Risk Management	4,500	6,000	1,500	10,585
6110 Conference Expense				
MVCAC Committee Assignments	13,400	11,000	6,933	
Annual Conference Expense	21,735	18,800	15,034	5,209
Trustee Travel	19,200	14,600	3,000	
6115 Trustee In-Lieu Expense	13,200	13,200	13,200	13,100
6120 Trustee Support Expense	7,600	7,600	1,200	682
6200 Meetings Expense	7,010	4,890	1,500	1,087
6210 Promotion & Education	28,000	5,000	5,000	23,108
6220 Public Outreach Advertising	56,000	46,000	46,000	29,196
6500 Benefit Assessment Expense	86,000	86,000	143,466	44,227
Total Administrative Expense	932,243	948,329	866,045	696,593
Utility Expense				
6400 Utilities	114,383	106,000	113,000	112,882
6410 Telecommunications	1,824	1,824	1,824	1,973
Total Utility Expense	116,207	107,824	114,824	114,855
Operating Expense				
7000 Uniform Expense	54,985	44,727	48,191	45,175
7050 Safety Expense	32,170	32,375	26,268	32,459
7100 Physician Fees	5,000	5,000	3,982	4,090
7150 IT Communications	56,500	56,860	50,456	64,430
7200 Maintenance Supplies	3,000	3,000	3,293	2,188
7300 Building & Grounds Maintenance	42,000	42,000	50,422	47,585
7310 Calibration & Certification of Equipment	6,170	6,170	6,170	12167
7350 Permits, Licenses & Fees	6,427	8,273	9,141	26,957
7360 Software Licensing	31,335	22,305	22,305	
7400 Vehicle Maintenance & Repair	44,720	44,720	41,877	43,013
7420 Offsite Vehicle Maintenance & Repair	16,882	17,343	11,205	12,027
7450 Equipment Parts & Supplies	26,940	28,620	21,797	21,412
7500 Small Tools Expense	4,700	4,400	4,200	4,137
7550 Lab Operating Supplies	35,720	36,700	24,345	18,201
7570 Green Pool Surveillance	6,000	26,000	26,000	18,966
7575 Surveillance	72,510	60,360	63,360	52,502
7600 Staff Training				
State Required CEU	1,300	1,674	2,155	148
Professional Development	84,400	84,150	50,872	30,247
7650 Equipment Rentals	1,000	1,000	700	829
7675 Contract Services				
Administration	12,000	7,500	9,342	11,527
Information Systems	45,081	12,850	9,356	61,680
Public Outreach	2,400	1,800		
Fleet	21,446	19,670	13,934	12,650
Facilities	76,400	60,400	80,400	100,886
Operations	5,500	5,500	2,317	1,908
Abatement	2,000	2,000		-
7680 Cloud Computing Services	104,499	101,370	101,370	

**Coachella Valley Mosquito and Vector Control District
GENERAL OPERATING BUDGET**

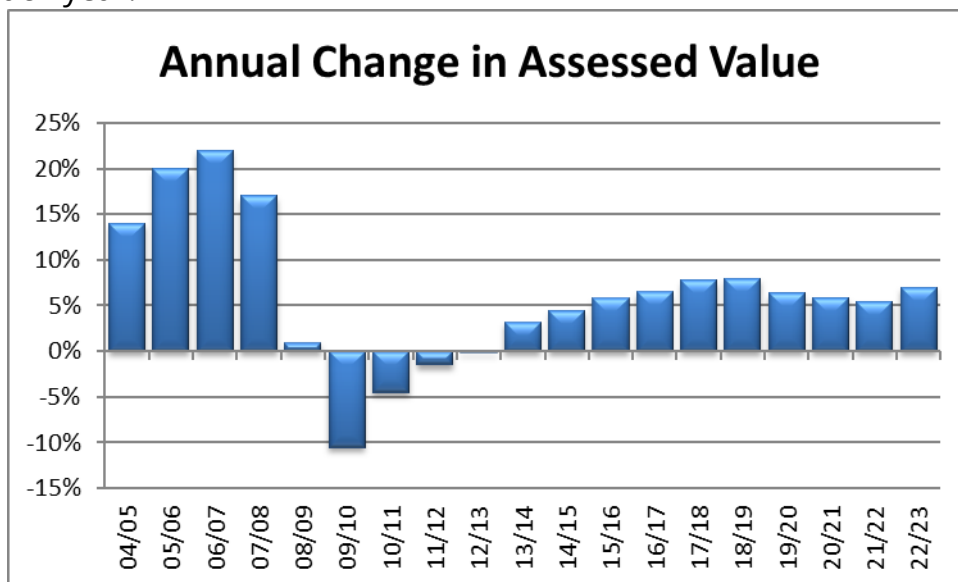
	Proposed Budget 2022-2023	Amended Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
7700 Motor Fuel & Oils	130,300	80,000	105,000	74,217
7750 Ops Operating Supplies	14,600	14,600	9,358	
7800 Control	-	-		
Chemical Control	558,116	696,780	592,254	429,190
Physical Control	15,500	14,500	-	601
7850 Aerial Applications	-	-		
Rural	135,000	134,213	147,675	87,626
Urban	96,000	75,000	34,200	59,570
7860 Unmanned Aircraft Applications	40,000	40,000	30,000	
8415 Operating Equipment	62,442	46,343	45,753	22,960
*8510 <i>Research Projects</i>	150,000	182,093	150,000	87,173
9000 Contingency Expense	110,000	109,750	-	-
Total Operating Expense	<u>2,113,043</u>	<u>2,130,046</u>	<u>1,797,698</u>	<u>1,398,688</u>
TOTAL EXPENSES	12,262,073	12,753,939	12,346,307	10,228,543
Contribution to Capital Reserves				
8900 Thermal Remediation Reserve	39,655	38,500	38,500	38,500
8900 Capital Facility Replacement Reserve	890,000	395,294	395,294	395,294
8900 Capital Project - SIT Insectory	1,000,000			
8900 Capital Equipment Replacement Reserve	286,361	47,506	47,506	47,506
Total Contribution to Capital Reserves	<u>2,216,016</u>	<u>481,300</u>	<u>481,300</u>	<u>481,300</u>
TOTAL EXPENSES & TRANSFERS	14,478,089	13,235,239	12,827,607	10,709,843
Operating Revenue Less Expenses, Transfers & Continge	<u>(1,000,000)</u>	<u>(1,032,093)</u>	<u>105,010</u>	<u>1,852,397</u>
TOTAL GENERAL FUND EXPENSES	14,478,089	13,235,239	12,827,607	10,709,843
Ending Spendable Fund Balance	<u>(1,000,000)</u>	<u>10,089,929</u>	<u>11,939,817</u>	<u>11,834,807</u>

BUDGET 2022-23
REVENUE

The fiscal year runs from July 1, 2022, to June 30, 2023. The District receives revenues from property taxes and a special benefit assessment that are collected by the County of Riverside through homeowner property tax bills. These monies are assessed and collected each fiscal year according to the following property tax calendar:

Lien Date:	January 1
Levy Date:	July 1
Due Date:	November 1 – 1 st Installment February 1 – 2 nd Installment
Delinquent Date:	December 10 – 1 st Installment April 10 – 2 nd Installment

The District’s three main sources of revenue are property taxes, redevelopment agency tax increment and the special benefit assessment. Revenue from property taxes is deposited directly to the County of Riverside Investment Pool until required, while the Benefit Assessment income is paid directly to the District. The Redevelopment Dissolution Act (ABX1 26) now sees tax increment income being distributed from the County rather than directly from redevelopment agencies. The main receipts of property tax and benefit assessment are distributed by the County of Riverside in January and May each year.



The amount of revenue the District receives is based on the assessed value of properties within the District's boundaries. For FY2022-23, the Riverside County Assessor's Office is forecasting an increase of over 7% increase in assessed valuation which will result in increasing property tax and tax increment receipts.

Revenue Assumptions

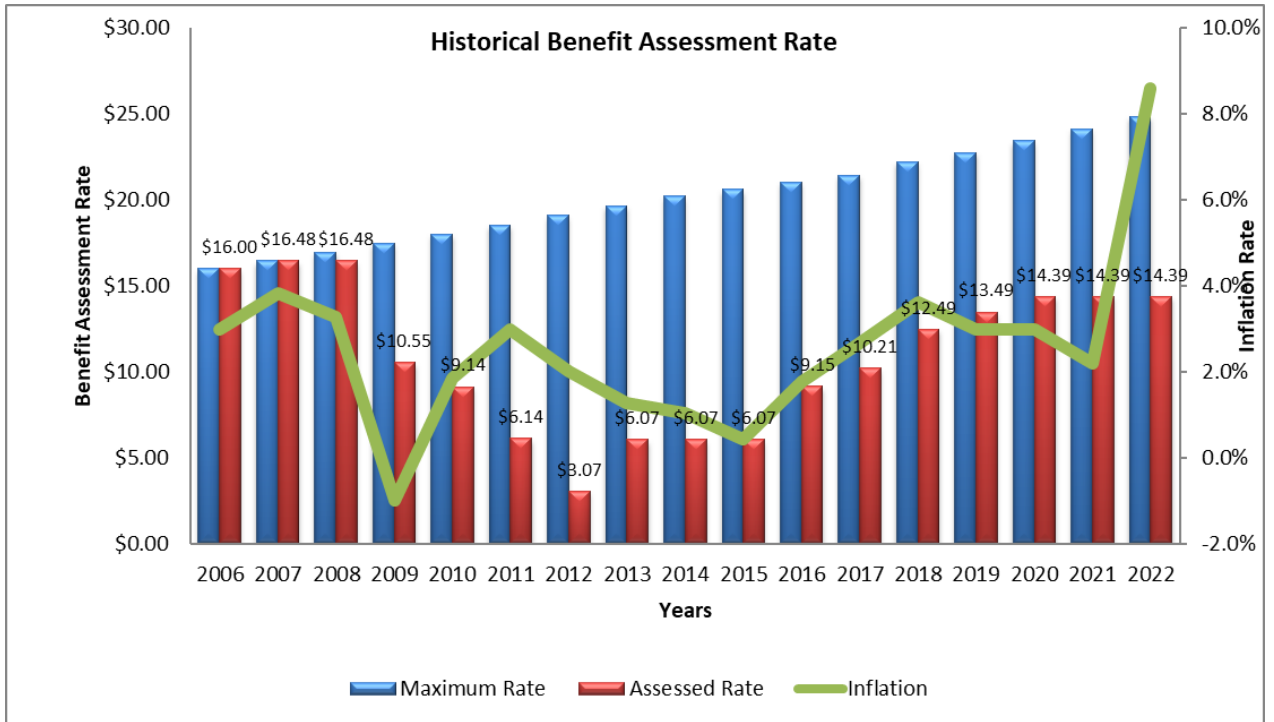
- **Current Property Tax to rise by 5 percent based on Assessor's Office**
- **Benefit Assessment rates per Single Family Equivalent (SFE) is remains at \$14.39 per SFE**
- **Current Property Tax Increment to rise by 5 percent**

SOURCES OF REVENUE

Property Tax - Current Secured: The ad valorem property tax income is the largest source of revenue for the District. According to Riverside County Assessor's Office in FY2022-23 property taxes are forecast to increase by 5 percent over FY2021-22 totals.

Redevelopment Tax Increment: For FY2022-23 RDA tax increment is estimated to increase by 5 percent over FY2021-22 totals. Tax Increment increased by \$600,000 over the budget amount because of the revised methodology for calculating residual allocations.

Benefit Assessment: The District benefit assessment income was approved on July 26, 2005, and reflected in Board Resolution No. 2005-04. At that time it was granted a maximum assessment rate of \$16 per single family home, increased each subsequent year by the Consumer Price Index-U for the Los Angeles-Riverside-Orange County area as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 3%. Should the annual CPI change exceed 3%, any percentage change in excess of 3% can be cumulatively reserved and can be added to the annual change in the CPI for years in which the CPI change is less than 3%. Property owners approved the initial assessment, including the CPI adjustment schedule, allowing the assessment to be levied and adjusted annually by up to the maximum annual CPI adjustment without any additional assessment ballot proceeding.



REVENUE SUMMARY

	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Revenue				
Property Tax - Current	11,011,113	9,747,844	10,513,359	10,149,733
Property Tax - Prior	62,165	32,805	60,946	27,942
Interest Income	42,000	42,000	42,000	-4,854
Miscellaneous Revenue	63,000	63,000	35,000	106,625
Benefit Assessment	2,299,810	2,299,810	2,309,808	2,282,794
Total Revenue	\$13,478,089	\$12,203,146	12,961,113	12,562,240

REVENUE DESCRIPTION

Revenue Source	Description	2022-23 Budget
Property Tax - Current Secured	Secured property is generally non-movable property, such as houses and other buildings. Revenues are based on general valuation. The portion of revenue designated for taxing agencies, including special districts, is 1%.	4,438,762
Property Tax - Current Supplemental	Current Supplemental Revenues: Funds derived from supplemental tax roll changes due to sale of property or new construction. This fund derives from the 1983 law allowing reassessment of property at the time of sale or new construction, rather than at the next tax year. The portion of revenue designated for taxing agencies, including special districts is 1%.	31,172
Property Tax - Current Unsecured	Unsecured property is similar to secured property as noted above, and the revenue is based on the same formula. Unsecured property includes items such as motor homes, airplanes, boats, and other moveable personal property. The portion of revenue designated for taxing agencies, including special districts, is 1%.	199,247
RRDA Property Tax Increment	Formerly redevelopment pass-through revenue. This is budgeted with current property taxes. Forecast is plus 5%	6,305,008
Homeowners Tax Relief	This is the portion of tax funds replaced by State resources for tax relief for homeowners. In other words, the amount of homeowners' exemption on property valuation is paid to the County by the State. The portion of revenue designated for taxing agencies, including special districts, is 1%.	36,924
Property Tax - Prior Supp.	Unsecured property is as noted above; however, these revenues are for prior year taxes received. The portion of revenue designated for taxing agencies, including special districts, is 1%.	53,097
Property Tax - Prior Unsecured	Unsecured property is as noted above; however, these revenues are for prior year taxes received. The portion of revenue designated for taxing agencies, including special districts, is 1%.	9,069
Interest Income - LAIF/CDs	Return on invested funds that are held in the District's LAIF account with the State of California, Certificates of Deposits, Riverside County, bank interest, and government securities.	42,000
Other Miscellaneous Revenue	This category recognizes revenue from grants and service contracts. \$16,000	63,000
	USDA - \$35,000	
	Reimbursements from Testing - \$12,000	
Benefit Assessment	Revenues from Benefit Assessment. The rate for FY2022-23 is \$14.39 per single family equivalent (SFE).	2,299,810

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

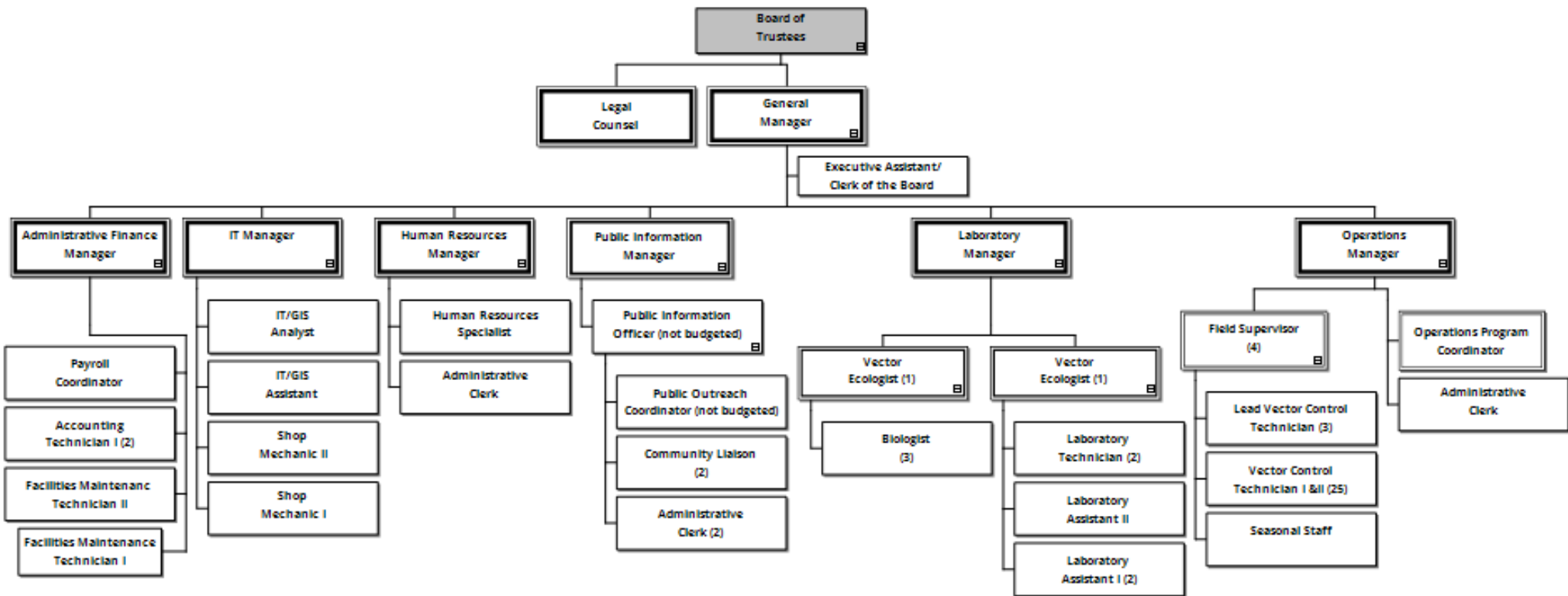
TABLE OF ORGANIZATION

Programs / Personnel	FY2022-23 Proposed Budget	FY2021-22 Approved Budget	FY2021-22 Estimated Actual	FY2020-21 Actual
Program 200 - Administration				
General Manager	1	1	1	1
Executive Assistant/Clerk of the E	1	1	0.8	1
	2	2	1.8	2
Program 201- Finance				
Administrative Finance Manager	1	1	1	1
Payroll Coordinator	1	1		
Accounting Technician II	0	0	1	1
Accounting Technician I	2	2	2	2
	4	4	4	4
Program 202 - Human Resources				
Human Resources Manager	1	1	1.2	1
Human Resources Specialist	1	1	0.8	1
Administrative Clerk	1	1	1	1
Seasonal Employees (*FTE)	0	0	0	0.4
	3	3	3	3.4
Program 210 - Information Systems				
IT Manager	1	1	1	1
IT/GIS Analyst	1	1	1	1
IT/GIS Assistant	1	1	1	1
	3	3	3	3
Program 215 - Public Outreach				
Public Information Manager	1	0	0	0
Public Information Officer	0	1	1	1
Community Liaison	2	1.5	1.5	0
Public Outreach Coordinator	0	0	0	0
Administrative Clerk	2	2	2	2
	5	4.5	4.5	3
Program 300 - Fleet Maintenance				
Shop Mechanic II	1	1	1	1
Shop Mechanic I	1	1	1	1
	2	2	2	2
Program 305 - Buildings & Grounds Maintenance				
Utility Worker	0	0	0	2
Facilities Maintenance Technician I	1	1	1	0
Facilities Maintenance Technician I	1	1	1	0
	2	2	2	2
Program 400 - Surveillance & Quality Control				
Laboratory Manager	1	1	1	1
Vector Ecologist	2	1.5	1.5	1
Biologist	3	3.5	3.5	4
Laboratory Assistant II	1	1	1	1
Laboratory Assistant I	2	2	2	1
Laboratory Technician	2	1.5	1.5	2
Seasonal Employees (*FTE)	0.4	0.4	0.4	1
	11.4	10.9	10.9	11

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

TABLE OF ORGANIZATION

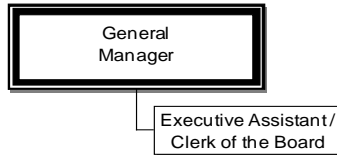
Programs /	FY2022-23 Proposed Budget	FY2021-22 Approved Budget	FY2021-22 Estimated Actual	FY2020-21 Actual
<u>Personnel</u>				
Program 500 - Control Operations				
Operations Manager	1	1	1	1
<i>*Operations Program Coordinato.</i>	1			
Field Supervisor	4	4	4	4
Administrative Clerk	1	1	1	1
Lead Vector Control Technician	3	3	3	3
Vector Control Technician II	8	8	8	7
Vector Control Technician I	17	15.5	15.5	16
Seasonal Employees (*FTE)	3.4	5.1	5.1	6.8
	38.4	37.6	37.6	38.8
TOTAL	70.8	69	68.8	69.2
*FTE - Full Time Equivalent				



FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2022-23
PROGRAM 200 – ADMINISTRATION PROGRAM

PROGRAM DESCRIPTION

Administration provides executive support to the operational, professional, and support staff of the District. Administration also ensures that resolutions are adopted correctly, minutes recorded properly, and meetings are held in compliance with the requirements of the Brown and Public Records Acts.



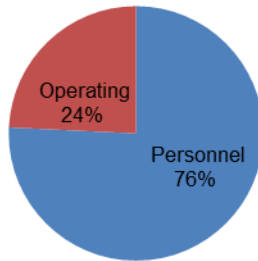
STAFFING SUMMARY

Title	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
General Manager	1	1	1	1
Executive Assistant/Clerk of the Board	1	1	1	1
Total Positions	2	2	2	2

EXPENDITURE SUMMARY

200 – ADMINISTRATION	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Personnel	410,007	410,949	405,765	423,374
Operations & Maintenance	132,200	158,075	171,010	125,463
Capital				
Total Expenditures	\$545,207	\$569,024	\$576,774	\$548,837

Budget Summary



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **200 – Administration Program**

Account	Description	Justification	2022-23 Budget
5101	Payroll – Full Time	General Manager (1) Executive/Clerk of the Board (1)	284,665
5150	State Retirement	District contribution to CalPERS	33,697
5155	Social Security	District contribution is 6.2% of salary	15,710
5165	Medicare	District contribution is 1.45% of salary	3,674
5170	Cafeteria Plan	Based on current election	61,701
5180	Deferred Compensation	District contribution of 3.825% of salary for Non-CSEA represented employees	9,692
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee’s salary	868
5300	Employee Incentive	Jones Academy of Excellence lunch, employee anniversary plaques, employee awards and appreciation lunches, coffee and related supplies, drinking water dispensers and related supplies, flowers	6,500
6050	Corporate Memberships	CSDA \$8,300-due 12/2022 MVCAC \$12,500-due 7/2022 AMCA \$8,000-due 7/2022	28,800
6050 Sub Acct: 014	State Required CEU	Annual CDPH Recertification Fees General Manager (1)	175

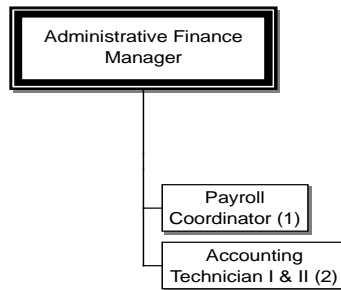
6070	Office Supplies	Photocopying/printing supplies, miscellaneous office supplies, holiday cards	475
6075	Postage	Postage for public records requests and misc.	250
6090	LAFCO	SB2838 Local Government Reorganization Act of 2000 calls for payment to fund LAFCO	2,400

6095	Professional Fees		0
6100	Attorney Fees - General	General legal matters	48,000
6100 Sub Acct: 059	Attorney Fees - Litigation	Litigation and warrant/court appearance	20,000
6110 Sub Acct: 010	MVCAC Committee Assignments	MVCAC Committee Travel Fall Meeting \$600 Spring and Legislative Day \$800	1,400
6110 Sub Acct: 023	MVCAC Annual Conference	MVCAC Annual Conference	1,500
6200	Meetings Expense	Staff meetings and other meetings	2,000
7000	Uniform Expense	District apparel	200
7050	Safety Expense	Safety equipment, supplies, and ergonomic assessments and related expenses	2,300
7600 Sub Acct: 027	Professional Development	General Manager AMCA Conference \$1,700 CSDA Annual Conference \$1,600 Executive Assistant/Clerk of the Board CSDA Clerk of the Board \$1,200 Webinars/other training (s) \$375	5,100
7675	Contract Services	AIS –service plan for printer =\$ 1440/yr Marlin – printer lease =\$6600/yr Pitney Bowes – meter lease =\$ 3960/yr	12,000
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	500

**FUND 01 – GENERAL OPERATING FUND
 OPERATING BUDGET 2022-23
 PROGRAM 201 – FINANCE PROGRAM**

PROGRAM DESCRIPTION

The Finance department handles all of the fiscal operations of the District. Finance work manages and assembles the annual budget, accounting work, bookkeeping etc., working with the District auditor, managing the cash flow and investments, and handling accounts payable and payroll.

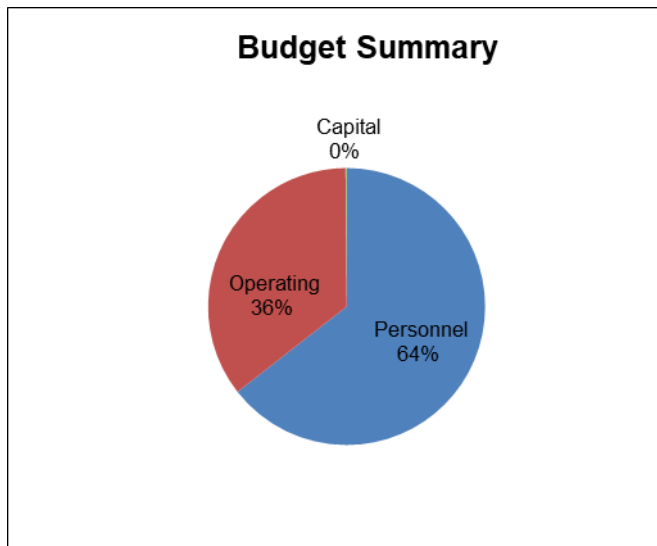


STAFFING SUMMARY

Title	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Administrative Finance Manager	1	1	1	1
Payroll Coordinator	1	1	1	0
Accounting Technician I&II	2	2	2	3
Total Positions	4	4	4	4

EXPENDITURE SUMMARY

201 - FINANCE	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Personnel	609,963	559,751	598,981	553,893
Operations & Maintenance	335,510	292,996	314,276	261,173
Capital	1,200	800		
Total Expenditures	\$946,673	853,547	913,257	815,066



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund
 Program **201 - Finance**

Account	Description	Justification	2022-23 Budget
5101	Payroll – Full Time	Administrative Finance Manager (1) Payroll Coordinator (1) Accounting Technician I & II (2)	411,258
5105	Overtime	Finance Committee Meetings Annual Audits Special Projects	500
5150	State Retirement	District contribution to CalPERS	50,011

5155	Social Security	District contribution is 6.2% of salary	23,540
5165	Medicare	District contribution is 1.45% of salary	5,505
5170	Cafeteria Plan	Based on current election	102,889
5180	Deferred Compensation	District contribution of 3.825% of salary for Non-CSEA represented employees	14,523
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	1,736
6000	Property & Liability Insurance	District wide insurance - Premium - VCJPA Liability 163,458 VCJPA Property 25,382 VCJPA General Fund 11,316 VCJPA Group Fidelity Premium VCJPA Auto 4,970 Alliant Crime 2,252 Alliant Deadly Weapons \$592 AvQuest \$5,600 Business Travel Estimated Retrospective Adjustment (\$20,000)	193,570
6050	Dues & Memberships	Government Finance Officers Association (GFOA) \$160 4 x CA Society of Municipal Finance Officers (CSMFO) \$440	440
6050 Sub Acct: 014	State Required CEU	Annual CDPH Recertification Fees: Administrative Finance Manager (1) Accounting Technician I (1)	300
6060	Reproduction & Printing	Cost for preparation of annual budget: printing, binding and associated supplies	1,000
6065	Advertising	Public notices for Bids, Benefit Assessment, surplus sales	3,500
6070	Office Supplies	Accounting, photocopying, binders, divider pages and miscellaneous office supplies.	1,200
6085	Bank Fees	County fees for funds held in Treasury etc.	250
6095	Professional Fees	Audit Services Actuarial Services Reserve Study Update CalPERS Administration Fees Payroll Processing Fees	41,300
6110 Sub Acct: 010	MVCAC Committee Assignments	MVCAC Committee Travel Fall Meeting \$0.00/Employee Spring Meeting \$0.00/Employee Planning Session \$0.00Employee	0
6110 Sub Acct:	MVCAC Annual Conference	MVCAC Annual Conference \$1,200/Employee	1,200

023			
6200	Meeting Expense	Staff Meeting(s)	250
6500	Benefit Assessment Expense	County charges for assessment roll \$71,000 Engineer - \$15,000	86,000
7000	Uniform Expense	District Apparel	300
7050	Safety Expense	Supplies	300
7600 Sub Acct: 027	Professional Development	Administrative Finance Manager CalPERS 1,100 GFOA Virtual \$500 Accounting Staff Abila Training \$2,200 - San Diego CalPERS 1,100 CSMFO 1,000	5,900
8415	Equipment	Third screen for Accounting Technicians Chair	1,200

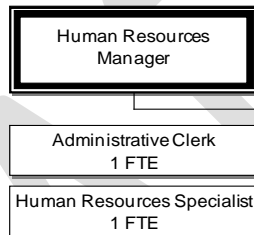
PROGRAM 225 – DISTRICT WIDE

Account	Description	Justification	Budget 2022-23
5150.01	CalPERS Employer Payment of Unfunded Liability	District share of unfunded liability resulting from the Risk Pool consolidation & assumption changes. Classic \$184,358 PEPR \$5,666	190,024
5172	Retiree Healthcare	CalPERS Retiree Healthcare pre-funding for future retirees Annual Required Contribution (ARC) \$312,420 For current retirees \$80,000	392,420

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2022-23
PROGRAM 202 – HUMAN RESOURCES PROGRAM

PROGRAM DESCRIPTION

Human Resources provide comprehensive human resources services to assist all District departments in recruitment, selection, and hiring of the most qualified employees. Human Resources administers employee benefits, coordinates employee recognition, processes performance evaluations, conducts new employee orientations, coordinates training and development, and ensures compliance with District personnel policies, and State and Federal regulations.

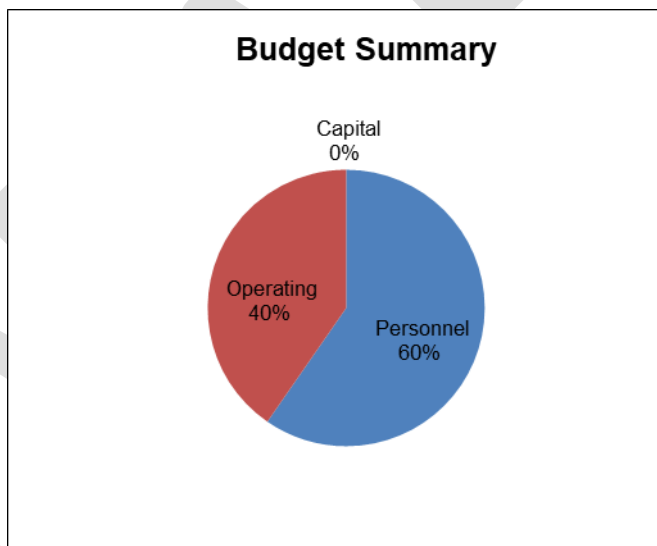


STAFFING SUMMARY

Title	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Human Resources Manager	1	1	1	1
Human Resources Specialist	1	1	1	1
Administrative Clerk	1	1	1	1
Total Positions	3	3	3	3

EXPENDITURE SUMMARY

202 - HUMAN RESOURCES	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Personnel	441,262	408,234	448,779	513,854
Operations & Maintenance	298,624	267,642	168,424	312,715
Capital				
Total Expenditures	739,886	\$675,876	617,203	826,569



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **202 – Human Resources Program**

Account	Description	Justification	2022-23 Budget
5101	Payroll – Full Time	Human Resources Manager (1) Human Resources Specialist (1) Administrative Clerk (1)	319,626
5150	State Retirement	District contribution to CalPERS	43,813
5155	Social Security	District contribution is 6.2% of salary	18,832
5165	Medicare	District contribution is 1.45% of salary	4,404
5170	Cafeteria Plan	Based on current election	41,667
5180	Deferred Compensation	District contribution of 3.825% of salary for Non-CSEA represented employees	11,618
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	1,302
5250	Tuition Reimbursement	District Education Fund to reimburse employees for tuition and textbook expenses incurred in pursuing degree programs.	20,000
5300	Employee Incentive	Employee Recognition Event and Team Building Events	9,000
5302	Wellness	Open Enrollment Supplies - \$600.00 Wellness Coach - \$5,000.00	5,600
5305	Employee Assistance Program	Wellness Works EAP services	4,000
6001	Workers' Compensation Insurance	VCJPA Workers Comp Insurance Premium \$281,752.90 Estimated Retrospective Adjustment (\$75,000)	206,753
6050	Dues & Memberships	HR Manager and HR Specialist CalPELRA - \$740 IPMA-HR - \$228 SHRM - \$438 PIHRA - \$250 Liebert Library - \$995 ASPA - \$120	2,771
6065	Recruitment & Advertising	Pre-employment background screenings - \$2,000 Advertising of classified ads for recruitment - \$2,000	4,000

6070	Office Supplies	General Office Supplies: Paper, Binders, Dividers, File Folders, Pens, etc. California Chamber - Required Employment Law Posters, Pamphlets, and CA HR Quick Guide - \$400 Desk Chairs for HR Manager, HR Specialist, and Administrative Clerk - \$900 Enclosed Outdoor Bulletin Board - \$1,500 Beyond the Bite Academy Plaques - \$300	4,000
6106	HR Risk Management	LCW Employment Relations Consortium	4,500
6200	Meetings Expense	Staff Training Supplies LCW Consortium Hosting Supplies	300
7000	Uniform Expense	District Apparel	200
7050	Safety Expense	First aid kit supplies COVID-19 Prevention Supplies Safety equipment	3,000
7100	Physician Fees	Pre-employment physician screenings, first aid services	5,000
7600 Sub Acct: 027	Professional Development	HR Manager & HR Specialist CALPELRA \$2,200/per employee (2) LCW \$2000/per employee (2) Training Webinars Clerical Staff Training \$200	9,500
District Wide Professional Development			
7600 Sub Acct: 065	Beyond the Bite Academy	Excel & Word Training (12 Attendees) - \$3,250 Becoming A Leader (Outside Speaker) - \$1,500 Assigned Reading Material - \$60	20,000
	District Wide Safety Training	Violence Awareness in the Workplace Training (Compliance Training Group) - \$875	
	District Wide Supervisory Training	Coaching Within the Workplace (CPS-HR) - \$1,800 Giving and Receiving Feedback (CPS-HR) - \$1,800	
	Mandatory District Wide training	Technician MVCAC Annual 5,000	

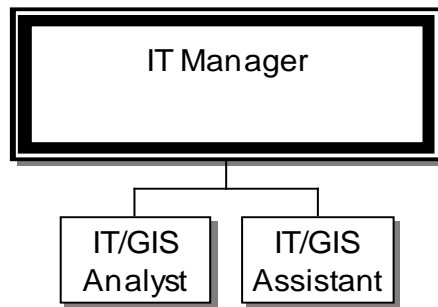
**FUND 01 – GENERAL OPERATING FUND
 OPERATING BUDGET 2022-23
 PROGRAM 210 – INFORMATION SYSTEMS PROGRAM**

PROGRAM DESCRIPTION

Information Technology (IT) provides a full range of services including end-user and server support, telecommunications management, network operations, systems development and Geographical Information Services (GIS). The function of IT is to deliver innovative information technology solutions to provide citizens, the business community and District staff with convenient access to appropriate information and services, enhancing the mission and activities of the Coachella Valley Mosquito and Vector Control District.

The Geographic Information System is a division of the IT Department and a District-wide program of spatial data and application development. GIS manages the District's Mobile Inspection Application, a state-of-the-art wireless mapping and data services utilized by Vector Control, Bio-Control and Surveillance for field data capture.

It is the District's vision to become the leading environmental friendly organization in controlling mosquitoes and other vectors by being compliant with NPDES requirements through accurate recording in the GIS program of applications of all regulated and authorized public health control products.



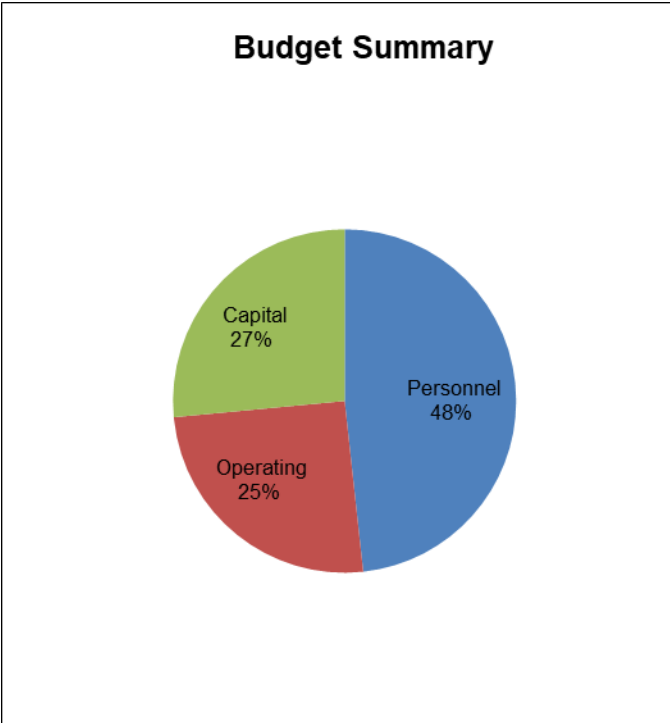
STAFFING SUMMARY

Title	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
IT Manager	1	1	1	1

IT/GIS Analyst	1	1	1	1
IT/GIS Assistant	1	1	1	1
Total Positions	3	3	3	3

EXPENDITURE SUMMARY

210 – INFORMATION SYSTEMS	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Personnel	521,463	491,262	523,527	530,818
Operations & Maintenance	267,473	249,998	205,612	180,483
Transfer to Capital	286,361	43,187	43,187	
Total Expenditures	\$1,080,297	784,447	772,325	711,300



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **210 – Information Systems Program**

Account	Description	Justification	2022-23 Budget
5101	Payroll – Full Time	Information Technology Manager (1) IT/GIS Analyst (1) IT/GIS Assistant (1)	392,656
5105	Payroll – Over Time	Information Technology Overtime Estimation	1,200
5150	State Retirement	District contribution to CalPERS	43,528
5155	Social Security	District contribution is 6.2% of salary	22,965
5165	Medicare	District contribution is 1.45% of salary	5,371
5170	Cafeteria Plan	Based on current selection	40,275
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	14,168
5195	Unemployment Insurance	6.2% of the first \$7,000 of an employee's salary	1,301
6050	Dues & Memberships	Municipal Information Systems Association of California Certification Training Books FireFly Essentials CBT Nuggets	1,915
6050 Sub Acct: 014	State Required CEU	Annual CDPF Recertification Fees Information Technology Manager (1) IT/GIS Assistant (1)	200
6060	Reproduction & Printing	Printing materials and supplies	300
6070	Office Supplies	Paper, binders and misc. office supplies	500
6080	Computer & Network Systems	Server, Desktop, VoIP Phones, Network Equipment, Tablet Accessories	8,199
6110 Sub Acct: 010	MVCAC Committee Assignments	MVCAC Committee Travel Fall Meeting \$800/Employee Spring Meeting \$800/Employee	1,600
6110 Sub Acct: 023	MVCAC Annual Conference	MVCAC Annual Conference \$1,200/Employee	1,200
6200	Meetings Expense	Staff Meetings	200

6410	Telecommunications	Plain Old Telephone Service (POTS) Landlines		1,824
7000	Uniform Expense	District Apparel		300
7150	IT Communications	Monthly Internet Services 5,520.00 Monthly Voice Over IP (VOIP) Phone Services 20,400.00 Business Cell Phones & Wireless Devices 29,400.00 Arkadian 480.00 AccuConference Annual Standard 700.00 Wildcard SSL Renewal		56,500
7360	Software Licensing	ArcGIS Desktop Advanced Concurrent Use Primary Maintenance 3,000.00 ArcGIS Desktop Standard Concurrent Use Primary Maintenance 1,500.00 ArcGIS Desktop Standard Concurrent Use Secondary Maintenance 1,200.00 ArcGIS Desktop Basic Concurrent Use Primary Maintenance 700.00 ArcGIS Desktop Basic Concurrent Use Secondary Maintenance 1,000.00 ArcGIS Enterprise Advanced Up to Four Cores Maintenance 10,000.00 ArcGIS Spatial Analyst for Desktop Concurrent Use License 2,500.00 EZ Signer Check Signing Software 200.00 Base GeoTracker Pro Subscription 755.00 Deployment Software: JS Reports, DevOps, GitHub 1,500.00 Tableau Creator (Online + Desktop) 1,800.00 Microsoft Windows Server 2019 Cals 3,100.00 Microsoft Windows Server 2019 1,600.00 Statistical Resistance Assays Software 225.00		31,335
7450	Equipment Parts & Supplies	Server, Desktop, VoIP Phones, Network Equipment, Tablet Accessories 7,080.00		8,220

		3G to 4G Cell Phone Migration 1,140.00	
7570	Aerial Pool Surveillance	Neglected Pool Flight/Unmanned Aerial Systems UAV Digital Map Project Salton Sea	6,000
7600 Sub Acct: 027	Professional Development	Municipal Information Systems Association of California UC ESRI Conference Certification Training State Required CEU (Gold Card) Training	4,600
7675	Contract Services	CivicCMS Standard 1,990.00 Annual - District Website DJI Care Refresh - 150.00 Phantom 4 Pro Series Barracuda Energizer, Replacement & Cloud Services 5,300.00 DropVision Service & Support Agreement - Microscope 1,200.00 DropVison Service & Support - Drone 1,600.00 Tableau Licenses for CalSurv 900.00 Monitor 4/5/LT GeoTracker Pro Subscription 240.00 Sophos Firewall Maintenance 4,700.00 Sophos XG330 FullGuard Plus with Enhanced Plus Support Add-On 500.00 Cisco SMARTnet - Extended Service Agreement 3,200.00 Digital Network Architecture Essentials 2,400.00 Video Surveillance Maintenance Agreement 7,168.00 Intercept X for Desktop 5,300.00 Intercept X for Server 2,637.00 Mobile Management 4,784.00	45,081
7680	Cloud Computing Services (.070)	MedalliaZingle SMS 4,488.00 Zoom Video Communications Inc. 5,640.00 Fleetio Fleet Maintenance System 6,720.00 Fleet Spartan Fuel Management Maintenance 1,800.00 Redbeam Cloud Annual Software Maintenance 1800.00 Creative Cloud ALL MLP Team 12 Mo - Public Outreach Coordinator 960.00 Creative Cloud ALL MLP Team 12 Mo - Community Liaison 1,920.00 Premier Support by nfpAccounting Technologies, Inc 3,357.00 MIP Fund Accounting Maintenance & Support 9,987.00	104,499

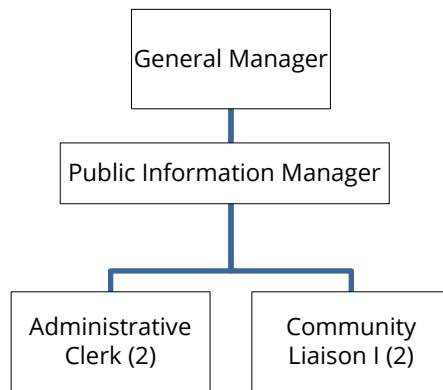
		Maintenance - Microix Modules	2,908.00	
		TimeClockPlus Time Management System Cloud	2,850.00	
		TeamViewer Premium Subscription	1,236.00	
		Support for Mobile Devices	801.00	
		AddOn Channel	769.00	
		CSP O365	9,744.00	
		Enterprise E3		
		CSP Business Basic	2,860.00	
		CSP EMS Enterprise Mobility + Security E5	13,760.00	
		Exchange Online (Plan 1)	126.00	
		Audio Conference	675.00	
		Canva Pro Annual Subscription - Public Outreach Coordinator	180.00	
		Canva Pro Annual Subscription - Community Liaison	360.00	
		Nearmap Aerial Imagery Service	13,000.00	
		NextDoor Seasonal Subscription (May-Sept)	6,000.00	
		Constant Contact Online E-Mail Marketing	787.50	
		ArcGIS Online (Editor) - Vector Ecologist (2)	400.00	
		ArcGIS Online (Editor) - Biologist (4)	800.00	
7680	Cloud Computing Services (.068)	Barracuda Essentials Security Edition (M365 Backup)	3,600.00	
		ArchiveSocial Social Media Archiving Subscription	2,388.00	
		Codero Dedicated Offsite Server	3,800.00	
8900	Transfer to Capital Replacement			286,361

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2022-23
PROGRAM 215 – PUBLIC OUTREACH PROGRAM

PROGRAM DESCRIPTION

The Public Outreach Department aims to educate residents and visitors of the Coachella Valley community on how to reduce mosquito and vector threats and protect public health from mosquito- and vector-borne diseases. The Department raises awareness about District programs, services, and activities through the dissemination of vector control and disease prevention information to Coachella Valley residents.

This includes the conceptualization of District materials such as brochures, news releases, feature articles, manuals; promotional items with District messaging; mass advertising; and digital content. The Department is responsible for media and stakeholder relations, community engagement, and ensuring that the District’s mission and messaging are spread throughout the Coachella Valley. Departmental outreach involves presentations to city, county, community, HOAs, and partner agency meetings; staffing informational booths at fairs, health related collaborations, and community events; and interactive educational opportunities at schools or in a virtual setting.



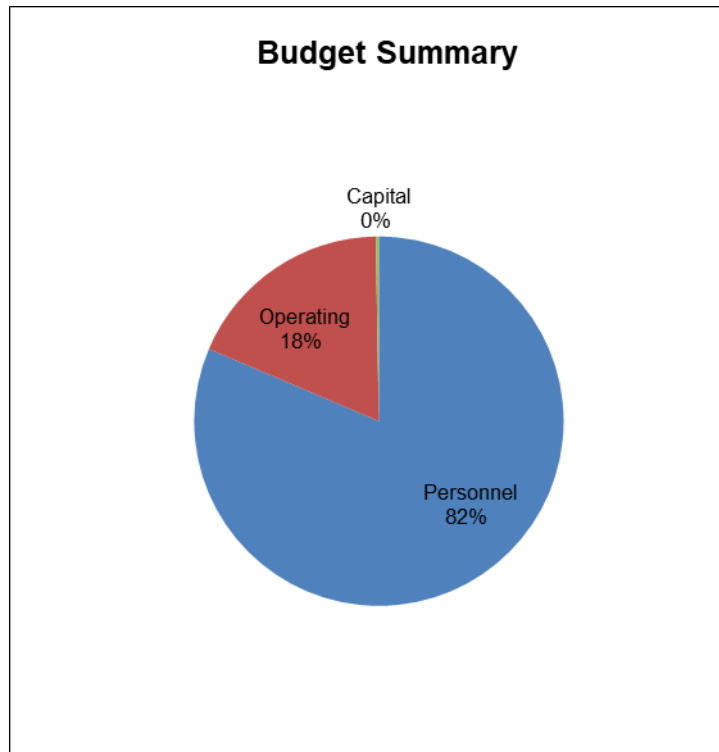
STAFFING SUMMARY

Title	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Public Information Manager	1	0	0	0
Public Information Officer	0	1	1	1

Community Liaison I	2	1.5	1.5	1
Administrative Clerk	2	2	2	2
Total Positions	5	4.5	4.5	4

EXPENDITURE SUMMARY

215 - PUBLIC OUTREACH	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Personnel	624,084	510,018	515,389	454,585
Operations & Maintenance	140,614	152,483	137,404	90,860
Capital	2,000	-		
Total Expenditures	766,698	\$662,501	652,794	545,446



This year the Public Outreach Department's goals are to:

- Complete 2018 Strategic Implementation projects including a valley wide market research project and surveys.
- Enhance the District’s public identity and trust through expanding accessibility to our education information virtually.
- Expand social media presence using targeted ads and videos.
- Create outreach campaigns with clear and consistent messaging.
- Continue to develop stronger ties with cities and local agencies to ensure local governments carry our community message of prevention and protection; provide messaging to all staff to communicate to the public.
- Continue to update the District website to be more user-friendly to the general public and enhance transparency by making content more visible to the user and develop more interactive elements.
- Refine educational outreach with more online tools for student learning and expanded District-based learning opportunities for all age levels.
- Develop and implement community and school programs training volunteers to further the mission of the District.
- Develop and carry out surveys on behavior change triggers in targeted areas and develop messaging and programs to get communities to make standing water source elimination a habit.
- Participate in the industry’s training and networking programs to collaborate with nationwide outreach best practices.

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **215 – Public Outreach Program**

Account	Description	Justification	Budget 2022-23
5101	Payroll – Full Time	Public Information Manager (1) Community Liaison I (2) Administrative Clerk (2)	421,914
5103	Temporary	Intern	-
5105	Overtime	Public Outreach Events Date Fest Evening and weekend events	11,920
5150	State Retirement	District contribution to CalPERS	33,859
5155	Social Security	District contribution is 6.2% of salary	25,156
5165	Medicare	District contribution is 1.45% of salary	5,883
5170	Cafeteria Plan	Based on current election	107,663
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	15,520

5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	2,170
6050	Dues and Membership	CAPIO PRSA GSM (2) Toastmasters (3)	1,058
6050 Sub Acct: 014	State Required CEU	Gold card (4)	600
6060	Reproduction & Printing	Paper – cardstock, transparency, labels ULV and WALs notification materials Invasive Aedes Inspection/Outreach materials Aedes application notices RIFA Authorization duplicate forms business cards WNV outbreak outreach materials Backpack printing Postcards Stickers Frames	23,560
6070	Office Supplies	Desert Sun digital Subscription Die cutter replacement parts Misc office supplies	1,456
6075	Postage	Aedes and WALs postcards Yellow Notification Postcards General Public Outreach Materials	2,000
6095	Professional Services	Graphic design fees Professional headshots	3,800
6110 Sub Acct: 010	MVCAC Committee Assignments	MVCAC Committee Assignments Fall and Spring Quarterly Legislative Day	1,600
6110 Sub Acct: 023	MVCAC Annual Conference	MVCAC Annual Conference – PIO, CMs (2)	3,600
6200	Meetings Expense	Staff Meeting(s) Spring meeting with civic leaders	2,340
6210	Promotion & Education	Date Fest Registration Misc booth fees Science fair certificates Flyswatters Repellent Studio supplies Display banners canopy carrier foldable wagon Promotional items <ul style="list-style-type: none"> • Sponges • pencils/pens/crayons • Screen patches • Plastic lifecycle toys • magnifying glasses 	28,000

		<ul style="list-style-type: none"> • flash light • keychains 	
6220	Public Outreach Advertising	Spring Advertising Campaign Summer Advertising Campaign Social media ads Aedes campaigns	56,000
7000	Uniform Expense	Branded shirts Branded sweatshirts/jackets	1,000
7600 Sub Acct: 027	Staff Training	AMCA Annual Meeting CAPIO Annual Meeting GSMCON (2) PRSA Emergency Management Training - California Specialized Training Institute Webinars/seminars/workshops Master PIO - FEMA	11,400
7600 Sub Acct: 014	Staff Training	State VCT exams	0
7675	Contract Services	AIS -service plan for printer Marlin - printer lease	2,400
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	1,800
7680	Cloud Computing services	iPad and pencil (2)	2,000

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2022-23
PROGRAM 250 – TRUSTEE SUPPORT PROGRAM

PROGRAM DESCRIPTION

The Health and Safety Code, Section 2000-2093 empowers the Board of Trustees to be the legislative body of the District. Their primary function is the establishment of policies and definition of guidelines. Trustees are also responsible for ensuring the financial stability and approval of the annual budget. The Trustee Support Program includes in-lieu expenses, travel expenses, and registration fees for attendance at conferences and training seminars that benefit members of the Board of Trustees.

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **250 – Trustee Support Program**

Account	Description	Justification	Budget 2022-23
5155	Social Security Expense	District Contribution 6.2%	818
5165	Medicare Expense	District Contribution is 1.45% of salary	191
5195	Unemployment Insurance	6.2% of the first \$7,000 in earnings	818
6110	Conference Travel	Registration fees and related travel expenses to attend the CSDA Conference, MVCAC Conference and Quarterly Meetings. In addition designated Trustee per Resolution 2011-24 to attend MVCAC Annual, Spring, Fall and Summer meetings and AMCA	19,200
6115	In-Lieu	State law permits a maximum of \$100/Month compensation payable to each Trustee for conducting District business, for attending Board and Committee meetings.	13,200
6120	Trustee Support	Expenses for meals during official meetings dealing with direct support of Trustee activities. Security services public meetings	7,600
7000	Uniform Expense	District Shirt for each Trustee	200

**FUND 01 – GENERAL OPERATING FUND
 OPERATING BUDGET 2022-23
 PROGRAM 300 – FLEET MAINTENANCE PROGRAM**

PROGRAM DESCRIPTION

Fleet Maintenance is tasked with the maintenance, repair and upgrade of all District vehicles, trailers, off-road vehicles including ATV's, Argos, golf carts, work horse and other special equipment.

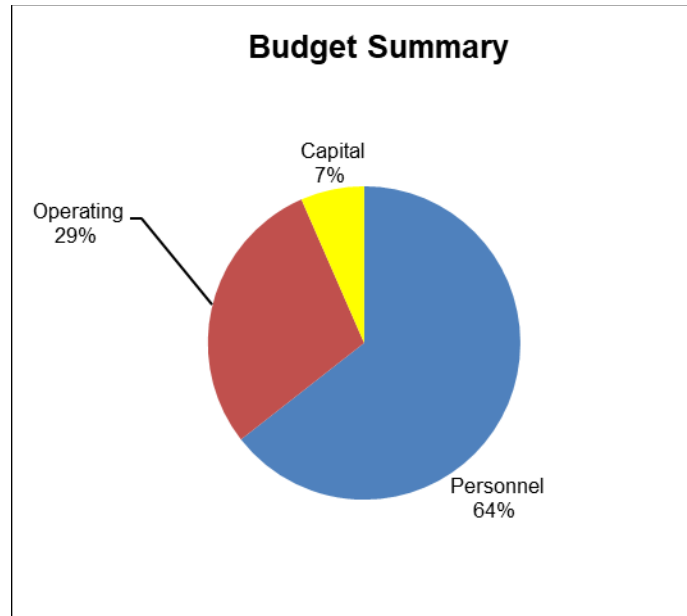


STAFFING SUMMARY

Title	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Shop Mechanic II	1	1	1	1
Shop Mechanic I	1	1	1	1
Total Positions	2	2	2	2

EXPENDITURE SUMMARY

300 – FLEET MAINTENANCE	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Personnel	229,742	216,898	216,727	200,839
Operations & Maintenance	103,298	99,909	90,795	80,700
Capital	23,427	2,928		
Total Expenditures	\$356,467	320,035	307,522	281,539



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **300 – Fleet Maintenance Program**

Account	Description	Justification	Budget 2022-23
5101	Payroll – Full Time	Shop Mechanic II (1) Shop Mechanic I (1)	165,787
5105	Overtime	Required work outside normal hours for emergencies	1,500
5150	State Retirement	District Contribution to CalPERS	13,341
5155	Social Security	District Contribution is 6.2% of salary	9,876
5165	Medicare	District Contribution is 1.45% of salary	2,310
5170	Cafeteria Plan	Based on current election.	36,061
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	868
6050 Sub Acct: 014	State Required CEU	Annual CDPH Recertification Fees Shop Mechanic II (1) Shop Mechanic I (1)	300
6070	Office Supplies	Printer toners, paper, misc. batteries, inventory bins and general office supplies	535
6200	Meeting Expense	Staff Meeting(s)	150
7000	Uniform Expense	Rentals of department uniforms	2,300

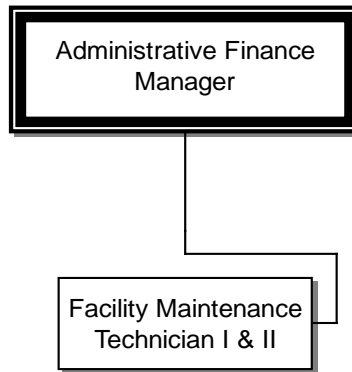
7050	Safety Expense	Nitrile Gloves Welding Helmet Protective Eye Wear Hearing Protection Protective Footwear ATV/UTV Helmets (3)	3,220
7350	Permits, Licenses & Fees	Recurring fees for permits, Smog certificates AQMD Annual Testing AQMD Emission Fees AQMD Liquid Fuel Disp EPA ID Registration Fee	3,270
7400	Vehicle Parts & Supplies	Repairs and Maintenance Supplies: CarQuest, Napa, Batteries for fleet vehicles & trailers	24,000
7400 Sub Acct: 025	Specialty Vehicle Parts & Supplies	Repairs and Maintenance Parts, Supplies and Tires for District specialty off-road vehicles such as: Argo, Forklifts, Workhorses, Polaris	13,000
7400 Sub Acct: 064	Tire Services	Vehicle Tire Management	7,720
7420	Offsite Vehicle Maintenance & Repair	Windshield Replacement Services Washing Services Towing Services Alignment Services Part Assembly Key Duplication Hazardous Chemical Removal Services Body Repair Services Vehicle Graphics & Lettering Dealership services Forklift (Gas) Tire Purchase/Installation	16,882
7450	Equipment and Application Parts & Supplies	Fasteners, electrical supplies, parts for all equipment not considered a registered vehicle, ULV Equipment , welding equipment supplies and repairs, repairs and parts for major equipment (hoists, air compressor, power reels, tire mounting equipment)	5,720
7500	Small Tools Furniture & Equipment (Non-Capital)	Replacement of small tools	3,500
7600 Sub Acct: 014	State Required CEU	State Required CEU Training \$400 per person Certification exam application fees	
7600 Sub Acct: 027	Professional Development	Napa, General trainings, ASE certification A1-A8, and related travel expenses Shop Mechanic I and Shop Mechanic II	300

7675	Maintenance Contracts	Annual support fees for Fleet Maintenance programs: Networkfleet Services ALLDATA Repair & Diagnostics Genisys EVO 5.0 Handheld Software Updates Light Duty Harness plus OBD-II Adapter Kit 5500-Diagnostics + GPS Light Duty Harness plus OBD-II Adapter Kit	20,246
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	1,500
8415	Non-Capitalized Equipment	6' Recycled Rubber Parking Blocks for Fleet Parking Traffic Safety Square Column Protector Crew Chief Upright Portable Oil Draining Steniner Protect-O-Screen Welding Screen Rhino Mobile Fixturing Welding Stations & Clamps	23,427

**FUND 01 – GENERAL OPERATING FUND
 OPERATING BUDGET 2022-23
 PROGRAM 305 – BUILDINGS & GROUNDS MAINTENANCE PROGRAM**

PROGRAM DESCRIPTION

The Buildings and Grounds Maintenance is tasked with the maintenance, repair and upgrade of all District facilities, property and special equipment that maintains the District facility and grounds in excellent condition. Additionally, the department oversees the service contracts for Heating, Ventilating, and Air Conditioning maintenance, Landscape maintenance, Janitorial service, and Security.



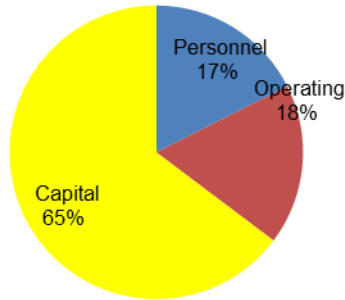
STAFFING SUMMARY

Title	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Facility Maintenance Technician I & II	2	2	2	2
Total Positions	2	2	2	2

EXPENDITURE SUMMARY

305 BUILDINGS & GROUNDS MAINTENANCE	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Personnel	252,407	239,241	228,075	214,967
Operations & Maintenance	254,143	230,072	288,182	267,949
Capital	929,655	431,344	431,344	
Total Expenditures	1,436,204	\$900,657	947,601	482,916

Budget Summary



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **305 – Buildings & Grounds Maintenance Program**

Account	Description	Justification	Budget 2022-23
5101	Payroll - Full Time	Facility Maintenance Technician I & II (2)	176,621
5105	Overtime	Required work outside normal hours	2,000
5150.01	State Retirement Expense	District contribution to CalPERS	14,187
5155	Social Security Expense	District contribution is 6.2% of salary	10,578

5165	Medicare Expense	District contribution is 1.45% of salary	2,474
5170	Cafeteria Plan	Based on current election	45,678
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	868
6050 Sub Acct: 014	State Required CEU	Annual CDPH Recertification Fees: Facility Maintenance Technician I & II (2)	300
6200	Meeting Expense	Staff Meeting(s)	150
6400	Utilities	Burrtec Waste \$5,500 So Cal Gas Co \$3,800 Imperial Irrigation District \$77,000 Indio Water Authority \$15,000 Valley Sanitary District \$8,083	109,383
7000	Uniform Expense	Rentals of department uniforms, towels and mats	6,600
7050	Safety Expense	Safety Equipment & Supplies First aid materials, safety clothing, protective footwear, etc.	3,350
7200	Household Supplies	Cleaning supplies, paper towels, toilet paper, floor products, disinfectants, hand soap, latex gloves, trash bags, etc.	3,000
7300 Sub Acct: 012	Repair & Maintenance	Bio Building, Laboratory and Tank Room Includes replacement lighting for tank room	10,000
7300 Sub Acct: 024	Repair & Maintenance	Administration Building	5,000
7300 Sub Acct: 035	Repair & Maintenance	Operations Building	5,000
7300 Sub Acct: 044	Repair & Maintenance	Shop and Grounds	16,000
7300 Sub Acct: 049	Repair & Maintenance	Special Projects	5,000
7300 Sub Acct: 053	Solar Panel Maintenance	Solar panel cleaning Maintenance & repairs	1,000
7350	Permits, Licenses & Fees	City of Indio Private Fire Hydrant Place of Assembly Alarm Permit	1,260

		Desert Fire Extinguisher Automatic Fire System Service – Flammable Storage 1 Automatic Fire System Service – Flammable Storage 2 Fire Extinguishers Testing/Certification Fire Suppression Testing/Certification	
7500	Small Tools	Replacement of tools – Landscaping Equipment	1,200
7600 Sub Acct: 027	Professional Development	Electrical Troubleshooting & Preventative Maintenance Workshop Part II and related lodging/travel expenses	3,000
7650	Equipment Rentals	Rental of power tools, heavy equipment and vehicles	1,000
7675	Contract Services	Janitorial Services \$56,000 Security Alarm Services \$2,400 Security Services \$18,000	76,400
7700	Motor Fuel & Oils	Fuel & Oils for department vehicle(s)	800
8900 Sub Acct: 066	Transfer to Thermal Remediation Fund	Contribution to capital reserves	39,655
8900 Sub Acct: 067	Transfer to Facility Capital Reserves	Annual Reserve Contribution	890,000

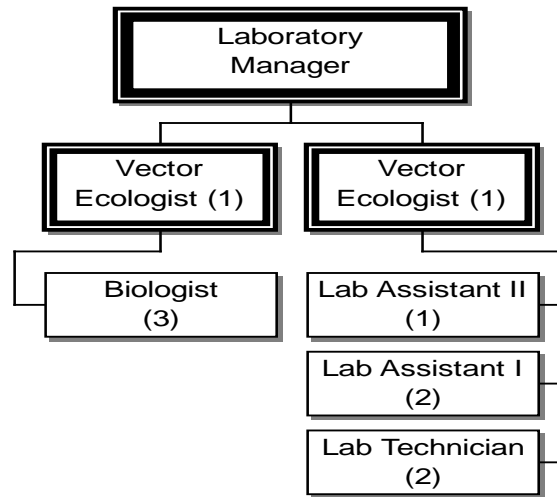
FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2022-23
PROGRAM 400 – SURVEILLANCE AND QUALITY CONTROL PROGRAM

PROGRAM DESCRIPTION

The District's Surveillance and Quality Control Program is charged with conducting vector surveillance and disease detection; quality control and efficacy of products; implementing the biological control program; partnering with community organizations for physical control; and ensuring compliance with environmental regulations.

Determining where vectors are and whether residents are at risk of contracting an arboviral disease are important components of the District's Integrated Vector Management (IVM) Program. The staff monitors and analyzes data including immature and adult mosquito abundance; virus activity in mosquitoes and wild birds; and climate variables such as temperature, humidity, and Salton Sea water level. This analysis, our virus transmission risk model, allows Operations and Public Outreach Departments to focus control efforts where they will have the most impact.

The Surveillance and Quality Control Program conducts quality control assays, product efficacy assays, and resistance assays to ensure that control products and biological control organisms work as they should. Assays are also conducted to assist the Control Operations Department in using the most effective dose and method of application in the field. This department is responsible for production of the biological control organisms used in the IVM program and for working with community organizations to develop and evaluate physical control of vectors. Staff also oversee and report on environmental and regulatory issues related to vector control.

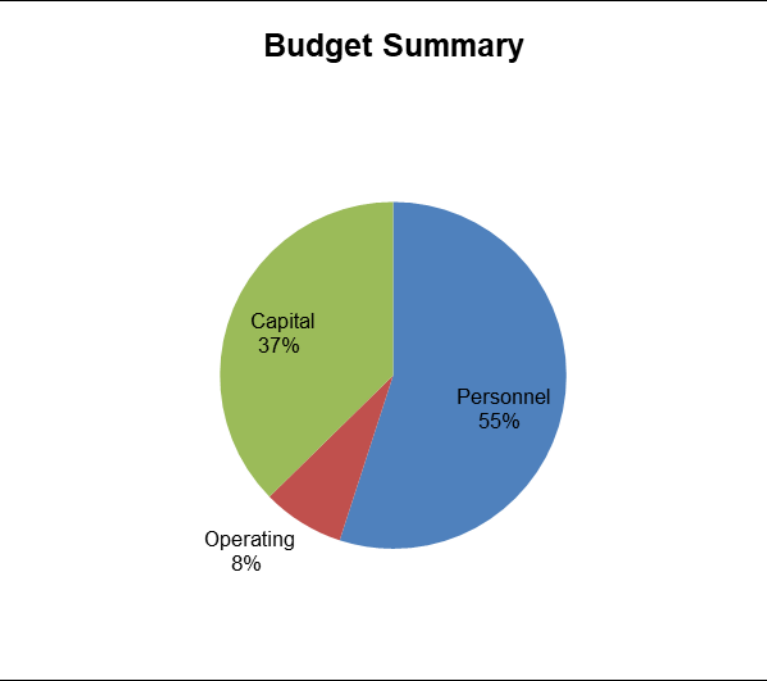


STAFFING SUMMARY

Title	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Laboratory Manager	1	1	1	1
Vector Ecologist	2	1.67	1.67	1
Biologist	3	3.33	3.33	4
Laboratory Assistant II	1	1	1	1
Laboratory Assistant I	2	2	2	1
Laboratory Technician	2	1.5	1.5	2
Seasonal Employees (FTE)	0.4	1.3	1.3	0.5
Total Positions	11.4	11.8	11.8	10.5

EXPENDITURE SUMMARY

400 - SURVEILLANCE AND QUALITY CONTROL	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Personnel	1,472,949	1,337,407	1,348,929	1,272,593
Operations & Maintenance	205,233	221,215	205,755	106,994
Capital	1,000,000	24,500		
Total Expenditures	2,678,183	1,583,122	1,554,683	1,379,587



This year the Surveillance and Quality Control Department's goals are to:

- **Revise *Aedes* surveillance:** The District detected *Aedes aegypti* within its service area in 2016. As the detections of new locations have primarily involved service requests from residents, trapping was driven by location. The Surveillance and Quality Control Department adjusted the location of traps in 2021 for some of the jurisdictions and will be completing that in 2022.
- **Rapid detection of arbovirus samples:** The Surveillance and Quality Control Department currently conducts virus testing for the *Culex*

mosquitoes that it collects, testing for West Nile virus, St. Louis encephalitis virus, and western equine encephalomyelitis virus. Testing these mosquitoes at the District has benefited the District's Control Operations Department and the residents by allowing for a rapid response to positive samples. In reviewing the continued need for expanded arbovirus testing that has been necessary with the re-emergence of St. Louis encephalitis virus, the Surveillance and Quality Control Department has expanded the number of samples budgeted to be tested.

- Examine product efficacy: The Surveillance and Quality Control Department will examine several new and existing mosquito control products to define the efficacy and residual activity for mosquitoes in the Coachella Valley. Assays planned include using adulticides in storm water structures, coverage of area-wide applications using truck-mounted equipment to mosquito sources in urban portions of the valley, examination of adulticide applications in response to virus-positive mosquito samples, and efficacy of products approved for controlling mosquito larvae. The Department will continue examining procedures needed for Sterile Mosquito Control Methods, including better understanding of the behavior of *Aedes aegypti*.
- Ensure regulatory compliance: The Surveillance and Quality Control Department will continue to ensure that the District is compliant with relevant environmental laws and regulations. In this fiscal year, the Surveillance and Quality Control Department will apply for the District's National Pollutant Discharge Elimination System permit for compliance with state enforcement of the Clean Water Act if it becomes available.

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **400 – Surveillance and Quality Control Program**

Account	Description	Justification	Budget 2022-23
5101	Payroll – Full Time	Laboratory Manager (1) Vector Ecologist (2) Biologist (3) Laboratory Assistant II (1) Laboratory Assistant I (2)	1,045,965

		Laboratory Technician (2)	
5102	Payroll – Seasonal	1Seasonals (890 max hours) per seasonal (0.5FTE)	16,020
5103	Temporary Services	Health Careers Connection Intern \$6,900	6,900
5105	Overtime	Holiday Tank and Colony Care – 44 hours ULV Calibration - 8 hours ULV Evaluations – 5 Evaluations -160 hours <ul style="list-style-type: none"> • CSEA -24 Hours/Evaluation • Teamster – 8 Hours/Evaluation Emergency/Epidemic/ Response and Special Projects <ul style="list-style-type: none"> • CSEA – 20 hours • Teamster – 20 hours Total Hours – 252 hours	12,000
5150	State Retirement	District contribution to CalPERS	98,178
5155	Social Security	District contribution is 6.2% of salary	64,039
5165	Medicare	District contribution is 1.45%	14,977
5170	Cafeteria Plan	Based on current elections	184,084
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	25,577
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee’s salary	5,208
6050	Dues & Memberships	ESA \$155 (3) SOVE \$70 (3) Board Certified Entomologist renewal \$100 (1) FAA UAS Certification \$150 (2-year license)	925
6050 Sub Acct: 014	State Required CEU	Exams for 2 employees for 4 exams each (8 X 36)	576
6060	Reproduction and Printing	Fees for publishing scientific manuscripts	2,500
6070	Office Supplies	Printing and general office supplies Printer contract \$2,000 Office supplies \$2,000 Posters (12) \$1,200 3D printer supplies (\$3,000)	8,200
6075	Postage	PCR Confirmation Shipping 5 times/season \$100/shipment = \$500 Misc. Shipping \$1500 UPS – includes Aedes samples for CDZ testing	2,000

6110 Sub Acct: 010	MVCAC Committee Assignments	MVCAC Committee Travel Fall Meeting \$1000/Employee (3) Planning Meeting northern CA - \$800/Employee (2) Spring Meeting northern CA \$1000/Employee (3)	7600
6110 Sub Acct: 023	MVCAC Annual Conference	MVCAC Annual Conference \$1,200/Employee (5)	6000
6200	Meeting Expense	Staff Meeting(s)	500
7000	Uniform Expense	District Apparel Professional Shirts \$175/Employee (7 = \$1225) Cintas Rental Uniforms Year = \$7,420 Towel Purchase Cleaning Service \$240/year	8,885
7050	Safety Expense	Personal protection equipment Laboratory & Field safety equipment	5,000
7310 FUND 14	Maintenance & Calibration	PCR Maintenance Contract \$2,900 Microscope services \$770 BSL Cert & Hood Certification \$1,000 Pipette Calibration \$1,500	6,170
7350	Permits	RivCo DEH Level II Waste Permit - 55 AQMD Annual Emergency Electric Generator Permit Fee AQMD Generator Emissions Flat Fee NPDES Clean Water Act permit	1,900
7450	Equipment Parts & Supplies	Small equipment for laboratory, routine replacement, wear and tear - 3,500 Distilled water (Puretec) - 2000	5,500
7550	Lab Operating Supplies	Routine supplies and maintenance, mosquito rearing supplies, 6,000 AirGas - dry ice \$18,000 Biohazard disposal - \$5,000	29,000
7575 Sub Acct: 026	Surveillance - External PCR	External Mosquito PCR <ul style="list-style-type: none"> • Confirmation testing at DART \$110 (5 pools at \$22) • Aedes pools - \$6600 (300 pools at \$22 each) • Supplies for external PCR - \$600 	7,310
7575 Sub Acct: 045	Surveillance - Internal PCR	Internal Mosquito PCR @ \$6.50/Sample Testing 6000 pools <ul style="list-style-type: none"> • 	39,000
7575 Sub Acct: 057	Surveillance - Traps & Parts	Traps & Parts - routine needs \$9000 Batteries for traps - \$3000 BG Lures - \$3200 Replace 20 of BG Sentinel traps - \$4500	19,700

7600 Sub Acct: 027	Professional Development	AMCA \$1,500/Employee (4) ESA \$2,000/Employee (3) IFA \$1,500/Employee (2) PBESA \$1500/Employee (1) CSDA \$650/Employee (1) Professional development courses -\$1500	18,650
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	25,000
8415	Equipment	Digital pipettes (single and multi-channel) (\$6,200) Chairs (task chairs at benches) - \$5000	11,200
8900	Transfer to Capital Project Fund	Transfer to capital project fund for Insectory Construction	1,000,000

2021-2022 SEASONAL HIRING SCHEDULE

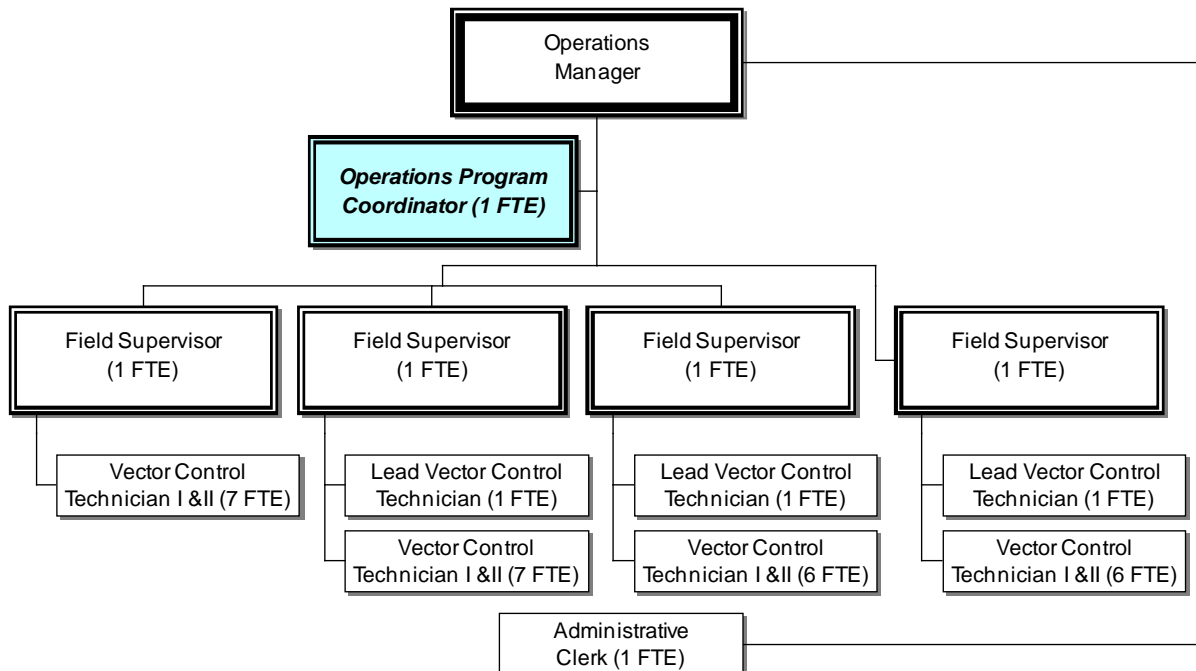
PROGRAM	PERIOD	NUMBER
Mosquito Traps	7/1 - 11/30/22	1

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2022-23
PROGRAM 500 – CONTROL OPERATIONS PROGRAM

PROGRAM DESCRIPTION

Control Operations Program is responsible for environmentally friendly and effective suppression of pathogen-carrying vectors and mosquitoes for the purpose to reduce the transmission risks to humans and other animals of diseases caused by West Nile, Saint Louis and western equine virus. The District covers a 2,400 square mile area where a dozen resort and residential communities provide ample vector and nuisance species habitat ranging from the Salton Sea marshes to agricultural habitats, neglected pools and different urban locations. State Certified Vector Control Technicians take care of site inspections, surveillance, preventive chemical applications, and, when appropriate, use biocontrol measures such as use of mosquito-eating fish and other integrated vector management control methods. They also execute a call - requested inspections for controlling red imported fire ants, eye gnats and flies, and provide site inspections for rodent proofing residential and public properties and other nuisance and vector species.

The Red Imported Fire Ants (RIFA) program is focused on suppressing the population of RIFA and maintaining the level of infestation to minimum. Currently the program is addressing large green areas/golf courses as well as the residential call reporting RIFA infestation.

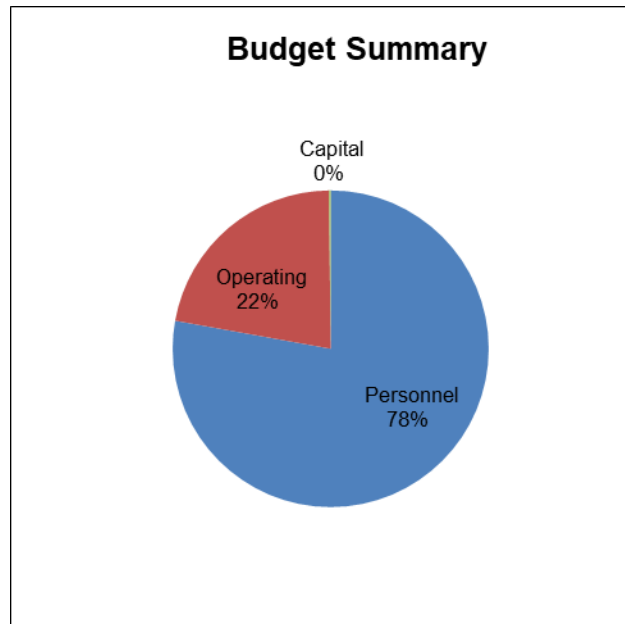


STAFFING SUMMARY

Title	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Operations Manager	1	1	1	1
Operations Program Coordinator	1	0	0	0
Field Supervisor	4	4	4	4
Administrative Clerk	1	1	1	1
Lead Vector Control Technician	3	3	3	3
VCT II	7	7	7	7
VCT I	19	17.5	17.5	16
Seasonal Employees (FTE)	3.4	5.1	5.1	6.8
Total Positions	39.4	38.6	38.6	38.8

EXPENDITURE SUMMARY

500 - CONTROL OPERATIONS	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Personnel	3,954,431	3,663,039	3,596,627	3,074,307
Operations & Maintenance	1,159,656	1,229,793	954,842	677,715
Capital	24,615	24,615		
Total Expenditures	\$5,138,702	4,917,447	4,551,469	3,752,022



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **500 – Control Operations Program**

Account	Description	Justification	Budget 2022-23
5101	Payroll – Full Time	See staffing summary	2,691,778
5102	Payroll – Seasonal	10 Seasonal 700 hours (890 max) per seasonal FTE 3.4	126,000
5105	Overtime	Budgeted in contingency	5,000
5150	State Retirement	District Contribution to CalPERS	232,218
5155	Social Security	District Contribution is 6.2% of salary	168,629
5165	Medicare	District Contribution is 1.45% of salary	39,437
5170	Cafeteria Plan	Based on current election	643,682
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	30,760
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	16,926
6050	Dues & Membership	SOVE (1) FAA Certifications	845

6050 Sub Acct: 014	State Required CEU	Annual CDPH Recertification Fees: Operations Manager (1) Field Supervisor (4) Lead Technician (3) Vector Control Technician II (8) Vector Control Technician (14) @\$143/each	4,290
6070	Office Supplies	General office and printing supplies	5,000
6075	Postage	UPS/USPS mailing costs - anticipate abatement mailings	1,500
6110 Sub Acct: 010	MVCAC Committee Assignments	MVCAC Committee Travel Planning Meeting - \$800/Employee Spring Meeting \$800/Employee	1,600
6110 Sub Acct: 023	MVCAC Annual Conference	MVCAC Annual Conference - (1) OPS Manager, (2) Supervisors, (1) Lead Tech, (1) VCT Talk/Poster	7,835
6200	Meetings Expense	Staff and Farmer Meeting(s)	1,120
7000	Uniform Expense	Uniforms Mats for Operations, Shop and Lab = \$6825; 100 Bath Towels = \$1014; 125 Bar Towels = \$520.00; Environmental Fees=\$10,364.12; auto replace towels = \$620; Loaner Shirts = \$881.14; Supervisor Shirts \$120/Sup (5) = \$600yr 700 x 4 = 2,800 x 12 =33,600	35,000
7050	Safety Expense	Personal Protection Equipment: Gloves, boots, safety glasses, Deet, Dog Shield, Gatorade	15,000
7450	Equipment Parts & Supplies	Technician Sprayers (Murayama, B&G, Solo), Herd spreaders, parts and supplies	7,500
7600 Sub Acct: 014	State Required CEU	Certification exam application fees Make-up training expenses	1,000
7600 Sub Acct: 027	Professional Development	In House Training CDs/DVDs, Equipment Certification Training OSHA Training - \$250 for Safety Officer AMCA - Ops. Mgr., 2 Field Supervisors @\$2000/ea.	6,250
7675	Contract Services	DBM Marlin Leasing	5,500
7700	Motor Fuel & Oils	Fuel and oils for department vehicles/equipment	100,000
7750	Field Supplies	Routine operating and maintenance supplies to aide control efforts	14,600
7800	Control	Total control budget	558,116

7800 Sub Acct: 028	Chemical Control	Larviciding/Adulticiding Products, Rodent Inspection Products, Fly, Eye Gnat Control Products WALS Vectobac WDG 5200 lbs. Aqua-Reslin 2 gallons 209,054.60 RIFA proudtcs 98,953	
7800 Sub Acct: 037	Physical Control	Source reduction - Artesian Well Rebate; Xeripave; Vegetation Management (suburban /rural), Fly Control	13,500
7850 Sub Acct: 029	Aerial Applications Rural	Larviciding and Adulticiding of Salton Sea Marsh Habitats and/or Duck Clubs. Aerial Adulticiding in response to WNV outbreak. - Salton Sea Aviation (\$2350/hr.)	135,000
7850 Sub Acct: 038	Aerial Applications Urban	Aerial services for larviciding for <i>Aedes aegypti</i> in urban areas @ \$3,000/hr. x 4-hour treatments @ 8 treatments	96,000
7860	Unmanned Aircraft Applications	Treatment applications & support for staff to implement drone program.	40,000
8415	Operations Equipment	Operations Equipment B & G Sprayers Solo Herd Spread Seeders Maruyama's Hand Spreaders Colt Handheld foggers (3) = \$12000 Solos (15) =\$2500	24,615
9000	Contingency Expense	Based on risk assessment	110,000

**FUND 01 – GENERAL OPERATING FUND
 OPERATING BUDGET 2022-23
 PROGRAM 580 – ABATEMENT/SOURCE REDUCTION**

PROGRAM DESCRIPTION

The Abatement Expense department supports the costs associated with the abatement procedure such as court filing fees and contract services to provide corrective measures to abated property such as pool draining and yard cleaning to reduce health and safety hazards.

EXPENDITURE SUMMARY

580 – ABATEMENT	2022-23 Proposed Budget	2020-21 Adopted Budget	2020-21 Estimated Actual	2019-20 Actual
Personnel	-	-	-	-
Operations & Maintenance	5,000	5,000	-	-
Capital	-	-	-	-
Total Expenditures	\$5,000	\$5,000	\$-	\$-

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund
 Program **580 – Abatement**

Account	Description	Justification	Budget 2022-23
6105	Legal Services/ Filing Fees	Legal fees/ filing fees concerning abatement	1,000
7675	Contract Services	Expenses of contract services to provide corrective actions to abated property, if needed.	2,000
7800	Physical Control	Source reduction – Artesian Well Rebate; Xeripave; Vegetation Management (suburban /rural) , Fly Control	2,000

**FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2022-23
PROGRAM 600 – RESEARCH PROGRAM**

PROGRAM DESCRIPTION

BACKGROUND:

The District has had a long beneficial relationship with the vector control researchers from universities and other state/federal organizations. The purpose of research funded by the District is to develop and evaluate applied vector and vector-borne disease surveillance and/or integrated vector management (IVM) strategies. These projects ultimately improve the District's operations and surveillance programs and make the best use of the District's financial resources. Funded research leaves a legacy of knowledge in the form of publications and presentations that can be used by mosquito control districts in California, nationally, and around the world.

COLLABORATIVE RESEARCH PROJECTS

The goal of the collaborative research projects will be to develop and evaluate applied vector and vector-borne disease surveillance and/or integrated vector management (IVM) strategies. Funded projects should improve CVMVCD's operations and surveillance programs and make best use of the District's financial resources.

Listed below are CVMVCD's research interests for 2022-23:

CVMVCD Research Interests

These are the general interests of CVMVCD. Projects should address at least one of the following:

1. Arbovirus transmission cycles and environmental factors experienced in the Coachella Valley that may enhance the amplification of arboviruses within these cycles.
2. Implementation of newly emerging physical, biological, and chemical control methods for mosquito control in the Coachella Valley, including sterile mosquito studies.

3. Implementation of newly emerging mosquito surveillance methods in the Coachella Valley.
4. Development and application of novel control strategies for the red imported fire ant, *Solenopsis invicta*, in Coachella Valley urban habitats.
5. Development and application of novel surveillance and control strategies for synanthropic flies (e.g., eye gnats, house flies, filth flies) in rural and urban habitats in the Coachella Valley.

Specific Interests:

CVMVCD is highly interested in projects that address specific control issues in the Coachella Valley. Examples of these are, but are not limited to:

1. Implementation of novel mosquito or arbovirus surveillance methods or enhancement of current surveillance methods in the Coachella Valley.
 - a. *Aedes* mosquitoes and their associated arboviruses
 - b. *Culex quinquefasciatus* and *Cx. tarsalis*
 - c. West Nile Virus, St. Louis Encephalitis virus, Western Equine Encephalomyelitis virus
2. Development and implementation of novel or enhanced physical, chemical, and biological control methods targeting at least one of the following:
 - a. Mosquitoes (primarily *Cx.tarsalis*, *Cx. quinquefasciatus*, *Ae. aegypti*)
 - b. Red imported fire ants, *Solenopsis invicta*
 - c. Synanthropic flies (e.g. eye gnats, house flies, filth flies)
3. Analysis of environmental factors experienced in the Coachella Valley that may influence the amplification of arbovirus transmission with suggested operational strategies to minimize transmission.

RFP will be issued in the summer of 2022

**ALLOCATION TO THE AMERICAN MOSQUITO CONTROL ASSOCIATION (AMCA)
MOSQUITO RESEARCH FOUNDATION (MRF)**

SUMMARY – The Mosquito Research Foundation is devoted to funding needed research to enhance the understanding of the ecology of mosquitoes and the epidemiology of the diseases that they transmit. The MRF moved from being

an independent granting agency to being governed through the American Mosquito Control Association in 2017. Currently one member from the District serves on the committee which is reviewing the guidelines and proposals.

POTENTIAL BENEFITS – Helping support the MRF allows more projects impacting mosquito control in the United States to be funded than what the District alone can fund.

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **600 – Research Program**

Account	Description	Justification	Budget 2022-23
8510	Research Projects	Funds available for research Fund encumbered \$87,173.40 Balance \$62,826.60 Budget for annual 2022 is \$125,653.14	150,000

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2022-23
PROGRAM 601 – USDA COOP AGREEMENT PROGRAM

PROGRAM DESCRIPTION

BACKGROUND:

The District has had beneficial relationship with the United States Department of Agriculture (USDA). A group of investigators at the USDA Center for Medical, Agricultural and Veterinary Entomology (CMAVE) conduct research to evaluate vector control strategies in hot, arid environments with the main goal of finding methods to protect US soldiers overseas from vectors and vector borne diseases. Their research is funded by the Department of Defense Deployed Warfighter Program. The USDA CMAVE researchers selected our District to investigate vector control strategies because of the environmental similarity to locations in the Middle East, as well as the District’s staff and facility to assist in research. The District provides labor, materials, and laboratory space to assist in the research projects. In return the District gets funds to compensate for the use of staff time and materials, funding for District staff to receive extra information in vector control by funding travel to conferences, up-to-date information on vector control methods in our desert environment, and the opportunity to work alongside from and learn from outstanding researchers.

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **601 – USDA COOP Agreement Program**

Account	Description	Justification	Budget 2022-23
4530	USDA Reimbursement	Reimbursements for expenses encumbered by the District for research projects under Agreement No. 58-6036-5-003	35,000

Account	Description	Justification	Budget 2022-23
7550	Materials & Supplies	Materials and supplies for research projects	7,100

**FUND 01 – GENERAL OPERATING FUND
 OPERATING BUDGET 2022-23
 PROGRAM 602 – LABORATORY TESTING PROGRAM**

PROGRAM DESCRIPTION

BACKGROUND:

The District began testing mosquito samples for the three most common arboviruses of public health concern in California, St Louis Encephalitis virus (SLE), Western Equine Encephalitis virus (WEE) and West Nile virus (WNV) at the District's expanded laboratory in late 2014. The District routinely tests about 6,000 mosquito samples. The District has the capability to test more samples with the existing staff. The District has been in discussion with other nearby vector control agencies to perform testing of mosquito samples for these agencies. The District performs testing for the cost of materials and labor used. This would allow for these agencies to test mosquito samples at a lower cost than sending them to the UC Davis Arbovirus Research and Training (DART) group. If the District tests more samples then the cost of testing will stay low as more samples tested per plate makes the testing process cheaper per sample. However, the District only wants to test samples for a few smaller agencies as too many samples would increase labor. This will be the 7th year for testing samples.

Goal to Test 1,000 samples

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **602 – Laboratory Testing Program**

Account	Description	Justification	Budget 2022-23
4530	Reimbursement	Reimbursements for testing	14,000

Account	Description	Justification	Budget 2022-23
7575	Materials & Supplies	Materials and supplies \$6.50/Sample	6,500

**Coachella Valley Mosquito and Vector Control District
THERMAL FACILITY REMEDIATION FUND RESERVE**

	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	<u>129,139</u>	<u>63,688</u>	<u>75,239</u>	<u>9,109</u>
REVENUE				
Misc Revenue				25,570
Income from Lease	15,000	15,000	15,000	17,295
Interest	400	400	400	(77)
Transfer From General Operating Fund	39,655	38,500	38,500	35,000
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL REVENUE	55,055	53,900	53,900	77,787
EXPENSES				
Professional Fees				
Maintenance	-	-		11,656
Capital				
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL EXPENSES	-	-	-	11,656
Total Revenue Less Expense	<u><u>55,055</u></u>	<u><u>53,900</u></u>	<u><u>53,900</u></u>	<u><u>66,131</u></u>
Ending Fund Balance	<u>184,194</u>	<u>117,588</u>	<u>129,139</u>	<u>75,239</u>

**FUND 12 – THERMAL FACILITY REMEDIATION FUND RESERVES BUDGET
2022-23
PROGRAM 900 –THERMAL FACILITY REMEDIATION FUND RESERVES**

PROGRAM DESCRIPTION

This program details capital expenditures for ongoing improvements at the District's Thermal Facility. In FY2008-09, substantial funds were used to finance a remediation action plan that included capping the soil with asphalt. One of the recommendations from the engineering firm hired to design the remedial action plan was to repair or repave the whole area every 10 years. Estimated cost based on today's valuation is \$450,000; increase by CPI of 3 % the estimated liability is \$605,000. Revenue to fund this includes a transfer from the General Fund and Rental Income from the lease with the current occupiers, both annually increased by CPI.

BUDGET SUMMARY

900 –THERMAL FACILITY REMEDATION FUND RESERVES	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Beginning Fund Balance	63,688	63,688	75,239	9,109
Revenue & Transfer from General Fund	55,055	53,900	53,900	77,787
Expenditure	0	0	0	11,656
Ending Fund Balance	184,194	117,588	129,139	75,239

Element Objective and Strategy: The objective of the Thermal Facility Remediation Fund Reserves is enhancing the quality of life for the community through fiscally responsible funding of the remediation and maintenance program. Our strategy is to fund the continual lifetime remediation maintenance obligation over a continual ten year period.

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 12 – Thermal Facility Remediation Fund Reserves

Program **900 – THERMAL FACILITY REMEDIATION FUND RESERVES**

Revenue

Account	Description	Justification	Budget 2022-23
4900	Transfer from Gen Fund	Transfer from General Operating Fund	39,655
4520	Interest	Interest from investments	400
4530	Miscellaneous Receipts	Lease agreement with Coachella Unified School District	15,000

Expenditure

Account	Description	Justification	Budget 2022-23
6095	Professional Fees	Project Manager	
8415	Paving	Remediation project	

Funding Schedule (Inflation 3%)

Fiscal Year Ending	Year	Estimated Expense	Revenue	Fund Transfer	Fund Balance	% Funded
	0	450,000				
FYE 6/30/21	1	463,500	17,295	35,000	63,688	14%
FYE 6/30/22	2	477,405	15,000	38,500	117,188	25%
FYE 6/30/23	3	491,727	15,000	39,655	171,843	35%
FYE 6/30/24	4	506,479	15,450	40,845	228,138	45%
FYE 6/30/25	5	521,673	15,914	42,070	286,121	55%
FYE 6/30/26	6	537,324	16,391	43,332	345,844	64%
FYE 6/30/27	7	553,443	16,883	44,632	407,359	74%
FYE 6/30/28	8	570,047	17,389	45,971	470,719	83%
FYE 6/30/29	9	587,148	17,911	47,350	535,980	91%
FYE 6/30/30	10	604,762	18,448	48,771	603,199	100%

**Coachella Valley Mosquito and Vector Control District
CAPITAL EQUIPMENT REPLACEMENT FUND RESERVE BUDGET**

	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	620,254	726,018	732,971	1,249,929
REVENUE				
Transfer from General Fund				
Interest	2,481	2,904	2,904	
Sale of Assets	-	-		
Transfers From Operating Budget	286,361	47,506	47,506	43,187
TOTAL REVENUE	288,842	50,410	50,410	43,187
EXPENSES				
8415 Capital Outlay - IT	152,832	161,452	145,390	46,760
8415 Capital Outlay - Fleet Equipment				
8415 Capital Outlay - Facilities		14,450	11,237	-
8415 Capital Outlay - Operations	67,719	-		72,639
8415 Capital Outlay - Lab Equipment		6,500	6,500	-
8900 Transfer funds to Fund 14				444,706
TOTAL EXPENSES	220,551	182,402	163,126	564,105
Total Revenue Less Expense	68,291	(131,992)	572,339	(520,918)
Ending Fund Balance	688,545	594,026	620,254	729,012

FUND 13 – CAPITAL REPLACEMENT FUND BUDGET 2022-23
PROGRAM – INFORMATION TECHNOLOGY, FACILITIES, OPERATING AND LAB EQUIPMENT

PROGRAM DESCRIPTION

The Capital Replacement Fund Budget Program is tasked with the purchasing, replacement and upgrade of all District facilities, property, vehicles, information technology equipment and major software.

EXPENDITURE SUMMARY

FLEET, FACILITIES, OPERATING & LAB EQUIPMENT	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Beginning Fund Balance	620,254	726,018	732,971	1,249,929
Revenue	2,481	2,904	2,904	0
Transfers from Operating Budget	286,361	47,506	47,506	4,3187
Transfer to Facility Fund	-			(444,706)
Capital Expenditure	(220,551)	(182,402)	(163,126)	(119,399)
Ending Fund Balance	688,545	666,141	726,018	729,012

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 13 – Capital Replacement Fund

Revenue

Description	Justification	Budget Amount 2022-23
Bank Interest	Interest from Equipment Replacement Fund	2,481
Transfer from Operating Budget	Equipment Replacement – Annual Depreciation	286,361

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 13 – Capital Replacement Fund

Account	Description	Justification	Budget 2022-23
8415	Capital Outlay - IT	Intel Server Host 10,000.00 Surface Laptop 3 Core i7 dGPU/16GB/ 512GB 13.5 10,000.00 Human Resources (1) Biologist (3) USB-C to VGA Adapter for Surface Laptop 280.00 USB-C to HDMI Adapter for Surface Laptop 280.00 Dock for Surface Book 640.00 Microsoft Scult Ergonomic Keyboard with Mouse 500.00 HEX Surface Book Sleeve 1160.00 19" EA 193MI-BK LED Monitor 2,320.00 Tripp Lite Isobar Surge Protector 360.00 Samsung Tablet Galaxy S6 2,697.00 Laboratory Assistant I Laboratory Technician Samsung Tablet Cover 135.00 Video 130,000.00 Surveillance Storage Archiver	152,832
8415	Capital Outlay - Operations	BigTex 50LA Tandem Axle Utility Trailer Monitor LT2 in Portable Case UAV Trailer UAV 200 Gallon Tank UAV 20 Gallon Tank UAV Inverter Generator Operations Polaris Ranger EV	67,719

Income / Expense Years 0 to 10										
Fiscal Year	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
Starting Reserve Balance	620,254	688,545	703,936	571,164	601,383	644,047	722,256	770,144	759,376	776,923
One off Reserve Contribution	200,000									
Annual Reserve Contribution	86,361	94,997	98,797	102,749	106,859	111,133	115,578	120,202	125,010	130,010
Interest Earnings	2,481	2,754	2,816	2,285	2,406	2,576	2,889	3,081	3,038	3,108
Total Income	909,096	786,296	805,549	676,198	710,647	757,756	840,724	893,426	887,423	910,041
#	Component									
Shop Equipment										
301	Vehicle lift				50,000					
302	Coats tire changer				-					
303	Coats wheel balancers				5,000					
304	Air compressor	5,000								
305	Electric hoist lift overhead winch	8,000								
306	Metal insert gas (mig) welder				4,000					
307	Tungsten inert gas (tig) welder				4,200					
308	Tube bender				1,400					
309	Metal-cutting band saw									
310	Drill press				2,000					
311	Electric forklift									
312	Electric forklift charging station									
312	Genie GS1930 Scissor Lift									
313	Jet HN-16T Bench Hand Notcher									
314	Abrasive Media Cabinet Vertical									
	Sub Total	-	13,000	-	-	66,600	-	-	-	-
Laboratory Equipment										
401	Electric Automatic Steam Pressure Sterilizer			11,320						
402	Lab Furniture									
403	MagMax Express								49,000	
404	Qiagen Retsch Tissue Lyser								5,500	
405	ABI 7500 Fast RT-PCR Machine								58,000	
406	DropVision Microscope & Software		10,000							
407	Network Automation Engine									
408	ULT Freezer									
409	Tissue Lyser									
410	Microplate Washer			10,495						
	Sub Total	-	-	10,000	21,815	-	-	-	-	110,500

Income / Expense Years 0 to 10

Fiscal Year	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
Operations Equipment										
5001				16,000						
5002				14,000						
5003							18,000			
5004							8,370			
5005							8,370			
5006							8,370			
5007							8,370			
5008						7,100				
5009						7,100				
5010						7,100				
5011						7,100				
5012						7,100				
5013										
5014		16,912								
5015		16,912								
5016			23,000							
5017				9,800						
5018				9,700						
5019								22,700		
5020										
5021										
5022										
5023										
5024							19,100			19,100
5025								19,100		1,145
5026										
5027		3,245								
5028		2,200								
5029		2,200								
5030		20,250								
5031		6,000								
Sub Total	67,719	23,000	19,500	30,000	-	35,500	70,580	41,800	-	20,245

Income / Expense Years 0 to 10

Fiscal Year	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
IT Equipment										
2101	Polycom VOIP Telephones									7,000
2102	IT Toughbooks - replacement tablets			30,000						
2103	Cisco Catalyst Network Switch			9,245						
2104	Storage Area Network Server		9,300							9,300
2105	Board Room A/V Equipment									49,829
2106	Precision Vision Drone		17,060							17,060
2107	Supervisor Laptops				10,000					
2108	Manager Laptops				13,000					
2109	Desktops		20,000							
2110	IT Staff Laptops HP Zbook G5 Mobile w/S									
2111	PrecisionVision 35 Application Drone									
2112	Samson Galaxy Docking Stations									
2113	5 Cisco Switches plus equipment									
2114	2021 Laptop, tablet equipment etc									
2115	Fuel Management System									
2116	Intel Server	10,000								
2117	Surface Latops 4	10,000								
2118	Samson Galaxy Tablets	2,832								
2119	Video Surveillance Archiver	130,000								
	Sub Total	152,832	46,360	39,245	23,000	-	-	-	-	83,189
IT Software										
2107	Accounting Software							16,000		
2108	Microix Budget Software							76,250		
2109	ESRI ArcGIS (Upgraded)			150,639						
2110	Website			15,000						
	Sub Total	-	-	165,639	-	-	-	-	92,250	
	Total Expenses	220,551	82,360	234,384	74,815	66,600	35,500	70,580	134,050	110,500
	Ending Reserve Balance	688,545	703,936	571,164	601,383	644,047	722,256	770,144	759,376	776,923

Funding Level

Funding Level	Rating	Interest	0.40%
0-30%	Weak	Contribution Inflation	10.00%
31-70	Fair		
71-100	Strong		

Year	Starting Reserve Balance	Fully Funded Balance	Percent Funded	Rating	Annual Reserve Contribution	Special Funding Needs	Surplus Sales	Interest Income	Projected Reserve Expenses
2023	\$620,254	\$675,790	92%	Strong	\$86,361	\$200,000		\$2,481	\$220,551
2024	\$688,545	\$769,074	90%	Strong	\$94,997			\$2,754	\$82,360
2025	\$703,936	\$712,609	99%	Strong	\$98,797			\$2,816	\$234,384
2026	\$571,164	\$712,107	80%	Strong	\$102,749			\$2,285	\$74,815
2027	\$601,383	\$734,896	82%	Strong	\$106,859			\$2,406	\$66,600
2028	\$644,047	\$893,316	72%	Strong	\$111,133			\$2,576	\$35,500
2029	\$722,256	\$872,573	83%	Strong	\$115,578			\$2,889	\$70,580
2030	\$770,144	\$929,234	83%	Strong	\$120,202			\$3,081	\$134,050
2031	\$759,376	\$933,857	81%	Strong	\$125,010			\$3,038	\$110,500
2032	\$776,923	\$1,019,226	76%	Strong	\$130,010			\$3,108	\$103,434

**Coachella Valley Mosquito and Vector Control District
CAPITAL FACILITY REPLACEMENT FUND RESERVE BUDGET**

	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	2,681,960	2,659,312	2,649,434	1,935,038
REVENUE				
Transfer from Vehicle Fund	-	-		
Interest	24,718	18,395	19,312	
Transfers From Operating Budget	890,000	395,294	395,294	840,000
Sale of Assets			-	
TOTAL REVENUE	914,718	413,689	414,606	840,000
CAPITAL EXPENSES				
General Common Area	40,000	50,000		
Building Interiors	161,500	200,000	203,462	
Building Exteriors	120,000	48,000	84,715	
Mechanical	78,000	48,500	93,903	17,519
Fleet	40,000	-		108,086
TOTAL EXPENSES	439,500	346,500	382,080	125,605
Total Revenue Less Expense	475,218	67,189	32,526	714,395
Ending Fund Balance	3,157,178	2,726,501	2,681,960	2,649,434

**FUND 14 – DISTRICT FACILITY CAPITAL REPLACEMENT FUND BUDGET
2022-23
PROGRAM 950 – DISTRICT FACILITY CAPITAL REPLACEMENT FUND**

PROGRAM DESCRIPTION

This program details capital expenditures for ongoing improvements at the District’s Indio Facility. In FY2017-18, a reserve study projected 30 year costs for maintenance, repair and replacement of District facilities and equipment.

BUDGET SUMMARY

950 – DISTRICT FACILITY CAPITAL REPLACEMENT FUND	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Beginning Fund Balance				
-	2,681,960	2,659,312	2,649,434	1,935,038
Revenue & Transfer from General Fund	914,718	413,689	414,606	840,000
Expenses	439,500	346,500	372,080	125,605
Ending Fund Balance	3,157,178	2,726,501	2,691,960	2,649,434

The objective of the **DISTRICT FACILITY CAPITAL REPLACEMENT FUND** is enhancing the quality of life for the community through fiscally responsible funding of the repair and maintenance program. Our strategy is to fund the continual lifetime maintenance obligation over a continual 30 year period.

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 14 – **DISTRICT FACILITY CAPITAL REPLACEMENT FUND**

Program **950 – DISTRICT FACILITY CAPITAL REPLACEMENT FUND**

Revenue

Account	Description	Justification	Budget 2022-23
4900	Transfer from Gen Fund	Annual Reserve Contribution	890,000
4520	Interest	Interest from investments	24,718

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 14 – **DISTRICT FACILITY CAPITAL REPLACEMENT FUND**

Program **950 – DISTRICT FACILITY CAPITAL REPLACEMENT FUND**

Account	Description	Justification	Budget 2022-23
General Common Areas			
8415	Capital Improvement	1950 Electric vehicle charging station	40,000
Total General Common Areas			40,000

Account	Description	Justification	Budget 2022-23
BUILDING INTERIORS			
7300	Repair & Maintenance	Component 601 – Carpet Board Room - replace Component 1110 Interior Surfaces = Repaint Administration	44,500
8415	Capital Improvement	Component 2350 Periodic Remodel Project – Administration / Board Room Component 909 Bathrooms - Administration 907 Wall Coverings - Admin Lobby	65,000
8487	Building Furnishing	Component 902 – Furniture Administrative Furniture / Board Room Component 911 – Check in Desk Remodel	52,000

			Total Building Interiors
			\$161,500

Account	Description	Justification	Budget 2022-23
BUILDING EXTERIORS			
7300	Repair & Maintenance	1115 Stucco - Administration & Operations	20,000
8415	Capital Improvement	Component 717 Door Replacements and Window Addition to Lab	100,000
			Total Building Exteriors
			120,000

Account	Description	Justification	Budget 2022-23
MECHANICAL			
7310	Maintenance & Calibration	Component 354 - Lab Equipment Lab equipment calibration	12,500
7675	Repair & Maintenance	Component 303 - HVAC	24,500
8415	Capital Improvement	Component 370 IT Equipment Network Equipment	11,500
			Total Mechanical
			\$48,500

Account	Description	Justification	Budget 2022-23
FLEET			
8415	Capital Equipment	Component 10063 Electric Vehicle - Admin	40,000

INCOME/EXPENSE YEARS 0 TO 4

Income / Expense Years 0 to 4					
Fiscal Year	2022-23	2023-24	2024-25	2025-26	
Starting Reserve Balance	2,681,960	3,157,178	2,833,678	3,125,274	
One off Reserve Contribution	300000				
Annual Reserve Contribution	590,000	453,600	489,888	529,079	
Vehicle sales					
Interest Earnings	24,718	22,570	23,969	23,341	
Total Income	3,596,678	3,633,348	3,347,535	3,677,694	
#	Component				

#	Component				
General Common Areas					
103	Concrete Surface - ADA Entrance Work	-	-	-	-
201	Asphalt - Remove & Replace	-	-	-	-
202	Asphalt - Seal/Fill	-		50,393	-
414	Flag Pole - Replace	-	-	-	-
415	Wood Pergolas - Replace	-	-	-	27,318
420	Large Canvas Awnings - Replace	-	-	-	-
502	Chain Link Fence - Replace	-	-	-	-
503	Metal Rail - Replace	-	-	-	-
707	Vehicle/Trash Gates - Replace	-	-	-	-
802	Pole Lights - Replace	-	-	-	-
902	Exterior Furnishings - Replace	-	31,930	-	6,010
1107	Metal Rail - Repaint	-		2,122	-
1107	Perimeter Metal Fence - Repaint	-		12,731	-
1950	EV Charging Station	40,000			
	Sub Total	40,000	31,930	65,246	33,328

Income / Expense Years 0 to 4					
Fiscal Year		2022-23	2023-24	2024-25	2025-26
Building Interiors					
113	Coated - Floors - Resurface		10,000		
415	Electric Roll-Up Shade - Replace	-	-		
601	Carpet - Replace	32,000			
606	Vinyl Flooring (A) - Replace	-		68,959	
606	Vinyl Flooring (B) - Replace	-	-		
610	Tile Floor - Replace	-	-		
902	Furniture - Replace	25,000	31,930		
904	Kitchen (Admin) - Remodel	-	-	-	-
906	Acoustic Ceiling Panels - Replace	-	-	-	-
907	Wallcoverings - Replace	10,000			
909	Restrooms - Refurbish	10,000	-	-	-
910	Built-In Cabinetry (A) - Replace	-			
910	Built-In Cabinetry (B) - Replace	-		-	-
911	Check-In Desk - Remodel	27,000	-	-	-
912	Sinks - Replace	-	-	-	-
913	Stainless Steel Counters - Replace				
1110	Interior Surfaces - Repaint	12,500		31,827	-
2350	Periodic Remodel Projects	45,000	-	-	-
	Sub Total	161,500	41,930	100,786	-
Building Exteriors					
701	Roll-Up Doors - Replace	-	-	-	-
710	Car/FOB Reader System - Replace	-	-	-	-
715	Utility Doors - Replace	-	-	-	-
717	Windows & Doors (Glass) - Replace	100,000	-	-	-
1115	Stucco - Repaint	20,000	-	-	-
1125	Metal Corrugated Siding - Replace	-	-	-	-
1301	Roof (Modified Bitumen) - Replace		160,000	-	-
1302	Roof (Single Ply) - Replace	-	-	-	-
1308	Metal Roofs (Curved) - Replace	-	-	-	-
1309	Metal Roofs (Flat) - Replace	-	-	-	-
1310	Gutters/Downspouts - Replace	-	-	-	-
	Sub Total	120,000	160,000	-	-

Income / Expense Years 0 to 4					
	Fiscal Year	2022-23	2023-24	2024-25	2025-26
Mechanical					
302	Generator/Transfer Switch - Replace				
303	HVAC/Packaged Systems - Replace	25,000	25,750	26,523	27,318
305	Surveillance/Brivo System - Replace	-	-	-	-
306	Centrifugal Fans - Replace	-	-	-	-
309	Chiller System - Replace	-	-	-	-
328	Fire Alarm/Systems - Upgrade	-	-	-	-
332	Bolier/Water Heaters - Replace	-	-	-	-
334	Water Treatment System - Replace	-	-	-	-
354	Lab Equipment - Annual Projects	15,000	15,450	15,914	16,391
355	Lab Equipment - Replace (2008)	-	10,300	-	-
355	Lab Equipment - Replace (2010)	15,000	-	-	-
355	Lab Equipment - Replace (2011)	-	15,450	-	-
355	Lab Equipment - Replace (2014)	-	-	-	-
355	Lab Equipment - Replace (2017)	-	-	-	-
356	Deep Freezer - Replace A	-	-	-	14,205
356	Deep Freezer - Replace B	-	-	-	-
360	Chambers/Pressurer Sys - Mod/Upgrade	-	-	-	6,556
365	Bio Equipment - Partial Replace	10,000	-	-	10,927
370	IT/Audio Equip - Annual Projects	13,000	13,390	13,792	14,205
705	Gate Operators - Replace	-	19,570	-	-
712	Dispensers / Fountains - Replace	-	-	-	6,556
929	Appliances - Replace	-	18,540	-	-
1001	Backflow Devices - Replace	-	-	-	-
1312	Solar Panels (A) - Replace	-	-	-	480,800
1312	Solar Panels (B) - Replace	-	-	-	133,859
1313	Solar Panel Invertors - Replace	-	33,475	-	-
1818	Fuel Tank Controls - Replace	-	-	-	-
1903	Shop/Utility Equipment - Replace	-	-	-	-
	Sub Total	78,000	151,925	56,229	710,817
Vehicles					
	Full size Truck		413,885		225,645
	Electric Passenger Vehicle	40,000			
	Sub Total	40,000	413,885	-	225,645
	Total Expenses	439,500	799,670	222,261	969,790
	Ending Reserve Balance	3,157,178	2,833,678	3,125,274	2,707,904

FUNDING STATUS

		Funding Level	Rating					
		0-30%	Weak					
		31-70	Fair					
		71-100	Strong					
Year	Starting Reserve Balance	Fully Funded Balance	Percent Funded	Rating	Annual Reserve Contribution	Special Funding Needs	Interest Income	Projected Reserve Expenses
2023	\$2,681,960	\$4,228,998	63.4%	Fair	\$590,000	\$300,000	\$24,718	\$439,500
2024	\$3,157,178	\$4,022,228	78.5%	Strong	\$613,600		\$31,572	\$799,670
2025	\$3,002,680	\$4,212,466	71.3%	Strong	\$638,144		\$30,027	\$222,261
2026	\$3,448,590	\$4,698,978	73.4%	Strong	\$663,670		\$34,486	\$969,401
2027	\$3,177,344	\$4,447,794	71.4%	Strong	\$690,217		\$31,773	\$773,236
2028	\$3,126,098	\$4,270,632	73.2%	Strong	\$717,825		\$31,261	\$689,565
2029	\$3,185,619	\$4,246,004	75.0%	Strong	\$746,538		\$31,856	\$390,485
2030	\$3,573,529	\$4,326,129	82.6%	Strong	\$776,400		\$35,735	\$376,864
2031	\$4,008,800	\$4,736,601	84.6%	Strong	\$807,456		\$40,088	\$1,480,265
2032	\$3,376,079	\$5,193,902	65.0%	Fair	\$839,754		\$33,761	\$175,381
2033	\$4,074,212	\$4,549,521	89.6%	Strong	\$873,344		\$40,742	\$715,649

**Coachella Valley Mosquito and Vector Control District
CAPITAL PROJECT FUND BUDGET**

	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	<u>-</u>			
REVENUE				
Transfer from General Fund	500,000			
Interest				
Transfers From Operating Budget	500,000			
Sale of Assets				
	<hr/>			
TOTAL REVENUE	1,000,000			
CAPITAL EXPENSES				
Professional Services	40,000			
Capital Expenditure	200,000			
	<hr/>			
TOTAL EXPENSES	240,000			
	<hr/>			
Total Revenue Less Expense	<u>760,000</u>			
	<hr/>			
Ending Fund Balance	<u>760,000</u>			

FUND 15 – CAPITAL PROJECT - SIT BUDGET 2022-23
PROGRAM 900 –SIT INSECTORY CAPITAL PROJECT FUND

PROGRAM DESCRIPTION

BUDGET SUMMARY

900 – SIT INSECTORY CAPITAL PROJECT FUND	2022-23 Proposed Budget	2021-22 Adopted Budget	2021-22 Estimated Actual	2020-21 Actual
Beginning Fund Balance	0	0	0	0
Revenue & Transfer from General Fund	1,000,000	0	0	0
Expenditure	240,000	0	0	0
Ending Fund Balance	760,000	0	0	0

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 15 – CAPITAL PROJECT - SIT BUDGET 2022-23
PROGRAM 900 –SIT INSECTORY CAPITAL PROJECT FUND

Revenue

Account	Description	Justification	Budget 2022-23
4900	Transfer from Gen Fund	Transfer from General Operating Fund	1,000,000

Expenditure

Account	Description	Justification	Budget 2022-23
6095	Professional Fees	Feasibility Study	40,000
8415	Capital Expenditure	Irradiator equipment	200,000

FREQUENTLY USED BUDGET ACROYNMS AND ABBREVIATIONS

ACA	Affordable Care Act
AMCA	American Mosquito Control Association
APD	Auto Physical Damage
AQMD	Air Quality Management District
ARC	Annual Required Contribution
ASE	Automotive Service Excellence
ASPA	American Society for Public Administration
ATV	All-Terrain Vehicle
BSL	Biological Safety Level
CaIPELRA	California Public Employers Labor Relations Association
CaIPERS	California Public Employees' Retirement System
CARMA	California Affiliated Risk Management Authorities
CDC	Centers for Disease
CDPH	California Department of Public Health
CEQA	California Environmental Quality Act
CEU	Continuing Education Unit
CIP	Capital Improvement Program
CMAVE	Center for Medical, Agricultural and Veterinary Entomology
COLA	Cost of Living Adjustment
CPI	Cost Price Index
CPU	Cost Per Unit
CSDA	California Special Districts Association
CSEA	California School Employees Association
CSMFO	California Society of Municipal Finance Officers
CVMVCD	Coachella Valley Mosquito and Vector Control District
DART	UC Davis Arbovirus Research & Training
DEH	Department of Health
ELISA	Enzyme-Linked Immunosorbent Assay
EPA	Environmental Protection Agency
ERMA	Employment Risk Management Authority
ESA	Entomological Society Association
ESRI	Environmental Systems Research Institute
FB	Fund Balance
FTE	Full Time Equivalent
FY	Fiscal Year
FYE	Fiscal Year Ending
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GF	General Fund
GFOA	Government Finance Officers Association
GIS	Geographic Information System
GM	General Manager
GPS	Global Positioning System

HOA	Home Owners Association
HR	Human Resources
HVAC	Heating, Venting and Air Conditioning
ICMA	International City/County Management Association
IFA	Imported Fire Ant
IPMA-HR	International Public Management Association for Human Resources
IT	Information Technology
IVM	Integrated Vector Management
LAFCO	Local Agency Formation Commission
LAIF	Local Agency Investment Fund
LCW	Liebert Cassidy Whitmore
MOU	Memorandum of Understanding
MRF	Mosquito Research Foundation
MVCAC	Mosquito Vector Control Association of California
NPDES	National Pollutant Discharge Elimination System
OPEB	Other Post-Employment Benefits
OT	Overtime
PCR	Polymerase Chain Reaction
PEPRA	CalPERS Public Employees' Pension Reform Act
PLP	Pooled Liability Program
PSA	Public Service Announcements
PWCP	Pooled Workers' Compensation Program
R & D	Research & Development
RDA	Redevelopment Apportionment
RFP	Request for Proposals
RIFA	Red Imported Fire Ants
RivCo	Riverside County
SFE	Single Family Equivalent
SHRM	Society of Human Resources Management
SLE	Saint Louis Encephalitis
SOVE	Society of Vector Ecologists
ULV	Ultra-Low Volume
USDA	United States Department of Agriculture
VCJPA	Vector Control Joint Powers Association
VCT	Vector Control Technician
WEE	Western Equine Encephalitis
WNV	West Nile Virus

GLOSSARY OF TERMS

Accountability	The state of being obliged to explain actions and provide justifications.
Adopted Budget	A plan of operation for a twelve month period expressed in financial terms adopted and approved by the Board of Trustees for expenditures and obligations.
Allocation	A distribution of funds, or an expenditure limit established for an organizational unit or function.
Appropriation	Monies set aside for a specific for a specific purpose An authorization from a specific fund to a specific program to make expenditures/incur obligations for a specified purpose and period of time.
Assessors Valuation	An assessed valuation which forms the basis for a property owner's annual property tax.
Audit	A review of financial records or activity to determine conformity or compliance with applicable laws, regulations and/or policies.
Available Budget	Remaining Budget left to spend; the adjusted budget less year-to-date, less outstanding commitments.
Balance Sheet	A document produced by Finance, which summarizes revenue and spending by category and fund, and displays the resulting <i>District's financial condition</i> . Balance sheets are produced for prior years based on actual receipts and expenditures, and for current and future years based on projections.
Balanced Budget	The identification of revenues and other financing sources as well as available fund balances to fund operating and capital expenditures and other financing uses on an annual basis.
Benefit Assessment	An approved levy or charge upon real property located by an agency for a special benefit to pay for Red Imported Fire Ant inspections/treatments of properties located in the district covered area.
Board of Trustees	Public officials appointed by their respective city councils to govern the District's establishment of policies and ensure financial stability.
Budget Calendar	A schedule of important dates, stake holders and tasks to follow in preparing and adopting the proposed budget.
Budget Message	A written explanation by the Management of the proposed budget which explains the principal budget, policy matters and an overview of budget recommendations.
Capital Budget	Portion of the expenditure budget that pertains to the purchase of assets with a useful life of greater than five years. The capital budget is financed by fund balance reserves or one-time revenues.
Capital Improvement Plan (CIP)	A detailed schedule identifying projects and/or equipment needs to improve or rehabilitate new or existing facilities and equipment allowing District staff to forecast projected expenditures typically scheduled over a multi-year period and the method of financing.
Capital Outlay	The expenditure of funds to purchase, construct, rehabilitate or replace fixed assets such as facilities, equipment and systems with a life span greater than five years and a total cost greater than five thousand

	dollars.
Capital Project	A long-term project requiring large sums of monies to help maintain, improve facilities, grounds and/or equipment.
Committed Fund Balance	The portion of fund balance that is subject to a
Contingency Contingency	An allocation of funds set aside for an unforeseen emergency. A budgetary reserve designated for emergencies or unforeseen expenditures not otherwise budgeted for.
Contingency Expense	Funds set aside for expenditures of potential future unforeseen events
Cost of Living Adjustment (COLA)	Salary increase adjustments as predetermined for represented staff by mutually agreed memorandums of understanding or for non-represented staff as set forth in individually agreed contracts.
Deficit Department	Expenditures in excess of its assets. An organizational unit with overall managerial responsibility for functional programs of the District.
Depreciation	The decline in value of assets or allocation of the cost of tangible assets to periods in which the assets are used.
Encumbrance	The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside funds for future expenditures.
Equipment Replacement Fund Expenditures	Designated fund for the purchasing, replacement, or upgrade of capital equipment such as vehicles, technology equipment or major software. Funds allocated or disbursed for the approved obligations such as the delivery of goods or services.
Fiscal Year (FY)	The twelve month period that both the District's budget and financial reports cover. The fiscal year begins July 1 and ends June 30 of the following year.
Fiscal Year Ending (FYE)	Financial twelve month year-end period
Fixed Assets	Long-term tangible assets with a value greater than five thousand dollars and a life span of more than five years. Examples are land, buildings, improvements to existing facilities, machinery, equipment or IT needs.
Forecast	An estimation of information based on past, current an projected financial conditions.
Full Time Equivalent (FTE) Fund	A full-time equivalent position A fiscal and accounting entity with a set of accounts recording financial resources and related liabilities.
Fund Accounting	Accounting system used to emphasize accountability rather than profitability expended in compliance with legal requirements and adopted policies.
Fund Balance General Fund	Fund balance is the excess of assets over liabilities. The principle fund used for revenues and expenditures not specifically designated to any other fund such as the Capital or Thermal

	Remediation funds.
Generally Accepted Accounting Principles (GAAP)	Uniform standards of commonly-followed accounting rules and guidelines for financial reporting.
Governmental Accounting Standards Board (GASB)	Source of generally accepted accounting principles (GAAP) used by state and local government agencies.
Grant	Funds awarded by an organization for a specific function or purpose. For example PHFE awarded the District monies for control efforts against Invasive Aedes.
Internal Control	Established policies or procedures designed to achieve organizational effectiveness, efficiency, reliable financial reporting and compliance with governmental laws and regulations.
Levy	Taxes, special assessments, or service charges imposed by a government levying property taxes.
Memorandum of Understanding (MOU)	An agreement entered between the District and employee bargaining units to establish terms and conditions of employment.
Modified Accrual Accounting	A basis of accounting which recognizes revenues when they are measurable and available to finance expenditures. Expenditures are recognized when obligations are created except for amounts payable from future fiscal year appropriations.
National Pollution Discharge Elimination System (NPDES)	Permit system established by the U.S. Environmental Protection Agency to regulate discharge of treated sewage, storm water, and urban runoff.
Operating Budget	Portion of the expenditure budget which funds the normal day-to-day delivery of goods or services excluding Capital Outlay expenditures which are included in the District's Capital Budget.
Other Post-Employment Benefits (OPEB) Program	Benefits provided to retired employees.
Property Taxes	Organizational units directed to attain specific purposes or objectives. Levied taxes on taxable property within the District's boundaries.
Public Hearing	A proceeding before a decision making body.
Reappropriation	The extension or redistribution of the availability for an appropriated encumbrance and/or expenditure beyond the set termination date.
Reserve	An amount set aside in a designated fund to provide for expenditures from the unencumbered balances of continued appropriations, economic uncertainties, future apportionments, pending salary or price increase, and appropriations for capital outlay projects.
Resources	Total dollars available for appropriations including estimated revenues and beginning fund equity.

<i>Restricted Fund Balance</i>	The portion of fund that is subject to externally enforceable restraints.
<i>Restricted Fund Balance</i>	Portions of the fund balance which are restricted for specific purposes.
<i>Revenue Estimate</i>	A formal estimate of how much revenue will be earned from a specific revenue source for some future period, typically a fiscal year.
<i>Strategic Goals</i>	Objectives implemented to demonstrate long-term commitments in attaining the District's mission and continued organizational progress in completing the overall outlined Strategic Plan.
<i>Strategic Plan</i>	A three year plan providing disciplined efforts to guide the District's response to future challenges, changing priorities and continued operations which outlines specific goals, strategies, and establishes criteria to link the District's vision, mission and responsibilities.
<i>Taxes</i>	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.
<i>Unencumbered Balance</i>	The balance of an appropriation not yet committed for specific purposes.
<i>Unfunded Liability</i>	A future debt or performance obligation which exceeds the present value of funds available.
<i>Year to Date (YTD)</i>	Transactions accounted from July 1 st to the current date of the fiscal year.