

**ANNUAL
BUDGET
FY 24-25**



Protecting *Public* *Health* Since 1928

COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT

Our Mission

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

Our Vision

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

Values

- ◆ Public Health
- ◆ Financial Stability
- ◆ Ethics
- ◆ Innovation
- ◆ Professionalism
- ◆ Education
- ◆ Environmental Stewardship
- ◆ Communication
- ◆ Collaboration

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

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Budget Process



01

Comprehensiveness

The Coachella Valley Mosquito and Vector Control District (District) submits to the Board each June, the annual budget covering the next fiscal year. The budget contains a letter from the General Manager, Proposed capital, Proposed receipts, Table of organization, and a summary of designated balances.

02

Budget Form

The District's operating budget is developed on an annual basis. Appropriations are approved by the Board of Trustees each year.

03

Basis of Budgeting

The District's operating budget is based on generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board.

06

Budgeting Control System

The purpose of a budgeting control system is to ensure that actual expenditures do not exceed expenditures set forth in the budget.

05

Roles and Responsibilities

The Administrative Finance Manager serves as the focal point for issuing guidelines, responding to questions and along with the General Manager reviewing departmental budget requests.

04

Budget Calendar

The budget calendar is an important part of the budgeting process helping to define the major and minor milestones for all stakeholders. The District's budget year starts July 1st ending June 30th the following year.

07

Amendments to the Budget

Amendments consist of changes to the appropriations in the budget document after Board adoption but before the end of the year.

08

Balanced Budget Definition

The District shall annually adopt a balanced budget where operating revenues are equal to, or exceed, operating expenditures.

09

Performance Measurement

An advantage with including performance measures in the budget policy is that newly appointed Trustees and staff may more readily recognize the importance of these initiatives when they are incorporated into policies.



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.

Strategic Business Plan Priorities and FY 24-25

Staff project and action highlights for the coming fiscal year that support six strategic goals of the 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.

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.

HR

Establish cross-training on Departmental essential duties to support continuity of District programs and services.

Research

Continue to collaborate and fund applied academic research that benefits District programs and services.

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

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.

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.

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.

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	% DIFFERENCE	PROPOSED BUDGET 2024-2025	% DIFFERENCE
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%

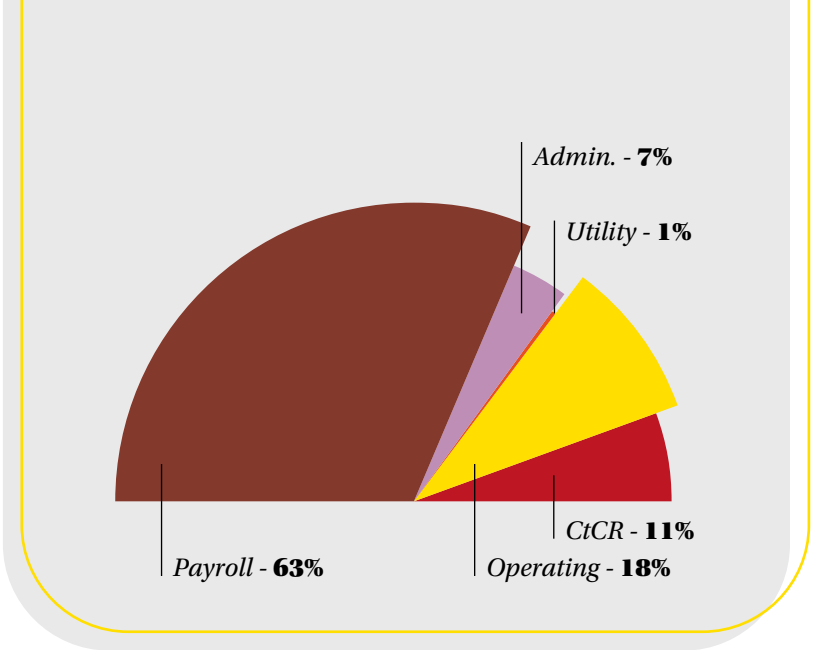
Revenue Assumption

- ◆ 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.

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 FY 2024-25 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	% DIFFERENCE	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%

Payroll costs 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.



Operating expenses 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.

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.



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.

- ✦ 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.

DEPARTMENT	ADOPTED FY 2023-2024		PROPOSED FY 2023-2024	
	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	0.0	34.0	3.4
TOTAL	69.5	3.8	73.3	74.8

Human Resources Department

HUMAN RESOURCES ASSISTANT **POSITION ADDED**

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.

ADMINISTRATIVE ASSISTANT ASSIGNED TO HR **POSITION REMOVED**

Surveillance and Quality Control Department

LABORATORY ASSISTANTS (2) **POSITION ADDED**

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 control programs.

Control Operations Department

ADMINISTRATIVE ASSISTANT ASSIGNED TO OPERATIONS **POSITION REMOVED**

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 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.



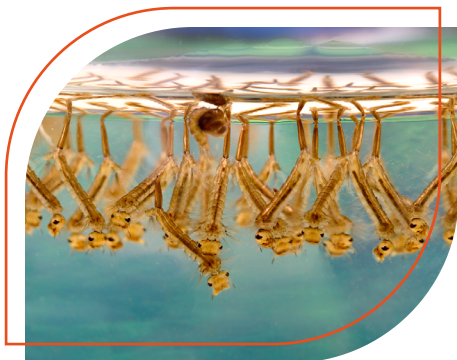
FUND 14

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 with the proposal that will update the District's HVAC, lighting, solar array, building control systems, and install the infrastructure to meet the State's 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 24-25.

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 25-26 with construction beginning early FY 25-26. 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.



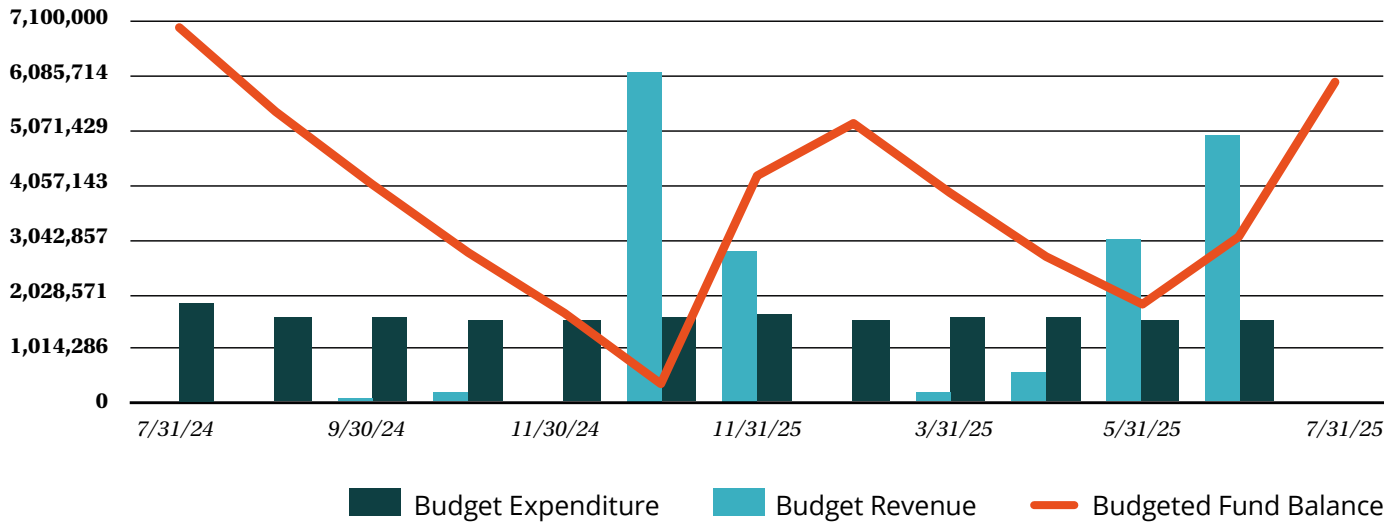
FUND 15

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) Program.

Short-term and long-term issues impacting the budget

General Fund Operational Cash Flow



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.

\$7,000,000
WORKING CAPITAL

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 %.

NET OPEB LIABILITY

\$44,168

99%

FUNDING RATIO



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

FY 2024-25 Budget Calendar

Stage	Task to be completed	Activities	Stakeholders	Deadline
Staff	Budget Templates created	Templates in Microix Budget Workflow Created. Sent to Department Budget managers	Administrative Finance Manager	January 19, 2024
	Personnel Salary & Benefits	Updated information from Payroll & benefits added to Workflow. Budget spreadsheets & formulae created.	Administrative Finance Manager	Ongoing
	Budget Workshop for Managers	Help facilitate & train staff to build budget in Workflow	Management Team	February 8, 2024
	Budget docs to AFM & GM	General Manager to review and approve budget documents	GM, Management Team	March 8, 2024
	Completion of first draft	Team to review and adjust budget according to GM & AFM suggestion & direction	GM, Management & Supervisory Team	March 22, 2024
	Draft 1 Budget	Preparation of first draft of FY2024/2025 Budget for Finance Committee Budget Meeting. PDF and hard copy to FC Trustees	Finance	March 28, 2024
	Updated salary	Salary & Benefits Proposals & scenarios	Administrative Finance Manager	April 26, 2024
Finance Committee	Draft 1 for Finance Committee	"Emailed to Finance Committee For Review email questions or meet. Reserve Study to be emailed with draft Budget"	Department heads, General Manager & Administrative Finance Manager	April 5, 2024
	Draft 1 for Finance Committee	Finance Committee to review draft budget & reserve study & discuss in meeting **FINANCE COMMITTEE MEETING	General Manager & Administrative Finance Manager	Tuesday April 9, 2024 1:00-2:30 pm
	Final Draft for Finance Committee	Final draft of FY2024/2025 Budget for Finance Committee Budget Meeting, attended by General Manager, Finance Committee, and Administrative Finance Manager. **FINANCE COMMITTEE MEETING	Finance Committee General Manager & Administrative Finance Manager	Friday May 3, 2024, 1:00-3:00 pm
Board	Final Draft for Budget Workshop	Budget Workshop for in depth discussion BOARD MEETING	Board of Trustees Workshop	May 14, 2024, 4:30 – 5:30 pm
	Adoption of Final Draft	Adoption of FY2024/2025 Budget BOARD MEETING	Board of Trustees Board Meeting	June 11, 2024
	Set Benefit Assessment Rate	Adopt Resolution – Intention to Levy Assessment, Preliminary approval of engineer’s report, and providing notice of hearing for the CVMVCD mosquito, fire ant, and disease surveillance and vector control assessment - BOARD MEETING	Board of Trustees Board Meeting	June 11, 2024
	Adopt Benefit Assessment Resolution	Adopt Resolution approving Engineer’s Report, Confirming Diagram and Assessment, and Ordering the Levy of Assessments for fiscal year 2024/2025 for the Coachella Valley Mosquito and Vector Control District Mosquito, Fire Ant and Disease Control Assessment Public Hearing - BOARD MEETING	Public Hearing	July 9, 2024

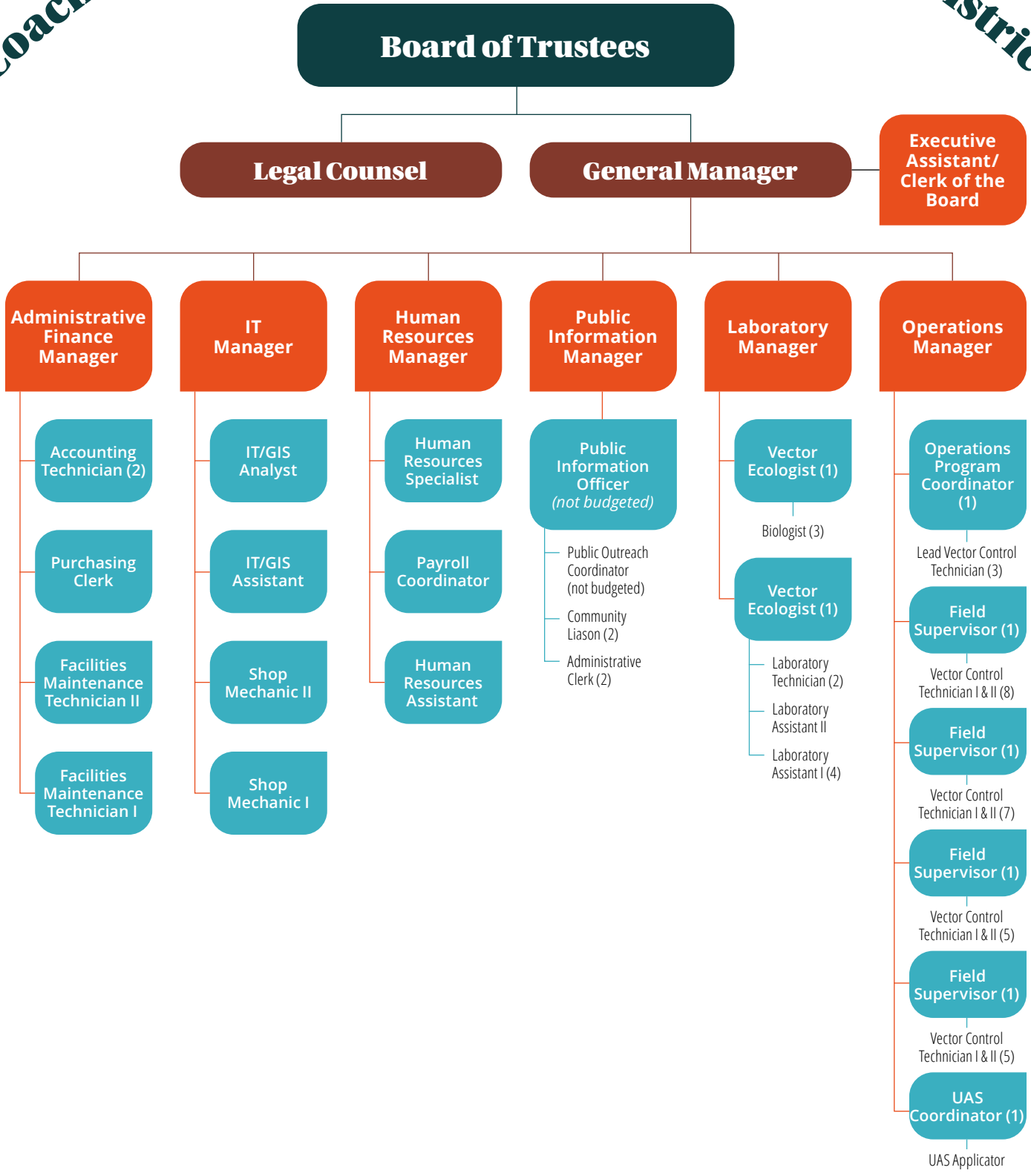


General Operating *Budget*

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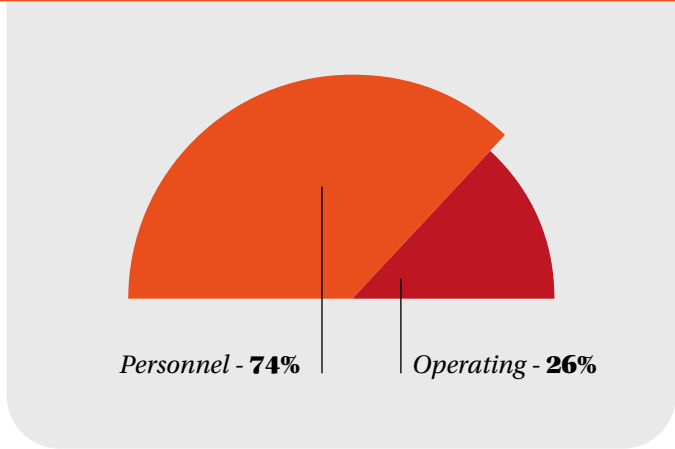


Coachella Valley Mosquito And Vector Control District Organization Chart FY 24-25

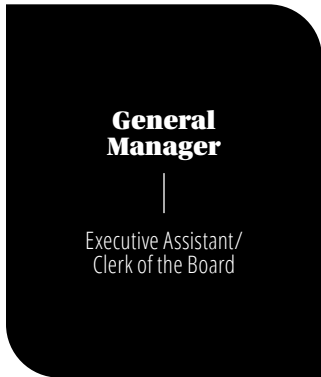


Administration

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.

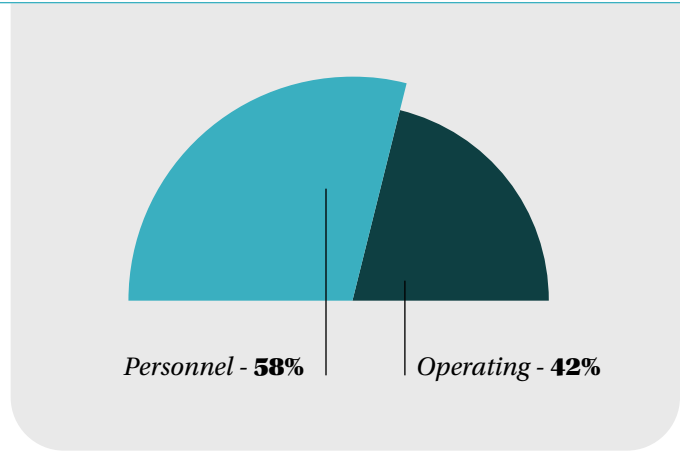


Expenditures	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	454,614	432,050	420,709	401,344
Operations & Maintenance	156,400	161,625	172,620	119,652
Capital	-	-	-	-
Total Expenditures	\$611,014	\$593,675	593,329	520,996



Finance

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.

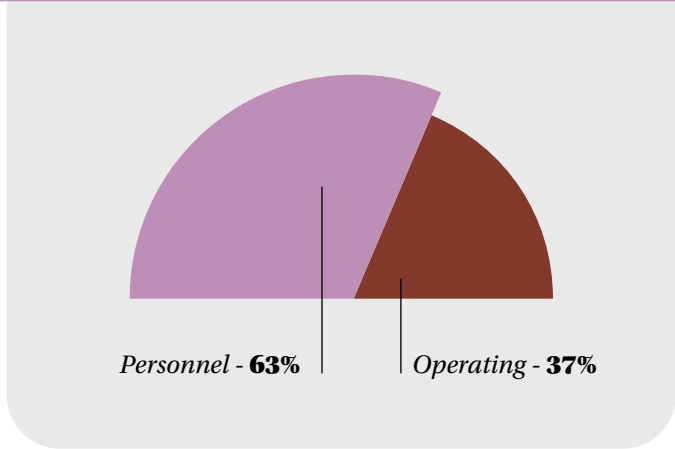


Expenditures	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	633,043	762,979	707,720	596,905
Operations & Maintenance	461,223	467,380	430,970	374,116
Capital	0	1,200	1,200	1,249
Total Expenditures	\$1,094,266	1,231,559	1,139,890	972,270



Human Resources

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.

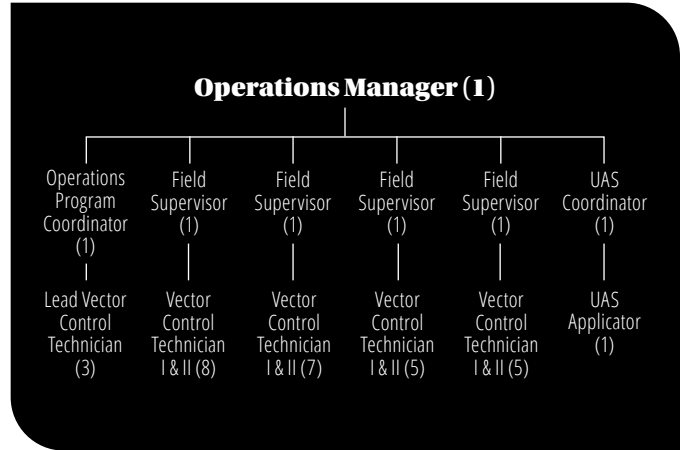
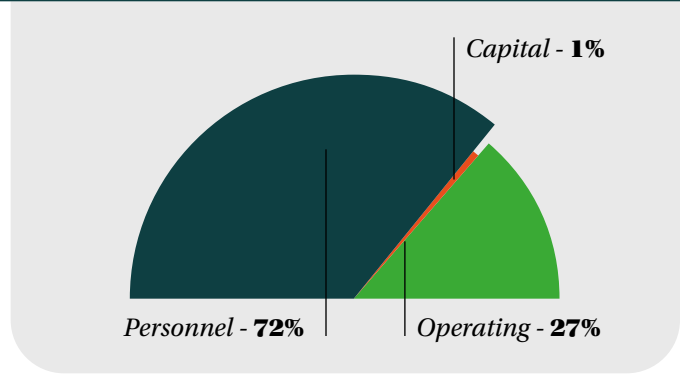


Expenditures	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	669,374	493,265	506,253	473,113
Operations & Maintenance	393,031	365,057	326,075	253,043
Capital	-	-	-	-
Total Expenditures	\$1,062,405	\$858,322	\$832,598	\$726,156



Operations

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.

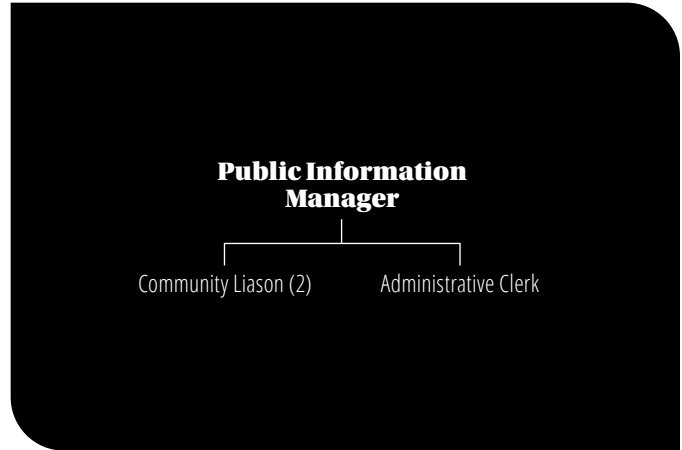
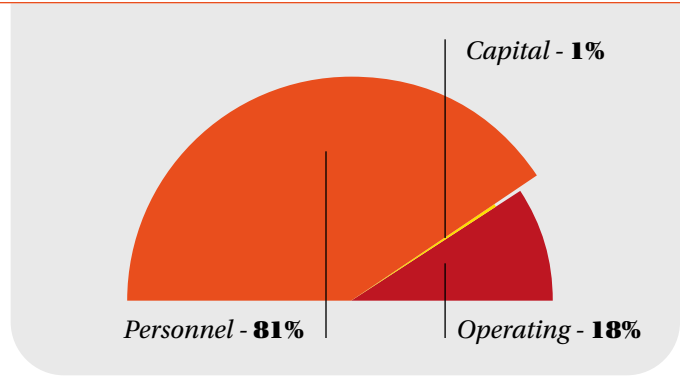


Expenditures	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	4,036,137	3,933,741	3,690,896	3,550,515
Operations & Maintenance	1,504,563	1,295,293	1,346,641	1,112,725
Capital	30,950	20,000	20,000	16,148
Total Expenditures	\$5,571,650	5,249,034	5,057,537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

Public Outreach

The Public Outreach Department aims to educate residents and visitors of the Coachella Valley 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.

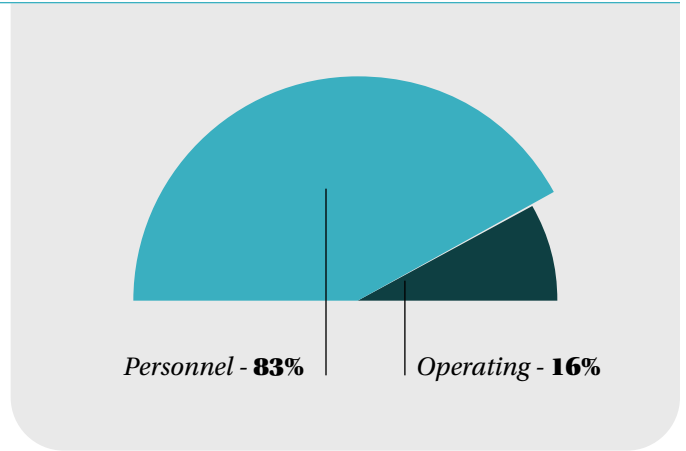
This includes the conceptualization of District materials such as brochures, news releases, feature articles, manuals; promotional items with District messaging; mass advertising; and digital content. The Department is responsible for media and stakeholder relations, community engagement, and ensuring 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 resource fairs, health related collaborations, and community events; and interactive educational opportunities in classrooms and youth events.



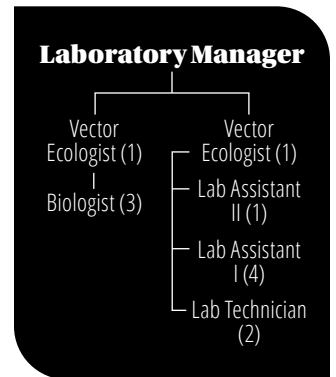
Expenditures	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	768,896	668,139	577,727	581,561
Operations & Maintenance	170,278	167,833	105,939	127,343
Capital	2,000	2,000	2,000	2,117
Total Expenditures	\$941,174	833,972	685,665	711,021

Surveillance

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.

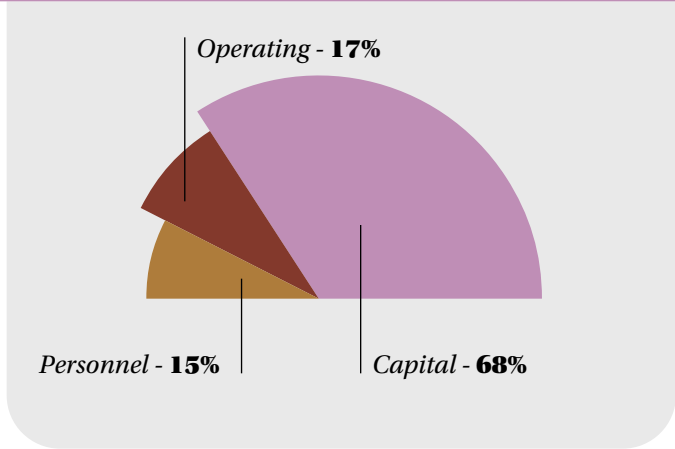


Expenditures	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	1,794,366	1,521,466	1,482,509	1,392,075
Operations & Maintenance	344,221	892,028	206,639	215,139
Capital	5,500	300,000	7,701	6,154
Total Expenditures	\$2,144,088	2,713,495	1,696,849	1,613,368



Building and Grounds Maintenance

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.

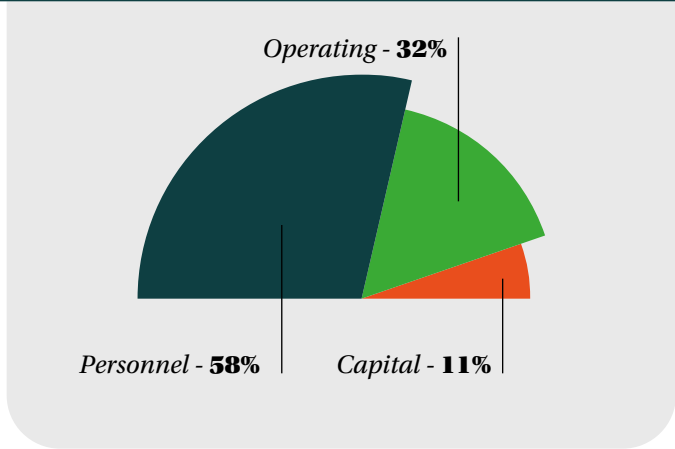


Expenditures	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	273,202	251,400	238,207	226,086
Operations & Maintenance	303,592	268,393	298,275	276,699
Capital	1,198,360	1,518,860	1,518,860	501,354
Total Expenditures	\$1,775,154	\$2,056,853	\$2,055,341	\$1,004,139



Fleet Maintenance

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



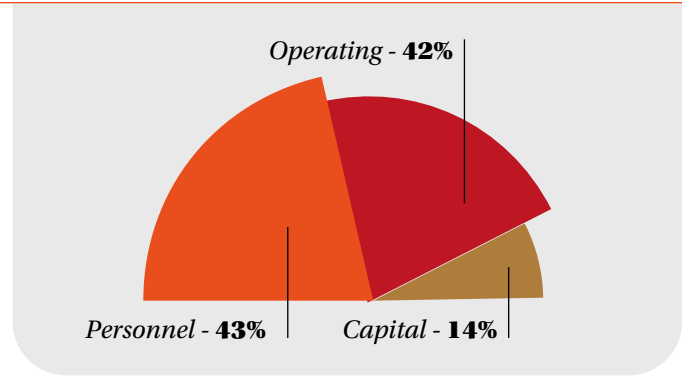
Expenditures	2024-25 Proposed Budget	2023-24 Adopted Budget	2023-24 Estimated Actual	2022-23 Actual
Personnel	235,175	229,742	179,733	211,425
Operations & Maintenance	130,002	103,298	97,736	105,925
Capital	42,900	23,427	23,291	20,127
Total Expenditures	\$408,077	\$356,467	\$300,760	\$338,177



Information Technology

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.



Expenditures	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
Capital	195,298	195,298	195,298	-
Total Expenditures	\$1,328,509	1,118,409	921,146	791,120



Glossary

FREQUENTLY USED BUDGET
ACROYNMS AND ABBREVIATIONS
GLOSSARY OF TERMS
GLOSSARY

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Frequently Used Budget *Acroynms And Abbreviations*

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

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



Glossary of Terms

Accountability: The state of being obliged to explain actions and provide justifications.

Adopted Budget: A plan of operation for a twelve month period expressed in financial terms adopted and approved by the Board of Trustees for expenditures and obligations.

Allocation: A distribution of funds, or an expenditure limit established for an organizational unit or function.

Appropriation: Monies set aside for a specific for a specific purpose An authorization from a specific fund to a specific program to make expenditures/incur obligations for a specified purpose and period of time.

Assessors Valuation: An assessed valuation which forms the basis for a property owner's annual property tax.

Audit: A review of financial records or activity to determine conformity or compliance with applicable laws, regulations and/or policies.

Available Budget: Remaining Budget left to spend; the adjusted budget less year-to-date, less outstanding commitments.

Balance Sheet: A document produced by Finance, which summarizes revenue and spending by category and fund, and displays the resulting District's financial condition. Balance sheets are produced for prior years based on actual receipts and expenditures, and for current and future years based on projections.

Balanced Budget: The identification of revenues and other financing sources as well as available fund balances to fund operating and capital expenditures and other financing uses on an annual basis.

Benefit Assessment: An approved levy or charge upon real property located by an agency for a special benefit to pay for Red Imported Fire Ant inspections/treatments of properties located in the district covered area.

Board of Trustees: Public officials appointed by their respective city councils to govern the District's establishment of policies and ensure financial stability.

Budget Calendar: A schedule of important dates, stake holders and tasks to follow in preparing and adopting the proposed budget.

Budget Message: A written explanation by the Management of the proposed budget which explains the principal budget, policy matters and an overview of budget recommendations.

Capital Budget: Portion of the expenditure budget that pertains to the purchase of assets with a useful life of greater than five years. The capital budget is financed by fund balance reserves or one-time revenues.

Capital Improvement Plan (CIP): A detailed schedule identifying projects and/or equipment needs to improve or rehabilitate new or existing facilities and equipment allowing District staff to forecast projected expenditures typically scheduled over a multi-year period and the method of financing.

Capital Outlay: The expenditure of funds to purchase, construct, rehabilitate or replace fixed assets such as facilities, equipment and systems with a life span greater than five years and a total cost greater than five thousand dollars.

Capital Project: A long-term project requiring large sums of monies to help maintain, improve facilities, grounds and/or equipment.

Committed Fund Balance: The portion of fund balance that is subject to a

Contingency: An allocation of funds set aside for an unforeseen emergency.

Contingency: A budgetary reserve designated for emergencies or unforeseen expenditures not otherwise budgeted for.

Contingency Expense: Funds set aside for expenditures of potential future unforeseen events

Cost of Living Adjustment (COLA): Salary increase adjustments as predetermined for represented staff by mutually agreed memorandums of understanding or for non-represented staff as set forth in individually agreed contracts.

Deficit: Expenditures in excess of its assets.

Department: An organizational unit with overall managerial responsibility for functional programs of the District.

Depreciation: The decline in value of assets or allocation of the cost of tangible assets to periods in which the assets are used.

Encumbrance: The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside funds for future expenditures.

Equipment Replacement Fund: Designated fund for the purchasing, replacement, or upgrade of capital equipment such as vehicles, technology equipment or major software.

Expenditures: Funds allocated or disbursed for the approved obligations such as the delivery of goods or services.

Fiscal Year (FY): The twelve month period that both the District's budget and financial reports cover. The fiscal year begins July 1 and ends June 30 of the following year.

Fiscal Year Ending (FYE): Financial twelve month year-end period

Fixed Assets: Long-term tangible assets with a value greater than five thousand dollars and a life span of more than five years. Examples are land, buildings, improvements to existing facilities, machinery, equipment or IT needs.

Forecast: An estimation of information based on past, current and projected financial conditions.

Full Time Equivalent (FTE): A full-time equivalent position

Fund: A fiscal and accounting entity with a set of accounts recording financial resources and related liabilities.

Fund Accounting: Accounting system used to emphasize accountability rather than profitability expended in compliance with legal requirements and adopted policies.

Fund Balance: Fund balance is the excess of assets over liabilities.

General Fund: The principle fund used for revenues and expenditures not specifically designated to any other fund such as the Capital or Thermal Remediation funds.

Generally Accepted Accounting Principles (GAAP): Uniform standards of commonly-followed accounting rules and guidelines for financial reporting.

Governmental Accounting Standards Board (GASB): Source of generally accepted accounting principles (GAAP) used by state and local government agencies.

Grant: Funds awarded by an organization for a specific function or purpose. For example PHFE awarded the District monies for control efforts against Invasive Aedes.

Internal Control: Established policies or procedures designed to achieve organizational effectiveness, efficiency, reliable financial reporting and compliance with governmental laws and regulations.

Levy: Taxes, special assessments, or service charges imposed by a government levying property taxes.

Memorandum of Understanding (MOU): An agreement entered between the District and employee bargaining units to establish terms and conditions of employment.

Glossary

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

Amortization: The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Arbitrage: As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Audit Report: Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Betterments (Special Assessments): Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

Bond and Interest Record: (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bonds Authorized and Unissued: Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

Bond Issue: Generally, the sale of a certain number of bonds at one time by a governmental unit.

Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Cash: Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Management: The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short-term borrowing and investment of idle cash.

Certificate of Deposit (CD): A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the “cost-of-living index.”

Cost-Benefit Analysis: A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

Debt Burden: The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery—direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the “surplus” or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the community that is subject to local taxation.

Estimated Receipts: A term that typically refers to anticipated local revenues often based on the previous year’s receipts and represent funding sources necessary to support a community’s annual budget. (See Local Receipts)

Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Float: The difference between the bank balance for a local government’s account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

Full Faith and Credit: A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

GASB 34: A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

GASB 45: This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking body of a municipality or school district.

Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Line Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

Local Aid: Revenue allocated by the state or counties to municipalities and school districts.

Maturity Date: The date that the principal of a bond becomes due and payable in full.

Municipal(s): (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

Note: A short-term loan, typically with a maturity date of a year or less.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as “personal services,” “expenses,” or “capital outlay.”

Official Statement: A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Overlapping Debt: A community’s proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

Performance Budget: A budget that stresses output both in terms of economy and efficiency.

Principal: The face amount of a bond, exclusive of accrued interest.

Program: A combination of activities to accomplish an end.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Purchased Services: The cost of services that are provided by a vendor.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

Reserve Fund: An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors’ analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

Revenue Anticipation Note (RAN): A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

Revenue Bond: A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

Revolving Fund: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

Sale of Real Estate Fund: A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

Surplus Revenue: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

Tax Title Foreclosure: The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

Trust Fund: In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

Uncollected Funds: Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

Undesignated Fund Balance: Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

Unreserved Fund Balance (Surplus Revenue Account): The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

Valuation (100 Percent): The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.