



COACHELLA VALLEY MOSQUITO
& VECTOR CONTROL DISTRICT

ANNUAL BUDGET FY 24-25

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To the Board of Trustees and our District Constituents,

For 96 years, the Coachella Valley Mosquito and Vector Control District's primary mission has been to protect Valley residents from insects that can transmit disease-causing agents to humans through programs that have evolved into a comprehensive, science-based, Integrated Vector Management Program. This program is defined by vector and vector-borne disease surveillance, control, public education, and quality control. With our mission in mind, and our Strategic Plan as a guide, District Staff and the Board Finance Committee worked collaboratively to develop a budget that supports the work of our professional staff, District programs, and drive management decisions over the course of the year.

The budget process kicked off in January with the issuing of the budget calendar and the department budget forms. Program Managers submitted their first draft at the beginning of March which was reviewed by the Administrative Finance Manager and General Manager. Once reviewed and discussed with staff, the first draft budget was presented to the Finance Committee in April 9, 2024, the second draft was presented to the Finance Committee May 3, 2024. During these meetings, several key areas were discussed in detail including revenue assumptions, CalPERS unfunded liability, capital projects and reserve funds. Following the first meeting, the Finance Committee directed staff to present additional scenarios. The scenarios included:

- The timing and funding of both the Centrica Green Infrastructure/Energy Efficiency Project and Boardroom and Operations Offices Project
- Exploring the Emergency Reserve funding level
- Contribution to SIT Capital Reserve
- CalPERS Additional Discretionary Payment (ADP) and Section 115 Trust funding amount
- Revenue assumptions increase for property taxes ranging from 5 to 9%.

After thorough analysis and discussion with the Finance Committee, General Manager and staff, the following scenario is presented in the draft FY24-25 Budget:

- Revenue assumption property tax to increase by 7%.
- Emergency Reserve Fund balance remains at \$4.9m
- Contribution to Capital Reserves \$0.5million to SIT Capital Project and \$1.1million to Capital Facility Fund, funding Centrica project for FY24-25
- Board Room and Operations Offices Project fully funded FY25-26; Plans and RFPs completed FY 24-25
- CalPERS ADP payment of \$500,000 plus \$200,000 prefunding CalPERS Section 115 Trust pension stabilization fund

A balanced budget is proposed with a revenue forecast to be \$16,944,900, while expenditure is forecast to be \$16,944,900. Prior year assumptions of property tax increases of 5%, was raised to 7% which will increase revenue by \$250,000. If property tax receipts received by January 2025 show a lower than 7% increase, then contribution to capital reserves will be reduced accordingly.

The Capital Budget includes a placeholder of \$3 million for the Centrica Project. The project and scope still needs to be approved by the Board. This project will be funded from future energy savings over a long-term period. It includes LED lighting upgrade, Building Management System (BMS) upgrade, Heating Ventilation and Air Conditioning (HVAC) Replacement, Solar Panel and Inverter Replacement, Solar Photovoltaics (PV) – Expansion and Installation of Electric Vehicle (EV) Charging Infrastructure and charging Stations. Each of these areas have a cost associated to them and a payback period. The project scope can change, each item will be discussed with the Board during a future workshop.

Strategic Business Plan Priorities and FY 24-25

Highlights for coming fiscal year regarding projects or actions that support the Six strategic goals of Strategic Business Plan:

- **Laboratory** - Staff will continue to explore and develop sterile insect technique (SIT) by evaluating rearing and dosing procedures of invasive *Aedes aegypti* male mosquitoes to prepare for lab and semi-field evaluations. Staff will also collaborate with consultants on a feasibility study to fully understand the scope and costs required to create an insectary that will support a District SIT program.
- **Operations** - Drone Program resources will be expanded to support the work of the District's two full time positions dedicated to the use of mosquito site surveillance and treatment drones. The District is currently awaiting the arrival of two new application drones and in FY 24-25 the drone program will outfit its second Drone trailer to allow for expanded use of drone technology in marsh and agricultural habitats.
- **Operations / Public Outreach** - Continue work with Cities and Community HOAs to develop regulations and management plans to prevent and eliminate mosquito sources fed by irrigation run-off.
- **Administration / Public Outreach** – Regularly meet with Federal, State and Community leaders to educate and support collaboration on issues that benefits the health of residents and visitors while also building community equity.
- **Research** – Continue to collaborate and fund applied academic research that benefits District programs and services.
- **IT** - Implementation of cybersecurity measures based on the District's IT Master Plan. Cybersecurity projects proposed in this budget will enhance the safety and integrity of the District's databases to prevent loss or reduction in essential services to the community.
- **HR**- Establish cross-training on Departmental essential duties to support continuity of District programs and services.
- **Facilities** - Implement Board approved objectives of District energy project proposed by Centrica Energy consultants to make certain facilities meet the needs of District programs and align with State of California environmental mandates.

- Finance** – Continue the District’s commitment to sound financial stewardship of public funds by actively paying down the District’s pension unfunded liabilities, while saving taxpayer money in interest, and funding a Section 115 trust that will build equity for future unfunded liabilities and normal annual costs for employee pensions.

Budget Summary

The FY 2024-25 budget is split into Operating Expenses, Transfer to Capital, and Capital Expenditures. The total for FY 2024-25 is \$21.5 million.

	Budget 2023-24	Budget 2024-25	Budget Change	% Change
Operating Expenses	\$13,925,968	\$15,051,241	-\$1,125,273	8.1%
Transfer to Capital	\$2,414,158	\$1,893,658	-\$520,500	-21.6%
Total Operating Budget	\$16,340,126	\$16,944,899	\$604,773	3.7%
Capital Expenditures	\$2,554,901	\$4,549,126	\$1,994,225	78.1%
Total Budget	\$18,895,027	\$21,494,025	\$2,598,998	13.8%

Operating Budget:

The FY 2024-25 Operating budget shows an increase of \$0.6 million, or 3.7 % in expenses and transfer to capital compared to the previous year. Operating budget includes \$0.5 million Additional Discretionary Payment (ADP) to CalPERS unfunded liability.

The organizational split of the Fiscal Year 2024-25 Operating Expenses, of \$16,944,899 are shown in the pie chart below:

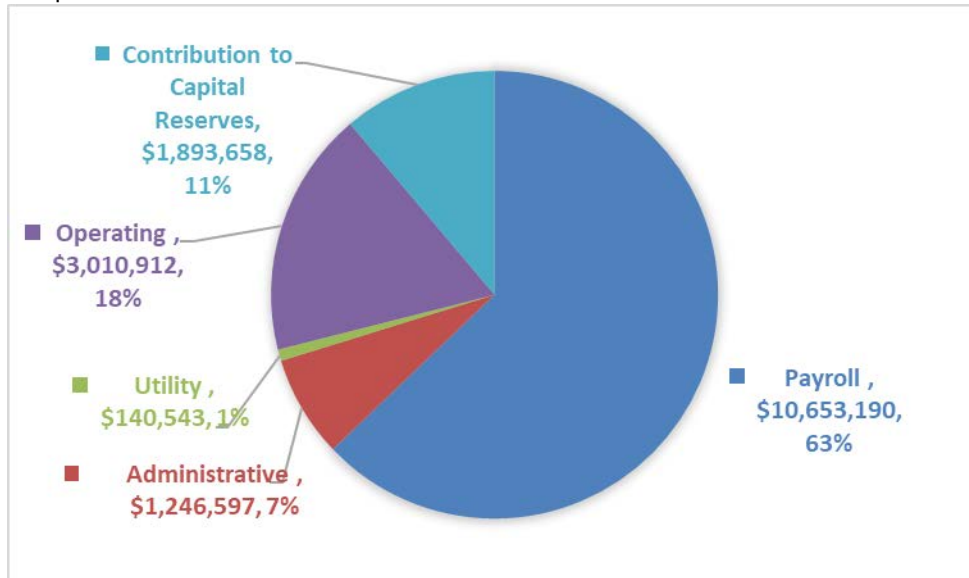


Figure 1 FY2024-25 Operating Budget Profile

Payroll expenses account for 63% of the total budget. For FY 2024-25 budget, the District full-time equivalent (FTE) staff is 74.8, an increase of 1.5 FTE. The total payroll budget compared with prior years sees an increase of 8% because of the CalPERS ADP of \$0.5 and employee cost of living increase.

- Operating expenses account for 18% of the total budget, Cloud Computing services have increase \$100,000 as outlined in the Districts IT Master Plan.
- Administrative expenses account for 7% of the total budget, an increase of 2.6% over the previous year's budget.
- Utility expenses account for 1% of the total budget, an increase of less than 1% over the previous year's budget.

Contributions to capital reserves account for 11% of the total budget. These expenses ensure the District is in a strong long-term financial position regarding facility and equipment, preventative maintenance, and replacement as well as funding capital projects. This proactive planning and reserves ensure the continuity of services required to protect Valley residents and visitors from vectors and the pathogens they can transmit.

Capital Expenditure Budget:

The details of the Fiscal Year 2024-25 Capital expenditures of \$4,549,126 are shown in the pie chart below:

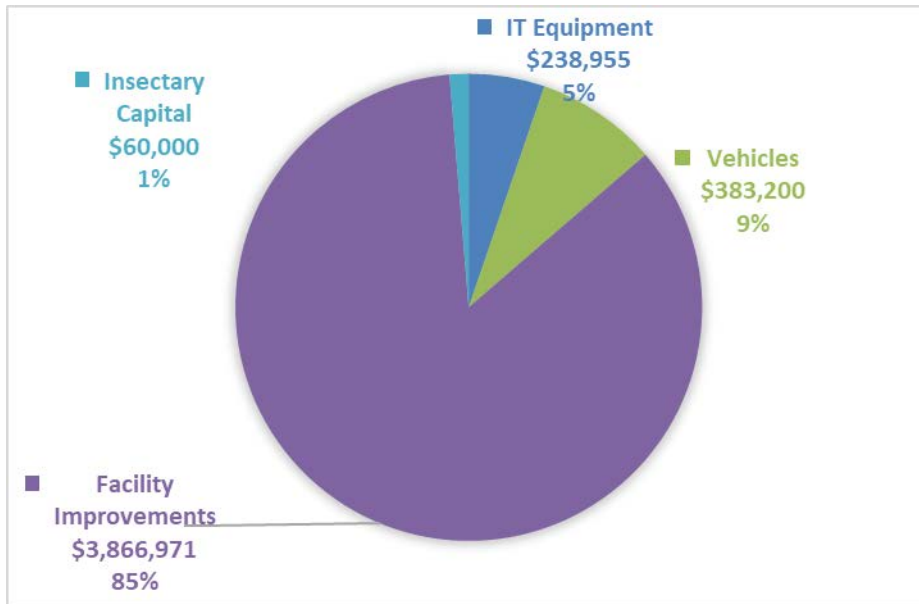


Figure 2 FY23-24 Capital Expense Profile

The planned expenditures on Capital improvement projects have increased by \$1,994,225 as compared with FY 2023-24 budget. Capital Improvements include \$238,955 for IT capital equipment replacement, \$383,200 for two electric vehicle trucks, one HD truck, Lond Fogger, Guardian ULV, Drone enclosed trailer and equipment; \$3,866,971 for facility maintenance and improvements, including Centrica Energy Solution Project, Shop Insulation, floor and HVAC upgrade and some HVAC

mechanical maintenance; and \$60,000 for equipment maintenance and new insectary feasibility study used for Sterile Mosquito Technique. More information on the planned expenditure can be found in the capital budget section.

Overall Source of Funds

	Budget 2023-24	Budget 2023-24	Budget Change	% Change
Operating				
General Revenue	\$13,007,985	\$14,574,806	\$1,566,821	12.0%
Benefit Assessment	2,370,094	2,370,094	0	3.1%
Funding from/ (to) Reserves	1,102,790	2,655,467	1,552,677	140%
Total Budget	\$16,480,869	\$19,600,367	\$3,119,498	18.9%

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

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

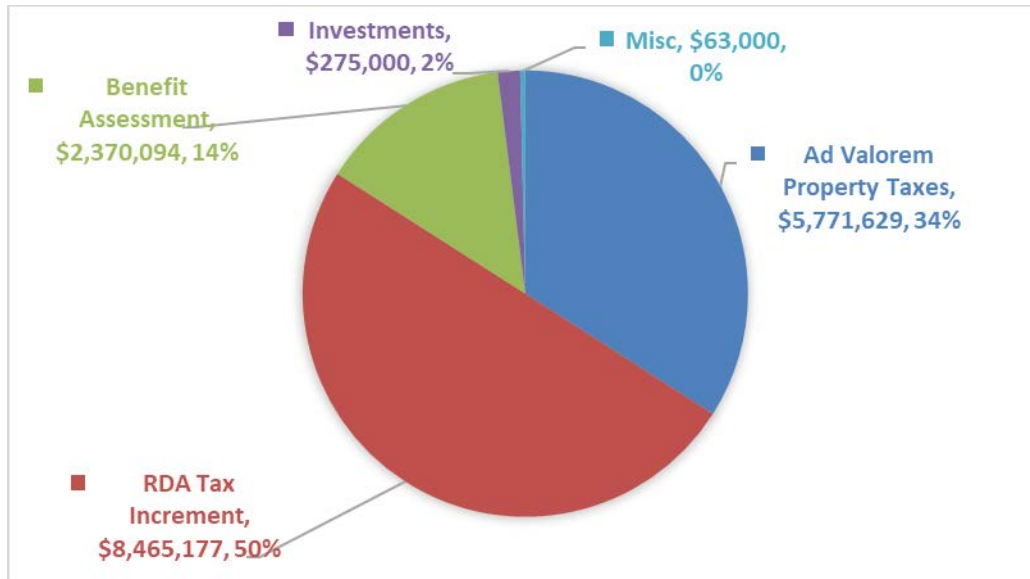


Figure 3 FY2023-24 Revenue

Funding from/ (to) Reserves for FY 2024-25 is forecast a transfer of \$2,655,467, from the reserves to fund the capital budget. Tax Increment Revenue in FY 23-24 rose approximately 13% over the prior year actual because of changes to State residual amount calculations following the Chula Vista v Sandoval decision and the increase in property valuations.

Short-term and long-term issues impacting the budget

Working Capital: The District maintains a minimum working capital reserve for Operations equal to \$7,000,000. These funds are set aside because the District receives most of its funding from property taxes and the benefit assessment collected by the County of Riverside. These funds do not reach the District until January, six months into the fiscal year. Figure 4 shows the estimated impact on monthly cash flow based on the budgeted revenue and expenses for FY 2024-25.

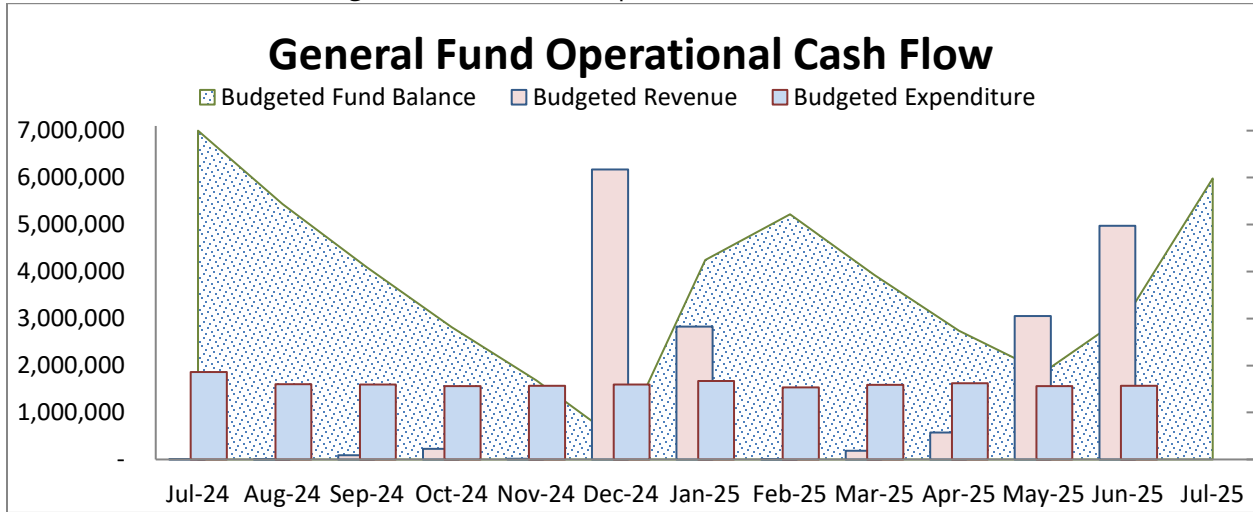


Figure 4 Working Capital

Historically, the point at which the revenue versus expense deficit is at its greatest is the end of November. Based on budget estimates for FY 2024-25, November year-to-date expenses will exceed year-to-date November revenue by almost \$6.7 million. Holding \$7 million set aside as working capital will fund this deficit. The deficit will then be reduced following the first installment of property tax receipts in December.

Invasive Species: The yellow fever mosquito, *Aedes aegypti*, continues to gain a larger footprint across the state of California. The breeding habits of this mosquito make it a challenge for mosquito control agencies to control. Because of this mosquito, the District has increased its service by hiring additional staff to assist with invasive *Aedes aegypti* control and education to communities. Changing the behaviors of Valley residents and empowering residents through education to reduce mosquito breeding sites on their property and in their neighborhood is a long-term solution to ridding this mosquito from our communities. Other strategies such as sterile mosquito technique are currently being evaluated as potential long-term control measures over the next 5 years.

Emergency Reserve for Public Health Emergency: Viruses that our Valley mosquitoes do and can possibly transmit requires that the District set aside a reserve of funds to quickly respond to an outbreak of mosquito-borne disease. Science-based strategies to stop an outbreak typically require wide-area control measures. These types of wide-scale operations, primarily conducted by air, can quickly deplete millions of dollars in reserves in a matter of weeks to control adult mosquitoes and interrupt disease transmission to humans. Beginning balance July 1, 2024, is estimated to be \$4,907,055.

Facility and Operations Equipment: For funding of ongoing facility maintenance, operations equipment, and vehicle replacement, the District uses a third-party firm to conduct a reserve study analysis and annual update. Currently, the funding level for the facility and vehicle equipment replacement is around 70% funded, which is a very solid financial position for these capital funds. Beginning balance July 1, 2024, it is estimated to be \$5,242,330. Ending balance June 30, 2025, is estimated to be \$2,629,484.

Capital Project SIT Insectary Construction Fund: For funding of capital project insectary. For FY 2024-25 fund transfer from Operating Budget of \$500,000. Beginning balance July 1, 2024, is estimated to be \$1,577,274. Ending balance June 30, 2025, is estimated to be \$2,037,274.

CalPERS Pension and Other Post-Employment Benefit (OPEB) Liabilities: Based on the District's projected pension actuarial, the unfunded accrued liability (UAL) is about \$2.4 million, to control the continual escalating pension costs to the District's CalPERS plan, the District is making a one-time discretionary payment of \$500,000 towards the unfunded liability and shortening the amortization of the remaining UAL to 5 years, saving taxpayers \$1.8 million in interest. In addition, the District is pre-funding \$200,000 annually in CalPERS irrevocable trust pension stabilization fund.

The District provides healthcare through CalPERS PEHMCA offering retiree medical coverage pursuant to government code 22893. According to the latest actuarial valuation, the value of the accumulated liability for the fiscal year ending June 30, 2024, is \$5,023,020 (total OPEB liability). The District sets aside funds to cover retiree health liabilities in the California Employers Retiree Benefit Trust (CERBT) Fund, a qualifying trust, the Fiduciary Net Position of the District funds held in CERBT is \$4,978,852 leaving a Net OPEB Liability of \$44,168 with a funding ratio of 99 %.

Conclusion

Last year California saw its first cases of locally transmitted dengue in Southern California. The risk from vectors and vector-borne diseases continues to expand and create new challenges for public health in California. District Staff and resources remain poised to proactively meet those emerging challenges. This comprehensive budget reflects a unified and fiscally sound effort by the Board and staff to provide the necessary resources for the District's Integrated Vector Management Program aimed to prevent and reduce vector and vector-borne disease while enhancing the quality of life in an environmentally conscientious manner.

I would like to give special thanks to the District's Finance Committee comprised of Board Treasurer Clive Weightman, Trustee Bito Larson, and Trustee Doug Walker. Their dedication, guidance, and critique were valuable contributions to the development of the budget document. I would also like to thank David l'Anson, District Administrative Finance Manager, for facilitating the six-month budget development process with our Finance Committee and the Management and Supervisory Team who thoughtfully worked through their departmental needs for the coming fiscal year to provide the community our best service. Once again it has been a rewarding collaborative process working with all those involved to deliver to you this year's balanced 2024-25 budget.

Respectfully submitted,

Jeremy Wittie, M.S., CSDM
General Manager

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 increased 7%.
- Property tax increment revenue increased 7%.

EXPENDITURE HIGHLIGHTS

- Full-time equivalents (FTE), increases from 73.3 to 74.8 FTE.
- **Two Laboratory Assistant I** and one **HR Assistant** positions were added to the budget.
- Cost of living adjustment # % for all employees.
- CalPERS Employer Rate increase from 10.66 % to 10.71 % (Classic members).
- CalPERS unfunded accrued liability (UAL) \$81,183 / \$500,000 additional discretionary payment (ADP) and Fresh Start shorten amortization period to 5 years saving \$1.8million
- Prefunding \$200,000 to California Employers' Pension Prefunding Trust (CEPPT) Fund
- CalPERS CERBT fully funded for retiree healthcare contribution reallocated to pension trust.
- \$93,000 allocated for IT Strategic Plan projects.
- \$500,000 allocated to the Sterile Insect Technique Fund Reserve
- Capital Projects – Centrica green project \$3 million / Boardroom and Operations Building design and planning phase \$250,000.

CAPITAL RESERVES FORECAST

The total beginning Capital Fund balance for July 1, 2024, is estimated to be \$19,429,348, the ending balance on June 30, 2025, estimated to be \$17,551,984.

- **General Reserve** beginning balance \$12,393,867, \$1.9million transfer to Capital Facility Replacement Fund. Ending balance **\$12,393,867**.
- **Thermal Facility Remediation Fund Reserve** beginning balance \$215,877, fund transfer of \$71,020 and revenue of \$16,400. Ending balance **\$303,297**.
- **Capital Equipment Replacement Fund Reserve** beginning balance \$647,864, interest and fund transfer of \$195,298 minus planned equipment purchases of \$238,955. Ending balance **\$623,131**.
- **Capital Facility Replacement Fund Reserve** beginning balance \$4,594,466 interest and fund transfer of \$1,127,340 minus facility capital improvement expenses of \$4,250,171. Ending balance **\$2,006,353**.
- **Capital Project Sterile Mosquito Insectary Fund Reserve** beginning balance \$1,577,274, \$500,000 fund transfer from Operating Budget minus expenses of \$60,000. Ending balance **\$2,037,274**.

Capital Reserves Forecast	Beginning Balance July 1, 2024	Budgeted Revenue	Contribution from / (to) Operations and from Other Capital Funds	Budgeted Expenditure	Ending Balance June 30, 2025
GENERAL FUND					
Committed Reserves: <i>Public Health Emergency</i>	4,907,055				4,907,055
Assigned Reserves: <i>Operations</i>	7,000,000	16,944,899	(1,890,720) ⁽¹⁾	(15,051,241)	7,000,000
<i>Future Healthcare Liabilities (Net OPEB Liability)</i>					
<i>Unassigned</i>	486,812				486,812
Total	12,393,867	16,944,899	(1,890,720)	(15,051,241)	12,393,867
THERMAL FACILITY REMEDIATION FUND RESERVE					
Assigned Reserves: <i>Thermal Facility Remediation Fund</i>	215,877	16,400	71,020 ⁽¹⁾		303,297
Total	215,877	16,400	67,000		299,277
CAPITAL EQUIPMENT REPLACEMENT FUND					
Assigned Reserves: <i>Equipment</i>	647,864	18,924	195,298 ⁽¹⁾	(238,955)	623,131
Total	647,864	18,924	195,298	(238,955)	623,131
CAPITAL FACILITY REPLACEMENT FUND					
Assigned Reserves: <i>Facility & Vehicle Replacement</i>	4,594,466	534,718	1,127,340 ⁽¹⁾	(4,250,171)	2,006,353
Total	4,594,466	534,718	1,127,340	(4,250,171)	2,006,353
CAPITAL PROJECT SIT INSECTARY CONSTRUCTION FUND					
Assigned Reserves: <i>Capital Project Sterile Mosquito Insectary Construction</i>	1,577,274	20,000	500,000 ⁽¹⁾	(60,000)	2,037,274
Total	1,577,274	20,000	500,000	(60,000)	2,037,274
Total Fund Balance	19,429,348	17,534,941	0	(19,600,367)	17,363,922
⁽¹⁾ Transfer to/from Operating Budget					

OPERATING BUDGET REVENUE

The total operating revenue for FY 2024-25 is forecast to increase to \$16,944,900 which is 5.7% higher than the estimated actual for Fiscal Year Ending (FYE) June 30, 2024, of \$16,033,527.

REVENUE	ADOPTED BUDGET 2023-2024	ESTIMATED ACTUAL 6/30/2024	% DIFFEREN CE	PROPOSED BUDGET 2024-2025	% DIFFEREN CE
PROPERTY TAXES CURRENT	12,553,653	13,260,845	5.6%	14,171,177	6.9%
PROPERTY TAXES PRIOR	56,290	64,588	14.7%	65,629	1.6%
INTEREST INCOME	275,000	275,000	0.0%	275,000	0.0%
MISCELLANEOUS	63,000	63,000	0.0%	63,000	0.0%
BENEFIT ASSESSMENT	2,370,094	2,370,094	0.0%	2,370,094	0.0%
TOTAL	\$15,318,037	\$16,033,527	4.7%	\$16,944,900	5.7%

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 7% in line with Assessors Valuation and historical revenue trends.

Interest revenue \$275,000, Miscellaneous revenue includes \$16,000 estimated credit 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 \$16,944,900, 7.1% increase over the estimated actual for FYE June 30, 2024.

EXPENDITURE	ADOPTED BUDGET 2023-2024	ESTIMATED ACTUAL 6/30/2024	% DIFFERE NCE	PROPOSED BUDGET 2024-2025	% DIFFERENCE
PAYROLL	9,860,222	9,581,411	-2.8%	10,653,190	10.1%
ADMINISTRATIVE	1,214,332	1,118,590	-7.9%	1,246,597	10.3%
UTILITY	139,607	138,096	-1.1%	140,543	1.7%
OPERATING	2,711,808	2,487,225	-8.3%	3,010,912	17.4%
CONTRIBUTION TO CAPITAL RESERVES	2,414,158	2,414,158	0.0%	1,893,658	-27.5%
TOTAL EXPENSES & TRANSFERS	\$16,276,238	\$15,739,480	-3.7%	\$16,944,900	7.1%

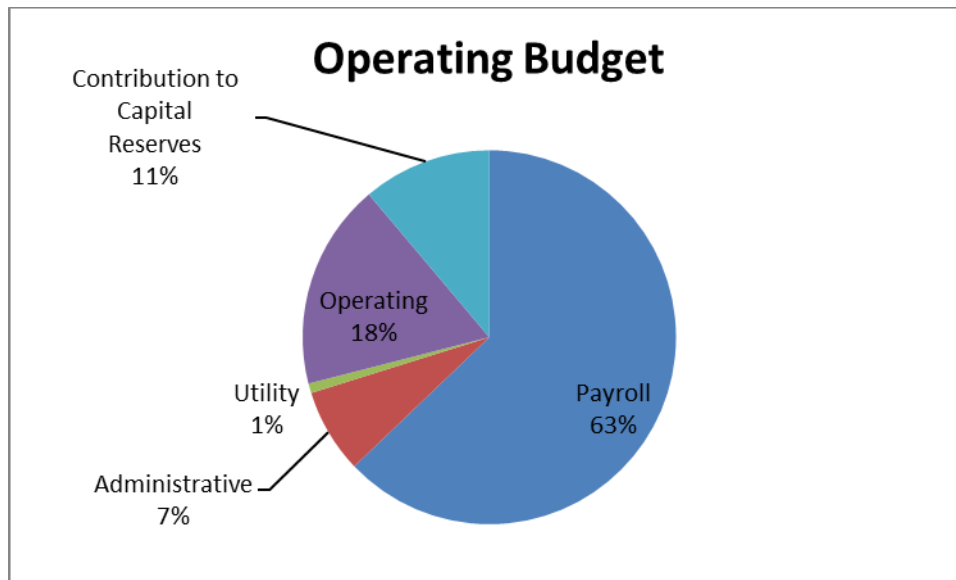


Figure 1 Operating Budget

Expenditures are broken down into Payroll, Administrative, Utility, Operating, and Contribution to Capital Reserves. Payroll costs, which account for 63% of the budget, are projected to increase by 10.1% over the estimated actual for FYE June 30, 2024. Reasons include cost of living increase, positions budgeted for full fiscal year not filled, one extra full-time position and CalPERS ADP of \$500,000.

The 2024-25 Operating expenses which are 18 % of total budget, are forecast to be 17.7% more than the latest estimate for 2023-24. Main reason are the pesticide budget increased due to inflation and increase in drone applications, and expenses associated with Cyber security projects outlined in the Districts IT Master Plan. Aerial applications for mosquito-borne disease response is now budgeted in the Contingency line item.

Administrative expenses are projected to increase by 9.6 %, increases include \$30,000 of funds allocated for Strategic Plan vendor, increase in workers compensation, and increase in property and liability insurance. Contribution to Capital Reserves decreased by 27.7%, prior year included one off contribution from General Fund to Capital Reserves for capital projects.

EXPENDITURE ASSUMPTIONS

Payroll

The District employs seventy-one full-time equivalents (FTE), increased with seasonal (part-time) staff beginning early summer 3.8 FTE, totaling 74.8 full-time equivalents (FTE). This is an increase of 1.5 FTE compared to prior year.

Full Time Equivalent Fiscal Year Comparison

Department	Adopted FY2023-24		Proposed FY2024-25	
	Full Time FTEs	Part Time FTEs	Full Time FTEs	Part Time FTEs
Administration	2.0	0.0	2.0	0.0
Finance	5.0	0.0	4.0	0.0
Human Resources	3.0	0.0	4.0	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	13.0	0.4
Unmanned Aerial Applications	1.5	0.0	2.0	0.0
Control Operations	35.0	3.4	34.0	3.4
Total	69.5	3.8	73.3	71.0
				74.8

- Cost of living adjustment #% for all employees per MOU
- CalPERS Employer Rate increase from 10.66 % to 10.71 % (Classic members).
- CalPERS unfunded accrued liability (UAL) \$81,183 / \$500,000 additional discretionary payment (ADP) and Fresh Start shorten amortization period to 5 years saving \$1.8million in interest payments.
- Prefunding \$200,000 to California Employers' Pension Prefunding Trust (CEPPT) Fund
- CalPERS CERBT fully funded for retiree healthcare contribution reallocated to pension trust.

Human Resources Department

Position Added

Human Resources Assistant- - A robust and capable Human Resource Department ensures a healthy workforce. Our HR department has expanded to formally include Risk Management and the duties of District Safety Officer. With the increase in staff, growth in the complexities of the workforce, and ever-changing landscape of Federal and State regulations, additional support is needed to continue the efficient operations of the HR Department. This position's duties will include administrative responsibilities such as

benefits administration, record keeping, scheduling of employee training, and assisting with front office duties.

Position Removed - Administrative Assistant assigned to HR.

Surveillance and Quality Control Department

Position Added

Laboratory Assistants (2) – The District’s mosquito surveillance grid allows the District to identify where risk is the greatest for mosquito-borne disease and focus our operations and outreach efforts during the virus season. Over the last several years, with both local and invasive mosquito surveillance, workload has increased. Adding two additional Laboratory Assistants will allow the District to process this increase more quickly in work associated with mosquito surveillance and allow other laboratory staff, such as District Biologists, to refocus on their essential duties such as mosquito virus testing, and applied studies aimed at ensuring effective and efficient surveillance programs.

Control Operations Department

Position Removed - Administrative Assistant assigned to Operations.

Administrative Expenses

- Workers' compensation insurance increased by 10% & Liability insurance increased by 5%.
- \$30,000 allocated for Strategic Plan consultant.

Utility Expenses

- Expenses are forecast to increase 1.7% over the estimated actual for June 30, 2024.

Operating Expenses

- Operating expenses average 15% increase year over year based on year-end actuals. This year’s Operating expenses are slightly above this average increase primarily due to District Strategic plan projects and increase in mosquito control products expense.
- Information Technology expenses increased by 33% over prior years estimated actuals. Much of the increase is attributed to the District IT Master Plan. This plan was recently completed and will be presented to the Board in June/July. However, because of budget timing Staff requested an “advance” on the plan focused on bolstering District cyber security. This includes upgrade of email, web browser, and network protection. This expense also includes additional software to better utilize surveillance data by all staff to efficiently deploy District resources through the mosquito virus season.

- Operation control products increased by 17% over previous year's estimated actual due to inflation and increase in use of certain formulations for the expanding drone aerial application program.
- Contingency Expense increased to \$275,000. This includes aerial applications for mosquito virus response and the 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.
- Motor fuel has increased 23% from latest estimate.

CAPITAL BUDGET – SUMMARY

FUND 12 Thermal Facility Remediation Capital Fund Reserve

This fund reserve is set up to fund ongoing maintenance and capital improvements at the District's old Thermal headquarters. Remediation work was originally performed in 2008 to pave the grounds that were polluted with DDT. The fund reserve includes rental revenue of \$15,000 and a fund transfer from the General Fund of \$71,020. No expenditures are budgeted for this fiscal year.

FUND 13 Capital Equipment Replacement Fund Reserve

This fund reserve is set up to fund new and/or replacement IT, Operations, Laboratory equipment. Budget expenses total \$238,955. This is funded from an annual transfer of \$195,298 based on a funding schedule. Capital expenditure includes fiber optic upgrade (30%) to optimize the use of District technology, VMware virtual server (9%) which will allow District to test data backups without interruption of services, network switches (18%) and replacement laptops, desktops, monitors, and accessories (30%) for all staff.

FUND 14 Capital Facility Replacement Fund Reserve

This fund reserve is set up to fund maintenance, repair and replacement of District facilities and vehicles. The FY2024-25 Capital Budget includes capital expenses for General Common Areas, Building Interiors, Building Exteriors, and Mechanical totaling \$4,250,171.

75% of this expense is associated with the Centrica Energy Solution project. The Board will decide if the District moves forward proposal that will update the District's HVAC, lighting, solar array, and building control systems, and install the infrastructure to meet the States mandated fleet conversion to zero-emission vehicles. This project and the components thereof will be presented to the Board final approval of scope and cost early FY 23-25.

District staff and the Ad hoc Building committee have been working with Holt Architects to create preliminary plans to update the Board room to reconfigure the space and technology to meet the needs of the Board and a growing staff. Staff and the complexity of District operations has grown thus a need for additional office space to support their work. Staff has

budgeted \$250K to complete all architectural plans and RFPs for FY 24-25 with construction beginning early FY 25-16. This staggering is to ensure there is coordination with the Centrica project as there are significant mechanical and electrical upgrades being proposed and to prevent duplication of work.

FUND 15 Capital Project Sterile Mosquito Insectary Fund Reserve

This fund reserve is set up to fund new SIT Laboratory. The FY24-25 budget includes \$0.5million fund transfer from General Operating Budget, \$60,000 budget for equipment maintenance and feasibility study for laboratory expansion to add a new insectary for the Sterile Insect Technique (SIT).

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

	Proposed Budget 2024-2025	Adopted Budget 2023-2024	Estimated Actual 2023-2024	Actual 2022-2023
Beginning Spendable Fund Balance	12,393,867	12,260,801	12,099,820	9,435,704
REVENUES				
Property Taxes Current	14,171,177	12,553,653	13,260,845	12,421,456
Property Taxes Prior	65,629	56,290	64,588	57,154
Interest Income	275,000	275,000	275,000	217,858
Miscellaneous Revenue	63,000	63,000	63,000	30,370
Benefit Assessment Income	2,370,094	2,370,094	2,370,094	2,366,759
TOTAL REVENUES	16,944,899	15,318,037	16,033,527	15,093,597
EXPENSES				
Payroll Expense				
5101 Payroll - Full Time	6,656,349	6,374,624	6,195,624	5,910,835
5102 Payroll - Seasonal	202,865	142,020	142,020	82,457
5103 Temporary Services	14,900	14,900	8,060	3,375
5105 Overtime Expenses	29,440	30,120	33,120	29,391
5150 CalPERS Employer Payment of Unfunded Liabil	781,183	200,000	200,000	222,586
5150 CalPERS State Retirement Expense	699,692	677,051	647,051	535,869
5155 Social Security Expense	409,979	390,377	380,377	379,985
5165 Medicare Expense	95,882	91,298	86,298	90,760
5170 Cafeteria Plan Expense	1,381,508	1,332,665	1,288,518	1,261,714
5172 Retiree Healthcare	210,000	439,420	439,420	385,346
5180 Deferred Compensation	137,156	133,945	128,857	123,812
5195 Unemployment Insurance	34,235	33,801	32,065	25,921
Total Payroll Expense	10,653,190	9,860,222	9,581,411	9,052,051
Administrative Expense				
5250 Tuition Reimbursement	20,000	20,000	2,000	11,615
5300 Employee Incentive	10,000	16,500	9,597	4,922
5301 Employee Support	-	-	-	-
5302 Wellness	10,600	5,600	7,946	990
5305 Employee Assistance Program	2,500	3,200	2,446	3,650
6000 Property & Liability Insurance	332,738	333,895	332,246	256,124
Retrospective Adjustment	(15,000)	(15,000)	(17,072)	(13,602)
Sub Total	317,738			
6001 Workers' Compensation Insurance	278,798	303,447	301,020	240,855
Retrospective Adjustment	(50,000)	(50,000)	(40,281)	(52,966)
Sub Total	228,798			
6050 Dues & Memberships	50,828	46,903	48,095	45,964
State Certified Technician Fees	5,319	4,983	4,000	
6060 Public Outreach Materials	41,950	27,950	27,000	24,445
6065 Recruitment/Advertising	6,000	10,000	2,643	7,906
6070 Office Supplies	23,035	19,385	16,121	12,151
6075 Postage	6,300	6,100	3,916	5,207
6080 Computer & Network Systems	13,399	13,399	2,434	5,384
6085 Bank Service Charges	500	500	476	394
6090 Local Agency Formation Commission	3,000	3,500	2,911	2,541
6095 Professional Fees				
Finance	44,300	50,700	49,000	38,250
Information Systems	58,550	40,000	40,000	-
Administration	30,000	-	-	6,500
Public Outreach	4,000	1,800	475	1,825
Laboratory	-	-	-	4,785

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

		Proposed Budget	Adopted Budget	Estimated Actual	Actual
		2024-2025	2023-2024	2023-2024	2022-2023
6100	Attorney Fees - General Counsel	97,000	85,800	85,800	57,328
6100	Attorney Fees - Labor Relations	-	-		-
6100	Attorney Fees - Personnel	-	-		
6105	Legal Services - Abatement	-	1,000		
6106	HR Risk Management	8,000	5,210	5,885	7,819
6110	Conference Expense				
	MVCAC Committee Assignments	12,800	16,200	6,263	5,592
	Annual Conference Expense	32,200	25,200	18,360	14,679
	Trustee Travel	15,400	19,200	9,265	6,724
6115	Trustee In-Lieu Expense	13,200	13,200	12,032	12,774
6120	Trustee Support Expense	7,600	7,600	5,863	5,225
6200	Meetings Expense	11,380	26,060	7,949	3,978
6210	Promotion & Education	33,200	33,000	33,200	22,956
6220	Public Outreach Advertising	56,000	56,000	56,000	54,623
6500	Benefit Assessment Expense	83,000	83,000	83,000	80,768
Total Administrative Expense		1,246,597	1,214,332	1,118,590	879,406
Utility Expense					
6400	Utilities	137,783	137,783	135,783	127,863
6410	Telecommunications	2,760	1,824	2,313	2,325
Total Utility Expense		140,543	139,607	138,096	130,188
Operating Expense					
7000	Uniform Expense	61,749	60,025	57,191	50,854
7050	Safety Expense	45,220	36,520	33,520	35,837
7100	Physician Fees	3,000	7,000	3,982	2,660
7150	IT Communications	94,980	70,780	57,894	67,507
7200	Maintenance Supplies	3,000	3,000	3,000	3,111
7300	Building & Grounds Maintenance	47,000	47,000	50,422	58,665
7310	Calibration & Certification of Equipment	6,800	6,800	6,500	7051
7350	Permits, Licenses & Fees	9,242	8,522	9,141	7,882
7360	Software Licensing	64,529	33,512	22,305	28240
7400	Vehicle Maintenance & Repair	59,700	56,664	46,000	53,107
7420	Offsite Vehicle Maintenance & Repair	19,378	19,416	17,000	17,198
7450	Equipment Parts & Supplies	34,380	30,130	25,000	25,314
7500	Small Tools Expense	6,500	4,700	4,200	4,347
7550	Lab Operating Supplies	55,275	61,850	58,000	47,829
7570	Green Pool Surveillance	25,000	30,000	25,000	2,400
7575	Surveillance	134,610	128,810	110,000	85,020
7600	Staff Training				
	State Required CEU	3,260	2,800	2,155	632
	Professional Development	138,514	115,350	85,654	66,607
7650	Equipment Rentals	1,500	1,500	2,075	496
7675	Contract Services				
	Administration	12,000	12,000	11,862	10,487
	Information Systems	34,908	21,457	22,457	29,954
	Public Outreach	2,400	2,400	1,196	1,453
	Fleet	19,751	20,076	18,280	18,015
	Facilities	94,199	78,400	78,400	69,080
	Operations	7,000	5,000	3,148	4,203
	Abatement	-	2,000		-
7680	Cloud Computing Services	235,037	135,260	132,260	113,684

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

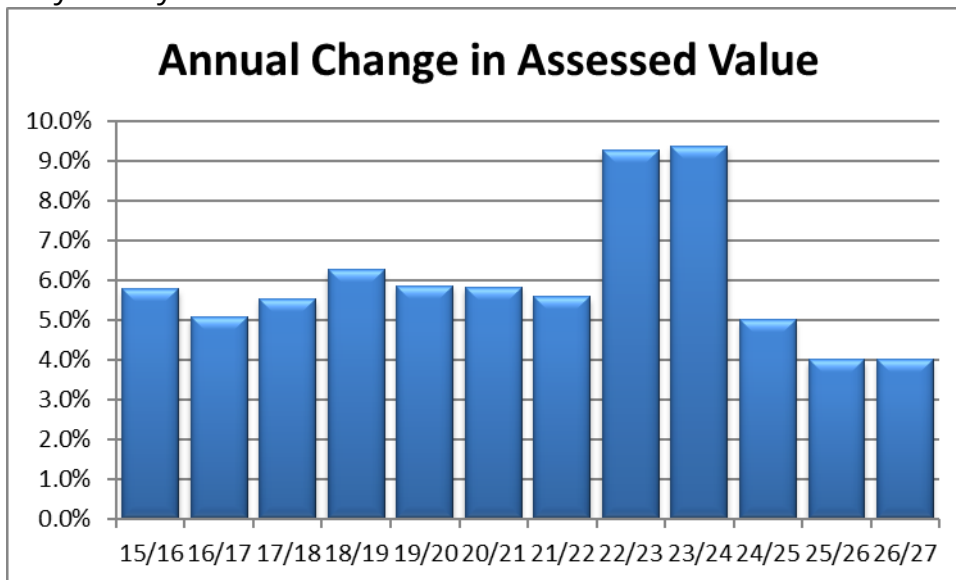
	Proposed Budget 2024-2025	Adopted Budget 2023-2024	Estimated Actual 2023-2024	Actual 2022-2023
7700 Motor Fuel & Oils	159,800	160,500	130,000	112,530
7750 Ops Operating Supplies	23,000	9,000	9,358	12,266
7800 Control	-	-		
Chemical Control	822,830	687,016	724,016	642,710
Physical Control	10,000	17,000	-	
Biological Control	-	-		
7850 Aerial Applications	-	-		
Rural	150,000	131,600	147,675	137,970
Urban	-	120,000	100,650	87,740
7860 Unmanned Aircraft Applications	-	20,000	20,000	10,964
8415 Operating Equipment	101,350	75,720	75,000	45,795
8510 Research Projects	250,000	380,000	285,283	169,796
9000 Contingency Expense	275,000	110,000	108,601	103,268
Total Operating Expense	<u>3,010,912</u>	<u>2,711,808</u>	<u>2,487,225</u>	<u>2,146,839</u>
TOTAL EXPENSES	15,051,241	13,925,968	13,325,322	12,208,484
Contribution to Capital Reserves				
8900 Thermal Remediation Reserve	71,020	67,000	67,000	38,500
8900 Capital Facility Replacement Reserve	1,127,340	1,451,860	1,451,860	395,294
8900 Capital Project - SIT Insectory	500,000	700,000	700,000	
8900 Capital Equipment Replacement Reserve	195,298	195,298	195,298	47,506
Total Contribution to Capital Reserves	<u>1,893,658</u>	<u>2,414,158</u>	<u>2,414,158</u>	<u>481,300</u>
TOTAL EXPENSES & TRANSFERS	16,944,899	16,340,126	15,739,480	12,689,784
Operating Revenue Less Expenses, Transfers & Contin	<u>0</u>	<u>(1,022,090)</u>	<u>294,047</u>	<u>2,403,813</u>
TOTAL GENERAL FUND EXPENSES	16,944,899	16,340,126	15,739,480	12,689,784
Ending Spendable Fund Balance	<u>12,393,867</u>	<u>11,238,712</u>	<u>12,393,867</u>	<u>11,839,517</u>

BUDGET 2024-25
REVENUE

The fiscal year runs from July 1, 2024, to June 30, 2025. The District receives revenues from property taxes and a special benefit assessment that are collected by the County of Riverside through homeowner property tax bills. These monies are assessed and collected each fiscal year according to the following property tax calendar:

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

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



<https://rivco.org/budget-information>

The amount of revenue the District receives is based on the assessed value of properties within the District's boundaries. For FY2024-25, 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

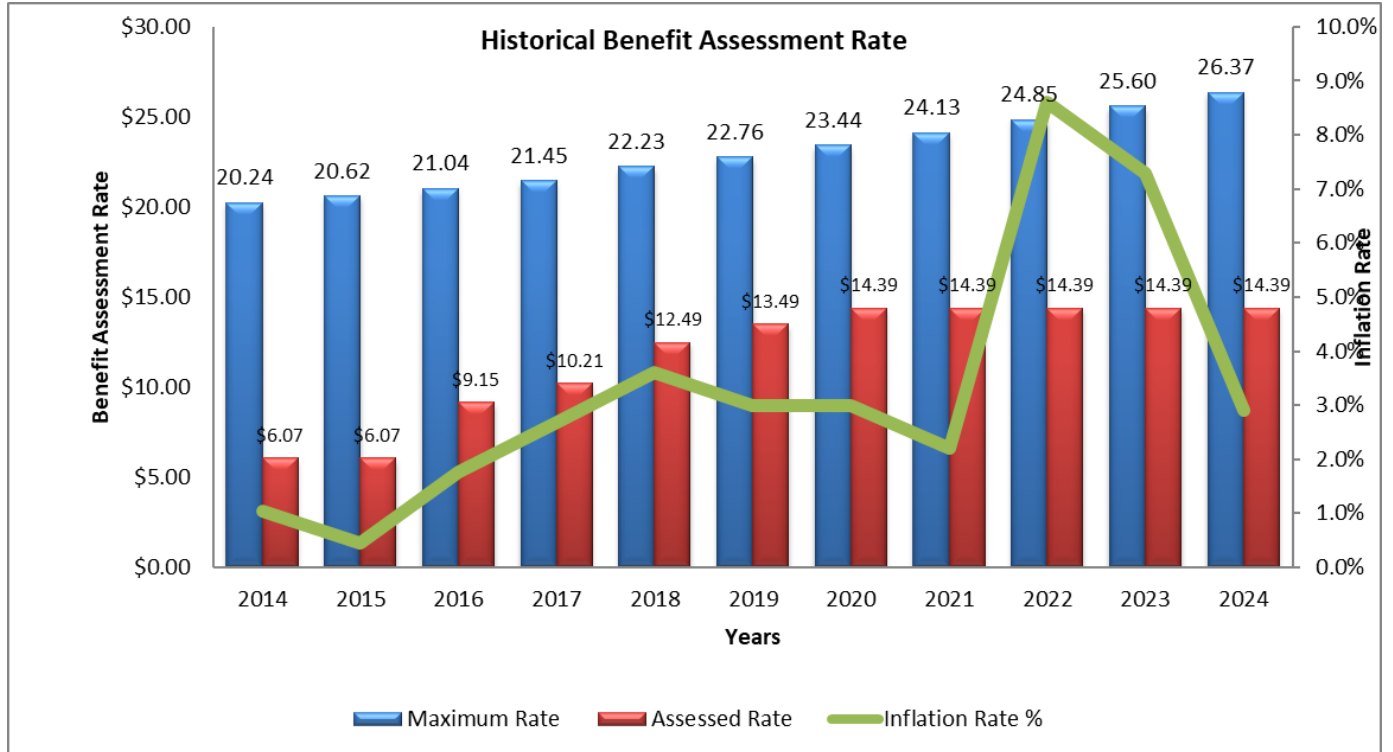
- **CURRENT PROPERTY TAX TO RISE BY 7 PERCENT**
- **BENEFIT ASSESSMENT RATES PER SINGLE FAMILY EQUIVALENT (SFE) IS REMAINS AT \$14.39 PER SFE**
- **CURRENT PROPERTY TAX INCREMENT TO RISE BY 7 PERCENT**

SOURCES OF REVENUE

Property Tax - Current Secured: The ad valorem property tax income is the largest source of revenue for the District, property taxes are forecast to increase by 7 percent over FY2023-24 totals.

Redevelopment Tax Increment: For FY2024-25 RDA tax increment is estimated to increase by 7 percent over FY2023-24 totals.

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 more than 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 up to the maximum annual CPI adjustment without any additional assessment ballot proceeding.



REVENUE SUMMARY

Revenue	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Property Tax - Current	14,171,177	12,553,653	13,260,845	12,421,456
Property Tax - Prior	65,629	56,290	64,588	57,154
Interest Income	275,000	275,000	275,000	217,858
Miscellaneous Revenue	63,000	63,000	63,000	30,370
Benefit Assessment	2,370,094	2,370,094	2,370,094	2,366,759
Total Revenue	\$16,944,899	\$15,318,037	16,033,527	15,093,597

REVENUE DESCRIPTION

Revenue	Description	2024-25
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Source		Budget
Property Tax - Current Secured	Secured property is generally non-movable property, such as houses and other buildings. Revenues are based on general valuation. The portion of revenue designated for taxing agencies, including special districts, is 1%.	5,348,216
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%.	67,646
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%.	252,667
RRDA Property Tax Increment	Formerly redevelopment pass-through revenue. This is budgeted with current property taxes. Forecast is plus 5%	8,465,177
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%.	37,471
Property Tax - Prior Supp.	Unsecured property is as noted above; however, these revenues are for prior year taxes received. The portion of revenue designated for taxing agencies, including special districts, is 1%.	53,097
Property Tax - Prior Unsecured	Unsecured property is as noted above; however, these revenues are for prior year taxes received. The portion of revenue designated for taxing agencies, including special districts, is 1%.	12,532
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.	275,000
Other Miscellaneous Revenue	This category recognizes revenue from grants and service contracts. \$16,000	63,000
	USDA - \$35,000	
	Reimbursements from Testing - \$12,000	
Benefit Assessment	Revenues from Benefit Assessment. The rate for FY2024-25 is \$14.39 per single family equivalent (SFE).	2,370,094

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

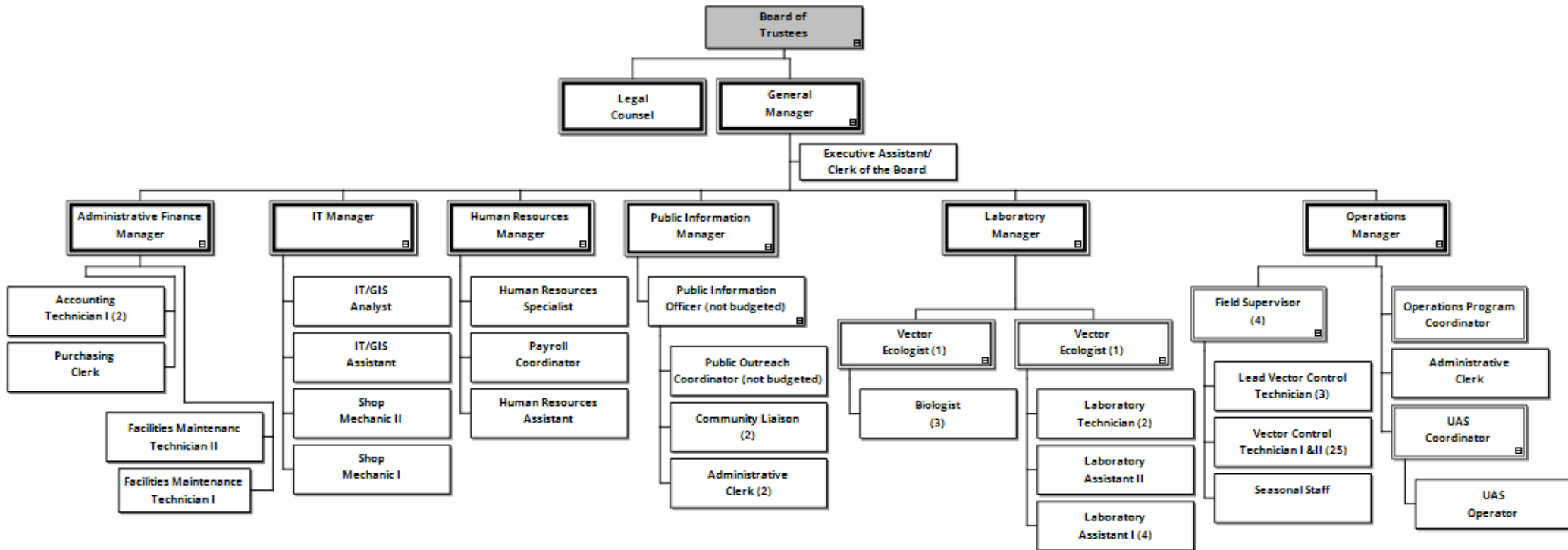
TABLE OF ORGANIZATION

Programs / Personnel	FY2024-25 Proposed Budget	FY2023-24 Approved Budget	FY2023-24 Estimated Actual	FY2022-23 Actual
Program 200 - Administration				
General Manager	1	1	1	1
Executive Assistant/Clerk of the E	1	1	0.9	1
	2	2	1.9	2
Program 201- Finance				
Administrative Finance Manager	1	1	1	1
Purchasing Clerk	1	1	1	1
Accounting Technicians	2	2	2	2
	4	4	4	4
Program 202 - Human Resources				
Human Resources Manager	1	1	1	1
Human Resources Specialist	1	1	1	1
Payroll Coordinator	1	1	1	
Human Resources Assistant	1			
Administrative Clerk	0	1	0.7	1
	4	4	3.7	3
Program 210 - Information Systems				
IT Manager	1	1	1	1
IT/GIS Analyst	1	1	1	1
IT/GIS Assistant	1	1	0.2	1
	3	3	2.2	3
Program 215 - Public Outreach				
Public Information Manager	1	1	1	1
Community Liaison	2	2	1.9	2
Administrative Clerk	2	2	1.7	2
	5	5	4.6	5
Program 300 - Fleet Maintenance				
Shop Mechanic II	1	1	1	1
Shop Mechanic I	1	1	0.9	1
	2	2	1.9	2
Program 305 - Buildings & Grounds Maintenance				
Facilities Maintenance Technician	1	1	1	1
Facilities Maintenance Technician	1	1	1	1
	2	2	2	2
Program 400 - Surveillance & Quality Control				
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	4	2	2	2
Laboratory Technician	2	2	2	2
Seasonal Employees (*FTE)	0.4	0.4	0.4	0.4
	13.4	11.4	11.4	11.4

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

TABLE OF ORGANIZATION

Programs /	FY2024-25 Proposed Budget	FY2023-24 Approved Budget	FY2023-24 Estimated Actual	FY2022-23 Actual
<u>Personnel</u>				
Program 500 - Control Operations				
Operations Manager	1	1	1	1
Operations Program Coordinator	1	1	0.3	1
Field Supervisor	4	4	4	4
Administrative Clerk	0	1	0	1
Lead Vector Control Technician	3	3	3	3
Vector Control Technician I & II	25	25	25	25
Seasonal Employees (*FTE)	3.4	3.4	3.4	3.4
	37.4	38.4	36.7	38.4
Program 510 - Drone				
UAS Coordinator	1	1	1	
UAS Pilot	1	0.5	0.5	
	2	1.5	1.5	
TOTAL	74.8	73.3	68.4	70.8
*FTE - Full Time Equivalent				



FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2024-25
PROGRAM 200 – ADMINISTRATION PROGRAM

Program Description

Administration provides executive support to the operational, professional, and support staff of the District. Administration staff also support and facilitate the work of the Board of Trustees and District Legal counsel to ensure public meetings and associated documentation are held in compliance with the requirements of the Brown and Public Records Acts.

Prior Year Accomplishments and Challenges

- Revision of Trustee Manual and orientation completed.
- Began meetings with City Managers and County Supervisor and identified areas for collaboration in reducing mosquito breeding sources within their communities.
- Made significant progress on 12 Strategic Business plan work projects.
- Supported the advancement of the District’s Integrated Vector Management Program.

Strategic Plan Goals FY 2024-25

- Complete meetings with all 9 City Managers and work on ways to ensure City Codes support the reduction or elimination of mosquito breeding sources within their cities.
- Continue to expand visibility and awareness of the District and services with the public, local organization/agencies, and elected officials.
- Complete 2022 Strategic Plan work plan items.

Program Goals FY 2024-2025

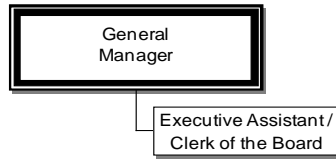
- Facilitate a 2024-25 Strategic Plan workshop and complete a 3-year workplan to execute the goals of objectives approved by the Board of Trustees for the next 3 years.
- Support Operations Program in working with City of Rancho Mirage in fine tuning City ordinances and collaboration City Public Works and Code Enforcement that support vector control. Use City codes as example for other Cities to potentially adopt.
- Support Integrated Vector Management program staff as they evaluate the potential of Sterile Insect Technique and other alternative mosquito control measures.

- Facilitate and support the Board of Trustees to ensure that Trustees have the resources and information needed to make prudent decisions that further the District’s mission and programs and fiscally responsible manner.

Significant Fiscal Changes from Prior Year

This year \$30,000 is budgeted to hire a strategic plan consultant to work with the Board of Trustees and District Leadership to create the 2025 Strategic Business Plan. This plan will continue the commitment by the District to be strategic about District programs, services, and finances for the next 3 to 5 years.

Department Org Chart

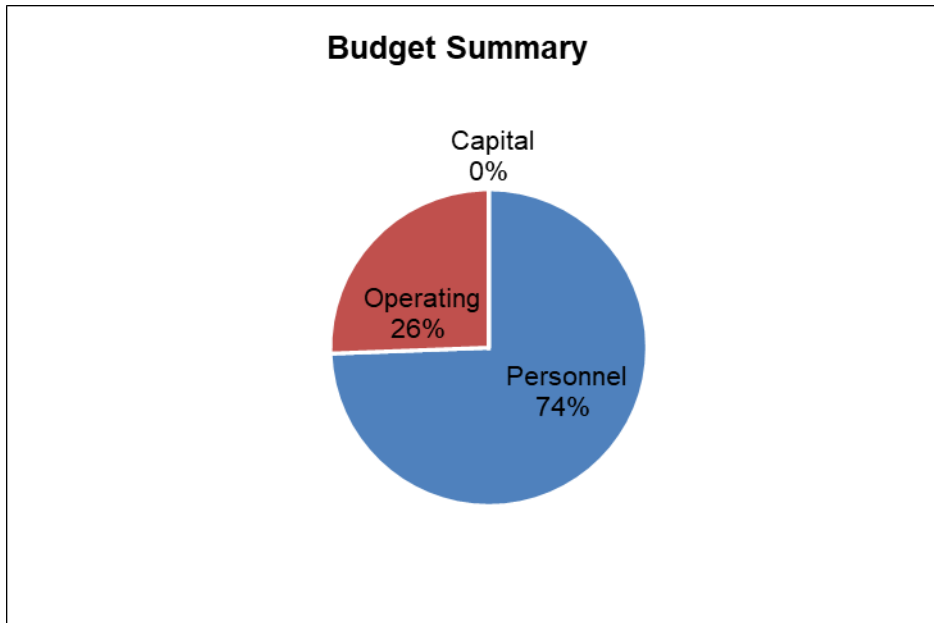


Staffing Summary

Title	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
General Manager	1	1	1	1
Executive Assistant/Clerk of the Board	1	1	1	1
Total Positions	2	2	2	2

Expenditure Summary

200 – ADMINISTRATION	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	454,614	432,050	420,709	401,344
Operations & Maintenance	156,400	161,625	172,620	119,652
Capital				
Total Expenditures	\$611,014	\$593,675	593,329	520,996



Account Description and Budget Justification

Fund 01 – General Fund

Program **200 – Administration Program**

Account	Description	Justification	2024-25 Budget
5101	Payroll – Full Time	General Manager (1) Executive/Clerk of the Board (1)	310,130
5150	State Retirement	District contribution to CalPERS	42,755
5155	Social Security	District contribution is 6.2% of salary	17,267
5165	Medicare	District contribution is 1.45% of salary.	4,038
5170	Cafeteria Plan	Based on current election	66,732
5180	Deferred Compensation	District contribution of 3.825% of salary for Non-CSEA represented employees	12,823
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	868
6050	Corporate Memberships	The District is part of three professional organizations that support its programs and the professional growth of employees. California Special District Association, Mosquito and Vector Control Association of California, and the American Mosquito Control Association.	31,700
6050 Sub Acct: 014	State Required CEU	Required annual fees associated with maintaining vector control certification with the California Department of Public Health.	160
6070	Office Supplies	General office supplies for administrative work	1,000

6075	Postage	Postage for public records requests and other administrative needs.	300
6090	LAFCO	As required by SB2838 Local Government Reorganization Act of 2000 the regulation calls for payment from local government agencies to fund Local Area Formation Commission (LAFCO)	3,000

6095	Professional Fees	Strategic planning consultant to develop next 3-year strategic plan that will guide District programs and services.	30,000
6100	Attorney Fees - General	Estimated fees for District general counsel needs and to complete District negotiations with the two employee unions.	72,000
6100 Sub Acct: 059	Attorney Fees - Litigation	Estimated fees for litigation and area warrant work not covered by the monthly retainer scope of work by general counsel.	25,000
6110 Sub Acct: 010	MVCAC Committee Assignments	Funds to participate in fall strategic planning and spring meeting/ Legislative day to collaborate statewide with mosquito control professionals that benefits local vector control programs.	2,000
6110 Sub Acct: 023	MVCAC Annual Conference	Attend state-wide annual meeting to connect with professionals, present work accomplished by District professional and leadership staff, and to also earn continuing education units required by the California Department of Public Health.	1,800
6200	Meetings Expense	Costs associated with holding staff and departmental meetings throughout the fiscal year.	2,500
7000	Uniform Expense	District branded shirts are worn at events while representing the District.	300
7600 Sub Acct: 027	Professional Development	Attendance at professional meetings and trainings that support professional growth of General Manager and Clerk of the Board / Executive assistant	4,800
7675	Contract Services	Leases for office equipment, such as copiers, and maintenance of those devices.	12,000

**FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2024-25
PROGRAM 201 – FINANCE PROGRAM**

Program Description

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

Prior Year Accomplishments and Challenges

- Hired new job position Purchasing Clerk
- Received GFOA award for Annual Financial Report

Strategic Plan Goals FY 2024-2025

- 6.1.1 Create a long term (10 year) financial plan.
 - Adopted pension funding policy.
 - Retiree healthcare is fully funded.
 - Pension stabilization fund established.
 - Additional Discretionary Payment (ADP) proposed for FY24-25 & shortened amortization for CalPERS pension that will result in interest savings of \$1.8 million.

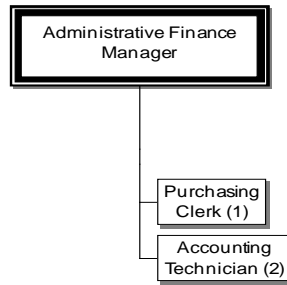
Program Goals FY 2024-2025

- Work with firm to redesign the FY2024-25 Budget Summary and Message to make it more transparent and appealing to the public.
- Implement ClearGov budget software creating template so that in future budget will be submitted to GFOA for award.

Significant Fiscal Changes from Prior Year

- Finance Personnel costs are reduced due to Payroll Coordinator position moving under HR Manager.
- Finance Payroll costs decreased 21%, the position Payroll Coordinator position moving under HR Budget.
- Operations and Maintenance costs for Finance increase by 7% as compared to FY23-24
- Property and liability insurance is the main reason for the increase. In FY23-24 the expense was \$302,380, this fiscal year it is \$317,738, a 5% increase.

Department Org Chart

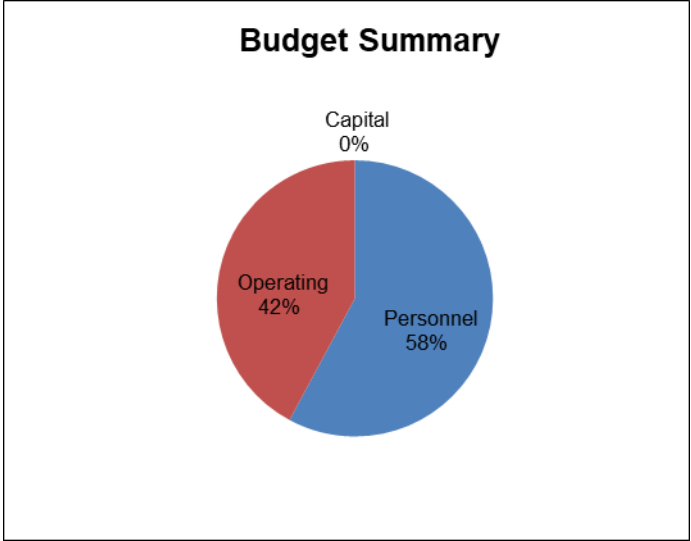


Staffing Summary

Title	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Administrative Finance Manager	1	1	1	1
Payroll Coordinator	0	1	1	1
Purchasing Clerk	1	1	1	0
Accounting Technician	2	2	2	2
Total Positions	4	5	5	4

Expenditure Summary

201 - FINANCE	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	633,043	762,979	707,720	596,905
Operations & Maintenance	461,223	467,380	430,970	374,116
Capital	0	1,200	1,200	1,249
Total Expenditures	\$1,094,266	1,231,559	1,139,890	972,270



Account Description and Budget Justification

Fund 01 – General Fund

Program **201 – Finance**

Account	Description	Justification	2024-25 Budget
5101	Payroll – Full Time	Administrative Finance Manager (1) Accounting Technician (2) Purchasing Clerk (1)	438,580
5105	Overtime	Hourly staff to participate in Finance Committee Meetings, Annual Audits, Special Projects	500
5150	State Retirement	District contribution to CalPERS	52,381
5155	Social Security	District contribution is 6.2% of salary	25,275
5165	Medicare	District contribution is 1.45% of salary.	5,911
5170	Cafeteria Plan	Based on current election	91,654
5180	Deferred Compensation	District contribution of 3.825% of salary for Non-CSEA represented employees	15,593
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	1,736

6000	Property & Liability Insurance	District wide insurance – Premium – VCJPA Liability 250,209 VCJPA Property 53,273 VCJPA General Fund 4,635 VCJPA Group Fidelity Premium VCJPA Auto 13,699 Alliant Crime 2,856 Alliant Deadly Weapons \$908 AvQuest \$7,158 Business Travel Estimated Retrospective Adjustment (\$15,000)	317,738
6050	Dues & Memberships	Government Finance Officers Association (GFOA) \$160 4 x CA Society of Municipal Finance Officers (CSMFO) \$275 American Payroll Assoc \$300	735
6050 Sub Acct: 014	State Required CEU	Annual CDPH Recertification Fees: Administrative Finance Manager (1) Accounting Technician I (1)	300
6065	Advertising	Public notices for Bids, Benefit Assessment, surplus sales	1,500
6070	Office Supplies	Accounting, photocopying, binders, divider pages and miscellaneous office supplies.	600
6085	Bank Fees	County fees for funds held in Treasury etc.	500
6095	Professional Fees	Audit Services, Actuarial Services. Reserve Study Update, CalPERS Administration Fees Payroll Processing Fees	44,300
6110 Sub Acct: 010	MVCAC Committee Assignments	MVCAC Committee Travel	0
6110 Sub Acct: 023	MVCAC Annual Conference	MVCAC Annual Conference \$1,800/Employee	1,800
6200	Meeting Expense	Staff Meeting(s)	250
6500	Benefit Assessment Expense	County charges for assessment roll \$67,000 Engineer - \$16,000	83,000
7000	Uniform Expense	District Apparel	300
7600 Sub Acct: 027	Professional Development	Administrative Finance Manager CalPERS 1,500 CSMFO \$1,800 Accounting Staff CalPERS 1,500 CSMFO 5,400	10,200

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2024-25
PROGRAM 202 – HUMAN RESOURCES PROGRAM

Program Description

Human Resources provide comprehensive 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, union memorandums of understanding, and State and Federal regulations.

Prior Year Accomplishments and Challenges

- Facilitation of CalPERS Golden Handshake and retirement of seven (7) employees.
- Higher than usual recruitment needs due to retirements, promotions, and new positions.
- Completion of negotiations with both District unions and new three-year term Memorandums of Understanding.

Strategic Plan Goals FY 2024-2025

- 2.3.1 Provide opportunities for employees looking to grow into promotions.
 - Provide career planning and training for employees looking to support their professional and career development.

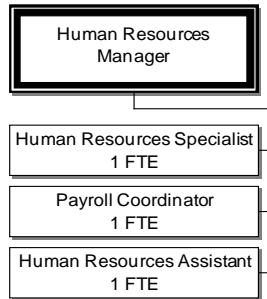
Program Goals FY 2024-2025

- Districtwide Diversity & Inclusion Program Implementation
- Return of the in-house Anita Jones Academy of Employee Excellence

Significant Fiscal Changes from Prior Year

- Human Resources Personnel costs are increased due to Payroll Coordinator position moving under HR Manager.
- Safety budget was increased; HR department absorbing Districtwide safety expenses.
- Workers Compensation Insurance is increased because a lower retrospective adjustment reimbursement is expected.

Department Org Chart

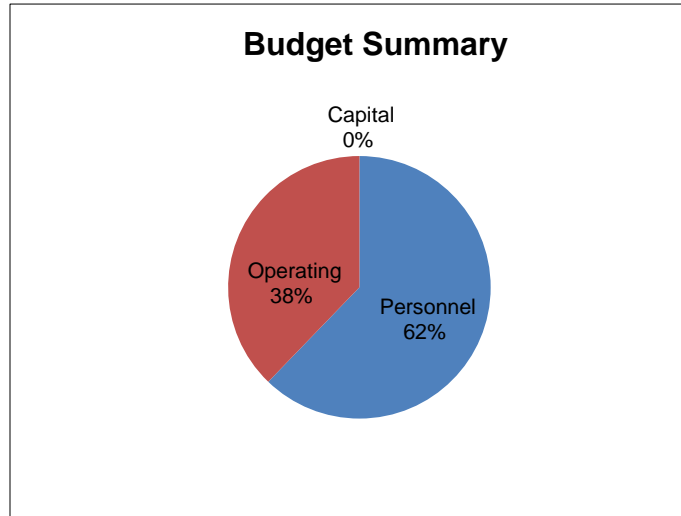


Staffing Summary

Title	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Human Resources Risk Manager	1	1	1	1
Human Resources Specialist	1	1	1	1
Payroll Coordinator	1	0	0	0
Human Resources Assistant	1	0	0	0
Administrative Clerk	0	1	1	1
Total Positions	4	3	3	3

Expenditure Summary

202 - HUMAN RESOURCES	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	669,374	493,265	506,253	473,113
Operations & Maintenance	393,031	365,057	326,075	253,043
Capital				
Total Expenditures	1,062,405	858,322	832,598	726,156



Account Description and Budget Justification

Fund 01 – General Fund

Program **202 – Human Resources Program**

Account	Description	Justification	2024-25 Budget
5101	Payroll – Full Time	Human Resources Risk Manager (1) Human Resources Specialist (1) Payroll Coordinator (1) Human Resources Assistant (1)	469,660
5150	State Retirement	District contribution to CalPERS	72,382
5155	Social Security	District contribution is 6.2% of salary	27,339
5165	Medicare	District contribution is 1.45% of salary.	6,394
5170	Cafeteria Plan	Based on current election	74,997
5180	Deferred Compensation	District contribution of 3.825% of salary for Non-CSEA represented employees	16,866
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	1,736
5250	Tuition Reimbursement	District Education Fund to reimburse employees for tuition and textbook expenses incurred in pursuing degree programs.	5,000
5300	Employee Incentive	Employee Recognition and Team Building	10,000
5302	Wellness	Open Enrollment and Wellness Activities	10,600

5305	Employee Assistance Program	VCJPA EAP services	2,500
6001	Workers' Compensation Insurance	VCJPA Workers Comp Insurance Premium \$333,791 Estimated Retrospective Adjustment (\$50,000)	283,791
6050	Dues & Memberships	Annual memberships for HR organizations that provide updates and information needed to stay current and up to date with changes in legal regulations and HR practices.	2,700
6065	Recruitment & Advertising	Job Opening Postings, Pre-employment background screenings, and Onboarding	2,250
6070	Office Supplies	General Office Supplies, Annual HR Compliance Supplies, and Academy Plaques	2,100
6106	HR Risk Management	LCW Employment Relations Consortium	8,000
6200	Meetings Expense	Staff Meeting and HR Meeting Supplies	400
7000	Uniform Expense	District Apparel worn while representing the District at public events.	200
7050	Safety Expense	Districtwide Safety Supplies	10,000
7100	Physician Fees	Pre-employment physician screenings, first aid services	1,250
Sub Acct: 027	Professional Development	Training and Conferences for HR Department Staff to remain current on Federal and State regulations as well as best practices.	13,000
District Wide Professional Development			
Sub Acct: 065	Beyond the Bite Academy	Academy Courses and Training focused on building professional skills of staff and ensuring qualified internal candidates for future promotional opportunities.	20,000
	District Wide Supervisory Training	Management and Supervisor Training	
	Mandatory District Wide Training	Districtwide HR Compliance and Safety Training	

**FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2024-25
PROGRAM 210 – INFORMATION SYSTEMS PROGRAM**

Program Description

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

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

Prior Year Accomplishments and Challenges

- Professional Services – IT Master Plan emphasizes strategic investments in technology infrastructure, applications, and cybersecurity measures, aligning with District’s objectives to enhance efficiency, innovation, and digital resilience.
- Cloud Computing (.070) – Implemented cloud services to Support Personnel Action forms (PAF) via DocuSign, distributed monthly employee satisfaction surveys via Pulse Survey, provided access to graphic design toolsets with scalability, security, and seamless integration.
- Cloud Computing (.068) – Maintained offsite server infrastructure to host the District’s OPS Application while addressing challenges in data protection, connectivity, and disaster recovery to deliver reliable and secure remote hosting solutions.
- Aerial Pool Surveillance – Budget Year 2022-23 Flight was moved to Operations’ Contingency GL, in Budget 2023-24, expense has moved back to Information Technology.

Strategic Plan Goals FY 2024-25

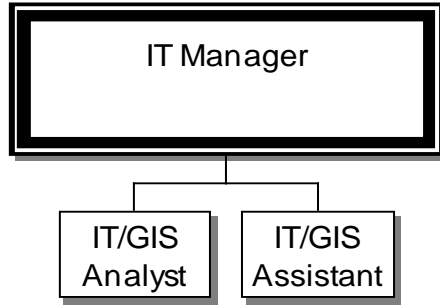
- Develop and implement comprehensive cybersecurity policies and procedures to establish clear guidelines for safeguarding sensitive information, mitigating risks, and ensuring regulatory compliance.
- Automate network scanning to proactively identify vulnerabilities, assess risks, and promptly address any security gaps.
- Implement automated asset management systems to streamline inventory tracking, improve resource utilization, and enhance visibility into our infrastructure.

Program Goals FY 2024-2025

- Allocate resources to conduct a cybersecurity penetration test, known as a “pentest”, ensuring comprehensive assessment of vulnerabilities, strengthening defenses to minimize potential risks.
- Professional Development is crucial for expanding employee skill sets, to support and develop innovative solutions to contribute to public health initiatives and disease prevention efforts of the District.
- Continue investing in cloud Software-as-a-Service (SaaS) solutions, ensuring scalability, efficiency, and security while optimizing costs, monitoring usage to maximizing Return On Investment (ROI).
- Allocate resources to invest in deploying a new fiber network infrastructure, ensuring high-speed connectivity, scalability, and reliability for current and future staff members.

Significant Fiscal Changes from Prior Year

- A significant increase to this year’s budget is focused on implementing strategic invitations from the IT Master Plan is in cybersecurity, streamline patch management processes to enhance system security, implement advanced event logging for comprehensive threat detection and response, and develop end user policies to ensure regulatory compliance and proactive security measures across the District.
- Budget allocates resources to initiating an annual penetration test of the District Network to evaluate our cybersecurity defenses, identify potential vulnerabilities, and fortify our infrastructure against evolving threats.



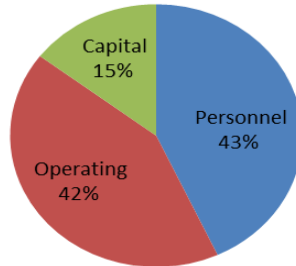
Staffing Summary

Title	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
IT Manager	1	1	1	1
IT/GIS Analyst	1	1	1	1
IT/GIS Assistant	1	1	0	1
Total Positions	3	3	2	3

Expenditure Summary

210 – INFORMATION SYSTEMS	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022- 23 Actual
Personnel	574,889	549,704	444,932	528,405
Operations & Maintenance	563,558	373,407	280,916	262,715
Transfer to Capital	195,298	195,298	195,298	
Total Expenditures	1,328,509	1,118,409	921,146	791,120

Budget Summary



Account Description and Budget Justification

Fund 01 – General Fund

Program **210 – Information Systems Program**

Account	Description	Justification	2024-25 Budget
5101	Payroll – Full Time	Information Technology Manager (1) IT/GIS Analyst (1) IT/GIS Assistant (1)	417,933
5105	Payroll – Over Time	Information Technology Overtime Estimation	1,200
5150	State Retirement	District contribution to CalPERS	50,550
5155	Social Security	District contribution is 6.2% of salary	24,980
5165	Medicare	District contribution is 1.45% of salary	5,842
5170	Cafeteria Plan	Based on current selection	52,436
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	15,411
5195	Unemployment Insurance	6.2% of the first \$7,000 of an employee's salary	1,302
6050	Dues & Memberships	Fund for memberships in organizations focused on professional development, skill enhancement, and career advancement.	5,595

6050 Sub Acct: 014	State Required CEU	Funds allocated for state-required California Department of Public Health (CDPH) training sessions aimed at ensuring compliance with pesticide safety.	360
6060	Reproduction & Printing	Funds for reproduction and printing expenses to cover the creation of security badges, protective materials, and accessories.	950
6070	Office Supplies	Funds designated for office supplies such as paper, pens, folders.	500
6080	Computer & Network Systems	Funds allocated for professional support in computer and network systems to ensure timely assistance, maintenance, and troubleshooting services for our hardware, software, and network infrastructure are optimized to minimize downtime.	13,399
6095	Professional Services	Funds allocated for professional fees to provide District Wide Training on Microsoft Office 365 productivity software, Information Technology Service Management (ITSM) Documentation and Penetration Testing Services to enhance employee skills, maintaining District policies and fortify cybersecurity measures through comprehensive testing and vulnerability assessments.	58,550
6110 Sub Acct: 010	MVCAC Committee Assignments	MVCAC Committee Travel Funds allocated for committee assignments cover expenses related to organizing meetings, coordinating activities, and providing resources necessary for effective collaboration.	1,600
6110 Sub Acct: 023	MVCAC Annual Conference	MVCAC Annual Conference aimed at facilitating knowledge exchange, collaboration, and innovation in mosquito control strategies and technology.	1,900
6200	Meetings Expense	Funds covers the cost of providing refreshments or meals during meetings, fostering a comfortable and collaborative atmosphere.	200
6410	Telecommunications	Expenses related to Plain Old Telephone Service (POTS) Landlines providing a secondary means of communication during power outages, emergency situations, and natural disasters when cellular networks may be overwhelmed or unavailable.	2,760
7000	Uniform Expense	Apparel budget covers expenses for procuring branded clothing, or promotional merchandise, fostering a sense of unity, professionalism, and brand representation among district staff members.	600
7150	IT Communications	Covers expenses associated with establishing and maintaining robust communication networks, including internet access, mobile connectivity, Voice over Internet Protocol (VoIP) and secure communication protocols to support efficient operations and data protection across the District and to our mobile workforce.	94,980
7360	Software Licensing	Covers expenses related to acquiring and maintaining licenses for GIS (Geographic Information System) software, self-service reporting software, drone mapping software, enabling the District to effectively analyze spatial data and make informed decisions based on geographic information.	64,529
7450	Equipment Parts & Supplies	Expenses for procuring essential components, tools, and materials necessary for maintenance, upgrades, and repairs of IT (Information Technology) hardware and infrastructure,	7,100

		ensuring the reliability and efficiency of our technology systems.	
7570	Aerial Pool Surveillance	Expenses for capturing high-resolution imagery and pinpointing neglected water sources to inspect and treat before becoming a breeding source.	25,000
7600 Sub Acct: 027	Professional Development	Budget encompasses expenses for training programs, workshops, conferences, and other learning opportunities aimed at enhancing employee skills, fostering career growth, and maintaining competitiveness within the industry.	15,950
7675	Contract Services	Fund includes expenses for third-party software and hardware support services, facilitating specialized assistance and expertise to optimize equipment beyond internal capabilities.	34,908
7680	Cloud Computing Services (.070)	Expenses for cloud software subscriptions, enabling access to scalable and flexible solutions for data storage, map services, designing social media graphics, financial accounting, time and attendance, office productivity software (Microsoft Office 365), email phishing filtering, computer log auditing and software-as-a-service (SaaS) applications, enhancing productivity and efficiency within all departments of the District.	177,597
7680	Cloud Computing Services (.068)	Covers expenses for Infrastructure as a Service (IaaS), offering scalable and on-demand infrastructure resources such as virtual machines, storage, and networking, providing flexibility and cost-effectiveness for all computing needs of the District.	12,440
7680	Cloud Computing Services (.069)	Expenditures related to implementing proactive measures, deploying detection systems, and facilitating rapid responses to potential security threats, ensuring comprehensive protection and resilience against cyberattacks and other security incidents	45,000
8415 Fund Acct: 13	Capital Outlay	Budget covers new fiber optic installation, network switch replacement, backup verification server, and laptop acquisitions focusing on enhancing the District's infrastructure, connectivity, and technology resources to support the District's operational objectives, communication reliability, and data management capabilities.	238,955
8900	Transfer to IT Capital Replacement	Transfer to Fund 13	195,298

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2024-2025
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.

Prior Year Accomplishments and Challenges

- Carried out *lunch and learn* educational presentations with City and County staff to educate them on District services and foster collaboration opportunities between agencies.
- Planned and facilitated a tabletop exercise simulating Dengue outbreak with fellow Riverside County Vector control agencies and Department of Public Health.
- Completed an East Valley survey and assessment targeting resident knowledge regarding District Services and support of a sterile insect program.

Strategic Plan Goals FY 2024-25

- Continue to educate our community leaders and local agency staff and continue to foster collaboration in eliminating community mosquito sources.

Program Goals FY 2024-2025

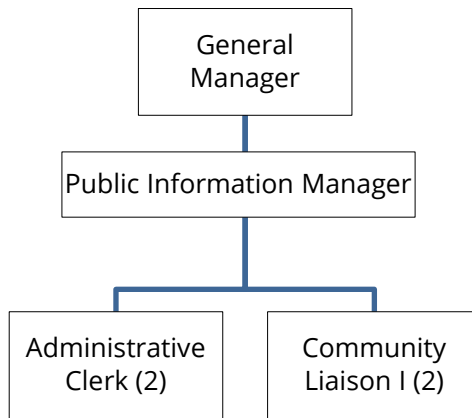
- Implement finding of East Valley survey to better serve residents needs pertaining District service and community empowerment.

- Fund applied research focused on survey results to provide data that supports various outreach strategies.

Significant Fiscal Changes from Prior Year.

- Increase in printing by \$9K due to creation and publishing of District elementary curriculum workbooks.
- Meeting expense reduced by 78% due to removal of “Lunch and Learn” costs associated with meeting with City and 4th District staff.
- Staff training reduced by 50%.

Department Org Chart



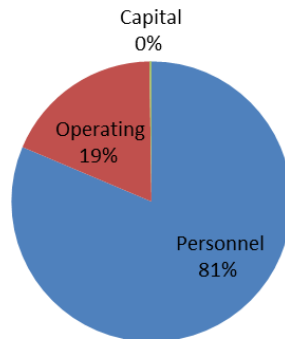
Staffing Summary

Title	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Public Information Manager	1	1	1	1
Public Information Officer	0	0	1	0
Community Liaison I	2	2	2	1
Administrative Clerk	2	2	2	2
Total Positions	5	5	5	4

Expenditure Summary

215 - PUBLIC OUTREACH	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	709,319	624,084	577,727	581,561
Operations & Maintenance	160,540	140,614	105,939	127,343
Capital	2,000	2,000	2,000	2,117
Total Expenditures	\$871,859	833,972	685,665	711,021

Budget Summary



Account Description and Budget Justification

Fund 01 – General Fund

Program **215 – Public Outreach Program**

Account	Description	Justification	Budget 2024-25
5101	Payroll – Full Time	Public Information Manager (1) Community Liaison I (2) Administrative Clerk (2)	475,922
5103	Temporary	Intern	8,000
5105	Overtime	Public Outreach Events Date Fest Evening and weekend events	12,240
5150	State Retirement	District contribution to CalPERS	43,414
5155	Social Security	District contribution is 6.2% of salary	28,827

5165	Medicare	District contribution is 1.45% of salary	6,742
5170	Cafeteria Plan	Based on current election	114,220
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	17,784
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	2,170
6050	Dues and Membership	For professional associations that support government community outreach best practices	1,000
6050 Sub Acct: 014	State Required CEU	Gold card (4)	500
6060	Reproduction & Printing	Expendable supplies associated with Public outreach and Operation program initiatives.	38,500
6070	Office Supplies	Supplies for Public Outreach and administrative tasks	1,600
6075	Postage	For public notifications and general mailing needs.	2,500
6095	Professional Services	Graphic design fees	4,000
6110 Sub Acct: 010	MVCAC Committee Assignments	Travel expenses to fall and spring MVCAC committee meetings to collaborate with State vector control Professional colleagues.	1,600
6110 Sub Acct: 023	MVCAC Annual Conference	Travel and registration expenses for three staff to attend and present at the MVCAC Annual Confer	4,800
6200	Meetings Expense	Supplies and resources for both Department staff and community stakeholder meetings.	4,340
6210	Promotion & Education	Supplies and registration for participation in community outreach events.	33,200
6220	Public Outreach Advertising	Advertising expense for spring and summer as well as targeted social media and outreach for special operation campaigns.	56,000
7000	Uniform Expense	Branded District attire for use at public outreach events.	1,000
7600 Sub Acct: 027	Staff Training	Professional development through trainings and attendance at professional conferences for Public Information Manager and Community Liaisons	7,000
7600 Sub Acct: 014	Staff Training	State VCT exams required to maintain compliance with CDPH regulations.	300
7675	Contract Services	Costs for lease of office equipment	2,400
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	1,800
8415	Equipment	Ergonomics & equipment replacement	2,000

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2024-25
PROGRAM 225 – DISTRICT WIDE

Program Description

District Wide budget provides overview of expenses that are not specific to any department or program but are applicable to the entire organization. This includes prefunding of future Pension and retiree healthcare liabilities through 115 trusts. These funds once committed can only be used to pay costs associated with these long-term obligations.

Account Description and Budget Justification

Fund 01 – General Fund

Program **225 – District Wide**

Account	Description	Justification	Budget 2024-25
5150.01	CalPERS California Employers Pension Prefunding Trust	Prefunding future CalPERS expenses in 115 Trust 500,000 Unfunded Annual Liability 77,295 Classic 3,888 PEPR Additional Discretionary Payment \$500,000	1,081,183
5172	Retiree Healthcare	CalPERS Retiree Healthcare pre-funding for future retirees Annual Required Contribution (ARC) \$0 For current retirees \$207,255.72	210,000

**FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2024-25
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 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.

Prior Year Accomplishments and Challenges

- Successfully held 10- Board of Trustees Meetings
- Adopted a balanced budget for FY 24-25, No change in Benefit Assessment.
- Revision of Trustee Manual and orientation completed.
- Revision and implementation of General Manager Evaluation form and procedure.
- Gave direction and support to District Negotiations Team.

Trustee Goals FY 2024-2025

- Guide and participate in Strategic Business Plan Workshop and work plan development.

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **250 – Trustee Support Program**

Account	Description	Justification	Budget 2024-25
5155	Social Security Expense	District Contribution 6.2%	818
5165	Medicare Expense	District Contribution is 1.45% of salary	191
5195	Unemployment Insurance	6.2% of the first \$7,000 in earnings	818

6110	Conference Travel	Registration fees and related travel expenses to attend annual conferences such as MVCAC and CSDA.	15,400
6115	In-Lieu	State law permits a maximum of \$100/Month compensation payable to each Trustee for conducting District business, for attending Board and Committee meetings.	13,200
6120	Trustee Support	Expenses for meals during official meetings dealing with direct support of Trustee activities, Strategic planning workshop	5,500
7000	Uniform Expense	District Shirt for each Trustee to be worn when representing the District at public events.	1,000

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, workhorse, and other special equipment.

Prior Year Accomplishments and Challenges

- Acquisition of a new Public Outreach Cargo Van enhancing the Fleet's capacity for community engagement and outreach initiatives.
- Acquisition of a new Argo utility task vehicle (UTV) vehicle providing the Operations Department the ability to navigate challenging terrain and execute targeted mosquito operations.
- In-house fabrication of an application mount in the ARGO showcases the fleet's ingenuity and resourcefulness, customizing vehicle functionality to meet specific Vector Control Technician needs while minimizing outsourcing costs.
- Acquisition of a new wheel tire balancer enhanced the District Fleet's maintenance capabilities, ensuring optimal tire performance and safety across all vehicles, while minimizing downtime due to tire-related issues.

Strategic Plan Goals FY 2024-25

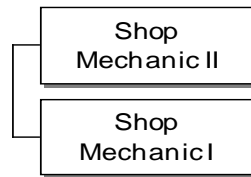
- Develop a strategy for transitioning to electric vehicles, including infrastructure planning, fleet assessment for suitability, and staff training on electric vehicle operation and maintenance.
- Stay informed and compliant with all relevant regulations governing the District's Fleet of Vehicles, including safety standards, emissions requirements, and licensing.

Program Goals FY 2024-2025

- Continue to perform regular maintenance and service of vehicles to prevent breakdowns and ensure optimal performance.
- Prolong the lifespan of the District's Fleet of Vehicles using proper maintenance schedules, monitoring driving practices, and proactive replacement of aging components.

Significant Fiscal Changes from Prior Year

- Payroll is higher from latest estimate due to Mechanic position delay in hiring.
- Procure three (3) vehicles to support the operations of the District's Unmanned Aerial System (UAS) and Laboratory Programs.
- Obtain one (1) enclosed trailer to facilitate the transportation of equipment for the Unmanned Aerial System (UAS) Program.
- Source two (2) Side-By-Side Utility Vehicles to support barrier applications for the Operations Department
- Acquire two (2) ULV (Ultra-Low Volume) Truck Mounted Foggers to replace aging equipment for the District's Operations Department.

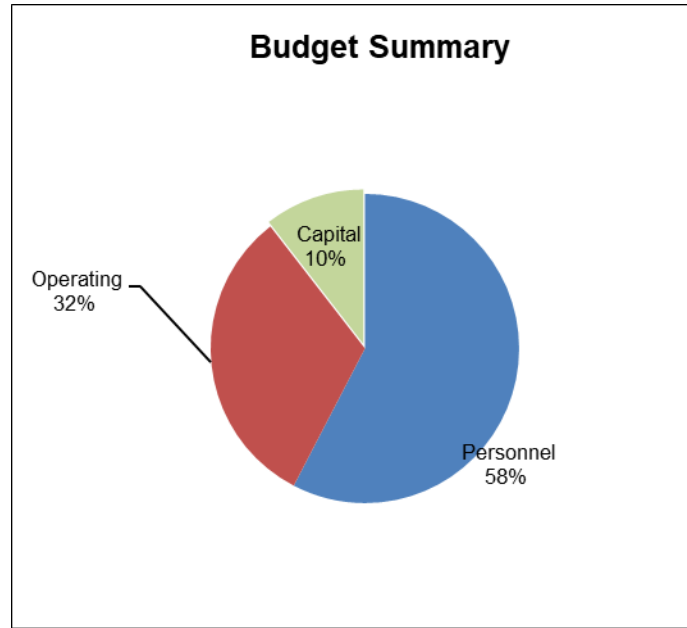


Staffing Summary

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
Total Positions	2	2	2	2

Expenditure Summary

300 – FLEET MAINTENANCE	2023-24 Proposed Budget	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	235,175	229,742	179,733	211,425
Operations & Maintenance	130,002	103,298	97,736	105,925
Capital	42,900	23,427	23,291	20,127
Total Expenditures	408,077	356,467	300,760	338,177



Account Description and Budget Justification

Fund 01 – General Fund

Program **300 – Fleet Maintenance Program**

Account	Description	Justification	Budget 2023-24
5101	Payroll – Full Time	Shop Mechanic II (1) Shop Mechanic I (1)	164,083
5105	Overtime	Required work outside normal hours for emergencies.	1,500
5150	State Retirement	District Contribution to CalPERS	12,913
5155	Social Security	District Contribution is 6.2% of salary	10,173
5165	Medicare	District Contribution is 1.45% of salary	2,379
5170	Cafeteria Plan	Based on current election.	38,256
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee’s salary	868
6050 Sub Acct: 014	State Required CEU	Funds allocated for state-required California Department of Public Health (CDPH) training sessions aimed at ensuring compliance with pesticide safety.	300
6070	Office Supplies	Funds designated for office supplies such as paper, misc. batteries, inventory bins and general office supplies	535
6095 Sub Acct: 014	Professional Fees	Budget for planners and designers to provide expert guidance in building architecture, or design projects, facilitating the development of sustainable workspaces.	20,000
6110	Conference Expense	Budget for the annual Mosquito and Vector Control Association of California (MVCAC) event covering expenses related to attendee accommodations, and other logistical	1,900

		arrangements aimed at facilitating knowledge exchange and networking opportunities within the mosquito control industry.	
6200	Meeting Expense	Funds covers the cost of providing refreshments or meals during meetings, fostering a comfortable and collaborative atmosphere.	200
7000	Uniform Expense	Covers the costs associated with purchasing, maintaining, and replacing uniforms required for employees	2,304
7050	Safety Expense	Budget covers expenses for purchasing protective gear such as goggles, gloves, and helmets ensuring optimal workplace safety standards.	3,220
7350	Permits, Licenses & Fees	Funds for AQMD (Air Quality Management District) testing for compliance measures, emissions monitoring, and air quality testing to ensure adherence to environmental standards and regulations.	4,290
7400	Vehicle Parts & Supplies	Funds for procuring essential components, maintenance supplies, and repair materials required to ensure the operational efficiency and longevity of the District's fleet of vehicles	31,800
7400 Sub Acct: 025	Specialty Vehicle Parts & Supplies	Funds for purchasing and maintaining specialized components and supplies tailored to all-terrain vehicles (ATV), utility task vehicles (UTV), side-by-sides (SxS), forklifts, and workhorses, ensuring optimal functionality and safety within their respective operational contexts	15,600
7400 Sub Acct: 064	Tire Services	Covers expenses related to purchasing, repairing, and maintaining tires for the District's Fleet ensuring optimal safety, performance, and longevity on the road.	12,300
7420	Offsite Vehicle Maintenance & Repair	Covers costs associated with external services such as carwash, windshield repair, chemical removal, and general repair services, ensuring the upkeep and operational efficiency of the District's fleet.	19,378
7450	Equipment and Application Parts & Supplies	Covers costs related to fasteners, electrical supplies, parts for all equipment not considered a registered vehicle: ultra-low volume (ULV) equipment, barrier sprayers, handheld foggers, Herd spreaders, welding equipment supplies and repairs, repairs, and parts for major equipment (hoists, air compressor, power reels, tire mounting equipment), ensuring optimal functionality and longevity.	6,680
7500	Small Tools Furniture & Equipment (Non-Capital)	Expenditures for the purchase, repair, and maintenance of essential non-capital items such as hand tools, specialized tools, programming modules to support day-to-day operations.	4,500
7600 Sub Acct: 014	State Required CEU	Funds allocated for state-required California Department of Public Health (CDPH) training sessions aimed at ensuring compliance with pesticide safety	860
7600 Sub Acct: 027	Professional Development	Budget encompasses expenses for training programs, workshops, and other learning opportunities aimed at enhancing employee skills, fostering career growth, and maintaining competitiveness within the industry.	4,934
7675	Maintenance Contracts	Expenses related to contractual agreements for diagnostic scan tools, fleet telematics, and online diagnostic and repair information.	19,751

7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	1,500
8415 Fund Acct: 01	Capital Outlay	Expenditures for the acquisition of durable assets supporting long-term operational needs and strategic growth initiatives.	42,900
8415 Fund Acct: 14	Capital Outlay	Expenditures for transportation assets, such as trucks, vans, or specialized vehicles, to support the daily operational objectives.	363,200

**FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2024-25
PROGRAM 305 – BUILDINGS & GROUNDS MAINTENANCE PROGRAM**

Program Description

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

Prior Year Accomplishments and Challenges

- Hired new landscaping firm.
- Helped move UAS department to tank room.
- Painted and updated 5 offices.
- Remodeled lunchroom

Strategic Plan Goals FY 2024-25

4.1.1 Create a long-range plan for the District to support current & future staffing and programs, including a long-term plan for remote work, office space, equipment, and the Thermal property.

- District land parcel approved by City.
- Centrica Energy Efficiency Project in development
- Boardroom revitalization and office additions project in progress
- SIT Laboratory in funding stage.
- Annual reserve study for facility conducted.

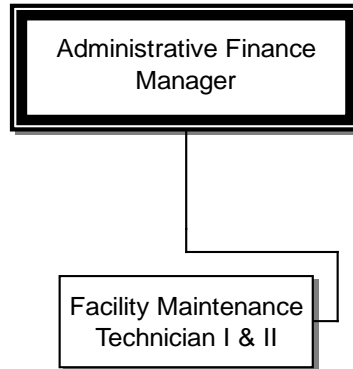
Program Goals FY 2024-25

- Work with contractor to install outdoor shade for staff meetings.
- Work with contractor to complete energy efficiency project.
- Upgrade Shop cooling – install insulation, replace swamp cooler.

Significant Fiscal Changes from Prior Year

- Capital Transfer for Thermal Facility increased to \$71,020.
- Capital Transfer for Facility Reserves decreased \$300k.

Department Org Chart

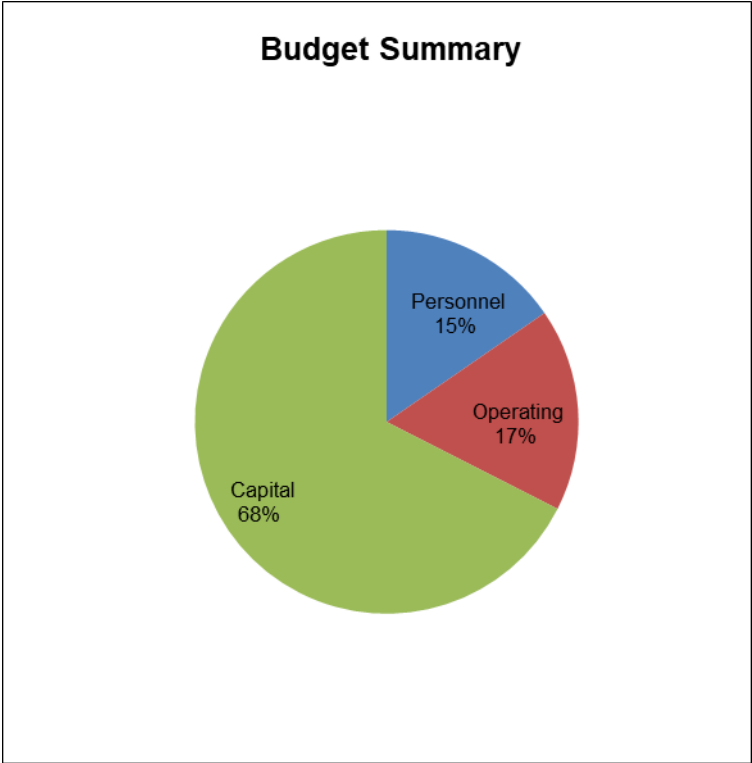


Staffing Summary

Title	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Facility Maintenance Technician I & II	2	2	2	2
Total Positions	2	2	2	2

Expenditure Summary

305 BUILDINGS & GROUNDS MAINTENANCE	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	273,202	251,400	238,207	226,086
Operations & Maintenance	303,592	268,393	298,275	276,699
Transfer to Capital	1,198,360	1,518,860	1,518,860	501,354
Total Expenditures	1,775,154	2,056,853	2,055,341	1,004,139



Account Description and Budget Justification

Fund 01 – General Fund

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

Account	Description	Justification	Budget 2024-25
5101	Payroll - Full Time	Facility Maintenance Technician I & II (2)	190,548
5105	Overtime	Required work outside normal hours.	
5150	State Retirement Expense	District contribution to CalPERS	17,208
5155	Social Security Expense	District contribution is 6.2% of salary	11,442
5165	Medicare Expense	District contribution is 1.45% of salary.	2,676
5170	Cafeteria Plan	Based on current election	37,143
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	868
6050 Sub Acct: 014	State Required CEU	Annual CDPH Recertification Fees: Facility Maintenance Technician I & II (2)	300
6110	Conference	MVCAC Annual Conference	1,800

	Expense		
6200	Meeting Expense	Staff Meeting(s)	150
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	137,783
7000	Uniform Expense	Rentals of department uniforms, towels, and mats	6,600
7050	Safety Expense	Safety Equipment & Supplies First aid materials, safety clothing, protective footwear, etc.	3,500
7200	Household Supplies	Cleaning supplies, paper towels, toilet paper, floor products, disinfectants, hand soap, latex gloves, trash bags, etc.	3,000
7300 Sub Acct: 012	Repair & Maintenance	Bio Building, Laboratory and Tank Room Includes replacement lighting for tank room	10,000
7300 Sub Acct: 024	Repair & Maintenance	Administration Building	5,000
7300 Sub Acct: 035	Repair & Maintenance	Operations Building	5,000
7300 Sub Acct: 044	Repair & Maintenance	Shop and Grounds	16,000
7300 Sub Acct: 049	Repair & Maintenance	Special Projects: Shade for parking	10,000
7300 Sub Acct: 053	Solar Panel Maintenance	Solar panel cleaning Maintenance & repairs	1,000
7350	Permits, Licenses & Fees	City of Indio Private Fire Hydrant Place of Assembly Alarm Permit Desert Fire Extinguisher Automatic Fire System Service – Flammable Storage 1 Automatic Fire System Service – Flammable Storage 2 Fire Extinguishers Testing/Certification Fire Suppression Testing/Certification	1,260
7500	Small Tools	Replacement of tools – Landscaping Equipment	2,000
7600 Sub Acct:	Professional Development	Electrical Troubleshooting & Preventative Maintenance Workshop Part II and related lodging/travel expenses	3,000

027			
7650	Equipment Rentals	Rental of power tools, heavy equipment, and vehicles	1,500
7675	Contract Services	Janitorial Services \$56,000 Security Alarm Services \$2,400 Security Services \$18,000	94,199
7700	Motor Fuel & Oils	Fuel & Oils for department vehicle(s)	1,500
8900 Sub Acct: 066	Transfer to Thermal Remediation Fund	Contribution to capital reserves	71,020
8900 Sub Acct: 067	Transfer to Facility Capital Reserves	Annual Reserve Contribution	1,127,340

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2024-25
PROGRAM 400 – SURVEILLANCE AND QUALITY CONTROL PROGRAM

Program Description

The District's Surveillance and Quality Control Program is charged with monitoring the population of vectors and the diseases that they can transmit. This information is shared with other departments to inform their work. Additionally, the SQC Program examines control methods and products and conducts District compliance for environmental laws and regulations.

Prior Year Accomplishments and Challenges

The team collected and processed more than 775,000 mosquitoes in 2023 (January – December), evidence of the continued growing mosquito population in the Coachella Valley. There were two case investigations for *Aedes* transmitted diseases and a very active West Nile virus and St. Louis virus detection year. We detected the second most positive mosquito samples for each virus: 2019 was the worst WNV year with 513 positive samples (120 WNV in 2023); and 2020 was the worst SLEV year with 159 positive samples (118 SLEV in 2023). While one might expect that we had more mosquitoes due to Hurricane Hilary, there has been sustained growth in the mosquito population. This work has meant that Biologists are actively involved in counting mosquitoes, leading to reduced time to evaluate control measures.

The Department moved out of the Laboratory Building from late August until the middle of September in the middle of the virus transmission season. The AC units broke in the building, and the team could not safely conduct their work. Despite this challenge, the team continued to share information, working in the Operations Building, and using some offices of people on vacation.

As the *Aedes* mosquito population has continued to grow, we have increased the number of mosquito samples tested by UC Davis Arbovirus Research and Training (DART) Lab. To reduce the costs, we had been grouping all the *Aedes* mosquitoes within a city. While this reduced the number of samples tested and allowed us to test all the *Aedes* mosquitoes collected, the hidden cost of time spent keeping this organized had grown to an unsustainable level.

Regarding the District's 2022-2025 Strategic Business Plan, the team did complete three large research projects examining the effectiveness of new

control products. One of these products is now registered for use in California, and the effectiveness of the product and method was shared with the Operations Department (OBJECTIVE 5.2 Validate and improve Vector control programs through applied scientific research. WP 5.2.1 Maintain the District's current applied research program and implement new strategies based on the outcomes of funded and internal research projects. (Lab Manager, Annually))

Strategic Plan Goals FY 2024-25

- OBJECTIVE 1.1 Explore long-term solutions to the health and nuisance impacts of *Aedes aegypti* mosquitoes. WP 1.1.1 Create a needs assessment and commission a feasibility study for establishing a sterile mosquito program. (Lab Manager, 2023) - *The work of drawing up plans for a building continues. This was delayed as the Management Team found that there was a need to realign the growth of the District staff and to better align projects. We anticipate having building plans created in this fiscal year to provide the Board with options for investment.*
- OBJECTIVE 5.2 Validate and improve Vector control programs through applied scientific research. WP 5.2.1 Maintain the District's current applied research program and implement new strategies based on the outcomes of funded and internal research projects. (Lab Manager, Annually)

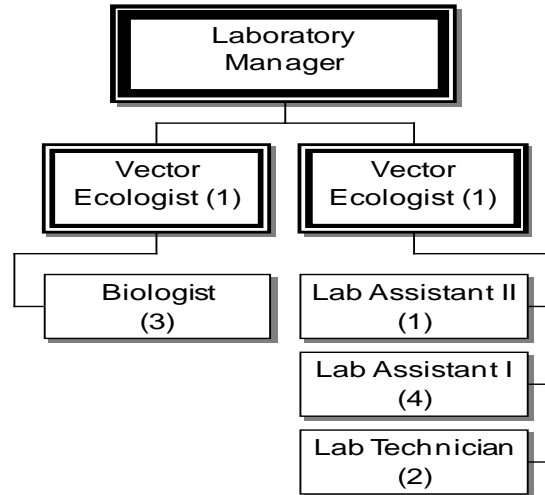
Program Goals FY 2024-25

- To accommodate the increased mosquito populations, we are adding two Laboratory Assistant to Department and hiring one new Biologist and will work on successfully onboarding both positions early in new FY.
- Staff refined the process for *Aedes* testing. Staff will test all *Aedes* mosquitoes collected by trap when we reach thresholds that virus may be in the area and evaluate new workflow.
- Improve procedure in rearing mosquitoes in advance of a Sterile Insect Program.
- Evaluate the efficacy of applications made by UAS.
- Evaluate equipment that is electric in advance of when the District will need to replace our current inventory of gas-powered equipment.

Significant Fiscal Changes from Prior Year

- Addition of two new Laboratory Assistant positions.
- Based on revised Aedes testing protocol, staff increased the budget for External Virus Testing (7575.026) as we evaluate this new workflow.
- increases in supply prices, particularly dry ice, and testing supplies.

Department Organization Chart



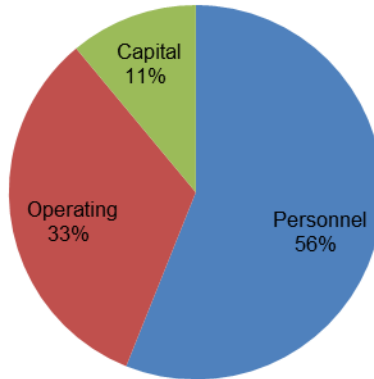
Staffing Summary

Title	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Laboratory Manager	1	1	1	1
Vector Ecologist	2	2	2	2
Biologist	3	3	3	3
Laboratory Assistant II	1	1	1	1
Laboratory Assistant I	4	2	2	2
Laboratory Technician	2	2	2	2
Seasonal Employees (FTE)	0.4	0.4	0.4	0.4
Total Positions	13.4	11.4	11.4	11.4

Expenditure Summary

400 – SURVEILLANCE AND QUALITY CONTROL	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	1,794,366	1,521,466		
Operations & Maintenance	344,221	892,028		
Capital	5,500	300,000		
Total Expenditures	2,144,088	2,713,495		

Budget Summary



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

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

Account	Description	Justification	Budget 2024-25
5101	Payroll – Full Time		1,290,080
5102	Payroll – Seasonal	1 Seasonal (890 max hours) per seasonal (0.5FTE)	16,910
5103	Temporary Services	Health Careers Connection Intern \$6,900	6,900
5105	Overtime	Care for animals on holiday weekends; routine evaluations of mosquito control activities	12,000
5150	State Retirement	District contribution to CalPERS	131,710
5155	Social Security	District contribution is 6.2% of salary	79,335
5165	Medicare	District contribution is 1.45%	18,554
5170	Cafeteria Plan	Based on current elections	204,290
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	28,512
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee’s salary	6,076
6050	Dues & Memberships	Fees to organizations for memberships and licenses	1,025
6050 Sub Acct: 014	State Required CEU	Annual CDPH certification fees for VCT licenses; exam fees for employees	2,714
6060	Reproduction and Printing	Fees for publishing scientific manuscripts	2,500
6070	Office Supplies	Printing and general office supplies; printing of posters	9,200
6075	Postage	Shipping of mosquito samples	2,500
6110 Sub Acct: 010	MVCAC Committee Assignments	MVCAC Committee Travel – attendance at the December planning session and spring meetings to facilitate the leadership that the team provides on mosquito and vector control issues in California.	7,000
6110 Sub Acct: 023	MVCAC Annual Conference	MVCAC Annual Conference	7,000
6200	Meeting Expense	Costs associated with department meetings	650
7000	Uniform Expense	District Apparel – uniforms, District branded shirts, cleaning of towels for lab projects	11,445

7050	Safety Expense	Personal protection equipment Laboratory & Field safety equipment	6,500
7310 FUND 14	Maintenance & Calibration	Maintenance and calibration of lab equipment	6,800
7350	Permits	District permits associated with the NPDES program and laboratory equipment and programs.	3,692
7450	Equipment Parts & Supplies	Small equipment for laboratory, routine replacement, wear, and tear; contract of distilled water for mosquitoes	5,600
7550	Lab Operating Supplies	Routine supplies and maintenance, mosquito rearing supplies, dry ice; disposal of testing supplies.	55,275
7575 Sub Acct: 026	Surveillance – External Virus testing	External Mosquito Sample Tests	83,220
7575 Sub Acct: 045	Surveillance – Internal Virus testing	Internal Mosquito Sample Tests	65,000
7575 Sub Acct: 057	Surveillance – Traps & Parts	Traps & Parts. Batteries and supplies for traps.	22,500
7600 Sub Acct: 027	Professional Development	Attendance at professional meetings that support the professional growth of department employees	26,500
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	25,000
7800	Biological Control	SIT Program	
8415	Equipment	New equipment needed	5,500
8900	Transfer to Capital Project Fund	Transfer to capital project fund for Insectary Construction	

2024-2025 SEASONAL HIRING SCHEDULE

PROGRAM	PERIOD	NUMBER
Mosquito Traps	7/1 – 11/30/24	1

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2024-25
PROGRAM 500 – OPERATIONS PROGRAM

PROGRAM DESCRIPTION

The Operations Program is responsible for effectively suppressing mosquitoes to reduce the transmission risks to humans caused by West Nile, Saint Louis, and other arthropod borne viruses.. The District covers a 2,400 square mile area that provide ample vector species habitat ranging from the Salton Sea marshes, agricultural habitats, neglected pools, and different urban locations. State Certified Vector Control Technicians take care of site inspections, surveillance, preventive chemical applications, and use biocontrol measures and other integrated vector management control methods. Technicians also execute call-requested inspections for controlling red imported fire ants, eye gnats, flies and provide guidance on rodent exclusion and preventive sanitation practices for residents. The Red Imported Fire Ants (RIFA) program is focused on suppressing the population of RIFA and maintaining the level of infestation to a minimum. Currently, the program is addressing large green areas/golf courses as well as residential calls reporting RIFA infestations.

Prior Year Accomplishments and Challenges

During the 2023 season, the Operations field staff conducted surveillance work, inspecting sites, treating mosquito breeding sources, and responding to service calls from the public. The District responded to all mosquito-borne virus detections in various areas of the Coachella Valley; this included conducting surveillance work to all known mosquito sources within the detected area and conducting adulticide applications to reduce the number of adult mosquitoes in each area.

The Coachella Valley received record-breaking rainfall because of Hurricane Hillary. The heavy rain caused an increase of standing water throughout the known mosquito sources, as well as in sources found in backyards. This increased the adult mosquito population, increasing the number of mosquito service calls. The team responded to all service requests and conducted routine work for all assigned tasks.

The District planned and performed aerial and ground larvicide applications targeting *Aedes aegypti* mosquitoes in Rancho Mirage and Palm Springs. This is due to high adult mosquito trap collections from the surveillance department and larvae collections from field staff during inspections.

Strategic Plan Goals FY 2024-25

WP 3.1.1 Identify Homeowner Associations with significant mosquito breeding sources and create, implement, and monitor HOA BMPs with property managers.

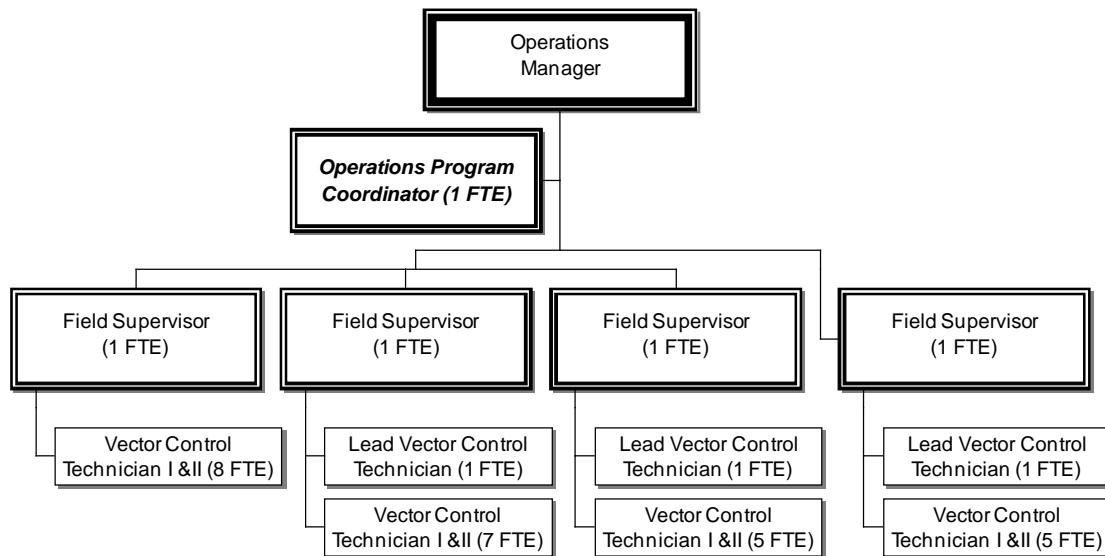
Departmental Goals FY 2024-2025

The Operations department plans to purchase additional truck-mounted larvicide application equipment to assist with ground control efforts targeting *Aedes aegypti* mosquitoes, additionally increasing the control products budget to support the Unmanned Aircraft System (UAS) program. The purchase also includes adulticide control products targeting adult mosquitoes, commonly used in response to the ongoing detection of viruses within a given area, which is part of the District's mission of protecting public health.

Significant Fiscal Changes from Prior Year

Control products increased for FY 24-25 due to inflation and increased use of formulations used for UAS applications.

Department Org Chart

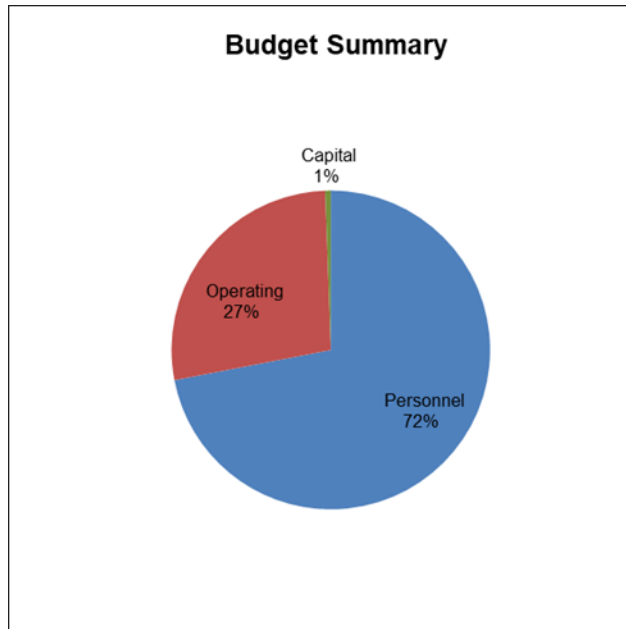


Staffing Summary

Title	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Operations Manager	1	1	1	1
Operations Coordinator	1	0	0	0
Field Supervisor	4	4	4	4
Administrative Clerk	0	1	1	1
Lead Vector Control Technician	3	3	3	3
Vector Control Technician I & II	25	25	25	24.5
Seasonal Employees (FTE)	3.4	5.1	5.1	6.8
Total Positions	38.4	38.6	38.6	38.8

Expenditure Summary

500 - OPERATIONS	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	4,036,137	3,933,741	3,690,896	3,550,515
Operations & Maintenance	1,504,563	1,295,293	1,346,641	1,112,725
Capital	30,950	20,000	20,000	16,148
Total Expenditures	\$5,571,650	5,249,034	5,057,537	4,679,388



Account Description and Budget Justification

Fund 01 – General Fund

Program **500 – OPERATIONS PROGRAM**

Account	Description	Justification	2024-25 Budget
5101	Payroll – Full Time	Operations Manager (1) Operations Program Coordinator (1) Vector Control Technician I (12) Vector Control Technician II (10) Vector Control Technician III (3) Seasonal staff (5)	2,804,777.43
5150	State Retirement	District contribution to CalPERS	256,121.07
5155	Social Security	District contribution is 6.2% of salary	172,795.82
5165	Medicare	District contribution is 1.45% of salary.	40,411.92
5170	Cafeteria Plan	Based on current election	598,044.72
5180	Deferred Compensation	District contribution of 3.825% of salary for Non-CSEA represented employees	26,104.79
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	16,926.00
6050	Corporate Memberships	Staff certifications renewal.	845
6050 Sub Acct: 014	State Required CEU	Annual CDPH Recertification Fees	5,148
6070	Office Supplies	Photocopying/printing supplies, miscellaneous office supplies.	5,000

6075	Postage	Postage for public records requests and misc.	1000

6110 Sub Acct: 010	MVCAC Committee Assignments	Funds to participate in fall strategic planning and spring meeting leg days to collaborate statewide with mosquito control professionals that benefits local district programs.	1,600
6110 Sub Acct: 023	MVCAC Annual Conference	Attend state-wide annual meeting to connect with professionals from across the state and garner CEUs required by CDPH.	8,000
6200	Meetings Expense	Costs associated with holding Staff and Departmental meetings.	2,140
7000	Uniform Expense	Staff branded uniforms to conduct needed field work.	35,000
7050	Safety Expense	Funds to provide personal protective equipment and other needed safety supplies to conduct scheduled work.	17,000
7450	Equipment parts and supplies	Purchase of needed parts to conduct routine maintenance and equipment repairs.	9,000
7600 Sub Acct: 014	Staff Training	Certified staff required continue education units by CDPH	1,000
7600 Sub Acct: 027	Professional Development	Attendance at professional meetings and trainings that support professional growth, connect and share knowledge with other agencies of mosquito control.	10,000
7675	Contract Services	Leases for office equipment and maintenance	5,000
7700	Motor Fuel & Oils	Fuel for all district vehicles	130,000
7750	Field Supplies	Operating and maintenance supplies to aid mosquito control efforts	13,000
7800 Sub Acct: 037	Physical Control	Funds to assist with mosquito source reduction. Using physical control alternatives for mosquito control	10,000
7800	Control Products	Funds to purchase control products for mosquito control, red imported fire ants and other vectors.	822,830
7850	Aerial Applications	Planned mosquito larvicide aerial applications to reduce assist ground mosquito control efforts.	150,000
8415	Capital Outlay	Purchase of application equipment, replacing nonfunctioning equipment. Storage for supplies and equipment.	30,950
9000	Contingency	Funds to conduct aerial adulticide control applications, scheduled larvicide aerial applications, additional control products and other related mosquito control efforts.	275,000

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2024-25
PROGRAM 510 – UNMANNED AIRCRAFT APPLICATIONS (UAS)

Program Description

The Drone UAS (Unmanned Aerial System) program is an innovative approach to controlling mosquito populations around the Salton Sea shoreline habitats. This program aims to monitor and manage mosquito breeding sites effectively and efficiently. Drones equipped with high-resolution cameras and GPS mapping systems conduct regular surveillance flights over targeted areas, identifying stagnant water bodies and other potential mosquito breeding grounds. The drones perform targeted applications to hard-to-reach areas that traditional ground-based methods struggle with, such as Salton Sea marshes and dense vegetation, ensuring complete coverage, reducing the mosquito population. The Drone UAS program not only helps mitigate the public health risks associated with mosquito-borne diseases but also supports the preservation of sensitive areas around the Salton Sea.

Prior Year Accomplishments and Challenges

- Hired UAS Coordinator
- Hired UAS Operator
- In January through June 2024, the UAS team performed about 42 applications covering 498 acres.

Strategic Plan Goals FY 2024-25

- WP 4.3.1 - Evaluate Unmanned Aerial Vehicle (UAV) Surveillance and Control Applications in rural areas of the Coachella Valley.

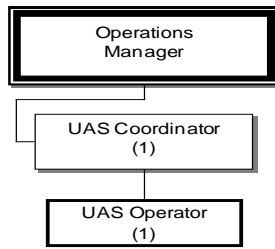
Department Goals FY 2024-2025

- Acquire two additional application drones and assemble a mobile UAS trailer to add to the program fleet.
- Continue covering identified areas on a routine basis and conduct product evaluations to find other control products to maximize the use of drones.

Significant Fiscal Changes from Prior Year

- Payroll increased UAS Operator was budget half year for upcoming budget full fiscal year.

Department Org Chart



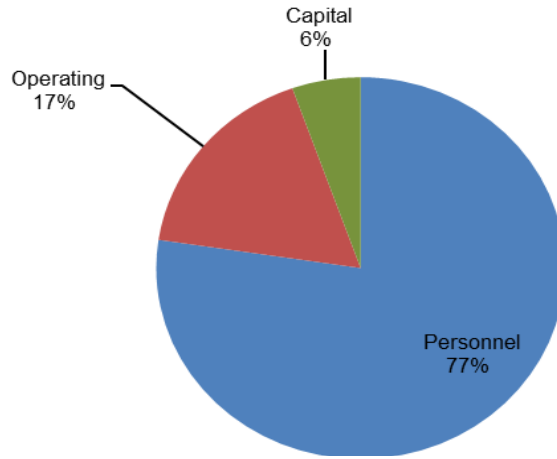
Staffing Summary

Title	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
UAS Coordinator	1.0	1.0	0	0
UAS Operator	1.0	0.5	0	0
Total Positions	2	1.5	0	0

Expenditure Summary

510 - UAS INTERNAL SERVICE FUND	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	285,295	368,021	0	0
Operations & Maintenance	58,475	29,900	0	0
Capital	20,000	0	0	0
Total Expenditures	\$363,770	397,921		

Budget Summary



Account Description and Budget Justification

UNMANNED AIRCRAFT APPLICATIONS

Program **510 - UAS**

Account	Description	Justification	Budget 2024-25
5101	Payroll - Full Time	See staffing summary	190,634
5150	State Retirement	District Contribution to CalPERS	20,256
5155	Social Security	District Contribution is 6.2% of salary	11,726
5165	Medicare	District Contribution is 1.45% of salary	2,742
5170	Cafeteria Plan	Based on current election	55,006
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	4,062
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	868
6050	Dues & Membership	FAA Certifications	3,575
6050 Sub Acct: 014	State Required CEU	Annual CDPH Recertification Fees: UAS Pilot (2)	0
6110	MVCAC Annual Conference	MVCAC Annual Conference - (2) UAS Pilot,	3,200

Sub Acct: 023																																																				
6200	Meetings Expense	Staff			600																																															
7000	Uniform Expense				3,000																																															
7050	Safety Expense	Personal Protection Equipment: Gloves, boots, safety glasses, Deet, Dog Shield, Gatorade			5,000																																															
7450	Equipment Parts & Supplies				6,000																																															
7600 Sub Acct: 014	State Required CEU	Certification exam application fees Make-up training expenses			1,100																																															
7600 Sub Acct: 027	Professional Development	Training budget			2,500																																															
7675	Contract Services				2,000																																															
7750	Field Supplies				10,000																																															
7860	UAS Applications	Treatment applications & support for staff to implement drone program. 20,000																																																		
8415	Capital Equipment	<table border="1"> <thead> <tr> <th>Budget Narratives</th> <th>Unit/Hour</th> <th>Rate/Amount</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Light beacons LED kit</td> <td>6</td> <td>30.00</td> <td>180.00</td> </tr> <tr> <td>PV35X Skids</td> <td>2</td> <td>45.00</td> <td>90.00</td> </tr> <tr> <td>PV35X GPS Stand</td> <td>1</td> <td>30.00</td> <td>30.00</td> </tr> <tr> <td>LEAT Blade set of 6</td> <td>12</td> <td>75.00</td> <td>900.00</td> </tr> <tr> <td>Battery Lithium Ion PV35X/Charger</td> <td>8</td> <td>750.00</td> <td>6,000.00</td> </tr> <tr> <td>Hyllo battery</td> <td>4</td> <td>675.00</td> <td>2,700.00</td> </tr> <tr> <td>S-UAS battery/ GCS external power</td> <td>3</td> <td>200.00</td> <td>600.00</td> </tr> <tr> <td>M600 battery</td> <td>6</td> <td>260.00</td> <td>1,560.00</td> </tr> <tr> <td>Other equipment needs</td> <td>1</td> <td>7,940.00</td> <td>7,940.00</td> </tr> <tr> <td></td> <td>1</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td colspan="3"></td> <td>\$20,000.00</td> </tr> </tbody> </table>	Budget Narratives	Unit/Hour	Rate/Amount	Amount	Light beacons LED kit	6	30.00	180.00	PV35X Skids	2	45.00	90.00	PV35X GPS Stand	1	30.00	30.00	LEAT Blade set of 6	12	75.00	900.00	Battery Lithium Ion PV35X/Charger	8	750.00	6,000.00	Hyllo battery	4	675.00	2,700.00	S-UAS battery/ GCS external power	3	200.00	600.00	M600 battery	6	260.00	1,560.00	Other equipment needs	1	7,940.00	7,940.00		1	0.00	0.00				\$20,000.00		20,000
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	1	0.00	0.00																																																	
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**FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET 2024-25
PROGRAM 600 – RESEARCH PROGRAM**

Program Description

The District has had a long beneficial relationship with 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. The priorities for research proposals are set by the ad hoc Research Committee. Approved and funded 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.

Prior Year Accomplishments and Challenges

The District received seven proposals for research projects designed to improve the District's operations and surveillance programs. Five projects were funded for FY 2023-2024 (November 2022 board packet). Details on the work completed can be found in the February 2024 board packet.

Strategic Plan Goals FY 2024-2025

OBJECTIVE 5.2 Validate and improve Vector control programs through applied scientific research. WP 5.2.1 Maintain the District's current applied research program and implement new strategies based on the outcomes of funded and internal research projects. (Lab Manager, Annually)

Significant Fiscal Changes from Prior Year

For the most recent cycles, the District has received excellent projects designed to meet the needs of the taxpayers of Coachella Valley. The amount of funding allocated to this program has not changed since the current structure was proposed (though one-time allocations have been made when funds were available). Given the increase in qualified projects, the continued need for dedicated research, and the increasing costs, there is a proposed increase in the program from \$150,000 annually to \$250,000.

Account Description and Budget Justification

Fund 01 – General Fund

Program **600 – Research Program**

Account	Description	Justification	Budget 2024-25
8510	Collaborative Research Projects	Funds available for research Fund encumbered \$77,795.06 Balance \$172,204.94 Budget for calendar year 2024 is \$344,409.88	250,000

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

	Proposed Budget 2024-2025	Adopted Budget 2023-2024	Estimated Actual 2023-2024	Actual 2022-2023
Beginning Fund Balance	215,877	148,674	180,508	122,739
REVENUE				
Misc Revenue				-
Income from Lease	15,000	15,000	15,000	15,000
Interest	1,400	1,400	1,400	3,114
Transfer From General Operatir	71,020	67,000	67,000	39,655
TOTAL REVENUE	87,420	83,400	53,900	57,769
EXPENSES				
6095 Professional Fees		50,000		
7300 Maintenance	-	-	18,531	-
8415 Capital				
TOTAL EXPENSES	-	50,000	18,531	-
Total Revenue Less Expense	87,420	33,400	35,369	57,769
Ending Fund Balance	303,297	182,074	215,877	180,508

FUND 12

THERMAL FACILITY REMEDIATION FUND RESERVES BUDGET 2024-25
PROGRAM 900 –THERMAL FACILITY REMEDIATION FUND RESERVES

Program Description

This program details capital expenditures for ongoing improvements at the District’s Thermal Facility. In FY 2008-09, substantial funds were used to finance a remediation action plan that included capping the soil with asphalt. One of the recommendations from the engineering firm hired to design the remedial action plan was to repair or repave the whole area every 10 years. Estimated cost based on today’s valuation is \$450,000; increase by CPI of 3 % the estimated liability is \$605,000. Revenue to fund this includes a transfer from the General Fund and rental income from the lease with the current occupiers, both annually increased by CPI.

Budget Summary

900 –THERMAL FACILITY REMEDICATION FUND RESERVES	2023-24 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Beginning Fund Balance	215,877	148,674	180,508	122,739
Revenue & Transfer from General Fund	87,420	83,400	53,900	57,769
Expenditure	0	50,000	18,531	0
Ending Fund Balance	303,297	182,074	215,877	180,508

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

Account Description and Budget Justification

Fund 12 – Thermal Facility Remediation Fund Reserves

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

Revenue

Account	Description	Justification	Budget 2024-25
4900	Transfer from Gen Fund	Transfer from General Operating Fund	71,020
4520	Interest	Interest from investments	1,400
4530	Miscellaneous Receipts	Lease agreement with Coachella Unified School District	15,000

Expenditure

Account	Description	Justification	Budget 2024-25
8415	Paving	Remediation project	0

Funding Schedule (Inflation 6%)

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

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

	Proposed Budget 2024-2025	Adopted Budget 2023-2024	Estimated Actual 2023-2024	Actual 2022-2023
Beginning Fund Balance	647,864	946,191	703,647	581,565
REVENUE				
Transfer from General Fund				
Interest	18,924	18,924	18,924	152
Sale of Assets	-	-		57
Transfers From Operating Budget	195,298	195,298	195,298	286,361
TOTAL REVENUE	214,222	214,222	214,222	286,570
EXPENSES				
8415 Capital Outlay - IT	238,955	321,256	220,005	133,412
8415 Capital Outlay - Fleet Equipment				31,076
8415 Capital Outlay - Facilities				-
8415 Capital Outlay - Operations	-	45,145	50,000	
8415 Capital Outlay - Lab Equipment				
TOTAL EXPENSES	238,955	366,401	270,005	164,487
Total Revenue Less Expense	(24,733)	(152,179)	(55,783)	122,082
Ending Fund Balance	623,131	794,012	647,864	703,647

FUND 13 – CAPITAL REPLACEMENT FUND BUDGET 2024-25
PROGRAM – INFORMATION TECHNOLOGY, FACILITIES, OPERATING AND LAB EQUIPMENT

Program Description

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

Expenditure Summary

FLEET, FACILITIES, OPERATING & LAB EQUIPMENT	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Beginning Fund Balance	647,864	946,191	703,647	581,565
Revenue	18,924	18,924	18,924	209
Transfers from Operating Budget	195,298	195,298	195,298	286,361
Capital Expenditure	(238,955)	(366,401)	(270,005)	(164,487)
Ending Fund Balance	623,131	794,012	647,864	703,647

Account Description and Budget Justification

Fund 13 – Capital Replacement Fund

Revenue

Description	Justification	Budget Amount 2024-25
Bank Interest	Interest from Equipment Replacement Fund	18,924
Transfer from Operating Budget	Equipment Replacement – Annual Depreciation	195,298

Expenditure

Account	Description	Justification	Budget 2024-25																																																												
8415	Capital Outlay - IT	<p>IT items listed below cover new fiber optic installation, network switch replacement, backup verification server, and laptop acquisitions focusing on enhancing the District's infrastructure, connectivity, and technology resources to support the District's operational objectives, communication reliability, and data management capabilities.</p> <table border="1" data-bbox="521 663 1360 1499"> <tbody> <tr> <td>WALS Applicaitons: Monitor LT</td> <td>2</td> <td>2,800.00</td> <td>5,600.00</td> </tr> <tr> <td>VMware Server (vSpherer, vMotion) Backup Se...</td> <td>1</td> <td>20,000.00</td> <td>20,000.00</td> </tr> <tr> <td>Dell PowerEdge R640 Backup Verification Server</td> <td>1</td> <td>3,800.00</td> <td>3,800.00</td> </tr> <tr> <td>Time Clocks: Wall Mounted Modules</td> <td>4</td> <td>1,200.00</td> <td>4,800.00</td> </tr> <tr> <td>Laptops: Core i9 GPU/32GB/ 512GB 13.5</td> <td>9</td> <td>3,500.00</td> <td>31,500.00</td> </tr> <tr> <td>Monitors: 19" EA 193MI-BK LED</td> <td>26</td> <td>220.00</td> <td>5,720.00</td> </tr> <tr> <td>Montior: 37.5" Curved LED Monitor</td> <td>2</td> <td>1,200.00</td> <td>2,400.00</td> </tr> <tr> <td>Power: Docking Stations</td> <td>9</td> <td>225.00</td> <td>2,025.00</td> </tr> <tr> <td>Mount: LX Desk Monitor Arm</td> <td>2</td> <td>205.00</td> <td>410.00</td> </tr> <tr> <td>UAS Ruggedize Laptops</td> <td>2</td> <td>7,000.00</td> <td>14,000.00</td> </tr> <tr> <td>Desktop PC: Core i9 GPU/32GB/ 512GB 13.5</td> <td>9</td> <td>1,300.00</td> <td>11,700.00</td> </tr> <tr> <td>Mobile Emergency Communication Equipment</td> <td>1</td> <td>20,000.00</td> <td>20,000.00</td> </tr> <tr> <td>Special Project: Fiber Optic Cable Installations ...</td> <td>1</td> <td>50,000.00</td> <td>50,000.00</td> </tr> <tr> <td>Special Project: Fiber Optic Cable Radio Install...</td> <td>1</td> <td>22,000.00</td> <td>22,000.00</td> </tr> <tr> <td>Switches: Network Infrastructure Management...</td> <td>1</td> <td>45,000.00</td> <td>45,000.00</td> </tr> </tbody> </table>	WALS Applicaitons: Monitor LT	2	2,800.00	5,600.00	VMware Server (vSpherer, vMotion) Backup Se...	1	20,000.00	20,000.00	Dell PowerEdge R640 Backup Verification Server	1	3,800.00	3,800.00	Time Clocks: Wall Mounted Modules	4	1,200.00	4,800.00	Laptops: Core i9 GPU/32GB/ 512GB 13.5	9	3,500.00	31,500.00	Monitors: 19" EA 193MI-BK LED	26	220.00	5,720.00	Montior: 37.5" Curved LED Monitor	2	1,200.00	2,400.00	Power: Docking Stations	9	225.00	2,025.00	Mount: LX Desk Monitor Arm	2	205.00	410.00	UAS Ruggedize Laptops	2	7,000.00	14,000.00	Desktop PC: Core i9 GPU/32GB/ 512GB 13.5	9	1,300.00	11,700.00	Mobile Emergency Communication Equipment	1	20,000.00	20,000.00	Special Project: Fiber Optic Cable Installations ...	1	50,000.00	50,000.00	Special Project: Fiber Optic Cable Radio Install...	1	22,000.00	22,000.00	Switches: Network Infrastructure Management...	1	45,000.00	45,000.00	238,955
WALS Applicaitons: Monitor LT	2	2,800.00	5,600.00																																																												
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**Coachella Valley Mosquito and Vector Control District
CAPITAL FACILITY REPLACEMENT FUND RESERVE BUDGET**

	Proposed Budget 2024-2025	Adopted Budget 2023-2024	Estimated Actual 2023-2024	Actual 2022-2023
Beginning Fund Balance	4,594,466	3,327,488	3,350,233	2,754,085
REVENUE				
Interest	24,718	24,718	24,718	62,282
Transfers From Operating Budget	1,127,340	1,451,860	1,451,860	890,000
Sale of Assets	10,000		-	11,475
IRA Rebate	500,000			
TOTAL REVENUE	1,662,058	1,476,578	1,476,578	963,757
CAPITAL EXPENSES				
6095 Professional Services	254,471	200,000	15,017	61,542
7300 Repair & Maintenance	300,000	89,000	43,112	145,696
7310 Maintenance & calibration	12,500	12,500	12,500	12,072
815 Capital Outlay - Centrica	3,000,000			
8415 Capital Outlay - Facility		1,725,000	154,000	148,300
8415 Capital Outlay - Vehicles	383,200			
8487 Furniture & Equipment	300,000	52,000	7,715	
TOTAL EXPENSES	4,250,171	2,078,500	232,344	367,610
Total Revenue Less Expense	(2,588,113)	(601,922)	1,244,234	596,147
Ending Fund Balance	2,006,353	2,725,566	4,594,466	3,350,233

FUND 14

DISTRICT FACILITY CAPITAL REPLACEMENT FUND BUDGET 2024-25

PROGRAM 950 – DISTRICT FACILITY CAPITAL REPLACEMENT FUND

Program Description

This program details capital expenditures for ongoing improvements at the District's Indio Facility, expenses include fleet replacement, as well building improvements. Projects and equipment budgeted require Board approval if over \$25,000 in value.

Projects/Fleet Equipment Planned for FY24-25

Project	Description Summary	Status	Project start
Board Room & Office addition	Boardroom enhancement – creating better lighting, use of better technology, accoustics improvement and new furniture. Office additions include 5 new office areas in Operations building. Replacement of Administration entrance door	Planning – need Board approval	Architect design Fall 2024
Shop Maintenance Building Improvement	Shop improvements include replacement of swamp cooler, insulation and new epoxy floor. Goal is improve the working conditions through cooler shop area and safe non slip epoxy floor	Awaiting proposals from KYA – need Board approval	July Board approval
Laboratory Mechanical Yard Improvement	Scope includes replace south and north brick with wrought iron to improve airflow into yard improving the efficiency of the chiller and install shade over the yard. Currently yard temperature in summer far exceeds 115f optimal temperature for chiller.	Awaiting proposal from KYA services and Board approval	July Board approval
Centrica Energy Efficiency Project	This project will be funded from future energy savings over a long-term period. It includes LED lighting upgrade, Building Management System (BMS) upgrade, Heating Ventilation and Air Conditioning	The project and scope still needs to be	July Board for scope approval / August for

	(HVAC) Replacement, Solar Panel and Inverter Replacement, Solar Photovoltaics (PV) – Expansion and Installation of Electric Vehicle (EV) Charging Infrastructure and charging Stations. Each of these areas have a cost associated to them and a payback period. The project scope can change, each item will be discussed with the Board during a future workshop.	approved by the Board	public hearing
Vehicle Replacement	Drone Enclosed Trailer with HVAC & fittings Branding for two Drone Trailers 2 SXS/UTVs Side-by-Side / Utility Task Vehicle: Barrier Two 2025 Ford Lighting Pro 4WD SuperCrew 5.5' Box 145" WB One 2025 Chevrolet Silverado 2500HD (CK20953) 4WD Double Cab 162" Work Truck London Fogger ULV Guardian ULV	Final specs & Board Approval needed	September

Budget Summary

950 – DISTRICT FACILITY CAPITAL REPLACEMENT FUND	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Beginning Fund Balance				
-	4,594,466	3,327,488	3,350,233	2,754,085
Revenue & Transfer from General Fund	1,662,058	1,476,578	1,476,578	963,757
Expenses	4,250,171	2,078,500	232,344	367,610
Ending Fund Balance	2,217,353	2,725,566	4,594,466	3,350,233

Account Description and Budget Justification

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

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

Revenue

Account	Description	Justification	Budget 2024-25
4900	Transfer from Gen Fund	Annual Reserve Contribution	1,127,340
4500	Disposal of Surplus Property	Surplus sales	10,000
4520	Interest	Interest from investments	24,718
4530	Misc Income	IRA Rebate	500,000

Expenditure

Account	Description	Justification	Budget 2024-25
6095	Professional Services	Architect – Board room and Office addition project	254,471
7300	Repair & Maintenance	Shop Cooling/Insulation/Epoxy Flooring/Lab Mechanical Yard improvement	300,000
7310	Maintenance & Calibration	Component 354 - Lab Equipment Lab equipment calibration	12,500
8415	Capital Improvement	Centrica Project	3,000,000
8415	Capital Equipment	Vehicles	382,200
8487	Building Furnishing	Component 902 - Furniture Administrative Furniture / Board Room Component 911 - Check in Desk Remodel	300,000

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

	Proposed Budget 2024-2025	Adopted Budget 2023-2024	Estimated Actual 2023-2024	Actual 2022-2023
Beginning Fund Balance	1,577,274	846,703	862,274	-
REVENUE				
Interest	20,000		15,000	15,571
Transfers From Operating Budget	500,000	700,000	700,000	1,000,000
Sale of Assets				
TOTAL REVENUE	520,000	700,000	715,000	1,015,571
CAPITAL EXPENSES				
6095 Professional Services	40,000	40,000		
7300 Maintenance	20,000	20,000		
8415 Capital Expenditure				153,297
TOTAL EXPENSES	60,000	60,000	-	153,297
Total Revenue Less Expense	460,000	640,000	715,000	862,274
Ending Fund Balance	2,037,274	1,486,703	1,577,274	862,274

FUND 15 – CAPITAL PROJECT - SIT BUDGET 2024-25
PROGRAM 900 –SIT INSECTARY CAPITAL PROJECT FUND

Program Description

The SIT Insectary Capital Project Fund has been established to support staff in the evaluation of Sterile insect technique and set aside funds to build an insectary to support the development and deployment the required number of sterile male mosquitoes to have a significant impact on the local population of invasive mosquitoes.

Budget Summary

900 – SIT INSECTARY CAPITAL PROJECT FUND	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Beginning Fund Balance	1,577,274	846,703	862,274	0
Revenue & Transfer from General Fund	520,000	700,000	715,000	1,015,571
Expenditure	60,000	60,000	0	153,297
Ending Fund Balance	2,037,274	1,486,703	1,577,274	862,274

Account Description and Budget Justification

Fund 15 – CAPITAL PROJECT - SIT BUDGET 2024-25
PROGRAM 900 –SIT INSECTARY CAPITAL PROJECT FUND

Revenue

Account	Description	Justification	Budget 2024-25
4900	Transfer from Gen Fund	Transfer from General Operating Fund	700,000

Expenditure

Account	Description	Justification	Budget 2024-25
6095	Professional Fees	Feasibility Study	40,000
7310	Maintenance	Equipment maintenance	20,000