



*Serving Public Health Since 1928*

## **Coachella Valley Mosquito and Vector Control District**

**43420 Trader Place, Indio, CA 92201 | (760) 342-8287 | cvmosquito.org**

### **Finance Committee**

**Tuesday, May 2, 2023**

**1:00 p.m.**

### **AGENDA**

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Materials related to an agenda item that are submitted to the Finance Committee after distribution of the agenda packets are available for public inspection in the Clerk of the Board's office during normal business hours and on the District's website.

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This meeting will be conducted by video and/or teleconference as well as in person at the District office located at the address listed above. To view/listen/participate in the meeting live, please join by calling 1-888-475-4499 (toll-free), meeting ID: [853 5517 3114](https://us02web.zoom.us/j/85355173114), or click this link to join: <https://us02web.zoom.us/j/85355173114>.

Assistance for those with disabilities: If you have a disability and need an accommodation to participate in the meeting, please contact the Clerk of the Board at (760) 342-8287 at least 48 hours prior to the meeting to inform us of your needs and to determine if accommodation is feasible. The District will attempt to accommodate you in every reasonable manner.

**Before entering the District's facilities, we request that you self-screen for COVID-19 symptoms. We want to work together to help limit the spread of COVID-19.**

- 1. Call to Order** – Clive Weightman, Treasurer
- 2. Roll Call**
- 3. Confirmation of Agenda**
- 4. Public Comments**

Members of the public may provide comments in person or remotely at the time of the meeting as set forth in the agenda. Public comments may also be sent by E-mail to the Clerk of the Board by 11:00 a.m. on May 2, 2023, at [mtallion@cvmosquito.org](mailto:mtallion@cvmosquito.org). E-mails received prior to 11:00 a.m. on the day of the Finance Committee meeting will be made part of the record and distributed to the Finance Committee. This method is encouraged as it gives the Finance Committee the opportunity to reflect upon your input. E-mails will not be read at the meeting.

**A. PUBLIC Comments — NON-AGENDA ITEMS:** This time is for members of the public to address the Finance Committee on items of general interest (a non-agenda item) within the subject matter jurisdiction of the District. The District values your comments; however, pursuant to the Brown Act, the Finance Committee cannot take action on items not listed on the posted Agenda. **Comments are limited to a total of three (3) minutes per speaker for non-agenda items.**

**B. PUBLIC Comments — AGENDA ITEMS:** This time is for members of the public to address the Finance Committee on agenda items (Open and Closed Sessions). **Comments are limited to three (3) minutes per speaker per agenda item.**

All comments are to be directed to the Finance Committee and shall be devoid of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during public comments.

## 5. Old Business

A. Discussion: Sterile Insect Technique FY 2023-2024 Budget Proposal — **Jennifer A. Henke, M.S., Laboratory Manager**

B. Discussion and Review of the DRAFT FY 2023-2024 Budget — **Clive Weightman, Treasurer, David l'Anson, Administrative Finance Manager, and Jeremy Wittie, M.S., CSDM, General Manager (Pg. 4)**

## 6. Trustee and/or Staff Comments/Future Agenda Items

## 7. Adjournment

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**Certification of Posting**

I certify that on April 28, 2023, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District and on the District's website, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)

Executed at Indio, California, on April 28, 2023

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Melissa Tallion, Clerk of the Board



## Coachella Valley Mosquito & Vector Control District

📍 43-420 Trader Place, Indio, CA 92201 📞 (760) 342-8287 📠 (760) 342-8110  
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Greetings, Finance Committee

Attached for your review and consideration is the 2<sup>nd</sup> draft Budget for FY 2023-24. The following summarizes major changes that have been incorporated based on the outcomes of our discussion at the April 11<sup>th</sup> Finance Committee meeting:

1. The \$100,000 that was allocated for the IT Strategic Plan was reduced to \$40,000 based on the submitted proposal from ClientFirst. **(p. 36)**. I did speak with Isaiah Hagerman, City Manager of Rancho Mirage, who was listed as a reference. Isaiah spoke highly about the consultants, and the usefulness of the plan, and highly recommended the service.
2. The Unmanned Aerial System (UAS) Internal Service Fund was moved into the general fund, creating a separate Department / Cost Center. The expenses are now reflected as payroll, operations, and maintenance rather than just operating expenses. **(pp. 67-69)**
3. Property / Liability and Workers' Compensation insurance premiums were updated to reflect draft budget amounts from the Vector Control Joint Power Authority (VCJPA). **(p. 28)**
4. Utility expenses were updated with an estimated increase of 12.7% based on the rise in gas prices and electricity usage. **(pp. 53-54)**

Jennifer Henke, Laboratory Manager, will be present to discuss the Sterile Insect Technique (SIT) expense proposed for FY 23-24 with Verily. She will provide a brief project overview and discuss the goals of the endeavor as it relates to the District's exploration of SIT as a viable biological control program.

Respectfully submitted,

Jeremy Wittie, MS, CSDM  
General Manager

### BOARD OF TRUSTEES

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## REVENUE HIGHLIGHTS

- The Benefit Assessment rate remains at \$14.39 per Single Family Equivalent with current estimate of total revenue being \$2,370,094.
- Property tax revenue to increase 5%
- Property tax increment revenue to increase 5%

## EXPENDITURE HIGHLIGHTS

- Full-time equivalents (FTE), increases from 70.8 to 73.3 FTE
- **Purchasing Clerk** and two **UAS Pilot** positions. The Purchasing Clerk and one UAS Pilot positions are budgeted to start July 2023 and the second UAS Pilot position in January 2024.
- Cost of living adjustment 3 % for all employees.
- CalPERS Employer Rate increase from 9.12% to 10.66 % (Classic members).
- CalPERS unfunded accrued liability (UAL) reduced from \$190,024 to zero/ Prefunding \$200,000 to California Employers' Pension Prefunding Trust (CEPPT) Fund
- \$40,000 allocated for IT Strategic Plan
- \$600,000 allocated for Biological Control using Sterile Insect Technique

## CAPITAL RESERVES FORECAST

The total beginning Capital Fund balance for July 1, 2023, is estimated to be \$17,529,857, the ending balance on June 30, 2024, estimated to be \$16,022,555.

- **General Reserve** beginning balance \$12,260,801, \$1 million transfer to Capital Facility Replacement Fund. Ending balance **\$11,238,712**.
- **Thermal Facility Remediation Fund Reserve** beginning balance \$148,674, fund transfer of \$67,000 and revenue of \$16,400, budget expenses of \$50,000. Ending balance **\$182,074**.
- **Capital Equipment Replacement Fund Reserve** beginning balance \$946,191, interest and fund transfer of \$214,222 minus planned equipment purchases of \$366,401. Ending balance **\$794,102**.
- **Capital Facility Replacement Fund Reserve** beginning balance \$3,327,488 interest and fund transfer of \$1,476,578 minus facility capital improvement expenses of \$2,078,500. Ending balance **\$2,725,566**.
- **Capital Project Sterile Mosquito Insectary Fund Reserve** beginning balance \$846,703, \$300,000 fund transfer from Operating Budget minus expenses of \$60,000. Ending balance **\$1,086,703**.

<b><u>Capital Reserves Forecast</u></b>	Beginning Balance July 1, 2023	Budgeted Revenue	Contribution from / (to) Operations and from Other Capital Funds	Budgeted Expenditure	Ending Balance June 30, 2024
<b>GENERAL FUND</b>					
<b>Committed Reserves:</b> <i>Public Health Emergency</i>	<b>4,907,055</b>				<b>4,907,055</b>
<b>Assigned Reserves:</b> <i>Operations</i>	<b>6,900,000</b>	15,318,037	(2,014,158) <sup>(1)</sup>	(14,325,968)	<b>5,877,910</b>
<i>Future Healthcare Liabilities (Net OPEB Liability)</i>	<b>453,746</b>				<b>453,746</b>
<i>Unassigned</i>	<b>0</b>				
Total	<b>12,260,801</b>	15,318,037	(2,014,158)	(14,325,968)	<b>11,238,712</b>
<b>THERMAL FACILITY REMEDIATION FUND RESERVE</b>					
<b>Assigned Reserves:</b> <i>Thermal Facility Remediation Fund</i>	<b>148,674</b>	16,400	67,000 <sup>(1)</sup>	(50,000)	<b>182,074</b>
Total	<b>148,674</b>	16,400	67,000	(50,000)	<b>182,074</b>
<b>CAPITAL EQUIPMENT REPLACEMENT FUND</b>					
<b>Assigned Reserves:</b> <i>Equipment</i>	<b>946,191</b>	18,924	195,298 <sup>(1)</sup>	(366,401)	<b>794,012</b>
Total	<b>946,191</b>	18,924	195,298	(366,401)	<b>794,012</b>
<b>CAPITAL FACILITY REPLACEMENT FUND</b>					
<b>Assigned Reserves:</b> <i>Facility &amp; Vehicle Replacement</i>	<b>3,327,488</b>	24,718	1,451,860 <sup>(1)</sup>	(2,078,500)	<b>2,725,566</b>
Total	<b>3,327,488</b>	24,718	1,451,860	(2,078,500)	<b>2,725,566</b>
<b>CAPITAL PROJECT SIT INSECTARY CONSTRUCTION FUND</b>					
<b>Assigned Reserves:</b> <i>Capital Project Sterile Mosquito Insectary Construction</i>	<b>846,703</b>	0	300,000 <sup>(1)</sup>	(60,000)	<b>1,086,703</b>
Total	<b>846,703</b>	0	300,000	(60,000)	<b>1,086,703</b>
<b>Total Fund Balance</b>	<b>17,529,857</b>	15,378,079	0	(16,80,869)	<b>16,027,066</b>
<sup>(1)</sup> Transfer to/from Operating Budget					

## OPERATING BUDGET REVENUE

The total operating revenue for FY 2023-24 is forecast to increase to \$15,318,037 which is 5.0% higher than the estimated actual for Fiscal Year Ending (FYE) June 30, 2023, of \$14,556,227.

REVENUE	ADOPTED BUDGET 2022-2023	ESTIMATED ACTUAL 6/30/2023	% DIFFERENCE	<b>PROPOSED BUDGET 2023-2024</b>	% DIFFERENCE
PROPERTY TAXES CURRENT	11,029,612	11,964,885	8.5%	<b>12,553,653</b>	5%
PROPERTY TAXES PRIOR	62,165	55,248	-11.1%	<b>56,290</b>	1.9%
INTEREST INCOME	42,000	110,000	161.9%	<b>275,000</b>	60.0%
MISCELLANEOUS	63,000	56,000	-11.1%	<b>63,000</b>	11.1%
BENEFIT ASSESSMENT	2,281,311	2,370,094	3.9%	<b>2,370,094</b>	0.0%
<b>TOTAL</b>	<b>\$13,478,088</b>	<b>\$14,556,227</b>	<b>8.0%</b>	<b>\$15,318,037</b>	<b>5.0%</b>

## REVENUE ASSUMPTION

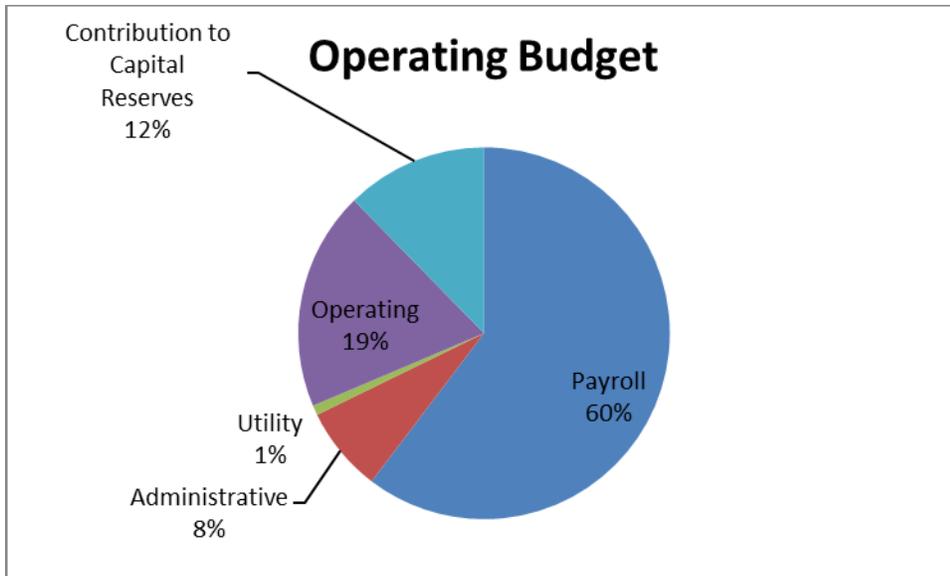
- Benefit Assessment rates per Single Family Equivalent (SFE) remains at \$14.39 per SFE estimated revenue \$2,370,094
- Property Tax Current to increase by 5% in line with Assessors Valuation.

Interest revenue increase to \$275,000. 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 FY2023-24 is forecast to be \$16,276,238, 13.2% increase over the estimated actual for FYE June 30, 2023.

EXPENDITURE	ADOPTED BUDGET 2022-2023	ESTIMATED ACTUAL 6/30/2023	% DIFFERENCE	<b>PROPOSED BUDGET 2023-2024</b>	% DIFFERENCE
PAYROLL	9,100,580	9,092,680	-0.1%	<b>9,860,222</b>	7.8%
ADMINISTRATIVE	932,243	886,964	-4.9%	<b>1,214,332</b>	7.0%
UTILITY	116,207	121,824	4.8%	<b>139,607</b>	12.7%
OPERATING	2,113,043	1,817,459	-14.0%	<b>3,111,808</b>	41.6%
CONTRIBUTION TO CAPITAL RESERVES	2,216,016	2,216,016	0.0%	<b>2,014,158</b>	-10.0%
<b>TOTAL EXPENSES &amp; TRANSFERS</b>	<b>\$14,478,089</b>	<b>\$14,134,943</b>	<b>-2.4%</b>	<b>\$16,276,238</b>	<b>13.5%</b>



**Figure 1 Operating Budget**

Expenditures are broken down into Payroll, Administrative, Utility, Operating, and Contribution to Capital Reserves. Payroll costs, which account for 60% of the budget, are projected to increase by 7.8% over the estimated actual for FYE June 30, 2023.

The 2023-24 Operating expenses which are 19 % of total budget, are forecast to be 42% more than the latest estimate for 2022-23. Main reason \$600,000 allocated for Biological Control using Sterile Insect Technique. Other increases include inflationary impacts to fuel and pesticide budgets.

Administrative expenses are projected to increase by 27%, increases include \$40,000 of funds allocated for an IT Strategic Plan vendor, 26% increase in workers compensation and 31% increase in property and liability insurance. Contribution to Capital Reserves decrease by 10%, it includes a one off Contribution to Capital Reserves of \$1million from FY 22-23 budget surplus.

**EXPENDITURE ASSUMPTIONS**

**Payroll**

The District employs sixty-nine and a half full-time equivalents (FTE), increased with seasonal (part-time) staff beginning early summer 3.8 FTE, totaling 73.3 full-time equivalents (FTE). This is an increase of 2.5 FTE compared to prior year.

## Full Time Equivalent Fiscal Year Comparison

Department	Adopted FY2022-23		Proposed FY2023-24			
	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	5.0	0.0		
Human Resources	3.0	0.0	3.0	0.0		
Information Systems	3.0	0.0	3.0	0.0		
Public Outreach	5.0	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	11.0	0.4	11.0	0.4		
Unmanned Aerial Applications	0.0	0.0	2.6	0.0		
Control Operations	35.0	3.4	33.9	3.4		
<b>Total</b>	<b>67.0</b>	<b>3.8</b>	<b>70.8</b>	<b>69.5</b>		<b>73.3</b>

- Cost of living adjustment 3 % for all employees.
- CalPERS Employer Rate increase from 9.12% to 10.66 % (Classic members).
- CalPERS unfunded accrued liability (UAL) reduced from \$190,024 to zero
- Prefunding \$200,000 to California Employers' Pension Prefunding Trust (CEPPT) Fund

### Unmanned Aerial Application

#### Position Added

- UAS Pilot. This will increase staffing by 1.5 FTE. Plan is to recruit one position July and the second position in January pending successful mid-year program progress review.

### Finance Department

#### Position Added

- Purchasing Clerk, this will increase staffing by 1 FTE.

### Administrative Expenses

- Workers' compensation insurance & Liability insurance increased by 15% and retrospective adjustment reduced increasing overall insurance by \$80,000
- \$100,000 allocated for IT Strategic Plan consultant

## Utility Expenses

- Expenses are forecast to increase 12.7% over the estimated actual for June 30, 2023.

## Operating Expenses

- Motor fuel is increased from FY2022-23 budget to \$160,500.
- Cloud Computing Services increased to \$135,260 from \$104,499
- Control Budget is increased – Biological Control includes \$600,000 allocated for Sterile Insect Technique vendor and Chemical control has increased by about \$130,000 due to inflation
- 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 \$67,000.

Figure 2 Thermal Facility Remediation Fund Reserve Capital Budget

Coachella Valley Mosquito and Vector Control District THERMAL FACILITY REMEDIATION FUND RESERVE				
	Proposed Budget 2023-2024	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
<b>Beginning Fund Balance</b>	<b>148,674</b>	<b>129,139</b>	<b>144,774</b>	<b>90,905</b>
<b>REVENUE</b>				
Misc Revenue				-
Income from Lease	15,000	15,000	15,000	15,000
Interest	1,400	400	1,400	369
Transfer From General Operating	67,000	39,655	39,655	38,500
<b>TOTAL REVENUE</b>	<b>83,400</b>	<b>55,055</b>	<b>53,900</b>	<b>53,869</b>
<b>EXPENSES</b>				
Professional Fees	50,000			
Maintenance	-	-	50,000	-
Capital				
<b>TOTAL EXPENSES</b>	<b>50,000</b>	<b>-</b>	<b>50,000</b>	<b>-</b>
<b>Total Revenue Less Expense</b>	<b>33,400</b>	<b>55,055</b>	<b>3,900</b>	<b>53,869</b>
<b>Ending Fund Balance</b>	<b>182,074</b>	<b>184,194</b>	<b>148,674</b>	<b>144,774</b>

**Capital Equipment Replacement Fund Reserve Budget** expenses total \$360,401. This is funded from an annual transfer of \$195,298 based on the funding schedule shown in the Capital Equipment Replacement Fund Reserve Budget.

**Figure 3 Capital Equipment Replacement Fund Reserve Budget**

Coachella Valley Mosquito and Vector Control District CAPITAL EQUIPMENT REPLACEMENT FUND RESERVE BUDGET				
	Proposed Budget 2023-2024	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
<b>Beginning Fund Balance</b>	<u>946,191</u>	<u>620,254</u>	<u>789,009</u>	<u>891,116</u>
<b>REVENUE</b>				
Transfer from General Fund				
Interest	18,924	2,481	2,481	-
Sale of Assets	-	-		
Transfers From Operating Budget	<u>195,298</u>	<u>286,361</u>	<u>286,361</u>	<u>47,506</u>
<b>TOTAL REVENUE</b>	<b>214,222</b>	288,842	288,842	47,506
<b>EXPENSES</b>				
8415 Capital Outlay - IT	321,256	152,832	101,285	127,837
8415 Capital Outlay - Fleet Equipment				14,064
8415 Capital Outlay - Facilities				-
8415 Capital Outlay - Operations	45,145	67,719	30,374	
8415 Capital Outlay - Lab Equipment				7,713
<b>TOTAL EXPENSES</b>	<b>366,401</b>	220,551	131,659	149,614
<b>Total Revenue Less Expense</b>	<u>(152,179)</u>	<u>68,291</u>	<u>157,183</u>	<u>(102,108)</u>
<b>Ending Fund Balance</b>	<u>794,012</u>	<u>688,545</u>	<u>946,191</u>	<u>789,009</u>

**FY2023-24 Capital Facility Replacement Fund Reserve Budget** includes capital expenses for areas, General Common Area, Building Interiors, Building Exteriors, and Mechanical totaling \$2,078,500. This is funded from transfer of \$451,860 based on the funding schedule shown in the Capital Replacement Fund Reserve Budget plus \$1,000,000 from the FY22-23 budget surplus.

Figure 4 - Capital Facility Replacement Fund Reserve Budget

<b>Coachella Valley Mosquito and Vector Control District CAPITAL FACILITY REPLACEMENT FUND RESERVE BUDGET</b>				
	<b>Proposed Budget 2023-2024</b>	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
<b>Beginning Fund Balance</b>	<b>3,327,488</b>	2,681,960	2,734,110	2,602,368
<b>REVENUE</b>				
Transfer from Vehicle Fund	-	-		
Interest	24,718	24,718	41,012	
Transfers From Operating Budget	1,451,860	890,000	890,000	395,294
Sale of Assets			-	
Misc.			98,054	
<b>TOTAL REVENUE</b>	<b>1,476,578</b>	914,718	1,029,065	395,294
<b>CAPITAL EXPENSES</b>				
Professional Services	200,000		118,300	27,528
Repair & Maintenance	89,000	64,500	151,278	99,184
Maintenance & calibration	12,500	12,500	-	5,354
Contract Services	-	54,000	12,072	
Capital Outlay	1,725,000	256,500	154,037	131,486
Furniture & Equipment	52,000	52,000		
<b>TOTAL EXPENSES</b>	<b>2,078,500</b>	439,500	435,687	263,552
<b>Total Revenue Less Expense</b>	<b>(601,922)</b>	475,218	593,378	131,742
<b>Ending Fund Balance</b>	<b>2,725,566</b>	3,157,178	3,327,488	2,734,110

**FY2023-24 Capital Project Sterile Mosquito Insectary Fund Reserve Budget** includes \$60,000 budget for equipment maintenance and feasibility study for laboratory expansion to add new insectary for the Sterile Insect Technique (SIT). This is funded from a transfer of \$300,000 from the Operating Budget.

Figure 5 SIT Capital Project Fund

<b>Coachella Valley Mosquito and Vector Control District SIT CAPITAL PROJECT FUND BUDGET</b>				
	<b>Proposed Budget 2023-2024</b>	<b>Adopted Budget 2022-2023</b>	<b>Estimated Actual 2022-2023</b>	<b>Actual 2021-2022</b>
<b>Beginning Fund Balance</b>	<b>846,703</b>	-	-	-
<b>REVENUE</b>				
Transfer from General Fund		500,000	500,000	
Interest				
Transfers From Operating Budget	<b>300,000</b>	500,000	500,000	
Sale of Assets				
<b>TOTAL REVENUE</b>	<b>300,000</b>	1,000,000	<b>1,000,000</b>	
<b>CAPITAL EXPENSES</b>				
Professional Services	<b>40,000</b>	40,000		
Maintenance	<b>20,000</b>			
Capital Expenditure		200,000	153,297	
<b>TOTAL EXPENSES</b>	<b>60,000</b>	240,000	153,297	
<b>Total Revenue Less Expense</b>	<b>240,000</b>	<b>760,000</b>	<b>846,703</b>	
<b>Ending Fund Balance</b>	<b>1,086,703</b>	760,000	846,703	-

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

	<b>Proposed Budget 2023-2024</b>	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
<b>Beginning Spendable Fund Balance</b>	<b>12,260,801</b>	11,939,817	11,839,517	11,485,971
<b>REVENUES</b>				
Property Taxes Current	12,553,653	11,011,113	11,964,885	10,873,842
Property Taxes Prior	56,290	62,165	55,248	69,700
Interest Income	275,000	42,000	110,000	(8,624)
Miscellaneous Revenue	63,000	63,000	56,000	39,446
Benefit Assessment Income	2,370,094	2,299,810	2,370,094	2,340,732
<b>TOTAL REVENUES</b>	<b>15,318,037</b>	13,478,089	14,556,227	13,315,096
<b>EXPENSES</b>				
<b>Payroll Expense</b>				
5101 Payroll - Full Time	6,374,624	5,910,271	5,910,271	5,528,544
5102 Payroll - Seasonal	142,020	142,020	142,020	222,466
5103 Temporary Services	14,900	6,900	-	-
5105 Overtime Expenses	30,120	34,120	33,120	5,608
5150 CalPERS Employer Payment of Unfunded Liabil	200,000	190,024	190,024	1,350,948
5150 CalPERS State Retirement Expense	677,051	562,832	562,832	524,624
5155 Social Security Expense	390,377	360,143	360,143	356,268
5165 Medicare Expense	91,298	84,227	84,227	84,487
5170 Cafeteria Plan Expense	1,332,665	1,263,700	1,263,700	1,105,382
5172 Retiree Healthcare	439,420	392,420	392,420	385,346
5180 Deferred Compensation	133,945	121,857	121,857	119,457
5195 Unemployment Insurance	33,801	32,065	32,065	33,274
Total Payroll Expense	<b>9,860,222</b>	9,100,580	9,092,680	9,716,404
<b>Administrative Expense</b>				
5250 Tuition Reimbursement	20,000	20,000	12,000	9,074
5300 Employee Incentive	16,500	15,500	14,000	8,010
5301 Employee Support	-	-	-	1,172
5302 Wellness	5,600	5,600	1,000	5,265
5305 Employee Assistance Program	3,200	4,000	3,800	3,461
6000 Property & Liability Insurance	333,895	213,570	254,050	210,000
Retrospective Adjustment	(15,000)	(20,000)	(13,602)	(22,043)
<b>Sub Total</b>	<b>233,192</b>			
6001 Workers' Compensation Insurance	303,447	281,753	240,855	256,139
Retrospective Adjustment	(50,000)	(75,000)	(52,966)	(143,962)
<b>Sub Total</b>	<b>253,447</b>			
6050 Dues & Memberships	46,903	36,754	34,011	41,365
State Certified Technician Fees	4,983	6,741	4,000	
6060 Public Outreach Materials	27,950	27,360	20,000	6,947
6065 Recruitment/Advertising	10,000	7,500	6,158	4,925
6070 Office Supplies	19,385	21,121	16,121	10,530
6075 Postage	6,100	5,750	3,000	4,856
6080 Computer & Network Systems	13,399	8,199	3,000	8,115
6085 Bank Service Charges	500	250	250	246
6090 Local Agency Formation Commission	3,500	2,400	2,541	2,243
6095 Professional Fees				
Finance	50,700	41,300	40,000	42,478
Information Systems	40,000	-	-	-
Administration	-	-	6,500	45,047
Public Outreach	1,800	3,800	475	63,772
Laboratory	-	-	4,785	19,615

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

	<b>Proposed Budget 2023-2024</b>	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
6100 Attorney Fees - General Counsel	<b>85,800</b>	68,000	68,000	72,127
6100 Attorney Fees - Labor Relations	-	-	-	-
6100 Attorney Fees - Personnel	-	-	-	902
6105 Legal Services - Abatement	<b>1,000</b>	1,000	-	-
6106 HR Risk Management	<b>5,210</b>	4,500	7,819	1,500
6110 Conference Expense				
MVCAC Committee Assignments	<b>16,200</b>	13,400	6,933	5,592
Annual Conference Expense	<b>25,200</b>	21,735	15,034	17,220
Trustee Travel	<b>19,200</b>	19,200	3,000	-
6115 Trustee In-Lieu Expense	<b>13,200</b>	13,200	13,200	13,200
6120 Trustee Support Expense	<b>7,600</b>	7,600	4,000	1,161
6200 Meetings Expense	<b>26,060</b>	7,010	5,000	2,998
6210 Promotion & Education	<b>33,000</b>	28,000	27,000	5,002
6220 Public Outreach Advertising	<b>56,000</b>	56,000	56,000	43,209
6500 Benefit Assessment Expense	<b>83,000</b>	86,000	81,000	78,666
<b>Total Administrative Expense</b>	<b>1,214,332</b>	932,243	886,964	818,832
<b>Utility Expense</b>				
6400 Utilities	<b>137,783</b>	114,383	120,000	130,693
6410 Telecommunications	<b>1,824</b>	1,824	1,824	2,027
<b>Total Utility Expense</b>	<b>139,607</b>	116,207	121,824	132,720
<b>Operating Expense</b>				
7000 Uniform Expense	<b>60,025</b>	54,985	48,191	48,980
7050 Safety Expense	<b>36,520</b>	32,170	26,268	35,124
7100 Physician Fees	<b>7,000</b>	5,000	3,982	3,755
7150 IT Communications	<b>70,780</b>	56,500	50,456	51,614
7200 Maintenance Supplies	<b>3,000</b>	3,000	3,293	3,037
7300 Building & Grounds Maintenance	<b>47,000</b>	42,000	50,422	57,788
7310 Calibration & Certification of Equipment	<b>6,800</b>	6,170	6,500	5601
7350 Permits, Licenses & Fees	<b>8,522</b>	6,427	9,141	7,959
7360 Software Licensing	<b>33,512</b>	31,335	22,305	21327
7400 Vehicle Maintenance & Repair	<b>56,664</b>	44,720	46,000	40,949
7420 Offsite Vehicle Maintenance & Repair	<b>19,416</b>	16,882	17,000	11,289
7450 Equipment Parts & Supplies	<b>30,130</b>	26,940	25,000	21,090
7500 Small Tools Expense	<b>4,700</b>	4,700	4,200	3,465
7550 Lab Operating Supplies	<b>61,850</b>	35,720	32,000	20,695
7570 Green Pool Surveillance	<b>30,000</b>	6,000	6,000	2,400
7575 Surveillance	<b>128,810</b>	72,510	80,000	70,429
7600 Staff Training				
State Required CEU	<b>2,800</b>	1,300	2,155	1152
Professional Development	<b>115,350</b>	84,400	50,872	51,392
7650 Equipment Rentals	<b>1,500</b>	1,000	700	297
7675 Contract Services				
Administration	<b>12,000</b>	12,000	12,000	9,820
Information Systems	<b>21,457</b>	45,081	15,000	10,101
Public Outreach	<b>2,400</b>	2,400	1,196	-
Fleet	<b>20,076</b>	21,446	17,000	15,232
Facilities	<b>78,400</b>	76,400	73,000	92,842
Operations	<b>5,000</b>	5,500	2,317	3,501
Abatement	<b>2,000</b>	2,000	-	-
7680 Cloud Computing Services	<b>135,260</b>	104,499	108,000	97,739

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

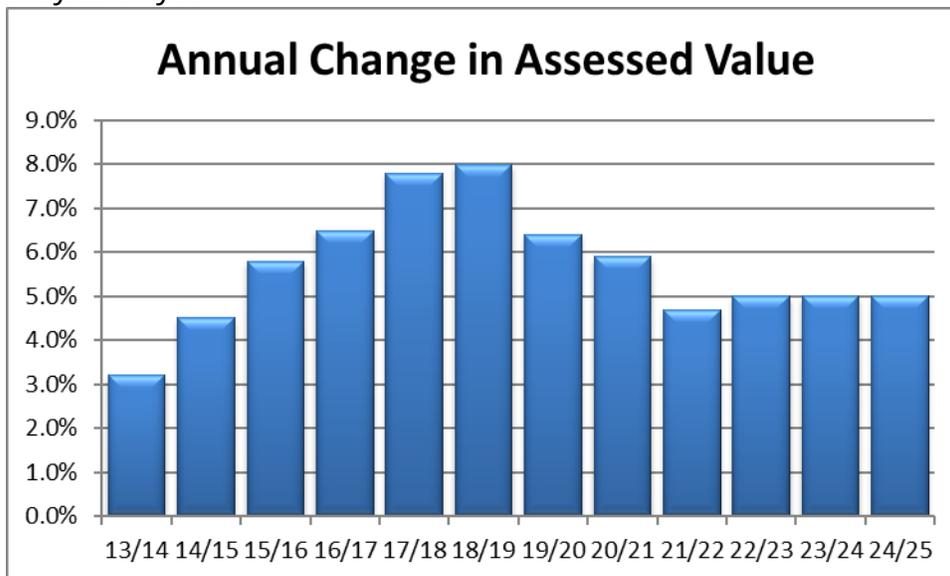
	<b>Proposed Budget 2023-2024</b>	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
7700 Motor Fuel & Oils	<b>160,500</b>	130,300	120,000	117,624
7750 Ops Operating Supplies	<b>9,000</b>	14,600	9,358	11,579
7800 Control	-	-	-	-
Chemical Control	<b>687,016</b>	558,116	530,000	512,123
Physical Control	<b>17,000</b>	15,500	-	-
Biological Control	<b>600,000</b>	-	-	-
7850 Aerial Applications	-	-	-	-
Rural	<b>131,600</b>	135,000	147,675	154,021
Urban	<b>120,000</b>	96,000	34,200	73,601
7860 Unmanned Aircraft Applications	<b>20,000</b>	40,000	30,000	26,318
8415 Operating Equipment	<b>75,720</b>	62,442	60,000	31,548
8510 Research Projects	<b>180,000</b>	150,000	150,000	185,734
9000 Contingency Expense	<b>110,000</b>	110,000	23,228	-
<b>Total Operating Expense</b>	<b>3,111,808</b>	2,113,043	1,817,459	1,812,293
<b>TOTAL EXPENSES</b>	<b>14,325,968</b>	12,262,073	11,918,927	12,480,249
<b>Contribution to Capital Reserves</b>				
8900 Thermal Remediation Reserve	<b>67,000</b>	39,655	39,655	38,500
8900 Capital Facility Replacement Reserve	<b>1,451,860</b>	890,000	890,000	395,294
8900 Capital Project - SIT Insectory	<b>300,000</b>	1,000,000	1,000,000	-
8900 Capital Equipment Replacement Reserve	<b>195,298</b>	286,361	286,361	47,506
<b>Total Contribution to Capital Reserves</b>	<b>2,014,158</b>	2,216,016	2,216,016	481,300
<b>TOTAL EXPENSES &amp; TRANSFERS</b>	<b>16,340,126</b>	14,478,089	14,134,943	12,961,549
<b>Operating Revenue Less Expenses, Transfers &amp; Contin</b>	<b>(1,022,090)</b>	(1,000,000)	421,284	353,547
<b>TOTAL GENERAL FUND EXPENSES</b>	<b>16,340,126</b>	14,478,089	14,134,943	12,961,549
<b>Ending Spendable Fund Balance</b>	<b>11,238,712</b>	10,939,817	12,260,801	11,839,517

**BUDGET 2023-24**  
**REVENUE**

The fiscal year runs from July 1, 2023, to June 30, 2024. 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 <sup>st</sup> Installment February 1 – 2 <sup>nd</sup> Installment
Delinquent Date:	December 10 – 1 <sup>st</sup> Installment April 10 – 2 <sup>nd</sup> 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 FY2023-24, the Riverside

County Assessor's Office is forecasting an increase of over 5% increase in assessed valuation which will result in increasing property tax and tax increment receipts.

**REVENUE ASSUMPTIONS**

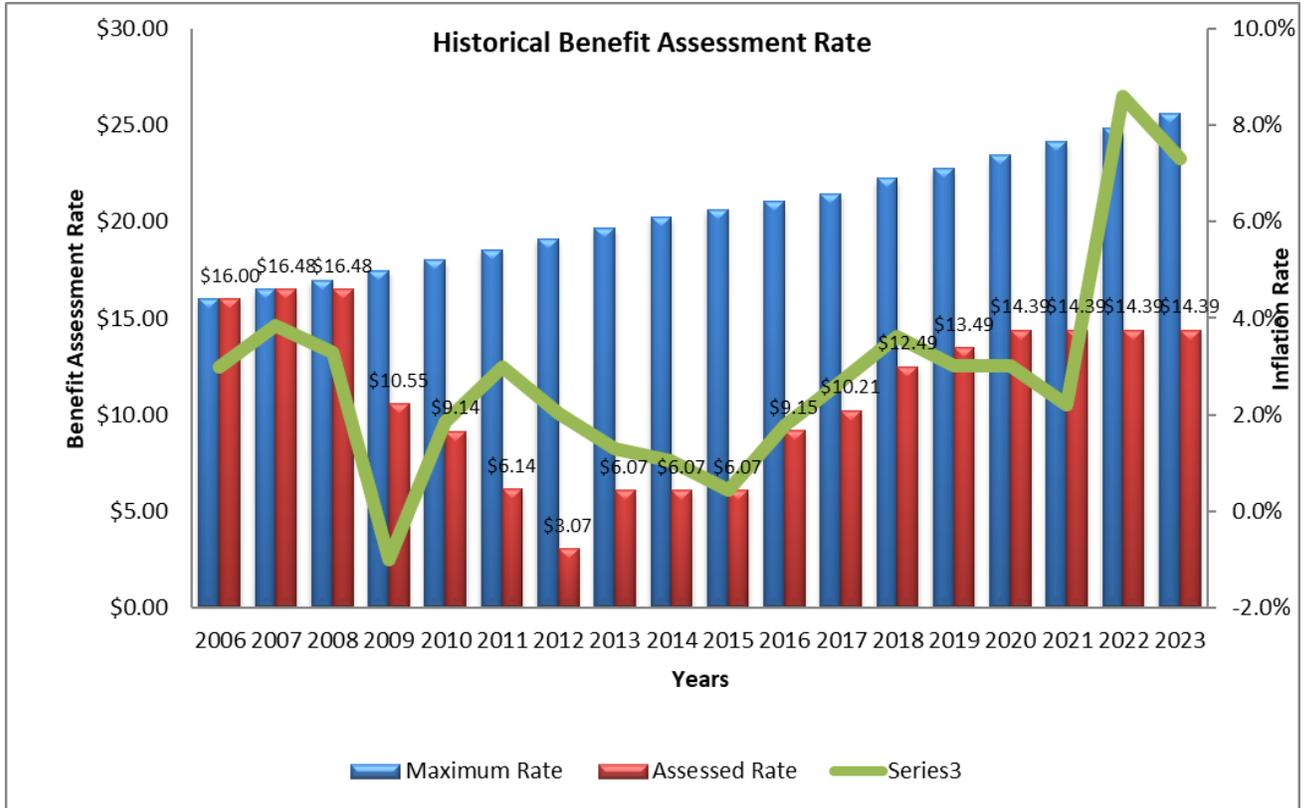
- **CURRENT PROPERTY TAX TO RISE BY 5 PERCENT BASED ON ASSESSOR'S OFFICE**
- **BENEFIT ASSESSMENT RATES PER SINGLE FAMILY EQUIVALENT (SFE) IS REMAINS AT \$14.39 PER SFE**
- **CURRENT PROPERTY TAX INCREMENT TO RISE BY 5 PERCENT**

**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 FY2023-24 property taxes are forecast to increase by 5 percent over FY2022-23 totals.

**Redevelopment Tax Increment:** For FY2023-24 RDA tax increment is estimated to increase by 5 percent over FY2022-23 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**

	<b>2022-23 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Property Tax - Current	<b>12,553,653</b>	11,011,113	11,964,885	10,873,842
Property Tax - Prior	<b>56,290</b>	62,165	55,248	69,700
Interest Income	<b>275,000</b>	42,000	110,000	-8,624
Miscellaneous Revenue	<b>63,000</b>	63,000	56,000	39,446
Benefit Assessment	<b>2,370,094</b>	2,299,810	2,370,094	2,340,732
<b>Total Revenue</b>	<b>\$15,318,037</b>	13,478,089	14,556,227	13,315,096

**REVENUE DESCRIPTION**

<b>Revenue Source</b>	<b>Description</b>	<b>2023-24 Budget</b>
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%.	<b>4,850,314</b>
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%.	<b>31,172</b>
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%.	<b>203,698</b>
RRDA Property Tax Increment	Formerly redevelopment pass-through revenue. This is budgeted with current property taxes. Forecast is plus 5%	<b>7,432,521</b>
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%.	<b>35,949</b>
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%.	<b>53,097</b>
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%.	<b>3,193</b>
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.	<b>275,000</b>
Other Miscellaneous Revenue	This category recognizes revenue from grants and service contracts. \$16,000	<b>63,000</b>
	USDA - \$35,000	
	Reimbursements from Testing - \$12,000	
Benefit Assessment	Revenues from Benefit Assessment. The rate for FY2023-24 is \$14.39 per single family equivalent (SFE).	<b>2,370,094</b>

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**

**TABLE OF ORGANIZATION**

<b>Programs / Personnel</b>	<b>FY2023-24 Proposed Budget</b>	<b>FY2022-23 Approved Budget</b>	<b>FY2022-23 Estimated Actual</b>	<b>FY2021-22 Actual</b>
<b>Program 200 - Administration</b>				
General Manager	1	1	1	1
Executive Assistant/Clerk of the E	1	1	0.8	1
	<b>2</b>	<b>2</b>	<b>1.8</b>	<b>2</b>
<b>Program 201- Finance</b>				
Administrative Finance Manager	1	1	1	1
Payroll Coordinator	1	1	1	
*Purchasing Clerk	1	0	0	1
Accounting Technicians	2	2	2	2
	<b>5</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Program 202 - Human Resources</b>				
Human Resources Manager	1	1	1	1
Human Resources Specialist	1	1	1	1
Administrative Clerk	1	1	1	1
	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Program 210 - Information Systems</b>				
IT Manager	1	1	1	1
IT/GIS Analyst	1	1	1	1
IT/GIS Assistant	1	1	1	1
	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Program 215 - Public Outreach</b>				
Public Information Manager	1	1	1	0
Public Information Officer	0	0	0	1
Community Liaison	2	2	2	1.5
Public Outreach Coordinator	0	0	0	0
Administrative Clerk	2	2	2	2
	<b>5</b>	<b>5</b>	<b>5</b>	<b>4.5</b>
<b>Program 300 - Fleet Maintenance</b>				
Shop Mechanic II	1	1	1	1
Shop Mechanic I	1	1	1	1
	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Program 305 - Buildings &amp; Grounds Maintenance</b>				
Facilities Maintenance Technician I	1	1	1	1
Facilities Maintenance Technician I	1	1	1	1
	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Program 400 - Surveillance &amp; Quality Control</b>				
Laboratory Manager	1	1	1	1
Vector Ecologist	2	2	2	1
Biologist	3	3	3	4
Laboratory Assistant II	1	1	1	1
Laboratory Assistant I	2	2	2	1.5
Laboratory Technician	2	2	2	2
Seasonal Employees (*FTE)	0.4	0.4	0.4	0.4
	<b>11.4</b>	<b>11.4</b>	<b>11.4</b>	<b>10.9</b>

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**

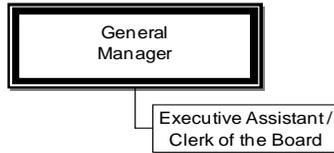
**TABLE OF ORGANIZATION**

<b>Programs /</b>	<b>FY2023-24 Proposed Budget</b>	<b>FY2022-23 Approved Budget</b>	<b>FY2022-23 Estimated Actual</b>	<b>FY2021-22 Actual</b>
<b><u>Personnel</u></b>				
<b>Program 500 - Control Operations</b>				
Operations Manager	1	1	1	1
Operations Program Coordinator	0.8	1	1	
Field Supervisor	4	4	4	4
Administrative Clerk	1	1	1	1
Lead Vector Control Technician	2.1	3	3	3
Vector Control Technician II	10	8	10	8
Vector Control Technician I	15	17	15	15.5
Seasonal Employees (*FTE)	3.4	3.4	3.4	5.1
	<b>37.3</b>	<b>38.4</b>	<b>38.4</b>	<b>37.6</b>
<b>Program 510 - Drone</b>				
Operations Program Coordinator	0.2			
*UAS Pilot	1.5			
Lead Vector Control Technician	0.9			
	<b>2.6</b>			
<b>TOTAL</b>	<b>73.3</b>	<b>70.8</b>	<b>70.6</b>	<b>69</b>
*FTE - Full Time Equivalent				

**65FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 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.

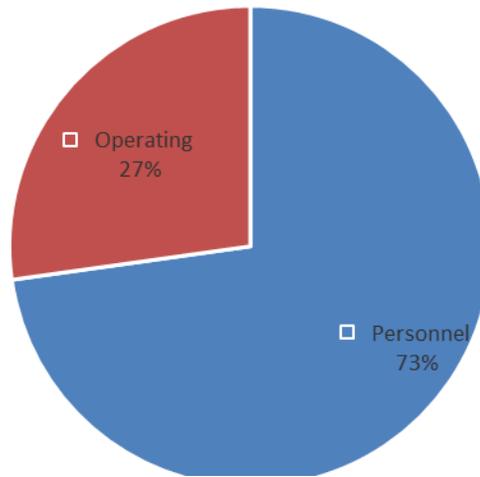


**STAFFING SUMMARY**

<b>Title</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
General Manager	1	1	1	1
Executive Assistant/Clerk of the Board	1	1	1	1
<b>Total Positions</b>	<b>2</b>	2	2	2

**EXPENDITURE SUMMARY**

<b>200 – ADMINISTRATION</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>432,050</b>	410,007		
Operations & Maintenance	<b>161,625</b>	132,200		
Capital				
<b>Total Expenditures</b>	<b>\$593,675</b>	545,207		



**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **200 – Administration Program**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>2023-24 Budget</b>
5101	Payroll – Full Time	General Manager (1) Executive/Clerk of the Board (1)	<b>291,831</b>
5150	State Retirement	District contribution to CalPERS	<b>37,594</b>
5155	Social Security	District contribution is 6.2% of salary	<b>16,180</b>
5165	Medicare	District contribution is 1.45% of salary	<b>3,784</b>
5170	Cafeteria Plan	Based on current election	<b>69,744</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non-CSEA represented employees	<b>12,048</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	<b>868</b>
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	<b>6,500</b>
6050	Corporate Memberships	CSDA \$8,500-due 12/20223 MVCAC \$12,500-due 7/2023 AMCA \$10,700-due 7/2023	<b>31,700</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual CDPH Recertification Fees General Manager (1)	<b>175</b>

6070	Office Supplies	Photocopying/printing supplies, miscellaneous office supplies, holiday cards	<b>650</b>
6075	Postage	Postage for public records requests and misc.	<b>600</b>
6090	LAFCO	SB2838 Local Government Reorganization Act of 2000 calls for payment to fund LAFCO	<b>3,500</b>

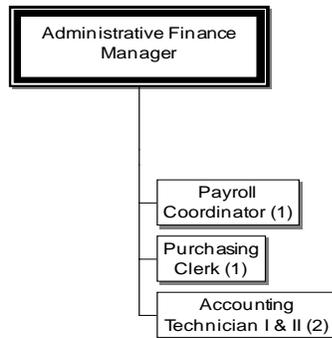
6095	Professional Fees	Emergency Operations Plan Consultant & Training Strategic Planning Consultant	<b>0</b>
6100	Attorney Fees - General	General legal matters	<b>52,800</b>
6100 <b>Sub Acct: 059</b>	Attorney Fees - Litigation	Litigation and warrant/court appearance	<b>33,000</b>
6110 <b>Sub Acct: 010</b>	MVCAC Committee Assignments	<b>MVCAC Committee Travel</b> Fall Meeting \$800 Planning Meeting \$1,000 Spring \$1,000	<b>2,800</b>
6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference	<b>1,400</b>
6200	Meetings Expense	Staff meetings and other meetings	<b>2,500</b>
7000	Uniform Expense	District apparel	<b>300</b>
7050	Safety Expense	Safety equipment, supplies, and ergonomic assessments and related expenses	<b>2,500</b>
7600 <b>Sub Acct: 027</b>	Professional Development	<b>General Manager</b> CSDA Annual Conference \$2,000 UC Davis Executive Leadership Project \$5,800 <b>Executive Assistant/Clerk of the Board</b> CSDA Clerk of the Board \$1,700 Webinars/other training (s) \$1000	<b>10,500</b>
7675	Contract Services	AIS -service plan for printer =\$ 1440/yr Marlin - printer lease =\$6600/yr Pitney Bowes - meter lease =\$ 3960/yr	<b>12,000</b>
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	<b>700</b>

**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 PROGRAM 201 – FINANCE PROGRAM**

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***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.

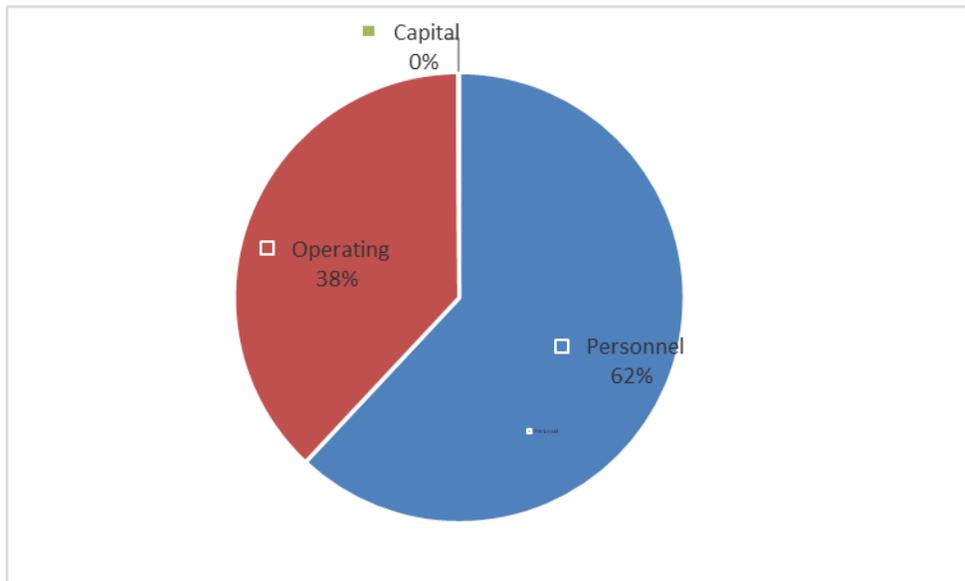


***STAFFING SUMMARY***

<b>Title</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Administrative Finance Manager	1	1	1	1
Payroll Coordinator	1	1	1	0
Purchasing Clerk	1	0	0	0
Accounting Technician I&II	2	2	2	3
<b>Total Positions</b>	<b>5</b>	4	4	4

**EXPENDITURE SUMMARY**

<b>201 - FINANCE</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>762,979</b>	609,963		
Operations & Maintenance	<b>467,380</b>	335,510		
Capital	<b>1,200</b>	1,200		
<b>Total Expenditures</b>	<b>\$1,231,559</b>	946,673		



**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **201 - Finance**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>2023-24 Budget</b>
5101	Payroll – Full Time	Administrative Finance Manager (1) Payroll Coordinator (1) Accounting Technician I & II (2)	<b>510,268</b>

		Purchasing Clerk (1)	
5105	Overtime	Finance Committee Meetings Annual Audits Special Projects	<b>500</b>
5150	State Retirement	District contribution to CalPERS	<b>65,857</b>
5155	Social Security	District contribution is 6.2% of salary	<b>29,432</b>
5165	Medicare	District contribution is 1.45% of salary	<b>6,883</b>
5170	Cafeteria Plan	Based on current election	<b>129,711</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non-CSEA represented employees	<b>18,158</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	<b>2,170</b>
6000	Property & Liability Insurance	District wide insurance - Premium - VCJPA Liability 248,192 VCJPA Property 64,038 VCJPA General Fund 3,295 VCJPA Group Fidelity Premium VCJPA Auto 8,088 Alliant Crime 2,602 Alliant Deadly Weapons \$863 AvQuest \$6,817 Business Travel Estimated Retrospective Adjustment (\$15,000)	<b>318,895</b>
6050	Dues & Memberships	Government Finance Officers Association (GFOA) \$160 4 x CA Society of Municipal Finance Officers (CSMFO) \$275 American Payroll Assoc \$300	<b>735</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual CDPH Recertification Fees: Administrative Finance Manager (1) Accounting Technician I (1)	<b>300</b>
6060	Reproduction & Printing	Cost for preparation of annual budget: printing, binding and associated supplies	<b>0</b>
6065	Advertising	Public notices for Bids, Benefit Assessment, surplus sales	<b>3,500</b>
6070	Office Supplies	Accounting, photocopying, binders, divider pages and miscellaneous office supplies.	<b>1,200</b>
6085	Bank Fees	County fees for funds held in Treasury etc.	<b>500</b>
6095	Professional Fees	Audit Services Actuarial Services Reserve Study Update	<b>50,700</b>

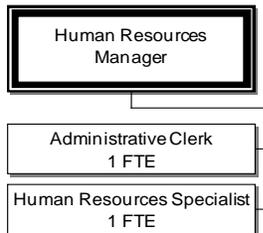
		CalPERS Administration Fees Payroll Processing Fees Grant writer	
6110 <b>Sub Acct: 010</b>	MVCAC Committee Assignments	<b>MVCAC Committee Travel</b> Fall Meeting \$0.00/Employee Spring Meeting \$800/Employee Planning Session \$0.00Employee	
6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference \$1,400/Employee	<b>1,400</b>
6200	Meeting Expense	Staff Meeting(s)	<b>250</b>
6500	Benefit Assessment Expense	County charges for assessment roll \$67,000 Engineer - \$16,000	<b>83,000</b>
7000	Uniform Expense	District Apparel	<b>300</b>
7050	Safety Expense	Supplies	<b>300</b>
7600 <b>Sub Acct: 027</b>	Professional Development	<b>Administrative Finance Manager</b> CalPERS 1,100 CSMFO \$1,500 <b>Accounting Staff</b> Abila Training \$2,200 - San Diego CalPERS 2,200 CSMFO 1,500	<b>6,300</b>
8415	Equipment	Third screen for Accounting Technicians Chair	<b>1,200</b>

**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 PROGRAM 202 – HUMAN RESOURCES PROGRAM**

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***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.

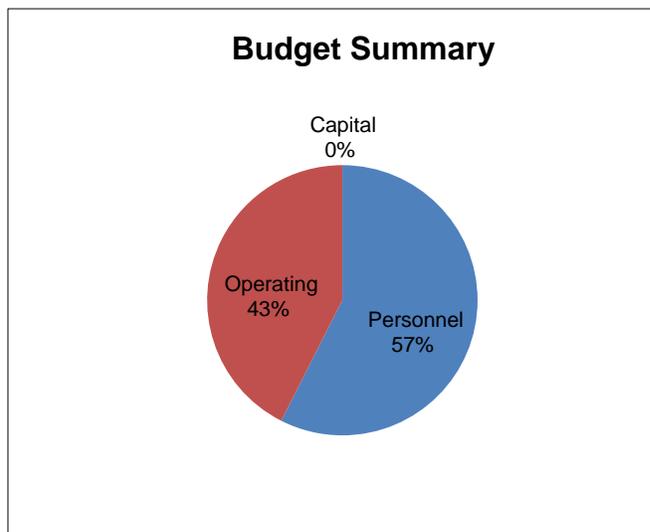


***STAFFING SUMMARY***

<b>Title</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Human Resources Manager	1	1	1	1
Human Resources Specialist	1	1	1	1
Administrative Clerk	1	1	1	1
<b>Total Positions</b>	<b>3</b>	3	3	3

**EXPENDITURE SUMMARY**

<b>202 - HUMAN RESOURCES</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>493,265</b>	441,262		
Operations & Maintenance	<b>365,057</b>	298,624		
Capital				
<b>Total Expenditures</b>	<b>858,322</b>	739,886		



**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **202 – Human Resources Program**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>2023-24 Budget</b>
5101	Payroll – Full Time	Human Resources Manager (1) Human Resources Specialist (1) Administrative Clerk (1)	<b>353,927</b>
5150	State Retirement	District contribution to CalPERS	<b>53,343</b>
5155	Social Security	District contribution is 6.2% of salary	<b>20,590</b>
5165	Medicare	District contribution is 1.45% of salary	<b>4,815</b>
5170	Cafeteria Plan	Based on current election	<b>46,584</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non-CSEA represented employees	<b>12,703</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	<b>1,302</b>
5250	Tuition Reimbursement	District Education Fund to reimburse employees for tuition and textbook expenses incurred in pursuing degree programs.	<b>20,000</b>
5300	Employee Incentive	Employee Recognition, Team Building, and End of the Season Luncheon	<b>10,000</b>
5302	Wellness	Open Enrollment Supplies - \$600.00 Wellness Activities - \$5,000.00	<b>5,600</b>
5305	Employee Assistance Program	Wellness Works EAP services	<b>3,200</b>
6001	Workers' Compensation Insurance	VCJPA Workers Comp Insurance Premium \$303,447 Estimated Retrospective Adjustment (\$50,000)	<b>253,447</b>
6050	Dues & Memberships	<b>HR Manager and HR Specialist</b> CalPELRA - \$740 SHRM - \$488 PIHRA - \$250 Liebert Library - \$995 ASPA - \$215	<b>2,800</b>
6065	Recruitment & Advertising	Pre-employment background screenings - \$3,000 Advertising of classified ads for recruitment - \$3,000 Employee Onboarding Supplies - \$500	<b>6,500</b>

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 - \$500  Beyond the Bite Academy Plaques - \$300	<b>1,700</b>
6106	HR Risk Management	LCW Employment Relations Consortium	<b>5,210</b>
6200	Meetings Expense	Staff Training Supplies LCW Consortium Hosting Supplies	<b>400</b>
7000	Uniform Expense	District Apparel	<b>200</b>
7050	Safety Expense	First aid kit supplies COVID-19 Prevention Supplies	<b>3,000</b>
7100	Physician Fees	Pre-employment physician screenings, first aid services	<b>7,000</b>
7600 <b>Sub Acct: 027</b>	Professional Development	<b>HR Manager &amp; HR Specialist</b> MVCAC Annual Conference \$1200 - HR Manager LCW Annual Conference \$2200- HR Specialist CSDA Annual Conference \$3000 - HR Manager CALPELRA Annual Conference \$2400 - HR Specialist Essential Leadership Skills Certification - \$1335 Human Resources and Risk Management Training  <b>Clerical Staff</b> Training \$200	<b>11,000</b>
<b>District Wide Professional Development</b>			
7600 <b>Sub Acct: 065</b>	Beyond the Bite Academy	Microsoft 365 Training (12 Attendees) - \$4,000 Becoming A Leader (Outside Speaker) - \$1,500 Assigned Reading Material - \$60	<b>35,000</b>
	District Wide Safety Training	Harassment Training	
	District Wide Supervisory Training	Emerging Leader Training - 6 Supervisors - \$11,970 Management Development Program - 6 Managers - \$11,700	
	Mandatory District Wide Training	Diversity & Inclusion Training	

**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 PROGRAM 210 – INFORMATION SYSTEMS PROGRAM**

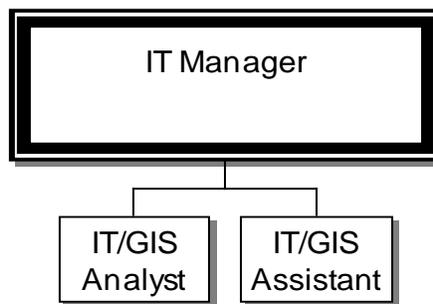
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***PROGRAM DESCRIPTION***

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.



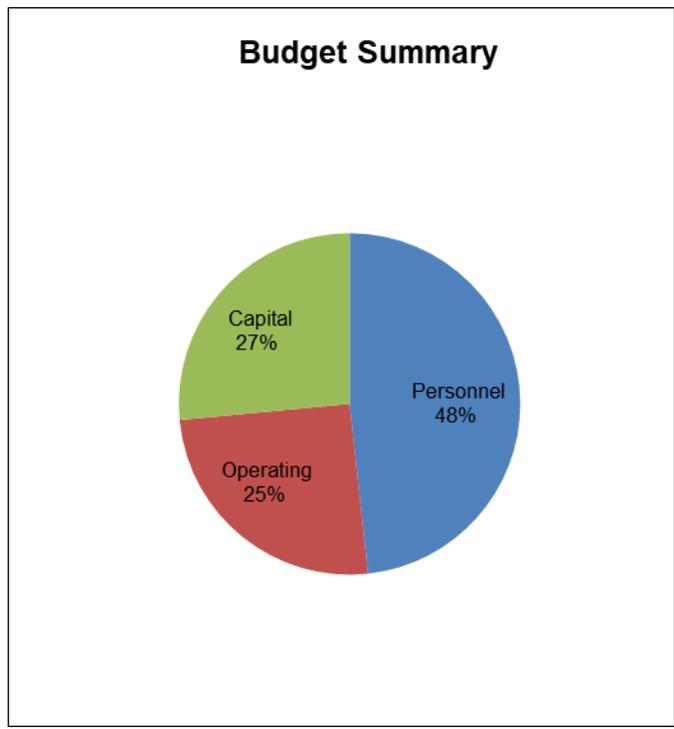
***STAFFING SUMMARY***

<b>Title</b>	<b>2023-24 Proposed Budget</b>	<b>2022-23 Adopted Budget</b>	<b>2022-23 Estimated Actual</b>	<b>2021-22 Actual</b>
IT Manager	1	1	1	1

IT/GIS Analyst	1	1	1	1
IT/GIS Assistant	1	1	1	1
<b>Total Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

**EXPENDITURE SUMMARY**

<b>210 – INFORMATION SYSTEMS</b>	<b>2023-24 Proposed Budget</b>	<b>2022-23 Adopted Budget</b>	<b>2022-23 Estimated Actual</b>	<b>2021- 22 Actual</b>
Personnel	<b>549,704</b>	521,463		
Operations & Maintenance	<b>373,407</b>	267,473		
Transfer to Capital	<b>195,298</b>	286,361		
<b>Total Expenditures</b>	<b>\$1,118,409</b>	1,080,297		



**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **210 – Information Systems Program**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>2023-24 Budget</b>
5101	Payroll – Full Time	Information Technology Manager (1) IT/GIS Analyst (1) IT/GIS Assistant (1)	<b>409,682</b>
5105	Payroll – Over Time	Information Technology Overtime Estimation	<b>1,200</b>
5150	State Retirement	District contribution to CalPERS	<b>52,016</b>
5155	Social Security	District contribution is 6.2% of salary	<b>24,112</b>
5165	Medicare	District contribution is 1.45% of salary	<b>5,639</b>
5170	Cafeteria Plan	Based on current selection	<b>40,878</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	<b>14,876</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of an employee's salary	<b>1,301</b>
6050	Dues & Memberships	Municipal Information Systems Association of California Certification Training Books FireFly Essentials CBT Nuggets	<b>2,915</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual CDPF Recertification Fees Information Technology Manager (1) IT/GIS Assistant (1)	<b>360</b>
6060	Reproduction & Printing	Printing materials and supplies	<b>950</b>
6070	Office Supplies	Paper, binders and misc. office supplies	<b>500</b>
6080	Computer & Network Systems	Server, Desktop, VoIP Phones, Network Equipment, Tablet Accessories	<b>13,399</b>
6095	Professional Services	IT Strategic plan	<b>40,000</b>
6110 <b>Sub Acct: 010</b>	MVCAC Committee Assignments	<b>MVCAC Committee Travel</b> Fall Meeting \$800/Employee Spring Meeting \$800/Employee **Sub Acct need updating**	<b>1,600</b>
6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference \$1,200/Employee **Sub Acct need updating**	<b>1,200</b>

6200	Meetings Expense	Staff Meetings		<b>200</b>
6410	Telecommunications	Plain Old Telephone Service (POTS) Landlines		<b>1,824</b>
7000	Uniform Expense	District Apparel		<b>300</b>
7150	IT Communications	Monthly Internet Services	5,520.00	<b>70,780</b>
		Monthly Voice Over IP (VOIP) Phone Services	19,800	
		Business Cell Phones & Wireless Devices	41,400	
		Arkadian	480.00	
		AccuConference		
		Annual Standard Wildcard	700.00	
		SSL Renewal		
		Secondary Monthly Internet Service	2,880.00	
7360	Software Licensing	ArcGIS Desktop Advanced Concurrent Use Primary Maintenance	3,300.00	<b>33,512</b>
		ArcGIS Desktop Standard Concurrent Use Primary Maintenance	1,650.00	
		ArcGIS Desktop Standard Concurrent Use Secondary Maintenance	1,320.00	
		ArcGIS Desktop Basic Concurrent Use Primary Maintenance	770.00	
		ArcGIS Desktop Basic Concurrent Use Secondary Maintenance	1,100.00	
		ArcGIS Enterprise Advanced Up to Four Cores Maintenance	11,000.00	
		ArcGIS Spatial Analyst for Desktop Concurrent Use License	600.00	
		EZ Signer Check Signing Software	200.00	
		Deployment Software: JS Reports, GitHub, Otopus Deploy	4,300.00	
		Tableau Creator (Online + Desktop)	3,660.00	
		Microsoft Windows Server 2022 Cals	2,700.00	
		Microsoft Windows Server 2022	2,400.00	
		Annual Maintenance MapTiler Plus	32.00	
7450	Equipment Parts & Supplies	Server, Desktop, VoIP Phones, Network Equipment, Tablet Accessories	10,450.00	<b>10,950</b>

		Smartphones	500.00		
7570	Aerial Pool Surveillance	Neglected Pool Flight/Unmanned Aerial Systems <b>UAV Digital Map Project Salton Sea</b>		<b>30,000</b>	
7600 <b>Sub Acct: 027</b>	Professional Development	Municipal Information Systems Association of California UC ESRI Conference Certification Training State Required CEU (Gold Card) Training		<b>7,900</b>	
7675	Contract Services	CivicCMS Standard	1,990.00	<b>21,457</b>	
		Annual - District Website			
		DJI Care Refresh - Phantom 4 Pro Series	150.00		
		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		
		NetCare Maintenance 9300	2,340.00		
		Video Surveillance Maintenance Agreement	7,168.00		
		MxTool Box Mail Flow Scan Service	1,649.00		
7680	Cloud Computing Services (.070)	MedalliaZingle SMS	4,488.00		<b>114,444</b>
		Zoom Video Communications Inc.	5,640.00		
		Zoom Webinar 500 Annual	325.00		
		Fleetio Fleet Maintenance System	6,720.00		
		Fleet Spartan Fuel Management Maintenance	1,080.00		
		Creative Cloud ALL MLP Team 12 Mo - Public Outreach Coordinator	1,020.00		
		Creative Cloud ALL MLP Team 12 Mo - Community Liaison	2,040.00		
		Acrobat Pro DC - Executive Assistant/Clerk of the Board	295.00		
		Acrobat Pro DC - Administrative Finance Manager	295.00		
		Acrobat Pro DC - Payroll Coordinator	295.00		
		Acrobat Pro DC - Accounting Technician I	295.00		
		Premier Support by nfpAccounting Technologies, Inc	3,357.00		
		MIP Fund Accounting Maintenance & Support	9,987.00		
		Maintenance - Microix Modules	5,820.00		

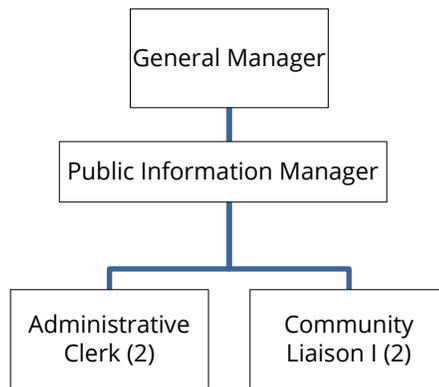
		TimeClockPlus Time Management System Cloud	3,661.50	
		TeamViewer Premium Subscription	1,350.00	
		Support for Mobile Devices	890.00	
		AddOn Channel	780.00	
		CSP O365 Enterprise E3	10,080.00	
		CSP Business Basic	2,95.00	
		CSP EMS Enterprise Mobility + Security E5	1,875.00	
		Exchange Online (Plan 1)	126.00	
		Canva Pro Annual Subscription - Public Outreach Coordinator	180.00	
		Canva Pro Annual Subscription - Community Liaison	360.00	
		Nearmap Aerial Imagery Service	13,000.00	
		ArcGIS Online (Editor) - Vector Ecologist (2)	400.00	
		ArcGIS Online (Editor) - Biologist (3)	840.00	
		Visual Leasing Software Monitoring Portal	5,000.00	
		Express Evaluations Portal	2,500.00	
		Maps Made Easy Aerial Processing	1,788.00	
		LinkHCM Human Capital Management	1,841.00	
		Branded Email Signatures	4,500.00	
		Survey Monkey	984.00	
		DocuSign Subscription Plan	5,400.00	
7680	Cloud Computing Services (.068)	Barracuda Essentials Security Edition (M365 Backup)	3,600.00	<b>20,816</b>
		ArchiveSocial Social Media Archiving Subscription	2,988.00	
		Codero Dedicated Offsite Server	11,900.00	
		Sprout Social Media	1,788.00	
		Nee-Vo SKYBIZ Fuel Tank Monitoring	540.00	
8900	Transfer to IT Capital Replacement	Transfer to Fund 13		<b>168,698</b>

**FUND 01 – GENERAL OPERATING FUND**  
**OPERATING BUDGET 2023-2024**  
**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.



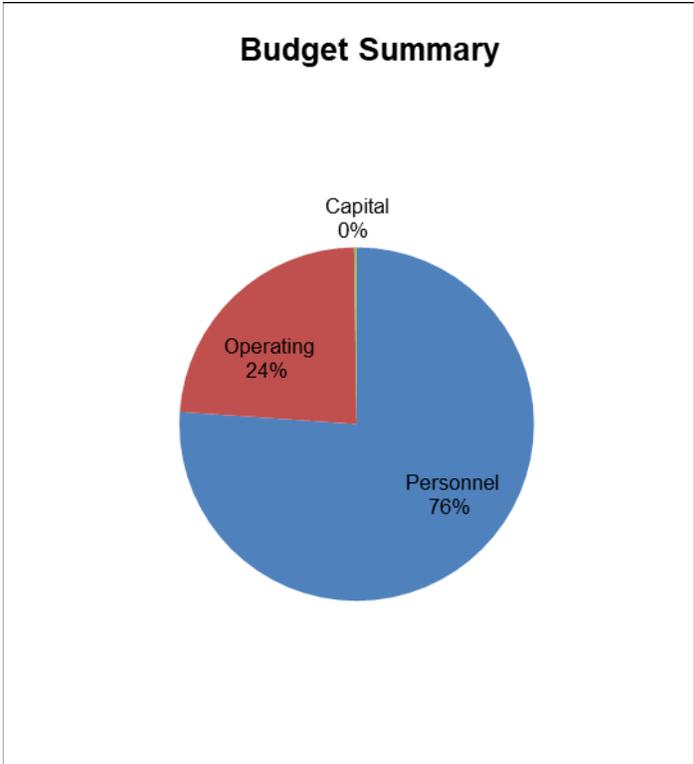
***STAFFING SUMMARY***

<b>Title</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 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
<b>Total Positions</b>	<b>5</b>	<b>4.5</b>	<b>4.5</b>	<b>4</b>

**EXPENDITURE SUMMARY**

<b>215 - PUBLIC OUTREACH</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>668,139</b>	624,084		
Operations & Maintenance	<b>167,833</b>	140,614		
Capital	<b>2,000</b>	2,000		
<b>Total Expenditures</b>	<b>833,972</b>	766,698		



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**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
5101	Payroll – Full Time	Public Information Manager (1) Community Liaison I (2) Administrative Clerk (2)	<b>439,739</b>
5103	Temporary	Intern	<b>8,000</b>
5105	Overtime	Public Outreach Events Date Fest Evening and weekend events	<b>7,920</b>
5150	State Retirement	District contribution to CalPERS	<b>39,561</b>
5155	Social Security	District contribution is 6.2% of salary	<b>26,606</b>
5165	Medicare	District contribution is 1.45% of salary	<b>6,222</b>
5170	Cafeteria Plan	Based on current election	<b>117,508</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	<b>16,414</b>

5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	<b>2,170</b>
6050	Dues and Membership	CAPIO PRSA GSM (2) NIOA NAGC	<b>1,893</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Gold card (4)	<b>500</b>
6060	Reproduction & Printing	Paper – cardstock, transparency, labels ULV and WALs notification materials Invasive Aedes Inspection/Outreach materials Aedes application notices doorhangers business cards WNV outbreak outreach materials Backpack/bag printing Postcards Stickers Frames	<b>24,500</b>
6070	Office Supplies	Desert Sun digital Subscription Die cutter replacement parts Misc office supplies	<b>1,600</b>
6075	Postage	Aedes and WALs postcards Yellow Notification Postcards General Public Outreach Materials	<b>2,500</b>
6095	Professional Services	Graphic design fees	<b>1,800</b>
6110 <b>Sub Acct: 010</b>	MVCAC Committee Assignments	<b>MVCAC Committee Assignments</b> Fall and Spring Quarterly Legislative Day	<b>2,800</b>
6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference – PIO, CMs (2)	<b>4,200</b>
6200	Meetings Expense	Staff Meeting(s) Spring meeting with civic leaders Strategic plan – civic staff lunches Date fest thank you lunch	<b>20,540</b>
6210	Promotion & Education	Date Fest Registration Golf cart parade Misc booth fees Science fair certificates Flyswatters Repellent Studio supplies Display banners canopy carrier foldable wagon Promotional items • Sponges	<b>33,000</b>

		<ul style="list-style-type: none"> <li>• pencils/pens/crayons</li> <li>• Screen patches</li> <li>• Plastic lifecycle toys</li> <li>• magnifying glasses</li> <li>• flash light</li> <li>• keychains</li> </ul>	
6220	Public Outreach Advertising	Spring Advertising Campaign Summer Advertising Campaign Social media ads Aedes campaigns	<b>56,000</b>
7000	Uniform Expense	Branded shirts Branded sweatshirts/jackets	<b>1,000</b>
7600 <b>Sub Acct: 027</b>	Staff Training	AMCA Annual Meeting CAPIO Annual Meeting GSMCON (2) PRSA Specialized Training Institute Webinars/seminars/workshops MEPP - FEMA	<b>13,300</b>
7600 <b>Sub Acct: 014</b>	Staff Training	State VCT exams	
7675	Contract Services	AIS –service plan for printer Marlin – printer lease	<b>2,400</b>
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	<b>1,800</b>
8415	Equipment	iPad and pencil (2)	<b>2,000</b>

**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 PROGRAM 225 – DISTRICT WIDE**

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***PROGRAM DESCRIPTION***

District Wide budget provides overview of expenses that are not specific to any specific department or program, but are applicable to the entire organization. It includes expenses for employee recruitment advertising, tuition reimbursement and membership fees directly related to the District as a whole. Attorney fees, utilities and contingency items are estimated in this program as well since those services and related expenses are provided at the District level.

***ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION***

Fund 01 – General Fund  
 Program **225 – District Wide**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
5150.01	CalPERS California Employers Pension Prefunding Trust	Prefunding future CalPERS expenses in 115 Trust	<b>200,000</b>
5172	Retiree Healthcare	CalPERS Retiree Healthcare pre-funding for future retirees Annual Required Contribution (ARC) \$312,420 For current retirees \$82,000 Anticipated future retirees \$45,000	<b>439,420</b>

**FUND 01 – GENERAL OPERATING FUND**  
**OPERATING BUDGET 2023-24**  
**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

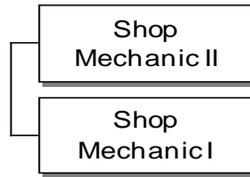
Program **250 – Trustee Support Program**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
5155	Social Security Expense	District Contribution 6.2%	<b>818</b>
5165	Medicare Expense	District Contribution is 1.45% of salary	<b>191</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 in earnings	<b>818</b>
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	<b>19,200</b>
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.	<b>13,200</b>
6120	Trustee Support	Expenses for meals during official meetings dealing with direct support of Trustee activities. Security services public meetings	<b>7,600</b>
7000	Uniform Expense	District Shirt for each Trustee	<b>1,000</b>

**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 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.

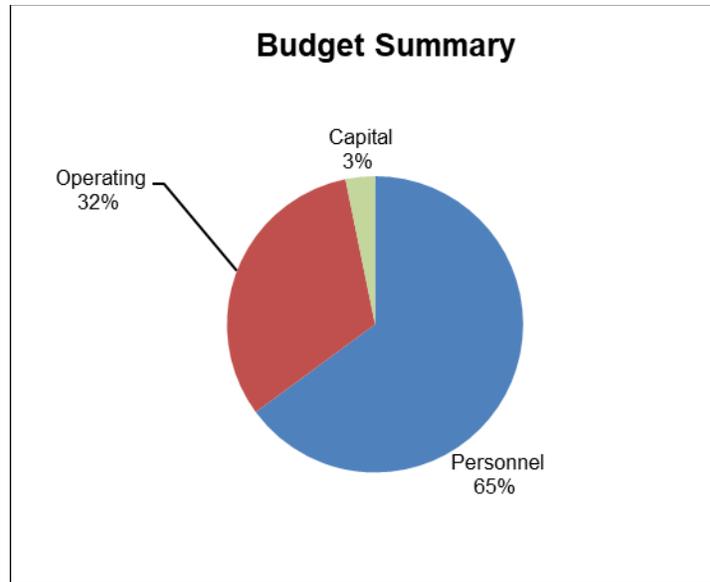


**STAFFING SUMMARY**

Title	2023-24 Proposed Budget	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Shop Mechanic II	1	1	1	1
Shop Mechanic I	1	1	1	1
<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

**EXPENDITURE SUMMARY**

<b>300 – FLEET MAINTENANCE</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>242,209</b>	229,742		
Operations & Maintenance	<b>119,311</b>	103,298		
Capital	<b>44,520</b>	23,427		
<b>Total Expenditures</b>	<b>\$406,040</b>	356,467		



**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **300 – Fleet Maintenance Program**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
5101	Payroll – Full Time	Shop Mechanic II (1) Shop Mechanic I (1)	<b>174,293</b>
5105	Overtime	Required work outside normal hours for emergencies	<b>1,500</b>
5150	State Retirement	District Contribution to CalPERS	<b>15,569</b>
5155	Social Security	District Contribution is 6.2% of salary	<b>10,403</b>
5165	Medicare	District Contribution is 1.45% of salary	<b>2,433</b>
5170	Cafeteria Plan	Based on current election.	<b>37,143</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee’s salary	<b>868</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual CDPH Recertification Fees Shop Mechanic II (1) Shop Mechanic I (1)	<b>300</b>
6070	Office Supplies	Printer toners, paper, misc. batteries, inventory bins and general office supplies	<b>535</b>
6200	Meeting Expense	Staff Meeting(s)	<b>150</b>
7000	Uniform Expense	Rentals of department uniforms	<b>2,300</b>

7050	Safety Expense	Nitrile Gloves Welding Helmet Protective Eye Wear Hearing Protection Protective Footwear ATV/UTV Helmets (3)	<b>3,220</b>
7350	Permits, Licenses & Fees	Recurring fees for permits, Smog certificates AQMD Annual Testing AQMD Emission Fees AQMD Liquid Fuel Disp EPA ID Registration Fee	<b>3,570</b>
7400	Vehicle Parts & Supplies	Repairs and Maintenance Supplies: CarQuest, Napa, Batteries for fleet vehicles & <b>trailers</b>	<b>31,800</b>
7400 <b>Sub Acct: 025</b>	Specialty Vehicle Parts & Supplies	Repairs and Maintenance Parts, Supplies and Tires for District specialty off-road vehicles such as: Argo, Forklifts, Workhorses, Polaris	<b>15,600</b>
7400 <b>Sub Acct: 064</b>	Tire Services	Vehicle Tire Management	<b>9,264</b>
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	<b>19,416</b>
7450	Equipment and Application Parts & Supplies	Fasteners, electrical supplies, parts for all equipment not considered a registered vehicle, <b>ULV Equipment</b> , welding equipment supplies and repairs, repairs and parts for major equipment (hoists, air compressor, power reels, tire mounting equipment)	<b>6,680</b>
7500	Small Tools Furniture & Equipment (Non-Capital)	Replacement of small tools	<b>3,500</b>
7600 <b>Sub Acct: 014</b>	State Required CEU	State Required CEU Training \$400 per person Certification exam application fees	<b>800</b>
7600 <b>Sub Acct: 027</b>	Professional Development	Napa, General trainings, ASE certification A1-A8, and related travel expenses Shop Mechanic I and Shop Mechanic II	<b>600</b>

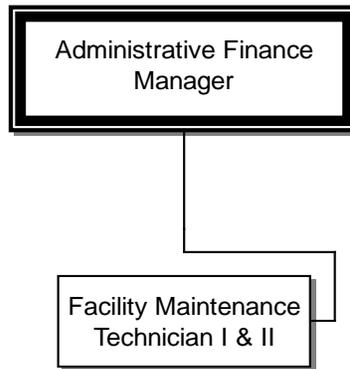
7675	Maintenance Contracts	Annual support fees for Fleet Maintenance programs: Networkfleet Services ALLDATA Repair & Diagnostics Genisys EVO 5.0 Handheld Software Updates Light Duty Harness plus OBD-II Adapter Kit 5500-Diagnostics + GPS Light Duty Harness plus OBD-II Adapter Kit	<b>20,076</b>																		
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	<b>1,500</b>																		
8415	Non-Capitalized Equipment	<table border="0"> <tr> <td>SHP: Shop Floor Air Compressor</td> <td>8,000</td> </tr> <tr> <td>SHP: Shop Utility Truck Air Compressor</td> <td>2,000</td> </tr> <tr> <td>SHP: Drone Trailer Air Compressor</td> <td>2,000</td> </tr> <tr> <td>SHP: Battery Tender Plus: 12 Volt Battery Charger</td> <td>2,000</td> </tr> <tr> <td>SHP: Shop Floor LED Lights</td> <td>7,000</td> </tr> <tr> <td>OPS: CAB Bag Covert 365 Vehicle Organization</td> <td>7,200</td> </tr> <tr> <td>OPS: Vehicle Ready HexGrid Seat Vehicle Organization</td> <td>3,120</td> </tr> <tr> <td>OPS: Flex Tacmed Pouch Vehicle Organization</td> <td>2,880</td> </tr> <tr> <td>OPS: Flex Admin Pouch Vehicle Organization</td> <td>4,320</td> </tr> </table>	SHP: Shop Floor Air Compressor	8,000	SHP: Shop Utility Truck Air Compressor	2,000	SHP: Drone Trailer Air Compressor	2,000	SHP: Battery Tender Plus: 12 Volt Battery Charger	2,000	SHP: Shop Floor LED Lights	7,000	OPS: CAB Bag Covert 365 Vehicle Organization	7,200	OPS: Vehicle Ready HexGrid Seat Vehicle Organization	3,120	OPS: Flex Tacmed Pouch Vehicle Organization	2,880	OPS: Flex Admin Pouch Vehicle Organization	4,320	<b>44,520</b>
SHP: Shop Floor Air Compressor	8,000																				
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OPS: Flex Tacmed Pouch Vehicle Organization	2,880																				
OPS: Flex Admin Pouch Vehicle Organization	4,320																				

**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 PROGRAM 305 – BUILDINGS & GROUNDS MAINTENANCE PROGRAM**

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***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.



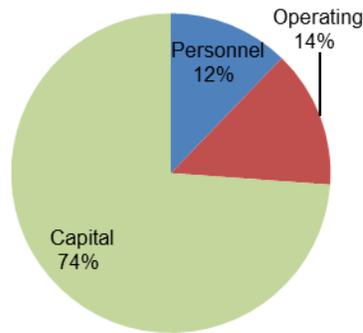
***STAFFING SUMMARY***

<b>Title</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Facility Maintenance Technician I & II	2	2	2	2
<b>Total Positions</b>	<b>2</b>	2	2	2

***EXPENDITURE SUMMARY***

<b>305 BUILDINGS &amp; GROUNDS MAINTENANCE</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>251,400</b>	252,407		
Operations & Maintenance	<b>268,393</b>	254,143		
Transfer to Capital	<b>1,518,860</b>	929,655		
<b>Total Expenditures</b>	<b>2,056,853</b>	1,436,204		

**Budget Summary**



**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

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

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
5101	Payroll - Full Time	Facility Maintenance Technician I & II (2)	<b>181,762</b>
5105	Overtime	Required work outside normal hours	<b>2,000</b>
5150.01	State Retirement Expense	District contribution to CalPERS	<b>16,181</b>

5155	Social Security Expense	District contribution is 6.2% of salary	<b>10,897</b>
5165	Medicare Expense	District contribution is 1.45% of salary	<b>2,549</b>
5170	Cafeteria Plan	Based on current election	<b>37,143</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	<b>868</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual CDPH Recertification Fees: Facility Maintenance Technician I & II (2)	<b>300</b>
6110	Conference Expense	MVCAC Annual Conference	<b>1,400</b>
6200	Meeting Expense	Staff Meeting(s)	<b>150</b>
6400	Utilities	Burrtec Waste \$5,500 So Cal Gas Co \$7,200 Imperial Irrigation District \$102,000 Indio Water Authority \$15,000 Valley Sanitary District \$8,083	<b>137,783</b>
7000	Uniform Expense	Rentals of department uniforms, towels and mats	<b>6,600</b>
7050	Safety Expense	Safety Equipment & Supplies First aid materials, safety clothing, protective footwear, etc.	<b>3,500</b>
7200	Household Supplies	Cleaning supplies, paper towels, toilet paper, floor products, disinfectants, hand soap, latex gloves, trash bags, etc.	<b>3,000</b>
7300 <b>Sub Acct: 012</b>	Repair & Maintenance	Bio Building, Laboratory and Tank Room Includes replacement lighting for tank room	<b>10,000</b>
7300 <b>Sub Acct: 024</b>	Repair & Maintenance	Administration Building	<b>5,000</b>
7300 <b>Sub Acct: 035</b>	Repair & Maintenance	Operations Building	<b>5,000</b>
7300 <b>Sub Acct: 044</b>	Repair & Maintenance	Shop and Grounds	<b>16,000</b>
7300 <b>Sub Acct: 049</b>	Repair & Maintenance	<b>Special Projects:</b> Shade for parking	<b>10,000</b>
7300 <b>Sub Acct: 053</b>	Solar Panel Maintenance	Solar panel cleaning Maintenance & repairs	<b>1,000</b>

7350	Permits, Licenses & Fees	<b>City of Indio</b> Private Fire Hydrant Place of Assembly Alarm Permit <b>Desert Fire Extinguisher</b> Automatic Fire System Service – Flammable Storage 1 Automatic Fire System Service – Flammable Storage 2 Fire Extinguishers Testing/Certification Fire Suppression Testing/Certification	<b>1,260</b>
7500	Small Tools	Replacement of tools – Landscaping Equipment	<b>1,200</b>
7600 <b>Sub Acct: 027</b>	Professional Development	Electrical Troubleshooting & Preventative Maintenance Workshop Part II and related lodging/travel expenses	<b>3,000</b>
7650	Equipment Rentals	Rental of power tools, heavy equipment and vehicles	<b>1,500</b>
7675	Contract Services	Janitorial Services \$56,000 Security Alarm Services \$2,400 Security Services \$18,000	<b>78,400</b>
7700	Motor Fuel & Oils	Fuel & Oils for department vehicle(s)	<b>1,500</b>
8900 <b>Sub Acct: 066</b>	Transfer to Thermal Remediation Fund	Contribution to capital reserves	<b>67,000</b>
8900 <b>Sub Acct: 067</b>	Transfer to Facility Capital Reserves	Annual Reserve Contribution	<b>1,451,860</b>

**FUND 01 – GENERAL OPERATING FUND**  
**OPERATING BUDGET 2023-24**  
**PROGRAM 400 – SURVEILLANCE AND QUALITY CONTROL PROGRAM**

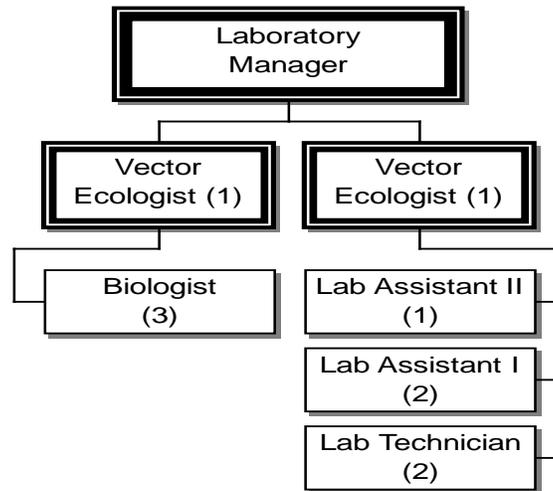
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***PROGRAM DESCRIPTION***

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.

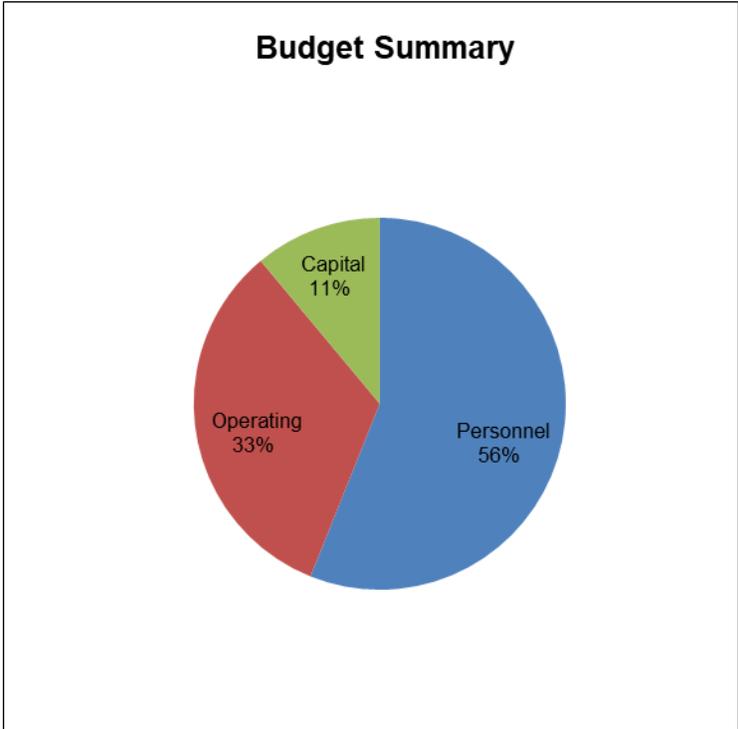


**STAFFING SUMMARY**

<b>Title</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 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
<b>Total Positions</b>	<b>11.4</b>	11.8	11.8	10.5

**EXPENDITURE SUMMARY**

<b>400 - SURVEILLANCE AND QUALITY CONTROL</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>1,521,466</b>	1,472,949		
Operations & Maintenance	<b>892,028</b>	205,233		
Capital	<b>300,000</b>	1,000,000		
<b>Total Expenditures</b>	<b>2,713,495</b>	2,678,183		



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 and 2022 and has found expanded range in the eastern Coachella Valley.

- 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**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
5101	Payroll – Full Time	Laboratory Manager (1) Vector Ecologist (2) Biologist (3) Laboratory Assistant II (1) Laboratory Assistant I (2) Laboratory Technician (15)	<b>1,082,104</b>
5102	Payroll – Seasonal	1Seasonals (890 max hours) per seasonal (0.5FTE)	<b>16,020</b>
5103	Temporary Services	Health Careers Connection Intern \$6,900	<b>6,900</b>
5105	Overtime	Holiday Animal Care – 40 hours ULV Calibration - 8 hours ULV Evaluations – 5 Evaluations -160 hours <ul style="list-style-type: none"> <li>• CSEA -24 Hours/Evaluation</li> <li>• Teamster – 8 Hours/Evaluation</li> </ul> Emergency/Epidemic/ Response and Special Projects <ul style="list-style-type: none"> <li>• CSEA – 20 hours</li> <li>• Teamster – 20 hours</li> </ul> Total Hours – 248 hours	<b>12,000</b>
5150	State Retirement	District contribution to CalPERS	<b>112,534</b>
5155	Social Security	District contribution is 6.2% of salary	<b>66,385</b>
5165	Medicare	District contribution is 1.45%	<b>15,525</b>
5170	Cafeteria Plan	Based on current elections	<b>178,046</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	<b>26,744</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee’s salary	<b>5,208</b>
6050	Dues & Memberships	ESA \$161 (3) SOVE \$70 (3) Board Certified Entomologist renewal \$105 (1)  FAA UAS Certification \$50 (2-year license)	<b>898</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual renewal fees - \$173 per certified person	<b>1,903</b>

6060	Reproduction and Printing	Fees for publishing scientific manuscripts	<b>2,500</b>
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)	<b>8,200</b>
6075	Postage	PCR Confirmation Shipping 5 times/season \$100/shipment = \$500 Misc. Shipping \$1500 UPS - includes Aedes samples for CDZ testing	<b>2,000</b>
6110 <b>Sub Acct: 010</b>	MVCAC Committee Assignments	<b>MVCAC Committee Travel</b> Fall Meeting \$8000/Employee (3) Planning Meeting northern CA - \$1,000/Employee (2) Spring Meeting northern CA \$1000/Employee (3)	<b>7,400</b>
6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference Monterey \$1,400/Employee (5)	<b>7,000</b>
6200	Meeting Expense	Staff Meeting(s)	<b>550</b>
7000	Uniform Expense	District Apparel Professional Shirts \$175/Employee (7 = \$1225) Cintas Rental Uniforms Year = \$8,500 Towel Purchase Cleaning Service \$300/year	<b>10,025</b>
7050	Safety Expense	Personal protection equipment Laboratory & Field safety equipment	<b>6,000</b>
7310 <b>FUND 14</b>	Maintenance & Calibration	PCR Maintenance Contract \$3,500 Microscope services \$800 BSL Cert & Hood Certification \$1,000 Pipette Calibration \$1,500	<b>6,800</b>
7350	Permits	RivCo DEH Level II Waste Permit - 1,850 AQMD Annual Emergency Electric Generator Permit Fee - 1,456 AQMD Generator Emissions Flat Fee - 140 NPDES Clean Water Act permit -250	<b>3,700</b>
7450	Equipment Parts & Supplies	Small equipment for laboratory, routine replacement, wear and tear - 3,500 Distilled water (Puretec) - 2000	<b>5,500</b>
7550	Lab Operating Supplies	Routine supplies and maintenance, mosquito rearing supplies, 9,000 AirGas - dry ice \$40,000 Biohazard disposal - \$5,750	<b>54,750</b>
7575	Surveillance - External PCR	External Mosquito PCR	<b>36,110</b>

<b>Sub Acct: 026</b>		<ul style="list-style-type: none"> <li>Confirmation testing at DART \$110 (5 pools at \$22)</li> <li>Aedes pools - \$33,000 (1,500 pools at \$22 each)</li> <li>Supplies for external PCR - \$3,000</li> </ul>	
7575 <b>Sub Acct: 045</b>	Surveillance – Internal PCR	Internal Mosquito PCR @ \$8.00/Sample Testing 7,500 pools	<b>60,000</b>
7575 <b>Sub Acct: 057</b>	Surveillance – Traps & Parts	Traps & Parts – routine needs \$9000 Batteries for traps - \$3200 BG Lures - \$4000 (100 lures) Replace 20 of BG Sentinel traps - \$5000	<b>21,200</b>
7600 <b>Sub Acct: 027</b>	Professional Development	AMCA \$1,500/Employee (4) ESA \$2,000/Employee (3) IFA \$1,500/Employee (2) PBESA \$1500/Employee (1) SOVE \$1500/Employee (1) Professional development courses -\$1500	<b>19,500</b>
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	
7800	Biological Control	SIT Program	<b>600,000</b>
8415	Equipment	Bottle roller – 8,000	<b>8,000</b>
8900	Transfer to Capital Project Fund	Transfer to capital project fund for Insectary Construction	<b>300,000</b>

**2023-2024 SEASONAL HIRING SCHEDULE**

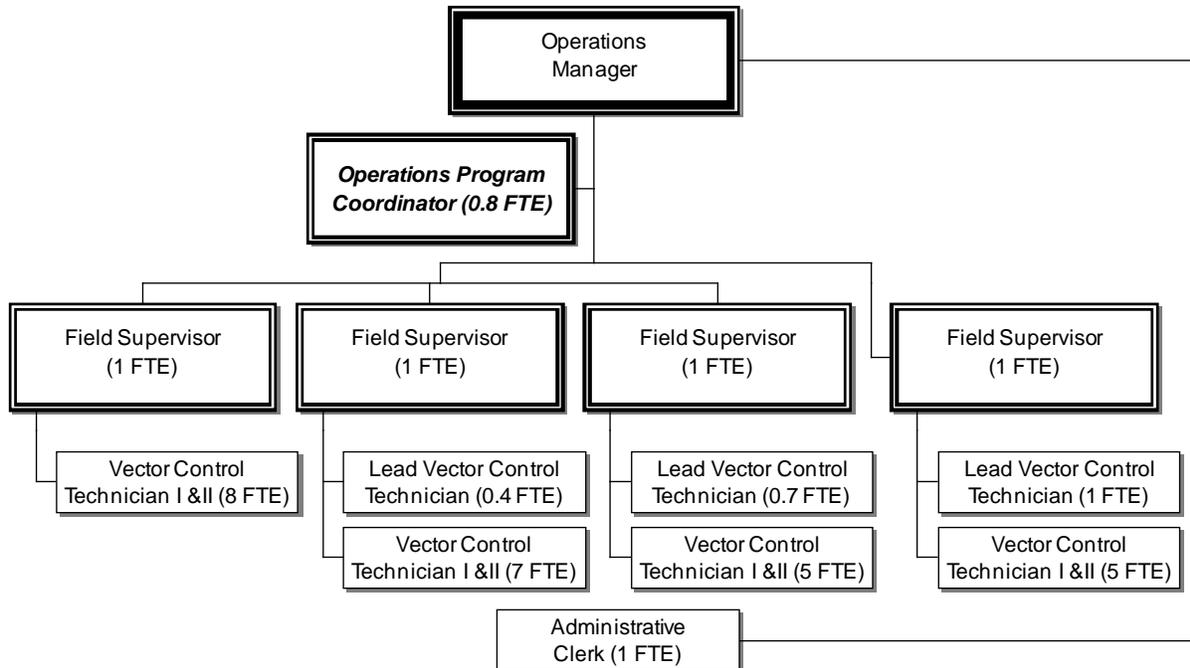
<b>PROGRAM</b>	<b>PERIOD</b>	<b>NUMBER</b>
Mosquito Traps	7/1 – 11/30/23	2
Mosquito Traps	3/1 – 6/30/24	1

**FUND 01 – GENERAL OPERATING FUND**  
**OPERATING BUDGET 2023-24**  
**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.

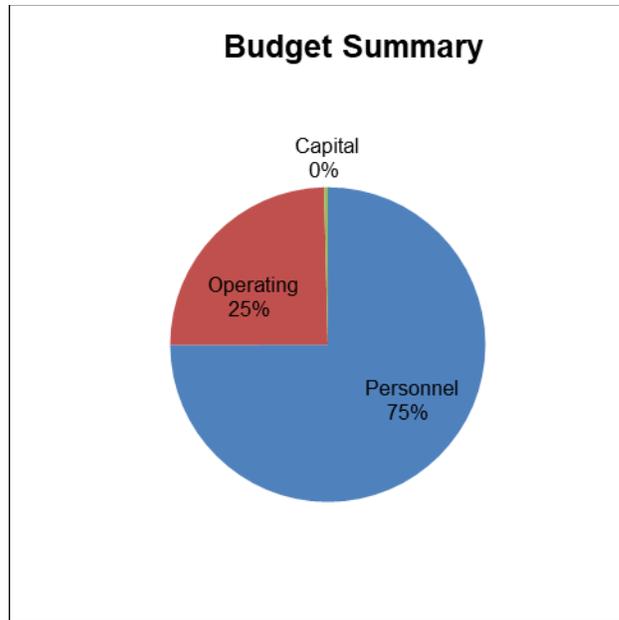


**STAFFING SUMMARY**

<b>Title</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Operations Manager	1	1	1	1
Operations Coordinator	0.8	0	0	0
Field Supervisor	4	4	4	4
Administrative Clerk	1	1	1	1
Lead Vector Control Technician	2.1	3	3	3
VCT II	10	7	7	7
VCT I	15	17.5	17.5	16
Seasonal Employees (FTE)	3.4	5.1	5.1	6.8
<b>Total Positions</b>	<b>37.3</b>	38.6	38.6	38.8

**EXPENDITURE SUMMARY**

<b>500 - CONTROL OPERATIONS</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>3,933,741</b>	3,954,431		
Operations & Maintenance	<b>1,295,293</b>	1,159,656		
Capital	<b>20,000</b>	24,615		
<b>Total Expenditures</b>	<b><u>\$5,249,034</u></b>	5,138,702		



**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **500 – Control Operations Program**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
5101	Payroll – Full Time	See staffing summary	<b>2,681,912</b>
5102	Payroll – Seasonal	10 Seasonal 700 hours (890 max) per seasonal FTE 3.4	<b>126,000</b>
5105	Overtime	Budgeted in contingency	<b>5,000</b>
5150	State Retirement	District Contribution to CalPERS	<b>259,649</b>
5155	Social Security	District Contribution is 6.2% of salary	<b>169,712</b>
5165	Medicare	District Contribution is 1.45% of salary	<b>39,691</b>
5170	Cafeteria Plan	Based on current election	<b>608,389</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	<b>26,506</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee’s salary	<b>16,883</b>
6050	Dues & Membership	SOVE (1) FAA Certifications DPR UAS CEU Fees	<b>845</b>

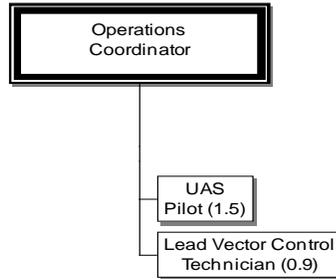
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual CDPH Recertification Fees: Operations Manager (1) Operations Coordinator (1) Field Supervisor (4) Lead Technician (3) Vector Control Technician II (10) Vector Control Technician (15) @\$143/each	<b>4,862</b>
6070	Office Supplies	General office and printing supplies	<b>5,000</b>
6075	Postage	UPS/USPS mailing costs - anticipate abatement mailings	<b>1,000</b>
6110 <b>Sub Acct: 010</b>	MVCAC Committee Assignments	MVCAC Committee Travel Planning Meeting - \$800/Employee Spring Meeting \$800/Employee	<b>1,600</b>
6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference - (1) OPS Manager, (1) Supervisor(1), OPS Coordinator (1), Lead Tech, (1) VCT Talk/Poster \$1,400 each	<b>7,000</b>
6200	Meetings Expense	Departmental Staff meetings	<b>1,120</b>
7000	Uniform Expense	Uniforms- Pants, shirts, jackets: \$11,302.20 Mats for Operations- \$5,460 50 Bath Towels: \$1,219 Loaner shirts: \$916.76 Supervisor shirts: \$600 Emblem and other fees: \$9,776	<b>35,000</b>
7050	Safety Expense	Personal Protection Equipment: Gloves, boots, safety glasses, Deet, Dog Shield, Gatorade	<b>17,000</b>
7450	Equipment Parts & Supplies	Replacement and spare parts for all small field equipment. To include parts for Herd spreaders, Maruyama, Stihls, B&G hand cans, organic and non-organic back packs.	<b>7,000</b>
7600 <b>Sub Acct: 014</b>	State Required CEU	Certification exam application fees Make-up training expenses	<b>1,000</b>
7600 <b>Sub Acct: 027</b>	Professional Development	OSHA Training - \$250 for Safety Officer AMCA - Ops. Mgr., Ops Coordinator, Field Supervisor @\$2000/ea.	<b>6,250</b>
7675	Contract Services	DBM Marlin Leasing	<b>5,000</b>
7700	Motor Fuel & Oils	Fuel and oils for department vehicles/equipment	<b>130,000</b>
7750	Field Supplies	Routine operating and maintenance supplies to aide control efforts	<b>9,000</b>
7800	Control	Total control budget	<b>670,572</b>

7800 <b>Sub Acct: 028</b>	Chemical Control	Larviciding and Adulticiding products WALS planned efforts Rural planned aerial and ground applications Urban control efforts	
7800 <b>Sub Acct: 037</b>	Physical Control	Source reduction - Artesian Well Rebate; Xeripave; Vegetation Management (suburban /rural), Fly Control	<b>15,000</b>
7850 <b>Sub Acct: 029</b>	Aerial Applications Rural	Larviciding and Adulticiding of Salton Sea Marsh Habitats and/or Duck Clubs. Aerial Adulticiding in response to WNV outbreak. Planned 8 larvicide applications at Salton Sea Marsh totaling about 56 hrs. - Salton Sea Aviation (\$2350/hr.)	<b>132,100</b>
7850 <b>Sub Acct: 038</b>	Aerial Applications Urban	Aerial services for larviciding for <i>Aedes aegypti</i> in urban areas @ \$3,000/hr. x 5 hour treatments for 8 treatments	<b>120,000</b>
8415	Operations Equipment	Operations Equipment B & G Sprayers- (3) \$1,200 Liquid backpack sprayers- \$450 Maruyama's- (3) \$2,400 Cutting tools- (1) Brush cutter \$1,600, (1) Chain saw \$800 Colt Handheld foggers- (2) \$6,000 Storage cabinets- \$900 Worktable- \$300 Stackable bins- \$120 Rolling tool storage- \$700	<b>20,000</b>
9000	Contingency Expense	Based on risk assessment. Ground and aerial unscheduled applications. Additional control product. Overtime	<b>110,000</b>

**FUND 01 – GENERAL OPERATING FUND**  
**OPERATING BUDGET 2023-24**  
**PROGRAM 510 – UNMANNED AIRCRAFT APPLICATIONS (UAS)**

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**PROGRAM DESCRIPTION**



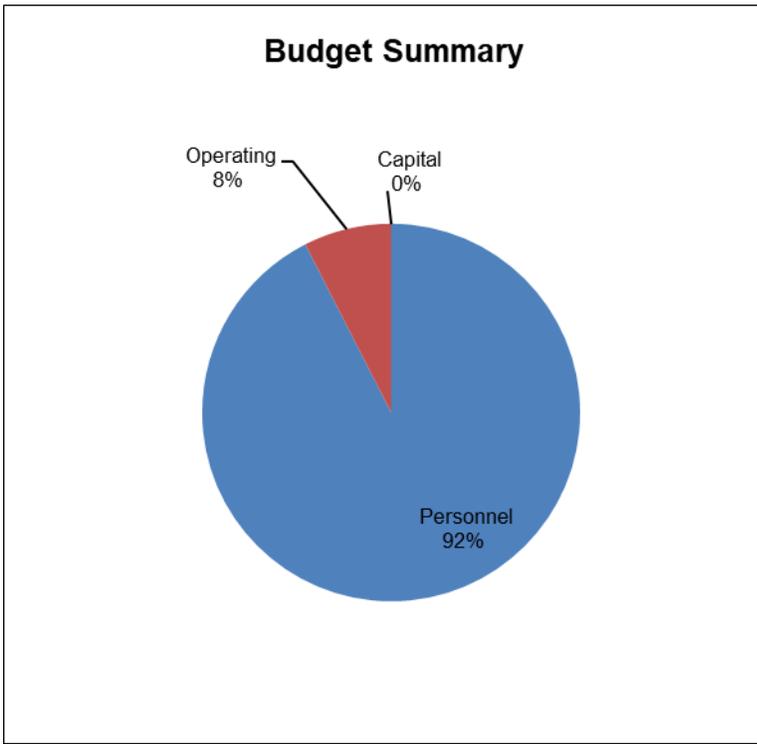
**STAFFING SUMMARY**

<b>Title</b>	<b>2023-24 Proposed Budget</b>	<b>2022-23 Adopted Budget</b>	<b>2022-23 Estimated Actual</b>	<b>2021-22 Actual</b>
Operations Coordinator	0.2	0	0	0
UAS Pilot 1	1.0	0	0	0
Lead Vector Control Technician	0.6	0	0	0
UAS Pilot 2	0.5	0	0	0
Lead Vector Control Technician	0.3	0	0	0
<b>Total Positions</b>	<b>2.6</b>	0	0	0

Operations Coordinator will oversee this department estimated to be one fifth of their time. The budget plan is to hire one UAS Pilot in July and another in January. One Lead VCT will help out 3 days a week until the hiring of second pilot, then an additional Lead VCT will help out 3 days a week.

**EXPENDITURE SUMMARY**

<b>510 - UAS INTERNAL SERVICE FUND</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>368,021</b>	0	0	0
Operations & Maintenance	<b>29,900</b>	0	0	0
Capital	<b>0</b>	0	0	0
<b>Total Expenditures</b>	<b>\$397,921</b>	0		



**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

## UNMANNED AIRCRAFT APPLICATIONS

Program **510 - UAS**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
5101	Payroll - Full Time	See staffing summary	<b>249,107</b>
5150	State Retirement	District Contribution to CalPERS	<b>24,747</b>
5155	Social Security	District Contribution is 6.2% of salary	<b>15,242</b>
5165	Medicare	District Contribution is 1.45% of salary	<b>3,565</b>
5170	Cafeteria Plan	Based on current election	<b>67,518</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	<b>6,497</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	<b>1,345</b>
6050	Dues & Membership	FAA Certifications	<b>1,000</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual CDPH Recertification Fees: UAS Pilot (2)	<b>300</b>
6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference - (1) UAS Pilot,	<b>1,400</b>
6200	Meetings Expense	Staff	<b>200</b>
7000	Uniform Expense		<b>3,000</b>
7050	Safety Expense	Personal Protection Equipment: Gloves, boots, safety glasses, Deet, Dog Shield, Gatorade	<b>1,000</b>
7600 <b>Sub Acct: 014</b>	State Required CEU	Certification exam application fees Make-up training expenses	<b>1,000</b>
7600 <b>Sub Acct: 027</b>	Professional Development	Training budget	<b>2,000</b>
7860	UAS Applications	Treatment applications & support for staff to implement drone program. 20,000	<b>20,000</b>

**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 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**

<b>580 – ABATEMENT</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	-	-	-	-
Operations & Maintenance	<b>5,000</b>	5,000	-	-
Capital	-	-	-	-
<b>Total Expenditures</b>	<b>\$5,000</b>	\$5,000	\$-	\$-

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

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

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
6105	Legal Services/ Filing Fees	Legal fees/ filing fees concerning abatement	<b>1,000</b>
7675	Contract Services	Expenses of contract services to provide corrective actions to abated property, if needed.	<b>2,000</b>
7800	Physical Control	Source reduction – Artesian Well Rebate; Xeripave; Vegetation Management (suburban /rural) , Fly Control	<b>2,000</b>

**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 PROGRAM 600 – RESEARCH PROGRAM**

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***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**

***ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION***

Fund 01 – General Fund  
 Program **600 – Research Program**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
8510	Research Projects	Funds available for research Fund encumbered \$101,235.26 Balance \$78,864.74 Budget for calendar year 2024 is \$157,529.48	<b>180,000</b>

**FUND 01 – GENERAL OPERATING FUND**  
**OPERATING BUDGET 2023-24**  
**PROGRAM 601 – USDA COOP AGREEMENT PROGRAM**

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***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**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
4530	USDA Reimbursement	Reimbursements for expenses encumbered by the District for research projects under Agreement No. 58-6036-5-003	<b>35,000</b>

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
7550	Materials & Supplies	Materials and supplies for research projects	<b>7,100</b>

**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 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 7<sup>th</sup> year for testing samples.

Goal to Test 1,000 samples

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **602 – Laboratory Testing Program**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
4530	Reimbursement	Reimbursements for testing	<b>14,000</b>

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
7575	Materials & Supplies	Materials and supplies \$6.50/Sample	<b>6,500</b>

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

	<b>Proposed Budget 2023-2024</b>	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
<b>Beginning Fund Balance</b>	<b>148,674</b>	129,139	144,774	90,905
<b>REVENUE</b>				
Misc Revenue				-
Income from Lease	<b>15,000</b>	15,000	15,000	15,000
Interest	<b>1,400</b>	400	1,400	369
Transfer From General Operating I	<b>67,000</b>	39,655	39,655	38,500
<b>TOTAL REVENUE</b>	<b>83,400</b>	55,055	53,900	53,869
<b>EXPENSES</b>				
Professional Fees	<b>50,000</b>			
Maintenance	-	-	50,000	-
Capital				
<b>TOTAL EXPENSES</b>	<b>50,000</b>	-	50,000	-
<b>Total Revenue Less Expense</b>	<b>33,400</b>	55,055	3,900	53,869
<b>Ending Fund Balance</b>	<b>182,074</b>	184,194	148,674	144,774

**FUND 12 – THERMAL FACILITY REMEDIATION FUND RESERVES**  
**BUDGET 2023-24**  
**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***

<b>900 –THERMAL FACILITY REMEDATION FUND RESERVES</b>	<b>2023-244 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
<b>Beginning Fund Balance</b>	<b>148,674</b>	129,138	144,774	90,905
Revenue & Transfer from General Fund	<b>83,400</b>	53,900	53,900	53,869
Expenditure	<b>50,000</b>	0	50,000	0
<b>Ending Fund Balance</b>	<b>182,074</b>	184,194	148,674	144,774

**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**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
4900	Transfer from Gen Fund	Transfer from General Operating Fund	<b>67,000</b>
4520	Interest	Interest from investments	<b>1,400</b>
4530	Miscellaneous Receipts	Lease agreement with Coachella Unified School District	<b>15,000</b>

**Expenditure**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
6095	Professional Fees	Grant Writer	<b>50,000</b>
8415	Paving	Remediation project	<b>0</b>

**Funding Schedule (Inflation 6%)**

<b>Fiscal Year Ending</b>	<b>Year</b>	<b>Estimated Expense</b>	<b>Revenue</b>	<b>Fund Transfer</b>	<b>Expense</b>	<b>Fund Balance</b>	<b>% Funded</b>
	0	450,000					
FYE 6/30/21	1	477,000	17,295	<b>35,000</b>		91,274	19%
FYE 6/30/22	2	505,620	15,000	<b>38,500</b>		144,774	29%
FYE 6/30/23	3	535,957	15,000	<b>39,655</b>	50,000	149,429	28%
FYE 6/30/24	4	568,115	15,000	<b>67,000</b>		231,429	41%
FYE 6/30/25	5	602,202	15,000	<b>71,020</b>		317,449	53%
FYE 6/30/26	6	638,334	15,900	<b>75,281</b>		408,630	64%
FYE 6/30/27	7	676,634	16,854	<b>79,798</b>		505,282	75%
FYE 6/30/28	8	717,232	17,865	<b>84,586</b>		607,733	85%
FYE 6/30/29	9	760,266	18,937	<b>89,661</b>		716,332	94%
FYE 6/30/30	10	805,881	20,073	<b>95,041</b>		831,446	103%

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

	<b>Proposed Budget 2023-2024</b>	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
<b>Beginning Fund Balance</b>	<b>946,191</b>	620,254	789,009	891,116
<b>REVENUE</b>				
Transfer from General Fund				
Interest	<b>18,924</b>	2,481	2,481	-
Sale of Assets	-	-		
Transfers From Operating Budget	<b>195,298</b>	286,361	286,361	47,506
<b>TOTAL REVENUE</b>	<b>214,222</b>	288,842	288,842	47,506
<b>EXPENSES</b>				
8415 Capital Outlay - IT	<b>321,256</b>	152,832	101,285	127,837
8415 Capital Outlay - Fleet Equipment				14,064
8415 Capital Outlay - Facilities				-
8415 Capital Outlay - Operations	<b>45,145</b>	67,719	30,374	
8415 Capital Outlay - Lab Equipment				7,713
<b>TOTAL EXPENSES</b>	<b>366,401</b>	220,551	131,659	149,614
<b>Total Revenue Less Expense</b>	<b>(152,179)</b>	68,291	157,183	(102,108)
<b>Ending Fund Balance</b>	<b>794,012</b>	688,545	946,191	789,009

**FUND 13 – CAPITAL REPLACEMENT FUND BUDGET 2023-24**  
**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***

<b>FLEET, FACILITIES, OPERATING &amp; LAB EQUIPMENT</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
<b>Beginning Fund Balance</b>	<b>946,191</b>	620,254	789,009	891,116
Revenue	<b>18,924</b>	2,481	2,481	2,904
Transfers from Operating Budget	<b>195,298</b>	286,361	286,361	47,506
Capital Expenditure	<b>(366,401)</b>	(220,551)	(131,659)	(149,614)
<b>Ending Fund Balance</b>	<b>794,012</b>	688,545	946,191	789,009

***ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION***

Fund 13 – Capital Replacement Fund

**Revenue**

<b>Description</b>	<b>Justification</b>	<b>Budget Amount 2023-24</b>
Bank Interest	Interest from Equipment Replacement Fund	<b>18,924</b>
Transfer from Operating Budget	Equipment Replacement – Annual Depreciation	<b>195,298</b>

***ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION***

Fund 13 – Capital Replacement Fund

Account	Description	Justification	Budget 2023-24
8415	Capital Outlay - IT	Secure-Centric Rubrik Backup Solution (3 Year Agreement) 78,000 APC Smart-UPS Replacement 1500 Network ADM, OPS, LAB, TNK 16,000 APC Smart-UPS Replacement - 3000 ADM Server 6,400 Shaded Parking Video Surveillance Coverage 16,000 Intel Server Replacement 21,600 Cyber Data Loud Speakers IP Paging 480 APX 740 Wireless High-Density High-Capacity 4x4: 4 Access Point 1,024 APX 320X Outdoor Access Point 2x2 MIMO, dual radio 1,072 APX Mounting Bracket Kit 75 Gbit/2.5G PoE+ Injector 140 APX External 30 Degree Directional Antenna 570 (2) Laptop Core i7 d GPU/16GB/ 512GB 13.5 5,000 USB-C to VGA Adapter 140 USB-C to HDMI Adapter 140 mDP to VGA Adapter 140 Docking Station 320 Ergonomic Keyboard and Mouse 250 19" EA 193MI-BK LED Moniroe 880 OPS: Unmanned Aerial System (UAS) Application Drone & Equipment 128,000 OPS: Unmanned Aerial System (UAS) Inspection Drone & Equipment 10,000 OPS: Concurrent ULV Office Application 1,825 OPS: ULV Mobile - Monitor 4s 3,450 OPS: ULV Mobile - Monitor 5 1,150 OPS: ULV Mobile - LT 4,600 OPS: Mesa Tablet 8,000 OPS: NXDN Conventional Radio System 16,000 Website redesign	<b>321,256</b>
8415	Capital Outlay - Operations	OPS: EV Utility Workhorse / Freight / Sales Tax 38,000 OPS: BigTex 50LA Tandem Axle Utility Trailer/Freight/Sales Tax 4,945 OPS: Maruyama Electric Backpack (Field Trials)2,200	<b>45,145</b>

Income / Expense Years 0 to 10										
Fiscal Year	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
Starting Reserve Balance	946,191	798,780	745,562	902,299	1,079,172	1,252,461	1,431,976	1,511,521	1,557,486	1,403,751
One off Reserve Contribution										
Annual Reserve Contribution	203,110	211,234	219,684	228,471	237,610	247,114	256,999	267,279	-	-
Interest Earnings	15,880	12,932	11,868	15,002	18,540	22,006	25,596	27,187	-	-
Total Income	1,165,181	1,022,947	977,114	1,145,772	1,335,322	1,521,581	1,714,571	1,805,986	1,557,486	1,403,751
# Component										
<b>Shop Equipment</b>										
301 Vehicle lift				50,000						
303 Coats wheel balancers				5,000						
306 Metal insert gas (mig) welder				4,000						
307 Tungsten inert gas (tig) welder				4,200						
308 Tube bender				1,400						
310 Drill press				2,000						
<b>Sub Total</b>				<b>66,600</b>						

Fiscal Year		2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
<b>Laboratory Equipment</b>											
401	Electric Automatic Steam Pressure Sterilizer			11,320							
403	MagMax Express								49,000		
404	Qiagen Retsch Tissue Lyser								5,500		
405	ABI 7500 Fast RT-PCR Machine								56,000		
406	DropVision Microscope & Software		10,000								
410	Microplate Washer			10,495							
	<b>Sub Total</b>		<b>10,000</b>	<b>21,815</b>					<b>110,500</b>		
<b>Operations Equipment</b>											
5001	Equipment			16,000							
5002	4S GPS Monitor Tracking Unit			14,000							
5003	Tifa Power Fogging & ULY Machine						18,000				
5004	Yamaha UMAX Gas Powered Workhorse						8,370				
5005	Yamaha UMAX Gas Powered Workhorse						8,370				
5006	Yamaha UMAX Gas Powered Workhorse						8,370				
5007	Yamaha UMAX Gas Powered Workhorse						8,370				
5008	Cushman Hauler 800X Cart					7,100					
5009	Cushman Hauler 800X Cart					7,100					
5010	Cushman Hauler 800X Cart					7,100					
5011	Cushman Hauler 800X Cart					7,100					
5012	Cushman Hauler 800X Cart					7,100					
5016	2012 Frontier 650 Argo		23,000								
5017	2014 EZ-Go 1500		9,800								
5018	2014 EZ-Go Terrain 1500		9,700								
5019	2019 Argo							22,700			
5023	Guardian 190 ES ULY Fogger w/ GPS & Monitor Mapping Equipment										9,373.60
5024	A1 Super Duty Mister						19,100			19,100	
5025	A1 Super Duty Mister							19,100		1,145	
5032	Big Tex 50LA Tandem Axle Utility Trailer	4,945									
5033	EV Utility Workhorse	38,000									
5034	Maruyama Electric Backpack (field trial)	2,200									
	<b>Sub Total</b>	<b>45,145</b>	<b>42,500</b>	<b>30,000</b>		<b>35,500</b>	<b>70,580</b>	<b>41,800</b>		<b>20,245</b>	<b>9,374</b>
<b>IT Equipment</b>											
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	
2105	Board Room A/V Equipment									49,829	
2106	Precision Vision Drone		20,000							20,000	
2107	Supervisor Laptops			10,000							
2108	Manager Laptops			13,000							
2111	PrecisionVision 35 Application Drone							69,000			
2120	Unmanned Aircraft System UAS	69,000							69,000		
2121	Unmanned Aircraft System UAS	69,000							69,000		
2122	NXDN Conventional Radio System	16,000									
2123	Video Surveillance - Shaded Parking Area	16,000									
2124	APC Replacements	22,400				22,400				22,400	
2125	Server Replacement	24,961				24,961				24,961	
2126	Laptops	6,870									
2127	Secure Centric Rubrik Backup	78,000									
2128	ULY Equipment	19,025					19,025				
	<b>Sub Total</b>	<b>321,256</b>	<b>59,245</b>	<b>23,000</b>		<b>47,361</b>	<b>19,025</b>	<b>69,000</b>	<b>138,000</b>	<b>133,490</b>	

Fiscal Year	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
<b>IT Software</b>										
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	366,401	277,384	74,815	66,600	82,861	89,605	203,050	248,500	153,735
										9,374
	<b>Ending Reserve Balance</b>	756,737	662,939	778,821	910,740	1,034,557	1,160,086	1,180,961	1,165,306	1,011,571
										1,002,198

## Funding Level

Funding Level	Rating	Interest	2.00%
0-30%	Weak	Contribution Inflation	4.00%
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
2024	\$946,191	\$888,461	100%	Strong	\$195,298			\$18,924	\$366,401
2025	\$794,012	\$1,011,070	79%	Strong	\$203,110			\$15,880	\$277,384
2026	\$646,601	\$995,792	65%	Fair	\$211,234			\$12,932	\$74,815
2027	\$593,383	\$876,968	68%	Fair	\$219,684			\$11,868	\$66,600
2028	\$750,119	\$938,769	80%	Fair	\$228,471			\$15,002	\$82,861
2029	\$926,993	\$934,374	99%	Strong	\$237,610			\$18,540	\$89,605
2030	\$1,100,281	\$907,886	121%	Strong	\$247,114			\$22,006	\$203,050
2031	\$1,279,796	\$944,691	135%	Strong	\$256,999			\$25,596	\$248,500

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

	<b>Proposed Budget 2023-2024</b>	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
<b>Beginning Fund Balance</b>	<b>3,327,488</b>	2,681,960	2,734,110	2,602,368
<b>REVENUE</b>				
Transfer from Vehicle Fund	-	-		
Interest	<b>24,718</b>	24,718	41,012	
Transfers From Operating Budget	<b>1,451,860</b>	890,000	890,000	395,294
Sale of Assets			-	
Misc.			98,054	
<b>TOTAL REVENUE</b>	<b>1,476,578</b>	914,718	1,029,065	395,294
<b>CAPITAL EXPENSES</b>				
Professional Services	<b>200,000</b>		118,300	27,528
Repair & Maintenance	<b>89,000</b>	64,500	151,278	99,184
Maintenance & calibration	<b>12,500</b>	12,500	-	5,354
Contract Services	-	54,000	12,072	
Capital Outlay	<b>1,725,000</b>	256,500	154,037	131,486
Furniture & Equipment	<b>52,000</b>	52,000		
<b>TOTAL EXPENSES</b>	<b>2,078,500</b>	439,500	435,687	263,552
<b>Total Revenue Less Expense</b>	<b>(601,922)</b>	475,218	593,378	131,742
<b>Ending Fund Balance</b>	<b>2,725,566</b>	3,157,178	3,327,488	2,734,110

**FUND 14 – DISTRICT FACILITY CAPITAL REPLACEMENT FUND BUDGET  
2023-24  
PROGRAM 950 – DISTRICT FACILITY CAPITAL REPLACEMENT FUND**

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***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***

<b>950 – DISTRICT FACILITY CAPITAL REPLACEMENT FUND</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
<b>Beginning Fund Balance</b>				
-	<b>3,327,488</b>	2,681,960	2,734,110	2,602,368
Revenue & Transfer from General Fund	<b>1,476,578</b>	914,718	1,029,065	395,294
Expenses	<b>2,078,500</b>	439,500	435,687	263,552
<b>Ending Fund Balance</b>	<b>2,725,566</b>	3,157,178	3,327,488	2,734,110

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**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
4900	Transfer from Gen Fund	Annual Reserve Contribution	<b>1,451,860</b>
4520	Interest	Interest from investments	<b>24,718</b>

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

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

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

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
<b>General Common Areas</b>			
8415	Capital Improvement	<b>1950 Electric vehicle charging station</b>	<b>40,000</b>
<b>Total General Common Areas</b>			<b>40,000</b>

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
<b>BUILDING INTERIORS</b>			
6095	Professional Services	<b>Architect</b>	<b>200,000</b>
7300	Repair & Maintenance	<b>Component 601 – Carpet Board Room</b> - replace <b>Component 1110 Interior Surfaces</b> = Repaint Administration	<b>44,500</b>
8415	Capital Improvement	<b>Component 2350 Periodic Remodel Project</b> – Administration / Board Room <b>Component 909 Bathrooms</b> - Administration <b>907 Wall Coverings</b> - Admin Lobby	<b>1,000,000</b>
8487	Building Furnishing	<b>Component 902 – Furniture</b> Administrative Furniture / Board Room <b>Component 911 – Check in Desk</b> Remodel	<b>52,000</b>

		<b>Total Building Interiors</b>	<b>\$1,296,500</b>

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
<b>BUILDING EXTERIORS</b>			
7300	Repair & Maintenance	<b>1115 Stucco - Administration &amp; Operations</b>	<b>20,000</b>
		<b>Total Building Exteriors</b>	<b>20,000</b>

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
<b>MECHANICAL</b>			
7300	Repair & Maintenance	<b>Component 303 - HVAC</b>	<b>24,500</b>
7310	Maintenance & Calibration	<b>Component 354 - Lab Equipment</b> Lab equipment calibration	<b>12,500</b>
8415	Capital Improvement	<b>Component 1312 (A) Solar Panels Replace &amp; 1313 Invertors Replace</b>	<b>600,000</b>
		<b>Total Mechanical</b>	<b>637,000</b>

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
<b>FLEET</b>			
8415	Capital Equipment	<b>Component 10063 Electric Vehicle Transit Sprinter Van 78,000</b> <b>District Branded EV Wrap 6,200</b>	<b>85,000</b>

**INCOME/EXPENSE YEARS 0 TO 4**

Income / Expense Years 0 to 4					
	Fiscal Year	2023-24	2024-25	2025-26	2026-27
	Starting Reserve Balance	3,327,488	2,725,566	2,875,643	3,046,924
	One off Reserve Contribution	1,000,000			
	Annual Reserve Contribution	451,860	469,934	488,732	508,281
	Vehicle sales				
	Interest Earnings	24,718	23,969	23,341	23,341
	<b>Total Income</b>	<b>4,804,066</b>	<b>3,219,469</b>	<b>3,387,716</b>	<b>3,578,546</b>

#	Component				
<b>General Common Areas</b>					
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	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			6,010	
1107	Metal Rail - Repaint		2,122	-	
1107	Perimeter Metal Fence - Repaint		12,731	-	
1950	EV Charging Station	40,000			
	<b>Sub Total</b>	<b>40,000</b>	<b>14,853</b>	<b>33,328</b>	<b>77,711</b>

<b>Building Interiors</b>					
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	32,000			
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	20,000	-	-	-
912	Sinks - Replace	-	-	-	-
913	Stainless Steel Counters - Replace				
1110	Interior Surfaces - Repaint	12,500	31,827	-	-
2350	Periodic Remodel Projects	1,180,000	-	-	-
	<b>Sub Total</b>	<b>1,296,500</b>	<b>100,786</b>	<b>-</b>	<b>10,000</b>

Fiscal Year		2023-24	2024-25	2025-26	2026-27
<b>Building Exteriors</b>					
701	Roll-Up Doors - Replace	-	-	-	-
710	Car/FOB Reader System - Replace	-	-	-	-
715	Utility Doors - Replace	-	-	-	-
717	Windows & Doors (Glass) - Replace	-	-	-	-
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		20,000	160,000	-	-
<b>Mechanical</b>					
302	Generator/Transfer Switch - Replace	-	-	-	-
303	HVAC/Packaged Systems - Replace	24,500	26,523	27,318	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	12,500	15,914	16,391	16,391
355	Lab Equipment - Replace (2008)	-	10,300	-	-
355	Lab Equipment - Replace (2010)	-	-	-	-
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/Upgrad	-	-	-	6,556
365	Bio Equipment - Partial Replace	-	-	-	10,927
370	IT/Audio Equip - Annual Projects	-	-	-	-
705	Gate Operators - Replace	-	-	19,570	-
712	Dispensers / Fountains - Replace	-	-	-	-
929	Appliances - Replace	-	-	18,540	18,540
1001	Backflow Devices - Replace	-	-	-	-
1312	Solar Panels (A) - Replace	-	-	-	-
1312	Solar Panels (B) - Replace	565,000	-	-	-
1313	Solar Panel Invertors - Replace	35,000	-	-	-
1818	Fuel Tank Controls - Replace	-	-	-	-
1903	Shop/Utility Equipment - Replace	-	-	-	-
Sub Total		637,000	68,187	81,819	93,937

Fiscal Year	2023-24	2024-25	2025-26	2026-27
<b>Vehicles</b>				
Full size Truck			225,645	225,645
Electric Passenger Vehicle	85,000			
Sub Total	85,000	-	225,645	225,645
Total Expenses	2,078,500	343,826	340,792	407,293
Ending Reserve Balance	2,725,566	2,875,643	3,046,924	3,171,253

### **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
2024	\$3,327,488	\$4,022,228	82.7%	Strong	\$451,860	\$1,000,000	\$24,718	\$2,078,500
2025	\$2,725,566	\$4,212,466	64.7%	Fair	\$469,934		\$27,256	\$343,826
2026	\$2,878,930	\$4,698,978	61.3%	Fair	\$488,732		\$28,789	\$340,792
2027	\$3,055,659	\$4,447,794	68.7%	Fair	\$508,281		\$30,557	\$407,293
2028	\$3,187,204	\$4,270,632	74.6%	Strong	\$528,612		\$31,872	\$689,565
2029	\$3,058,123	\$4,246,004	72.0%	Strong	\$549,757		\$30,581	\$390,485
2030	\$3,247,976	\$4,326,129	75.1%	Strong	\$571,747		\$32,480	\$376,864
2031	\$3,475,339	\$4,736,601	73.4%	Strong	\$594,617		\$34,753	\$1,480,265
2032	\$2,624,444	\$5,193,902	50.5%	Fair	\$618,402		\$26,244	\$175,381
2033	\$3,093,709	\$4,549,521	68.0%	Fair	\$643,138		\$30,937	\$715,649

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

	<b>Proposed Budget 2023-2024</b>	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
<b>Beginning Fund Balance</b>	<b>846,703</b>	-	-	-
<b>REVENUE</b>				
Transfer from General Fund		500,000	500,000	
Interest				
Transfers From Operating Budget	<b>300,000</b>	500,000	500,000	
Sale of Assets				
<b>TOTAL REVENUE</b>	<b>300,000</b>	1,000,000	<b>1,000,000</b>	
<b>CAPITAL EXPENSES</b>				
Professional Services	<b>40,000</b>	40,000		
Maintenance	<b>20,000</b>			
Capital Expenditure		200,000	153,297	
<b>TOTAL EXPENSES</b>	<b>60,000</b>	240,000	153,297	
<b>Total Revenue Less Expense</b>	<b>240,000</b>	<b>760,000</b>	<b>846,703</b>	
<b>Ending Fund Balance</b>	<b>1,086,703</b>	760,000	846,703	-

**FUND 15 – CAPITAL PROJECT - SIT BUDGET 2023-24**  
**PROGRAM 900 –SIT INSECTORY CAPITAL PROJECT FUND**

**PROGRAM DESCRIPTION**

**BUDGET SUMMARY**

<b>900 – SIT INSECTORY CAPITAL PROJECT FUND</b>	<b>2023-24 Proposed Budget</b>	<b>2022-23 Adopted Budget</b>	<b>2022-23 Estimated Actual</b>	2021-22 Actual
<b>Beginning Fund Balance</b>	<b>846,703</b>	0	0	0
Revenue & Transfer from General Fund	<b>300,000</b>	1,000,000	1,000,000	0
Expenditure	<b>60,000</b>	240,000	153,297	0
<b>Ending Fund Balance</b>	<b>1,086,703</b>	760,000	846,703	0

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 15 – CAPITAL PROJECT - SIT BUDGET 2023-24  
PROGRAM 900 –SIT INSECTORY CAPITAL PROJECT FUND

**Revenue**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
4900	Transfer from Gen Fund	Transfer from General Operating Fund	<b>300,000</b>

**Expenditure**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
6095	Professional Fees	Feasibility Study	<b>40,000</b>
7310	Maintenance	Equipment maintenance	<b>20,000</b>