



*Serving Public Health Since 1928*

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

**43420 Trader Place, Indio, CA 92201 | (760) 342-8287 | [cvmosquito.org](http://cvmosquito.org)**

### **Finance Committee Meeting**

**Monday, June 5, 2023**

**10:00 a.m.**

### **AGENDA**

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

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This meeting will be conducted by video and/or teleconference as well as in person at the District office located at the address listed above. To view/listen/participate in the meeting live, please join by calling 1-888-475-4499 (toll-free), meeting ID: [818 0032 2358](https://us02web.zoom.us/j/81800322358), or click this link to join: <https://us02web.zoom.us/j/81800322358>.

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

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

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

Members of the public may provide comments in person or remotely at the time of the meeting as set forth in the agenda. Public comments may also be sent by E-mail to the Clerk of the Board by 9:00 a.m. on June 5, 2023, at [mtallion@cvmosquito.org](mailto:mtallion@cvmosquito.org). E-mails received prior to 9:00 a.m. on the day of the Finance Committee meeting will be made part of the record and distributed to the Finance Committee. This method is encouraged as it gives the Finance Committee the opportunity to reflect upon your input. E-mails will not be read at the meeting.

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

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

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

## **5. Items of General Consent**

- A. Approval of Minutes from March 14, 2023, April 11, 2023, and May 2, 2023, Finance Committee Meetings **(Pg. 4)**

## **6. Discussion, Review, and/or Update**

- A. Review of Check Report from Abila MIP for the period of May 10, 2023, to May 31, 2023 **(Pg. 11)**
- B. CalCard Charges (Abila report & Microix Workflow Report) – Statement dated May 24, 2023 **(Pg. 18)**
- C. Review of May 2023 Financials and Treasurers Report **(Pg. 50)**

## **7. Old Business**

- A. 2023 Finance Committee Items **(Pg. 64)**
- B. FY2023-24 Draft Budget **(Pg. 65)**

## **8. New Business**

- A. Auditor Contract **(Pg. 161)**

B. Review of finance-related items on the June Board agenda (**Pg. 188**)

**9. Schedule Next Meeting**

**10. Trustee and/or Staff Comments/Future Agenda Items**

**11. Adjournment**

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**Certification of Posting**

I certify that on June 2, 2023, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District and on the District's website, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)

Executed at Indio, California, on June 2, 2023

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Melissa Tallion, Clerk of the Board

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**

**Finance Committee Meeting**  
**DRAFT - Minutes**

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**TIME** 4:30 p.m. **DATE:** ~~February~~ March 14, 2023

**LOCATION:** 43420 Trader Place Indio, CA 92201 and via Zoom

**COMMITTEE MEMBERS PRESENT:**

Indian Wells            Clive Weightman, Board Treasurer  
Palm Desert            Doug Walker, Trustee

**COMMITTEE MEMBERS ABSENT:**

County at Large        Bito Larson, Trustee

**OTHER TRUSTEES PRESENT:**

None

**STAFF PRESENT:**

Jeremy Wittie, General Manager  
David l'Anson, Administrative Finance Manager  
Jennifer Henke, Laboratory Manager  
Abby Torres, Accounting Technician I  
Melissa Tallion, Executive Assistant/Clerk of the Board

**MEMBERS OF THE PUBLIC PRESENT:**

Yes

**Tasks and Ownership**

<b>Task</b>	<b>Owner(s)</b>	<b>Report Back (Finance Committee)</b>
Confirm quorum (Trustee Larson and/or President Pena on May 9 <sup>th</sup> , 3:30 p.m. Finance Committee Meeting	<b>Melissa</b>	<b>April 11<sup>th</sup></b>

**1. Call to Order**

*Treasurer Weightman called the meeting to order at 4:30 p.m.*

**2. Roll Call**

*Roll call indicated two (2) of the three (3) Committee members were present.*



### **3. Confirmation of Agenda**

*The agenda was confirmed as presented.*

### **4. Public Comments**

*None*

### **5. Items of General Consent**

- A. Approval of Minutes from February 14, 2023, Finance Committee Meeting

*On a motion from Trustee Walker, seconded by Treasurer Weightman, and passed by the following roll call votes, the Committee approved the minutes from February 14, 2023.*

*Ayes: Treasurer Weightman, Trustee Walker*

*Noes: None*

*Abstained: None*

*Absent: Trustee Larson*

### **6. Discussion, Review, and/or Update**

- A. Review of Check Report from Abila MIP for the period of February 9, 2023, to March 8, 2023  
*The check report was reviewed by the Committee and staff. A discussion ensued regarding checks that needed further explanation. Staff answered the questions to satisfy the Committee.*
- B. CalCard Charges (Abila report & Microix Workflow Report) – Statement dated February 24, 2023  
*The CalCard monthly statement was reviewed by the Committee. Staff provided more information regarding specific charges to satisfy the Committee.*
- C. Review of February 2023 Financials and Treasurers Report  
*The Committee and staff reviewed the Financials and Treasurers report. David I'Anson found three expenses that needed to be reclassified to be expensed out of different departments. The District is showing a favorable net income.*

### **7. Old Business**

- A. 2023 Finance Committee Items  
*David reviewed the staff report and will continue to update the Finance Committee at each meeting. An RFP will be issued for a new auditor contract. The top three candidates will be brought to the May Finance Committee meeting for their input and/or recommendation. David mentioned he updated the Goldman Sachs CD. Treasurer Weightman asked to have the job code/cost center for the District's Drone program added to the Staff report.*
- B. Budget Calendar  
*The budget calendar was reviewed.*

### **8. New Business**

- A. Review of finance-related items on the Board agenda  
*The Committee reviewed the Board meeting agenda.*

**9. Schedule Next Meeting**

*The next Finance Committee meeting was scheduled for April 11, 2023, at 1:00 p.m. to review the draft budget. Melissa will confirm attendance for the May 9<sup>th</sup> Finance Committee and Budget workshop meeting.*

**10. Trustee and/or Staff Comments/Future Agenda Items**

*None*

**11. Adjournment**

*Treasurer Weightman adjourned the meeting at 5:09 p.m.*

DRAFT

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**

**Finance Committee Meeting**  
**DRAFT - Minutes**

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**TIME** 1:00 p.m. **DATE:** April 11, 2023

**LOCATION:** 43420 Trader Place Indio, CA 92201

**COMMITTEE MEMBERS PRESENT:**

Indian Wells            Clive Weightman, Board Treasurer  
Palm Desert            Doug Walker, Trustee  
County at Large        Bitto Larson, Trustee

**COMMITTEE MEMBERS ABSENT:**

None

**OTHER TRUSTEES PRESENT:**

None

**STAFF PRESENT:**

Jeremy Wittie, General Manager  
David l'Anson, Administrative Finance Manager  
Melissa Tallion, Executive Assistant/Clerk of the Board

**MEMBERS OF THE PUBLIC PRESENT:**

No

**Tasks and Ownership**

<b>Task</b>	<b>Owner(s)</b>	<b>Report Back (Finance Committee)</b>
Presentation by J. Henke or Verily about SIT	<b>Jeremy</b>	<b>May 2, 2023</b>
Potential SIT workshop	<b>Jeremy/Jennifer</b>	<b>May/June</b>
The next draft of the Budget will include the IT cost center	<b>David</b>	<b>May 2, 2023</b>
Talk to other agencies about their experience with the Vendor for our Technology Master Planning	<b>David/Jeremy</b>	<b>May 2, 2023</b>
Look into other options for pension pre-funding	<b>David</b>	<b>May 2, 2023</b>

**1. Call to Order**

*Treasurer Weightman called the meeting to order at 1:03 p.m.*

## **2. Roll Call**

*Roll call indicated all three (3) Committee members were present.*

## **3. Confirmation of Agenda**

*Treasurer Weightman inquired if there were any agenda items to be shifted. Upon no objections from the Committee, the agenda was confirmed as presented.*

## **4. Public Comments**

*None*

## **5. Items Overview/Discussion of the DRAFT FY 2023-2024 Budget** — Clive Weightman, Treasurer, David l'Anson, Administrative Finance Manager, and Jeremy Wittie, M.S., CSDM, General Manager

*The budget summary document was reviewed along with revenue and expenditure assumptions. Discussions included creating a monthly report by cost center for the Committee to review. The Committee and staff discussed the increase to the Control budget to include money allocated for the Sterile Insect Technique vendor. The Committee would like to have Jennifer Henke, Laboratory Manager, and/or the vendor bring more information to an upcoming meeting. The Committee and staff also discussed the additional funds added to the IT budget for a Technology Master Plan and asked David l'Anson to reach out to other agencies who have used the proposed vendor for their thoughts and/or recommendations of the vendor.*

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

*The Committee thanked the staff for putting together the budget. Treasurer Weightman reminded the Committee about the next Finance Committee meeting scheduled for May 2<sup>nd</sup> at 1:00 p.m.*

## **7. Adjournment**

*Treasurer Weightman adjourned the meeting at 2:52 p.m.*

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**

**Finance Committee Meeting**  
**DRAFT - Minutes**

---

**TIME** 1:00 p.m. **DATE:** May 2, 2023

**LOCATION:** 43420 Trader Place Indio, CA 92201

**COMMITTEE MEMBERS PRESENT:**

Indian Wells            Clive Weightman, Board Treasurer  
Palm Desert            Doug Walker, Trustee  
County at Large        Bito Larson, Trustee

**COMMITTEE MEMBERS ABSENT:**

None

**OTHER TRUSTEES PRESENT:**

None

**STAFF PRESENT:**

Jeremy Wittie, General Manager  
David l'Anson, Administrative Finance Manager  
Jennifer Henke, Laboratory Manager  
Melissa Tallion, Executive Assistant/Clerk of the Board

**MEMBERS OF THE PUBLIC PRESENT:**

No

**Tasks and Ownership**

<b>Task</b>	<b>Owner(s)</b>	<b>Report Back (Finance Committee)</b>
SIT Workshop	Melissa/Jeremy	June

**1. Call to Order**

*Treasurer Weightman called the meeting to order at 1:02 p.m.*

**2. Roll Call**

*Roll Call indicated that all three (3) Committee Members were present.*

### 3. Confirmation of Agenda

*Treasurer Weightman inquired if any agenda items needed to be shifted. Upon no objections from the Committee, the agenda was confirmed as presented.*

### 4. Public Comments

*None*

### 5. Old Business

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

*Jennifer Henke, Laboratory Manager introduced this agenda item and provided the Committee with background information. The Committee had a good discussion about the SIT budget item. Discussed the pros and cons of the project. The Committee asked staff to schedule a workshop before the June 13, 2023 board meeting to discuss this project with the entire Board of Trustees.*

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

*Jeremy Wittie, General Manager mentioned a few items in the budget that had been revised including the IT department budget, the District's UAS program now has a dedicated department, and the utility expenses have been increased to allow for inflation. Jeremy also discussed the proposed legal fee changes to the SBEMP agreement which will be discussed during the May 9, 2023 Board meeting. The Committee would like to have each department manager highlight their budget increases. These will be highlighted in the General Manager report.*

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

### 7. Adjournment

*Treasurer Weightman adjourned the meeting at 3:00 p.m.*

**CVMVCD**  
Check/Voucher Register - checkreportforFC  
**1035 - CB&T General Checking**  
From 5/10/2023 Through 5/31/2023

Check Number	Vendor Name	PO# / Invoice#	Transaction Description	Check Amount
44626	Jennifer Henke	2122608	Professional Development	295.63
	Jennifer Henke	3049	MVCAC Committee Planning Meeting	117.95
	Jennifer Henke	AP2973	Professional Development	789.10
	Jennifer Henke	PO2817	Staff Training	<u>414.30</u>
Total 44626			1,616.98	
44627	MissionSquare (Plan# 302318)	776280	Deferred Compensation Contributions: 07/08/2022PP	10,434.18
	MissionSquare (Plan# 302318)	776280-2	Deferred Compensation Contributions: 07/08/2022 (FY2022-23)	800.77
	MissionSquare (Plan# 302318)	786608	Deferred Compensation 07/22/2022PP	<u>11,877.55</u>
Total 44627			23,112.50	
44628	Advance Imaging Systems	IN845743	Contract Services	83.24
	Advance Imaging Systems	IN846788	Contract Services	154.96
	Advance Imaging Systems	IN848084	Contract Services	<u>55.75</u>
Total 44628			293.95	
44630	Cintas Corporation #3	4150970538	Uniform Expense	45.58
	Cintas Corporation #3	4150970538-2	Uniform Expense	124.41
	Cintas Corporation #3	4150970538-3	Uniform Expense	117.42
	Cintas Corporation #3	4150970538-4	Uniform Expense	525.06
	Cintas Corporation #3	4151752895	Uniform Expense	45.58
	Cintas Corporation #3	4151752895-2	Uniform Expense	124.41
	Cintas Corporation #3	4151752895-400	Uniform Expense	117.42
	Cintas Corporation #3	4151752895-500	Uniform Expense	525.06
	Cintas Corporation #3	4152395216	Uniform Expense	45.58
	Cintas Corporation #3	4152395216-2	Uniform Expense	124.41
	Cintas Corporation #3	4152395216-3	Uniform Expense	116.58
	Cintas Corporation #3	4152395216-4	Uniform Expense	697.37
	Cintas Corporation #3	4153171642	Uniform Expense	45.58
	Cintas Corporation #3	4153171642-2	Uniform Expense	124.41
	Cintas Corporation #3	4153171642-3	Uniform Expense	117.42
	Cintas Corporation #3	4153171642-4	Uniform Expense	532.57
	Cintas Corporation #3	4153866266	Uniform Expense	45.58

**CVMVCD**  
 Check/Voucher Register - checkreportforFC  
**1035 - CB&T General Checking**  
 From 5/10/2023 Through 5/31/2023

Check Number	Vendor Name	PO# / Invoice#	Transaction Description	Check Amount
	Cintas Corporation #3	4153866266-2	Uniform Expense	124.41
	Cintas Corporation #3	4153866266-3	Uniform Expense	124.03
	Cintas Corporation #3	4153866266-4	Uniform Expense	<u>532.57</u>
Total 44630				4,255.45
44631	Armando Gaspar	AP3387	Professional Development	<u>128.38</u>
Total 44631				128.38
44632	Imperial Irrigation District	20230410	Utilities	<u>1,382.13</u>
Total 44632				1,382.13
44633	Imperial Irrigation Dist-Lab Acct	41023	Utilities	<u>3,571.28</u>
Total 44633				3,571.28
44634	NAPA Auto & Truck Parts	019638	Vehicle Parts & Supplies	(95.86)
	NAPA Auto & Truck Parts	058219	Vehicle Parts & Supplies	529.35
	NAPA Auto & Truck Parts	060137	Vehicle Parts & Supplies	1,185.21
	NAPA Auto & Truck Parts	060427	Vehicle Parts & Supplies	(157.94)
	NAPA Auto & Truck Parts	060428	Vehicle Parts & Supplies	(90.00)
	NAPA Auto & Truck Parts	063363	Equipment Parts & Supplies	623.59
	NAPA Auto & Truck Parts	064881	Vehicle Parts & Supplies	<u>(155.72)</u>
Total 44634				1,838.63
44635	Pitney Bowes Purchase Power	04252023	Contract Services	<u>62.02</u>
Total 44635				62.02
44636	Burrtec Waste & Recycling Svcs.	6123	Utilities	<u>454.56</u>
Total 44636				454.56
44637	CalPERS Healthcare Acct	100000017174618	Cafeteria Plan	<u>94,453.77</u>
Total 44637				94,453.77



CVMVCD  
Check/Voucher Register - checkreportforFC  
**1035 - CB&T General Checking**  
From 5/10/2023 Through 5/31/2023

Check Number	Vendor Name	PO# / Invoice#	Transaction Description	Check Amount
44638	CalPERS - Retirement Acct	100000017105925	Retirement Contributions: 04/28/2023PP	23,766.73
	CalPERS - Retirement Acct	100000017105962	Retirement Contributions: 04/28/2023PP	9,770.68
	CalPERS - Retirement Acct	100000017133662	Retirement Contributions: 05/12/2023PP	24,100.13
	CalPERS - Retirement Acct	100000017133685	Retirement Contributions: 05/26/2023PP	23,856.16
	CalPERS - Retirement Acct	100000017133705	Retirement Contributions: 05/12/2023PP	9,724.89
	CalPERS - Retirement Acct	100000017133725	Retirement Contributions: 05/26/2023PP	9,529.24
Total 44638				100,747.83
44639	MissionSquare (Plan# 302318)	6150476	Deferred Compensation Contributions: 05/26/2023PP (DRAFT)	12,673.31
	MissionSquare (Plan# 302318)	6598674	Deferred Compensation Contributions: 04/28/2023PP	12,704.96
	MissionSquare (Plan# 302318)	6632495	Deferred Compensation Contributions: 05/12/2023PP	12,642.89
Total 44639				38,021.16
44640	Imperial Irrigation District	2359	Utilities	2,252.54
Total 44640				2,252.54
44641	Imperial Irrigation Dist-Lab Acct	202359	Utilities	4,976.71
Total 44641				4,976.71
44642	Indio Water Authority	05112023	Utilities	406.76
	Indio Water Authority	110523	Utilities	182.26
	Indio Water Authority	51123	Utilities	190.21
Total 44642				779.23
44643	Principal Life Insurance Co.	051823	Cafeteria Plan	12,910.31
Total 44643				12,910.31
44644	Abila	1050-1000176497	Cloud Computing Services	943.77
Total 44644				943.77

**CVMVCD**  
Check/Voucher Register - checkreportforFC  
**1035 - CB&T General Checking**  
From 5/10/2023 Through 5/31/2023

Check Number	Vendor Name	PO# / Invoice#	Transaction Description	Check Amount
44645	Advance Imaging Systems	IN852348	Contract Services	64.99
	Advance Imaging Systems	IN853566	Contract Services	45.23
Total 44645				110.22
44646	Airgas USA, LLC	9130307595	Lab Supplies	639.68
	Airgas USA, LLC	9137725346	Lab Supplies	552.20
	Airgas USA, LLC	9137960844	Lab Supplies	574.95
	Airgas USA, LLC	9138189712	Lab Supplies	574.44
Total 44646				2,341.27
44647	American Engraving Co.	68723	reproduction and printing	1,235.81
Total 44647				1,235.81
44648	CarQuest Auto Parts	7339-858874	Vehicle Parts & Supplies	322.11
	CarQuest Auto Parts	7339-859237	Vehicle Parts & Supplies	97.08
	CarQuest Auto Parts	7339-860086	Vehicle Parts & Supplies	(38.03)
Total 44648				381.16
44649	CleanExcel	042358	Janitorial Services	4,192.00
Total 44649				4,192.00
44650	Cove Electric, Inc.	18387	Capital Outlay	4,910.62
Total 44650				4,910.62
44651	C&R Wellness Works LLC dba Wellness Works	22-057	Employee Assistance Services	297.00
Total 44651				297.00
44652	CSI Ceja Security International	050723CVM	Security Patrol Services	1,547.00
Total 44652				1,547.00

**CVMVCD**  
Check/Voucher Register - checkreportforFC  
**1035 - CB&T General Checking**  
From 5/10/2023 Through 5/31/2023

Check Number	Vendor Name	PO# / Invoice#	Transaction Description	Check Amount
44653	Desert Alarm, Inc.	447620	Burglar & Fire Alarm Monitoring Services	1,019.70
Total 44653				1,019.70
44654	Dudek & Associates	202302624	Civil Engineering - Parcel Project	4,300.52
Total 44654				4,300.52
44655	Holt Architects, Inc.	23-04-010	Architectural Services	4,625.00
Total 44655				4,625.00
44656	Hypertec USA Inc	P-15979	Cloud Computing Services	76.02
Total 44656				76.02
44657	Indio Emergency Medical Group	9876730	Physician Fees	110.00
Total 44657				110.00
44658	Jernigan's Sporting Goods, Inc.	16908	Safety Expense	110.00
	Jernigan's Sporting Goods, Inc.	16909	Safety Expense	110.00
	Jernigan's Sporting Goods, Inc.	16910	Safety Expense	110.00
	Jernigan's Sporting Goods, Inc.	16912	Safety Expense	110.00
	Jernigan's Sporting Goods, Inc.	16950	Safety Expense	65.24
Total 44658				505.24
44659	Izzy Motors Inc. dba La Quinta Chevrolet	146306	Vehicle Parts & Supplies	31.42
	Izzy Motors Inc. dba La Quinta Chevrolet	146343	Vehicle Parts & Supplies	272.60
Total 44659				304.02
44660	Linde Gas & Equipment Inc.	35465659	Cylinder Rentals	65.03
	Linde Gas & Equipment Inc.	36038708	Cylinder Rentals	63.54
Total 44660				128.57

**CVMVCD**  
 Check/Voucher Register - checkreportforFC  
**1035 - CB&T General Checking**  
 From 5/10/2023 Through 5/31/2023

Check Number	Vendor Name	PO# / Invoice#	Transaction Description	Check Amount
44661	NAPA Auto & Truck Parts	010702	Vehicle Parts & Supplies	6.19
	NAPA Auto & Truck Parts	043246	Vehicle Parts & Supplies	<u>437.46</u>
Total 44661				443.65
44662	Puretec Industrial Water	2072990	Equipment Parts & Supplies	<u>350.98</u>
Total 44662				350.98
44663	Refrigeration Supplies Distributor	62223358-00	Repair & Maintenance - BioLabTank Room	53.36
	Refrigeration Supplies Distributor	62225944-00	Repair & Maintenance-Shop/Grounds	<u>29.61</u>
Total 44663				82.97
44664	Rivco Mechanical Services, Inc.	W25011	Repair & Maintenance - Bio/Lab/Tank Room	<u>375.00</u>
Total 44664				375.00
44665	Slovak Baron Empey Murphey & Pinkney LLP	79745	Attorney Fees	<u>4,000.00</u>
Total 44665				4,000.00
44666	SC Commercial LLC dba SC Fuels	2380629-IN	Motor, Fuel, Oil	<u>6,888.06</u>
Total 44666				6,888.06
44667	Veolia ES Technical Solutions, LLC	MD110244	Lab Supplies and Expense	117.94
	Veolia ES Technical Solutions, LLC	MD110852	Lab Supplies and Expense	<u>117.97</u>
Total 44667				235.91
44668	Verizon Wireless	9934304717	IT Communications	<u>3,036.40</u>
Total 44668				3,036.40
44669	CalPERS-OPEB Contributions	SPO22-23-275	Retiree Healthcare Prefunding	<u>312,420.00</u>

**CVMVCD**  
 Check/Voucher Register - checkreportforFC  
**1035 - CB&T General Checking**  
 From 5/10/2023 Through 5/31/2023

Check Number	Vendor Name	PO# / Invoice#	Transaction Description	Check Amount
Total 44669				312,420.00
			Total 1035 - CB&T General Checking	645,718.32
Report Total				645,718.32

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
5300	Employee Incentive	Administration	groupgreeting.com	4.99	Melissa Tallion	Melissa Tallion
Total 5300	Employee Incentive			4.99		
6050	Dues & Memberships	Surveillance & Quality Control	Entomological Society Of A...	180.00	application fee - BCE	Jennifer Henke
6050	Dues & Memberships	Public Outreach	NAGC – National Association...	330.00	National Association of Government Communicators Annual dues	Tammy Gordon
Total 6050	Dues & Memberships			510.00		
6060	Reproduction & Printing	Information Systems	ID Ville	121.12	ID Maker YMCKO Printer Ribbon 43916	Antonio Molina
6060	Reproduction & Printing	Information Systems	ID Ville	17.55	Shipping and Handling	Antonio Molina
6060	Reproduction & Printing	Information Systems	ID Ville	10.60	Tax	Antonio Molina
6060	Reproduction & Printing	Public Outreach	UPrinting.com	650.07	sticker reorder including 95 anniversary and kid stickers	Tammy Gordon
6060	Reproduction & Printing	Public Outreach	AmazonBusiness	570.00	Grandmother Mosquito children books	Tammy Gordon
Total 6060	Reproduction & Printing			1,369.34		
6065	Recruitment/Adve...	Human Resources	GovernmentJobs.com	199.00	Advertisement for Operations Manager	Graciela Morales
6065	Recruitment/Adve...	Human Resources	GovernmentJobs.com	199.00	Advertisement for Seasonal VC Operators	Graciela Morales
6065	Recruitment/Adve...	Human Resources	GovernmentJobs.com	199.00	Recruitment Ad for Internship Opportunity	Graciela Morales
Total 6065	Recruitment/Adve...			597.00		
6070	Office Supplies	Surveillance & Quality Control	Staples Business Advantage	30.29	clock	Jennifer Henke

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
6070	Office Supplies	Surveillance & Quality Control	Staples Business Advantage	27.98	dish soap refills	Jennifer Henke
6070	Office Supplies	Surveillance & Quality Control	Staples Business Advantage	13.99	disinfecting spray (2 pack)	Jennifer Henke
6070	Office Supplies	Surveillance & Quality Control	Staples Business Advantage	22.60	disinfecting wipes (6 pack)	Jennifer Henke
6070	Office Supplies	Surveillance & Quality Control	Staples Business Advantage	5.79	dry erase markers (4 pack)	Jennifer Henke
6070	Office Supplies	Surveillance & Quality Control	Staples Business Advantage	19.15	tax	Jennifer Henke
6070	Office Supplies	Surveillance & Quality Control	Staples Business Advantage	9.35	hand soap	Jennifer Henke
6070	Office Supplies	Surveillance & Quality Control	Staples Business Advantage	16.18	hand soap refills	Jennifer Henke
6070	Office Supplies	Surveillance & Quality Control	Staples Business Advantage	13.78	notepads 8.5 by 11.75 (12 pack)	Jennifer Henke
6070	Office Supplies	Surveillance & Quality Control	Staples Business Advantage	37.80	paper towels	Jennifer Henke
6070	Office Supplies	Surveillance & Quality Control	Staples Business Advantage	23.99	steno pads (12 pack)	Jennifer Henke
6070	Office Supplies	Surveillance & Quality Control	Staples Business Advantage	17.14	steno pads (6 pack)	Jennifer Henke
6070	Office Supplies	Control Operations	Staples Business Advantage	17.89	Sticky Notes (36pk)	Sarah Crenshaw
6070	Office Supplies	Control Operations	Staples Business Advantage	15.72	Clipboards (3pk)	Sarah Crenshaw
6070	Office Supplies	Control Operations	Staples Business Advantage	14.42	Retractable Pens (12pk)	Sarah Crenshaw
6070	Office Supplies	Control Operations	Staples Business Advantage	4.20	Estimated Tax	Sarah Crenshaw
6070	Office Supplies	Public Outreach	Desert Sun Publishing Co	14.99	Digital Subscription for Desert Sun-May	Tammy Gordon
6070	Office Supplies	Finance	AmazonBusiness	43.59	Clear Office Chair Mat	Veronica Montoya
6070	Office Supplies	Finance	AmazonBusiness	7.11	Est. Sales Tax	Veronica Montoya
6070	Office Supplies	Finance	AmazonBusiness	29.98	Laminated Fiscal Year Wall Calendar 2023-24	Veronica Montoya
6070	Office Supplies	Finance	AmazonBusiness	(2.18)	Promotion	Veronica Montoya
6070	Office Supplies	Finance	AmazonBusiness	9.99	Shipping	Veronica Montoya
6070	Office Supplies	Finance	American Payroll Association...	298.00	APA: American Payroll Association Membership Dues: 2023 for	Veronica Montoya

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
Total 6070	Office Supplies			691.75		
6075	Postage	Administration	FedEx and Kinkos	59.57	Express Overnight HR Documents	Crystal G Moreno
6075	Postage	Surveillance & Quality Control	UPS	17.02	Delivery Service Fee February 18, 2023	Rosendo Ruiz
Total 6075	Postage			76.59		
6080	Computer & Network Systems	Information Systems	AmazonBusiness	13.95	50 Pcs Self Adhesive Cable Management Clips	Antonio Molina
6080	Computer & Network Systems	Information Systems	AmazonBusiness	35.16	Amazon Basics Computer Monitor TV Replacement Power Cord 12	Antonio Molina
6080	Computer & Network Systems	Information Systems	AmazonBusiness	15.98	Anker 4-Port USB 3.0 Ultra Slim Data Hub	Antonio Molina
6080	Computer & Network Systems	Information Systems	AmazonBusiness	122.45	Braecn Galaxy Tab S6 Case Hybrid Heavy Duty Shockproof Case	Antonio Molina
6080	Computer & Network Systems	Information Systems	AmazonBusiness	29.99	HP 630797-001 Speakers HP LCD SPeakers	Antonio Molina
6080	Computer & Network Systems	Information Systems	AmazonBusiness	130.98	HP Travel USB-C Multi Port Hub	Antonio Molina
6080	Computer & Network Systems	Information Systems	AmazonBusiness	279.96	Logitech C920X HD Pro WebCam	Antonio Molina
6080	Computer & Network Systems	Information Systems	AmazonBusiness	197.99	Microsoft Surface Dock 2	Antonio Molina
6080	Computer & Network Systems	Information Systems	AmazonBusiness	5.99	Shipping and Handling	Antonio Molina
6080	Computer & Network Systems	Information Systems	AmazonBusiness	46.88	Tab S6 S Pen Replacement with Bluetooth for Samsung Galaxy T	Antonio Molina
6080	Computer & Network Systems	Information Systems	AmazonBusiness	98.92	Tax	Antonio Molina
6080	Computer & Network Systems	Information Systems	AmazonBusiness	231.90	Tripp Lite Isobar 6 Outlet Surge Protector Power Strip	Antonio Molina



CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
6080	Computer & Network Systems	Information Systems	AmazonBusiness	20.00	Yealink T5W-Wall Mount Bracket	Antonio Molina
6080	Computer & Network Systems	Information Systems	Connection	1,242.15	APX 320 Plenum-Rated Point	Antonio Molina
6080	Computer & Network Systems	Information Systems	Connection	0.00	Shipping and Handling	Antonio Molina
6080	Computer & Network Systems	Information Systems	Connection	108.69	Tax	Antonio Molina
Total 6080	Computer & Network Systems			2,580.99		
6110	Conference Expense	Finance	California Special Districts A...	675.00	Registration	Melissa Tallion
6110	Conference Expense	Finance	CSDAConferenceExpense	297.53	Lodging deposit	Melissa Tallion
Total 6110	Conference Expense			972.53		
6120	Trustee Support	Trustee Support	Rincon Norteno Restaurant	420.87	Board Meeting Meal	Gregorio Alvarado
6120	Trustee Support	Trustee Support	Walmart Stores	65.69	Supplies	Melissa Tallion
6120	Trustee Support	Trustee Support	Panera Bread	164.75	Meal	Melissa Tallion
Total 6120	Trustee Support			651.31		
6200	Meetings Expense	Administration	Crumbl	25.00	6-Pack of Cookies	Crystal G Moreno
6200	Meetings Expense	Administration	Crumbl	0.91	Service Fee	Crystal G Moreno
6200	Meetings Expense	Administration	Crumbl	6.00	Single Cookie	Crystal G Moreno
6200	Meetings Expense	Administration	Trader Joes	12.47	Fruit	Crystal G Moreno
6200	Meetings Expense	Administration	Walmart Stores	98.56	Ice cream for staff	Graciela Morales
6200	Meetings Expense	Administration	Mario's Italian Restaurant	40.72	Lunch	Jeremy Wittie
6200	Meetings Expense	Administration	OffsiteMeetingExpense	15.00	Lunch	Melissa Tallion
6200	Meetings Expense	Administration	VCJPA Meeting Expense	247.96	Flight	Melissa Tallion
6200	Meetings Expense	Administration	Lowes Stores	904.45	Folding Chairs	Melissa Tallion
6200	Meetings Expense	Public Outreach	TKB Bakery & Deli	115.66	lunch at department meeting	Tammy Gordon
Total 6200	Meetings Expense			1,466.73		

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
6220	Public Outreach Advertising	Public Outreach	META	155.17	Spring Meta campaign for email sign ups	Tammy Gordon
Total 6220	Public Outreach Advertising			155.17		
6410	Telecommunications	Information Systems	Frontier Communications-To...	214.29	District Landline/POTS services 3/28 - 4/27/23	Abelina Torres
Total 6410	Telecommunications			214.29		
7050	Safety Expense	Surveillance & Quality Control	VWR International	366.55	Medium nitrile gloves / 1 case (10 boxes/case)	G Perezchica Harvey
7050	Safety Expense	Surveillance & Quality Control	VWR International	20.67	Shipping	G Perezchica Harvey
7050	Safety Expense	Surveillance & Quality Control	VWR International	32.07	Tax	G Perezchica Harvey
7050	Safety Expense	Surveillance & Quality Control	Gempler's Inc.	143.88	4-mil powder free nitrile gloves	Michael Esparza
7050	Safety Expense	Surveillance & Quality Control	Gempler's Inc.	12.59	estimated taxes	Michael Esparza
7050	Safety Expense	Surveillance & Quality Control	Gempler's Inc.	13.22	shipping	Michael Esparza
Total 7050	Safety Expense			588.98		
7150	IT Communications	Information Systems	Intermedia Cloud Communic...	1,492.90	Intermedia AL - Voice Services (03/28/2023-04/28/2023)	Antonio Molina
Total 7150	IT Communications			1,492.90		
7200	Household Supplies	Buildings & Grounds Maintenance	Waxie Sanitary Supply	52.82	2Ply Bath Tissue	Rosendo Ruiz

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
7200	Household Supplies	Buildings & Grounds Maintenance	Waxie Sanitary Supply	101.07	Multifold Towels	Rosendo Ruiz
7200	Household Supplies	Buildings & Grounds Maintenance	Waxie Sanitary Supply	28.34	Tax	Rosendo Ruiz
7200	Household Supplies	Buildings & Grounds Maintenance	Waxie Sanitary Supply	170.00	Trash Liners	Rosendo Ruiz
Total 7200	Household Supplies			352.23		
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Desert Steel Supply	89.00	1-5/8X20FT- 16guge	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Desert Steel Supply	178.00	14 Gauge 2X2X1/8 square tubing.	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Desert Steel Supply	6.00	Cut 14 Gauge 2X2X1/8 square tubing.For transport	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Desert Steel Supply	23.89	TAXES	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Hajoca Palm Springs	575.04	1/2 HP 115 Volt 1spd	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Hajoca Palm Springs	74.23	115 volt 1HP Pump Kit	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Hajoca Palm Springs	80.16	28x58 Aspen cooler pads	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Hajoca Palm Springs	13.78	3/8 Bronze Float Valve	Armando Gaspar

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Hajoca Palm Springs	72.28	5/8 X 3 Double sheave pulley	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Hajoca Palm Springs	46.36	A98-Fan belt	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Hajoca Palm Springs	79.72	TAXES	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	HD Supply White CAP #0	35.99	3FT Marking Wand-Roller	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	HD Supply White CAP #0	83.88	Aersol marking paint.	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	HD Supply White CAP #0	10.49	Taxes	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	28.98	1 BEHR Gallon Swiss coffe paint.	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	6.58	Graphite Dry Lube 5.5oz	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	12.96	Greay PrimerSpray Paint/Yellow	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	4.98	Liquid caulking -base board	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	37.27	Magnetic Mag Flood Lite	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	279.00	Milwakee 1 1/2 Rotary Hammer Drill	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	43.97	Milwakee 3/8 X 12inch Drill Bit	Armando Gaspar

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	43.94	Orange peel texture -spray	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	0.65	Paint recycle fee.	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	7.97	10FT Computer cord	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	11.47	15ft 120volt extension cord	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	1.22	1Gang Box cover plate .white	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	15.96	2 Rolls scotch blue tape.	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	11.48	9x3/8 Roller Knit 3 PK	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Palm United Refrigeration, I...	20.00	Freight Charge	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Palm United Refrigeration, I...	396.96	Solenoid Coil	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Palm United Refrigeration, I...	156.14	TAXES	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Palm United Refrigeration, I...	1,617.88	TX Solenoid Valve	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	PTM, Inc.	3,645.64	30ftx20ftx15ft new tent hardware	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	PTM, Inc.	373.68	TAXES	Armando Gaspar

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Stonehouse	38.19	1 Qt Ultra Apoxy	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Stonehouse	2.96	TAXES	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	11.47	Picture Hanging Kit 34PK	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	4.98	Red 12 gauge wire connectors 30pk	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	34.95	Red Head 3/8X5 Anchors 40PK.	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	50.76	Redi-Mix 60lb concrete for posts.	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	9.97	Rubber 1/4 washers pk 150-8 gauge	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	12.27	Self tapper screws 1/4X3/4 PK150 10GAUGE	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	77.94	Sylvania T8 Ballast Ignitor 3 Lamp	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	56.94	Sylvania T8 Lamp light	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	68.79	TAXES	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	8.47	Toogle Bolts 3 /16 X 2 pk15	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	7.98	WD-Lube spray 12oz	Armando Gaspar

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	4.98	White 12 gauge wire connector 30pk	Armando Gaspar
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	18.98	white paint	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	36.98	yellow traffic gal	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	7.97	tray liner 10 pk	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	1.36	washer 1/4	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	21.60	tax	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	6.56	roller frame	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	WebstaurantStore	27.98	scoop contoured handle, aluminum	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	WebstaurantStore	2.17	tax	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	3.98	basic brush	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	28.98	behr ppi flat swiss coffee	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	7.84	braid fct sup line	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	1.52	carr bolts 1-1/2	Oscar Guerrero

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	1.92	carr bolts 5/16	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	15.10	conn pvc 3/4 90deg	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	7.36	fit conn pvc 3/4 90deg	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	4.71	2" flat brush	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	2.94	2" paint brush	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	42.53	3/4x25 conduit	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	17.31	4x3/8 roller	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	0.30	paintcare	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	0.65	paintcare fee	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	1.04	hex bolt	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	21.24	hex bolts	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	10.62	hex bolts 5/16x3/4	Oscar Guerrero
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	1.20	hex nut zinc	Oscar Guerrero



CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
7300	Repair & Maintenance	Buildings & Grounds Maintenance	Home Depot Stores	6.47	1/2 nut driver	Oscar Guerrero
Total 7300	Repair & Maintenance			8,775.51		
7350	Permits, Licenses & Fees	Fleet Maintenance	South Coast AQMD	153.23	AQMD FEE Hot Spots Program-July 2022 through June 2023	Rosendo Ruiz
7350	Permits, Licenses & Fees	Fleet Maintenance	South Coast AQMD	3.40	Credit Card Fee Aprox	Rosendo Ruiz
Total 7350	Permits, Licenses & Fees			156.63		
7400	Vehicle Parts & Supplies	Fleet Maintenance	Izzy Motors Inc. dba La Qui...	87.33	Sensor	Juan Carlos Herrera
7400	Vehicle Parts & Supplies	Fleet Maintenance	Izzy Motors Inc. dba La Qui...	7.64	Tax	Juan Carlos Herrera
Total 7400	Vehicle Parts & Supplies			94.97		
7450	Equipment Parts & Supplies	Control Operations	Pest Management Supply	172.38	B&G Handcans & Parts associated- AP- BG Bullet Tips,	Vincent Valenzuela
7450	Equipment Parts & Supplies	Control Operations	Pest Management Supply	706.72	B&G Handcans & Parts associated- AP- BG Hand Can whole unit,	Vincent Valenzuela
7450	Equipment Parts & Supplies	Control Operations	Pest Management Supply	113.60	B&G Handcans & Parts associated- AP- BG Parts kit(seals, gas	Vincent Valenzuela
7450	Equipment Parts & Supplies	Control Operations	Pest Management Supply	145.20	B&G Handcans & Parts associated- AP- BG Red Hoses,	Vincent Valenzuela
Total 7450	Equipment Parts & Supplies			1,137.90		

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	515.03	2Ton Off Road Jack	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	95.00	Funnel Buddy	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	33.24	GEARWRENCH Impact Socket Set	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	75.00	GEARWRENCH Metric Socket Set	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	73.99	GEARWRENCH-Drive Bit socket Set	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	105.82	Mityvac Fluid Evacuator	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	50.49	Mityvac Fluid Extractor/Dispenser	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	85.98	Multifunction Head Lamp	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	242.45	NOCO Lithium Jump Starter	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	27.64	Oil Splash Pad	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	1,129.99	OTC EVAP Smoke Diagnostic Machine	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	26.93	Shipping	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	217.22	Tax	Greeman Diane
7500	Small Tools Furniture & Equip	Fleet Maintenance	AmazonBusiness	20.97	Wire Stripper/Cutter	Greeman Diane
Total 7500	Small Tools Furniture & Equip			2,699.75		
7550	Lab Supplies & Expense	Surveillance & Quality Control	Clarke Mosquito Control	5,501.16	Natular 20EC case	Abelina Torres
7550	Lab Supplies & Expense	Surveillance & Quality Control	Clarke Mosquito Control	481.36	tax	Abelina Torres
7550	Lab Supplies & Expense	Surveillance & Quality Control	Colorado Serum Company	100.00	Defibrinated Calf Blood	Jacob Tarango

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
7550	Lab Supplies & Expense	Surveillance & Quality Control	Colorado Serum Company	15.00	Handling Fees	Jacob Tarango
7550	Lab Supplies & Expense	Surveillance & Quality Control	Colorado Serum Company	65.00	Shipping	Jacob Tarango
7550	Lab Supplies & Expense	Surveillance & Quality Control	Walmart Stores	21.60	Hog Sausage Casing	Jacob Tarango
7550	Lab Supplies & Expense	Surveillance & Quality Control	Walmart Stores	6.99	Shipping	Jacob Tarango
7550	Lab Supplies & Expense	Surveillance & Quality Control	Home Depot Pro	(20.00)	Discount	Kim Hung
7550	Lab Supplies & Expense	Surveillance & Quality Control	Home Depot Pro	838.60	HDX 27 Gal. Tough Storage Tote in Black with Yellow Lid	Kim Hung
7550	Lab Supplies & Expense	Surveillance & Quality Control	Home Depot Pro	71.63	tax	Kim Hung
7550	Lab Supplies & Expense	Surveillance & Quality Control	Flinn Scientific Inn	19.86	estimated tax	Melissa Snelling
7550	Lab Supplies & Expense	Surveillance & Quality Control	Flinn Scientific Inn	227.00	Glass Vials	Melissa Snelling
7550	Lab Supplies & Expense	Surveillance & Quality Control	Flinn Scientific Inn	22.70	Shipping	Melissa Snelling
Total 7550	Lab Supplies & Expense			7,350.90		
7575	Surveillance	Surveillance & Quality Control	Paul Associates Printers	324.56	1x2.75 yellow sticker 1000/roll	Arturo Gutierrez
7575	Surveillance	Surveillance & Quality Control	Paul Associates Printers	28.41	taxes	Arturo Gutierrez
Total 7575	Surveillance			352.97		
7600	Staff Training	Buildings & Grounds Maintenance	Southern California Facilities...	(56.16)	Hotel Parking Credit	Armando Gaspar
7600	Staff Training	Human Resources	SkillPath Seminars	199.00	Time Management Training	Crystal G Moreno
7600	Staff Training	Human Resources	California Special Districts A...	200.00	Virtual Workshop: Organizational Development	Crystal G Moreno

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
7600	Staff Training	Human Resources	Franklin Covey	399.00	Franklin Covey Time Management Essentials Webinar	Crystal G Moreno
7600	Staff Training	Human Resources	Fred Pryor Seminars	299.00	Communication Training	Crystal G Moreno
7600	Staff Training	Information Systems	ESRI Conference Expense	1,195.00	Pre-Conference Workshop: ArcGIS Pro:Essential Work (LIST PRI	Edward Prendez
7600	Staff Training	Public Outreach	Government Social Media C...	236.52	hotel closeout	Fernando Gutierrez
7600	Staff Training	Public Outreach	Government Social Media C...	34.23	lunch	Fernando Gutierrez
7600	Staff Training	Public Outreach	Government Social Media C...	32.48	room service	Fernando Gutierrez
7600	Staff Training	Public Outreach	Government Social Media C...	39.81	breakfast	Fernando Gutierrez
7600	Staff Training	Administration	ERMA BOARD OF DIRECTORS	5.23	Breakfast	Jeremy Wittie
7600	Staff Training	Administration	ERMA BOARD OF DIRECTORS	16.15	Dinner	Jeremy Wittie
7600	Staff Training	Administration	ERMA BOARD OF DIRECTORS	20.00	Parking	Jeremy Wittie
7600	Staff Training	Administration	ERMA BOARD OF DIRECTORS	64.63	Taxi	Jeremy Wittie
7600	Staff Training	Public Outreach	Government Social Media C...	236.52	Hotel	Luz Moncada
7600	Staff Training	Public Outreach	Government Social Media C...	11.19	5/1 Breakfast	Luz Moncada
7600	Staff Training	Public Outreach	Government Social Media C...	31.47	5/1 Dinner	Luz Moncada
7600	Staff Training	Public Outreach	Government Social Media C...	42.22	5/2 Dinner	Luz Moncada
7600	Staff Training	Public Outreach	Government Social Media C...	48.72	5/3 Dinner	Luz Moncada
7600	Staff Training	Public Outreach	Government Social Media C...	20.57	5/3 Lunch	Luz Moncada
7600	Staff Training	Public Outreach	Government Social Media C...	22.62	5/4 Dinner	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	11.90	5/16 Breakfast	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	26.34	5/16 Dinner	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	16.48	5/16 Lunch	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	6.24	5/17 Breakfast	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	21.60	5/17 Dinner	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	9.79	5/17 Lunch	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	13.92	5/18 Breakfast	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	14.09	5/18 Dinner	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	13.66	5/18 Lunch	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	5.99	5/19 Breakfast	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	33.60	5/19 Dinner	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	11.78	5/19 Lunch	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	85.08	Fuel \$50+35.08	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	411.27	Room for 3 nights	Luz Moncada
7600	Staff Training	Public Outreach	Cal OES/CSTI Expenses	109.02	taxes	Luz Moncada
7600	Staff Training	Public Outreach	Uber Eats	33.14		Luz Moncada

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
Total 7600	Staff Training			3,922.10		
7675	Contract Services	Fleet Maintenance	Alldata LLC	125.00	Contract Services-May	Edward Prendez
7675	Contract Services	Information Systems	Patti Corporation dba Civic P...	2,083.73	ANNUAL CivicCMS STANDARD MAINTENANCE & SUPPORT	Edward Prendez
7675	Contract Services	Fleet Maintenance	Verizon Connect Fleet USA L...	1,303.30	Vehicle Telematics: May Service NTE \$1,500	Edward Prendez
7675	Contract Services	Information Systems	Zoom	148.40	AUDIO CONFERENCE/Cloud Recording 100GB-May 2023	Edward Prendez
					Monthly A	
Total 7675	Contract Services			3,660.43		
7680	Cloud Computing Services	Information Systems	Nearmap US Inc.	12,000.00	NEARMAP VERTICAL FOR GOVERNMENT	Abelina Torres
7680	Cloud Computing Services	Information Systems	Rarestep, Inc DBA Fleetio	(957.60)	15% Perpetual Discount	Edward Prendez
7680	Cloud Computing Services	Information Systems	Rarestep, Inc DBA Fleetio	6,384.00	Advanced Plan Annual Vehicle	Edward Prendez
7680	Cloud Computing Services	Information Systems	Zingle, Inc.	394.00	Professional Services-May	Edward Prendez
7680	Cloud Computing Services	Information Systems	Zingle, Inc.	15.00	Users	Edward Prendez
7680	Cloud Computing Services	Information Systems	DocuSign	2,318.40	Edward Prendez	Edward Prendez
7680	Cloud Computing Services	Information Systems	Fleet Spartan, Inc.	45.00	SKYBIZ TANK LEVEL MONITORING 03/01/2023	Edward Prendez
7680	Cloud Computing Services	Information Systems	Fleet Spartan, Inc.	45.00	SKYBIZ TANK LEVEL MONITORING 04/01/2023	Edward Prendez
7680	Cloud Computing Services	Information Systems	Fleet Spartan, Inc.	45.00	SKYBIZ TANK LEVEL MONITORING 05/01/2023	Edward Prendez
7680	Cloud Computing Services	Information Systems	Microix, Inc.	2,910.00		Rosendo Ruiz

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
Total 7680	Cloud Computing Services			23,198.80		
7750	Field Supplies	Control Operations	Smart&Final	587.16	Bags of Hot Dogs	Geneva Ginn
7750	Field Supplies	Control Operations	AmazonBusiness	220.14	64oz Plastic Bottles	Geneva Ginn
7750	Field Supplies	Control Operations	Home Depot Pro	29.28	Homer 5gal bucket (6 pack)	Gonzalo Valadez
7750	Field Supplies	Control Operations	Home Depot Pro	13.68	Homer 5gal bucket lid	Gonzalo Valadez
7750	Field Supplies	Control Operations	Home Depot Pro	127.76	Klein Tools 2-piece 4 in. shank cushion-grip scredriver set	Gonzalo Valadez
7750	Field Supplies	Control Operations	Home Depot Pro	199.76	Klein Tools 7 in. standard long nose side cutting pliers	Gonzalo Valadez
7750	Field Supplies	Control Operations	Home Depot Pro	32.42	Sales Tax at 8.75%	Gonzalo Valadez
7750	Field Supplies	Control Operations	Home Depot Stores	239.82	Coast G56R 1000 Lumens Alkaline Battery Dual Power Handheld	Gonzalo Valadez
7750	Field Supplies	Control Operations	Home Depot Stores	20.98	Sales Tax at 8.75%	Gonzalo Valadez
7750	Field Supplies	Control Operations	Jernigan's Sporting Goods, I...	19.67	Sales Tax @ 8.75%	Gonzalo Valadez
7750	Field Supplies	Control Operations	Jernigan's Sporting Goods, I...	224.85	Straw Hats (various sizes)	Gonzalo Valadez
7750	Field Supplies	Control Operations	Walmart Stores	99.95	Coleman Chiller 9QT portable hard cooler, blue	Gonzalo Valadez
7750	Field Supplies	Control Operations	Walmart Stores	118.79	Igloo 2 gallon (Water Jug) Sport Beverage Jug with Hooks	Gonzalo Valadez
7750	Field Supplies	Control Operations	Walmart Stores	24.15	Sales tax at 8.75%	Gonzalo Valadez
7750	Field Supplies	Control Operations	Walmart Stores	57.28	Softsoap Liquid Hand Soap Pump 7.5floz Fresh Breeze	Gonzalo Valadez
7750	Field Supplies	Control Operations	Signazon.com	<u>200.80</u>	ULV Signs	Sarah Crenshaw
Total 7750	Field Supplies			2,216.49		
7800	Control Products	Control Operations	Target Specialty Products	4,806.75	AquaBac 200G - 1,600 Lbs.	Abelina Torres
7800	Control Products	Control Operations	Target Specialty Products	28,019.65	Extinguish Plus - 3,000 Lbs/	Abelina Torres
7800	Control Products	Control Operations	Target Specialty Products	0.00	MARCH 1, 2023 DELIVERY ORDER	Abelina Torres
7800	Control Products	Control Operations	Target Specialty Products	0.00	Per ITB 2022-02 Submittal Received 07/14/2022	Abelina Torres

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
7800	Control Products	Control Operations	Clarke Mosquito Control	0.00	MARCH 1, 2023 DELIVERY ORDER	Chemical Control
7800	Control Products	Control Operations	Clarke Mosquito Control	4,665.52	Natular G - 500 Lbs.	Chemical Control
7800	Control Products	Control Operations	Clarke Mosquito Control	0.00	Per ITB 2022-02 Submittal Received 07/14/2022	Chemical Control
Total 7800	Control Products			37,491.92		
7860	Unmanned Aircraft Application Services	Control Operations	AmazonBusiness	40.44	Shipping	Vincent Valenzuela
7860	Unmanned Aircraft Application Services	Control Operations	AmazonBusiness	96.47	Tax	Vincent Valenzuela
7860	Unmanned Aircraft Application Services	Control Operations	AmazonBusiness	24.88	UAS Drone program Supplies & Equipment- Battery disconnect s	Vincent Valenzuela
7860	Unmanned Aircraft Application Services	Control Operations	AmazonBusiness	31.78	UAS Drone program Supplies & Equipment- BURGHR LED Shade for	Vincent Valenzuela
7860	Unmanned Aircraft Application Services	Control Operations	AmazonBusiness	60.00	UAS Drone program Supplies & Equipment- DJI Phantom 4 propel	Vincent Valenzuela
7860	Unmanned Aircraft Application Services	Control Operations	AmazonBusiness	24.74	UAS Drone program Supplies & Equipment- DJI Phantom quick re	Vincent Valenzuela
7860	Unmanned Aircraft Application Services	Control Operations	AmazonBusiness	299.00	UAS Drone program Supplies & Equipment- EGO Power Blower	Vincent Valenzuela
7860	Unmanned Aircraft Application Services	Control Operations	AmazonBusiness	41.98	UAS Drone program Supplies & Equipment- FAA Drone pilot vest	Vincent Valenzuela
7860	Unmanned Aircraft Application Services	Control Operations	AmazonBusiness	349.99	UAS Drone program Supplies & Equipment- Hoodman 8' Drone lan	Vincent Valenzuela
7860	Unmanned Aircraft Application Services	Control Operations	AmazonBusiness	119.97	UAS Drone program Supplies & Equipment- SYMIK Drone Strobe	Vincent Valenzuela

CVMVCD  
Expenditure Journal - Calcard by Name

From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
7860	Unmanned Aircraft Application Services	Control Operations	AmazonBusiness	109.99	UAS Drone program Supplies & Equipment- Toshiba Microwave	Vincent Valenzuela
Total 7860	Unmanned Aircraft Application Services			1,199.24		
8415	Capital Outlay	Surveillance & Quality Control	CDW Government, Inc	339.07	Tax	Antonio Molina
8415	Capital Outlay	Surveillance & Quality Control	CDW Government, Inc	3,875.03	Tripp Lite UPS Smart Online Unity PF Hardwire	Antonio Molina
8415	Capital Outlay	Information Systems	Connection	1,162.43	Corp. Professional Services (NSG) - Per half-day (4hr) remot	Antonio Molina
8415	Capital Outlay	Information Systems	Connection	0.00	Shipping and Handling	Antonio Molina
8415	Capital Outlay	Information Systems	Connection	0.00	Tax (Exempt!)	Antonio Molina
8415	Capital Outlay	Fleet Maintenance	AmazonBusiness	19.54	Broom & Dustpan Set	Greeman Diane
8415	Capital Outlay	Fleet Maintenance	AmazonBusiness	90.47	Folding Shelf Brackets	Greeman Diane
8415	Capital Outlay	Fleet Maintenance	AmazonBusiness	(6.53)	Refund	Greeman Diane
8415	Capital Outlay	Fleet Maintenance	AmazonBusiness	11.98	Shipping	Greeman Diane
8415	Capital Outlay	Fleet Maintenance	AmazonBusiness	35.32	Stainless Steel Self Tapping Screws	Greeman Diane
8415	Capital Outlay	Fleet Maintenance	AmazonBusiness	16.29	Tax	Greeman Diane
8415	Capital Outlay	Fleet Maintenance	AmazonBusiness	20.99	Tie-Down Anchors - 10-pk	Greeman Diane
8415	Capital Outlay	Fleet Maintenance	AmazonBusiness	7.99	Vacuum Port Adapter	Greeman Diane
8415	Capital Outlay	Surveillance & Quality Control	SOSCleanroom.com	339.00	dual rigid gooseneck light guide	Jennifer Henke
8415	Capital Outlay	Surveillance & Quality Control	SOSCleanroom.com	1,445.05	LED illuminator	Jennifer Henke
8415	Capital Outlay	Surveillance & Quality Control	SOSCleanroom.com	156.10	tax	Jennifer Henke
8415	Capital Outlay	Fleet Maintenance	Home Depot Pro	42.96	Tax	Richard Ortiz
8415	Capital Outlay	Fleet Maintenance	Home Depot Pro	492.29	Variety wood/aluminum	Richard Ortiz
8415	Capital Outlay	Fleet Maintenance	Home Depot Stores	(65.53)	Credit for lumber	Richard Ortiz
Total 8415	Capital Outlay			7,982.45		



CVMVCD  
**Expenditure Journal - Calcard by Name**  
 From 5/1/2023 Through 5/23/2023

Object Code	Object Title	Dept Title	Vendor	Expenditures	Transaction Description	Card Holder Name
9000	Contingency Expense	Control Operations	Clarke Mosquito Control	7,183.85	Chemical purchase of pupacide	Abelina Torres
9000	Contingency Expense	Control Operations	Clarke Mosquito Control	628.59	Tax	Abelina Torres
9000	Contingency Expense	Control Operations	Adapco, Inc.	1,691.80	BVA 13 Diluent	Gregorio Alvarado
9000	Contingency Expense	Control Operations	Adapco, Inc.	148.04	Tax	Gregorio Alvarado
Total 9000	Contingency Expense			9,652.28		
Report Total				121,617.14		

**Organization Name: CVMVCD**  
**Report Name: List of Documents - Detail**  
**User: David IAnson**  
**Report Date/Period: 5/31/2023**

Object	Fund	Dept	Sub	Document #	Requester	Vendor Name	Effective Date	Item Description	UOM	Ordered	Unit Price	Amount
Type: Accounts Payable Invoice												
5300	01	200	000	AP-6597	Melissa Tallion	groupgreeting.com	5/22/2023	Melissa Tallion	EA	1	\$4.99	\$4.99
6050	01	215	014	AP-6621	Tammy Gordon	NAGC – National Association of Govern	5/22/2023	National Association of Government C	EA	1	\$330.	\$330.00
6050	01	400	000	AP-6624	Jennifer Henke	Entomological Society Of America	5/22/2023	application fee - BCE	EA	1	\$180.	\$180.00
6060	01	215	000	AP-6622	Tammy Gordon	AmazonBusiness	5/22/2023	Grandmother Mosquito children books	EA	1	\$570.	\$570.00
6060	01	210	000	AP-6663	Antonio Molina	ID Ville	5/22/2023	ID Maker YMCKO Printer Ribbon 4391	EA	1	\$121.	\$121.12
6060	01	210	000	AP-6663	Antonio Molina	ID Ville	5/22/2023	Shipping and Handling	EA	1	\$17.5	\$17.55
6060	01	210	000	AP-6663	Antonio Molina	ID Ville	5/22/2023	Tax	EA	1	\$10.6	\$10.60
6060	01	215	000	AP-6681	Tammy Gordon	UPrinting.com	5/22/2023	sticker reorder including 95 anniversa	EA	1	\$650.	\$650.07
6065	01	202	000	AP-6625	Graciela Morales	GovernmentJobs.com	5/22/2023	Recruitment Ad for Internship Opport	EA	1	\$199.	\$199.00
6065	01	202	000	AP-6648	Graciela Morales	GovernmentJobs.com	5/22/2023	Advertisement for Operations Manage	EA	1	\$199.	\$199.00
6065	01	202	000	AP-6692	Graciela Morales	GovernmentJobs.com	5/22/2023	Advertisement for Seasonal VC Opera	EA	1	\$199.	\$199.00
6070	01	500	000	AP-6585	Sarah Crenshaw	Staples Business Advantage	5/22/2023	Clipboards (3pk)	EA	3	\$5.24	\$15.72
6070	01	500	000	AP-6585	Sarah Crenshaw	Staples Business Advantage	5/22/2023	Sticky Notes (36pk)	EA	1	\$17.8	\$17.89
6070	01	500	000	AP-6585	Sarah Crenshaw	Staples Business Advantage	5/22/2023	Retractable Pens (12pk)	EA	1	\$14.4	\$14.42
6070	01	500	000	AP-6585	Sarah Crenshaw	Staples Business Advantage	5/22/2023	Estimated Tax	EA	1	\$4.20	\$4.20
6070	01	201	000	AP-6601	Veronica Montoy	American Payroll Association APA	5/22/2023	APA: American Payroll Association Me	EA	1	\$298.	\$298.00
6070	01	215	000	AP-6631	Rosendo Ruiz	Desert Sun Publishing Co	5/22/2023	Digital Subscription for Desert Sun-Ma	EA	1	\$14.9	\$14.99
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	paper towels	EA	2	\$18.9	\$37.80
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	disinfecting spray (2 pack)	EA	1	\$13.9	\$13.99
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	disinfecting wipes (6 pack)	EA	1	\$22.6	\$22.60
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	clock	EA	1	\$30.2	\$30.29
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	notepads 8.5 by 11.75 (12 pack)	EA	1	\$13.7	\$13.78
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	steno pads (6 pack)	EA	1	\$17.1	\$17.14
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	tax	EA	1	\$19.1	\$19.15
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	steno pads (12 pack)	EA	1	\$23.9	\$23.99
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	dry erase markers (4 pack)	EA	1	\$5.79	\$5.79
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	hand soap	EA	1	\$4.57	\$4.57

**Organization Name: CVMVCD**  
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**Report Date/Period: 5/31/2023**

Object	Fund	Dept	Sub	Document #	Requester	Vendor Name	Effective Date	Item Description	UOM	Ordered	Unit Price	Amount
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	hand soap	EA	1	\$4.78	\$4.78
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	hand soap refills	EA	2	\$8.09	\$16.18
6070	01	400	000	AP-6675	Jennifer Henke	Staples Business Advantage	5/22/2023	dish soap refills	EA	2	\$13.9	\$27.98
6070	01	201	000	AP-6698	Veronica Montoy	AmazonBusiness	5/22/2023	Laminated Fiscal Year Wall Calendar 2	EA	1	\$29.9	\$29.98
6070	01	201	000	AP-6698	Veronica Montoy	AmazonBusiness	5/22/2023	Clear Office Chair Mat	EA	1	\$43.5	\$43.59
6070	01	201	000	AP-6698	Veronica Montoy	AmazonBusiness	5/22/2023	Shipping	EA	1	\$9.99	\$9.99
6070	01	201	000	AP-6698	Veronica Montoy	AmazonBusiness	5/22/2023	Est. Sales Tax	EA	1	\$7.11	\$7.11
6070	01	201	000	AP-6698	Veronica Montoy	AmazonBusiness	5/22/2023	Promotion	EA	1	(\$2.1	(\$2.18)
6075	01	400	000	AP-6411	Rosendo Ruiz	UPS	5/22/2023	Delivery Service Fee	EA	1	\$17.0	\$17.02
6075	01	200	000	AP-6725	Crystal Moreno	FedEx and Kinkos	5/22/2023	Express Overnight HR Documents	EA	1	\$59.5	\$59.57
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	HP Travel USB-C Multi Port Hub	EA	2	\$65.4	\$130.98
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	Yealink T5W-Wall Mount Bracket	EA	2	\$10.0	\$20.00
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	Tripp Lite Isobar 6 Outlet Surge Prote	EA	3	\$77.3	\$231.90
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	50 Pcs Self Adhesive Cable Managem	EA	1	\$13.9	\$13.95
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	Tab S6 S Pen Replacement with Bluet	EA	1	\$46.8	\$46.88
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	Amazon Basics Computer Monitor TV	EA	4	\$8.79	\$35.16
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	Tax	EA	1	\$98.9	\$98.92
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	Anker 4-Port USB 3.0 Ultra Slim Data	EA	1	\$15.9	\$15.98
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	HP 630797-001 Speakers HP LCD SPe	EA	1	\$29.9	\$29.99
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	Braecn Galaxy Tab S6 Case Hybrid He	EA	5	\$24.4	\$122.45
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	Logitech C920X HD Pro WebCam	EA	4	\$69.9	\$279.96
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	Microsoft Surface Dock 2	EA	1	\$197.	\$197.99
6080	01	210	000	AP-6630	Antonio Molina	AmazonBusiness	5/22/2023	Shipping and Handling	EA	1	\$5.99	\$5.99
6080	01	210	000	AP-6645	Antonio Molina	Connection	5/22/2023	APX 320 Plenum-Rated Point	EA	3	\$414.	\$1,242.15
6080	01	210	000	AP-6645	Antonio Molina	Connection	5/22/2023	Shipping and Handling	EA	1	\$0.00	\$0.00
6080	01	210	000	AP-6645	Antonio Molina	Connection	5/22/2023	Tax	EA	1	\$108.	\$108.69
6110	01	201	023	AP-6672	Melissa Tallion	California Special Districts Assoc.	5/22/2023	Registration	EA	1	\$675.	\$675.00
6110	01	201	023	AP-6703	Melissa Tallion	CSDAConferenceExpense	5/22/2023	Lodging deposit	EA	1	\$297.	\$297.53

**Organization Name: CVMVCD**  
**Report Name: List of Documents - Detail**  
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**Report Date/Period: 5/31/2023**

Object	Fund	Dept	Sub	Document #	Requester	Vendor Name	Effective Date	Item Description	UOM	Ordered	Unit Price	Amount
6120	01	250	000	AP-6588	Melissa Tallion	Walmart Stores	5/22/2023	Supplies	EA	1	\$65.6	\$65.69
6120	01	250	000	AP-6612	Melissa Tallion	Panera Bread	5/22/2023	Meal	EA	1	\$164.	\$164.75
6120	01	250	000	AP-6636	Melissa Tallion	Rincon Norteno Restaurant	5/22/2023	Board Meeting Meal	EA	1	\$420.	\$420.87
6200	01	200	000	AP-6609	Melissa Tallion	VCJPA Meeting Expense	5/22/2023	Flight	EA	1	\$247.	\$247.96
6200	01	200	000	AP-6610	Crystal Moreno	Crumbl	5/22/2023	6-Pack of Cookies	EA	1	\$25.0	\$25.00
6200	01	200	000	AP-6610	Crystal Moreno	Crumbl	5/22/2023	Single Cookie	EA	1	\$6.00	\$6.00
6200	01	200	000	AP-6610	Crystal Moreno	Crumbl	5/22/2023	Service Fee	EA	1	\$0.91	\$0.91
6200	01	200	000	AP-6611	Crystal Moreno	Trader Joes	5/22/2023	Fruit	EA	1	\$12.4	\$12.47
6200	01	200	000	AP-6626	Melissa Tallion	OffsiteMeetingExpense	5/22/2023	Lunch	EA	1	\$15.0	\$15.00
6200	01	215	000	AP-6688	Tammy Gordon	TKB Bakery & Deli	5/22/2023	lunch at department meeting	EA	1	\$115.	\$115.66
6200	01	200	000	AP-6694	Graciela Morales	Walmart Stores	5/22/2023	Ice cream for staff	EA	1	\$98.5	\$98.56
6200	01	200	000	AP-6695	Melissa Tallion	Lowes Stores	5/22/2023	Folding Chairs	EA	1	\$904.	\$904.45
6200	01	200	000	AP-6723	Melissa Tallion	Mario's Italian Restaurant	5/22/2023	Lunch	EA	1	\$40.7	\$40.72
6220	01	215	000	AP-6605	Tammy Gordon	META	5/22/2023	Spring Meta campaign for email sign	EA	1	\$155.	\$155.17
6410	01	210	000	AP-6629	Abelina Torres	Frontier Communications-Toll/POTS	5/22/2023	District Landline/POTS services 3/28 -	EA	1	\$214.	\$214.29
7050	01	400	000	AP-6618	Gabriela Harvey	VWR International	5/22/2023	Medium nitrile gloves / 1 case (10 box	EA	1	\$366.	\$366.55
7050	01	400	000	AP-6618	Gabriela Harvey	VWR International	5/22/2023	Tax	EA	1	\$32.0	\$32.07
7050	01	400	000	AP-6618	Gabriela Harvey	VWR International	5/22/2023	Shipping	EA	1	\$20.6	\$20.67
7050	01	400	000	AP-6666	Michael Esparza	Gempler's Inc.	5/22/2023	4-mil powder free nitrile gloves	EA	12	\$11.9	\$143.88
7050	01	400	000	AP-6666	Michael Esparza	Gempler's Inc.	5/22/2023	shipping	EA	1	\$13.2	\$13.22
7050	01	400	000	AP-6666	Michael Esparza	Gempler's Inc.	5/22/2023	estimated taxes	EA	1	\$12.5	\$12.59
7150	01	210	000	AP-6627	Antonio Molina	Intermedia Cloud Communications	5/22/2023	Intermedia AL - Voice Services (03/28	EA	1	\$1,49	\$1,492.90
7200	01	305	000	AP-6647	Rosendo Ruiz	Waxie Sanitary Supply	5/22/2023	Multifold Towels	EA	3	\$33.6	\$101.07
7200	01	305	000	AP-6647	Rosendo Ruiz	Waxie Sanitary Supply	5/22/2023	2Ply Bath Tissue	EA	1	\$52.8	\$52.82
7200	01	305	000	AP-6647	Rosendo Ruiz	Waxie Sanitary Supply	5/22/2023	Trash Liners	EA	4	\$42.5	\$170.00
7200	01	305	000	AP-6647	Rosendo Ruiz	Waxie Sanitary Supply	5/22/2023	Tax	EA	1	\$28.3	\$28.34
7300	01	305	035	AP-6616	Armando Gaspar	Home Depot Stores	5/22/2023	WD-Lube spray 12oz	EA	1	\$7.98	\$7.98
7300	01	305	035	AP-6616	Armando Gaspar	Home Depot Stores	5/22/2023	Graphite Dry Lube 5.5oz	EA	1	\$6.58	\$6.58

**Organization Name: CVMVCD**  
**Report Name: List of Documents - Detail**  
**User: David IAnson**  
**Report Date/Period: 5/31/2023**

Object	Fund	Dept	Sub	Document #	Requester	Vendor Name	Effective Date	Item Description	UOM	Ordered	Unit Price	Amount
7300	01	305	035	AP-6616	Armando Gaspar	Home Depot Stores	5/22/2023	TAXES	EA	1	\$1.27	\$1.27
7300	01	305	044	AP-6617	Armando Gaspar	HD Supply White CAP #0	5/22/2023	3FT Marking Wand-Roller	EA	1	\$35.9	\$35.99
7300	01	305	044	AP-6617	Armando Gaspar	HD Supply White CAP #0	5/22/2023	Aersol marking paint.	EA	12	\$6.99	\$83.88
7300	01	305	044	AP-6617	Armando Gaspar	HD Supply White CAP #0	5/22/2023	Taxes	EA	1	\$10.4	\$10.49
7300	01	305	044	AP-6640	Armando Gaspar	PTM, Inc.	5/22/2023	30ftx20ftx15ft new tent hardware	EA	1	\$3,64	\$3,645.64
7300	01	305	044	AP-6640	Armando Gaspar	PTM, Inc.	5/22/2023	TAXES	EA	1	\$373.	\$373.68
7300	01	305	044	AP-6641	Armando Gaspar	Stonehouse	5/22/2023	1 Qt Ultra Apoxy	EA	1	\$38.1	\$38.19
7300	01	305	044	AP-6641	Armando Gaspar	Stonehouse	5/22/2023	TAXES	EA	1	\$2.96	\$2.96
7300	01	305	044	AP-6642	Armando Gaspar	Desert Steel Supply	5/22/2023	1-5/8X20FT- 16guge	EA	1	\$89.0	\$89.00
7300	01	305	044	AP-6642	Armando Gaspar	Desert Steel Supply	5/22/2023	TAXES	EA	1	\$7.79	\$7.79
7300	01	305	024	AP-6643	Armando Gaspar	Home Depot Stores	5/22/2023	Sylvania T8 Ballast Ignitor 3 Lamp	EA	2	\$38.9	\$77.94
7300	01	305	024	AP-6643	Armando Gaspar	Home Depot Stores	5/22/2023	Sylvania T8 Lamp light	EA	2	\$28.4	\$56.94
7300	01	305	024	AP-6643	Armando Gaspar	Home Depot Stores	5/22/2023	White 12 gauge wire connector 30pk	EA	1	\$4.98	\$4.98
7300	01	305	024	AP-6643	Armando Gaspar	Home Depot Stores	5/22/2023	Red 12 gauge wire connectors 30pk	EA	1	\$4.98	\$4.98
7300	01	305	024	AP-6643	Armando Gaspar	Home Depot Stores	5/22/2023	Magnetic Mag Flood Lite	EA	1	\$37.2	\$37.27
7300	01	305	024	AP-6643	Armando Gaspar	Home Depot Stores	5/22/2023	TAXES	EA	1	\$15.9	\$15.93
7300	01	305	044	AP-6644	Armando Gaspar	Home Depot Stores	5/22/2023	Red Head 3/8X5 Anchors 40Pk.	EA	1	\$34.9	\$34.95
7300	01	305	044	AP-6644	Armando Gaspar	Home Depot Stores	5/22/2023	Rubber 1/4 washers pk 150-8 gauge	EA	1	\$9.97	\$9.97
7300	01	305	044	AP-6644	Armando Gaspar	Home Depot Stores	5/22/2023	Self tapper screws 1/4X3/4 PK150 10	EA	1	\$12.2	\$12.27
7300	01	305	044	AP-6644	Armando Gaspar	Home Depot Stores	5/22/2023	Milwakee 1 1/2 Rotary Hammer Drill	EA	1	\$279.	\$279.00
7300	01	305	044	AP-6644	Armando Gaspar	Home Depot Stores	5/22/2023	Milwakee 3/8 X 12inch Drill Bit	EA	1	\$43.9	\$43.97
7300	01	305	044	AP-6644	Armando Gaspar	Home Depot Stores	5/22/2023	TAXES	EA	1	\$33.2	\$33.26
7300	01	305	024	AP-6677	Armando Gaspar	Home Depot Stores	5/22/2023	1Gang Box cover plate .white	EA	1	\$1.22	\$1.22
7300	01	305	024	AP-6677	Armando Gaspar	Home Depot Stores	5/22/2023	9x3/8 Roller Knit 3 PK	EA	1	\$11.4	\$11.48
7300	01	305	024	AP-6677	Armando Gaspar	Home Depot Stores	5/22/2023	1 BEHR Gallon Swiss coffe paint.	EA	1	\$28.9	\$28.98
7300	01	305	024	AP-6677	Armando Gaspar	Home Depot Stores	5/22/2023	Paint recycle fee.	EA	1	\$0.65	\$0.65
7300	01	305	024	AP-6677	Armando Gaspar	Home Depot Stores	5/22/2023	2 Rolls scotch blue tape.	EA	2	\$7.98	\$15.96
7300	01	305	024	AP-6677	Armando Gaspar	Home Depot Stores	5/22/2023	Orange peel texture -spray	EA	2	\$21.9	\$43.94

**Organization Name: CVMVCD**  
**Report Name: List of Documents - Detail**  
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**Report Date/Period: 5/31/2023**

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7300	01	305	024	AP-6677	Armando Gaspar	Home Depot Stores	5/22/2023	Liquid caulking -base board	EA	1	\$4.98	\$4.98
7300	01	305	024	AP-6677	Armando Gaspar	Home Depot Stores	5/22/2023	TAXES	EA	1	\$9.32	\$9.32
7300	01	305	044	AP-6678	Armando Gaspar	Desert Steel Supply	5/22/2023	14 Gauge 2X2X1/8 square tubing.	EA	2	\$89.0	\$178.00
7300	01	305	044	AP-6678	Armando Gaspar	Desert Steel Supply	5/22/2023	Cut 14 Gauge 2X2X1/8 square tubing	EA	4	\$1.50	\$6.00
7300	01	305	044	AP-6678	Armando Gaspar	Desert Steel Supply	5/22/2023	TAXES	EA	1	\$16.1	\$16.10
7300	01	305	044	AP-6680	Armando Gaspar	Home Depot Stores	5/22/2023	Redi-Mix 60lb concrete for posts.	EA	12	\$4.23	\$50.76
7300	01	305	044	AP-6680	Armando Gaspar	Home Depot Stores	5/22/2023	TAXES	EA	1	\$4.44	\$4.44
7300	01	305	000	AP-6686	Oscar Guerrero	Home Depot Stores	5/22/2023	tray liner 10 pk	EA	1	\$7.97	\$7.97
7300	01	305	000	AP-6686	Oscar Guerrero	Home Depot Stores	5/22/2023	2" flat brush	EA	3	\$1.57	\$4.71
7300	01	305	000	AP-6686	Oscar Guerrero	Home Depot Stores	5/22/2023	4x3/8 roller	EA	3	\$5.77	\$17.31
7300	01	305	000	AP-6686	Oscar Guerrero	Home Depot Stores	5/22/2023	roller frame	EA	2	\$3.28	\$6.56
7300	01	305	000	AP-6686	Oscar Guerrero	Home Depot Stores	5/22/2023	braid fct sup line	EA	1	\$7.84	\$7.84
7300	01	305	000	AP-6686	Oscar Guerrero	Home Depot Stores	5/22/2023	yellow traffic gal	EA	1	\$36.9	\$36.98
7300	01	305	000	AP-6686	Oscar Guerrero	Home Depot Stores	5/22/2023	tax	EA	1	\$7.12	\$7.12
7300	01	305	000	AP-6687	Oscar Guerrero	Home Depot Stores	5/22/2023	behr ppi flat swiss coffee	EA	1	\$28.9	\$28.98
7300	01	305	000	AP-6687	Oscar Guerrero	Home Depot Stores	5/22/2023	paintcare fee	EA	1	\$0.65	\$0.65
7300	01	305	000	AP-6687	Oscar Guerrero	Home Depot Stores	5/22/2023	basic brush	EA	1	\$3.98	\$3.98
7300	01	305	000	AP-6687	Oscar Guerrero	Home Depot Stores	5/22/2023	tax	EA	1	\$2.88	\$2.88
7300	01	305	012	AP-6713	Armando Gaspar	Palm United Refrigeration, Inc.	5/22/2023	Solenoid Coil	EA	4	\$99.2	\$396.96
7300	01	305	012	AP-6713	Armando Gaspar	Palm United Refrigeration, Inc.	5/22/2023	TX Solenoid Valve	EA	4	\$404.	\$1,617.88
7300	01	305	012	AP-6713	Armando Gaspar	Palm United Refrigeration, Inc.	5/22/2023	Freight Charge	EA	1	\$20.0	\$20.00
7300	01	305	012	AP-6713	Armando Gaspar	Palm United Refrigeration, Inc.	5/22/2023	TAXES	EA	1	\$156.	\$156.14
7300	01	305	044	AP-6715	Armando Gaspar	Home Depot Stores	5/22/2023	Gray PrimerSpray Paint/Yellow	EA	2	\$6.48	\$12.96
7300	01	305	044	AP-6715	Armando Gaspar	Home Depot Stores	5/22/2023	TAXES	EA	1	\$1.13	\$1.13
7300	01	305	024	AP-6716	Armando Gaspar	Home Depot Stores	5/22/2023	10FT Computer cord	EA	1	\$7.97	\$7.97
7300	01	305	024	AP-6716	Armando Gaspar	Home Depot Stores	5/22/2023	15ft 120volt extension cord	EA	1	\$11.4	\$11.47
7300	01	305	024	AP-6716	Armando Gaspar	Home Depot Stores	5/22/2023	TAXES	EA	1	\$1.70	\$1.70
7300	01	305	044	AP-6717	Armando Gaspar	Hajoca Palm Springs	5/22/2023	3/8 Bronze Float Valve	EA	1	\$13.7	\$13.78

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**Report Name: List of Documents - Detail**  
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**Report Date/Period: 5/31/2023**

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7300	01	305	044	AP-6717	Armando Gaspar	Hajoca Palm Springs	5/22/2023	1/2 HP 115 Volt 1spd	EA	1	\$575.	\$575.04
7300	01	305	044	AP-6717	Armando Gaspar	Hajoca Palm Springs	5/22/2023	5/8 X 3 Double sheave pulley	EA	1	\$72.2	\$72.28
7300	01	305	044	AP-6717	Armando Gaspar	Hajoca Palm Springs	5/22/2023	A98-Fan belt	EA	2	\$23.1	\$46.36
7300	01	305	044	AP-6717	Armando Gaspar	Hajoca Palm Springs	5/22/2023	115 volt 1HP Pump Kit	EA	1	\$74.2	\$74.23
7300	01	305	044	AP-6717	Armando Gaspar	Hajoca Palm Springs	5/22/2023	28x58 Aspen cooler pads	EA	12	\$6.68	\$80.16
7300	01	305	044	AP-6717	Armando Gaspar	Hajoca Palm Springs	5/22/2023	TAXES	EA	1	\$79.7	\$79.72
7300	01	305	024	AP-6718	Armando Gaspar	Home Depot Stores	5/22/2023	Toogle Bolts 3 /16 X 2 pk15	EA	1	\$8.47	\$8.47
7300	01	305	024	AP-6718	Armando Gaspar	Home Depot Stores	5/22/2023	Picture Hanging Kit 34PK	EA	1	\$11.4	\$11.47
7300	01	305	024	AP-6718	Armando Gaspar	Home Depot Stores	5/22/2023	TAXES	EA	1	\$1.74	\$1.74
7300	01	305	044	AP-6738	Oscar Guerrero	Home Depot Stores	5/22/2023	carr bolts 5/16	EA	4	\$0.48	\$1.92
7300	01	305	044	AP-6738	Oscar Guerrero	Home Depot Stores	5/22/2023	hex nut zinc	EA	8	\$0.15	\$1.20
7300	01	305	044	AP-6738	Oscar Guerrero	Home Depot Stores	5/22/2023	carr bolts 1-1/2	EA	4	\$0.38	\$1.52
7300	01	305	044	AP-6738	Oscar Guerrero	Home Depot Stores	5/22/2023	hex bolt	EA	4	\$0.26	\$1.04
7300	01	305	044	AP-6738	Oscar Guerrero	Home Depot Stores	5/22/2023	washer 1/4	EA	8	\$0.17	\$1.36
7300	01	305	044	AP-6738	Oscar Guerrero	Home Depot Stores	5/22/2023	tax	EA	1	\$0.62	\$0.62
7300	01	305	044	AP-6739	Oscar Guerrero	Home Depot Stores	5/22/2023	3/4x25 conduit	EA	1	\$42.5	\$42.53
7300	01	305	044	AP-6739	Oscar Guerrero	Home Depot Stores	5/22/2023	conn pvc 3/4 90deg	EA	2	\$7.55	\$15.10
7300	01	305	044	AP-6739	Oscar Guerrero	Home Depot Stores	5/22/2023	fit conn pvc 3/4 90deg	EA	2	\$3.68	\$7.36
7300	01	305	044	AP-6739	Oscar Guerrero	Home Depot Stores	5/22/2023	tax	EA	1	\$5.69	\$5.69
7300	01	305	000	AP-6740	Oscar Guerrero	Home Depot Stores	5/22/2023	2" paint brush	EA	2	\$1.47	\$2.94
7300	01	305	000	AP-6740	Oscar Guerrero	Home Depot Stores	5/22/2023	white paint	EA	1	\$18.9	\$18.98
7300	01	305	000	AP-6740	Oscar Guerrero	Home Depot Stores	5/22/2023	paintcare	EA	1	\$0.30	\$0.30
7300	01	305	000	AP-6740	Oscar Guerrero	Home Depot Stores	5/22/2023	tax	EA	1	\$1.94	\$1.94
7300	01	305	000	AP-6741	Oscar Guerrero	WebstaurantStore	5/22/2023	scoop contoured handle, aluminum	EA	2	\$13.9	\$27.98
7300	01	305	000	AP-6741	Oscar Guerrero	WebstaurantStore	5/22/2023	tax	EA	1	\$2.17	\$2.17
7300	01	305	044	AP-6743	Oscar Guerrero	Home Depot Stores	5/22/2023	hex bolts 5/16x3/4	EA	1	\$10.6	\$10.62
7300	01	305	044	AP-6743	Oscar Guerrero	Home Depot Stores	5/22/2023	tax	EA	1	\$0.93	\$0.93
7300	01	305	000	AP-6744	Oscar Guerrero	Home Depot Stores	5/22/2023	1/2 nut driver	EA	1	\$6.47	\$6.47

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**Report Date/Period: 5/31/2023**

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7300	01	305	000	AP-6744	Oscar Guerrero	Home Depot Stores	5/22/2023	hex bolts	EA	2	\$10.6	\$21.24
7300	01	305	000	AP-6744	Oscar Guerrero	Home Depot Stores	5/22/2023	tax	EA	1	\$2.42	\$2.42
7350	01	300	000	AP-6668	Rosendo Ruiz	South Coast AQMD	5/22/2023	AQMD FEE Hot Spots Program-July 20	EA	1	\$153.	\$153.23
7350	01	300	000	AP-6668	Rosendo Ruiz	South Coast AQMD	5/22/2023	Credit Card Fee Aprox	EA	1	\$3.40	\$3.40
7400	01	300	000	PO22/23	Diane Greeman	Izzy Motors Inc. dba La Quinta Chevrol	5/22/2023	Sensor	EA	1	\$87.3	\$87.33
7400	01	300	000	PO22/23	Diane Greeman	Izzy Motors Inc. dba La Quinta Chevrol	5/22/2023	Tax	EA	1	\$7.64	\$7.64
7450	01	500	000	AP-6482	Vincent Valenzu	Pest Management Supply	5/22/2023	B&G Handcans & Parts associated- AP	EA	2	\$353.	\$706.72
7450	01	500	000	AP-6482	Vincent Valenzu	Pest Management Supply	5/22/2023	B&G Handcans & Parts associated- AP	EA	6	\$28.7	\$172.38
7450	01	500	000	AP-6482	Vincent Valenzu	Pest Management Supply	5/22/2023	B&G Handcans & Parts associated- AP	EA	6	\$24.2	\$145.20
7450	01	500	000	AP-6482	Vincent Valenzu	Pest Management Supply	5/22/2023	B&G Handcans & Parts associated- AP	EA	1	\$113.	\$113.60
7500	01	300	000	AP-6676	Diane Greeman	AmazonBusiness	5/22/2023	Multifunction Head Lamp	EA	2	\$42.9	\$85.98
7500	01	300	000	AP-6676	Diane Greeman	AmazonBusiness	5/22/2023	NOCO Lithium Jump Starter	EA	1	\$242.	\$242.45
7500	01	300	000	AP-6676	Diane Greeman	AmazonBusiness	5/22/2023	Funnel Buddy	EA	2	\$47.5	\$95.00
7500	01	300	000	AP-6676	Diane Greeman	AmazonBusiness	5/22/2023	Oil Splash Pad	EA	1	\$27.6	\$27.64
7500	01	300	000	AP-6676	Diane Greeman	AmazonBusiness	5/22/2023	Mityvac Fluid Extractor/Dispenser	EA	1	\$50.4	\$50.49
7500	01	300	000	AP-6676	Diane Greeman	AmazonBusiness	5/22/2023	Mityvac Fluid Evacuator	EA	1	\$105.	\$105.82
7500	01	300	000	AP-6676	Diane Greeman	AmazonBusiness	5/22/2023	GEARWRENCH Impact Socket Set	EA	1	\$33.2	\$33.24
7500	01	300	000	AP-6676	Diane Greeman	AmazonBusiness	5/22/2023	GEARWRENCH Metric Socket Set	EA	1	\$75.0	\$75.00
7500	01	300	000	AP-6676	Diane Greeman	AmazonBusiness	5/22/2023	Tax	EA	1	\$63.1	\$63.15
7500	01	300	000	AP-6676	Diane Greeman	AmazonBusiness	5/22/2023	Shipping	EA	1	\$5.99	\$5.99
7500	01	300	000	AP-6679	Diane Greeman	AmazonBusiness	5/22/2023	GEARWRENCH-Drive Bit socket Set	EA	1	\$73.9	\$73.99
7500	01	300	000	AP-6679	Diane Greeman	AmazonBusiness	5/22/2023	OTC EVAP Smoke Diagnostic Machine	EA	1	\$1,12	\$1,129.99
7500	01	300	000	AP-6679	Diane Greeman	AmazonBusiness	5/22/2023	2Ton Off Road Jack	EA	1	\$515.	\$515.03
7500	01	300	000	AP-6679	Diane Greeman	AmazonBusiness	5/22/2023	Wire Stripper/Cutter	EA	1	\$20.9	\$20.97
7500	01	300	000	AP-6679	Diane Greeman	AmazonBusiness	5/22/2023	Tax	EA	1	\$154.	\$154.07
7500	01	300	000	AP-6679	Diane Greeman	AmazonBusiness	5/22/2023	Shipping	EA	1	\$20.9	\$20.94
7550	01	400	000	AP-6479	Jennifer Henke	Clarke Mosquito Control	5/22/2023	Natular 20EC case	EA	1	\$5,50	\$5,501.16
7550	01	400	000	AP-6479	Jennifer Henke	Clarke Mosquito Control	5/22/2023	tax	EA	1	\$481.	\$481.36



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**Report Date/Period: 5/31/2023**

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7550	01	400	000	AP-6582	Kim Hung	Home Depot Pro	5/22/2023	HDX 27 Gal. Tough Storage Tote in Bl	EA	70	\$11.9	\$838.60
7550	01	400	000	AP-6582	Kim Hung	Home Depot Pro	5/22/2023	tax	EA	1	\$71.6	\$71.63
7550	01	400	000	AP-6582	Kim Hung	Home Depot Pro	5/22/2023	Discount	EA	1	(\$20.	(\$20.00)
7550	01	400	000	AP-6633	Melissa Snelling	Flinn Scientific Inn	5/22/2023	Glass Vials	EA	100	\$2.27	\$227.00
7550	01	400	000	AP-6633	Melissa Snelling	Flinn Scientific Inn	5/22/2023	estimated tax	EA	1	\$19.8	\$19.86
7550	01	400	000	AP-6633	Melissa Snelling	Flinn Scientific Inn	5/22/2023	Shipping	EA	1	\$22.7	\$22.70
7550	01	400	000	AP-6638	Jacob Tarango	Colorado Serum Company	5/22/2023	Defibrinated Calf Blood	EA	1	\$100.	\$100.00
7550	01	400	000	AP-6638	Jacob Tarango	Colorado Serum Company	5/22/2023	Handling Fees	EA	1	\$15.0	\$15.00
7550	01	400	000	AP-6638	Jacob Tarango	Colorado Serum Company	5/22/2023		EA	1	\$65.0	\$65.00
7550	01	400	000	AP-6655	Jacob Tarango	Walmart Stores	5/22/2023	Hog Sausage Casing	EA	2	\$10.8	\$21.60
7550	01	400	000	AP-6655	Jacob Tarango	Walmart Stores	5/22/2023	Shipping	EA	1	\$6.99	\$6.99
7575	01	400	057	AP-6526	Arturo Gutierrez	Paul Associates Printers	5/22/2023	1"x2.75" yellow sticker 1000/roll	BX	1	\$324.	\$324.56
7575	01	400	057	AP-6526	Arturo Gutierrez	Paul Associates Printers	5/22/2023	taxes	EA	1	\$28.4	\$28.41
7600	01	215	027	AP-6615	Luz Moncada	Cal OES/CSTI Expenses	5/22/2023	Room for 3 nights	EA	1	\$411.	\$411.27
7600	01	215	027	AP-6615	Luz Moncada	Cal OES/CSTI Expenses	5/22/2023	taxes	EA	1	\$109.	\$109.02
7600	01	200	027	AP-6665	Melissa Tallion	ERMA BOARD OF DIRECTORS	5/22/2023	Breakfast	EA	1	\$5.23	\$5.23
7600	01	200	027	AP-6665	Melissa Tallion	ERMA BOARD OF DIRECTORS	5/22/2023	Dinner	EA	1	\$16.1	\$16.15
7600	01	200	027	AP-6665	Melissa Tallion	ERMA BOARD OF DIRECTORS	5/22/2023	Parking	EA	1	\$20.0	\$20.00
7600	01	200	027	AP-6665	Melissa Tallion	ERMA BOARD OF DIRECTORS	5/22/2023	Taxi	EA	1	\$32.2	\$32.25
7600	01	200	027	AP-6665	Melissa Tallion	ERMA BOARD OF DIRECTORS	5/22/2023	Taxi	EA	1	\$32.3	\$32.38
7600	01	210	027	AP-6670	Edward Prendez	ESRI Conference Expense	5/22/2023	Pre-Conference Workshop: ArcGIS Pr	EA	1	\$1,19	\$1,195.00
7600	01	215	000	PO22/23	Fernando Gutier	Government Social Media Conference	5/22/2023	breakfast	EA	1	\$14.7	\$14.77
7600	01	215	000	PO22/23	Fernando Gutier	Government Social Media Conference	5/22/2023	lunch	EA	1	\$34.2	\$34.23
7600	01	215	000	PO22/23	Fernando Gutier	Government Social Media Conference	5/22/2023	breakfast	EA	1	\$25.0	\$25.04
7600	01	215	000	PO22/23	Fernando Gutier	Government Social Media Conference	5/22/2023	room service	EA	1	\$32.4	\$32.48
7600	01	215	000	PO22/23	Fernando Gutier	Government Social Media Conference	5/22/2023	hotel closeout	EA	1	\$236.	\$236.52
7600	01	215	027	AP-6683	Luz Moncada	Uber Eats	5/22/2023		EA	1	\$33.1	\$33.14
7600	01	202	065	AP-6702	Crystal Moreno	Franklin Covey	5/22/2023	Franklin Covey Time Management Ess	EA	1	\$399.	\$399.00

**Organization Name: CVMVCD**  
**Report Name: List of Documents - Detail**  
**User: David IAnson**  
**Report Date/Period: 5/31/2023**

Object	Fund	Dept	Sub	Document #	Requester	Vendor Name	Effective Date	Item Description	UOM	Ordered	Unit Price	Amount
7600	01	202	065	AP-6726	Crystal Moreno	SkillPath Seminars	5/22/2023	Time Management Training	EA	1	\$199.	\$199.00
7600	01	202	065	AP-6727	Crystal Moreno	Fred Pryor Seminars	5/22/2023	Communication Training	EA	1	\$299.	\$299.00
7600	01	202	027	AP-6756	Crystal Moreno	California Special Districts Assoc.	5/22/2023	Virtual Workshop: Organizational Dev	EA	1	\$200.	\$200.00
7600	01	305	027	AP-6761	Rosendo Ruiz	Southern California Facilities Expo Expe	5/22/2023	Hotel Parking Credit	EA	1	(\$56.	(\$56.16)
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	5/16 Breakfast	EA	1	\$11.9	\$11.90
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	5/16 Lunch	EA	1	\$16.4	\$16.48
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	5/16 Dinner	EA	1	\$26.3	\$26.34
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	5/17 Breakfast	EA	1	\$6.24	\$6.24
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	5/17 Lunch	EA	1	\$9.79	\$9.79
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	5/17 Dinner	EA	1	\$21.6	\$21.60
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	Fuel \$50+35.08	EA	1	\$85.0	\$85.08
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	5/18 Breakfast	EA	1	\$13.9	\$13.92
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	5/18 Lunch	EA	1	\$13.6	\$13.66
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	5/18 Dinner	EA	1	\$14.0	\$14.09
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	5/19 Breakfast	EA	1	\$5.99	\$5.99
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	5/19 Lunch	EA	1	\$11.7	\$11.78
7600	01	215	027	AP-6768	Rosendo Ruiz	Cal OES/CSTI Expenses	5/22/2023	5/19 Dinner	EA	1	\$33.6	\$33.60
7600	01	215	027	AP-6769	Rosendo Ruiz	Government Social Media Conference	5/22/2023	5/1 Breakfast	EA	1	\$11.1	\$11.19
7600	01	215	027	AP-6769	Rosendo Ruiz	Government Social Media Conference	5/22/2023	5/1 Dinner	EA	1	\$31.4	\$31.47
7600	01	215	027	AP-6769	Rosendo Ruiz	Government Social Media Conference	5/22/2023	5/2 Dinner	EA	1	\$42.2	\$42.22
7600	01	215	027	AP-6769	Rosendo Ruiz	Government Social Media Conference	5/22/2023	5/3 Lunch	EA	1	\$20.5	\$20.57
7600	01	215	027	AP-6769	Rosendo Ruiz	Government Social Media Conference	5/22/2023	5/3 Dinner	EA	1	\$48.7	\$48.72
7600	01	215	027	AP-6769	Rosendo Ruiz	Government Social Media Conference	5/22/2023	5/4 Dinner	EA	1	\$22.6	\$22.62
7600	01	215	027	AP-6769	Rosendo Ruiz	Government Social Media Conference	5/22/2023	Hotel	EA	1	\$236.	\$236.52
7675	01	210	000	SPO22-2	Rosendo Ruiz	Zoom	5/22/2023	AUDIO CONFERENCE/Cloud Recordin	EA	1	\$148.	\$148.40
7675	01	210	000	AP-6490	Edward Prendez	Patti Corporation dba Civic Plus, LLC	5/22/2023	ANNUAL CivicCMS STANDARD MAINT	EA	1	\$2,08	\$2,083.73
7675	01	300	000	AP-6634	Rosendo Ruiz	Verizon Connect Fleet USA LLC	5/22/2023	Vehicle Telematics: May Service	EA	1	\$1,30	\$1,303.30
7675	01	300	000	AP-6650	Rosendo Ruiz	Alldata LLC	5/22/2023	Contract Services-May	EA	1	\$125.	\$125.00

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Object	Fund	Dept	Sub	Document #	Requester	Vendor Name	Effective Date	Item Description	UOM	Ordered	Unit Price	Amount
7680	01	210	070	AP-6522	Edward Prendez	Nearmap US Inc.	5/22/2023	NEARMAP VERTICAL FOR GOVERNME	EA	1	\$12,0	\$12,000.00
7680	01	210	070	AP-6632	Rosendo Ruiz	Microix, Inc.	5/22/2023		EA	1	\$2,91	\$2,910.00
7680	01	210	070	AP-6659	Edward Prendez	Rarestep, Inc DBA Fleetio	5/22/2023	Advanced Plan Annual Vehicle	EA	1	\$6,38	\$6,384.00
7680	01	210	070	AP-6659	Edward Prendez	Rarestep, Inc DBA Fleetio	5/22/2023	15% Perpetual Discount	EA	1	(\$957	(\$957.60)
7680	01	210	070	AP-6690	Edward Prendez	Fleet Spartan	5/22/2023	SKYBIZ TANK LEVEL MONITORING 03	EA	1	\$45.0	\$45.00
7680	01	210	070	AP-6690	Edward Prendez	Fleet Spartan	5/22/2023	SKYBIZ TANK LEVEL MONITORING 04	EA	1	\$45.0	\$45.00
7680	01	210	070	AP-6690	Edward Prendez	Fleet Spartan	5/22/2023	SKYBIZ TANK LEVEL MONITORING 05	EA	1	\$45.0	\$45.00
7680	01	210	070	AP-6711	Rosendo Ruiz	Zingle, Inc.	5/22/2023	Professional Services-May	EA	1	\$394.	\$394.00
7680	01	210	070	AP-6711	Rosendo Ruiz	Zingle, Inc.	5/22/2023	Users	EA	1	\$15.0	\$15.00
7680	01	210	070	AP-6773	Rosendo Ruiz	DocuSign	5/22/2023	Edward Prendez	EA	1	\$2,31	\$2,318.40
7750	01	500	000	AP-6606	Geneva Ginn	Smart&Final	5/22/2023	Bags of Hot Dogs	EA	84	\$6.99	\$587.16
7750	01	500	000	AP-6614	Geneva Ginn	AmazonBusiness	5/22/2023	64oz Plastic Bottles	EA	1	\$220.	\$220.14
7750	01	500	000	AP-6619	Gonzalo Valadez	Walmart Stores	5/22/2023	Igloo 2 gallon (Water Jug) Sport Beve	EA	7	\$16.9	\$118.79
7750	01	500	000	AP-6619	Gonzalo Valadez	Walmart Stores	5/22/2023	Coleman Chiller 9QT portable hard co	EA	5	\$19.9	\$99.95
7750	01	500	000	AP-6619	Gonzalo Valadez	Walmart Stores	5/22/2023	Sales tax at 8.75%	EA	1	\$19.1	\$19.14
7750	01	500	000	AP-6620	Gonzalo Valadez	Home Depot Pro	5/22/2023	Klein Tools 2-piece 4 in. shank cushio	EA	8	\$15.9	\$127.76
7750	01	500	000	AP-6620	Gonzalo Valadez	Home Depot Pro	5/22/2023	Homer 5gal bucket lid	EA	6	\$2.28	\$13.68
7750	01	500	000	AP-6620	Gonzalo Valadez	Home Depot Pro	5/22/2023	Homer 5gal bucket (6 pack)	EA	1	\$29.2	\$29.28
7750	01	500	000	AP-6620	Gonzalo Valadez	Home Depot Pro	5/22/2023	Klein Tools 7 in. standard long nose si	EA	8	\$24.9	\$199.76
7750	01	500	000	AP-6620	Gonzalo Valadez	Home Depot Pro	5/22/2023	Sales Tax at 8.75%	EA	1	\$32.4	\$32.42
7750	01	500	000	AP-6623	Gonzalo Valadez	Jernigan's Sporting Goods, Inc.	5/22/2023	Straw Hats (various sizes)	EA	15	\$14.9	\$224.85
7750	01	500	000	AP-6623	Gonzalo Valadez	Jernigan's Sporting Goods, Inc.	5/22/2023	Sales Tax @ 8.75%	EA	1	\$19.6	\$19.67
7750	01	500	000	AP-6646	Sarah Crenshaw	Signazon.com	5/22/2023	ULV Signs	EA	2	\$100.	\$200.80
7750	01	500	000	AP-6682	Gonzalo Valadez	Walmart Stores	5/22/2023	Softsoap Liquid Hand Soap Pump 7.5f	EA	1	\$57.2	\$57.28
7750	01	500	000	AP-6682	Gonzalo Valadez	Walmart Stores	5/22/2023	Sales Tax at 8.75%	EA	1	\$5.01	\$5.01
7750	01	500	000	AP-6684	Gonzalo Valadez	Home Depot Stores	5/22/2023	Coast G56R 1000 Lumens Alkaline Bat	EA	6	\$39.9	\$239.82
7750	01	500	000	AP-6684	Gonzalo Valadez	Home Depot Stores	5/22/2023	Sales Tax at 8.75%	EA	1	\$20.9	\$20.98
7800	01	500	028	AP-5751	Veronica Montoy	Clarke Mosquito Control	5/22/2023	MARCH 1, 2023 DELIVERY ORDER	EA	1	\$0.00	\$0.00

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7800	01	500	028	AP-5751	Veronica Montoy	Clarke Mosquito Control	5/22/2023	Per ITB 2022-02 Submittal Received 0	EA	1	\$0.00	\$0.00
7800	01	500	028	AP-5751	Veronica Montoy	Clarke Mosquito Control	5/22/2023	Natular G - 500 Lbs.	EA	1	\$4,66	\$4,665.52
7800	01	500	028	AP-5752	Veronica Montoy	Target Specialty Products	5/22/2023	MARCH 1, 2023 DELIVERY ORDER	EA	1	\$0.00	\$0.00
7800	01	500	028	AP-5752	Veronica Montoy	Target Specialty Products	5/22/2023	Per ITB 2022-02 Submittal Received 0	EA	1	\$0.00	\$0.00
7800	01	500	028	AP-5752	Veronica Montoy	Target Specialty Products	5/22/2023	AquaBac 200G - 1,600 Lbs.	EA	1	\$4,80	\$4,806.75
7800	01	500	028	AP-5752	Veronica Montoy	Target Specialty Products	5/22/2023	Extinguish Plus - 3,000 Lbs/	EA	1	\$28,0	\$28,019.65
7860	01	500	029	AP-6649	Vincent Valenzu	AmazonBusiness	5/22/2023	UAS Drone program Supplies & Equip	EA	1	\$109.	\$109.99
7860	01	500	029	AP-6649	Vincent Valenzu	AmazonBusiness	5/22/2023	UAS Drone program Supplies & Equip	EA	2	\$20.9	\$41.98
7860	01	500	029	AP-6649	Vincent Valenzu	AmazonBusiness	5/22/2023	UAS Drone program Supplies & Equip	EA	1	\$24.8	\$24.88
7860	01	500	029	AP-6649	Vincent Valenzu	AmazonBusiness	5/22/2023	UAS Drone program Supplies & Equip	EA	3	\$39.9	\$119.97
7860	01	500	029	AP-6649	Vincent Valenzu	AmazonBusiness	5/22/2023	UAS Drone program Supplies & Equip	EA	1	\$24.7	\$24.74
7860	01	500	029	AP-6649	Vincent Valenzu	AmazonBusiness	5/22/2023	UAS Drone program Supplies & Equip	EA	1	\$299.	\$299.00
7860	01	500	029	AP-6649	Vincent Valenzu	AmazonBusiness	5/22/2023	UAS Drone program Supplies & Equip	EA	1	\$31.7	\$31.78
7860	01	500	029	AP-6649	Vincent Valenzu	AmazonBusiness	5/22/2023	UAS Drone program Supplies & Equip	EA	4	\$15.0	\$60.00
7860	01	500	029	AP-6649	Vincent Valenzu	AmazonBusiness	5/22/2023	UAS Drone program Supplies & Equip	EA	1	\$349.	\$349.99
7860	01	500	029	AP-6649	Vincent Valenzu	AmazonBusiness	5/22/2023	Tax	EA	1	\$96.4	\$96.47
7860	01	500	029	AP-6649	Vincent Valenzu	AmazonBusiness	5/22/2023	Shipping	EA	1	\$40.4	\$40.44
8415	13	210	000	AP-6502	Antonio Molina	Connection	5/22/2023	Corp. Professional Services (NSG) - Pe	EA	1	\$1,16	\$1,162.43
8415	13	210	000	AP-6502	Antonio Molina	Connection	5/22/2023	Shipping and Handling	EA	1	\$0.00	\$0.00
8415	13	210	000	AP-6502	Antonio Molina	Connection	5/22/2023	Tax (Exempt!)	EA	1	\$0.00	\$0.00
8415	01	300	000	AP-6547	Diane Greeman	AmazonBusiness	5/22/2023	Tie-Down Anchors - 10-pk	EA	1	\$20.9	\$20.99
8415	01	300	000	AP-6547	Diane Greeman	AmazonBusiness	5/22/2023	Broom & Dustpan Set	EA	1	\$19.5	\$19.54
8415	01	300	000	AP-6547	Diane Greeman	AmazonBusiness	5/22/2023	Folding Shelf Brackets	EA	2	\$32.4	\$64.98
8415	01	300	000	AP-6547	Diane Greeman	AmazonBusiness	5/22/2023	Vacuum Port Adapter	EA	1	\$7.99	\$7.99
8415	01	300	000	AP-6547	Diane Greeman	AmazonBusiness	5/22/2023	Stainless Steel Self Tapping Screws	EA	4	\$8.83	\$35.32
8415	01	300	000	AP-6547	Diane Greeman	AmazonBusiness	5/22/2023	Folding Shelf Brackets	EA	1	\$25.4	\$25.49
8415	01	300	000	AP-6547	Diane Greeman	AmazonBusiness	5/22/2023	Tax	EA	1	\$16.2	\$16.29
8415	01	300	000	AP-6547	Diane Greeman	AmazonBusiness	5/22/2023	Shipping	EA	1	\$11.9	\$11.98

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Object	Fund	Dept	Sub	Document #	Requester	Vendor Name	Effective Date	Item Description	UOM	Ordered	Unit Price	Amount
8415	13	300	000	AP-6549	Diane Greeman	Home Depot Pro	5/22/2023	Variety wood/aluminum	EA	1	\$492.	\$492.29
8415	13	300	000	AP-6549	Diane Greeman	Home Depot Pro	5/22/2023	Tax	EA	1	\$42.9	\$42.96
8415	01	400	000	AP-6557	Jennifer Henke	SOSCleanroom.com	5/22/2023	dual rigid gooseneck light guide	EA	1	\$339.	\$339.00
8415	01	400	000	AP-6557	Jennifer Henke	SOSCleanroom.com	5/22/2023	LED illuminator	EA	1	\$1,44	\$1,445.05
8415	01	400	000	AP-6557	Jennifer Henke	SOSCleanroom.com	5/22/2023	tax	EA	1	\$156.	\$156.10
8415	01	400	000	AP-6564	Rosendo Ruiz	CDW Government, Inc	5/22/2023	Tripp Lite UPS Smart Online Unity PF	EA	1	\$3,87	\$3,875.03
8415	01	400	000	AP-6564	Rosendo Ruiz	CDW Government, Inc	5/22/2023	Tax	EA	1	\$339.	\$339.07
8415	01	300	000	AP-6669	Diane Greeman	AmazonBusiness	5/22/2023	Refund	EA	1	(\$6.5	(\$6.53)
8415	13	300	000	AP-6755	Rosendo Ruiz	Home Depot Stores	5/22/2023	Credit for lumber	EA	1	(\$65.	(\$65.53)
9000	01	500	000	SPO22-2	Gregorio Alvarad	Clarke Mosquito Control	5/22/2023	Chemical purchase of pupacide	EA	1	\$7,18	\$7,183.85
9000	01	500	000	SPO22-2	Gregorio Alvarad	Clarke Mosquito Control	5/22/2023	Tax	EA	1	\$628.	\$628.59
9000	01	500	000	SPO22-2	Gregorio Alvarad	Adapco, Inc.	5/22/2023	BVA 13 Diluent	EA	2	\$845.	\$1,691.80
9000	01	500	000	SPO22-2	Gregorio Alvarad	Adapco, Inc.	5/22/2023	Tax	EA	1	\$148.	\$148.04
											\$121,617.14	
											\$121,617.14	

Coachella Valley Mosquito and Vector Control District  
FINANCES AT A GLANCE  
ALL FUNDS COMBINED  
For the Month Ended May 31, 2023

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	13,106,189	1,079,087	14,185,275
CASH	147,404	44,176	191,580
INVESTMENTS & CASH	13,253,592	1,123,263	14,376,855
CURRENT ASSETS	1,684,479	(62,261)	1,622,218
FIXED ASSETS	9,286,644	-	9,286,644
OTHER ASSETS	7,564,490	-	7,564,490
TOTAL ASSETS	31,789,206	1,061,002	32,850,208
TOTAL LIABILITIES	3,664,547	(271,895)	3,392,651
TOTAL DISTRICT EQUITY	28,124,659	1,332,897	29,457,556
TOTAL LIABILITIES & EQUITY	31,789,206	1,061,002	32,850,208
RECEIPTS			
		\$ 2,497,673	
CASH DISBURSEMENTS			
Payroll	\$ 444,074		
General Admin	\$ 938,806		
Total Cash Disbursements		\$ (1,382,880)	
NON-CASH ENTRIES:			
Accrual Modifications -		\$ (53,791)	
Changes in A/P, A/R & Pre-paid insurance		_____	
Change during Month - Excess of Cash over Receipts & Non-Cash Adjustments		\$ 1,061,002	

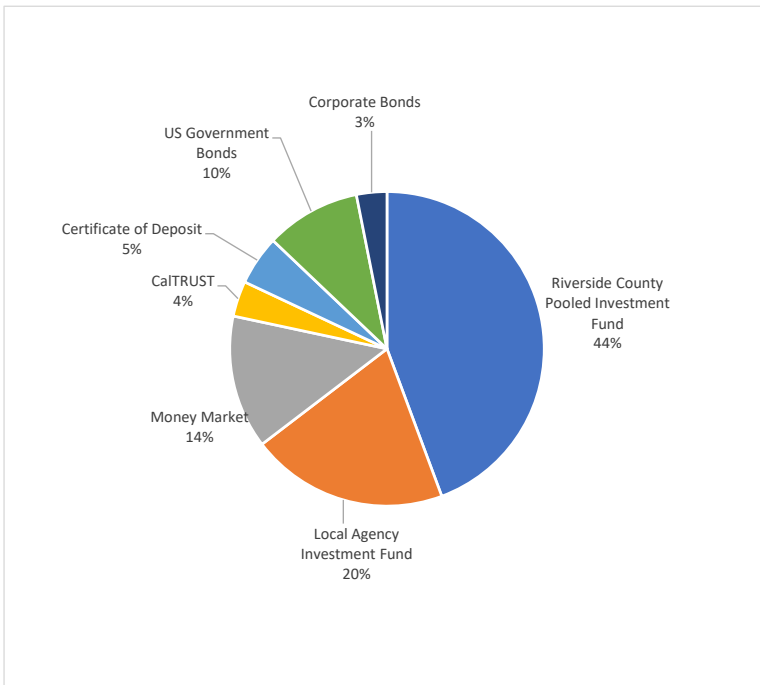
**CVMVCD**  
Cash Journal - deposits  
From 5/1/2023 Through 5/31/2023

Effective ...	Transaction Description	Deposits	Payee/Recipient Name
5/30/2023	May Receipts	12,838.76	Riverside County
5/30/2023	May Receipts - Calcard Rebate	4,422.83	US Bank
5/30/2023	May Receipts - Current Secured	1,369,955.07	Riverside County
5/30/2023	May Receipts - CY Supp	47,697.29	Riverside County
5/30/2023	May Receipts - PY Supp	2,469.25	Riverside County
5/30/2023	May Receipts - refund	500.00	AMCA
5/30/2023	May Receipts - reimbursement	33.14	Luz Moncada
5/30/2023	May Receipts - SBE	84,690.71	Riverside County
5/31/2023	May Receipts	626.18	Employment Risk Management Authority
5/31/2023	May Receipts - Bank Interest	1,166.28	California Bank & Trust
5/31/2023	May Receipts - Benefit Assessment	972,834.65	Riverside County
5/31/2023	May Receipts - refund	438.46	NAPA Auto
Report Total		2,497,672.62	

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT  
INVESTMENT FUND BALANCES AS OF MAY 31, 2023**

INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	General Fund	Thermal Capital Fund	Capital Equipment Replacement Fund	Capital Facility Replacement Fund	Capital Project Insectory Fund	BALANCE
LAIF	Common Investments			2.99%	2,273,486	34,677	23,526	347,507	199,180	\$ 2,878,376
Riverside County	Funds 51105 & 51115			3.66%	4,967,225	75,764	51,401	759,250	435,179	\$ 6,288,818
CalTRUST	Medium Term Fund			3.43%	407,942	6,222	4,221	62,355	35,740	\$ 516,480
CA Bank & Trust	Market Rate			1.35%	1,528,318	23,311	15,815	233,606	133,896	\$ 1,934,947
Pershing	Market Rate			0.00%	9,653	147	100	1,475	846	\$ 12,221
ALL IN American Cred	Certificate of Deposit	1/18/2023	1/19/2027	4.55%			59,760	189,240		\$ 249,000
Austin Telco	Certificate of Deposit	1/27/2023	1/27/2028	4.75%			54,480	172,520		\$ 227,000
Alaska USA Fed Cr	Certificate of Deposit	3/8/2023	3/8/2028	4.60%		37,736	50,463	159,801		\$ 248,000
Federal Home Ln	US Government Bonds	11/24/2020	11/24/2025	0.63%			166,936	528,629		\$ 695,565
Federal Natl Mtg Assn	US Government Bonds	11/25/2020	11/25/2025	0.63%			166,009	525,694		\$ 691,703
Bank Amer Corp	Corporate Bonds	11/25/2020	11/25/2025	0.65%			106,360	336,805		\$ 443,165
<b>Total Investments</b>					9,186,624	177,858	699,070	3,316,883	804,840	<b>\$ 14,185,275</b>

**PORTFOLIO COMPOSITION AS OF MAY 31, 2023  
WEIGHTED YIELD 2.86%**



In compliance with the California Code Section 53646; the Finance Administrator of the Coachella Valley Mosquito and Vector Control District hereby certifies that sufficient liquidity and anticipated revenue are available to meet the District's budgeted expenditure requirements for the next six months.

Investments in the report meet the requirements of the Coachella Valley Mosquito and Vector Control District's adopted investment policy

Respectfully submitted

\_\_\_\_\_  
NOTED AND APPROVED



CVMVCD  
Statement of Revenue and Expenditures  
May 31, 2023

				YTD	Current		Current	Annual	Percent	
	Annual			Budget	Period		Period	Budget	Annual	
	Budget	YTD Budget	YTD Actual	Variance	Budget	Current	Variance	Variance	Budget	
						Period Actual				
<b>Revenues</b>										
4000	Property Tax - Current Secured	4,438,762	4,243,604	<b>4,469,926</b>	226,322	1,436,787	<b>1,454,646</b>	17,859	31,164	1 %
4010	Property Tax - Curr. Supplmntl	31,172	0	<b>120,595</b>	120,595	0	<b>47,697</b>	47,697	89,423	287 %
4020	Property Tax - Curr. Unsecured	199,247	193,369	<b>194,244</b>	875	0	<b>0</b>	0	(5,003)	(3)%
4030	Homeowners Tax Relief	36,924	36,924	<b>31,180</b>	(5,744)	5,596	<b>12,839</b>	7,242	(5,744)	(16)%
4070	Property Tax - Prior Supp.	53,097	0	<b>42,357</b>	42,357	0	<b>2,469</b>	2,469	(10,740)	(20)%
4080	Property Tax - Prior Unsecured	9,069	0	<b>0</b>	0	0	<b>0</b>	0	(9,069)	(100)%
4090	Redevelopment Pass-Thru	6,305,008	3,152,504	<b>3,448,979</b>	296,475	0	<b>0</b>	0	(2,856,029)	(45)%
4520	Interest Income - LAIF/CDs	42,000	31,500	<b>142,149</b>	110,649	0	<b>5,057</b>	5,057	100,149	238 %
4530	Other Miscellaneous Receipts	63,000	57,750	<b>28,118</b>	(29,632)	5,250	<b>5,549</b>	299	(34,882)	(55)%
4551	Benefit Assessment Income	2,299,810	2,196,490	<b>2,257,435</b>	60,945	967,523	<b>972,835</b>	5,312	(42,375)	(2)%
	Total Revenues	13,478,089	9,912,141	<b>10,734,983</b>	822,842	2,415,156	<b>2,501,091</b>	85,935	(2,743,106)	(20)%
<b>Expenditures</b>										
<b>Payroll Expenses</b>										
5101	Payroll - FT	5,910,271	5,417,749	<b>5,251,877</b>	165,872	492,523	<b>434,048</b>	58,475	658,395	11 %
5102	Payroll Seasonal	142,020	131,520	<b>61,954</b>	69,566	10,500	<b>8,140</b>	2,360	80,066	56 %
5103	Temporary Services	10,900	4,000	<b>0</b>	4,000	4,000	<b>0</b>	4,000	10,900	100 %
5105	Payroll - Overtime Expense	30,120	27,610	<b>27,893</b>	(283)	2,510	<b>2,616</b>	(106)	2,227	7 %
5150	CalPERS State Retirement	752,856	705,954	<b>693,350</b>	12,603	46,903	<b>76,331</b>	(29,429)	59,506	8 %
5155	Social Security Expense	360,143	330,214	<b>334,529</b>	(4,316)	29,929	<b>28,251</b>	1,678	25,613	7 %
5165	Medicare Expense	84,227	77,227	<b>79,634</b>	(2,407)	7,000	<b>6,607</b>	393	4,593	5 %
5170	Cafeteria Plan	1,263,700	1,158,392	<b>1,243,671</b>	(85,279)	105,308	<b>207,404</b>	(102,095)	20,030	2 %
5172	Retiree Healthcare	392,420	359,718	<b>353,950</b>	5,768	32,702	<b>39,072</b>	(6,370)	38,470	10 %
5180	Deferred Compensation	121,857	111,703	<b>110,036</b>	1,667	10,155	<b>22,544</b>	(12,390)	11,822	10 %
5195	Unemployment Insurance	32,066	29,400	<b>25,286</b>	4,115	2,666	<b>605</b>	2,062	6,781	21 %
	Total Payroll Expenses	9,100,581	8,353,486	<b>8,182,179</b>	171,307	744,195	<b>825,617</b>	(81,421)	918,402	10 %

CVMVCD  
Statement of Revenue and Expenditures  
May 31, 2023

		Annual	YTD	YTD	Current	Current	Current	Annual	Percent	
		Budget	Budget	Actual	Budget	Period	Period	Budget	Annual	
					Variance	Budget	Actual	Variance	Budget	
<b>Administrative Expenses</b>										
5250	Tuition Reimbursement	20,000	18,333	<b>11,615</b>	6,719	1,667	<b>2,811</b>	(1,144)	8,385	42 %
5300	Employee Incentive	15,500	14,208	<b>5,348</b>	8,861	1,292	<b>112</b>	1,180	10,152	65 %
5302	Wellness	5,600	5,133	<b>293</b>	4,840	467	<b>0</b>	467	5,307	95 %
5305	Employee Assistance Program	4,000	3,667	<b>3,339</b>	328	333	<b>590</b>	(256)	661	17 %
6000	Property & Liability Insurance	193,570	175,773	<b>225,139</b>	(49,366)	17,798	<b>20,702</b>	(2,905)	(31,569)	(16)%
6001	Workers' Compensation Insurance	206,753	183,273	<b>167,818</b>	15,456	23,479	<b>20,071</b>	3,408	38,935	19 %
6050	Dues & Memberships	43,495	37,943	<b>35,343</b>	2,600	262	<b>510</b>	(248)	8,152	19 %
6060	Reproduction & Printing	27,360	25,080	<b>23,970</b>	1,110	2,280	<b>3,706</b>	(1,426)	3,390	12 %
6065	Recruitment/Advertising	7,500	6,875	<b>6,402</b>	473	625	<b>849</b>	(224)	1,098	15 %
6070	Office Supplies	21,121	19,361	<b>10,383</b>	8,978	1,760	<b>840</b>	920	10,738	51 %
6075	Postage	5,750	5,271	<b>2,276</b>	2,995	479	<b>77</b>	403	3,474	60 %
6080	Computer & Network Systems	8,199	7,516	<b>4,678</b>	2,838	683	<b>2,581</b>	(1,898)	3,521	43 %
6085	Bank Service Charges	250	229	<b>186</b>	43	21	<b>35</b>	(14)	64	26 %
6090	Local Agency Formation Comm.	2,400	2,200	<b>2,541</b>	(341)	200	<b>0</b>	200	(141)	(6)%
6095	Professional Fees	45,100	41,342	<b>47,130</b>	(5,789)	3,758	<b>1,689</b>	2,069	(2,030)	(5)%
6100	Attorney Fees	68,000	62,333	<b>47,678</b>	14,656	5,667	<b>4,000</b>	1,667	20,322	30 %
6105	Legal Services / Filing Fees	1,000	917	<b>0</b>	917	83	<b>0</b>	83	1,000	100 %
6106	HR Risk Management	4,500	4,500	<b>7,819</b>	(3,319)	0	<b>0</b>	0	(3,319)	(74)%
6110	Conference Expense	54,335	52,502	<b>26,390</b>	26,112	1,833	<b>1,230</b>	603	27,946	51 %
6115	In-Lieu	13,200	12,100	<b>10,874</b>	1,226	1,100	<b>0</b>	1,100	2,326	18 %
6120	Trustee Support	7,600	6,967	<b>4,601</b>	2,365	633	<b>834</b>	(201)	2,999	39 %
6200	Meetings Expense	7,010	6,593	<b>3,579</b>	3,014	418	<b>1,467</b>	(1,049)	3,431	49 %
6210	Promotion & Education	28,000	25,667	<b>22,091</b>	3,576	2,333	<b>0</b>	2,333	5,909	21 %
6220	Public Outreach Advertising	56,000	51,333	<b>38,187</b>	13,146	4,667	<b>21,587</b>	(16,921)	17,813	32 %
6500	Benefit Assessment Expenses	86,000	86,000	<b>80,768</b>	5,232	0	<b>0</b>	0	5,232	6 %
<b>Total Administrative Expenses</b>		<b>932,243</b>	<b>855,115</b>	<b>788,445</b>	<b>66,669</b>	<b>71,838</b>	<b>83,691</b>	<b>(11,853)</b>	<b>143,797</b>	<b>15 %</b>
<b>Utilities</b>										
6400	Utilities	114,383	104,851	<b>107,337</b>	(2,486)	9,532	<b>14,889</b>	(5,357)	7,046	6 %
6410	Telecommunications	1,824	1,672	<b>2,142</b>	(470)	152	<b>423</b>	(271)	(318)	(17)%
<b>Total Utilities</b>		<b>116,207</b>	<b>106,523</b>	<b>109,479</b>	<b>(2,956)</b>	<b>9,684</b>	<b>15,312</b>	<b>(5,628)</b>	<b>6,728</b>	<b>6 %</b>

CVMVCD  
Statement of Revenue and Expenditures  
May 31, 2023

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Annual Percent Budget
<b>Operating</b>									
7000 Uniform Expense	54,985	50,563	<b>40,789</b>	9,774	4,422	<b>5,313</b>	(891)	14,196	26 %
7050 Safety Expense	32,170	29,522	<b>27,703</b>	1,819	2,648	<b>1,294</b>	1,353	4,467	14 %
7100 Physican Fees	5,000	4,583	<b>1,850</b>	2,733	417	<b>385</b>	32	3,150	63 %
7150 IT Communications	56,500	51,792	<b>57,695</b>	(5,904)	4,708	<b>9,787</b>	(5,079)	(1,195)	(2)%
7200 Household Supplies	3,000	2,750	<b>2,603</b>	147	250	<b>352</b>	(102)	397	13 %
7300 Repair & Maintenance	42,000	38,500	<b>47,230</b>	(8,730)	3,500	<b>12,176</b>	(8,676)	(5,230)	(12)%
7310 Maintenance & Calibration	6,170	6,170	<b>7,051</b>	(881)	0	<b>0</b>	0	(881)	(14)%
7350 Permits, Licenses & Fees	6,427	6,164	<b>7,789</b>	(1,624)	263	<b>157</b>	106	(1,361)	(21)%
7360 Software Licensing	31,335	31,335	<b>26,598</b>	4,737	0	<b>10,791</b>	(10,791)	4,737	15 %
7400 Vehicle Parts & Supplies	44,720	40,993	<b>40,802</b>	191	3,727	<b>2,562</b>	1,165	3,918	9 %
7420 Offsite Vehicle Maint & Repair	16,882	15,475	<b>16,030</b>	(555)	1,407	<b>0</b>	1,407	852	5 %
7450 Equipment Parts & Supplies	26,940	24,457	<b>22,649</b>	1,807	1,983	<b>2,386</b>	(403)	4,291	16 %
7500 Small Tools Furniture & Equip	4,700	4,308	<b>3,973</b>	335	392	<b>2,700</b>	(2,308)	727	15 %
7550 Lab Supplies & Expense	35,720	32,518	<b>37,002</b>	(4,484)	3,202	<b>12,527</b>	(9,325)	(1,282)	(4)%
7570 Aerial Pool Surveillance	6,000	6,000	<b>0</b>	6,000	6,000	<b>0</b>	6,000	6,000	100 %
7575 Surveillance	72,510	70,192	<b>80,979</b>	(10,786)	2,318	<b>353</b>	1,965	(8,469)	(12)%
7600 Staff Training	85,700	81,004	<b>60,620</b>	20,384	7,696	<b>5,992</b>	1,703	25,080	29 %
7650 Equipment Rental	1,000	917	<b>496</b>	421	83	<b>0</b>	83	504	50 %
7675 Contract Services	164,827	154,874	<b>140,894</b>	13,980	11,943	<b>17,804</b>	(5,861)	23,933	15 %
7680 Cloud Computing Services	104,499	86,445	<b>103,327</b>	(16,883)	4,682	<b>52,688</b>	(48,006)	1,171	1 %
7700 Motor Fuel & Oils	130,300	119,442	<b>98,905</b>	20,536	10,858	<b>6,888</b>	3,970	31,395	24 %
7750 Field Supplies	14,600	13,383	<b>7,358</b>	6,026	1,217	<b>2,216</b>	(1,000)	7,242	50 %
7800 Control Products	573,616	566,743	<b>539,550</b>	27,192	6,873	<b>37,492</b>	(30,619)	34,065	6 %
7850 Aerial Applications	231,000	211,750	<b>225,710</b>	(13,960)	19,250	<b>0</b>	19,250	5,290	2 %
7860 Unmanned Aircraft Application Servic	40,000	36,667	<b>1,760</b>	34,907	3,333	<b>1,199</b>	2,134	38,240	96 %
8415 Capital Outlay	62,442	60,291	<b>31,764</b>	28,527	2,151	<b>16,302</b>	(14,150)	30,678	49 %
8510 Research Projects	150,000	136,449	<b>152,923</b>	(16,474)	13,551	<b>16,873</b>	(3,321)	(2,923)	(2)%
9000 Contingency Expense	110,000	100,833	<b>52,857</b>	47,977	9,167	<b>9,652</b>	(486)	57,143	52 %
<b>Total Operating</b>	<b>2,113,043</b>	<b>1,984,121</b>	<b>1,836,909</b>	<b>147,212</b>	<b>126,039</b>	<b>227,890</b>	<b>(101,850)</b>	<b>276,134</b>	<b>13 %</b>

CVMVCD  
Statement of Revenue and Expenditures  
May 31, 2023

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
<b>Contribution to Capital Reserves</b>									
8900 Transfer to other funds	2,216,016	2,114,681	<b>2,114,681</b>	0	101,335	<b>101,335</b>	0	101,335	5 %
<b>Total Contribution to Capital Reserves</b>	2,216,016	2,114,681	<b>2,114,681</b>	0	101,335	<b>101,335</b>	0	101,335	5 %
<b>Total Expenditures</b>	14,478,089	13,413,926	<b>13,031,693</b>	382,233	1,053,091	<b>1,253,844</b>	<b>(200,753)</b>	1,446,397	10 %
<b>Net revenue over/(under) expenditures</b>	<b>(1,000,000)</b>	<b>(3,501,785)</b>	<b>(2,296,710)</b>	1,205,075	1,362,065	<b>1,247,248</b>	<b>(114,817)</b>		

CVMVCD  
Balance Sheet  
As of 5/31/2023

		Current Year
Assets		
Cash and Investments		
1000	Cash - Investments	14,185,275.21
1016	Petty Cash	500.00
1017	Petty Cash Checking	1,500.00
1035	CB&T General Checking	12,699.15
1036	CB&T Payroll Checking	176,880.58
	Total Cash and Investments	14,376,854.94
Current Assets		
1050	Accounts Receivable	3,750.00
1051	Lease Payments Receivable	11,227.54
1080	Interest Receivable	3,318.85
1085	Inventory	546,950.85
1167	Prepaid Research Proposals	118,107.80
1168	Prepaid Insurance	40,417.98
1169	Deposits	898,445.00
	Total Current Assets	1,622,218.02
Fixed Assets		
1201	Leased Copier Asset #1 Ops Copier	14,694.42
1202	Leased Copier Asset #2 Admin Copier	19,670.89
1300	Equipment/Vehicles	2,117,915.50
1310	Computer Equipment	566,629.49
1311	GIS Computer Systems	301,597.91
1320	Office Furniture & Equipment	1,307,594.90
1330	Land	417,873.30
1335	Oleander Building	5,665,861.83
1336	Signage	23,651.39
1340	Structures & Improvements	3,244,697.72
1341	Bio Control Building	6,923,882.74
1342	Bio Control Equip/Furn	43,986.77
1398	Amortization Leased Equipment	(32,179.65)

**CVMVCD**  
Balance Sheet  
As of 5/31/2023

		Current Year
1399	Accumulated Depreciation	(11,329,232.93)
	Total Fixed Assets	9,286,644.28
	Other Assets	
1520	Resources to Be Provided	3,514,102.32
1525	Deferred Outflows of Resources	2,842,951.00
1530	Deferred Outflows of Resources - OPEB	1,207,437.00
1900	Due to/from	0.12
	Total Other Assets	7,564,490.44
	Total Assets	32,850,207.68
	Liabilities	
	Short-term Liabilities	
	Accounts Payable	
2015	Credit Card Payable	117,499.32
2020	Accounts Payable	(23,548.91)
2030	Accrued Payroll	(5,314.42)
2040	Payroll Taxes Payable	396.30
2175	Claims/Judgements Payable	54.61
2185	Employee Dues	(2,751.58)
2402	Leased Copier Asset # 2	2,191.49
	Total Accounts Payable	88,526.81
	Total Short-term Liabilities	88,526.81
	Long-term Liabilities	
2100	Pollution Remediation Obligation	2,100,000.00
2200	Net Pension Liability	(750,483.00)
2210	Deferred Inflows of Resources	84,159.00
2230	Deferred Inflows - OPEB	880,545.00
2235	Deferred Inflow of Resources - Leases	15,436.75
2300	Net OPEB Liability	87,247.00
2500	Compensated Absences Payable	887,219.76
	Total Long-term Liabilities	3,304,124.51

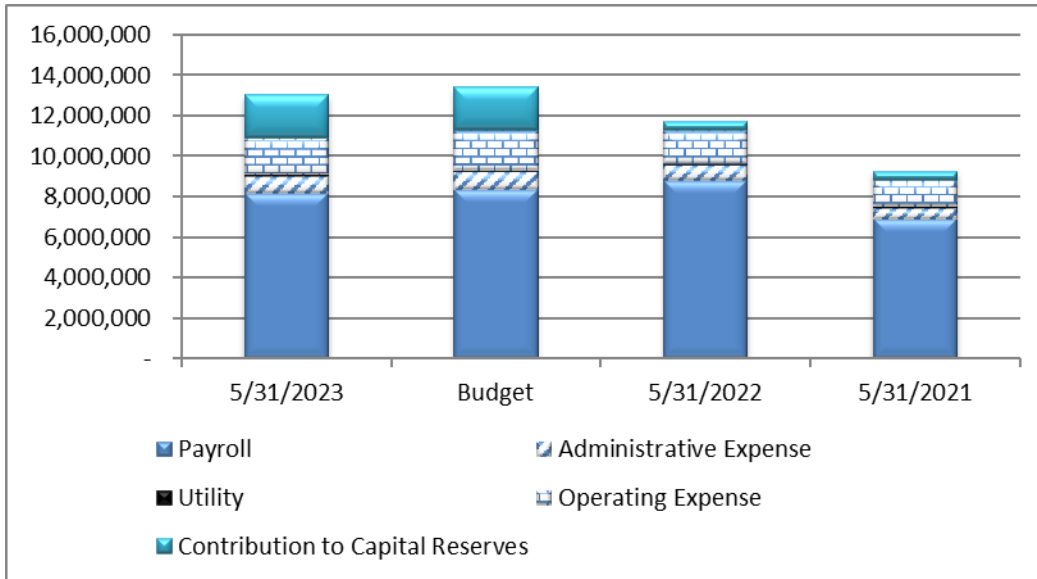
CVMVCD  
Balance Sheet  
As of 5/31/2023

	Current Year
Total Liabilities	3,392,651.32
Fund Balance	
Non Spendable Fund Balance	
3920 Investment in Fixed Assets	10,673,170.66
3945 Reserve for Prepaids & Deposit	1,041,259.68
3960 Reserve for Inventory	459,270.86
Total Non Spendable Fund Balance	12,173,701.20
Committed Fund Balance	
3965 Public Health Emergency	4,851,276.00
Total Committed Fund Balance	4,851,276.00
Assigned Fund Balance	
3910 Reserve for Operations	5,800,000.00
3925 Reserve for Future Healthcare Liabilities	453,746.00
3955 Thermal Remediation Fund	63,688.00
3970 Reserve for Equipment	726,018.00
3971 Reserve for Facility & Vehicle Replacement	2,659,312.00
Total Assigned Fund Balance	9,702,764.00
Unassigned Fund Balance	
3900 Fund Equity	(568,650.76)
3991 Prior Year Adjustment GASB87	20,909.82
3999 P&L Summary	4,005,097.29
Total Unassigned Fund Balance	3,457,356.35
Current YTD Net Income	(727,541.19)
Total Current YTD Net Income	(727,541.19)
Total Fund Balance	29,457,556.36
Total Liabilities and Net Assets	32,850,207.68

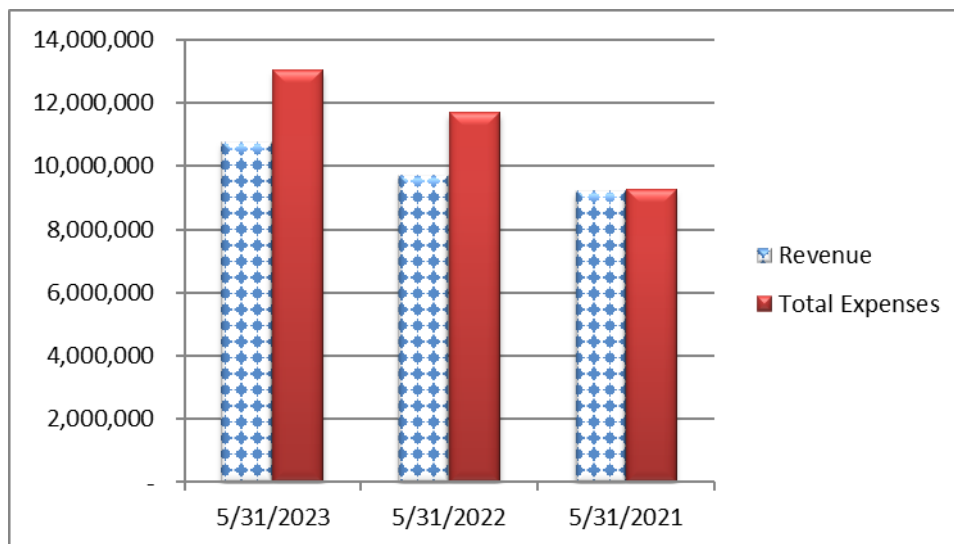
## FINANCE

The financial reports show the preliminary balance sheet, receipts, and revenue and expenditure reports for the month ending May 31, 2023. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2022, to May 31, 2023, is \$13,031,693 total revenue is \$10,734,983 resulting in excess revenue over (under) expenditure for the year to May 31, 2023, of (\$2,296,710).

### THREE YEAR FINANCIALS



**Figure 1 - Three Year Expenditure**

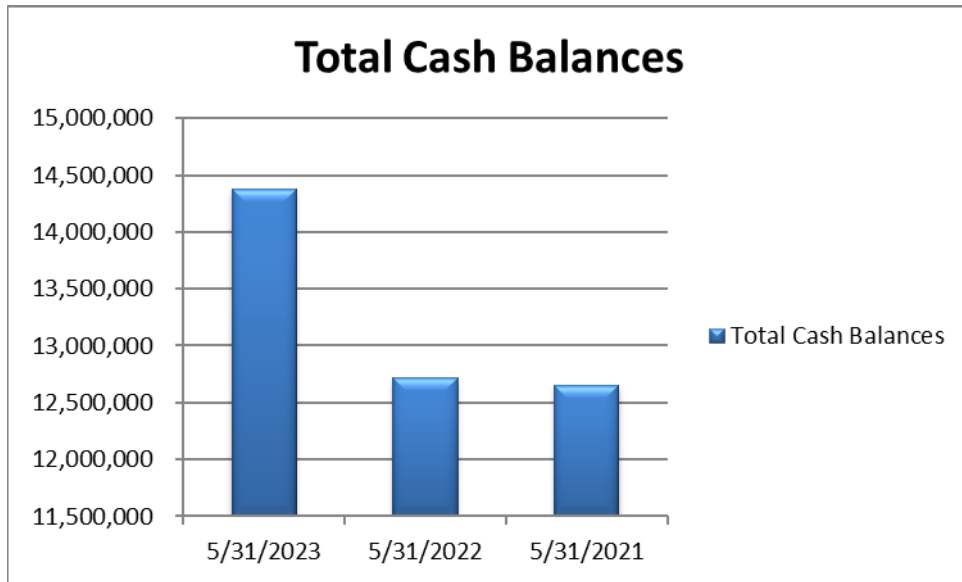


**Figure 2 - Three Year Revenue & Expenditure**



**THREE-YEAR CASH BALANCE**

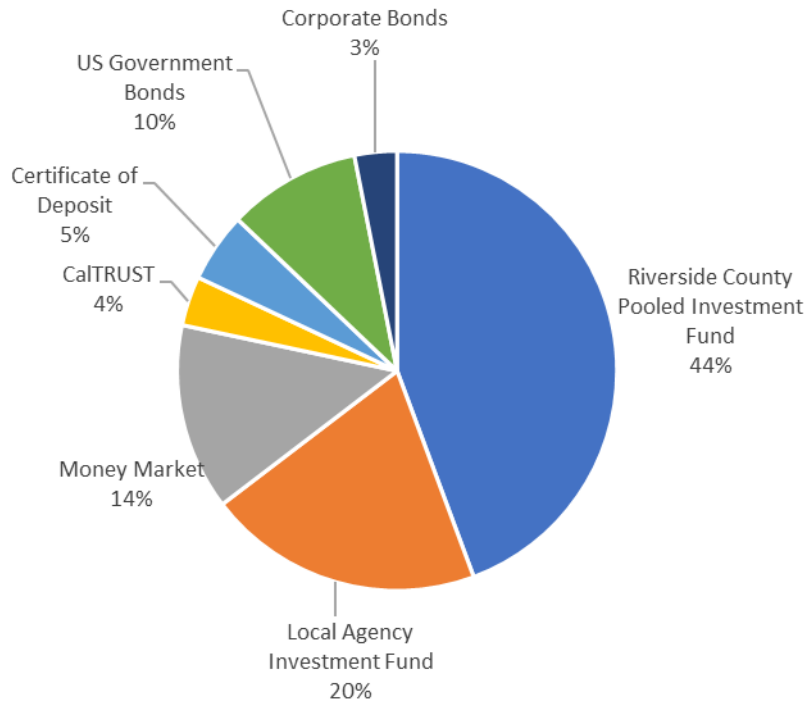
Cash Balances	5/31/2023	5/31/2022	5/31/2021
Investment Balance	14,185,275	12,555,127	12,398,478
Checking Account	12,699	5,543	107,605
Payroll Account	176,881	150,816	141,689
Petty Cash	2,000	2,000	2,000
<b>Total Cash Balances</b>	<b>14,376,855</b>	<b>12,713,486</b>	<b>12,649,772</b>



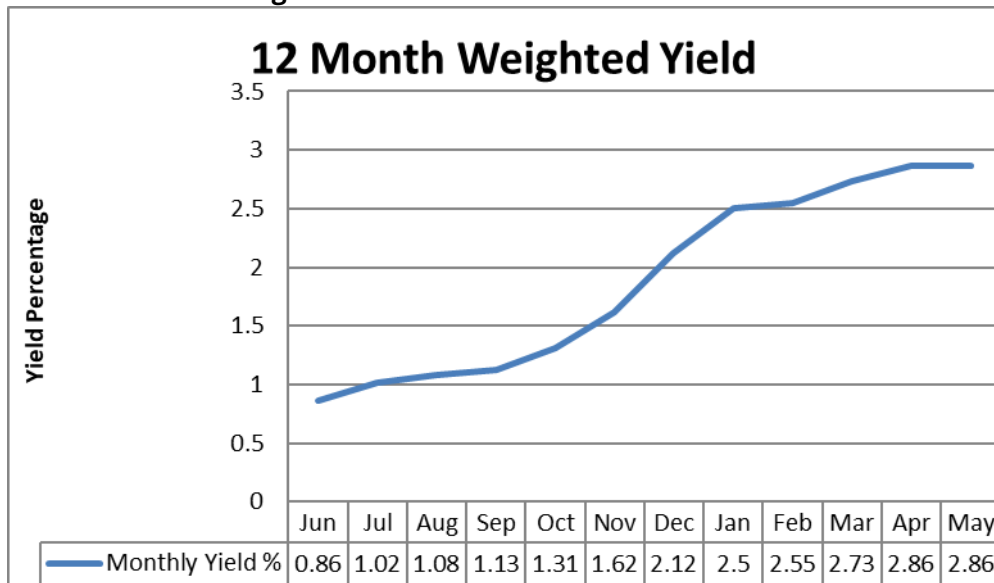
**Figure 3 - Cash Balances**

**DISTRICT INVESTMENT PORTFOLIO 5/31/2023**

The District’s investment fund balance for the period ending May 31, 2023, is \$14,185,275. The portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 20% of the District’s investments; the Riverside County Pooled Investment Fund is 44% of the total. The LAIF yield for the end of May was 2.99% and the Riverside County Pooled Investment Fund was 3.66% this gives an overall weighted yield for District investments of 2.86%.



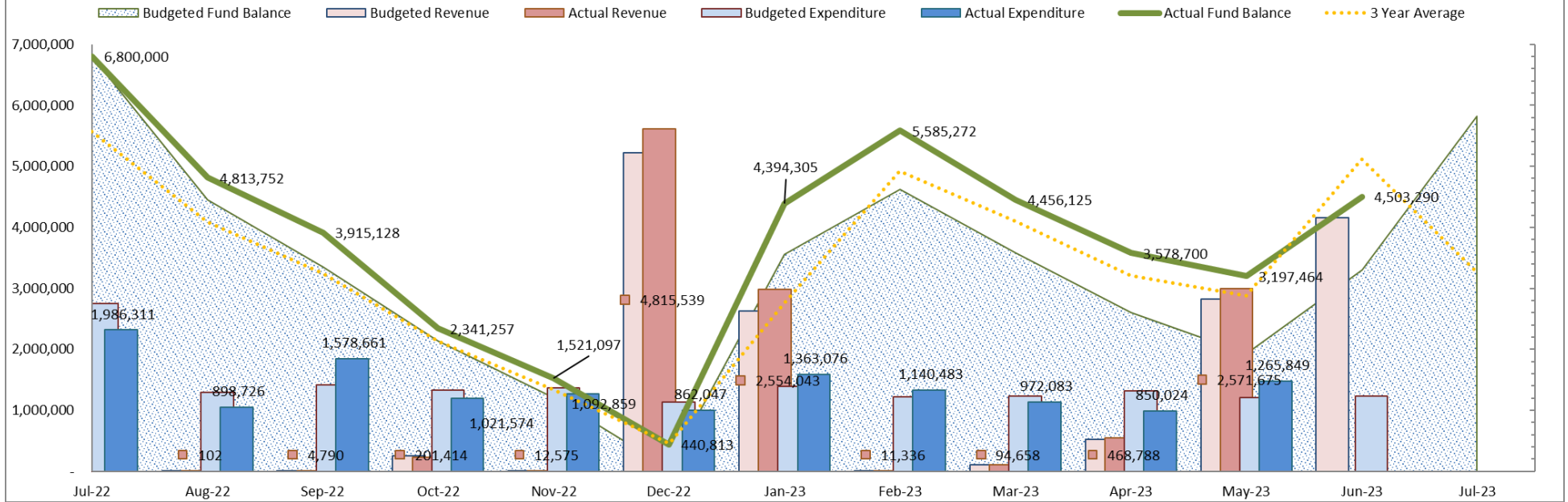
**Figure 4 - Investment Portfolio 5/31/23**



**Figure 5 - District Investments Weighted Yield**

## General Fund Operational Cash Flow

Fiscal Year 2022- 2023



The **General Fund Operational Cash Flow** graph outlines the District’s working capital for the fiscal year July 1, 2022, to June 30, 2023. The beginning fund balance is \$6.8 million and the ending fund balance is \$5.8 million. Expenditure is approximately divided by 12 equal months, with some differences accounting for the seasonality of the program for example control products and seasonal employment which are greater in the mosquito breeding season. July expenditure is higher than average because of the prefunding lump sum of \$0.3 million for CalPERS unfunded liability and the transfers to the capital reserves. The budget also accounts for prepayments. The revenue follows a different pattern, Riverside County distributes the property tax revenue in January and May with advancements in December and April. The *shaded area* represents the **Budgeted Fund Balance** which has a formula of (beginning) **Fund Balance** plus **Revenue** minus **Expenditure**. The *green line* represents the **Actual Fund Balance** and is graphed against the *shaded area Budgeted Fund Balance*. The *Three Year Average* Fund Balance is the orange dash line.

The graph shows a \$6.8 million **Fund Balance** plus total Revenue for July 1 to May 31, 2023, of \$10,734,983 minus total Expenses of \$13,031,693 is \$4,503,390. Revenue shows a favorable variance of \$822,842, Tax Increment and Property Tax Current Secured are higher than budgeted, investment income is also coming in higher than budget. Payroll expenses show a favorable variance of \$171,307, this is due to timing, Administrative Expenses show favorable variance of \$66,669, main item is public outreach which will be expensed by June 30. Operations has a favorable variance of \$147,212, mainly due to seasonality of mosquito control. For planning purposes, the District expenses are under budget by \$382,223 and revenue is over budget by \$822,842 giving a favorable variance of \$1,205,075. As long as the green line stays out of the shaded area the District is within budget, as of May 31, 2023, the line is outside the shaded area.



Serving Public Health Since 1928

## Coachella Valley Mosquito and Vector Control District

### Staff Report

June 5, 2023

#### Agenda Item: Old Business

2023 Finance Committee Items – **David l’Anson, Administrative Finance Manager**

#### Background:

- ~~FY21-22 Audit Presentation – January~~
- ~~Auditor contract – February – RFP to be issued – results for May FC meeting~~
- Investments (CDs)- ongoing
- FY 23-24 Budget – draft 1 April / adoption June
- CalPERS Golden Handshake discussions – May along with budget
- Section 115 Trust for future pension obligations CalPERS California Employers’ Pension Prefunding Trust (CEPPT) / Public Agency Retirement Services (PARS)- July
- Benefit Assessment Engineers Report – June & July
- FY22-23 Audit – summer/fall
- Review of District Credit Card – CalCard / CSDA – September
- Union Negotiations prework – November
- Other items

To the Board of Trustees and our District Constituents,

For 95 years, the Coachella Valley Mosquito and Vector Control District (District) has protected Valley residents from insects that can transmit viruses and other disease-causing agents to humans (vectors). In 1928, the District was formed to control eye gnats and since then, our public health services have expanded to a comprehensive, science-based, Integrated Vector Management program defined by mosquito-borne disease surveillance, control, public education, and quality control.

The District's mission is to enhance the quality of life for our community by providing effective and environmentally sound vector control and vector-borne disease prevention services. With our mission in mind, and using our 2022 Strategic Plan as a guide, District staff and the Board Finance Committee worked collaboratively to develop this Fiscal Year (FY) 2023-24 budget. This budget supports the work of our dedicated and professional staff and drives management decisions over the course of the year to ensure our mosquito and vector control services are met while working towards our vision of a Valley free of vector-borne diseases.

### **Strategic Business Plan Priorities and FY 23-24**

**The highest priority for our 2022 Strategic Business Plan (SBP) is to plan and respond effectively to the growing problems caused by *Aedes aegypti* mosquitoes.** Objective 1.1 directs staff to explore long-term solutions to the health and nuisance impacts of these mosquitoes. Additionally, in 2021, the Board of Trustees passed a resolution supporting the District's development of policies, procedures, and allocation of resources to ensure the judicious and safe assessment and potential implementation of sterile insect technique (SIT). While District staff develop and evaluate the use of SIT internally, it is also imperative that the public is appropriately educated and notified of the method. To do this, staff is recommending a community research project focused on residents of some of our communities most vulnerable to mosquito-borne disease. The two-part study will garner extensive information using traditional approaches as well as partnering with academia with a goal of understating best practices in communicating District information and strategies to our Spanish-speaking and indigounous dialect communities of the eastern Coachella Valley. The request for this project is \$200,000.

Another priority for our strategic business plan is to increase efficiency in the delivery of our services to maximize staff time in the implementation of their essential duties. One full-time Purchasing Agent is proposed to reduce the administrative workload of Department staff and streamline the acquisition of resources. This position will also reduce the number of staff credit card transactions, thus reducing paperwork, and is a best practice in reducing the risk of the potential misuse of public funds. (Priorities SBP p.7/Finance Committee Discussion)

### **SBP Goal 4. Reliable, Cost-Effective Facilities, Equipment, and Technology That Meet Evolving Needs**

The importance of technology and its evolution to meet the demands of Departmental needs and the safeguarding of the District IT assets is vitally important. Objective 4.2 and 4.3 of the SBP is to ensure District IT services can be quickly restored after an emergency or disaster (WP 4.2.1; SBP p. 12) and to increase the effectiveness of staff through the implementation of new tools, technology, and

equipment (OBJ 4.3, SBP p.12). To achieve Objective 4.3, Staff is proposing the development of a Strategic Information Technology Master Plan. This will be developed in collaboration with an IT Services consulting company that specializes in long-range planning for local government agencies. Staff has included in the proposed budget expenditure of \$40,000 for the development of this plan.

Another strategic goal regarding District technology is to evaluate and expand the District's Unmanned Aerial Vehicle or drone program. Staff has proposed an Internal Service Fund of over \$400,00 created for the *Drone Cost Center*. This cost center includes staff from Operations & 1.5 newly proposed Drone Pilot positions with salary and benefits. Based on internal discussions and with our colleagues within the Mosquito and Vector Control Association of California, to fully realize the potential of an agency Drone program, a full-time position devoted to piloting drones is a necessity. The second pilot position will be opened in early 2024 after a mid-year assessment of the progress of the drone program.

**SBP Goal 6. Finance: Sustained and Transparent Finance**

The District is determined to maintain its current strong fiscal management, controls, and reporting. In addition, it extends its financial planning horizon to ensure long-term stability, financial security, and taxpayer value to prevent the need for benefit rate shocks. Staff and the Board have in previous years made it a priority to pay down the District's CalPERS unfunded accrued liability (UAL) and because of that strategic effort for FY 2023-24, the District's UAL is **ZERO**. However, CalPERS investment returns ebb and flow and it is in the best interest of the District to set funds aside to pay down future pension UAL. To ensure this stability, staff is proposing annually pre-funding of \$200,000 in a Section 115 irrevocable trust such as Public Agency Retirement Services (PARS) or the California Employer's Pension Prefunding Trust (CEPPT). Funds invested can be drawn upon annually either to pay for UAL or normal costs.

District Staff is also proposing to enact the "golden handshake" provision of the District's contract with CalPERS. This is set to be a win-win for both retirement-eligible staff and the District. This provision provides two years of service credit for eligible District retirees, allowing our long-served, and loyal staff to take advantage of this valuable employee benefit and start their next life chapter while also reducing annual costs for the District in contributions for future retirees.

**Budget Summary**

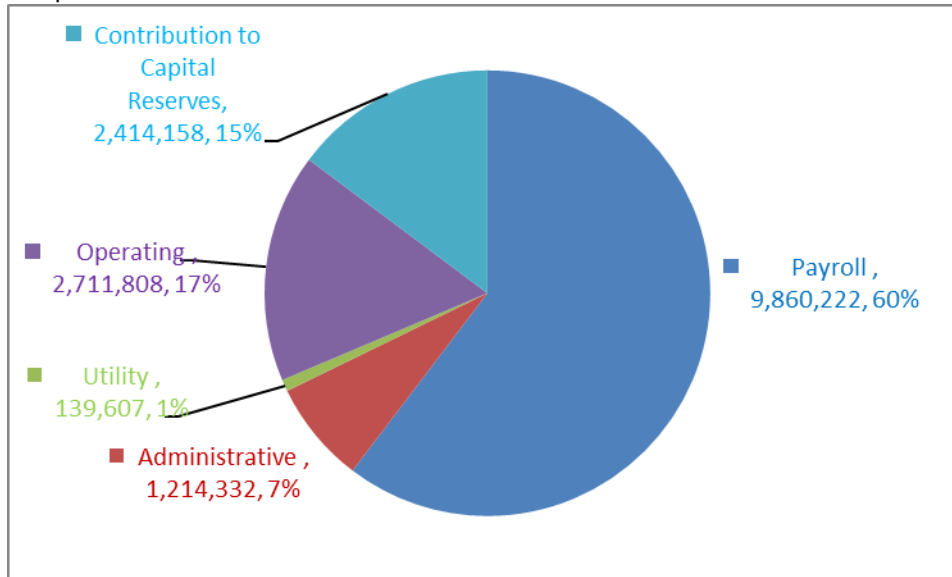
The FY 2023-24 budget is split into Operating Expenses, Transfer to Capital, and Capital Expenditures. The total for FY 2023-24 is \$18.9 million.

	<b>Budget 2022-23</b>	<b>Budget 2023-24</b>	<b>Budget Change</b>	<b>% Change</b>
Operating Expenses	\$12,262,073	\$14,325,968	-\$459,773	16.8%
Transfer to Capital	\$2,216,016	\$2,014,158	-\$201,858	-9.1%
Total Operating Budget	\$14,478,089	\$16,340,126	\$1,862,037	12.9%
Capital Expenditures	\$900,051	\$2,554,901	\$1,654,850	183.9%
<b>Total Budget</b>	<b>\$15,378,140</b>	<b>\$18,895,027</b>	<b>\$3,516,887</b>	<b>22.9%</b>

## **Operating Budget:**

The FY 2023-24 Operating budget shows an increase of \$2.1 million, or 16.8 % in expenses and transfer to capital compared to the previous year. Transfers to capital include a \$1 million contribution to Capital Reserves from the FY2022-23 budget surplus, to Capital Facility Replacement Fund for Boardroom and Administration offices renovation.

The organizational split of the Fiscal Year 2023-24 Operating Expenses, of \$16,340,126 are shown in the pie chart below:



**Figure 1 FY2023-24 Operating Budget Profile**

Payroll expenses account for 60% of the total budget. For FY 2023-24 budget, the District full-time equivalent (FTE) staff is 73.3, an increase of 2.5 FTE. The total payroll budget compared with prior years sees an increase of 7.8% because of the additional positions of UAS Pilot (1.5 FTE) and Purchasing Clerk (1 FTE).

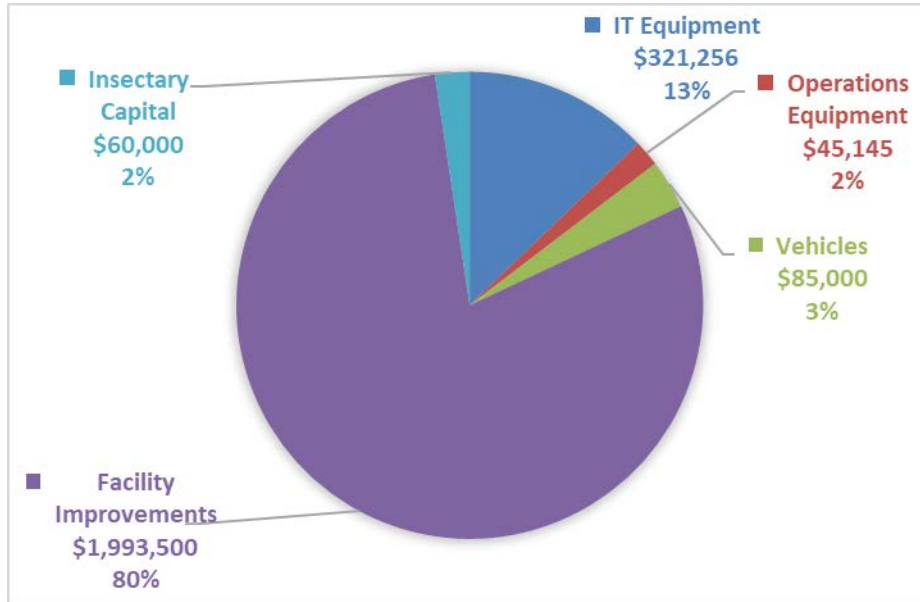
- Operating expenses account for 17% of the total budget, an increase of 33% which includes the allocation of \$200,000 for Community Research.
- Administrative expenses account for 7% of the total budget, an increase of 27% over the previous year's budget due to the increase in premiums for Workers' Compensation, Property, and Liability insurance.
- Utility expenses account for 1% of the total budget, an increase of 12.7% over the previous year's budget due to utility charges increasing.

Contributions to capital reserves account for 15% of the total budget. These expenses ensure the District is in a strong long-term financial position with regard to facility and equipment, preventative maintenance, and replacement as well as funding capital projects. This proactive planning and

reserves ensure the continuity of services required to protect Valley residents and visitors from vectors and the pathogens they can transmit.

**Capital Expenditure Budget:**

The details of the Fiscal Year 2023-24 Capital expenditures of \$2,554,901 are shown in the pie chart below:



**Figure 2 FY23-24 Capital Expense Profile**

The planned expenditures on Capital improvement projects have increased by \$1,654,850 as compared with FY 2022-23 budget. Capital Improvements include \$360,401 for capital equipment replacement, \$138,00 for two Unmanned Aerial System (UAS) Application Drone and Equipment, backup solution, replacement network server, laptops and tablets, EV Utility Workhorse, website redesign; \$2,078,500 for facility maintenance and improvements, including remodel work in Administration and Board room, replacement of solar panels 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 2022-23	Budget 2023-24	Budget Change	% Change
Operating				
General Revenue	\$11,220,878	\$13,007,985	\$630,924	12.9%
Benefit Assessment	2,299,810	2,370,094	70,284	3.1%
Funding from/ (to) Reserves	(358,564)	1,102,790	1,861,354	-519.1%
<b>Total Budget</b>	<b>\$13,162,124</b>	<b>\$16,480,869</b>	<b>\$3,718,745</b>	<b>28.3%</b>



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.

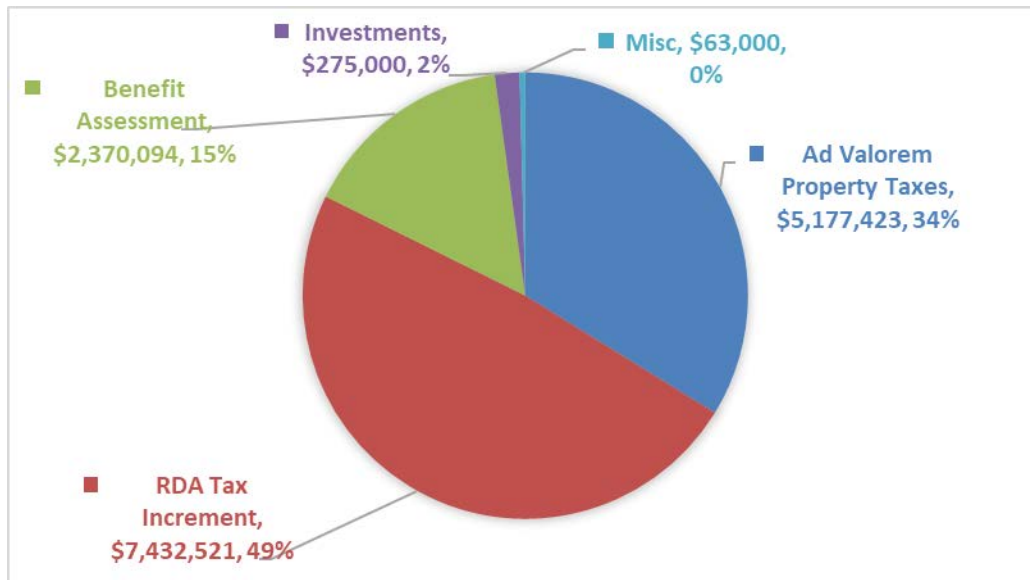


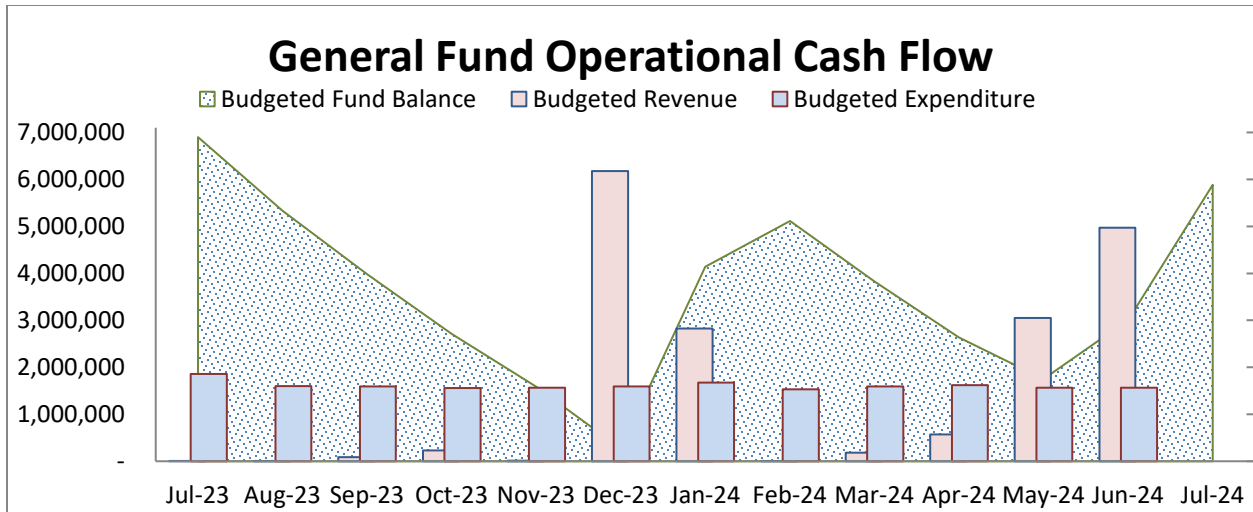
Figure 3 FY2023-24 Revenue

Funding from/ (to) Reserves for FY 2023-24 is forecast a transfer of \$1,102,790, from the reserves to fund the capital budget. Tax Increment Revenue in FY 22-23 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**

#### **CALPERS / STRATEGIC Plan**

**Working Capital:** The District maintains a minimum working capital reserve for Operations equal to \$6,900,000. 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 2023-24.



**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 2023-24, November year-to-date expenses will exceed year-to-date November revenue by almost \$6.7 million. Holding \$6.8 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 a 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. The estimated cost of the response to public health vector-borne disease outbreak scenarios in the Coachella Valley is \$5,162,230. Beginning balance July 1, 2023, is estimated to be \$4,907,055 or 95% funded.

**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 2023 it is estimated to be \$4,273,679. Ending balance June 30, 2024, is estimated to be \$3,519,578.

**Capital Project SIT Insectary Construction Fund:** For funding of capital project insectary. For FY 2023-24 fund transfer from Operating Budget of \$700,000. Beginning balance July 1 2023 is estimated to be \$846,703. Ending balance June 30, 2024, is estimated to be \$1,486,703.

**CalPERS Pension and Other Post-Employment Benefit (OPEB) Liabilities:** In FY 2021-22 Budget, to control the continual escalating pension costs to the District's CalPERS plan, a one-time lump sum payment of \$1,000,000 on top of the annual payment towards the District's CalPERS unfunded liability was approved by the Board of Trustees. In addition, the District amortization period for the 2020 losses was shortened from 20 years to 5 years saving an estimated interest payment of \$569,896. For FY 2023-24 the annual unfunded accrued liability (UAL) payment was reduced from \$190,024 to zero. For FY 2023-24, the District is proposing to pre-fund \$200,000 annually in an irrevocable trust such as CalPERS or PARS.

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, 2023, is \$5,263,525 (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 \$4,380,909 leaving a Net OPEB Liability of \$882,616 with a funding ratio of 83 %. As of March 2023, the District's total assets in CERBT are \$4,543,113, contributions are \$3,216,291 earnings are \$1,302,574 annualized rate of return is 5.59%. The District annually prefunds \$312,420 which is the last GASB 45 annual required contribution before GASB 75 took its place.

### **Conclusion**

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 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 2023-24 fiscal budget.

Respectfully submitted,

Jeremy Wittie, M.S.  
General Manager

## REVENUE HIGHLIGHTS

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

## EXPENDITURE HIGHLIGHTS

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

## CAPITAL RESERVES FORECAST

The total beginning Capital Fund balance for July 1, 2023, is estimated to be \$17,529,857, and the ending balance on June 30, 2024, is estimated to be \$16,427,066.

- **General Reserve** beginning balance \$12,260,801, \$1million transfer to Capital Facility Replacement Fund. Ending balance is **\$11,238,712**.
- **Thermal Facility Remediation Fund Reserve** beginning balance of \$148,674, fund transfer of \$67,000 and revenue of \$16,400, budget expenses of \$50,000. Ending balance **\$182,074**.
- **Capital Equipment Replacement Fund Reserve** beginning balance \$946,191, interest and fund transfer of \$214,222 minus planned equipment purchases of \$366,401. Ending balance is **\$794,102**.
- **Capital Facility Replacement Fund Reserve** beginning balance \$3,327,488 interest and fund transfer of \$1,476,578 minus facility capital improvement expenses of \$2,078,500. Ending balance is **\$2,725,566**.
- **Capital Project Sterile Mosquito Insectary Fund Reserve** beginning balance \$846,703, \$700,000 fund transfer from Operating Budget minus expenses of \$60,000. Ending balance **\$1,486,703**.

<b><u>Capital Reserves Forecast</u></b>	Beginning Balance July 1, 2023	Budgeted Revenue	Contribution from / (to) Operations and from Other Capital Funds	Budgeted Expenditure	Ending Balance June 30, 2024
<b>GENERAL FUND</b>					
<b>Committed Reserves:</b> <i>Public Health Emergency</i>	<b>4,907,055</b>				<b>4,907,055</b>
<b>Assigned Reserves:</b> <i>Operations</i>	<b>6,900,000</b>	15,318,037	(2,414,158) <sup>(1)</sup>	(13,925,968)	<b>5,877,910</b>
<i>Future Healthcare Liabilities (Net OPEB Liability)</i>	<b>453,746</b>				<b>453,746</b>
<i>Unassigned</i>	<b>0</b>				
Total	<b>12,260,801</b>	15,318,037	(2,014,158)	(13,925,968)	<b>11,238,712</b>
<b>THERMAL FACILITY REMEDIATION FUND RESERVE</b>					
<b>Assigned Reserves:</b> <i>Thermal Facility Remediation Fund</i>	<b>148,674</b>	16,400	67,000 <sup>(1)</sup>	(50,000)	<b>182,074</b>
Total	<b>148,674</b>	16,400	67,000	(50,000)	<b>182,074</b>
<b>CAPITAL EQUIPMENT REPLACEMENT FUND</b>					
<b>Assigned Reserves:</b> <i>Equipment</i>	<b>946,191</b>	18,924	195,298 <sup>(1)</sup>	(366,401)	<b>794,012</b>
Total	<b>946,191</b>	18,924	195,298	(366,401)	<b>794,012</b>
<b>CAPITAL FACILITY REPLACEMENT FUND</b>					
<b>Assigned Reserves:</b> <i>Facility &amp; Vehicle Replacement</i>	<b>3,327,488</b>	24,718	1,451,860 <sup>(1)</sup>	(2,078,500)	<b>2,725,566</b>
Total	<b>3,327,488</b>	24,718	1,451,860	(2,078,500)	<b>2,725,566</b>
<b>CAPITAL PROJECT SIT INSECTARY CONSTRUCTION FUND</b>					
<b>Assigned Reserves:</b> <i>Capital Project Sterile Mosquito Insectary Construction</i>	<b>846,703</b>	0	700,000 <sup>(1)</sup>	(60,000)	<b>1,486,703</b>
Total	<b>846,703</b>	0	700,000	(60,000)	<b>1,086,703</b>
<b>Total Fund Balance</b>	<b>17,529,857</b>	15,378,079	0	(16,480,869)	<b>16,427,066</b>
<sup>(1)</sup> Transfer to/from Operating Budget					

## OPERATING BUDGET REVENUE

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

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

## REVENUE ASSUMPTION

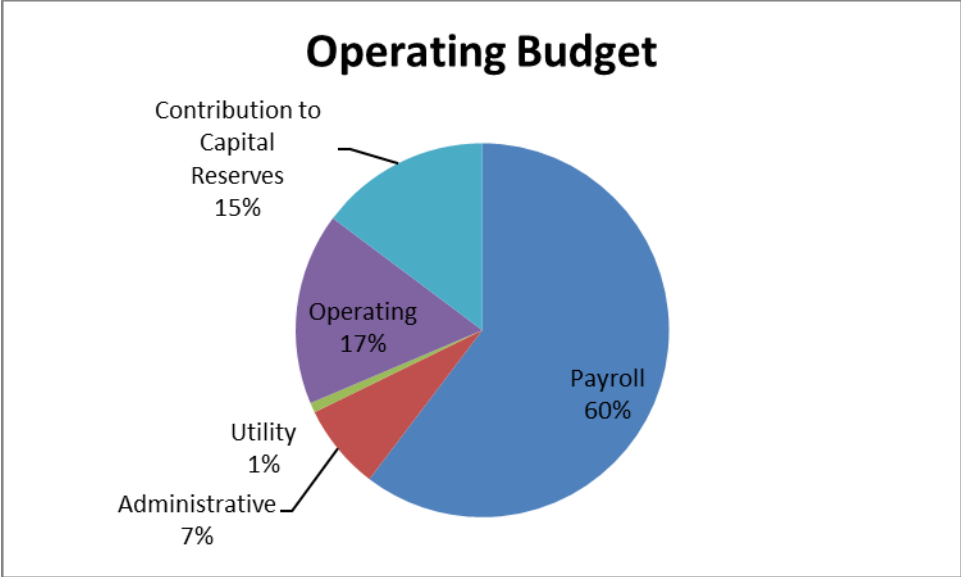
- Benefit Assessment rates per Single Family Equivalent (SFE) remains at \$14.39 per SFE estimated revenue of \$2,370,094
- Property Tax Current to increase by 5% in line with Assessors Valuation.

Interest revenue increased to \$275,000. Miscellaneous revenue includes a \$16,000 estimated Cal Card rebate, \$35,000 for USDA refund for expenses, and \$12,000 for reimbursement for testing other mosquito & vector control districts' mosquito samples for WNV or SLE.

## OPERATING BUDGET EXPENDITURE

Total Operating budget expenditure for FY2023-24 is forecast to be \$16,340,127, a 13.5% increase over the estimated actual for FYE June 30, 2023.

EXPENDITURE	ADOPTED BUDGET 2022-2023	ESTIMATED ACTUAL 6/30/2023	% DIFFERENCE	<b>PROPOSED BUDGET 2023-2024</b>	% DIFFERENCE
PAYROLL	9,100,580	9,092,680	-0.1%	<b>9,860,222</b>	7.8%
ADMINISTRATIVE	932,243	886,964	-4.9%	<b>1,214,332</b>	27.0%
UTILITY	116,207	121,824	4.8%	<b>139,607</b>	12.7%
OPERATING	2,113,043	1,817,459	-14.0%	<b>2,711,808</b>	33.0%
CONTRIBUTION TO CAPITAL RESERVES	2,216,016	2,216,016	0.0%	<b>2,414,158</b>	8.2%
<b>TOTAL EXPENSES &amp; TRANSFERS</b>	<b>\$14,478,089</b>	<b>\$14,134,943</b>	<b>-2.4%</b>	<b>\$16,340,127</b>	<b>13.5%</b>



**Figure 1 Operating Budget**

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

The 2023-24 Operating expenses which are 17 % of the total budget, are forecast to be 33% more than the latest estimate for 2022-23. The main reasons are inflationary impacts on fuel and pesticide budgets.

Administrative expenses are projected to increase by 27%, increases include \$40,000 of funds allocated for an IT Strategic Plan vendor, a 26% increase in workers' compensation, and a 31% increase in property and liability insurance. Contribution to Capital Reserves increase by 8.2%, it includes a one-off Contribution to Capital Reserves of \$1million from FY 22-23 budget surplus.

**EXPENDITURE ASSUMPTIONS**

**Payroll**

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

## Full-Time Equivalent Fiscal Year Comparison

Department	Adopted FY2022-23		Proposed FY2023-24	
	Full Time FTEs	Part Time FTEs	Full Time FTEs	Part Time FTEs
Administration	2.0	0.0	2.0	0.0
Finance	4.0	0.0	5.0	0.0
Human Resources	3.0	0.0	3.0	0.0
Information Systems	3.0	0.0	3.0	0.0
Public Outreach	5.0	0.0	5.0	0.0
Fleet Maintenance	2.0	0.0	2.0	0.0
Buildings & Grounds Maintenance	2.0	0.0	2.0	0.0
Surveillance & Quality Control	11.0	0.4	11.0	0.4
Unmanned Aerial Applications	0.0	0.0	2.6	0.0
Control Operations	35.0	3.4	33.9	3.4
<b>Total</b>	<b>67.0</b>	<b>3.8</b>	<b>70.8</b>	<b>3.8</b>

- Cost of living adjustment of 3 % for all employees per MOU
- CalPERS Employer Rate increase from 9.12% to 10.66 % (Classic members).
- CalPERS unfunded accrued liability (UAL) reduced from \$190,024 to zero
- Prefunding \$200,000 to Section 115 irrevocable trust

### Unmanned Aerial Application

#### Position Added

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

### Finance Department

#### Position Added

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

### Administrative Expenses

- Workers' compensation insurance & Liability insurance increased by 15% and retrospective adjustment reduced increasing overall insurance by \$80,000
- \$40,000 allocated for IT Strategic Master Plan consultant



## Utility Expenses

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

## Operating Expenses

- Motor fuel is increased from FY2022-23 budget to \$160,500.
- Cloud Computing Services increased to \$135,260 from \$104,499
- Control Budget is increased chemical control has increased by about \$130,000 due to inflation
- Contingency Expense of \$110,000. This amount is less than 10 % of the Operating Expenses minus the Research Budget. This expense is built into the budget in case there is a need to buy more equipment, chemicals, or aerial services.
- Research budget increased by \$200,000 for East Coachella Valley community outreach research project

## CAPITAL BUDGET – SUMMARY

The **Thermal Facility Remediation Fund Reserve** includes rental revenue of \$15,000 and a fund transfer from the General Fund of \$67,000. Expenses include \$50,000 allocated for a grant writer for a possible remediation grant.

Figure 2 Thermal Facility Remediation Fund Reserve Capital Budget

<b>Coachella Valley Mosquito and Vector Control District THERMAL FACILITY REMEDIATION FUND RESERVE</b>				
	<b>Proposed Budget 2023-2024</b>	<b>Adopted Budget 2022-2023</b>	<b>Estimated Actual 2022-2023</b>	<b>Actual 2021-2022</b>
<b>Beginning Fund Balance</b>	<b>148,674</b>	129,139	144,774	90,905
<b>REVENUE</b>				
Misc Revenue				-
Income from Lease	15,000	15,000	15,000	15,000
Interest	1,400	400	1,400	369
Transfer From General Operatir	67,000	39,655	39,655	38,500
<b>TOTAL REVENUE</b>	<b>83,400</b>	55,055	53,900	53,869
<b>EXPENSES</b>				
6095 Professional Fees	50,000			
7300 Maintenance	-	-	50,000	-
8415 Capital				
<b>TOTAL EXPENSES</b>	<b>50,000</b>	-	50,000	-
<b>Total Revenue Less Expense</b>	<b>33,400</b>	55,055	3,900	53,869
<b>Ending Fund Balance</b>	<b>182,074</b>	184,194	148,674	144,774

**Capital Equipment Replacement Fund Reserve Budget** expenses total \$360,401. This is funded from an annual transfer of \$195,298 based on the funding schedule shown in the Capital Equipment Replacement Fund Reserve Budget. Capital expenditure includes two drones for applying pesticides, server replacements, backup solutions, and EV Workhorse.

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

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

**FY2023-24 Capital Facility Replacement Fund Reserve Budget** includes capital expenses for areas, General Common Area, Building Interiors, Building Exteriors, and Mechanical totaling \$2,078,500. This is funded from a transfer of \$451,860 based on the funding schedule shown in the Capital Replacement Fund Reserve Budget plus \$1,000,000 from the FY22-23 budget surplus. Projects include solar panel replacement, Board room and Administration office modernization, an electric vehicle Transit van for Public Outreach, and ongoing repair and maintenance projects throughout the facility.

**Figure 4 - Capital Facility Replacement Fund Reserve Budget**

<b>Coachella Valley Mosquito and Vector Control District CAPITAL FACILITY REPLACEMENT FUND RESERVE BUDGET</b>				
	<b>Proposed Budget 2023-2024</b>	<b>Adopted Budget 2022-2023</b>	<b>Estimated Actual 2022-2023</b>	<b>Actual 2021-2022</b>
<b>Beginning Fund Balance</b>	<b>3,327,488</b>	2,681,960	2,734,110	2,602,368
<b>REVENUE</b>				
Transfer from Vehicle Fund	-	-		
Interest	24,718	24,718	41,012	
Transfers From Operating Budget	1,451,860	890,000	890,000	395,294
Sale of Assets			-	
Misc.			98,054	
<b>TOTAL REVENUE</b>	<b>1,476,578</b>	914,718	1,029,065	395,294
<b>CAPITAL EXPENSES</b>				
6095 Professional Services	200,000		118,300	27,528
7300 Repair & Maintenance	89,000	64,500	151,278	99,184
7310 Maintenance & calibration	12,500	12,500	-	5,354
7675 Contract Services	-	54,000	12,072	
8415 Capital Outlay	1,725,000	256,500	154,037	131,486
8487 Furniture & Equipment	52,000	52,000		
<b>TOTAL EXPENSES</b>	<b>2,078,500</b>	439,500	435,687	263,552
<b>Total Revenue Less Expense</b>	<b>(601,922)</b>	475,218	593,378	131,742
<b>Ending Fund Balance</b>	<b>2,725,566</b>	3,157,178	3,327,488	2,734,110

**FY2023-24 Capital Project Sterile Mosquito Insectary Fund Reserve Budget** includes \$60,000 budget for equipment maintenance and feasibility study for laboratory expansion to add new insectary for the Sterile Insect Technique (SIT). This is funded from a transfer of \$700,000 from the Operating Budget.

Figure 5 SIT Capital Project Fund

<b>Coachella Valley Mosquito and Vector Control District SIT CAPITAL PROJECT FUND BUDGET</b>				
	<b>Proposed Budget 2023-2024</b>	<b>Adopted Budget 2022-2023</b>	<b>Estimated Actual 2022-2023</b>	<b>Actual 2021-2022</b>
<b>Beginning Fund Balance</b>	<b>846,703</b>	-	-	-
<b>REVENUE</b>				
Transfer from General Fund		500,000	500,000	
Interest				
Transfers From Operating Budget	<b>700,000</b>	500,000	500,000	
Sale of Assets				
<b>TOTAL REVENUE</b>	<b>700,000</b>	1,000,000	<b>1,000,000</b>	
<b>CAPITAL EXPENSES</b>				
6095 Professional Services	<b>40,000</b>	40,000		
7300 Maintenance	<b>20,000</b>			
8415 Capital Expenditure		200,000	153,297	
<b>TOTAL EXPENSES</b>	<b>60,000</b>	240,000	153,297	
<b>Total Revenue Less Expense</b>	<b>640,000</b>	<b>760,000</b>	<b>846,703</b>	
<b>Ending Fund Balance</b>	<b>1,486,703</b>	760,000	846,703	-

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

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

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

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

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

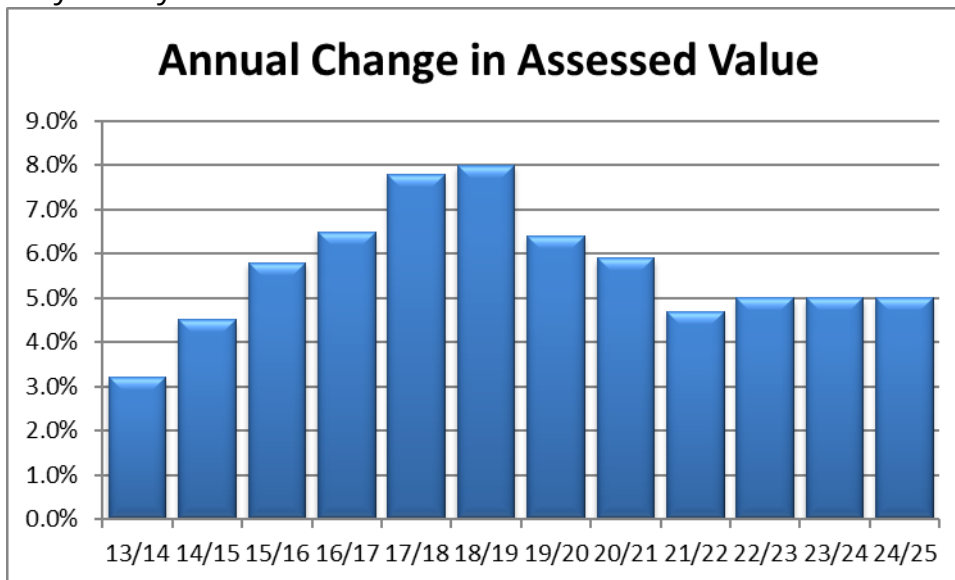
	<b>Proposed Budget 2023-2024</b>	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
7700 Motor Fuel & Oils	<b>160,500</b>	130,300	120,000	117,624
7750 Ops Operating Supplies	<b>9,000</b>	14,600	9,358	11,579
7800 Control	-	-		
Chemical Control	<b>687,016</b>	558,116	530,000	512,123
Physical Control	<b>17,000</b>	15,500	-	
Biological Control	-			
7850 Aerial Applications	-	-		
Rural	<b>131,600</b>	135,000	147,675	154,021
Urban	<b>120,000</b>	96,000	34,200	73,601
7860 Unmanned Aircraft Applications	<b>20,000</b>	40,000	30,000	26,318
8415 Operating Equipment	<b>75,720</b>	62,442	60,000	31,548
8510 Research Projects	<b>380,000</b>	150,000	150,000	185,734
9000 Contingency Expense	<b>110,000</b>	110,000	23,228	-
<b>Total Operating Expense</b>	<b><u>2,711,808</u></b>	<u>2,113,043</u>	<u>1,817,459</u>	<u>1,812,293</u>
<b>TOTAL EXPENSES</b>	<b>13,925,968</b>	12,262,073	11,918,927	12,480,249
<b>Contribution to Capital Reserves</b>				
8900 Thermal Remediation Reserve	<b>67,000</b>	39,655	39,655	38,500
8900 Capital Facility Replacement Reserve	<b>1,451,860</b>	890,000	890,000	395,294
8900 Capital Project - SIT Insectory	<b>700,000</b>	1,000,000	1,000,000	
8900 Capital Equipment Replacement Reserve	<b>195,298</b>	286,361	286,361	47,506
<b>Total Contribution to Capital Reserves</b>	<b><u>2,414,158</u></b>	<u>2,216,016</u>	<u>2,216,016</u>	<u>481,300</u>
<b>TOTAL EXPENSES &amp; TRANSFERS</b>	<b>16,340,126</b>	14,478,089	14,134,943	12,961,549
<b>Operating Revenue Less Expenses, Transfers &amp; Contin</b>	<b><u>(1,022,090)</u></b>	<u>(1,000,000)</u>	<u>421,284</u>	<u>353,547</u>
<b>TOTAL GENERAL FUND EXPENSES</b>	<b>16,340,126</b>	14,478,089	14,134,943	12,961,549
<b>Ending Spendable Fund Balance</b>	<b><u>11,238,712</u></b>	<u>10,939,817</u>	<u>12,260,801</u>	<u>11,839,517</u>

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

The fiscal year runs from July 1, 2023, to June 30, 2024. The District receives revenues from property taxes and a special benefit assessment that are collected by the County of Riverside through homeowner property tax bills. These monies are assessed and collected each fiscal year according to the following property tax calendar:

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

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



The amount of revenue the District receives is based on the assessed value of properties within the District’s boundaries. For FY2023-24, the Riverside



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

**REVENUE ASSUMPTIONS**

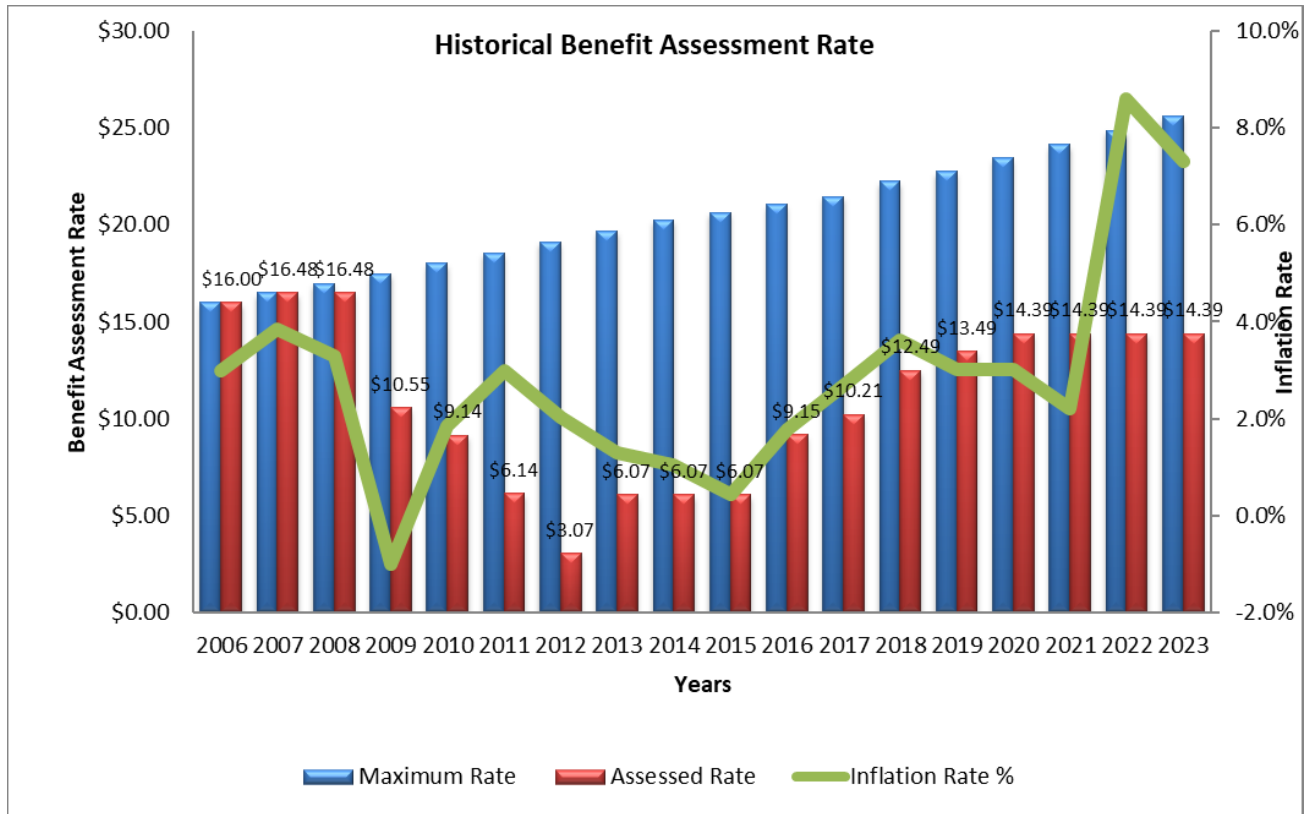
- **CURRENT PROPERTY TAX TO RISE BY 5 PERCENT BASED ON ASSESSOR'S OFFICE**
- **BENEFIT ASSESSMENT RATES PER SINGLE FAMILY EQUIVALENT (SFE) IS REMAINS AT \$14.39 PER SFE**
- **CURRENT PROPERTY TAX INCREMENT TO RISE BY 5 PERCENT**

**SOURCES OF REVENUE**

**Property Tax - Current Secured:** The ad valorem property tax income is the largest source of revenue for the District. According to Riverside County Assessor's Office in FY2023-24 property taxes are forecast to increase by 5 percent over FY2022-23 totals.

**Redevelopment Tax Increment:** For FY2023-24 RDA tax increment is estimated to increase by 5 percent over FY2022-23 totals. Tax Increment increased by \$600,000 over the budget amount because of the revised methodology for calculating residual allocations.

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



**REVENUE SUMMARY**

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

**REVENUE DESCRIPTION**

<b>Revenue Source</b>	<b>Description</b>	<b>2023-24 Budget</b>
Property Tax - Current Secured	Secured property is generally non-movable property, such as houses and other buildings. Revenues are based on general valuation. The portion of revenue designated for taxing agencies, including special districts, is 1%.	<b>4,850,314</b>
Property Tax - Current Supplemental	Current Supplemental Revenues: Funds derived from supplemental tax roll changes due to sale of property or new construction. This fund derives from the 1983 law allowing reassessment of property at the time of sale or new construction, rather than at the next tax year. The portion of revenue designated for taxing agencies, including special districts is 1%.	<b>31,172</b>
Property Tax - Current Unsecured	Unsecured property is similar to secured property as noted above, and the revenue is based on the same formula. Unsecured property includes items such as motor homes, airplanes, boats, and other moveable personal property. The portion of revenue designated for taxing agencies, including special districts, is 1%.	<b>203,698</b>
RRDA Property Tax Increment	Formerly redevelopment pass-through revenue. This is budgeted with current property taxes. Forecast is plus 5%	<b>7,432,521</b>
Homeowners Tax Relief	This is the portion of tax funds replaced by State resources for tax relief for homeowners. In other words, the amount of homeowners' exemption on property valuation is paid to the County by the State. The portion of revenue designated for taxing agencies, including special districts, is 1%.	<b>35,949</b>
Property Tax - Prior Supp.	Unsecured property is as noted above; however, these revenues are for prior year taxes received. The portion of revenue designated for taxing agencies, including special districts, is 1%.	<b>53,097</b>
Property Tax - Prior Unsecured	Unsecured property is as noted above; however, these revenues are for prior year taxes received. The portion of revenue designated for taxing agencies, including special districts, is 1%.	<b>3,193</b>
Interest Income - LAIF/CDs	Return on invested funds that are held in the District's LAIF account with the State of California, Certificates of Deposits, Riverside County, bank interest, and government securities.	<b>275,000</b>
Other Miscellaneous Revenue	This category recognizes revenue from grants and service contracts. \$16,000	<b>63,000</b>
	USDA - \$35,000	
	Reimbursements from Testing - \$12,000	
Benefit Assessment	Revenues from Benefit Assessment. The rate for FY2023-24 is \$14.39 per single family equivalent (SFE).	<b>2,370,094</b>

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**

**TABLE OF ORGANIZATION**

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

# COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

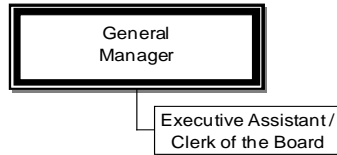
## TABLE OF ORGANIZATION

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

**65FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 PROGRAM 200 – ADMINISTRATION PROGRAM**

**PROGRAM DESCRIPTION**

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

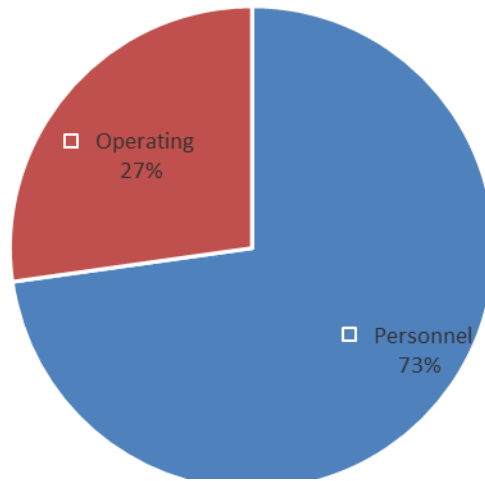


**STAFFING SUMMARY**

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

**EXPENDITURE SUMMARY**

<b>200 – ADMINISTRATION</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>432,050</b>	410,007	415,501	401,363
Operations & Maintenance	<b>161,625</b>	132,200	136,136	164,113
Capital				
<b>Total Expenditures</b>	<b>\$593,675</b>	545,207	551,637	565,476



**BUDGET HIGHLIGHTS**

- Operations and Maintenance costs for Admin increased by 22% as compared to FY 22-23
- Increase in Legal fees are the primary driver of the increase. This is due to due to proposed changes in retainer, increase litigation rates , and fees that will be incurred due to upcoming bargaining agreement negotiations set to begin in January 2024.
- Increase in professional development costs for General Manager to take part in the UC Davis Executive Leadership Program to develop and fine tune General Managers leadership skills as the District faces and responds to an ever-changing work environment.
- Increase in membership dues for the District’s membership in American Mosquito Control and California Special District Associations. Membership in these Associations results in high quality technical and professional development opportunities and legislative and regulatory advocacy for the District.

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **200 – Administration Program**

Account	Description	Justification	2023-24 Budget
5101	Payroll – Full Time	General Manager (1) Executive/Clerk of the Board (1)	<b>291,831</b>
5150	State Retirement	District contribution to CalPERS	<b>37,594</b>
5155	Social Security	District contribution is 6.2% of salary	<b>16,180</b>
5165	Medicare	District contribution is 1.45% of salary	<b>3,784</b>

5170	Cafeteria Plan	Based on current election	<b>69,744</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non-CSEA represented employees	<b>12,048</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	<b>868</b>
5300	Employee Incentive	Jones Academy of Excellence lunch, employee anniversary plaques, employee awards and appreciation lunches, coffee and related supplies, drinking water dispensers and related supplies, flowers	<b>6,500</b>
6050	Corporate Memberships	CSDA \$8,500-due 12/20223 MVCAC \$12,500-due 7/2023 AMCA \$10,700-due 7/2023	<b>31,700</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual CDPH Recertification Fees General Manager (1)	<b>175</b>
6070	Office Supplies	Photocopying/printing supplies, miscellaneous office supplies, holiday cards	<b>650</b>
6075	Postage	Postage for public records requests and misc.	<b>600</b>
6090	LAFCO	SB2838 Local Government Reorganization Act of 2000 calls for payment to fund LAFCO	<b>3,500</b>

6095	Professional Fees	Emergency Operations Plan Consultant & Training Strategic Planning Consultant	<b>0</b>
6100	Attorney Fees - General	General legal matters	<b>52,800</b>
6100 <b>Sub Acct: 059</b>	Attorney Fees - Litigation	Litigation and warrant/court appearance	<b>33,000</b>
6110 <b>Sub Acct: 010</b>	MVCAC Committee Assignments	<b>MVCAC Committee Travel</b> Fall Meeting \$800 Planning Meeting \$1,000 Spring \$1,000	<b>2,800</b>
6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference	<b>1,400</b>
6200	Meetings Expense	Staff meetings and other meetings	<b>2,500</b>
7000	Uniform Expense	District apparel	<b>300</b>
7050	Safety Expense	Safety equipment, supplies, and ergonomic assessments and related expenses	<b>2,500</b>
7600 <b>Sub Acct: 027</b>	Professional Development	<b>General Manager</b> CSDA Annual Conference \$2,000 UC Davis Executive Leadership Project \$5,800 <b>Executive Assistant/Clerk of the Board</b> CSDA Clerk of the Board \$1,700	<b>10,500</b>



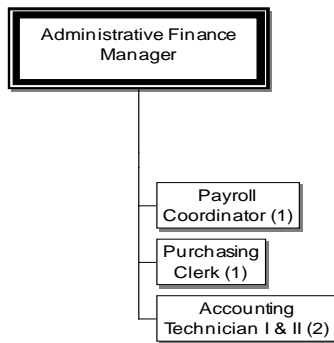
		Webinars/other training (s) \$1000	
7675	Contract Services	AIS -service plan for printer =\$ 1440/yr Marlin - printer lease =\$6600/yr Pitney Bowes - meter lease =\$ 3960/yr	<b>12,000</b>
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	<b>700</b>

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

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**PROGRAM DESCRIPTION**

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

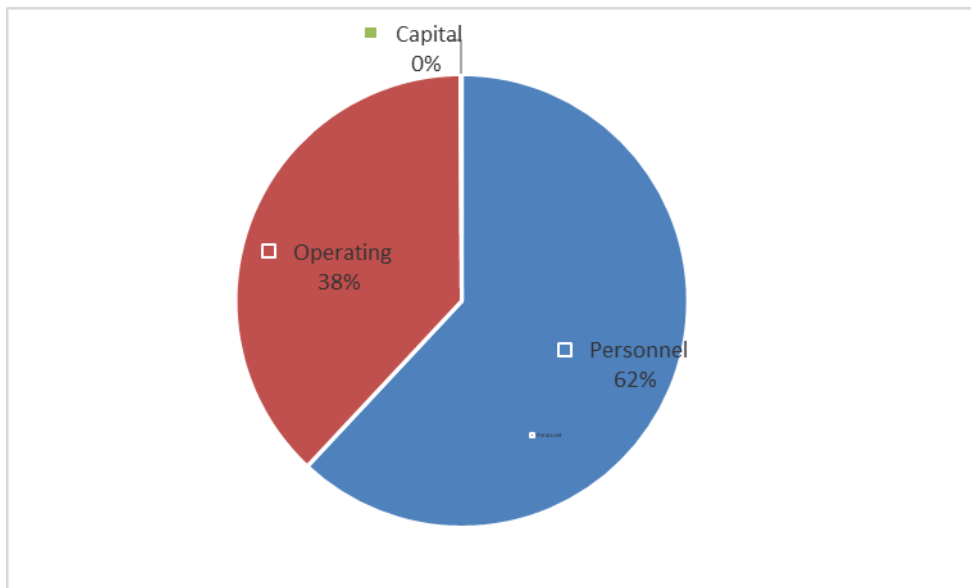


**STAFFING SUMMARY**

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

**EXPENDITURE SUMMARY**

<b>201 - FINANCE</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>762,979</b>	609,963	640,005	599,455
Operations & Maintenance	<b>467,380</b>	335,510	407,687	315,390
Capital	<b>1,200</b>	1,200	1,200	1,017
<b>Total Expenditures</b>	<b>\$1,231,559</b>	946,673	1,048,892	915,861



**BUDGET HIGHLIGHTS**

- Finance Payroll costs increased 25%, this includes the new position Purchasing Clerk, and 3 % cost of living for salaries, and increase in healthcare costs
- Operations and Maintenance costs for Finance increase by 39% as compared to FY22-23
- Property and liability insurance is the main reason for the increase. In FY22-23 the budget was \$193,570, this fiscal year it is \$318,895. VCJPA liability program overall increase is 22% over the prior year, the property program is 108% increase over the previous year reasons include increasing total insured values, replenishment of pooled fund balance and increase in cyber premium.

- Professional Fees increase by 22% as compared to prior year because of planned onsite capital reserve study to be performed in Spring 2024

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **201 - Finance**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>2023-24 Budget</b>
5101	Payroll – Full Time	Administrative Finance Manager (1) Payroll Coordinator (1) Accounting Technician I & II (2) Purchasing Clerk (1)	<b>510,268</b>
5105	Overtime	Finance Committee Meetings Annual Audits Special Projects	<b>500</b>
5150	State Retirement	District contribution to CalPERS	<b>65,857</b>
5155	Social Security	District contribution is 6.2% of salary	<b>29,432</b>
5165	Medicare	District contribution is 1.45% of salary	<b>6,883</b>
5170	Cafeteria Plan	Based on current election	<b>129,711</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non-CSEA represented employees	<b>18,158</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	<b>2,170</b>
6000	Property & Liability Insurance	District wide insurance – Premium – VCJPA Liability 248,192 VCJPA Property 64,038 VCJPA General Fund 3,295 VCJPA Group Fidelity Premium VCJPA Auto 8,088 Alliant Crime 2,602 Alliant Deadly Weapons \$863 AvQuest \$6,817 Business Travel Estimated Retrospective Adjustment (\$15,000)	<b>318,895</b>
6050	Dues & Memberships	Government Finance Officers Association (GFOA) \$160 4 x CA Society of Municipal Finance Officers (CSMFO) \$275 American Payroll Assoc \$300	<b>735</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual CDPH Recertification Fees: Administrative Finance Manager (1) Accounting Technician I (1)	<b>300</b>
6060	Reproduction &	Cost for preparation of annual budget: printing, binding	<b>0</b>

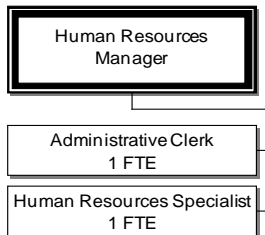
	Printing	and associated supplies	
6065	Advertising	Public notices for Bids, Benefit Assessment, surplus sales	<b>3,500</b>
6070	Office Supplies	Accounting, photocopying, binders, divider pages and miscellaneous office supplies.	<b>1,200</b>
6085	Bank Fees	County fees for funds held in Treasury etc.	<b>500</b>
6095	Professional Fees	Audit Services Actuarial Services Reserve Study Update CalPERS Administration Fees Payroll Processing Fees	<b>50,700</b>
6110 <b>Sub Acct: 010</b>	MVCAC Committee Assignments	<b>MVCAC Committee Travel</b> Fall Meeting \$0.00/Employee Spring Meeting \$0/Employee Planning Session \$0.00Employee	<b>0</b>
6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference \$1,400/Employee	<b>1,400</b>
6200	Meeting Expense	Staff Meeting(s)	<b>250</b>
6500	Benefit Assessment Expense	County charges for assessment roll \$67,000 Engineer - \$16,000	<b>83,000</b>
7000	Uniform Expense	District Apparel	<b>300</b>
7050	Safety Expense	Supplies	<b>300</b>
7600 <b>Sub Acct: 027</b>	Professional Development	<b>Administrative Finance Manager</b> CalPERS 1,100 CSMFO \$1,500 <b>Accounting Staff</b> Abila Training \$2,200 - San Diego CalPERS 2,200 CSMFO 1,500	<b>6,300</b>
8415	Equipment	Third screen for Accounting Technicians Chair	<b>1,200</b>

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

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***PROGRAM DESCRIPTION***

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

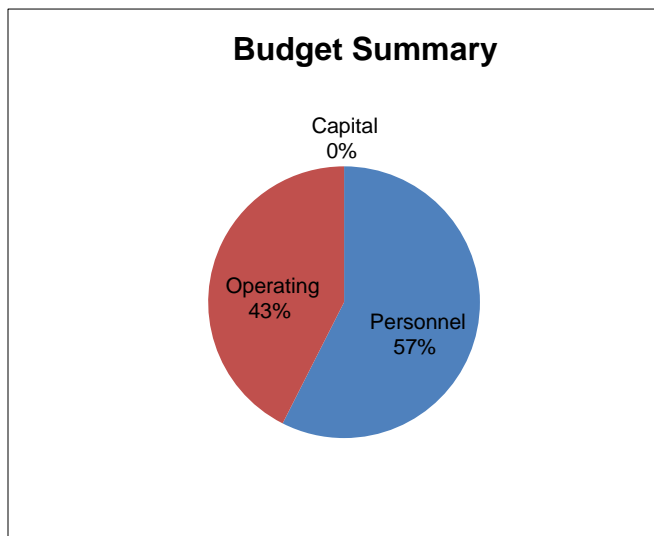


***STAFFING SUMMARY***

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

**EXPENDITURE SUMMARY**

<b>202 - HUMAN RESOURCES</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>493,265</b>	441,262	463,403	445,136
Operations & Maintenance	<b>365,057</b>	298,624	227,587	168,555
Capital				
<b>Total Expenditures</b>	<b>858,322</b>	739,886	690,990	613,691



**BUDGET HIGHLIGHTS**

- Worker’s Compensation budget was increased by 23 %.
- Workers Compensation increased by 23% due to premium increase by \$21,694, while the retrospective adjustment estimate is decreasing by \$25,000
- Professional development increase of \$20,000 for the training and development of the District’s 12 supervisory and management employees.

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **202 – Human Resources Program**

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



6070	Office Supplies	General Office Supplies: Paper, Binders, Dividers, File Folders, Pens, etc.  California Chamber - Required Employment Law Posters, Pamphlets, and CA HR Quick Guide - \$500  Beyond the Bite Academy Plaques - \$300	<b>1,700</b>
6106	HR Risk Management	LCW Employment Relations Consortium	<b>5,210</b>
6200	Meetings Expense	Staff Training Supplies LCW Consortium Hosting Supplies	<b>400</b>
7000	Uniform Expense	District Apparel	<b>200</b>
7050	Safety Expense	First aid kit supplies COVID-19 Prevention Supplies	<b>3,000</b>
7100	Physician Fees	Pre-employment physician screenings, first aid services	<b>7,000</b>
7600 <b>Sub Acct: 027</b>	Professional Development	<b>HR Manager &amp; HR Specialist</b> MVCAC Annual Conference \$1200 - HR Manager LCW Annual Conference \$2200- HR Specialist CSDA Annual Conference \$2500 - HR Manager CALPELRA Annual Conference \$2400 - HR Specialist Essential Leadership Skills Certification - \$1335 Human Resources and Risk Management Training  <b>Clerical Staff</b> Training \$200	<b>11,000</b>
<b>District Wide Professional Development</b>			
7600 <b>Sub Acct: 065</b>	Beyond the Bite Academy	Microsoft 365 Training (12 Attendees) - \$4,000 Becoming A Leader (Outside Speaker) - \$1,500 Assigned Reading Material - \$60	<b>35,000</b>
	District Wide Safety Training	Harassment Training	
	District Wide Supervisory Training	Emerging Leader Training - 6 Supervisors - \$11,970 Management Development Program - 6 Managers - \$11,700	
	Mandatory District Wide Training	Diversity & Inclusion Training	

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

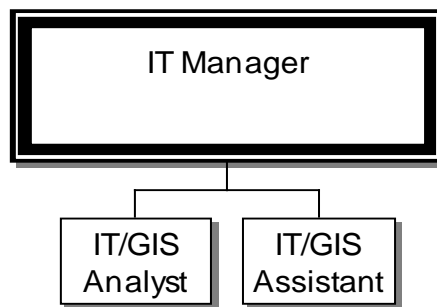
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***PROGRAM DESCRIPTION***

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

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

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



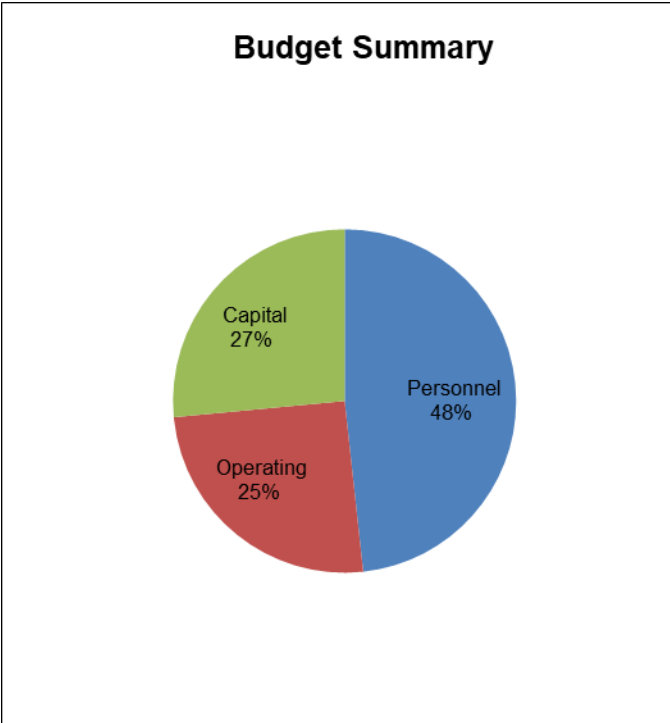
***STAFFING SUMMARY***

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

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

**EXPENDITURE SUMMARY**

<b>210 – INFORMATION SYSTEMS</b>	<b>2023-24 Proposed Budget</b>	<b>2022-23 Adopted Budget</b>	<b>2022-23 Estimated Actual</b>	<b>2021-22 Actual</b>
Personnel	<b>549,704</b>	521,463	551,047	528,320
Operations & Maintenance	<b>373,407</b>	267,473	182,196	219,054
Transfer to Capital	<b>195,298</b>	286,361	286,361	47,506
<b>Total Expenditures</b>	<b>\$1,118,409</b>	1,080,297	1,019,604	794,880



**BUDGET HIGHLIGHTS**

- Increase in Operations and Maintenance by 39.6%
- Professional Services – IT Master Plan - \$40,000
- Cloud Computing (.070) – New cloud services for employee satisfaction surveys and evaluations, GASB Accounting Software for Cloud Computing Software, HR Software, DocuSign for e-signatures - \$14,800
- Cloud Computing (.068) – Adding additional storage, processing power, virtual firewall and backup software to OPS Offsite Dedicated Server- \$11,900
- 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 - \$30,000

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **210 – Information Systems Program**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>2023-24 Budget</b>
5101	Payroll – Full Time	Information Technology Manager (1) IT/GIS Analyst (1) IT/GIS Assistant (1)	<b>409,682</b>
5105	Payroll – Over Time	Information Technology Overtime Estimation	<b>1,200</b>
5150	State Retirement	District contribution to CalPERS	<b>52,016</b>
5155	Social Security	District contribution is 6.2% of salary	<b>24,112</b>
5165	Medicare	District contribution is 1.45% of salary	<b>5,639</b>
5170	Cafeteria Plan	Based on current selection	<b>40,878</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	<b>14,876</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of an employee's salary	<b>1,301</b>
6050	Dues & Memberships	Municipal Information Systems Association of California Certification Training Books FireFly Essentials CBT Nuggets	<b>2,915</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual CDPF Recertification Fees Information Technology Manager (1) IT/GIS Assistant (1)	<b>360</b>

6060	Reproduction & Printing	Printing materials and supplies		<b>950</b>
6070	Office Supplies	Paper, binders and misc. office supplies		<b>500</b>
6080	Computer & Network Systems	Server, Desktop, VoIP Phones, Network Equipment, Tablet Accessories		<b>13,399</b>
6095	Professional Services	IT Strategic plan		<b>40,000</b>
6110 <b>Sub Acct: 010</b>	MVCAC Committee Assignments	<b>MVCAC Committee Travel</b> Fall Meeting \$800/Employee Spring Meeting \$800/Employee **Sub Acct need updating**		<b>1,600</b>
6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference \$1,200/Employee **Sub Acct need updating**		<b>1,200</b>
6200	Meetings Expense	Staff Meetings		<b>200</b>
6410	Telecommunications	Plain Old Telephone Service (POTS) Landlines		<b>1,824</b>
7000	Uniform Expense	District Apparel		<b>300</b>
7150	IT Communications	Monthly Internet Services 5,520.00 Monthly Voice Over IP (VOIP) 19,800 Phone Services Business Cell Phones & Wireless Devices 41,400 Arkadian 480.00 AccuConference Annual Standard Wildcard 700.00 SSL Renewal Secondary Monthly Internet Service 2,880.00		<b>70,780</b>
7360	Software Licensing	ArcGIS Desktop Advanced Concurrent Use Primary Maintenance 3,300.00  ArcGIS Desktop Standard Concurrent Use Primary Maintenance 1,650.00  ArcGIS Desktop Standard Concurrent Use Secondary Maintenance 1,320.00  ArcGIS Desktop Basic Concurrent Use Primary Maintenance 770.00 ArcGIS Desktop Basic Concurrent Use Secondary Maintenance 1,100.00		<b>33,512</b>

		ArcGIS Enterprise Advanced Up to Four Cores Maintenance ArcGIS Spatial Analyst for Desktop Concurrent Use License  EZ Signer Check Signing Software  Deployment Software: JS Reports, GitHub, Otopus Deploy Tableau Creator (Online + Desktop) Microsoft Windows Server 2022 Cals Microsoft Windows Server 2022 Annual Maintenance MapTiler Plus	11,000.00 600.00  200.00  4,300.00 3,660.00 2,700.00 2,400.00 32.00	
7450	Equipment Parts & Supplies	Server, Desktop, VoIP Phones, Network Equipment, Tablet Accessories  Smartphones	10,450.00 500.00	<b>10,950</b>
7570	Aerial Pool Surveillance	Neglected Pool Flight/Unmanned Aerial Systems <b>UAV Digital Map Project Salton Sea</b>		<b>30,000</b>
7600 <b>Sub Acct: 027</b>	Professional Development	Municipal Information Systems Association of California UC ESRI Conference Certification Training State Required CEU (Gold Card) Training		<b>7,900</b>
7675	Contract Services	CivicCMS Standard Annual - District Website DJI Care Refresh - Phantom 4 Pro Series Barracuda Energizer, Replacement & Cloud Services DropVision Service & Support Agreement - Microscope DropVison Service & Support - Drone Tableau Licenses for CalSurv NetCare Maintenance 9300 Video Surveillance Maintenance Agreement MxTool Box Mail Flow Scan Service	1,990.00 150.00 5,300.00 1,200.00 1,600.00 900.00 2,340.00 7,168.00 1,649.00	<b>21,457</b>
7680	Cloud Computing Services (.070)	MedalliaZingle SMS Zoom Video Communications Inc. Zoom Webinar 500 Annual Fleetio Fleet Maintenance System Fleet Spartan Fuel Management Maintenance	4,488.00 5,640.00 325.00 6,720.00 1,080.00	<b>114,444</b>

		Creative Cloud ALL MLP Team 12 Mo - Public Outreach Coordinator	1,020.00	
		Creative Cloud ALL MLP Team 12 Mo - Community Liaison	2,040.00	
		Acrobat Pro DC - Executive Assistant/Clerk of the Board	295.00	
		Acrobat Pro DC - Administrative Finance Manager	295.00	
		Acrobat Pro DC - Payroll Coordinator	295.00	
		Acrobat Pro DC - Accounting Technician I	295.00	
		Premier Support by nfpAccounting Technologies, Inc	3,357.00	
		MIP Fund Accounting Maintenance & Support	9,987.00	
		Maintenance - Microix Modules	5,820.00	
		TimeClockPlus Time Management System Cloud	3,661.50	
		TeamViewer Premium Subscription	1,350.00	
		Support for Mobile Devices	890.00	
		AddOn Channel	780.00	
		CSP O365	10,080.00	
		Enterprise E3		
		CSP Business Basic	2,95.00	
		CSP EMS Enterprise Mobility + Security E5	1,875.00	
		Exchange Online (Plan 1)	126.00	
		Canva Pro Annual Subscription - Public Outreach Coordinator	180.00	
		Canva Pro Annual Subscription - Community Liaison	360.00	
		Nearmap Aerial Imagery Service	13,000.00	
		ArcGIS Online (Editor) - Vector Ecologist (2)	400.00	
		ArcGIS Online (Editor) - Biologist (3)	840.00	
		Visual Leasing Software Monitoring Portal	5,000.00	
		Express Evaluations Portal	2,500.00	
		Maps Made Easy Aerial Processing	1,788.00	
		LinkHCM Human Capital Management	1,841.00	
		Branded Email Signatures	4,500.00	
		Survey Monkey	984.00	
		DocuSign Subscription Plan	5,400.00	
7680	Cloud Computing Services (.068)	Barracuda Essentials Security Edition (M365 Backup)	3,600.00	<b>20,816</b>

		ArchiveSocial Social Media Archiving Subscription	2,988.00	
		Codero Dedicated Offsite Server	11,900.00	
		Sprout Social Media	1,788.00	
		Nee-Vo SKYBIZ Fuel Tank Monitoring	540.00	
8900	Transfer to IT Capital Replacement	Transfer to Fund 13		<b>168,698</b>



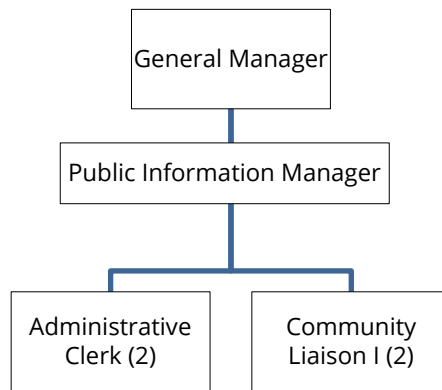
**FUND 01 – GENERAL OPERATING FUND**  
**OPERATING BUDGET 2023-2024**  
**PROGRAM 215 – PUBLIC OUTREACH PROGRAM**

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***PROGRAM DESCRIPTION***

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

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



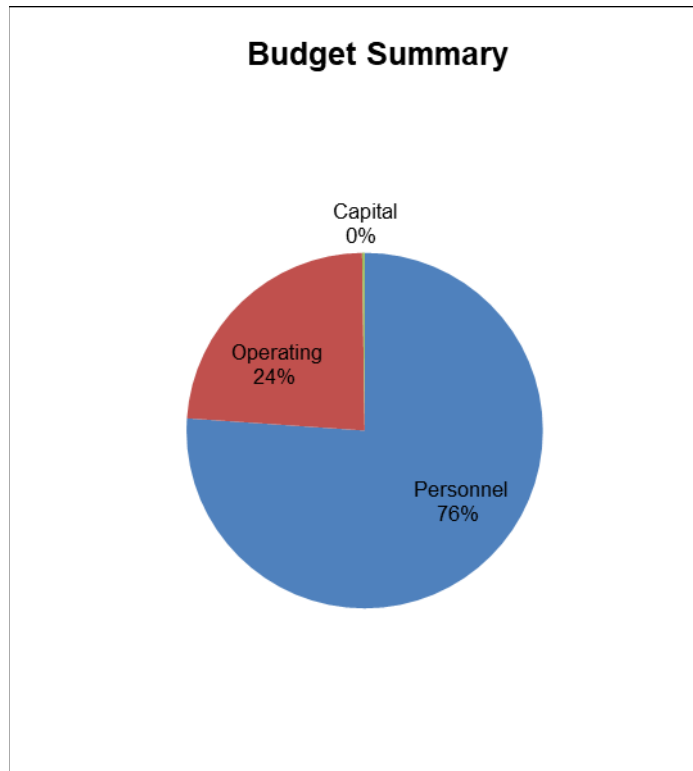
***STAFFING SUMMARY***

<b>Title</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Public Information Manager	1	0	0	0
Public Information Officer	0	1	1	1

Community Liaison I	2	1.5	1.5	1
Administrative Clerk	2	2	2	2
<b>Total Positions</b>	<b>5</b>	4.5	4.5	4

**EXPENDITURE SUMMARY**

<b>215 - PUBLIC OUTREACH</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>668,139</b>	624,084	619,556	515,587
Operations & Maintenance	<b>167,833</b>	140,614	135,000	140,117
Capital	<b>2,000</b>	2,000		
<b>Total Expenditures</b>	<b>833,972</b>	766,698	754,556	655,704



**BUDGET HIGHLIGHTS**

- Meeting expenses were the greatest increase by \$18,200 dollars to support an outreach campaign focused on community leaders and their staff based on 2023-24 strategic plan goal aimed at building better partnerships and ensuring their support through action of our mission.
- Promotion and Education increased by \$5,000 dollars to cover increase registration fees for community events and to account for inflation of goods for promotional items
- Public Outreach staffing has increased in the last year and with that has increased to raise costs associated with staff training in the department.

**GOALS FOR PUBLIC OUTREACH**

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

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **215 – Public Outreach Program**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
5101	Payroll – Full Time	Public Information Manager (1) Community Liaison I (2) Administrative Clerk (2)	<b>439,739</b>
5103	Temporary	Intern	<b>8,000</b>
5105	Overtime	Public Outreach Events Date Fest	<b>7,920</b>

		Evening and weekend events	
5150	State Retirement	District contribution to CalPERS	<b>39,561</b>
5155	Social Security	District contribution is 6.2% of salary	<b>26,606</b>
5165	Medicare	District contribution is 1.45% of salary	<b>6,222</b>
5170	Cafeteria Plan	Based on current election	<b>117,508</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	<b>16,414</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	<b>2,170</b>
6050	Dues and Membership	CAPIO PRSA GSM (2) NIOA NAGC	<b>1,893</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Gold card (4)	<b>500</b>
6060	Reproduction & Printing	Paper – cardstock, transparency, labels ULV and WALs notification materials Invasive Aedes Inspection/Outreach materials Aedes application notices doorhangers business cards WNV outbreak outreach materials Backpack/bag printing Postcards Stickers Frames	<b>24,500</b>
6070	Office Supplies	Desert Sun digital Subscription Die cutter replacement parts Misc office supplies	<b>1,600</b>
6075	Postage	Aedes and WALs postcards Yellow Notification Postcards General Public Outreach Materials	<b>2,500</b>
6095	Professional Services	Graphic design fees	<b>1,800</b>
6110 <b>Sub Acct: 010</b>	MVCAC Committee Assignments	<b>MVCAC Committee Assignments</b> Fall and Spring Quarterly Legislative Day	<b>2,800</b>
6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference – PIO, CMs (2)	<b>4,200</b>
6200	Meetings Expense	Staff Meeting(s) Spring meeting with civic leaders Strategic plan – civic staff lunches Date fest thank you lunch	<b>20,540</b>

6210	Promotion & Education	Date Fest Registration Golf cart parade Misc booth fees Science fair certificates Flyswatters Repellent Studio supplies Display banners canopy carrier foldable wagon Promotional items <ul style="list-style-type: none"> <li>• Sponges</li> <li>• pencils/pens/crayons</li> <li>• Screen patches</li> <li>• Plastic lifecycle toys</li> <li>• magnifying glasses</li> <li>• flash light</li> <li>• keychains</li> </ul>	<b>33,000</b>
6220	Public Outreach Advertising	Spring Advertising Campaign Summer Advertising Campaign Social media ads Aedes campaigns	<b>56,000</b>
7000	Uniform Expense	Branded shirts Branded sweatshirts/jackets	<b>1,000</b>
7600 <b>Sub Acct: 027</b>	Staff Training	AMCA Annual Meeting CAPIO Annual Meeting GSMCON (2) PRSA Specialized Training Institute Webinars/seminars/workshops MEPP - FEMA	<b>13,300</b>
7600 <b>Sub Acct: 014</b>	Staff Training	State VCT exams	
7675	Contract Services	AIS –service plan for printer Marlin – printer lease	<b>2,400</b>
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	<b>1,800</b>
8415	Equipment	iPad and pencil (2)	<b>2,000</b>

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

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***PROGRAM DESCRIPTION***

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

***ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION***

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

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

**FUND 01 – GENERAL OPERATING FUND**  
**OPERATING BUDGET 2023-24**  
**PROGRAM 250 – TRUSTEE SUPPORT PROGRAM**

***PROGRAM DESCRIPTION***

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

***ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION***

Fund 01 – General Fund

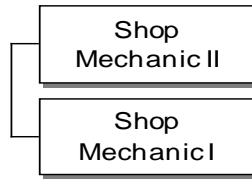
Program **250 – Trustee Support Program**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
5155	Social Security Expense	District Contribution 6.2%	<b>818</b>
5165	Medicare Expense	District Contribution is 1.45% of salary	<b>191</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 in earnings	<b>818</b>
6110	Conference Travel	Registration fees and related travel expenses to attend the CSDA Conference, MVCAC Conference and Quarterly Meetings. In addition designated Trustee per Resolution 2011-24 to attend MVCAC Annual, Spring, Fall and Summer meetings and AMCA	<b>19,200</b>
6115	In-Lieu	State law permits a maximum of \$100/Month compensation payable to each Trustee for conducting District business, for attending Board and Committee meetings.	<b>13,200</b>
6120	Trustee Support	Expenses for meals during official meetings dealing with direct support of Trustee activities. Security services public meetings	<b>7,600</b>
7000	Uniform Expense	District Shirt for each Trustee	<b>1,000</b>

**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 PROGRAM 300 – FLEET MAINTENANCE PROGRAM**

**PROGRAM DESCRIPTION**

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



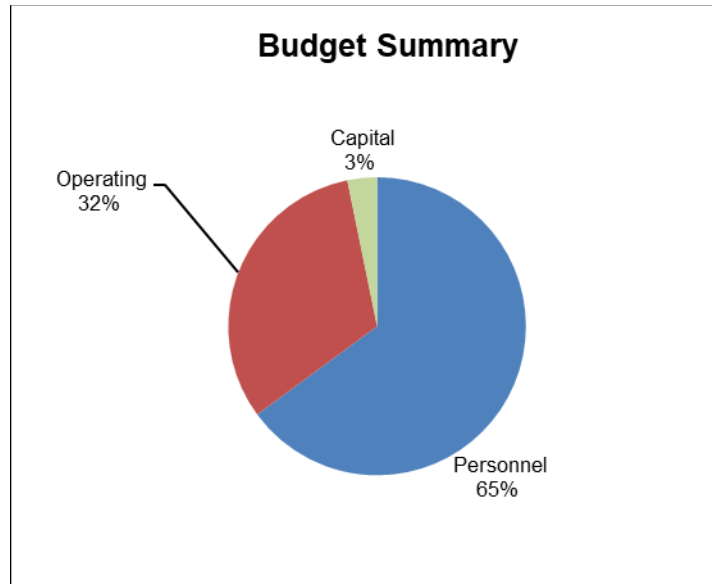
**STAFFING SUMMARY**

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

**EXPENDITURE SUMMARY**

<b>300 – FLEET MAINTENANCE</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>242,209</b>	229,742	209,037	218,750
Operations & Maintenance	<b>119,311</b>	103,298	99,988	99,352
Capital	<b>44,520</b>	23,427	23,427	3,760
<b>Total Expenditures</b>	<b>\$406,040</b>	356,467	332,452	321,862





**BUDGET HIGHLIGHT**

- Each of the following GL Account has been adjusted to account for 20% inflation due to COVID and limited inventories drive up expenses.

**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)	<b>174,293</b>
5105	Overtime	Required work outside normal hours for emergencies	<b>1,500</b>
5150	State Retirement	District Contribution to CalPERS	<b>15,569</b>
5155	Social Security	District Contribution is 6.2% of salary	<b>10,403</b>
5165	Medicare	District Contribution is 1.45% of salary	<b>2,433</b>
5170	Cafeteria Plan	Based on current election.	<b>37,143</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	<b>868</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual CDPH Recertification Fees Shop Mechanic II (1) Shop Mechanic I (1)	<b>300</b>

6070	Office Supplies	Printer toners, paper, misc. batteries, inventory bins and general office supplies	<b>535</b>
6200	Meeting Expense	Staff Meeting(s)	<b>150</b>
7000	Uniform Expense	Rentals of department uniforms	<b>2,300</b>
7050	Safety Expense	Nitrile Gloves Welding Helmet Protective Eye Wear Hearing Protection Protective Footwear ATV/UTV Helmets (3)	<b>3,220</b>
7350	Permits, Licenses & Fees	Recurring fees for permits, Smog certificates AQMD Annual Testing AQMD Emission Fees AQMD Liquid Fuel Disp EPA ID Registration Fee	<b>3,570</b>
7400	Vehicle Parts & Supplies	Repairs and Maintenance Supplies: CarQuest, Napa, Batteries for fleet vehicles & <i>trailers</i>	<b>31,800</b>
7400 <b>Sub Acct: 025</b>	Specialty Vehicle Parts & Supplies	Repairs and Maintenance Parts, Supplies and Tires for District specialty off-road vehicles such as: Argo, Forklifts, Workhorses, Polaris	<b>15,600</b>
7400 <b>Sub Acct: 064</b>	Tire Services	Vehicle Tire Management	<b>9,264</b>
7420	Offsite Vehicle Maintenance & Repair	Windshield Replacement Services Washing Services Towing Services Alignment Services Part Assembly Key Duplication Hazardous Chemical Removal Services Body Repair Services Vehicle Graphics & Lettering Dealership services Forklift (Gas) Tire Purchase/Installation	<b>19,416</b>
7450	Equipment and Application Parts & Supplies	Fasteners, electrical supplies, parts for all equipment not considered a registered vehicle, <i>ULV Equipment</i> , welding equipment supplies and repairs, repairs and parts for major equipment (hoists, air compressor, power reels, tire mounting equipment)	<b>6,680</b>
7500	Small Tools Furniture & Equipment (Non-Capital)	Replacement of small tools	<b>3,500</b>

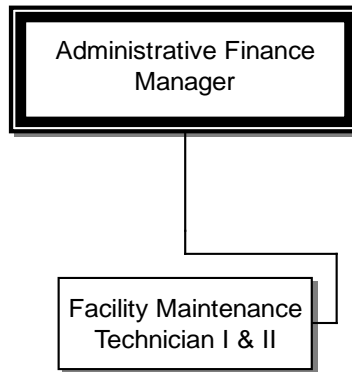
7600 <b>Sub Acct: 014</b>	State Required CEU	State Required CEU Training \$400 per person Certification exam application fees	<b>800</b>																		
7600 <b>Sub Acct: 027</b>	Professional Development	Napa, General trainings, ASE certification A1-A8, and related travel expenses Shop Mechanic I and Shop Mechanic II	<b>600</b>																		
7675	Maintenance Contracts	Annual support fees for Fleet Maintenance programs: Networkfleet Services ALLDATA Repair & Diagnostics Genisys EVO 5.0 Handheld Software Updates Light Duty Harness plus OBD-II Adapter Kit 5500-Diagnostics + GPS Light Duty Harness plus OBD-II Adapter Kit	<b>20,076</b>																		
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	<b>1,500</b>																		
8415	Non- Capitalized Equipment	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">SHP: Shop Floor Air Compressor</td> <td style="text-align: right;">8,000</td> </tr> <tr> <td>SHP: Shop Utility Truck Air Compressor</td> <td style="text-align: right;">2,000</td> </tr> <tr> <td>SHP: Drone Trailer Air Compressor</td> <td style="text-align: right;">2,000</td> </tr> <tr> <td>SHP: Battery Tender Plus: 12 Volt Battery Charger</td> <td style="text-align: right;">2,000</td> </tr> <tr> <td>SHP: Shop Floor LED Lights</td> <td style="text-align: right;">7,000</td> </tr> <tr> <td>OPS: CAB Bag Covert 365 Vehicle Organization</td> <td style="text-align: right;">7,200</td> </tr> <tr> <td>OPS: Vehicle Ready HexGrid Seat Vehicle Organization</td> <td style="text-align: right;">3,120</td> </tr> <tr> <td>OPS: Flex Tacmed Pouch Vehicle Organization</td> <td style="text-align: right;">2,880</td> </tr> <tr> <td>OPS: Flex Admin Pouch Vehicle Organization</td> <td style="text-align: right;">4,320</td> </tr> </table>	SHP: Shop Floor Air Compressor	8,000	SHP: Shop Utility Truck Air Compressor	2,000	SHP: Drone Trailer Air Compressor	2,000	SHP: Battery Tender Plus: 12 Volt Battery Charger	2,000	SHP: Shop Floor LED Lights	7,000	OPS: CAB Bag Covert 365 Vehicle Organization	7,200	OPS: Vehicle Ready HexGrid Seat Vehicle Organization	3,120	OPS: Flex Tacmed Pouch Vehicle Organization	2,880	OPS: Flex Admin Pouch Vehicle Organization	4,320	<b>44,520</b>
SHP: Shop Floor Air Compressor	8,000																				
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**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 PROGRAM 305 – BUILDINGS & GROUNDS MAINTENANCE PROGRAM**

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***PROGRAM DESCRIPTION***

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



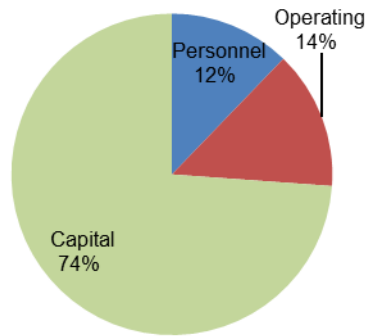
***STAFFING SUMMARY***

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

***EXPENDITURE SUMMARY***

<b>305 BUILDINGS &amp; GROUNDS MAINTENANCE</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>251,400</b>	252,407	225,673	233,483
Operations & Maintenance	<b>268,393</b>	254,143	265,268	300,565
Transfer to Capital	<b>1,518,860</b>	929,655	929,655	433,794
<b>Total Expenditures</b>	<b>2,056,853</b>	1,436,204	1,420,596	967,875

**Budget Summary**



**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

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

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

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

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

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

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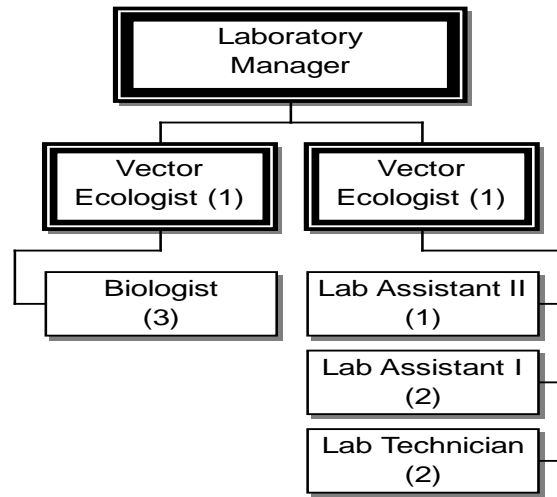
***PROGRAM DESCRIPTION***

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

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

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



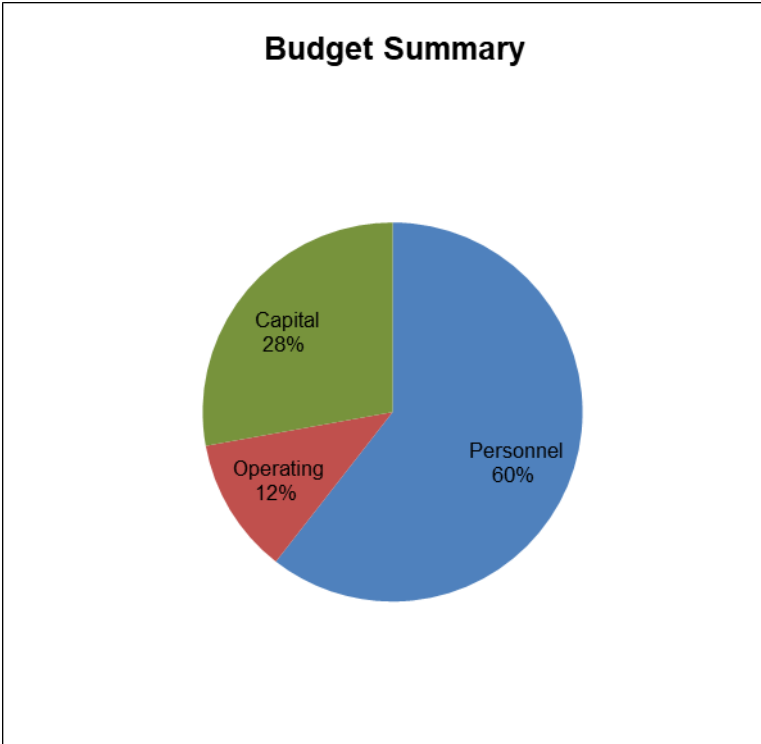


**STAFFING SUMMARY**

Title	2023-24 Proposed Budget	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Laboratory Manager	1	1	1	1
Vector Ecologist	2	1.67	1.67	1
Biologist	3	3.33	3.33	4
Laboratory Assistant II	1	1	1	1
Laboratory Assistant I	2	2	2	1
Laboratory Technician	2	1.5	1.5	2
Seasonal Employees (FTE)	0.4	1.3	1.3	0.5
<b>Total Positions</b>	<b>11.4</b>	11.8	11.8	10.5

**EXPENDITURE SUMMARY**

<b>400 - SURVEILLANCE AND QUALITY CONTROL</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>1,521,466</b>	1,472,949	1,494,025	1,357,432
Operations & Maintenance	<b>292,028</b>	205,233	219,483	210,511
Transfer to Capital	<b>700,000</b>	1,000,000	1,000,000	0
<b>Total Expenditures</b>	<b>2,513,495</b>	2,678,183	2,713,508	1,567,943



**BUDGET HIGHLIGHTS**

- Lab Operating Supplies – 7550 – The cost of dry ice has increased dramatically the past two years, and we have increased trapping. The contract pricing has changed in September most years.
  - Lab budgeted \$18,000 for dry ice for FY23. We purchased \$25,000 through Feb. 2023. FY 24 increased the amount to 40,000 for to

account for the increased prices with an additional small amount for inflation.

- External PCR – 7575.026 – We have been testing more *Aedes aegypti* pools than we have planned for. This is a reflection of the spread of the mosquitoes and our ongoing efforts to evaluate suspect human cases. FY 24 increased budget from 300 pools to 1,500 pools an increase of 500%.
- Internal PCR – prices have increased and we have been collecting more *Culex* mosquitoes. Number of pools tested was increased from 6000 to 7500 and the price per sample from \$6.50 to \$8.00 to better reflect FY 23 spending.

#### Surveillance and Quality Control Department's Goals:

- Revise *Aedes* surveillance: The District detected *Aedes aegypti* within its service area in 2016. As the detections of new locations have primarily involved service requests from residents, trapping was driven by location. The Surveillance and Quality Control Department adjusted the location of traps in 2021 and 2022 and has found expanded range in the eastern Coachella Valley.
- Rapid detection of arbovirus samples: The Surveillance and Quality Control Department currently conducts virus testing for the *Culex* mosquitoes that it collects, testing for West Nile virus, St. Louis encephalitis virus, and western equine encephalomyelitis virus. Testing these mosquitoes at the District has benefited the District's Control Operations Department and the residents by allowing for a rapid response to positive samples. In reviewing the continued need for expanded arbovirus testing that has been necessary with the re-emergence of St. Louis encephalitis virus, the Surveillance and Quality Control Department has expanded the number of samples budgeted to be tested.
- Examine product efficacy: The Surveillance and Quality Control Department will examine several new and existing mosquito control products to define the efficacy and residual activity for mosquitoes in the Coachella Valley. Assays planned include using adulticides in storm water structures, coverage of area-wide applications using truck-mounted equipment to mosquito sources in urban portions of the valley, examination of adulticide applications in response to virus-positive mosquito samples, and efficacy of products approved for controlling mosquito larvae. The Department will continue examining procedures needed for Sterile Mosquito Control Methods, including better understanding of the behavior of *Aedes aegypti*.

- Ensure regulatory compliance: The Surveillance and Quality Control Department will continue to ensure that the District is compliant with relevant environmental laws and regulations. In this fiscal year, the Surveillance and Quality Control Department will apply for the District's National Pollutant Discharge Elimination System permit for compliance with state enforcement of the Clean Water Act if it becomes available.

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

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

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

6050	Dues & Memberships	ESA \$161 (3) SOVE \$70 (3) Board Certified Entomologist renewal \$105 (1)  FAA UAS Certification \$50 (2-year license)	<b>898</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual renewal fees - \$173 per certified person	<b>1,903</b>
6060	Reproduction and Printing	Fees for publishing scientific manuscripts	<b>2,500</b>
6070	Office Supplies	Printing and general office supplies Printer contract \$2,000 Office supplies \$2,000 Posters (12) \$1,200 3D printer supplies (\$3,000)	<b>8,200</b>
6075	Postage	PCR Confirmation Shipping 5 times/season \$100/shipment = \$500 Misc. Shipping \$1500 UPS – includes Aedes samples for CDZ testing	<b>2,000</b>
6110 <b>Sub Acct: 010</b>	MVCAC Committee Assignments	<b>MVCAC Committee Travel</b> Fall Meeting \$8000/Employee (3) Planning Meeting northern CA - \$1,000/Employee (2) Spring Meeting northern CA \$1000/Employee (3)	<b>7,400</b>
6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference Monterey \$1,400/Employee (5)	<b>7,000</b>
6200	Meeting Expense	Staff Meeting(s)	<b>550</b>
7000	Uniform Expense	District Apparel Professional Shirts \$175/Employee (7 = \$1225) Cintas Rental Uniforms Year = \$8,500 Towel Purchase Cleaning Service \$300/year	<b>10,025</b>
7050	Safety Expense	Personal protection equipment Laboratory & Field safety equipment	<b>6,000</b>
7310 <b>FUND 14</b>	Maintenance & Calibration	PCR Maintenance Contract \$3,500 Microscope services \$800 BSL Cert & Hood Certification \$1,000 Pipette Calibration \$1,500	<b>6,800</b>
7350	Permits	RivCo DEH Level II Waste Permit – 1,850 AQMD Annual Emergency Electric Generator Permit Fee – 1,456 AQMD Generator Emissions Flat Fee - 140 NPDES Clean Water Act permit -250	<b>3,700</b>
7450	Equipment Parts & Supplies	Small equipment for laboratory, routine replacement, wear and tear – 3,500	<b>5,500</b>

		Distilled water (Puretec) - 2000	
7550	Lab Operating Supplies	Routine supplies and maintenance, mosquito rearing supplies, 9,000 AirGas - dry ice \$40,000 Biohazard disposal - \$5,750	<b>54,750</b>
7575 <b>Sub Acct: 026</b>	Surveillance - External PCR	External Mosquito PCR <ul style="list-style-type: none"> <li>• Confirmation testing at DART \$110 (5 pools at \$22)</li> <li>• Aedes pools - \$33,000 (1,500 pools at \$22 each)</li> <li>• Supplies for external PCR - \$3,000</li> </ul>	<b>36,110</b>
7575 <b>Sub Acct: 045</b>	Surveillance - Internal PCR	Internal Mosquito PCR @ \$8.00/Sample Testing 7,500 pools <ul style="list-style-type: none"> <li>•</li> </ul>	<b>60,000</b>
7575 <b>Sub Acct: 057</b>	Surveillance - Traps & Parts	Traps & Parts - routine needs \$9000 Batteries for traps - \$3200 BG Lures - \$4000 (100 lures) Replace 20 of BG Sentinel traps - \$5000	<b>21,200</b>
7600 <b>Sub Acct: 027</b>	Professional Development	AMCA \$1,500/Employee (4) ESA \$2,000/Employee (3) IFA \$1,500/Employee (2) PBESA \$1500/Employee (1) SOVE \$1500/Employee (1) Professional development courses -\$1500	<b>19,500</b>
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	
7800	Biological Control	SIT Program	<b>0</b>
8415	Equipment	Bottle roller - 8,000	<b>8,000</b>
8900	Transfer to Capital Project Fund	Transfer to capital project fund for Insectary Construction	<b>700,000</b>

**2023-2024 SEASONAL HIRING SCHEDULE**

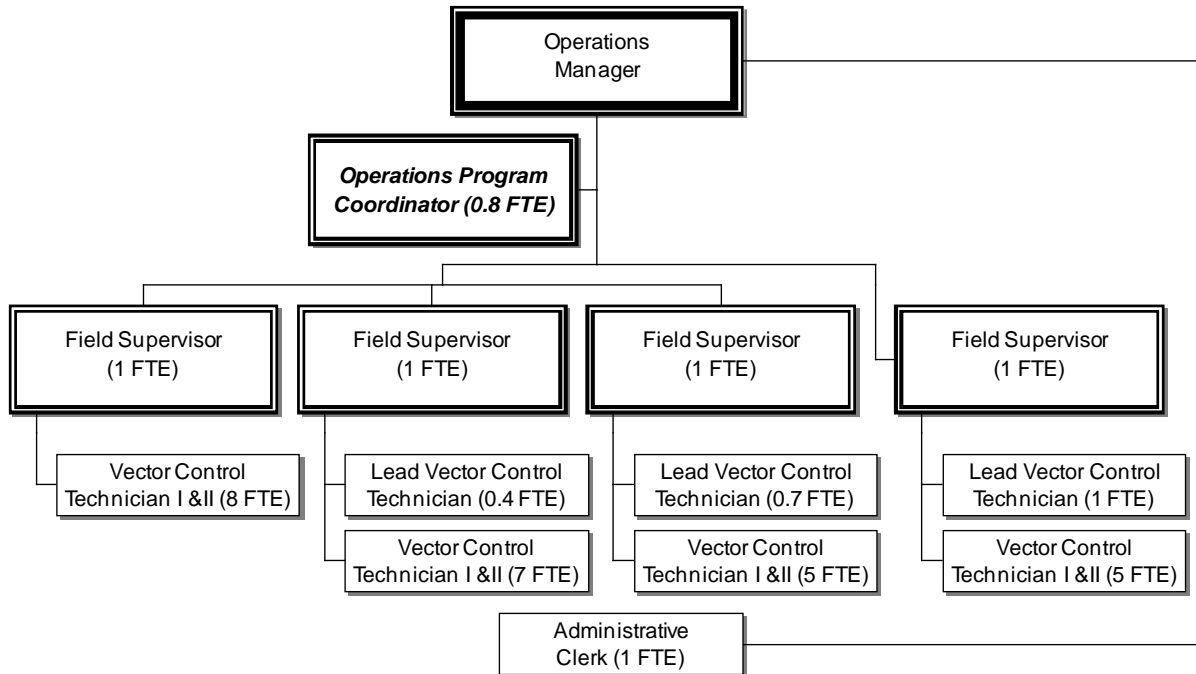
<b>PROGRAM</b>	<b>PERIOD</b>	<b>NUMBER</b>
Mosquito Traps	7/1 - 11/30/23	2
Mosquito Traps	3/1 - 6/30/24	1

**FUND 01 – GENERAL OPERATING FUND**  
**OPERATING BUDGET 2023-24**  
**PROGRAM 500 – CONTROL OPERATIONS PROGRAM**

**PROGRAM DESCRIPTION**

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

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



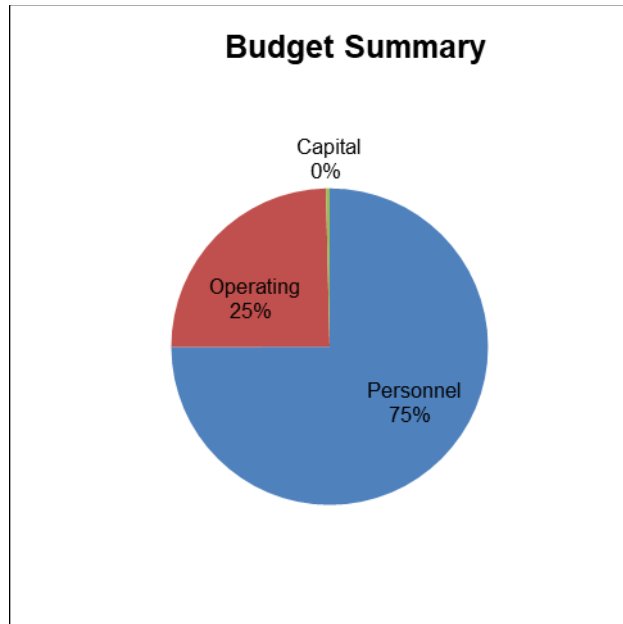
**STAFFING SUMMARY**

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

**EXPENDITURE SUMMARY**

<b>500 - CONTROL OPERATIONS</b>	<b>2023-24 Proposed Budget</b>	2022-23 Adopted Budget	2022-23 Estimated Actual	2021-22 Actual
Personnel	<b>3,933,741</b>	3,954,431	3,876,631	3,637,650
Operations & Maintenance	<b>1,295,293</b>	1,159,656	1,144,837	1,073,181
Capital	<b>20,000</b>	24,615	22,000	18,385
<b>Total Expenditures</b>	<b><u>\$5,249,034</u></b>	5,138,702	5,043,468	4,729,216





#### **BUDGET HIGHLIGHT**

- Inflation has been a concern when purchasing most items. Control products has not been the exemption. Budget amount was increased for this item to account for any costs increase. As we have been notified during several meetings with sales representatives of increases on certain products.
- WALs has been an approach in recent years to reduce the number of *Aedes aegypti* mosquitoes in communities. We are planning our annual aerial WALs applications; we have increased the number of applications and the coverage area. The increment of applications was determined due to high *Aedes aegypti* adult detections at the later part of the year. By increasing the number of applications our aim is to have a higher reduction of the adult mosquito population during the peak season. By increasing the coverage area, the number of flying hours also increase, subsequently increasing the cost of helicopter services.
- Full and part time staff have been increasing. This accounts for higher safety equipment expenses. This covers most items needed for staff to perform their work such as boots, PPE, and other supplies.
- In operations we plan to implement physical control use during our best management practices. Xeripave showed promising results reducing mosquito larvae and applications. We are also working on other ways to assist residents by removing potential breeding sources, primarily *aegypti* sources, from their homes.

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **500 – Control Operations Program**

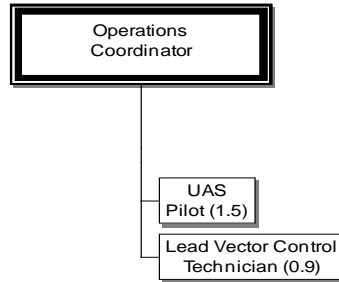
<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
5101	Payroll – Full Time	See staffing summary	<b>2,681,912</b>
5102	Payroll – Seasonal	10 Seasonal 700 hours (890 max) per seasonal FTE 3.4	<b>126,000</b>
5105	Overtime	Budgeted in contingency	<b>5,000</b>
5150	State Retirement	District Contribution to CalPERS	<b>259,649</b>
5155	Social Security	District Contribution is 6.2% of salary	<b>169,712</b>
5165	Medicare	District Contribution is 1.45% of salary	<b>39,691</b>
5170	Cafeteria Plan	Based on current election	<b>608,389</b>
5180	Deferred Compensation	District contribution of 3.825% of salary for Non CSEA represented employees	<b>26,506</b>
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	<b>16,883</b>
6050	Dues & Membership	SOVE (1) FAA Certifications DPR UAS CEU Fees	<b>845</b>
6050 <b>Sub Acct: 014</b>	State Required CEU	Annual CDPH Recertification Fees: Operations Manager (1) Operations Coordinator (1) Field Supervisor (4) Lead Technician (3) Vector Control Technician II (10) Vector Control Technician (15) @\$143/each	<b>4,862</b>
6070	Office Supplies	General office and printing supplies	<b>5,000</b>
6075	Postage	UPS/USPS mailing costs – anticipate abatement mailings	<b>1,000</b>
6110 <b>Sub Acct: 010</b>	MVCAC Committee Assignments	MVCAC Committee Travel Planning Meeting - \$800/Employee Spring Meeting \$800/Employee	<b>1,600</b>

6110 <b>Sub Acct: 023</b>	MVCAC Annual Conference	MVCAC Annual Conference - (1) OPS Manager, (1) Supervisor(1), OPS Coordinator (1), Lead Tech, (1) VCT Talk/Poster \$1,400 each	<b>7,000</b>
6200	Meetings Expense	Departmental Staff meetings	<b>1,120</b>
7000	Uniform Expense	Uniforms- Pants, shirts, jackets: \$11,302.20 Mats for Operations- \$5,460 50 Bath Towels: \$1,219 Loaner shirts: \$916.76 Supervisor shirts: \$600 Emblem and other fees: \$9,776	<b>35,000</b>
7050	Safety Expense	Personal Protection Equipment: Gloves, boots, safety glasses, Deet, Dog Shield, Gatorade	<b>17,000</b>
7450	Equipment Parts & Supplies	Replacement and spare parts for all small field equipment. To include parts for Herd spreaders, Maruyama, Stihls, B&G hand cans, organic and non-organic back packs.	<b>7,000</b>
7600 <b>Sub Acct: 014</b>	State Required CEU	Certification exam application fees Make-up training expenses	<b>1,000</b>
7600 <b>Sub Acct: 027</b>	Professional Development	OSHA Training - \$250 for Safety Officer AMCA - Ops. Mgr., Ops Coordinator, Field Supervisor @\$2000/ea.	<b>6,250</b>
7675	Contract Services	DBM Marlin Leasing	<b>5,000</b>
7700	Motor Fuel & Oils	Fuel and oils for department vehicles/equipment	<b>130,000</b>
7750	Field Supplies	Routine operating and maintenance supplies to aide control efforts	<b>9,000</b>
7800	Control	Total control budget	<b>670,572</b>
7800 <b>Sub Acct: 028</b>	Chemical Control	Larviciding and Adulticiding products WALS planned efforts Rural planned aerial and ground applications Urban control efforts	
7800 <b>Sub Acct: 037</b>	Physical Control	Source reduction - Artesian Well Rebate; Xeripave; Vegetation Management (suburban /rural), Fly Control	<b>15,000</b>
7850 <b>Sub Acct: 029</b>	Aerial Applications Rural	Larviciding and Adulticiding of Salton Sea Marsh Habitats and/or Duck Clubs. Aerial Adulticiding in response to WNV outbreak. Planned 8 larvicide applications at Salton Sea Marsh totaling about 56 hrs. - Salton Sea Aviation (\$2350/hr.)	<b>132,100</b>

7850 <b>Sub Acct: 038</b>	Aerial Applications Urban	Aerial services for larviciding for <i>Aedes aegypti</i> in urban areas @ \$3,000/hr. x 5 hour treatments for 8 treatments	<b>120,000</b>
8415	Operations Equipment	Operations Equipment B & G Sprayers- (3) \$1,200 Liquid backpack sprayers- \$450 Maruyama's- (3) \$2,400 Cutting tools- (1) Brush cutter \$1,600, (1) Chain saw \$800 Colt Handheld foggers- (2) \$6,000 Storage cabinets- \$900 Worktable- \$300 Stackable bins- \$120 Rolling tool storage- \$700	<b>20,000</b>
9000	Contingency Expense	Based on risk assessment. Ground and aerial unscheduled applications. Additional control product. Overtime	<b>110,000</b>

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

**PROGRAM DESCRIPTION**



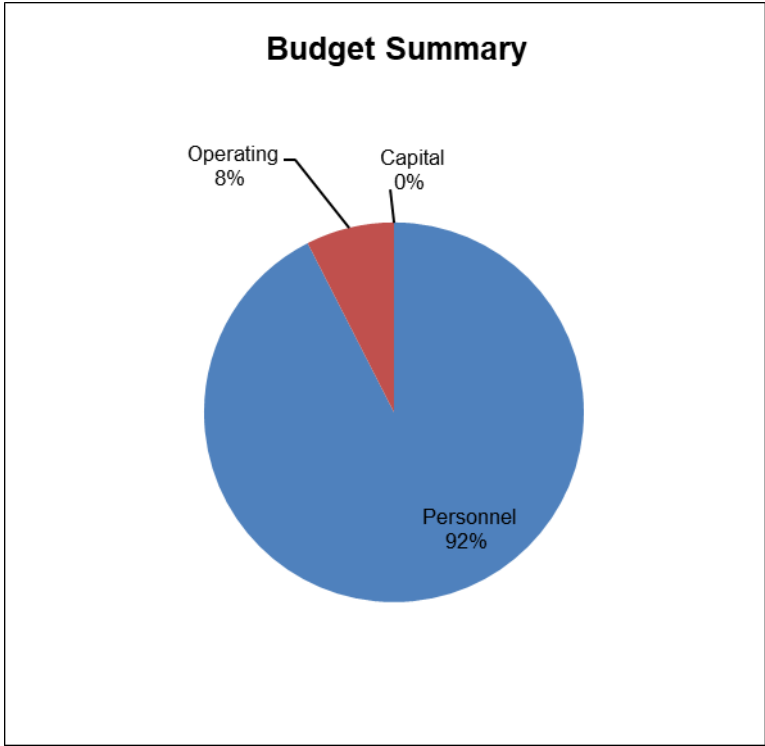
**STAFFING SUMMARY**

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

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

**EXPENDITURE SUMMARY**

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



**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

## UNMANNED AIRCRAFT APPLICATIONS

Program **510 - UAS**

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

**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 PROGRAM 580 – ABATEMENT/SOURCE REDUCTION**

**PROGRAM DESCRIPTION**

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

**EXPENDITURE SUMMARY**

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

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

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

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



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

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***PROGRAM DESCRIPTION***

**BACKGROUND:**

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

**COLLABORATIVE RESEARCH PROJECTS**

***ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION***

Fund 01 – General Fund

Program **600 – Research Program**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
8510	Research Projects	Funds available for research Fund encumbered \$101,235.26 Balance \$78,864.74 Budget for calendar year 2024 is \$157,529.48	<b>180,000</b>
8510	Community Research	East Coachella Valley community outreach research projec	<b>200,000</b>

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

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***PROGRAM DESCRIPTION***

**BACKGROUND:**

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

***ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION***

Fund 01 – General Fund

Program **601 – USDA COOP Agreement Program**

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

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

**FUND 01 – GENERAL OPERATING FUND  
 OPERATING BUDGET 2023-24  
 PROGRAM 602 – LABORATORY TESTING PROGRAM**

**PROGRAM DESCRIPTION**

**BACKGROUND:**

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

Goal to Test 1,000 samples

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 01 – General Fund

Program **602 – Laboratory Testing Program**

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

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

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

	<b>Proposed Budget 2023-2024</b>	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
<b>Beginning Fund Balance</b>	<b>148,674</b>	129,139	144,774	90,905
<b>REVENUE</b>				
Misc Revenue				-
Income from Lease	<b>15,000</b>	15,000	15,000	15,000
Interest	<b>1,400</b>	400	1,400	369
Transfer From General Operatir	<b>67,000</b>	39,655	39,655	38,500
<b>TOTAL REVENUE</b>	<b>83,400</b>	55,055	53,900	53,869
<b>EXPENSES</b>				
6095 Professional Fees	<b>50,000</b>			
7300 Maintenance	-	-	50,000	-
8415 Capital				
<b>TOTAL EXPENSES</b>	<b>50,000</b>	-	50,000	-
<b>Total Revenue Less Expense</b>	<b>33,400</b>	55,055	3,900	53,869
<b>Ending Fund Balance</b>	<b>182,074</b>	184,194	148,674	144,774

**FUND 12 – THERMAL FACILITY REMEDIATION FUND RESERVES**  
**BUDGET 2023-24**  
**PROGRAM 900 –THERMAL FACILITY REMEDIATION FUND RESERVES**

***PROGRAM DESCRIPTION***

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

***BUDGET SUMMARY***

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

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

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

Fund 12 – Thermal Facility Remediation Fund Reserves

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

**Revenue**

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

**Expenditure**

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

**Funding Schedule (Inflation 6%)**

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

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

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

**FUND 13 – CAPITAL REPLACEMENT FUND BUDGET 2023-24**  
**PROGRAM – INFORMATION TECHNOLOGY, FACILITIES, OPERATING AND LAB EQUIPMENT**

***PROGRAM DESCRIPTION***

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

***EXPENDITURE SUMMARY***

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

***ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION***

Fund 13 – Capital Replacement Fund

**Revenue**

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

***ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION***

Fund 13 – Capital Replacement Fund



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

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

Fiscal Year		2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
<b>Laboratory Equipment</b>											
401	Electric Automatic Steam Pressure Sterilizer			11,320							
403	MagMax Express								49,000		
404	Qiagen Retsch Tissue Lyser								5,500		
405	ABI 7500 Fast RT-PCR Machine								56,000		
406	DropVision Microscope & Software		10,000								
410	Microplate Washer			10,495							
	<b>Sub Total</b>		<b>10,000</b>	<b>21,815</b>					<b>110,500</b>		
<b>Operations Equipment</b>											
5001	Equipment			16,000							
5002	4S GPS Monitor Tracking Unit			14,000							
5003	Tifa Power Fogging & ULY Machine						18,000				
5004	Yamaha UMAX Gas Powered Workhorse						8,370				
5005	Yamaha UMAX Gas Powered Workhorse						8,370				
5006	Yamaha UMAX Gas Powered Workhorse						8,370				
5007	Yamaha UMAX Gas Powered Workhorse						8,370				
5008	Cushman Hauler 800X Cart					7,100					
5009	Cushman Hauler 800X Cart					7,100					
5010	Cushman Hauler 800X Cart					7,100					
5011	Cushman Hauler 800X Cart					7,100					
5012	Cushman Hauler 800X Cart					7,100					
5016	2012 Frontier 650 Argo		23,000								
5017	2014 EZ-Go 1500		9,800								
5018	2014 EZ-Go Terrain 1500		9,700								
5019	2019 Argo							22,700			
5023	Guardian 190 ES ULY Fogger w/ GPS & Monitor Mapping Equipment										9,373.60
5024	A1 Super Duty Mister						19,100			19,100	
5025	A1 Super Duty Mister							19,100		1,145	
5032	Big Tex 50LA Tandem Axle Utility Trailer	4,945									
5033	EV Utility Workhorse	38,000									
5034	Maruyama Electric Backpack (field trial)	2,200									
	<b>Sub Total</b>	<b>45,145</b>	<b>42,500</b>	<b>30,000</b>		<b>35,500</b>	<b>70,580</b>	<b>41,800</b>		<b>20,245</b>	<b>9,374</b>
<b>IT Equipment</b>											
2101	Polycom VOIP Telephones									7,000	
2102	IT Toughbooks - replacement tablets		30,000								
2103	Cisco Catalyst Network Switch		9,245								
2104	Storage Area Network Server									9,300	
2105	Board Room A/V Equipment									49,829	
2106	Precision Vision Drone		20,000							20,000	
2107	Supervisor Laptops			10,000							
2108	Manager Laptops			13,000							
2111	PrecisionVision 35 Application Drone							69,000			
2120	Unmanned Aircraft System UAS	69,000							69,000		
2121	Unmanned Aircraft System UAS	69,000							69,000		
2122	NXDN Conventional Radio System	16,000									
2123	Video Surveillance - Shaded Parking Area	16,000									
2124	APC Replacements	22,400				22,400				22,400	
2125	Server Replacement	24,961				24,961				24,961	
2126	Laptops	6,870									
2127	Secure Centric Rubrik Backup	78,000									
2128	ULY Equipment	19,025					19,025				
	<b>Sub Total</b>	<b>321,256</b>	<b>59,245</b>	<b>23,000</b>		<b>47,361</b>	<b>19,025</b>	<b>69,000</b>	<b>138,000</b>	<b>133,490</b>	

Fiscal Year	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
<b>IT Software</b>										
2107	Accounting Software							16,000		
2108	Microix Budget Software							76,250		
2109	ESRI ArcGIS (Upgraded)		150,639							
2110	Website		15,000							
	Sub Total	-	165,639	-	-	-	-	92,250		
	Total Expenses	366,401	277,384	74,815	66,600	82,861	89,605	203,050	248,500	153,735
										9,374
	<b>Ending Reserve Balance</b>	756,737	662,939	778,821	910,740	1,034,557	1,160,086	1,180,961	1,165,306	1,011,571
										1,002,198

## Funding Level

Funding Level	Rating	Interest	2.00%
0-30%	Weak	Contribution Inflation	4.00%
31-70	Fair		
71-100	Strong		

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

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

	<b>Proposed Budget 2023-2024</b>	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
<b>Beginning Fund Balance</b>	<b>3,327,488</b>	2,681,960	2,734,110	2,602,368
<b>REVENUE</b>				
Transfer from Vehicle Fund	-	-		
Interest	<b>24,718</b>	24,718	41,012	
Transfers From Operating Budget	<b>1,451,860</b>	890,000	890,000	395,294
Sale of Assets			-	
Misc.			98,054	
<b>TOTAL REVENUE</b>	<b>1,476,578</b>	914,718	1,029,065	395,294
<b>CAPITAL EXPENSES</b>				
6095 Professional Services	<b>200,000</b>		118,300	27,528
7300 Repair & Maintenance	<b>89,000</b>	64,500	151,278	99,184
7310 Maintenance & calibration	<b>12,500</b>	12,500	-	5,354
7675 Contract Services	-	54,000	12,072	
8415 Capital Outlay	<b>1,725,000</b>	256,500	154,037	131,486
8487 Furniture & Equipment	<b>52,000</b>	52,000		
<b>TOTAL EXPENSES</b>	<b>2,078,500</b>	439,500	435,687	263,552
<b>Total Revenue Less Expense</b>	<b>(601,922)</b>	475,218	593,378	131,742
<b>Ending Fund Balance</b>	<b>2,725,566</b>	3,157,178	3,327,488	2,734,110

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

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***PROGRAM DESCRIPTION***

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

***BUDGET SUMMARY***

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

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

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

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

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

**Revenue**

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

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

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

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

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

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

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

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

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

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

**INCOME/EXPENSE YEARS 0 TO 4**

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

#	Component				
<b>General Common Areas</b>					
103	Concrete Surface - ADA Entrance Work	-	-	-	-
201	Asphalt - Remove & Replace	-	-	-	-
202	Asphalt - Seal/Fill			-	50,393
414	Flag Pole - Replace	-	-	-	-
415	Wood Pergolas - Replace	-	-	27,318	27,318
420	Large Canvas Awnings - Replace	-	-	-	-
502	Chain Link Fence - Replace	-	-	-	-
503	Metal Rail - Replace	-	-	-	-
707	Vehicle/Trash Gates - Replace	-	-	-	-
802	Pole Lights - Replace	-	-	-	-
902	Exterior Furnishings - Replace			6,010	
1107	Metal Rail - Repaint		2,122	-	
1107	Perimeter Metal Fence - Repaint		12,731	-	
1950	EV Charging Station	40,000			
	<b>Sub Total</b>	<b>40,000</b>	<b>14,853</b>	<b>33,328</b>	<b>77,711</b>

<b>Building Interiors</b>					
113	Coated - Floors - Resurface				10,000
415	Electric Roll-Up Shade - Replace	-			
601	Carpet - Replace	32,000			
606	Vinyl Flooring (A) - Replace		68,959		
606	Vinyl Flooring (B) - Replace	-			
610	Tile Floor - Replace	-			
902	Furniture - Replace	32,000			
904	Kitchen (Admin) - Remodel	-	-	-	-
906	Acoustic Ceiling Panels - Replace	-	-	-	-
907	Wallcoverings - Replace	10,000			
909	Restrooms - Refurbish	10,000	-	-	-
910	Built-In Cabinetry (A) - Replace				
910	Built-In Cabinetry (B) - Replace		-	-	-
911	Check-In Desk - Remodel	20,000	-	-	-
912	Sinks - Replace	-	-	-	-
913	Stainless Steel Counters - Replace				
1110	Interior Surfaces - Repaint	12,500	31,827	-	-
2350	Periodic Remodel Projects	1,180,000	-	-	-
	<b>Sub Total</b>	<b>1,296,500</b>	<b>100,786</b>	<b>-</b>	<b>10,000</b>



Fiscal Year		2023-24	2024-25	2025-26	2026-27
<b>Building Exteriors</b>					
701	Roll-Up Doors - Replace	-	-	-	-
710	Car/FOB Reader System - Replace	-	-	-	-
715	Utility Doors - Replace	-	-	-	-
717	Windows & Doors (Glass) - Replace	-	-	-	-
1115	Stucco - Repaint	20,000	-	-	-
1125	Metal Corrugated Siding - Replace	-	-	-	-
1301	Roof (Modified Bitumen) - Replace	-	160,000	-	-
1302	Roof (Single Ply) - Replace	-	-	-	-
1308	Metal Roofs (Curved) - Replace	-	-	-	-
1309	Metal Roofs (Flat) - Replace	-	-	-	-
1310	Gutters/Downspouts - Replace	-	-	-	-
Sub Total		20,000	160,000	-	-
<b>Mechanical</b>					
302	Generator/Transfer Switch - Replace	-	-	-	-
303	HVAC/Packaged Systems - Replace	24,500	26,523	27,318	27,318
305	Surveillance/Brivo System - Replace	-	-	-	-
306	Centrifugal Fans - Replace	-	-	-	-
309	Chiller System - Replace	-	-	-	-
328	Fire Alarm/Systems - Upgrade	-	-	-	-
332	Bolier/Water Heaters - Replace	-	-	-	-
334	Water Treatment System - Replace	-	-	-	-
354	Lab Equipment - Annual Projects	12,500	15,914	16,391	16,391
355	Lab Equipment - Replace (2008)	-	10,300	-	-
355	Lab Equipment - Replace (2010)	-	-	-	-
355	Lab Equipment - Replace (2011)	-	15,450	-	-
355	Lab Equipment - Replace (2014)	-	-	-	-
355	Lab Equipment - Replace (2017)	-	-	-	-
356	Deep Freezer - Replace A	-	-	-	14,205
356	Deep Freezer - Replace B	-	-	-	-
360	Chambers/Pressurer Sys - Mod/Upgrad	-	-	-	6,556
365	Bio Equipment - Partial Replace	-	-	-	10,927
370	IT/Audio Equip - Annual Projects	-	-	-	-
705	Gate Operators - Replace	-	-	19,570	-
712	Dispensers / Fountains - Replace	-	-	-	-
929	Appliances - Replace	-	-	18,540	18,540
1001	Backflow Devices - Replace	-	-	-	-
1312	Solar Panels (A) - Replace	-	-	-	-
1312	Solar Panels (B) - Replace	565,000	-	-	-
1313	Solar Panel Invertors - Replace	35,000	-	-	-
1818	Fuel Tank Controls - Replace	-	-	-	-
1903	Shop/Utility Equipment - Replace	-	-	-	-
Sub Total		637,000	68,187	81,819	93,937

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

### **FUNDING STATUS**

		Funding Level	Rating					
		0-30%	Weak					
		31-70	Fair					
		71-100	Strong					
Year	Starting Reserve Balance	Fully Funded Balance	Percent Funded	Rating	Annual Reserve Contribution	Special Funding Needs	Interest Income	Projected Reserve Expenses
2024	\$3,327,488	\$4,022,228	82.7%	Strong	\$451,860	\$1,000,000	\$24,718	\$2,078,500
2025	\$2,725,566	\$4,212,466	64.7%	Fair	\$469,934		\$27,256	\$343,826
2026	\$2,878,930	\$4,698,978	61.3%	Fair	\$488,732		\$28,789	\$340,792
2027	\$3,055,659	\$4,447,794	68.7%	Fair	\$508,281		\$30,557	\$407,293
2028	\$3,187,204	\$4,270,632	74.6%	Strong	\$528,612		\$31,872	\$689,565
2029	\$3,058,123	\$4,246,004	72.0%	Strong	\$549,757		\$30,581	\$390,485
2030	\$3,247,976	\$4,326,129	75.1%	Strong	\$571,747		\$32,480	\$376,864
2031	\$3,475,339	\$4,736,601	73.4%	Strong	\$594,617		\$34,753	\$1,480,265
2032	\$2,624,444	\$5,193,902	50.5%	Fair	\$618,402		\$26,244	\$175,381
2033	\$3,093,709	\$4,549,521	68.0%	Fair	\$643,138		\$30,937	\$715,649

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

	<b>Proposed Budget 2023-2024</b>	Adopted Budget 2022-2023	Estimated Actual 2022-2023	Actual 2021-2022
<b>Beginning Fund Balance</b>	<b>846,703</b>	-	-	-
<b>REVENUE</b>				
Transfer from General Fund		500,000	500,000	
Interest				
Transfers From Operating Budget	<b>700,000</b>	500,000	500,000	
Sale of Assets				
<b>TOTAL REVENUE</b>	<b>700,000</b>	1,000,000	<b>1,000,000</b>	
<b>CAPITAL EXPENSES</b>				
6095 Professional Services	<b>40,000</b>	40,000		
7300 Maintenance	<b>20,000</b>			
8415 Capital Expenditure		200,000	153,297	
<b>TOTAL EXPENSES</b>	<b>60,000</b>	240,000	153,297	
<b>Total Revenue Less Expense</b>	<b>640,000</b>	<b>760,000</b>	<b>846,703</b>	
<b>Ending Fund Balance</b>	<b>1,486,703</b>	760,000	846,703	-

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

**PROGRAM DESCRIPTION**

**BUDGET SUMMARY**

<b>900 – SIT INSECTORY CAPITAL PROJECT FUND</b>	<b>2023-24 Proposed Budget</b>	<b>2022-23 Adopted Budget</b>	<b>2022-23 Estimated Actual</b>	2021-22 Actual
<b>Beginning Fund Balance</b>	<b>846,703</b>	0	0	0
Revenue & Transfer from General Fund	<b>700,000</b>	1,000,000	1,000,000	0
Expenditure	<b>60,000</b>	240,000	153,297	0
<b>Ending Fund Balance</b>	<b>1,486,703</b>	760,000	846,703	0

**ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION**

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

**Revenue**

<b>Account</b>	<b>Description</b>	<b>Justification</b>	<b>Budget 2023-24</b>
4900	Transfer from Gen Fund	Transfer from General Operating Fund	<b>700,000</b>

**Expenditure**

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



Serving Public Health Since 1928

## Coachella Valley Mosquito and Vector Control District

### Staff Report

June 5, 2023

#### Agenda Item: New Business

Auditor Contract – **David I'Anson, Administrative Finance Manager**

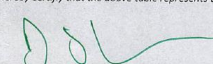
#### Background:


A request for proposals (RFP) was issued on April 10, 2023, a public notice placed in the Desert Sun to run for 10 days, posted to the District website, and distributed by email to about 20 CPA firms. Abelina Torres Accounting Technician spoke to several firms that enquired about the RFP, regarding the District's address, and the fees. RFP closed May 5, 2023, received four responses, one proposal received from CJ Brown & Company, and three did not bid.

Submittals Received for:  
2023-01 Audit Services  
Friday, May 5, 2023 @ 3:00 p.m.

PROPOSED BY	RATES	COMMENTS
<sup>1</sup> CJ Brown & Company	21,050	
<sup>2</sup> Richardson CPAs	0	Did not bid
<sup>3</sup> Pointdexter & Co	0	Did not Bid
<sup>4</sup> Maze & Assoc	0	Did not bid.
5		
6		
7		
8		
9		
10		

I hereby certify that the above table represents the proposals received.

  
 David I'Anson Administrative Finance Manager  
 May 5, 2023

  
 Abby Torres, Accounting Technician I  
 May 5, 2023

The proposal is for 3 years with an optional 2 years, the audit services for fiscal year ending June 30, 2023, is \$21,050, this 84% of the total budget of \$25,000 allocated for audit GL#6095.01.201 Finance Professional Fees.

The  
**Exhibit II – Schedule of Professional Fees**

<u>Fees By Fiscal Year</u>	<u>Audit Fees</u>			<u>Other Item</u>	<u>Total All-Inclusive Maximum Price</u>
	<u>Audit Service Fees</u>	<u>Out-of-Pocket Expenses</u>	<u>Total Audit Maximum</u>	<u>Financial Transactions Report</u>	
<b>Fiscal Year 2023</b>	\$ 19,825	550	20,375	675	<b>21,050</b>
<b>Fiscal Year 2024</b>	\$ 20,320	575	20,895	690	<b>21,585</b>
<b>Fiscal Year 2025</b>	\$ 20,815	600	21,415	705	<b>22,120</b>
<b>Total Fees by Fiscal Year</b>	<u>60,960</u>	<u>1,725</u>	<u>62,685</u>	<u>2,070</u>	<u><b>64,755</b></u>
<b>Optional Fiscal Years</b>					
<b>Fiscal Year 2026</b>	\$ <u>21,310</u>	<u>625</u>	<u>21,935</u>	<u>720</u>	<u><b>22,655</b></u>
<b>Fiscal Year 2027</b>	\$ <u>21,805</u>	<u>650</u>	<u>22,455</u>	<u>735</u>	<u><b>23,190</b></u>

Attachment – CJ Brown and Company audit proposal



**C.J. Brown & Company CPAs**  
An Accountancy Corporation

Christopher J. Brown, CPA, CGMA  
Jonathan Abadesco, CPA  
Jeffrey Palmer

**Cypress Office:**  
10805 Holder Street, Suite 150  
Cypress, California 90630  
(657) 214-2307

**Riverside Office:**  
5051 Canyon Crest Drive, Suite 203  
Riverside, California 92507  
(657) 214-2307

April 27, 2023

Coachella Valley Mosquito and Vector Control District  
RE: Auditing Services  
43-420 Trader Place  
Indio, CA 92201  
ATTN: Mr. David I'Anson, Administrative Finance Manager

**Re: Request for Proposal for Professional Auditing Services**

Dear Mr. I'Anson:

Enclosed please find our Proposal for Professional Auditing Services for Coachella Valley Mosquito and Vector Control District.

Please contact our office if you have any questions.

Cordially,

Christopher J. Brown, CPA CGMA

Enclosures





**Certified  
Public  
Accountants**



**Consultants  
& Advisors**



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

## **Technical Proposal to Provide Auditing Services**

**For the Years Ending  
June 30, 2023 through 2025  
and Optional Years  
June 30, 2026 and 2027**

**Christopher J. Brown CPA, CGMA  
Jonathan P. Abadesco, CPA**

10805 Holder Street, Suite 150  
Cypress, California 90630

5051 Canyon Crest Drive, Suite 203  
Riverside, California 92507

**Phone:** (657) 214-2307



**C.J. Brown & Company, CPAs  
An Accountancy Corporation**



# Table of Contents

---

## Section and Content

## Page No.

### 1. Technical Proposal

Transmittal Letter

Statement of Understanding

Firm Provided Affirmations

Firm Qualifications and Experience

Project Team – Qualifications and Experience

References

Specific Audit Approach and Work Plan

1

2

3-5

6-9

10

11-13

### 2. Cost Proposal

Transmittal Letter

Exhibit I – Proposed Hours and Our Fees

Exhibit II – Schedule of Professional Fees

Exhibit III – Schedule of Fees By Hours

2

3

4-6



Christopher J. Brown, CPA, CGMA  
Jonathan Abadesco, CPA  
Jeffrey Palmer

# C.J. Brown & Company CPAs

An Accountancy Corporation

**Cypress Office:**  
10805 Holder Street, Suite 150  
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(657) 214-2307

**Riverside Office:**  
5051 Canyon Crest Drive, Suite 203  
Riverside, California 92507  
(657) 214-2307

April 27, 2023

Coachella Valley Mosquito and Vector Control District  
RE: Auditing Services  
43-420 Trader Place  
Indio, CA 92201  
ATTN: Mr. David I'Anson, Administrative Finance Manager

## **Re: Request for Proposal for Auditing Services**

Dear Mr. I'Anson:

We appreciate the opportunity to submit our proposal to provide annual professional auditing services for the Coachella Valley Mosquito and Vector Control District (District) for the fiscal years ending June 30, 2023, through 2025, and additional one-year fiscal years (optional fiscal years) ending June 30, 2026, and 2027.

In response to your inquiry of C.J. Brown & Company, CPAs – An Accountancy Corporation (Firm), we have prepared a proposal that reflects our understanding of the District audit service requirements and that demonstrates our capability and commitment to serve. Our goal is to build a strong partnership with the District and demonstrate the highest levels of client service.

We understand that you expect a timely audit service conducted in a professional manner in accordance with audit service standards specific to governmental entities such as yours. We are committed to meet all the requirements you have indicated, and we will issue the reports and meet the timing requirements you have requested. We believe we are uniquely qualified to provide the quality and scope of service that the District desires.

### ***Focused on the Special District Industry***

Our client service team members are specialists in the governmental special district sector. This means they each focus a substantial portion of their time serving special district governmental clients. We know and understand your organization and the climate within which you work.

**Our Firm audits over 50 governmental special districts in the State of California; as a result, this enables our Firm to continuously be immersed in the governmental, financial, and operational issues related to special districts.**

### ***Organized to Serve***

Our service approach ensures that the District will receive the highest quality, personalized service when and where you need it. By tailoring our approach, we guarantee that the District will receive timely and attentive service that forms the hallmark of our approach to serving clients. **Our governmental audit and consulting practice accounts for a substantial portion of our Firm's annual services.** Therefore, we have made a substantial commitment and investment to serve our governmental clients.

Mr. David I'Anson, Administrative Finance Manager  
Coachella Valley Mosquito and Vector Control District  
April 27, 2023  
Page 2

***Organized to Serve, continued***

While our governmental experience is substantial, it is not the only factor that sets us apart from other firms; moreover, it is the commitment to utilize our resources and experience for the benefit of our clients.

Our approach to the engagement will be to establish a delivery system for providing a truly exceptional level of service. Each element of that system including staffing, audit approach, communication, and coordination will be examined and refined to fit the needs of the District. The hardest to quantify may be the relationship aspect of working with one professional service firm versus another. Because of the service delivery approach, we are recommending and our history of working with many special district governmental units like the District, we are confident that our Firm knows how to address the unique needs of the District.

**Our staff members assigned to the District are experienced governmental professionals that have managed numerous audits and attest engagements. We have assisted in the initial preparation and successful submission of many clients' Annual Comprehensive Financial Reports (ACFR) for the GFOA Award Program.** Each of our staff has extensive experience that allows for a new outlook with innovative suggestions to improve quality and efficiency. We believe that our references will show that we are the best selection for the District. The choice of an audit firm should be based upon several factors including, but not limited to, staff retention, training programs, proactively addressing governmental industry changes, and adherence to a strict quality control program.

We are confident that we will provide the District with consistent staffing over the contract period as the continuity of staff is as important to us as it is to the District. We will be committed to the District and believe that our audit engagement team is the best selection for the District.

Our proposal and fee schedule shall be valid and binding for 90 days following the proposal due date and will become part of the contract that is negotiated with the District.

C.J. Brown & Company, CPAs – An Accountancy Corporation

Address:           10805 Holder Street                      5051 Canyon Crest Drive  
                      Suite 150                                      Suite 203  
                      Cypress, CA 90630                      Riverside, CA 92507

Website           (in the process of being updated to C.J. Brown & Company, CPAs):  
[www.fedakbrownllp.com](http://www.fedakbrownllp.com)

Phone Number:                              (657) 214-2307

Email:    chris@cjbrowncpa.com

You may contact, Jonathan Abadesco or Christopher Brown if you have any questions or need additional information. Christopher Brown will be your primary contact during the proposal evaluation period. He may be reached at (657) 214-2307, or by e-mail at [chris@cjbrowncpa.com](mailto:chris@cjbrowncpa.com).

We look forward to hearing from you soon.

Cordially,

*C.J. Brown & Company, CPAs*

**C.J. Brown & Company, CPAs – An Accountancy Corporation**

## Statement of Understanding

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### Audit Engagements

Our audits will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to audits contained in the Government Auditing Standards issued by the Comptroller General of the United States. The audit engagements will be comprised of the elements enumerated in the District's Request for Proposal including:

1. **Audit of the Basic Financial Statements of the District and assistance in the Preparation of Annual Financial Report;**
2. **Preparation of Management Reports for the District;**
3. **Preparation of the State Controller's Annual Financial Transactions Report for the District, including submission to the State Controller's Office;**
4. **Attendance at Meetings and Presentation to the Board of Trustees; and**
5. **Provide guidance, training, and technical assistance to the District in implementing Governmental Accounting Standards issued, including Annual Accounting Update Session (as required)**

### *Timing of Our Procedures*

We understand that the District is looking for value in the professional relationship they have with their auditors. Value comes from the knowledge, experience, and dedication that our Firm employs. We stress employs because all of the knowledge and expertise shown on paper will reap no benefit to you unless it is applied. This application equates to time well spent. We have developed an audit plan that we feel will accomplish the objectives of the District and will meet your special needs.

In order to accomplish our audit objectives and meet your deadlines for delivery, the sequence and timing of our procedures are critical. The Schedule below highlights our expected timeline which will be mutually agreed with the District.

### Schedule of Deliverables

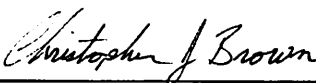
April - May	Engagement Planning
May/June or TBD	Interim Field Work (Test of Controls, Risk Assessment)
August/September or TBD	Year-End/Final Fieldwork
October/November or TBD	Provide Draft ACFR and Management Report
By November/ December or TBD	Provide Final Reports and Present to the Board of Trustees
By January 31st	Prepare and file the Annual Financial Transactions Report to the State Controller's Office

***TBD – To be determined per agreement with client.***

**Firm Provided Affirmations**

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- A. C.J. Brown & Company, CPAs – An Accountancy Corporation affirms that the Firm and all key professional staff are properly registered and licensed or supervised by certified public accountants in good standing duly authorized to practice in the State of California.
- B. C.J. Brown & Company, CPAs – An Accountancy Corporation affirms that the Firm is independent of the District, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial and compliance audits contained in the *Government Auditing Standards*, issued by the Comptroller General of the United States.
- C. C.J. Brown & Company, CPAs – An Accountancy Corporation affirms that the Firm currently maintains errors and omissions insurance coverage in the aggregate amount of one million dollars and general liability coverage of two million dollars. The Firm will provide the required insurance coverage and Accord insurance form to the District upon acceptance of the audit engagement.
- D. C.J. Brown & Company, CPAs – An Accountancy Corporation affirms that it has the necessary experience to conduct high-quality audits of local government and enterprise special districts and agencies in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial and compliance audits contained in the *Government Auditing Standards*, issued by the Comptroller General of the United States and the Single Audit Act. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*.
- E. C.J. Brown & Company, CPAs – An Accountancy Corporation affirms that it will meet your timing requirements to begin and complete the audit of the District.
- F. C.J. Brown & Company, CPAs – An Accountancy Corporation affirms that senior staff scheduled on the audit of the District are experienced personnel and that no person designated as “key” to the project shall be removed or replaced without the prior written consent of the District.
- G. C.J. Brown & Company, CPAs – An Accountancy Corporation affirms that it has never been the subject of any lawsuits, claims of fraud, malpractice and/or disciplinary action by any State or Federal District in relation to the Firm’s governmental practice in its entire existence.
- H. C.J. Brown & Company, CPAs – An Accountancy Corporation affirms that it has not been censured or disciplined from the State Board of Accountancy.
- I. C.J. Brown & Company, CPAs – An Accountancy Corporation affirms that it will allow the District or their designee access to pertinent District audit work papers, financial reports, and management letters.
- J. C.J. Brown & Company, CPAs – An Accountancy Corporation affirms that it has never filed bankruptcy, there is no pending litigation against the Firm, there are no planned office closings, there are no impending mergers, and there are no potential labor disputes that may impede us the ability to complete the audit for the District.

Signature of Authorized Official: 

Name: Christopher J. Brown, CPA CGMA

Title: President

Firm: C.J. Brown & Company, CPAs – An Accountancy Corporation

Date: April 27, 2023



## Firm Qualifications and Experience

---

C.J. Brown & Company, CPAs – An Accountancy Corporation, is a full-service firm licensed to practice in the State of California providing accounting, audit, and consulting services for governmental and commercial enterprises, throughout the State of California. Our Governmental Services personnel are currently comprised of six senior professionals with extensive experience in governmental accounting, auditing, and additional reserve staff available on an as needed basis. The Firm maintains an office in Cypress, and Riverside, California.

Your main contact will be Mr. Jonathan Abadesco. Our contact information can be located on our letterhead. All of the work for the District will be staffed directly out of our Riverside office and will not be subcontracted to any other firm.

Our Firm is fully automated in-house and utilizes current technology and software on all audit engagements. We utilize CCH ProSystems *fx* Engagement © and Knowledge Coach Audit Software.

C.J. Brown & Company, CPAs – An Accountancy Corporation is an equal opportunity employer and certifies that our Firm is in compliance with the Civil Rights Act of 1964, the State Fair Employment Practice Act, and all other applicable federal and state laws and regulations relating to equal opportunity employment, including Executive Order No. 11246 of September 24, 1965. Our Firm is committed to affirmative action in hiring practices.

### *Professional Education*

It is a requirement of the State Board of Accountancy for all public accounting firms who are involved in governmental auditing to allocate a specific portion of continuing education in governmental accounting and auditing every two years. The Firm has met this requirement for all staff involved with governmental accounting and auditing. Our Firm's strict adherence to these continuing professional education standards ensures the highest quality of staff assigned to the District audits over the term of our agreement. Our Firm also requires that all personnel at all organizational levels adhere to the independence rules, regulations, interpretations, and rulings of the AICPA, California State Society of CPAs, State Board of Accountancy, State Statute, and in some cases, the Securities and Exchange Commission and other regulatory agencies. Our Firm strictly follow the requirements of Government Code Section 12410.6(b) regarding auditor rotation requirements of public accounting firms providing audit services to local agencies. The Firm is not the object of any disciplinary action in its entire existence.

### *Quality Control*

The Board of Trustees of the District can measure the quality of the opinions expressed by the Firm by evaluating the level of professional standards maintained by our Firm as discussed in this proposal. The Board of Trustees can also measure the performance and quality control of our Firm by evaluating our participation in the profession's peer review process as well as evaluating our Firm's professional standards and quality of work ethic in discussions with our Firm's current client base in the special district industry.

Using guidelines established by the AICPA, the Firm has designed and implemented an effective quality control system to ensure that our accounting and auditing work conforms to professional standards. **C.J. Brown & Company, CPAs – An Accountancy Corporation is in the process of transitioning the operations of Fedak & Brown LLP into the Firm and is currently working with the Peer Review personnel to establish our peer review program and expects to undergo the initial Review in June 2023.** We have included the last peer review report from Fedak & Brown LLP which provides a *Pass with deficiency* opinion on the next page.

## Firm Qualifications and Experience, continued



### Report on the Firm's System of Quality Control

June 8, 2022

To the Owners of  
Fedak & Brown LLP and the Peer Review Committee of the CA Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Fedak & Brown LLP (the firm) in effect for the year ended September 30, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

#### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

#### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

#### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

#### Deficiencies Identified in the Firm's System of Quality Control

We noted the following deficiencies during our review:

1. The firm's policies and procedures require that all work be performed and documented in accordance with professional standards and that a proper review by the engagement partner take place before the reports are released. Due to time constraints caused by the Pandemic and numerous personnel changes, including at the Partner level, engagements were not given the proper focus and attention needed. As a result, we noted the following: a) On an Audit of a Not-for-Profit organization, we noted that the functional expenses were presented as Supplemental Information instead of on the Statement of Activities or in the notes to the financial statements as required and we noted that accounts receivable confirmations were not requested, and the auditor did not document how the presumption for these requests was overcome; b) On the compliance audit under the Single Audit Act, we noted that the firm selected different requirements as being direct and material than those listed in the applicable Compliance Supplement; and c) On an Audit and a Review, we noted the failure to consider the new Revenue Recognition standard. In our opinion, these contributed to a compliance audit under the Single Audit Act, an audit of a Not-for-profit organization, and a Review engagement that did not conform to professional standards in all material respects. Of lesser significance, yet a result of the same systemic cause, we noted that while the firm performed a fair amount of work for obtaining an understanding of internal control on the audits, we found they inappropriately relied on inquiries of personnel for some procedures.

2. Statements on Quality Control Standards require that firms monitor their quality control system to provide assurance that the policies and procedures established by the firm are suitably designed and effectively applied. During our review, we noted that although the firm's policies and procedures require monitoring procedures, they were not performed as required. As a result, the firm was not in compliance with the monitoring element of the Quality Control Standards.

#### Opinion

In our opinion, except for the deficiencies previously described the system of quality control for the accounting and auditing practice of Fedak & Brown LLP in effect for the year ended September 30, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Fedak & Brown LLP has received a peer review rating of *pass with deficiencies*.

*Heidenreich & Heidenreich CPAs PLLC*

Heidenreich & Heidenreich, CPAs, PLLC

### ***Experience and Technical Competence***

We have prepared a listing of some of our governmental audit clients on the next page. We believe this listing exemplifies that we have significant experience in conducting high-quality audits of local governments and enterprise special Districts. Our governmental audit team has significant experience in auditing special district governmental agencies and our team members may have conducted some of these audits over the past year (see next page).

Firm Qualifications and Experience, continued

The following is a listing of some of our Governmental Special District Clients that our Audit Teams have served by County!

**Kern County**

*Bear Valley Community Services District  
Indian Wells Valley Water District  
Stallion Springs Community Services District*

**Los Angeles County**

*Crescenta Valley Water District  
Greater Los Angeles County Vector Control District  
Long Beach Airport  
Long Beach Water Department  
Los Angeles County West Vector Control District  
Palmdale Water District  
Palos Verdes Library District  
San Gabriel Valley Municipal Water District  
Sanitation Districts of LA County  
Santa Clarita Valley Water Agency  
Southern California Library Cooperative  
Valley County Water District*

**Orange County**

*Buena Park Library District  
Capistrano Bay Community Services District  
East Orange County Water District  
El Toro Water District  
Irvine Ranch Water District  
Mesa Consolidated Water District  
Nature Reserve of Orange County  
Rossmoor/Los Alamitos Area Sewer District  
Santiago County Water District  
Southern California Coastal Water Resource Authority  
Yorba Linda Water District*

**Riverside County**

*Beaumont-Cherry Valley Water District  
Cabazon Water District  
Coachella Valley Mosquito and Vector Control  
Desert Recreation District  
Edgemont Community Services District  
Idyllwild Fire Protection District  
Lake Hemet Municipal Water District  
Northwest Mosquito and Vector Control District  
Santa Ana Watershed Project Authority  
Temecula Public Cemetery District  
Western Municipal Water District*

**Santa Barbara County**

*Goleta Water District  
Montecito Water District  
Santa Maria Public Airport Authority  
SantaYnez Community Services District  
Summerland Sanitary District*

**San Bernardino County**

*Baldy Mesa Water District  
Big Bear City Community Services District  
Big River Community Services District  
Chino Basin Water Conservation District  
Chino Basin Watermaster  
Helendale Community Services District  
Hi-Desert Water District  
Inland Empire Utilities Agency  
Joshua Basin Water District  
Mojave Water Agency  
Monte Vista Water District  
Phelan Pinon Hills Community Services District  
San Bernardino Valley Water Conservation District  
Victor Valley Wastewater Reclamation Authority  
Victor Valley Water District  
Victorville Water District  
Water Facilities Authority - JPA  
West Valley Mosquito and Vector Control District  
West Valley Water District*

**San Diego County**

*Leucadia Wastewater District  
Public Agency Self-Insurance System  
Rincon Del Diablo Water District  
Vallecitos Water District*

**Ventura County**

*Oxnard Harbor District  
Pleasant Valley Recreation and Park District  
Saticoy Sanitary District  
Triunfo Sanitation District  
Ventura County Resource Conservation District  
Ventura Regional Sanitation District*

**Northern California/ Bay Area**

*Aromas Water District  
Butte County Mosquito and Vector Control District  
Central Water District  
Coastside County Water District  
Fresno Irrigation District  
North Marin Water District  
McKinleyville Community Services District  
Oakdale Irrigation District  
Purissima Hills Water District  
San Lorenzo Valley Water District  
Shasta Mosquito and Vector Control District  
Solano Irrigation District  
Soquel Creek Water District  
Westborough Water District*



## Project Team – Qualifications and Experience

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### *Summary Qualification of Key Personnel*

Our Firm's philosophy is to take a team approach with our clients in conducting our audit engagements. A properly developed, mutually agreeable timeline results in the most efficient engagement. We want you to not only think of us as your auditor, but as a resource to be used whenever the need occurs. Also, it is our Firm's philosophy to have our partners, audit managers and audit supervisors involved in the day-to-day audit details of our clients.

You will have an Engagement Partner as well as a Technical Review Partner, a field audit Partner/Manager assigned to the District audits; in addition, one or more staff accountants will be assigned to the audit. All team members work in the field while the audit fieldwork is in process. Each team member has the following responsibilities:

The engagement partner is responsible for all services provided to the District. The engagement partner's responsibilities consist of the overall planning, supervision and review of the audit test work, and preparation of the audit report.

The field audit partner/manager is responsible for coordinating the audit test work, which includes the on-site supervision of staff, and preparation of the audit report.

Once audit test work is completed, the field audit partner/manager will work with the audit team to complete the reports for the District for all recipients. The engagement partner will be your contact throughout the engagement year.

Prior to discussions with your staff, the field audit partner/manager, in collaboration with audit staff, will make sure that all facts have been evaluated to minimize utilizing your staff's time for audit assistance purposes.

### *Knowledge and Understanding of Local Environment*

The engagement team members strive to be experts within the governmental sphere. We keep ourselves apprised of current issues affecting the District operating environment.

### *Partner Participation*

The partner in charge of the audit will be available to attend meetings of the District's Audit Committee and the Board of Trustees to discuss and report on the audit process and the deliverables associated with the audit. We will provide the District with accounting advice regarding subjects that could affect the report, particularly those that will directly impact its recipients.

## Project Team – Qualifications and Experience, continued

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### **CHRISTOPHER J. BROWN, CPA, CGMA TECHNICAL REVIEW PARTNER**

- Education:** Bachelor of Arts - Business Administration: Finance – California State University, San Bernardino 1995  
Accountancy – California State University, San Bernardino 1999
- License:** Certified Public Accountant – 2002
- Continuing Education:** Total hours were over 90 hours in the last two years of which 32 were in governmental accounting and auditing subjects. Mr. Brown has the Governmental Auditing Standards requirement for governmental CPE.
- Memberships:** California Society of Certified Public Accountants  
American Institute of Certified Public Accountants  
Government Finance Officers Association  
California Society of Municipal Finance Officers Association
- Experience:** Christopher J. Brown is a CPA in the State of California and has over eighteen years of experience in public accounting and auditing governmental entities having worked at a national firm. Mr. Brown holds a Bachelor's Degree from California State University, San Bernardino. He has extensive experience in the areas of governmental financial and compliance reporting.
- Member of Board of Directors – Treasurer, Riverside County Philharmonic
- Mr. Brown's public accounting experience includes tenure with CPA firm RSM. He is also involved in auditing governmental and non-profit entities as well as medium to large manufacturing, construction and service oriented corporations. Has thorough knowledge in Generally Accepted Accounting Principles, Governmental Accounting, and Auditing Standards as well as the Single Audit Act of 1984 and the Uniform Guidance.
- Mr. Brown has provided significant audit and accounting services to various governmental entities. In these accounting engagements, he has been involved in the strategic planning processes, design and implementation of policies and procedures. He has also been involved in the implementation of performance management budgeting and planning processes.
- He is currently involved on the following major governmental engagements:
- North Marin Water District
  - Shasta Mosquito and Vector Control District
  - Los Angeles County West Vector Control District
  - Solano Irrigation District
  - Oakdale Irrigation District
  - Tri-Dam Project & Tri-Dam Authority
  - Hi-Desert Water District
  - Indian Wells Valley Water District
  - Joshua Basin Water District
  - Santa Maria Public Airport District
  - Phelan Pinon Hills Community Services District
  - Helendale Community Services District
  - Bear Valley Community Services District

**Project Team – Qualifications and Experience, continued**

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**JONATHAN P. ABADESCO, CPA  
ENGAGEMENT PARTNER**

Education:	Bachelor of Science in Accountancy – Miriam College Foundation, Inc., Philippines 1999
License:	Certified Public Accountant – 2012
Continuing Education	Total hours were 82 hours in last two years of which 32 were in governmental accounting and auditing subjects. Mr. Abadesco has the Governmental Auditing Standards requirement for governmental CPE.
Memberships	California Society of Certified Public Accountants American Institute of Certified Public Accountants Government Finance Officers Association California Society of Municipal Finance Officers Association
Experience	<p>Jonathan P. Abadesco is a CPA in the State of California and has over twenty years of experience in public accounting and auditing governmental entities having worked at a national firm. He has served as the Assistant General Manager – Administration/CFO for a governmental special district (Hi-Desert Water District) and as a CFO/Controller for a not-for-profit (Inland Counties Legal Services).</p> <p>Mr. Abadesco’s public accounting experience includes tenure with CPA Firm, Ernst &amp; Young and PricewaterhouseCoopers. He is involved in performing financial, compliance and performance audits of governmental and non-profit entities, as well as medium to large global organizations. Has thorough knowledge in Generally Accepted Accounting Principles, Governmental Accounting, and Auditing Standards as well as the Single Audit Act of 1984 and the Uniform Guidance.</p> <p>While working with his previous CPA firm, Mr. Abadesco was instrumental in preparing the agreed upon procedures that was utilized by the U.S. Department of Energy. Also, Mr. Abadesco has provided significant audit, accounting and consulting services to various governmental entities engaged in transportation including Los Angeles County Metropolitan Transportation Authority, Metro Gold Line Foothill Extension Construction Authority, Los Angeles Department of Transportation and Metropolitan Atlanta Rapid Transportation Authority.</p> <p>He has been involved on the following governmental special districts engagements:</p> <ul style="list-style-type: none"><li>➤ Monte Vista Water District</li><li>➤ Joshua Basin Water District</li><li>➤ Oakdale Irrigation District</li><li>➤ Santa Clarita Valley Water Agency</li><li>➤ Lake Hemet Municipal Water District</li><li>➤ San Lorenzo Valley Water District</li><li>➤ Coachella Valley Mosquito and Vector Control District</li><li>➤ Northwest Mosquito and Vector Control District</li><li>➤ Butte County Mosquito and Vector Control District</li><li>➤ Vista Fire Protection District</li><li>➤ Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority</li></ul>

## Project Team – Qualifications and Experience, continued

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### JEFF PALMER AUDIT SUPERVISOR

- Education:** Bachelor of Science – Business Administration: Accountancy & Finance – California State University, Long Beach 2005
- License:** In Process
- Continuing Education:** Total hours were 80 hours in last three years of which 32 were in governmental accounting and auditing subjects. Mr. Palmer meets the Governmental Auditing Standards requirement for governmental CPE.
- Memberships:** California Society of Certified Public Accountants
- Experience:** Over fourteen years of experience in public accounting and auditing of governmental, private, and non-profit entities. Relevant governmental experience includes cities, special districts, airports, transportation agencies, and public financing authorities. He has extensive experience in conducting financial audits under GAO Yellow Book standards and compliance single audits in accordance with the Single Audit Act of 1984 and the Uniform Guidance. He has assisted clients in implementation and publishing their Comprehensive Annual Financial Reports in compliance with GFOA requirements.
- Mr. Palmer has provided significant audit, accounting, and consulting services to various governmental entities. In these accounting and auditing engagements, he has been involved in the strategic planning processes, design and implementation of policies and procedures, performance management budgeting and planning processes, financial reviews, and cash management practices. In these consulting engagements, he has provided services including franchise tax compliance reviews, excise tax compliance and reporting reviews, and enterprise utility tax-exempt purchasing reviews.
- He has been involved on the following governmental special districts engagements:
- North Marin Water District
  - Walnut Valley Water District
  - La Puente Valley County Water District
  - Monte Vista Water District
  - Crescenta Valley Water District
  - Orange County Water District
  - Indian Wells Valley Water District
  - Westborough Water District
  - Coastside County Water District
  - Mojave Water Agency
  - Bighorn Desert View Water Agency
  - Santa Maria Public Airport District
  - Phelan Pinon Hills Community Services District
  - Helendale Community Services District
  - Bear Valley Community Services District

## References

### References

Presented below are five significant engagements performed in the last three years similar to the engagement described in this Request for Proposal. Please do not hesitate to contact these references regarding our Firm and the high level of service we provide. We will be happy to provide additional references for your review.

<p>1. Mr. Kevin Kalman, General Manager Ms. Sonya Galvez, Account Manager <b>Desert Recreation District</b> 45-305 Oasis St., Indio, CA 92201</p>	<p><b>Parks and Recreation District</b> Annual Audit – Annual Comprehensive Financial Report 760.347.3484</p>
<p>2. Mr. Mark Breidenbaugh, Ph.D., District Manager <b>Northwest Mosquito and Vector Control District</b> 1966 Compton Avenue Corona, CA 92881</p>	<p><b>Vector Control District</b> Annual Audit – Financial Statement 951.340.9792</p>
<p>3. Mr. Aaron Arugay, Executive Director <b>Los Angeles County West Vector Control District</b> 6750 Centinela Avenue Culver City, CA 90230</p>	<p><b>Vector Control District</b> Annual Audit – Financial Statement 310.915.7370 x 230</p>
<p>4. Ms. Darcy Buckalew, Administrative Manager <b>Shasta Mosquito and Vector Control District</b> 19200 Latona Road Anderson, CA 96007</p>	<p><b>Vector Control District</b> Annual Audit – Financial Statement 530.365.3768</p>
<p>5. Mr. Matthew Ball, General Manager <b>Butte County Mosquito and Vector Control District</b> 5117 Larkin Road Oroville, CA 95965</p>	<p><b>Vector Control District</b> Annual Audit – Financial Statement 530.533.6038</p>

## **Specific Audit Approach and Work Plan**

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### ***Specific Audit Approach***

Our Firm's audit approach is tailored to each client in the following manner:

- We understand the significant work requirements of our clients. We work with our clients' schedules when scheduling segments of the audit or requesting documentation to minimize disruption during the audit process.
- We strive to utilize support already prepared by our clients to avoid duplication or unnecessary requests for audit supporting schedules.
- We have implemented a paperless audit process that utilizes CCH ProSystems fx Engagement ® and Practitioners Publishing Company software packages. These platforms provide for greater efficiency within the audit process. In addition, we fully embrace the utilization of data extraction capabilities within a client's reporting system to further increase efficiency and reduce demands on client staff time.
- Our staff is trained and familiar with government accounting and audit concepts, so you will see the difference in working with our professional staff.
- We audit various large and small governmental organizations, allowing us to consult with our clients on implementing various best-practices in their organizations.
- We believe that regular communication is the most important part of the audit process; as a result, we ask that if you ever have any questions about any financial, accounting, or audit issues, please contact us anytime throughout the year.

### ***Interim Audit Planning and Testwork***

Planning is necessary to ensure a quality audit, efficient use of professional staff and timely delivery of reports. Adequate planning of the audit is essential to minimize disruption of the ongoing daily operations of the District and their recipients. We have developed a comprehensive, efficient planning process. We will begin the planning of the audit upon notification of award of the contract.

Tasks to be accomplished during the planning phase include:

- Conducting an Audit Entrance Conference with the District Board of Trustees and management to discuss the scope and timing of the audit test work, the availability of the District accounting staff, prior audit problems encountered, the extent of interim audit test work to be performed, the establishment of a liaison for the audit, and the arrangements for workspace and other needs to conduct the audit test work.
- Reviewing the Board minutes, agreements/contracts, and applicable strategy for the audit period.
- Interviewing finance staff regarding internal controls.
- Discussing the status of prior year's audit findings, if any.
- Review of the District internal control structure and communication of recommendations to the District management team concerning District policies and procedures.
- Tests of controls of audit areas to determine the effectiveness of the District internal control structure. (Minimum of 25 selections per area – revenue, expenses, payroll, bank reconciliations)
- Evaluation of any unusual items noted from our analytical procedures.
- Reviewing of important contracts, debt issues, leases and joint power agreements.

## Specific Audit Approach and Work Plan, continued

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### *Interim Audit Planning and Testwork, continued*

- Providing the District with suggestions regarding the closing of the District books after year end. Our assistance and communication in the closing of the District books is expected to minimize the number of audit adjustments required after the close of District books.

After we obtain an understanding of the District internal controls, evaluate their design and implementation and perform our interim test work we will determine the nature, scope, and timing for our final audit test work.

### *Final Audit Test Work*

After the final closing of the District books and preparation of final trial balances and audit supporting schedule by District personnel, we will commence performing our *final audit testwork*.

Our final examination will include analysis of critical audit areas which we deem necessary, including:

- Analysis of cash and investment balances to online bank and brokerage websites.
- Analysis of bank reconciliations.
- Analysis of accounts receivable, and relative ratios.
- Analysis of property tax receivable and assessments
- Analysis of allocations of interest income.
- Analysis of inventories.
- Analysis of deposits
- Analysis and testing of capital assets: construction-in-progress, significant additions/disposals, and related depreciation.
- Analysis of deferred outflows of resources balances and related amortization.
- Analysis of accounts payable.
- Performance of a search for unrecorded liabilities.
- Analysis and testing of valuation of the liabilities for compensated absences.
- Analysis of long term debt balances.
- Analysis of the annual roll-forward of net pension liability balances.
- Analysis of net other post-employment benefit liability.
- Analysis of unearned revenue.
- Analysis of deferred inflows of resources balances and related amortization.
- Analysis of the proper establishment of fund balances (reserves and designations).
- Analysis of significant grant agreements, awards and contracts (if applicable).
- Analysis of significant events after year end (through the completion of our audit).
- Analysis of attorney letters for significant legal matters affecting the District financial position.

The abovementioned analysis and inquiries are only a sample of the tests performed during the examination and is not meant to be all inclusive.

### *Audit Completion*

At the completion of the audit each year, we will meet with the District management team to review our audit findings. We will communicate all deficiencies in controls which may assist the District in strengthening the internal control structure. Comments and recommendations relating to the accounting system will also be discussed. Finally, we will discuss all findings noted during the engagement. After discussion, the final report will be submitted to the District.

## Specific Audit Approach and Work Plan, continued

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### ***Identification and Communication of Internal Control Matters***

The objective of our audit is to form an opinion on the District. Our objective is not to identify deficiencies in internal controls; however, when control deficiencies are identified during our audit and if they constitute significant deficiencies or material weaknesses, we will communicate in writing those deficiencies to those charged with governance and the District management.

### ***Audit Documentation***

We will document matters pertaining to our audit planning and audit test work. The audit documentation will clearly demonstrate procedures performed, evidence obtained, and conclusions reached.

### ***Communication with Management and the Board of Trustees***

In addition to our written reports, we believe an oral presentation to the District management, Audit Committee, and the Board of Trustees, to be a minimum service provided by our Firm and would be pleased to schedule a mutually convenient time for such a presentation at the conclusion of the engagement or any time during the progression of the audit.

### ***Other Assistance***

Providing management assistance requires more than having talented people on staff; it requires a proactive approach. First, we assign experienced senior level professionals to our engagements. Our client base of governmental entities and commercial companies demands broad business and industry experience, as well as technical expertise. Those talented professionals have to be exposed to clients and develop an in-depth understanding of particular situations.

Second, we actively look for opportunities to provide assistance. We try to initiate rather than respond. For instance, if we believe a situation is developing, we will approach the client, offer to investigate and provide recommendations. If a formal project to address the problem is required, we will define the approach, execute the assignment and follow through with implementation assistance.

### ***Proposed Hours and Segmentation of the Audit***

See our Cost Proposal for further information of the segmentation of the proposed audit process by hours and staffing.



# Coachella Valley Mosquito and Vector Control District

## Cost Proposal to Provide Auditing Services

For the Years Ending  
June 30, 2023 through 2025  
and Optional Years  
June 30, 2026 and 2027

Christopher J. Brown CPA, CGMA  
Jonathan P. Abadesco, CPA

10805 Holder Street, Suite 150  
Cypress, California 90630

5051 Canyon Crest Drive, Suite 203  
Riverside, California 92507

Phone: (657) 214-2307



**C.J. Brown & Company, CPAs**  
**An Accountancy Corporation**



**Certified  
Public  
Accountants**



**Consultants  
& Advisors**





C.J. Brown & Company CPAs  
An Accountancy Corporation

Christopher J. Brown, CPA, CGMA  
Jonathan Abadesco, CPA  
Jeffrey Palmer

Cypress Office:  
10805 Holder Street, Suite 150  
Cypress, California 90630  
(657) 214-2307

Riverside Office:  
5051 Canyon Crest Drive, Suite 203  
Riverside, California 92507  
(657) 214-2307

April 27, 2023

Coachella Valley Mosquito and Vector Control District  
RE: Auditing Services  
43-420 Trader Place  
Indio, CA 92201  
ATTN: Mr. David I'Anson, Administrative Finance Manager

**Re: Request for Proposal for Professional Auditing Services**

Dear Mr. I'Anson:

Based on our understanding of the Coachella Valley Mosquito and Vector Control District's (District) requirements, our total all-inclusive maximum fee for all services requested at our discounted rates for the fiscal year ending June 30, 2023, will be **\$21,050**. This fee is based on our understanding of the District's audit requirements.

Assuming there is no substantial change in the District's activities and operations, our all-inclusive maximum price for the fiscal years ending June 30, 2024 and 2025, and two additional one-year fiscal years (optional fiscal years) ending June 30, 2026, and 2027 will be **\$21,585**, **\$22,120**, **\$22,655**, and **\$23,190**, respectively.

Our estimate for out-of-pocket expenses may not be utilized in total to the amount estimated. Again, these fees are based on the estimated costs to complete the audit. The components of this audit services fee proposal and out-of-pocket costs for the fiscal years ending June 30, 2023 through 2025, and optional fiscal years 2026 and 2027, are itemized in the attached Exhibits.

Our maximum not-to-exceed fee proposal is contingent upon our understanding of your requirements and the assistance we require as noted in our original audit technical proposal.

Additional services not included in this proposal will be based on our discounted billing rates based on the level of experience required. We would execute a separate contract for these services if they are requested by the District.

I am authorized to make representations for C.J. Brown & Company CPAs and am duly authorized to sign a contract with the District.

Christopher J. Brown, CPA CGMA

April 27, 2023

Date



# Exhibit I – Proposed Hours and Our Fees

## Proposed Hours and Our Fees

We anticipate that, for the fiscal years ending June 30, 2023 through 2025, and optional fiscal years 2026 and 2028, the audit of the District will approximate 165 hours by major area, are summarized as follows:

<b>Break out of Audit Hours</b>				
<b>Audit Steps</b>	<b>Partners</b>	<b>Mgr/Sup</b>	<b>Staff</b>	<b>Total</b>
<b>Planning</b>	5	15	15	<b>35</b>
<b>Controls Testwork</b>	5	10	25	<b>40</b>
<b>Substantive Testwork</b>	5	15	30	<b>50</b>
<b>Reporting</b>	10	20	10	<b>40</b>
	<u>25</u>	<u>60</u>	<u>80</u>	<u><b>165</b></u>

As shown above, we expect approximately 52% of engagement hours to come from Partners, Managers, and Supervisors assigned to the engagement in fiscal year 2023 through 2025, and optional fiscal years 2026 and 2027, respectively.

Working on the premise that we will be provided with a year-end trial balance, along with an audit package of reconciled balances and supporting schedules of all balance sheet accounts, we expect to perform the audit of the District at fees as stated in the attached Exhibit II -Schedule of Professional Fees on Page 3 for the fiscal years ending June 30, 2023 through 2025, and optional fiscal years 2027 and 2028, respectively.

Our fees are based on the product of the time spent on the engagement and the billing rates of the individuals assigned, plus out-of-pocket costs (such as, report reproductions, typing, postage, travel, copies, telephone, etc.). We will obtain the assistance of the District’s personnel to the extent possible and otherwise endeavor to keep these charges to a minimum. We will submit progress billings monthly to your office as our work progresses, which will be due and payable thirty days from the date of the invoice. Based upon the present size and scope of the activities of the District, we expect to perform the services enumerated above at our hourly rates. Our hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to the audits. We have provided a breakdown of our current hourly rates, which would apply to this engagement on the attached Exhibit III - Schedule of Fees By Hours on Page 4 through 6 of this cost proposal.

In accordance with Firm policies and the Office of Management and Budget Circular A-128 and Firm Policies, we will maintain our work papers for at least seven years and make them available to the District, state agencies, the General Accounting Office, and other parties upon the direction of the District.

We want the Board to understand that we will provide any assistance and answer any questions that the District’s staff or members of the Board may have when they arise for the entire duration of our contract. We find it important to stay abreast of the District’s activities and accounting issues during the entire engagement.

We would like to thank you and the Board for the opportunity to submit a proposal for the auditing services of the District. Because of our experience in special districts and our interest in the District, we will provide you with assistance in your operations as well as meet the audit needs of the organization. We will also continually make recommendations on these and other matters that come to our attention. We are proud of the professional services we provide and encourage you to make inquiries to any of our clients about their satisfaction with our services and the quality of our staff.

## Exhibit II – Schedule of Professional Fees

<u>Fees By Fiscal Year</u>	<u>Audit Fees</u>			<u>Other Item Financial Transactions Report</u>	<u>Total All-Inclusive Maximum Price</u>
	<u>Audit Service Fees</u>	<u>Out-of-Pocket Expenses</u>	<u>Total Audit Maximum</u>		
Fiscal Year 2023	\$ 19,825	550	20,375	675	21,050
Fiscal Year 2024	\$ 20,320	575	20,895	690	21,585
Fiscal Year 2025	\$ 20,815	600	21,415	705	22,120
<b>Total Fees by Fiscal Year</b>	<u>60,960</u>	<u>1,725</u>	<u>62,685</u>	<u>2,070</u>	<u>64,755</u>
<u>Optional Fiscal Years</u>					
Fiscal Year 2026	\$ 21,310	625	21,935	720	22,655
Fiscal Year 2027	\$ 21,805	650	22,455	735	23,190

Please note that any additional services requested by the District during the audit period shall be negotiated at the stated hourly rates per year as noted in the following schedules.

## Exhibit III – Schedule of Fees By Hours

### Coachella Valley Mosquito and Vector Control District Fiscal Year 2023

#### Breakdown of Fees by Hours

<b>Fiscal Year 2023 Audit of:</b>	<b>Hours</b>	<b>Hourly Rates</b>	<b>Total</b>
District's Annual Comprehensive Financial Report (ACFR)			
Partner - Engagement & Technical	25	\$ 165	\$ 4,125
Manager/Supervisor	60	135	8,100
Staff	80	95	7,600
<b>Total Financial Statement Audit for 2023</b>	165		19,825
<b>Out-of-Pocket Expenses (Travel, Mileage, Printing, etc.)</b>			550
<b>Total Maximum for 2023</b>			\$ 20,375
<b>Other Items Asked to be Priced by the District:</b>			
Preparation of the Annual Financial Transactions Report	5	135	675
<b>Total All-Inclusive Maximum fee for 2023</b>	170		\$ 21,050

### Coachella Valley Mosquito and Vector Control District Fiscal Year 2024

#### Breakdown of Fees by Hours

<b>Fiscal Year 2024 Audit of:</b>	<b>Hours</b>	<b>Hourly Rates</b>	<b>Total</b>
District's Annual Comprehensive Financial Report (ACFR)			
Partner - Engagement & Technical	25	\$ 168	\$ 4,200
Manager/Supervisor	60	138	8,280
Staff	80	98	7,840
<b>Total Financial Statement Audit for 2024</b>	165		20,320
<b>Out-of-Pocket Expenses (Travel, Mileage, Printing, etc.)</b>			575
<b>Total Maximum for 2024</b>			\$ 20,895
<b>Other Items Asked to be Priced by the District:</b>			
Preparation of the Annual Financial Transactions Report	5	138	690
<b>Total All-Inclusive Maximum fee for 2024</b>	170		\$ 21,585

## Exhibit III – Schedule of Fees By Hours

### Coachella Valley Mosquito and Vector Control District Fiscal Year 2025

#### Breakdown of Fees by Hours

<b>Fiscal Year 2025 Audit of:</b>	<b>Hours</b>	<b>Hourly Rates</b>	<b>Total</b>
District's Annual Comprehensive Financial Report (ACFR)			
Partner - Engagement & Technical	25	\$ 171	\$ 4,275
Manager/Supervisor	60	141	8,460
Staff	80	101	8,080
<b>Total Financial Statement Audit for 2025</b>	165		20,815
Out-of-Pocket Expenses (Travel, Mileage, Printing, etc.)			600
<b>Total Maximum for 2025</b>			\$ 21,415
<b>Other Items Asked to be Priced by the District:</b>			
Preparation of the Annual Financial Transactions Report	5	141	705
<b>Total All-Inclusive Maximum fee for 2025</b>	170		\$ 22,120

### Coachella Valley Mosquito and Vector Control District OPTIONAL YEAR - Fiscal Year 2026

#### Breakdown of Fees by Hours

<b>Fiscal Year 2026 Audit of:</b>	<b>Hours</b>	<b>Hourly Rates</b>	<b>Total</b>
District's Annual Comprehensive Financial Report (ACFR)			
Partner - Engagement & Technical	25	\$ 174	\$ 4,350
Manager/Supervisor	60	144	8,640
Staff	80	104	8,320
<b>Total Financial Statement Audit for 2026</b>	165		21,310
Out-of-Pocket Expenses (Travel, Mileage, Printing, etc.)			625
<b>Total Maximum for 2026</b>			\$ 21,935
<b>Other Items Asked to be Priced by the District:</b>			
Preparation of the Annual Financial Transactions Report	5	144	720
<b>Total All-Inclusive Maximum fee for 2026</b>	170		\$ 22,655

## Exhibit III – Schedule of Fees By Hours

**Coachella Valley Mosquito and Vector Control District  
OPTIONAL YEAR - Fiscal Year 2027**

**Breakdown of Fees by Hours**

<b>Fiscal Year 2027 Audit of:</b>	<u>Hours</u>	<u>Hourly Rates</u>	<u>Total</u>
District's Annual Comprehensive Financial Report (ACFR)			
Partner - Engagement & Technical	25	\$ 177	\$ 4,425
Manager/Supervisor	60	147	8,820
Staff	80	107	8,560
<b>Total Financial Statement Audit for 2027</b>	<u>165</u>		<u>21,805</u>
Out-of-Pocket Expenses (Travel, Mileage, Printing, etc.)			<u>650</u>
<b>Total Maximum for 2027</b>			\$ 22,455
<b>Other Items Asked to be Priced by the District:</b>			
Preparation of the Annual Financial Transactions Report	5	147	<u>735</u>
<b>Total All-Inclusive Maximum fee for 2027</b>	<u>170</u>		<u>\$ 23,190</u>



*Serving Public Health Since 1928*

**Coachella Valley Mosquito and Vector Control District**

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

**Board of Trustees Meeting**

**Tuesday, June 13, 2023**

**6:00 p.m.**

**DRAFT-AGENDA**

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The Board of Trustees will take action on all items on the agenda.

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

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This meeting will be conducted by video and/or teleconference as well as in person at the District office located at the address listed above. To view/listen/participate in the meeting live, please join by calling 1-888-475-4499 (toll-free), meeting ID: [843 9979 0919](https://us02web.zoom.us/j/84399790919), or click this link to join: <https://us02web.zoom.us/j/84399790919>.

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

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



**1. Call to Order – John Peña, President**

**A. Roll Call**

**2. Pledge of Allegiance**

**3. Confirmation of Agenda**

**4. Public Comments**

Members of the public may provide comments in person or remotely at the time of the meeting as set forth in the agenda. Public comments may also be sent by E-mail to the Clerk of the Board by 1:30 p.m. on June 13, 2023, at [mtallion@cvmosquito.org](mailto:mtallion@cvmosquito.org). E-mails received prior to 1:30 p.m. on the day of the Board meeting will be made part of the record and distributed to the Board. This method is encouraged as it gives the Board of Trustees the opportunity to reflect upon your input. E-mails will not be read at the meeting.

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

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

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

**5. Announcements, Presentations, and Written Communications — None**

**6. Items of General Consent**

The following items are routine in nature and may be approved by one blanket motion upon unanimous consent. The President or any member of the Board of Trustees may request an item be pulled from Items of General Consent for a separate discussion.

**A. Minutes for May 9, 2023, Budget Workshop and May 9, 2023, Board Meeting (Pg. )**

**B. Approval of expenditures for May 6, 2023, to June 8, 2023 (Pg. )**

C. Approval of Resolution 2023-07 authorizing attendance at Professional Development Conferences and Meetings by members of the Board of Trustees and Employees of the District for Fiscal Years 2023-2024 — **Jeremy Wittie, M.S., CSDM, General Manager (Pg. )**

D. Informational Items:

- Financials — **David l'Anson, Administrative Finance Manager (Pg. )**
- Important Budget Meeting Dates — **Finance Committee (Pg. )**
- Mosquito and Vector Control Association of California (MVCAC) Bill Status Report as of 4/28/23 **(Pg. )**
- Government Social Media Conference, May 1-4, 2023, Reno, Nevada — **Luz Moncada, Community Liaison, Fernando Gutierrez, Community Liaison (Pg. )**
- National Association of Government Communicators Conference, April 18-20, 2023, Portland, Oregon — **Tammy Gordon, MA, APR, MPIO, Public Information Manager (Pg. )**
- Managing the message; Crisis Communication Workshop and Exercise, May 23-26, 2023, Portland Oregon — **Tammy Gordon, MA, APR, MPIO, Public Information Manager (Pg. )**
- Advanced Public Information Officer Training, May 16-19, 2023, Visalia, CA — **Luz Moncada, Community Liaison (Pg. )**

## **7. Business Session**

A. Old Business — **None**

B. New Business

- i. Discussion and/or approval of Resolution 2023-08 adopting the Fiscal Year 2023-2024 Budget — **Jeremy Wittie, M.S., CSDM, General Manager and David l'Anson, Administrative Finance Manager (Pg. )**
- ii. Discussion and/or approval of Resolution 2023-09 intention to levy assessments for Fiscal year 2023-2024, preliminary approval of the engineer's report, and providing for notice of hearing for the CVMVCD mosquito, fire ant, and disease surveillance and vector control assessment — **David l'Anson, Administrative Finance Manager (Pg. )**

## **8. Committee and Trustee Reports**

A. Executive Committee — **John Peña, Board President**  
Executive Committee oral report **(Pg. )**

B. Finance Committee — **Clive Weightman, Board Treasurer**

Finance Committee oral report and Finance Committee minutes from March 14, 2023, April 11, 2023, and May 2, 2023 (Pg. )

C. Trustee Comments, Requests for Future Agendas Items, Travel, and/ or Staff Actions

*The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a). Each presentation is limited to no more than three minutes.*

**9. Reports**

A. General Manager

- i. General Manager’s Presentation — **Jeremy Wittie, M.S., CSDM, General Manager**

B. Staff

- i. Arborvirus Risk and Response Update (as necessary) — **Jennifer A. Henke, MS, Laboratory Manager, Edward Prendez, Interim Operations Manager, Tammy Gordon, MA, APR, MPIO, Public Information Manager**

C. General Counsel

*Questions and/or comments from Trustees regarding the reports*

**10. Closed Session**

**Closed Session (s): None**

**11. Adjournment**

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

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**Certification of Posting**

I certify that on June 9, 2023, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District and on the District's website, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)

Executed at Indio, California, on June 9, 2023

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Melissa Tallion, Clerk of the Board

