



Coachella Valley Mosquito and Vector Control District

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

Finance Committee Meeting Via Zoom

Tuesday, February 8, 2022

4:30 p.m.

AGENDA

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.

Pursuant to Assembly Bill 361, this meeting will be conducted by video and/or teleconference and there will be no in-person public access to the meeting location. To view/listen/participate in the meeting live, please join by calling 1-888-475-4499 (toll-free), Meeting ID: [812 8436 8072](https://us02web.zoom.us/j/81284368072) or click this link to join: <https://us02web.zoom.us/j/81284368072>. Written public comment may also be submitted to the Clerk of the Board by 2:30 p.m. on February 8, 2022, at mtallion@cvmosquito.org. Transmittal prior to the meeting is required. Any correspondence received during or after the meeting will be distributed to the Board as soon as practicable and retained for the official record.

Assistance for those with disabilities: If you have a disability and need an accommodation to participate in the meeting, please call the Clerk of the Board at (760) 342-8287 for assistance so the necessary arrangement can be made.

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

Those wishing to address the Board should send an email to the Clerk of the Board by 2:30 p.m. on February 8, 2022, at mtallion@cvmosquito.org or appear at the meeting to provide public comments. Please note that, as stated above, the meeting will be conducted remotely.

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 (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. Items of General Consent – Approval of Minutes from November 9, 2022, Finance Committee Meeting **(Pg.4)**

6. Discussion, Review, and/or Update

- A. Review of Check Report from Abila MIP for the period of January 11, 2022, to February 4, 2022 **(Pg.6)**
- B. CalCard Charges for Statement dated January 24, 2022 **(Pg. 13)**
- C. Review of January 2021 Financials and Treasurers Report **(Pg.23)**

7. Old Business

- A. None

8. New Business

- A. Review of finance-related items on Board Agenda **(Pg.36)**
 - i. Capital Projects – HVAC & Admin Building
 - ii. Auditor

9. Schedule Next Meeting

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

11. Adjournment

Certification of Posting

I certify that on February 4, 2022, 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 February 4, 2022.

Melissa Tallion, Clerk of the Board

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Finance Committee Meeting Via Zoom
Minutes**

TIME 4:30 p.m. **DATE:** November 9, 2021

LOCATION: 43420 Trader Place Indio, CA 92201

COMMITTEE MEMBERS PRESENT:

Indian Wells Clive Weightman
Rancho Mirage Isaiah Hagerman

COMMITTEE MEMBERS ABSENT:

County at Large Bito Larson

STAFF PRESENT:

Jeremy Wittie, M.S., General Manager
David l'Anson, MPA, MBA/ACC., Administrative Finance Manager
Melissa Tallion, Executive Assistant/Clerk of the Board

MEMBERS OF THE PUBLIC PRESENT:

None

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

Approval of Minutes from October 12, 2021, Finance Committee Meeting
On a motion from Trustee Hagerman seconded by Trustee Weightman, and passed by the following roll call votes, the Committee approved the minutes as presented.

Ayes: Treasurer Weightman and Trustee Hagerman

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 October 8, 2021, to November 2, 2021
A discussion ensued concerning a few checks that needed further explanation.
- B. CalCard Charges – September 24, 2021, to November 22, 2021
The CalCard monthly statement was reviewed by Committee members and staff. Questions regarding specific charges were brought forward by Trustees and staff provided more information.
- C. Review of October 2021 Financials and Treasurers Report
The documents were reviewed.

7. Old Business

- A. None

8. New Business

- A. ADA Entrance Improvement discussion
The Finance Committee reviewed the staff report and supports the recommendation from staff to move forward with the project.
- B. Review of finance-related items on Board Agenda
The Finance Committee fully supports the Board and all Finance-related items.

8. Schedule Next Meeting

The next Finance Committee meeting is scheduled to be in person Tuesday, January 11, 2021, at 4:30 p.m.

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

Jeremy Wittie, General Manager mentioned that the VCJPA Board voted to return retrospective adjustments. The district will receive a refund from workers' compensation. Kudos to the staff for being safe.

11. Adjournment

The meeting was adjourned by Treasurer Weightman at 4:49 p.m.

CVMVCD
 Check/Voucher Register - checkreportforFC
1035 - CB&T General Checking
 From 1/11/2022 Through 2/4/2022

| Check Number | Vendor Name | PO# / Invoice# | Transaction Description | Check Amount |
|--------------|--|----------------------|--|--------------------------------|
| 43803 | Abila | 1050-1000117696 | Cloud Computing Services | <u>832.25</u> |
| Total 43803 | | | | 832.25 |
| 43804 | Advance Imaging Systems Advance Imaging Systems | IN750140 IN751784 | Contract Services Reproduction & Printing | <u>193.46</u> <u>325.13</u> |
| Total 43804 | | | | 518.59 |
| 43805 | Airgas USA, LLC | 9121590354 | Dry Ice | <u>265.80</u> |
| Total 43805 | | | | 265.80 |
| 43806 | American Engraving Co. | 68059 | Office Supplies | <u>388.44</u> |
| Total 43806 | | | | 388.44 |
| 43807 | AvQuest Insurance Service | 2483 | Property and Liability Insurance | <u>5,221.00</u> |
| Total 43807 | | | | 5,221.00 |
| 43808 | City of Indio Alarm Program | 83699 | Permits, Licenses, Fees | <u>20.00</u> |
| Total 43808 | | | | 20.00 |
| 43809 | CleanExcel | 122158 | Janitorial Services | <u>7,031.00</u> |
| Total 43809 | | | | 7,031.00 |
| 43810 | C&R Wellness Works | 18-201 | Employee Assistance Services | <u>324.00</u> |
| Total 43810 | | | | 324.00 |
| 43811 | Equipment Direct, Inc. | 470702 | Safety Expense | <u>85.19</u> |
| Total 43811 | | | | 85.19 |
| 43812 | Jennifer Henke | 20211208 | MVCAC Committee Assignments | <u>233.36</u> |
| Total 43812 | | | | 233.36 |

CVMVCD
Check/Voucher Register - checkreportforFC
1035 - CB&T General Checking
From 1/11/2022 Through 2/4/2022

| Check Number | Vendor Name | PO# / Invoice# | Transaction Description | Check Amount |
|--------------|--|----------------|---|------------------|
| 43813 | Kim Hung-Lyu | 2122419 | Professional Development | <u>105.27</u> |
| Total 43813 | | | | 105.27 |
| 43814 | Liebert Cassidy Whitmore | 20220110 | Professional Development | <u>2,600.00</u> |
| Total 43814 | | | | 2,600.00 |
| 43815 | Crystal Moreno | 20211215 | Tuition Reimbursement | <u>2,236.00</u> |
| Total 43815 | | | | 2,236.00 |
| 43816 | Seton Identification Products | 9348192414 | Repair & Maintenance-Shop/Grounds | <u>99.12</u> |
| Total 43816 | | | | 99.12 |
| 43817 | Slovak Baron Empey Murphey & Pinkney LLP | 68813 | Attorney Fees | <u>4,000.00</u> |
| Total 43817 | | | | 4,000.00 |
| 43818 | Veolia ES Technical Solutions, LLC | MD70169 | Operating Supplies | <u>102.80</u> |
| Total 43818 | | | | 102.80 |
| 43819 | ICMA Retirement Trust | 669437 | Deferred Compensation Contributions: 11/24/2021 | 11,915.43 |
| | ICMA Retirement Trust | 669449 | Deferred Compensation Contributions: 12/10/2021 | 10,583.76 |
| | ICMA Retirement Trust | 669452 | Deferred Compensation Contributions: 12/10/2021-TG | 162.37 |
| | ICMA Retirement Trust | 669453 | Deferred Compensation Contributions: 12/23/2021 | <u>10,496.26</u> |
| Total 43819 | | | | 33,157.82 |
| 43820 | Regents University Of California | 20211215 | Research Projects | <u>75,691.00</u> |
| Total 43820 | | | | 75,691.00 |

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| Check Number | Vendor Name | PO# / Invoice# | Transaction Description | Check Amount |
|--------------|------------------------------|-----------------|--|--------------|
| 43821 | Research America | 211088-2 | Professional Services | 29,000.00 |
| Total 43821 | | | | 29,000.00 |
| 43822 | ES Opco USA LLC dba Vesperis | CN-0013483 | Control Products | (1,144.48) |
| | ES Opco USA LLC dba Vesperis | IN-0336199 | Control Products | 12,589.33 |
| | ES Opco USA LLC dba Vesperis | IN-0336224 | Control Products | 3,301.65 |
| | ES Opco USA LLC dba Vesperis | IN-0353146 | Surveillance Traps and Supplies | 1,141.88 |
| Total 43822 | | | | 15,888.38 |
| 43823 | CalPERS Healthcare Acct | 100000016682597 | Cafeteria Plan | 87,483.38 |
| Total 43823 | | | | 87,483.38 |
| 43824 | CalPERS - Retirement Acct | 100000016578824 | Retirement Contributions: 11/23/2021PP | 30,400.17 |
| | CalPERS - Retirement Acct | 100000016578864 | Invoice for PO21/22-453 Retirement Contributions: 11/23/2021 | 8,663.69 |
| | CalPERS - Retirement Acct | 100000016611180 | Retirement Contributions: 12/10/2021PP | 24,686.46 |
| | CalPERS - Retirement Acct | 100000016611198 | Retirement Contributions: 12/23/2021PP | 23,600.15 |
| | CalPERS - Retirement Acct | 100000016611215 | Retirement Contributions: 12/10/2021PP | 7,177.96 |
| | CalPERS - Retirement Acct | 100000016611235 | Retirement Contributions: 12/23/2021PP | 7,100.93 |
| | CalPERS - Retirement Acct | 100000016641226 | CalPERS Retirement Contributions: 01/07/2022PP | 23,540.88 |
| | CalPERS - Retirement Acct | 100000016641244 | CalPERS Retirement Contributions: 01/21/2022PP | 23,727.53 |
| | CalPERS - Retirement Acct | 100000016641275 | CalPERS Retirement Contributions: 01/07/2022PP | 7,096.59 |
| | CalPERS - Retirement Acct | 100000016641288 | CalPERS Retirement Contributions: 01/21/2022PP | 7,096.59 |
| | CalPERS - Retirement Acct | 100000016657715 | CalPERS Late Fee for Period: 11/07 - 11/20/2021 | 200.00 |
| | CalPERS - Retirement Acct | 100000016665064 | CalPERS Late Fee for Period: 11-21 to 12/04/2021 | 200.00 |
| | CalPERS - Retirement Acct | 100000016685369 | CalPERS Late Fee for Period: 12/05 - 12/18/2021 | 200.00 |
| Total 43824 | | | | 163,690.95 |

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From 1/11/2022 Through 2/4/2022

| Check Number | Vendor Name | PO# / Invoice# | Transaction Description | Check Amount |
|--------------|--------------------------|----------------|----------------------------------|--------------|
| 43825 | ICMA Retirement Trust | 681713 | ICMA Contributions: 01/21/2022PP | 10,589.68 |
| | ICMA Retirement Trust | 686852 | ICMA Contributions: 01/07/2022PP | 10,478.57 |
| Total 43825 | | | | 21,068.25 |
| 43826 | Advance Imaging Systems | IN751237 | Contract Services | 135.71 |
| | Advance Imaging Systems | IN751785 | Contract Services | 42.66 |
| | Advance Imaging Systems | IN754763 | Contract Services | 139.94 |
| Total 43826 | | | | 318.31 |
| 43827 | Airgas USA, LLC | 9122065819 | Dry Ice | 266.11 |
| Total 43827 | | | | 266.11 |
| 43828 | Burrtec Waste Industries | 65871 | Green Waste | 44.45 |
| Total 43828 | | | | 44.45 |
| 43829 | CarQuest Auto Parts | 7339-822108 | Equipment Parts & Supplies | 366.61 |
| | CarQuest Auto Parts | 7339-822110 | Equipment Parts & Supplies | (14.00) |
| | CarQuest Auto Parts | 7339-822173 | Equipment Parts & Supplies | 2.82 |
| Total 43829 | | | | 355.43 |
| 43831 | Cintas Corporation #3 | 4106915292-202 | Safety Expense | 22.79 |
| | Cintas Corporation #3 | 4106915292-300 | Uniform Expense | 48.40 |
| | Cintas Corporation #3 | 4106915292-305 | Uniform Expense | 127.02 |
| | Cintas Corporation #3 | 4106915292-400 | Uniform Expense | 125.35 |
| | Cintas Corporation #3 | 4106915292-500 | Uniform Expense | 649.68 |
| | Cintas Corporation #3 | 4107579484-202 | Safety Expense | 22.79 |
| | Cintas Corporation #3 | 4107579484-300 | Uniform Expense | 48.40 |
| | Cintas Corporation #3 | 4107579484-305 | Uniform Expense | 127.02 |
| | Cintas Corporation #3 | 4107579484-400 | Uniform Expense | 125.35 |
| | Cintas Corporation #3 | 4107579484-500 | Uniform Expense | 622.68 |
| | Cintas Corporation #3 | 4108268622-202 | Safety Expense | 22.79 |
| | Cintas Corporation #3 | 4108268672-300 | Uniform Expense | 48.40 |
| | Cintas Corporation #3 | 4108268672-305 | Uniform Expense | 127.02 |

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| Check Number | Vendor Name | PO# / Invoice# | Transaction Description | Check Amount |
|--------------|--|----------------|--|------------------|
| | Cintas Corporation #3 | 4108268672-400 | Uniform Expense | 125.35 |
| | Cintas Corporation #3 | 4108268672-500 | Uniform Expense | <u>622.69</u> |
| Total 43831 | | | | 2,865.73 |
| 43832 | CSI Ceja Security International | 010122CV | Security Patrol Services | <u>1,075.00</u> |
| Total 43832 | | | | 1,075.00 |
| 43833 | Desert Alarm, Inc. | 394098 | Burglar & Fire Alarm Monitoring Services | <u>1,019.70</u> |
| Total 43833 | | | | 1,019.70 |
| 43834 | Desert Business Interiors | 24556 | Office Supplies | <u>488.29</u> |
| Total 43834 | | | | 488.29 |
| 43835 | Desert Electric Supply | S2935836001 | Repair&Maintenance-Bio/Lab/Tank Room | <u>619.65</u> |
| Total 43835 | | | | 619.65 |
| 43836 | Jernigan's Sporting Goods, Inc. | 16085 | Safety Expense | 184.86 |
| | Jernigan's Sporting Goods, Inc. | 16102 | Safety Expense | <u>168.55</u> |
| Total 43836 | | | | 353.41 |
| 43837 | Kwik Kleen Of The Desert | 114488 | Offsite Vehicle Maintenance & Repair | <u>219.00</u> |
| Total 43837 | | | | 219.00 |
| 43838 | Izzy Motors Inc. dba La Quinta Chevrolet | 133658 | Vehicle Parts & Supplies | <u>2,752.02</u> |
| Total 43838 | | | | 2,752.02 |
| 43839 | Leading Edge Aerial Technologies, Inc. | 1607 | Leading Edge Drone pesticide application | <u>10,109.76</u> |

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From 1/11/2022 Through 2/4/2022

| Check Number | Vendor Name | PO# / Invoice# | Transaction Description | Check Amount |
|--------------|--|----------------|--------------------------|--------------|
| Total 43839 | | | | 10,109.76 |
| 43840 | Liebert Cassidy Whitmore | 210405 | Attorney Fees | 482.40 |
| Total 43840 | | | | 482.40 |
| 43841 | Linde Gas & Equipment Inc. | 68436753 | Cylinder Rentals | 60.99 |
| Total 43841 | | | | 60.99 |
| 43842 | Marlin Business Bank | 19592833 | Contract Services | 705.79 |
| Total 43842 | | | | 705.79 |
| 43843 | Ocean Air Helicopters Inc. | 518 | Aerial Application Rural | 7,650.00 |
| | Ocean Air Helicopters Inc. | 519 | Aerial Application Rural | 7,650.00 |
| | Ocean Air Helicopters Inc. | 522 | Aerial Application Rural | 7,650.00 |
| | Ocean Air Helicopters Inc. | 526 | Aerial Application Rural | 7,650.00 |
| | Ocean Air Helicopters Inc. | 527 | Aerial Application Rural | 10,200.00 |
| | Ocean Air Helicopters Inc. | 545 | Aerial Larvicide Rural | 10,200.00 |
| Total 43843 | | | | 51,000.00 |
| 43844 | Shasta Fire Protection, Inc. | 7482 | Permits,Licenses & Fees | 1,200.00 |
| Total 43844 | | | | 1,200.00 |
| 43845 | Slovak Baron Empey Murphey & Pinkney LLP | 68812 | Attorney Fees | 137.50 |
| Total 43845 | | | | 137.50 |
| 43846 | SC Commercial LLC dba SC Fuels | 2049273-IN | Motor,Fuel, Oil | 5,162.07 |
| Total 43846 | | | | 5,162.07 |
| 43847 | Valley Sanitary District | 6096 | Utilities | 7,184.81 |
| Total 43847 | | | | 7,184.81 |

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1035 - CB&T General Checking
 From 1/11/2022 Through 2/4/2022

| Check Number | Vendor Name | PO# / Invoice# | Transaction Description | Check Amount |
|---------------------------------------|-------------------------|----------------|-------------------------|--------------|
| 43848 | Waterlogic Americas LLC | 1196212 | Employee Support | 106.57 |
| Total 43848 | | | | 106.57 |
| 43849 | U.S. Bank | | Calcard | 52,767.74 |
| Total 43849 | | | | 52,767.74 |
| Total 1035 - CB&T General Checking | | | | 589,337.33 |
| Report Total | | | | 589,337.33 |

CVMVCD
Expenditure Journal - Calcard by Name

From 1/22/2022 Through 2/4/2022

| Object Code | Object Title | Dept Title | Vendor | Expenditures | Transaction Description | Card Holder Name |
|-------------|----------------------------|--------------------------------|--------------------------------|--------------|--|------------------|
| 6060 | Reproduction & Printing | Public Outreach | AmazonBusiness | 62.64 | 1.5 inch pom poms 120 pack | Diana Reyes |
| 6060 | Reproduction & Printing | Public Outreach | AmazonBusiness | 0.00 | Free Shipping | Diana Reyes |
| 6060 | Reproduction & Printing | Public Outreach | AmazonBusiness | 22.89 | Taxes | Diana Reyes |
| 6060 | Reproduction & Printing | Public Outreach | AmazonBusiness | 199.80 | White Cardstock 250 sheets | Diana Reyes |
| Total 6060 | Reproduction & Printing | | | 285.33 | | |
| 6070 | Office Supplies | Administration | Staples Business Advantage | 30.49 | AA Batteries | Greeman Diane |
| 6070 | Office Supplies | Administration | Staples Business Advantage | 2.37 | Stamp Pad | Greeman Diane |
| 6070 | Office Supplies | Administration | Staples Business Advantage | 2.88 | Tax | Greeman Diane |
| Total 6070 | Office Supplies | | | 35.74 | | |
| 6075 | Postage | Surveillance & Quality Control | UPS | 14.29 | Delivery Service Fee 12/18/2021 | Rosendo Ruiz |
| Total 6075 | Postage | | | 14.29 | | |
| 6080 | Computer & Network Systems | Information Systems | AmazonBusiness | 12.89 | Hp DisplayPort Cable | Antonio Molina |
| 6080 | Computer & Network Systems | Information Systems | AmazonBusiness | 37.49 | Otterbox Symmetry Clear Series Iphone 13 Pro | Antonio Molina |
| 6080 | Computer & Network Systems | Information Systems | AmazonBusiness | 14.95 | Power Theryry Screen Protector for iPhone 13 Pro | Antonio Molina |
| 6080 | Computer & Network Systems | Information Systems | AmazonBusiness | 5.72 | Tax | Antonio Molina |
| Total 6080 | Computer & Network Systems | | | 71.05 | | |
| 6110 | Conference Expense | Administration | Mosquito & Vector Control A... | 325.00 | Professional Development-J. Wittie | Melissa Tallion |

CVMVCD
Expenditure Journal - Calcard by Name

From 1/22/2022 Through 2/4/2022

| Object Code | Object Title | Dept Title | Vendor | Expenditures | Transaction Description | Card Holder Name |
|---------------|-----------------------|--------------------------------|--------------------------|--------------|--|------------------|
| 6110 | Conference Expense | Administration | MVCAC Conference Expense | 386.96 | Flight for J. Wittie for MVCAC Annual Meeting | Melissa Tallion |
| 6110 | Conference Expense | Trustee Support | MVCAC Conference Expense | 294.96 | Flight for Trustee-MVCAC Annual Meeting-C. Weightman | Melissa Tallion |
| 6110 | Conference Expense | Control Operations | MVCAC Conference Expense | 283.97 | Flights for MVCAC Annual Meeting-G. Ginn | Melissa Tallion |
| 6110 | Conference Expense | Surveillance & Quality Control | MVCAC Conference Expense | 187.97 | Flights for MVCAC Annual Meeting-G. Harvey | Melissa Tallion |
| 6110 | Conference Expense | Surveillance & Quality Control | MVCAC Conference Expense | 197.95 | Flights for MVCAC Annual Meeting-J. Tarango | Melissa Tallion |
| 6110 | Conference Expense | Control Operations | MVCAC Conference Expense | 289.97 | Flights for MVCAC Annual Meeting-M. Kelling | Melissa Tallion |
| 6110 | Conference Expense | Control Operations | MVCAC Conference Expense | 283.97 | Flights for MVCAC Annual Meeting-M. Martinez | Melissa Tallion |
| 6110 | Conference Expense | Public Outreach | MVCAC Conference Expense | 637.20 | Flights for MVCAC Annual Meeting-T. Gordon | Melissa Tallion |
| 6110 | Conference Expense | Control Operations | MVCAC Conference Expense | 315.97 | Flights for MVCAC Annual Meeting-V. Valenzuela | Melissa Tallion |
| Total 6110 | Conference Expense | | | 3,203.92 | | |
| 6210 | Promotion & Education | Public Outreach | AmazonBusiness | 59.99 | 40 gallon Storage bin w/wheels set of 2 | Diana Reyes |
| 6210 | Promotion & Education | Public Outreach | AmazonBusiness | 38.60 | Clear latch storage bin 106 quart | Diana Reyes |
| 6210 | Promotion & Education | Public Outreach | AmazonBusiness | 34.80 | Colored Pom poms 120 pack | Diana Reyes |
| 6210 | Promotion & Education | Public Outreach | AmazonBusiness | 15.68 | Elmers Glue 12 count | Diana Reyes |
| 6210 | Promotion & Education | Public Outreach | AmazonBusiness | 0.00 | Free Shipping | Diana Reyes |
| 6210 | Promotion & Education | Public Outreach | AmazonBusiness | 44.97 | Pipe Cleaners Black 400 pieces | Diana Reyes |
| 6210 | Promotion & Education | Public Outreach | AmazonBusiness | 16.98 | Taxes | Diana Reyes |
| 6210 | Promotion & Education | Public Outreach | Uline | 38.00 | Double-sided form squares 1.296/Roll | Diana Reyes |

CVMVCD
Expenditure Journal - Calcard by Name

From 1/22/2022 Through 2/4/2022

| Object Code | Object Title | Dept Title | Vendor | Expenditures | Transaction Description | Card Holder Name |
|-------------|-----------------------|---------------------------------|----------------------------------|--------------|--|------------------|
| 6210 | Promotion & Education | Public Outreach | Uline | 11.98 | Shipping/handling | Diana Reyes |
| 6210 | Promotion & Education | Public Outreach | Uline | 3.46 | Taxes | Diana Reyes |
| 6210 | Promotion & Education | Public Outreach | KevaWorks LLC | 25.00 | Application Fee | Luz Moncada |
| 6210 | Promotion & Education | Public Outreach | KevaWorks LLC | 400.00 | Booth Fee | Luz Moncada |
| Total 6210 | Promotion & Education | | | 689.46 | | |
| 6400 | Utilities | Buildings & Grounds Maintenance | Burrtec Waste & Recycling S... | 414.61 | Waste & Recycling Services Fee December 2021 | Abelina Torres |
| 6400 | Utilities | Buildings & Grounds Maintenance | Burrtec Waste & Recycling S... | 414.61 | Waste & Recycling Services Fee January 2022 | Abelina Torres |
| 6400 | Utilities | Buildings & Grounds Maintenance | Imperial Irrigation Dist-Lab ... | 13.93 | Credit Card Fee | Abelina Torres |
| 6400 | Utilities | Buildings & Grounds Maintenance | Imperial Irrigation Dist-Lab ... | 5,303.18 | Electrical Services-Lab 11/04-2021-12/07/2021 | Abelina Torres |
| 6400 | Utilities | Buildings & Grounds Maintenance | Imperial Irrigation Dist-Lab ... | 3,890.33 | Electrical Services-Lab 12/08/2021-01/05/2022 | Abelina Torres |
| 6400 | Utilities | Buildings & Grounds Maintenance | Imperial Irrigation District | 3.98 | Credit Card Fee | Abelina Torres |
| 6400 | Utilities | Buildings & Grounds Maintenance | Imperial Irrigation District | 2,438.09 | Electrical Services 11/04/2021-12/07/2021 | Abelina Torres |
| 6400 | Utilities | Buildings & Grounds Maintenance | Imperial Irrigation District | 1,663.39 | Electrical Services 12/08/2021-01/05/2021 | Abelina Torres |
| 6400 | Utilities | Buildings & Grounds Maintenance | Indio Water Authority | 654.55 | Water Services Building 01 11/03/21-12/03/21 | Abelina Torres |

CVMVCD
Expenditure Journal - Calcard by Name

From 1/22/2022 Through 2/4/2022

| Object Code | Object Title | Dept Title | Vendor | Expenditures | Transaction Description | Card Holder Name |
|-------------|--------------------|---------------------------------|--------------------------------|--------------|--|------------------|
| 6400 | Utilities | Buildings & Grounds Maintenance | Indio Water Authority | 188.62 | Water Services Building 03 11/02/21-12/01/21 | Abelina Torres |
| 6400 | Utilities | Buildings & Grounds Maintenance | SoCalGas | 1.50 | Credit Card Fee | Rosendo Ruiz |
| 6400 | Utilities | Buildings & Grounds Maintenance | SoCalGas | 674.85 | Gas Service Fee 11/29/21-12/29/21 | Rosendo Ruiz |
| Total 6400 | Utilities | | | 15,661.64 | | |
| 7050 | Safety Expense | Buildings & Grounds Maintenance | Hawk Designs | 70.00 | 28"x8" magnetic sign for flammable storage 1 and 2 north a | Oscar Guerrero |
| 7050 | Safety Expense | Buildings & Grounds Maintenance | Hawk Designs | 24.00 | die cut 2" black numbers 0-9 10 times | Oscar Guerrero |
| Total 7050 | Safety Expense | | | 94.00 | | |
| 7150 | IT Communications | Information Systems | Frontier Communications-Int... | 445.98 | Internet Services 11/25/21-12/24/21 | Abelina Torres |
| 7150 | IT Communications | Information Systems | Frontier Communications-Int... | 451.09 | Internet Services 12/25/21-01/24/22 | Abelina Torres |
| 7150 | IT Communications | Information Systems | Verizon Wireless | 2,348.56 | District Cell Phone Charges 11/08/2021-12/07/2021 | Abelina Torres |
| Total 7150 | IT Communications | | | 3,245.63 | | |
| 7200 | Household Supplies | Buildings & Grounds Maintenance | Waxie Sanitary Supply | 73.50 | Clean & Soft White Towel | Rosendo Ruiz |
| 7200 | Household Supplies | Buildings & Grounds Maintenance | Waxie Sanitary Supply | 34.62 | Kleenline 2Ply Bath Tissue | Rosendo Ruiz |

CVMVCD
Expenditure Journal - Calcard by Name

From 1/22/2022 Through 2/4/2022

| Object Code | Object Title | Dept Title | Vendor | Expenditures | Transaction Description | Card Holder Name |
|-------------|----------------------|---------------------------------|-----------------------|--------------|-----------------------------------|------------------|
| 7200 | Household Supplies | Buildings & Grounds Maintenance | Waxie Sanitary Supply | 9.46 | Tax | Rosendo Ruiz |
| Total 7200 | Household Supplies | | | 117.58 | | |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 8.98 | 1/2 EMT 90 Deg Liquid Tight Elbow | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 3.54 | 1/2 EMT One Hole Strap Bracket | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 16.46 | 1/2X 25' EMT Conduitt | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 3.84 | 1/4 Zinc Flat Washers | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 16.63 | 2 x 4 x20 framing lumber | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 33.36 | 2X4X10 Framing Lumber | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 1.68 | 5/ 16 Nut | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 6.36 | 5/ 16 x 4 Hex Bolt | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 114.00 | Badger 100-1/3 HP Disposal | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 0.32 | CA Lomber Fee | Armando Gaspar |

CVMVCD
Expenditure Journal - Calcard by Name

From 1/22/2022 Through 2/4/2022

| Object Code | Object Title | Dept Title | Vendor | Expenditures | Transaction Description | Card Holder Name |
|-------------|----------------------|---------------------------------|-------------------|--------------|---------------------------------------|------------------|
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 0.52 | Calif lumber fee | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 1.92 | Galvanize strap ties | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 33.47 | Peg Board 4 x8 | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 1.95 | Plubers Putty 14oz | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 37.50 | Repair& Maintenance-Bio/Lab/Tank Room | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 99.92 | Shrink Wrap 20 x 100 | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 3.90 | Silver 5 1/2 Round 3 Hole Cover Plate | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 5.20 | Silver 5 1/2 Round Junction Box | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 37.97 | TAXES | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 33.47 | White Pegboard 4 x 8 | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 0.56 | Zinc 5 1/6 nut | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 0.16 | Zinc 1/4 Washers | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 1.12 | Zinc 5 1/6 Washers | Armando Gaspar |

CVMVCD
Expenditure Journal - Calcard by Name

From 1/22/2022 Through 2/4/2022

| Object Code | Object Title | Dept Title | Vendor | Expenditures | Transaction Description | Card Holder Name |
|-------------|----------------------|---------------------------------|--------------------|--------------|------------------------------|------------------|
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 2.12 | Zinc 5 1/6 x 4 Hex head bolt | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 2.56 | Zinc Cut Washers 5 1/16 | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 4.24 | Zinc Hex Bolts 5 1/16 x 4 | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Home Depot Stores | 1.12 | Zinc Hex Nut 5 1/16 | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Qualified Hardware | (146.81) | Refund | Armando Gaspar |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Lowe's Stores | 2.98 | 10" hacksaw | Oscar Guerrero |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Lowe's Stores | 14.00 | 45-DEG elbow ABS | Oscar Guerrero |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Lowe's Stores | 9.28 | 8-fl oz all purpose | Oscar Guerrero |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Lowe's Stores | 97.71 | ABS 10 ft dwv pipe | Oscar Guerrero |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Lowe's Stores | 10.96 | ABS coupling 3" | Oscar Guerrero |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Lowe's Stores | 209.00 | delta bellini ss 4 hole | Oscar Guerrero |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Lowe's Stores | 7.98 | eco hack | Oscar Guerrero |
| 7300 | Repair & Maintenance | Buildings & Grounds Maintenance | Lowe's Stores | 30.79 | TAX | Oscar Guerrero |

CVMVCD
Expenditure Journal - Calcard by Name

From 1/22/2022 Through 2/4/2022

| Object Code | Object Title | Dept Title | Vendor | Expenditures | Transaction Description | Card Holder Name |
|-------------|----------------------------|--------------------------------|--------------------------|--------------|---------------------------------------|------------------|
| Total 7300 | Repair & Maintenance | | | 708.76 | | |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | AmazonBusiness | 25.98 | Linch Pin with Ring (10 pack) | Greeman Diane |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | AmazonBusiness | 21.55 | Spring Pin Latch Lock Assembly | Greeman Diane |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | AmazonBusiness | 4.17 | Tax | Greeman Diane |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | AmazonBusiness | 287.28 | Various Parts for Shop | Greeman Diane |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | EZGO | 186.42 | Clear, Fold Down Windshield Kit | Greeman Diane |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | EZGO | 95.70 | DP4 Bottom Bearing | Greeman Diane |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | EZGO | 63.04 | Shipping/Taxes | Greeman Diane |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | EZGO | 515.64 | Steering Box Assembly for TXT | Greeman Diane |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | EZGO | 150.21 | Tie Rod Assembly | Greeman Diane |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | EZGO | 81.88 | Wheel | Greeman Diane |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | Liewer Enterprises, Inc. | 120.77 | Brake Pads & Pin - 4 Pads | Greeman Diane |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | Liewer Enterprises, Inc. | 35.96 | Seal Caliper Rebuild Kit | Greeman Diane |
| 7400 | Vehicle Parts & Supplies | Fleet Maintenance | Liewer Enterprises, Inc. | 8.75 | Shipping | Greeman Diane |
| Total 7400 | Vehicle Parts & Supplies | | | 1,597.35 | | |
| 7450 | Equipment Parts & Supplies | Surveillance & Quality Control | AmazonBusiness | 107.94 | Hygger Portable Air Pump/Rechargeable | Gerald Chuzel |
| 7450 | Equipment Parts & Supplies | Surveillance & Quality Control | AmazonBusiness | 9.42 | Taxes | Gerald Chuzel |
| 7450 | Equipment Parts & Supplies | Fleet Maintenance | Air & Hose Source, Inc | 180.00 | 1 x 50' | Richard Ortiz |

CVMVCD
Expenditure Journal - Calcard by Name

From 1/22/2022 Through 2/4/2022

| Object Code | Object Title | Dept Title | Vendor | Expenditures | Transaction Description | Card Holder Name |
|-------------|----------------------------|--------------------------------|------------------------------|--------------|--------------------------------------|------------------|
| 7450 | Equipment Parts & Supplies | Fleet Maintenance | Air & Hose Source, Inc | 101.25 | 3/4' X 50 | Richard Ortiz |
| 7450 | Equipment Parts & Supplies | Fleet Maintenance | Air & Hose Source, Inc | 81.00 | Air hose & fittings | Richard Ortiz |
| 7450 | Equipment Parts & Supplies | Fleet Maintenance | Air & Hose Source, Inc | 31.70 | Tax | Richard Ortiz |
| Total 7450 | Equipment Parts & Supplies | | | 511.31 | | |
| 7550 | Lab Supplies & Expense | Surveillance & Quality Control | Absorbal, Inc. | 381.25 | Absorbal; Continuous reel | Abelina Torres |
| 7550 | Lab Supplies & Expense | Surveillance & Quality Control | Absorbal, Inc. | 45.11 | estimated tax and fees | Abelina Torres |
| Total 7550 | Lab Supplies & Expense | | | 426.36 | | |
| 7575 | Surveillance | Surveillance & Quality Control | Home Depot Stores | 55.84 | Clear spray paint | Arturo Gutierrez |
| 7575 | Surveillance | Surveillance & Quality Control | Home Depot Stores | 2.10 | Paint Care Fee | Arturo Gutierrez |
| 7575 | Surveillance | Surveillance & Quality Control | Home Depot Stores | 10.83 | taxes | Arturo Gutierrez |
| 7575 | Surveillance | Surveillance & Quality Control | Home Depot Stores | 35.94 | Velcro 5 feet long X 3/4 inches wide | Arturo Gutierrez |
| 7575 | Surveillance | Surveillance & Quality Control | Home Depot Stores | 29.88 | Water guard spray can (olympia) | Arturo Gutierrez |
| 7575 | Surveillance | Surveillance & Quality Control | Uline | 157.20 | F- Style Jug 2.5 Gal | Michel Esparza |
| 7575 | Surveillance | Surveillance & Quality Control | Uline | 32.08 | Shipping | Michel Esparza |
| 7575 | Surveillance | Surveillance & Quality Control | Uline | 13.89 | Tax | Michel Esparza |
| Total 7575 | Surveillance | | | 337.76 | | |
| 7600 | Staff Training | Public Outreach | Government Social Media C... | 439.21 | Airfare to conference | Luz Moncada |

CVMVCD
Expenditure Journal - Calcard by Name

From 1/22/2022 Through 2/4/2022

| Object Code | Object Title | Dept Title | Vendor | Expenditures | Transaction Description | Card Holder Name |
|--------------|----------------|--------------------------------|-------------------------------|--------------|---|------------------|
| 7600 | Staff Training | Public Outreach | Government Social Media LLC | 1,144.00 | Government Social Media Conference Registration | Luz Moncada |
| 7600 | Staff Training | Surveillance & Quality Control | AMCA Conference Expense | 682.20 | AMCA Flight Reservations-K. Hung | Melissa Tallion |
| 7600 | Staff Training | Surveillance & Quality Control | American Mosquito Control ... | 485.00 | AMCA 2022 Annual Meeting-J. Henke | Melissa Tallion |
| 7600 | Staff Training | Surveillance & Quality Control | American Mosquito Control ... | 485.00 | AMCA 2022 Annual Meeting-K. Hung | Melissa Tallion |
| Total 7600 | Staff Training | | | 3,235.41 | | |
| 8415 | Capital Outlay | Fleet Maintenance | AmazonBusiness | 885.99 | Heavy Duty Metal Corner Notcher | Greeman Diane |
| 8415 | Capital Outlay | Fleet Maintenance | AmazonBusiness | 1,154.99 | Strut Tamer II Extreme | Greeman Diane |
| 8415 | Capital Outlay | Fleet Maintenance | AmazonBusiness | 178.58 | Tax | Greeman Diane |
| 8415 | Capital Outlay | Fleet Maintenance | Home Depot Pro | 1,198.00 | Heavy Duty 18 Drawer Tool Chest | Greeman Diane |
| 8415 | Capital Outlay | Fleet Maintenance | Home Depot Pro | 104.83 | Tax | Greeman Diane |
| Total 8415 | Capital Outlay | | | 3,522.39 | | |
| Report Total | | | | 33,757.98 | | |

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended January 31, 2022

| | Beginning of the Month | Change During the Month | End of the Month |
|--|---------------------------|-------------------------------|---------------------|
| INVESTMENTS | 13,006,580 | 295,077 | 13,301,658 |
| CASH | 159,009 | (223,330) | (64,321) |
| INVESTMENTS & CASH | 13,165,589 | 71,747 | 13,237,336 |
| CURRENT ASSETS | 1,755,956 | 1,101,076 | 2,857,032 |
| FIXED ASSETS | 9,632,595 | - | 9,632,595 |
| OTHER ASSETS | 4,995,513 | - | 4,995,513 |
| TOTAL ASSETS | 29,549,654 | 1,172,823 | 30,722,477 |
| TOTAL LIABILITIES | 5,226,340 | 192,083 | 5,418,423 |
| TOTAL DISTRICT EQUITY | 24,323,313 | 980,741 | 25,304,054 |
| TOTAL LIABILITIES & EQUITY | 29,549,654 | 1,172,823 | 30,722,477 |
| RECEIPTS | | | |
| | | \$ 1,048,189 | |
| CASH DISBURSEMENTS | | | |
| Payroll | \$ 456,269 | | |
| General Admin | \$ 520,173 | | |
| Total Cash Disbursements | | \$ (976,441) | |
| NON-CASH ENTRIES: | | | |
| Accrual Modifications - Changes in A/P, A/R & Pre-paid insurance | | \$ 1,101,076 | |
| Change during Month - Excess of Cash over Receipts & Non-Cash Adjustments | | \$ 1,172,823 | |

CVMVCD
 Cash Journal - deposits
 From 1/1/2022 Through 1/31/2022

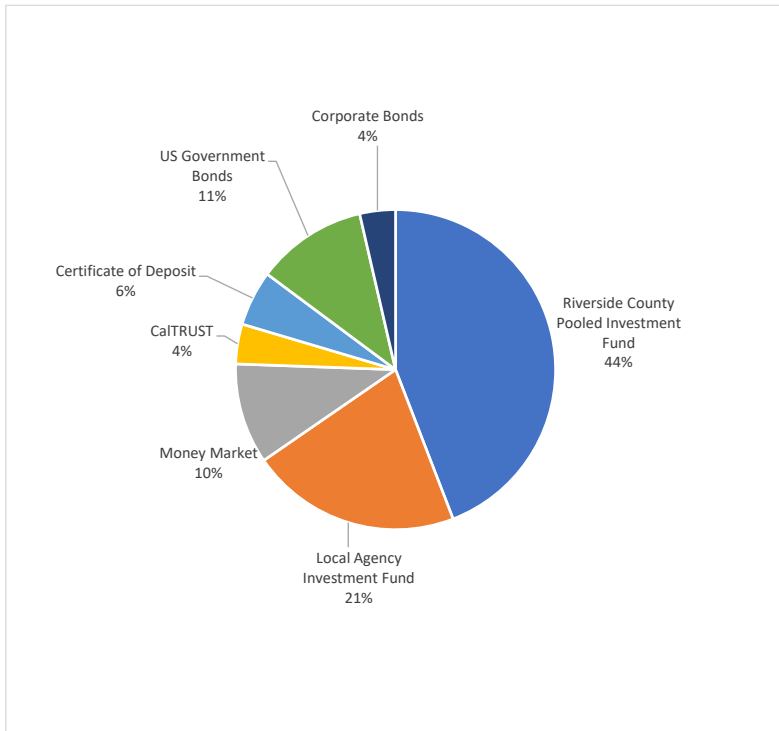
| <u>Effective ...</u> | <u>Transaction Description</u> | <u>Deposits</u> | <u>Payee/Recipient Name</u> |
|----------------------|----------------------------------|----------------------------|------------------------------|
| 1/10/2022 | January Receipts | 27,690.29 | Riverside County |
| 1/14/2022 | January Receipts | 13.67 | California Bank & Trust |
| 1/14/2022 | January Receipts | 1,018,858.16 | Riverside County |
| 1/14/2022 | January Receipts - LAIF Interest | <u>1,626.58</u> | Local Agency Investment Fund |
| Report Total | | <u><u>1,048,188.70</u></u> | |

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
INVESTMENT FUND BALANCES AS OF JANUARY 31, 2022**

| INSTITUTION | IDENTIFICATION | Issue Date | Maturity Date | YIELD | General Fund | Thermal Capital Fund | Capital Equipment Replacement Fund | Capital Facility Replacement Fund | BALANCE |
|--------------------------|------------------------|------------|---------------|-------|--------------|----------------------|------------------------------------|-----------------------------------|----------------------|
| LAIF | Common Investments | | | 0.23% | 2,550,753 | 20,017 | 30,513 | 225,795 | \$ 2,827,078 |
| Riverside County | Funds 51105 & 51115 | | | 0.30% | 5,298,192 | 41,578 | 63,378 | 469,001 | \$ 5,872,149 |
| CalTRUST | Medium Term Fund | | | 0.21% | 482,681 | 3,788 | 5,774 | 42,727 | \$ 534,970 |
| CA Bank & Trust | Market Rate | | | 0.02% | 1,206,839 | 9,471 | 14,436 | 106,831 | \$ 1,337,577 |
| Pershing | Market Rate | | | 0.00% | 13,750 | 108 | 164 | 1,217 | \$ 15,240 |
| BMW Bank | Certificate of Deposit | 11/20/2020 | 11/20/2025 | 0.50% | | | 59,440 | 188,226 | \$ 247,665 |
| State BK of India | Certificate of Deposit | 11/23/2020 | 11/24/2025 | 0.55% | | | 59,557 | 188,597 | \$ 248,153 |
| Goldman Sachs | Certificate of Deposit | 9/21/2021 | 9/22/2026 | 1.05% | | 37,736 | 50,474 | 159,833 | \$ 248,043 |
| Federal Home Ln | US Government Bonds | 11/24/2020 | 11/24/2025 | 0.63% | | | 179,402 | 568,108 | \$ 747,510 |
| Federal Natl Mtg Assn | US Government Bonds | 11/25/2020 | 11/25/2025 | 0.63% | | | 178,461 | 565,127 | \$ 743,588 |
| Bank Amer Corp | Corporate Bonds | 11/25/2020 | 11/25/2025 | 0.65% | | | 115,124 | 364,561 | \$ 479,685 |
| Total Investments | | | | | 9,552,215 | 112,698 | 756,724 | 2,880,022 | \$ 13,301,658 |

PORTFOLIO COMPOSITION AS OF JANUARY 31, 2022

WEIGHTED YIELD 0.32%



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
January 31, 2022

| | | YTD | Current | | YTD | Current | Current | Annual | Percent | |
|-----------------|--------------------------|-------------------|------------------|------------------|----------------|------------------|------------------|----------------|--------------------|--------------|
| | | Budget | Period | Variance | Budget | Period | Period | Budget | Annual | |
| | | Annual Budget | YTD Budget | YTD Actual | Budget | Period Actual | Variance | Variance | Budget | |
| Revenues | | | | | | | | | | |
| 4000 | Property Tax - Current | 4,121,655 | 2,143,140 | 2,275,989 | 132,849 | 949,396 | 1,018,858 | 69,462 | (1,845,666) | (45)% |
| 4010 | Property Tax - Curr. Su | 30,561 | 0 | 0 | 0 | 0 | 0 | 0 | (30,561) | (100)% |
| 4020 | Property Tax - Curr. Un | 170,821 | 165,780 | 171,136 | 5,355 | 0 | 0 | 0 | 315 | 0 % |
| 4030 | Homeowners Tax Relie | 36,430 | 18,215 | 18,839 | 624 | 0 | 13,187 | 13,187 | (17,591) | (48)% |
| 4070 | Property Tax - Prior Suj | 23,736 | 0 | 0 | 0 | 0 | 0 | 0 | (23,736) | (100)% |
| 4080 | Property Tax - Prior Un | 9,069 | 0 | 0 | 0 | 0 | 0 | 0 | (9,069) | (100)% |
| 4090 | Redevelopment Pass-TI | 5,406,064 | 2,703,032 | 3,002,448 | 299,416 | 0 | 0 | 0 | (2,403,616) | (44)% |
| 4520 | Interest Income - LAIF, | 42,000 | 21,000 | 15,456 | (5,544) | 0 | 1,640 | 1,640 | (26,544) | (63)% |
| 4530 | Other Miscellaneous Re | 63,000 | 36,750 | 22,473 | (14,277) | 5,250 | 14,503 | 9,253 | (40,527) | (64)% |
| 4551 | Benefit Assessment Inc | 2,299,810 | 1,228,967 | 1,265,864 | 36,897 | 1,228,967 | 1,265,864 | 36,897 | (1,033,946) | (45)% |
| | Total Revenues | 12,203,146 | 6,316,884 | 6,772,205 | 455,321 | 2,183,613 | 2,314,053 | 130,440 | (5,430,941) | (45)% |

Expenditures

Payroll Expenses

| | | | | | | | | | | |
|------|-------------------------------|------------------|------------------|------------------|----------------|----------------|----------------|------------------|------------------|-------------|
| 5101 | Payroll - FT | 5,373,288 | 3,078,015 | 2,873,219 | 204,796 | 459,060 | 411,401 | 47,659 | 2,500,069 | 47 % |
| 5102 | Payroll Seasonal | 203,400 | 118,650 | 170,133 | (51,483) | 16,950 | 18,198 | (1,248) | 33,267 | 16 % |
| 5103 | Temporary Services | 6,900 | 6,900 | 0 | 6,900 | 0 | 0 | 0 | 6,900 | 100 % |
| 5105 | Payroll - Overtime Expe | 45,120 | 26,320 | 2,798 | 23,522 | 3,760 | 345 | 3,415 | 42,322 | 94 % |
| 5150 | CalPERS State Retirem | 1,873,120 | 1,656,439 | 1,555,680 | 100,759 | 43,337 | 70,429 | (27,092) | 317,440 | 17 % |
| 5155 | Social Security Expense | 331,680 | 190,097 | 189,239 | 858 | 28,317 | 27,394 | 923 | 142,441 | 43 % |
| 5165 | Medicare Expense | 77,570 | 44,458 | 45,427 | (969) | 6,623 | 6,407 | 216 | 32,143 | 41 % |
| 5170 | Cafeteria Plan | 1,141,827 | 651,867 | 729,563 | (77,697) | 97,993 | 166,050 | (68,057) | 412,263 | 36 % |
| 5172 | Retiree Healthcare | 372,588 | 217,343 | 230,263 | (12,920) | 31,049 | 38,489 | (7,440) | 142,325 | 38 % |
| 5180 | Deferred Compensator | 108,010 | 62,485 | 67,545 | (5,060) | 9,105 | 41,672 | (32,566) | 40,465 | 37 % |
| 5195 | Unemployment Insuran | 34,236 | 19,335 | 26,047 | (6,711) | 2,980 | 21,054 | (18,074) | 8,190 | 24 % |
| | Total Payroll Expenses | 9,567,740 | 6,071,908 | 5,889,914 | 181,994 | 699,174 | 801,438 | (102,264) | 3,677,826 | 38 % |

CVMVCD
Statement of Revenue and Expenditures
January 31, 2022

| | Annual Budget | YTD Budget | YTD Actual | YTD Budget Variance | Current Period Budget | Current Period Actual | Current Period Variance | Annual Budget Variance | Percent Annual Budget |
|--------------------------------------|----------------|----------------|----------------|------------------------|-----------------------------|-----------------------------|-------------------------------|------------------------------|-----------------------------|
| Administrative Expenses | | | | | | | | | |
| 525C Tuition Reimbursement | 20,000 | 11,667 | 2,716 | 8,951 | 1,667 | 2,236 | (569) | 17,284 | 86 % |
| 530C Employee Incentive | 15,500 | 9,042 | 4,402 | 4,640 | 1,292 | 0 | 1,292 | 11,098 | 72 % |
| 5301 Employee Support | 0 | 0 | 746 | (746) | 0 | 213 | (213) | (746) | 0 % |
| 5302 Wellness | 5,600 | 3,267 | 570 | 2,696 | 467 | 0 | 467 | 5,030 | 90 % |
| 5305 Employee Assistance Program | 3,200 | 1,867 | 1,926 | (59) | 267 | 648 | (381) | 1,274 | 40 % |
| 600C Property & Liability Insurance | 156,406 | 82,904 | 100,329 | (17,425) | 14,701 | 17,526 | (2,825) | 56,077 | 36 % |
| 6001 Workers' Compensation Insurance | 181,607 | 74,687 | 5,452 | 69,235 | 21,384 | 21,345 | 39 | 176,155 | 98 % |
| 605C Dues & Memberships | 42,816 | 28,089 | 29,943 | (1,854) | 3,404 | 0 | 3,404 | 12,873 | 30 % |
| 606C Reproduction & Printing | 7,950 | 6,721 | 2,262 | 4,459 | 2,746 | 325 | 2,421 | 5,688 | 72 % |
| 6065 Recruitment/Advertising | 7,500 | 4,375 | 2,833 | 1,542 | 625 | 0 | 625 | 4,667 | 62 % |
| 607C Office Supplies | 17,111 | 9,981 | 5,762 | 4,219 | 1,426 | 1,122 | 304 | 11,348 | 66 % |
| 6075 Postage | 5,750 | 3,354 | 426 | 2,928 | 479 | 0 | 479 | 5,324 | 93 % |
| 608C Computer & Network Systems | 8,199 | 4,783 | 3,458 | 1,325 | 683 | 0 | 683 | 4,741 | 58 % |
| 6085 Bank Service Charges | 200 | 117 | 139 | (22) | 17 | 0 | 17 | 61 | 31 % |
| 609C Local Agency Formation Comm. | 2,400 | 2,400 | 2,243 | 157 | 0 | 0 | 0 | 157 | 7 % |
| 6095 Professional Fees | 192,000 | 133,250 | 95,999 | 37,251 | 42,250 | 30,121 | 12,129 | 96,001 | 50 % |
| 610C Attorney Fees | 68,000 | 39,667 | 27,738 | 11,929 | 5,667 | 4,620 | 1,047 | 40,262 | 59 % |
| 6105 Legal Services / Filing Fees | 1,000 | 583 | 0 | 583 | 83 | 0 | 83 | 1,000 | 100 % |
| 6106 HR Risk Management | 6,000 | 3,500 | 1,500 | 2,000 | 500 | 0 | 500 | 4,500 | 75 % |
| 611C Conference Expense | 44,400 | 24,483 | 7,883 | 16,601 | 11,583 | 233 | 11,350 | 36,517 | 82 % |
| 6115 In-Lieu | 13,200 | 7,700 | 7,100 | 600 | 1,100 | 1,100 | 0 | 6,100 | 46 % |
| 612C Trustee Support | 7,600 | 4,433 | 694 | 3,739 | 633 | 0 | 633 | 6,906 | 91 % |
| 620C Meetings Expense | 4,890 | 2,852 | 753 | 2,099 | 408 | 0 | 408 | 4,137 | 85 % |
| 621C Promotion & Education | 5,000 | 5,000 | 1,218 | 3,782 | 2,500 | 0 | 2,500 | 3,782 | 76 % |
| 622C Public Outreach Advertising | 46,000 | 46,000 | 18,695 | 27,305 | 23,000 | 0 | 23,000 | 27,305 | 59 % |
| 650C Benefit Assessment Expenses | 86,000 | 86,000 | 143,466 | (57,466) | 71,667 | 129,689 | (58,022) | (57,466) | (67)% |
| Total Administrative Expenses | 948,329 | 596,722 | 468,253 | 128,469 | 208,547 | 209,178 | (632) | 480,076 | 51 % |
| Utilities | | | | | | | | | |
| 640C Utilities | 106,000 | 61,833 | 61,854 | (21) | 8,833 | 7,185 | 1,649 | 44,146 | 42 % |
| 641C Telecommunications | 1,824 | 1,064 | 856 | 208 | 152 | 0 | 152 | 968 | 53 % |
| Total Utilities | 107,824 | 62,897 | 62,710 | 188 | 8,985 | 7,185 | 1,801 | 45,114 | 42 % |

CVMVCD
Statement of Revenue and Expenditures
January 31, 2022

| | Annual Budget | YTD Budget | YTD Actual | YTD Budget Variance | Current Period Budget | Current Period Actual | Current Period Variance | Annual Budget Variance | Percent Annual Budget |
|---|--------------------|--------------------|--------------------|------------------------|-----------------------------|-----------------------------|-------------------------------|------------------------------|-----------------------------|
| Operating | | | | | | | | | |
| 7000 Uniform Expense | 44,727 | 26,364 | 27,136 | (771) | 3,609 | 4,769 | (1,160) | 17,591 | 39 % |
| 7050 Safety Expense | 32,375 | 18,856 | 12,672 | 6,184 | 2,669 | 409 | 2,260 | 19,703 | 61 % |
| 7100 Physican Fees | 5,000 | 2,917 | 2,095 | 822 | 417 | 0 | 417 | 2,905 | 58 % |
| 7150 IT Communications | 56,860 | 33,168 | 22,213 | 10,955 | 4,738 | 0 | 4,738 | 34,647 | 61 % |
| 7200 Household Supplies | 3,000 | 1,750 | 2,058 | (308) | 250 | 0 | 250 | 942 | 31 % |
| 7300 Repair & Maintenance | 42,000 | 24,500 | 30,969 | (6,469) | 3,500 | 719 | 2,781 | 11,031 | 26 % |
| 7310 Maintenance & Calibrat | 6,170 | 0 | 44 | (44) | 0 | 44 | (44) | 6,126 | 99 % |
| 7350 Permits, Licenses & Fee | 8,273 | 4,945 | 7,198 | (2,253) | 426 | 1,220 | (794) | 1,075 | 13 % |
| 7360 Software Licensing | 22,305 | 2,255 | 0 | 2,255 | 0 | 0 | 0 | 22,305 | 100 % |
| 7400 Vehicle Parts & Supplie | 44,720 | 26,087 | 22,635 | 3,452 | 3,727 | 2,918 | 809 | 22,085 | 49 % |
| 7420 Offsite Vehicle Maint & | 17,343 | 10,117 | 2,457 | 7,660 | 1,445 | 219 | 1,226 | 14,886 | 86 % |
| 7450 Equipment Parts & Sup | 28,620 | 18,920 | 9,454 | 9,466 | 1,750 | 928 | 822 | 19,166 | 67 % |
| 7500 Small Tools Furniture & | 4,400 | 2,567 | 884 | 1,682 | 367 | 0 | 367 | 3,516 | 80 % |
| 7550 Lab Supplies & Expense | 36,700 | 21,508 | 10,272 | 11,236 | 2,458 | 832 | 1,627 | 26,428 | 72 % |
| 7570 Aerial Pool Surveillance | 26,000 | 0 | 0 | 0 | 0 | 0 | 0 | 26,000 | 100 % |
| 7575 Surveillance | 60,360 | 36,964 | 45,971 | (9,007) | 3,259 | 1,276 | 1,983 | 14,389 | 24 % |
| 7600 Staff Training | 85,824 | 46,897 | 18,153 | 28,744 | 5,335 | 2,600 | 2,735 | 67,671 | 79 % |
| 7650 Equipment Rental | 1,000 | 583 | 219 | 364 | 83 | 0 | 83 | 781 | 78 % |
| 7675 Contract Services | 109,720 | 63,138 | 67,844 | (4,705) | 7,938 | 10,134 | (2,195) | 41,876 | 38 % |
| 7680 Cloud Computing Servit | 101,370 | 46,662 | 30,074 | 16,588 | 4,140 | 2,282 | 1,858 | 71,296 | 70 % |
| 7700 Motor Fuel & Oils | 80,000 | 46,667 | 64,908 | (18,242) | 6,667 | 5,162 | 1,505 | 15,092 | 19 % |
| 7750 Field Supplies | 14,600 | 8,517 | 2,486 | 6,031 | 1,217 | 0 | 1,217 | 12,114 | 83 % |
| 7800 Control Products | 711,280 | 576,353 | 409,214 | 167,138 | 88,162 | 14,747 | 73,416 | 302,066 | 42 % |
| 7850 Aerial Applications | 209,213 | 122,041 | 112,137 | 9,904 | 17,434 | 51,000 | (33,566) | 97,076 | 46 % |
| 7860 Unmanned Aircraft App | 40,000 | 23,333 | 0 | 23,333 | 3,333 | 0 | 3,333 | 40,000 | 100 % |
| 8415 Capital Outlay | 46,343 | 32,783 | 25,487 | 7,296 | 2,712 | 3,522 | (810) | 20,856 | 45 % |
| 8510 Research Projects | 182,093 | 129,740 | 162,864 | (33,125) | 10,473 | 75,691 | (65,218) | 19,229 | 11 % |
| 9000 Contingency Expense | 109,750 | 64,021 | 0 | 64,021 | 9,146 | 0 | 9,146 | 109,750 | 100 % |
| Total Operating | 2,130,046 | 1,391,654 | 1,089,447 | 302,207 | 185,255 | 178,471 | 6,784 | 1,040,600 | 49 % |
| Contribution to Capital Reserves | | | | | | | | | |
| 890C Transfer to other funds | 481,300 | 280,758 | 280,758 | 0 | 40,108 | 40,108 | 0 | 200,542 | 42 % |
| Total Contribution to Capital Reserves | 481,300 | 280,758 | 280,758 | 0 | 40,108 | 40,108 | 0 | 200,542 | 42 % |
| Total Expenditures | 13,235,239 | 8,403,939 | 7,791,081 | 612,858 | 1,142,070 | 1,236,380 | (94,311) | 5,444,158 | 41 % |
| Net revenue over/(under) expenditures | (1,000,000) | (2,087,055) | (1,018,877) | 1,068,179 | 1,041,543 | 1,077,672 | | | |

CVMVCD
Balance Sheet
As of 1/31/2022

| | | Current Year |
|----------------------|------------------------------|-----------------|
| Assets | | |
| Cash and Investments | | |
| 1000 | Cash - Investments | 13,301,657.58 |
| 1012 | Cash - Clearing Account | 150.00 |
| 1016 | Petty Cash | 500.00 |
| 1017 | Petty Cash Checking | 1,500.00 |
| 1035 | CB&T General Checking | (202,661.70) |
| 1036 | CB&T Payroll Checking | 136,190.30 |
| | Total Cash and Investments | 13,237,336.18 |
| Current Assets | | |
| 1050 | Accounts Receivable | 1,136,175.37 |
| 1080 | Interest Receivable | 2,200.63 |
| 1085 | Inventory | 633,981.76 |
| 1168 | Prepaid Insurance | 199,812.43 |
| 1169 | Deposits | 884,862.00 |
| | Total Current Assets | 2,857,032.19 |
| Fixed Assets | | |
| 1170 | Construction in Progress | 4,925.00 |
| 1300 | Equipment/Vehicles | 2,055,955.14 |
| 1310 | Computer Equipment | 488,713.68 |
| 1311 | GIS Computer Systems | 301,597.91 |
| 1320 | Office Furniture & Equipment | 1,300,099.10 |
| 1330 | Land | 417,873.30 |
| 1335 | Oleander Building | 5,665,861.83 |
| 1336 | Signage | 23,651.39 |
| 1340 | Structures & Improvements | 3,026,125.52 |
| 1341 | Bio Control Building | 6,849,603.74 |
| 1342 | Bio Control Equip/Furn | 43,986.77 |
| 1399 | Accumulated Depreciation | (10,545,798.38) |
| | Total Fixed Assets | 9,632,595.00 |
| Other Assets | | |

CVMVCD
Balance Sheet
As of 1/31/2022

| | | Current Year |
|----------------------------|---------------------------------------|---------------|
| 1520 | Resources to Be Provided | 3,514,102.32 |
| 1525 | Deferred Outflows of Resources | 1,068,928.00 |
| 1530 | Deferred Outflows of Resources - OPEB | 412,483.00 |
| 1900 | Due to/from | 0.12 |
| | Total Other Assets | 4,995,513.44 |
| | Total Assets | 30,722,476.81 |
| | | |
| Liabilities | | |
| Short-term Liabilities | | |
| Accounts Payable | | |
| 2015 | Credit Card Payable | (16,179.96) |
| 2020 | Accounts Payable | 371,975.84 |
| 2030 | Accrued Payroll | 0.03 |
| 2040 | Payroll Taxes Payable | 84.54 |
| 2175 | Claims/Judgements Payable | (426.30) |
| 2185 | Employee Dues | 426.30 |
| | Total Accounts Payable | 355,880.45 |
| | Total Short-term Liabilities | 355,880.45 |
| | | |
| Long-term Liabilities | | |
| 2100 | Pollution Remediation Obligation | 2,100,000.00 |
| 2200 | Net Pension Liability | 1,612,919.00 |
| 2210 | Deferred Inflows of Resources | 85,158.00 |
| 2230 | Deferred Inflows - OPEB | 16,118.00 |
| 2300 | Net OPEB Liability | 453,746.00 |
| 2500 | Compensated Absences Payable | 794,601.32 |
| | Total Long-term Liabilities | 5,062,542.32 |
| | Total Liabilities | 5,418,422.77 |
| | | |
| Fund Balance | | |
| Non Spendable Fund Balance | | |
| 3920 | Investment in Fixed Assets | 10,698,793.35 |

CVMVCD
Balance Sheet
As of 1/31/2022

| | | Current Year |
|------|---|---------------------|
| 3945 | Reserve for Prepaids & Deposit | 1,041,259.68 |
| 3960 | Reserve for Inventory | 459,270.86 |
| | Total Non Spendable Fund Balance | 12,199,323.89 |
| | Committed Fund Balance | |
| 3965 | Public Health Emergency | 4,309,674.00 |
| | Total Committed Fund Balance | 4,309,674.00 |
| | Assigned Fund Balance | |
| 3910 | Reserve for Operations | 4,800,000.00 |
| 3925 | Reserve for Future Healthcare Liabilities | 547,704.00 |
| 3955 | Thermal Remediation Fund | 463,724.00 |
| 3970 | Reserve for IT Replacement | 277,991.00 |
| 3971 | Reserve for Vehicle Replacement | 344,376.00 |
| | Total Assigned Fund Balance | 6,433,795.00 |
| | Unassigned Fund Balance | |
| 3900 | Fund Equity | 1,342,365.90 |
| 3999 | P&L Summary | 1,899,554.34 |
| | Total Unassigned Fund Balance | 3,241,920.24 |
| | Current YTD Net Income | (880,659.09) |
| | Total Current YTD Net Income | (880,659.09) |
| | Total Fund Balance | 25,304,054.04 |
| | Total Liabilities and Net Assets | 30,722,476.81 |

FINANCE

The financial reports show the preliminary balance sheet, receipts, and revenue and expenditure reports for the month ending January 31, 2022. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2021, to January 31, 2022, is \$7,791,082; total revenue is \$6,772,205 resulting in excess revenue over (under) expenditure for the year to January 31, 2022, of (\$1,018,877).

THREE YEAR FINANCIALS

| | Actual | Budget | Actual | Actual |
|----------------------------------|--------------------|--------------------|---------------|---------------|
| | 1/31/2022 | Budget | 1/31/2021 | 1/31/2020 |
| Revenue | 6,772,205 | 6,316,884 | 6,468,443 | 5,856,922 |
| Expenses | | | | |
| Payroll | 5,889,914 | 6,071,908 | 4,210,511 | 4,768,355 |
| Administrative Expense | 468,253 | 596,722 | 336,934 | 366,735 |
| Utility | 62,710 | 62,897 | 66,783 | 89,349 |
| Operating Expense | 1,089,447 | 1,391,654 | 920,603 | 1,402,160 |
| Contribution to Capital Reserves | 280,758 | 280,758 | 276,197 | 293,736 |
| Total Expenses | 7,791,082 | 8,403,939 | 5,811,028 | 6,920,335 |
| Profit (Loss) | (1,018,877) | (2,087,055) | 657,415 | (1,063,413) |

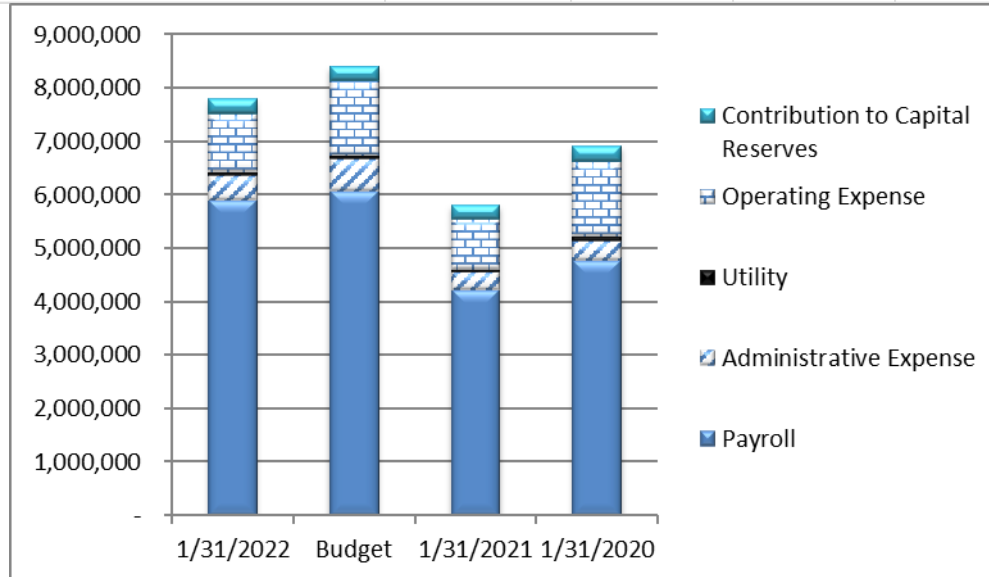


Figure 1 - Three Year Expenditure

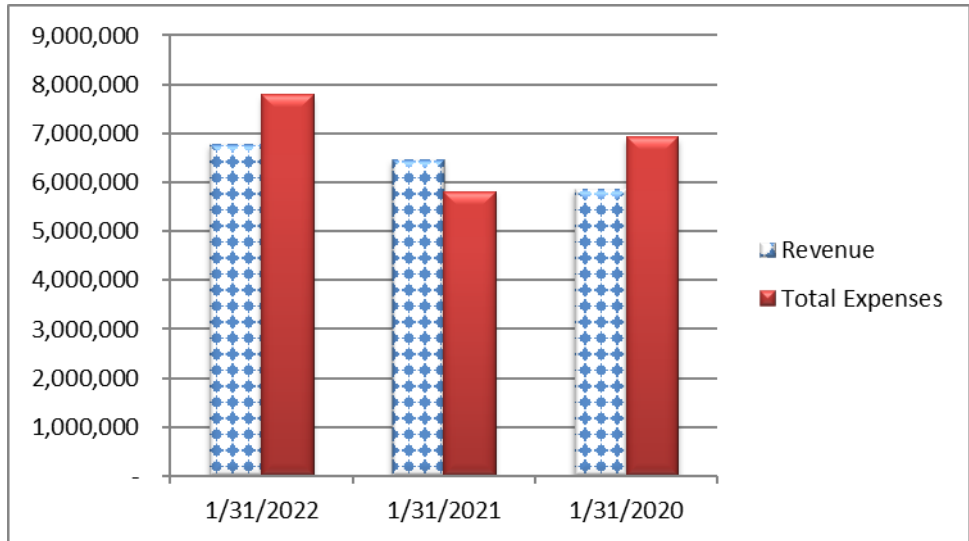


Figure 2 - Three Year Revenue & Expenditure

THREE YEAR CASH BALANCE

| Cash Balances | 1/31/2021 | 1/31/2021 | 1/31/2020 |
|---------------------|------------|------------|------------|
| Investment Balance | 13,301,658 | 13,878,812 | 12,025,583 |
| Checking Accounting | (202,512) | 6,468 | 28,334 |
| Payroll Account | 136,190 | 81,008 | 237,217 |
| Petty Cash | 2,000 | 2,000 | 2,000 |
| Total Cash Balances | 13,237,336 | 13,968,288 | 12,293,135 |

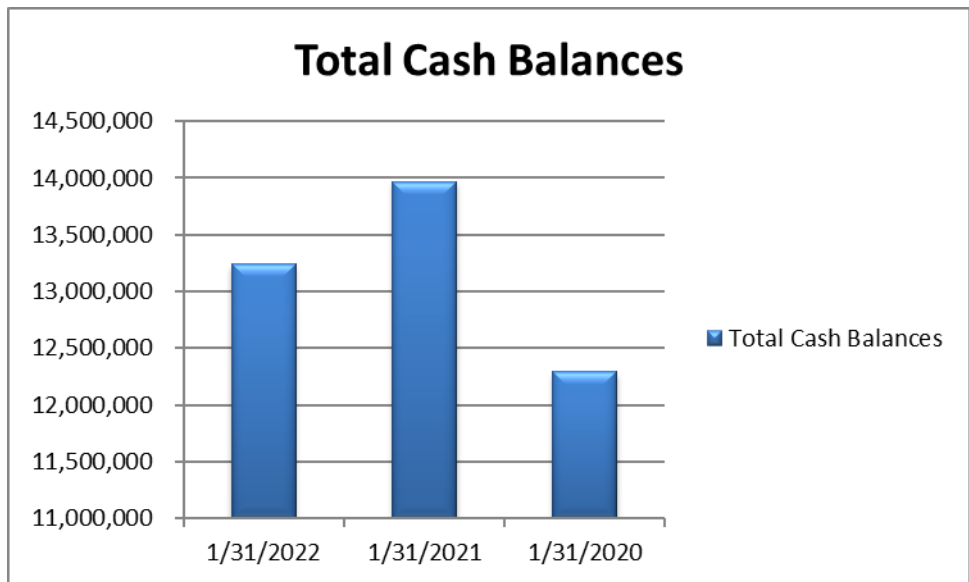


Figure 3 - Cash Balances

DISTRICT INVESTMENT PORTFOLIO 1/31/2022

The District's investment fund balance for the period ending January 31, 2022 is \$13,301,658. The portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for

21% of the District’s investments; the Riverside County Pooled Investment Fund is 44% of the total. The LAIF yield for the end of April was 0.23% and the Riverside County Pooled Investment Fund was 0.30% this gives an overall weighted yield for District investments of 0.32%.

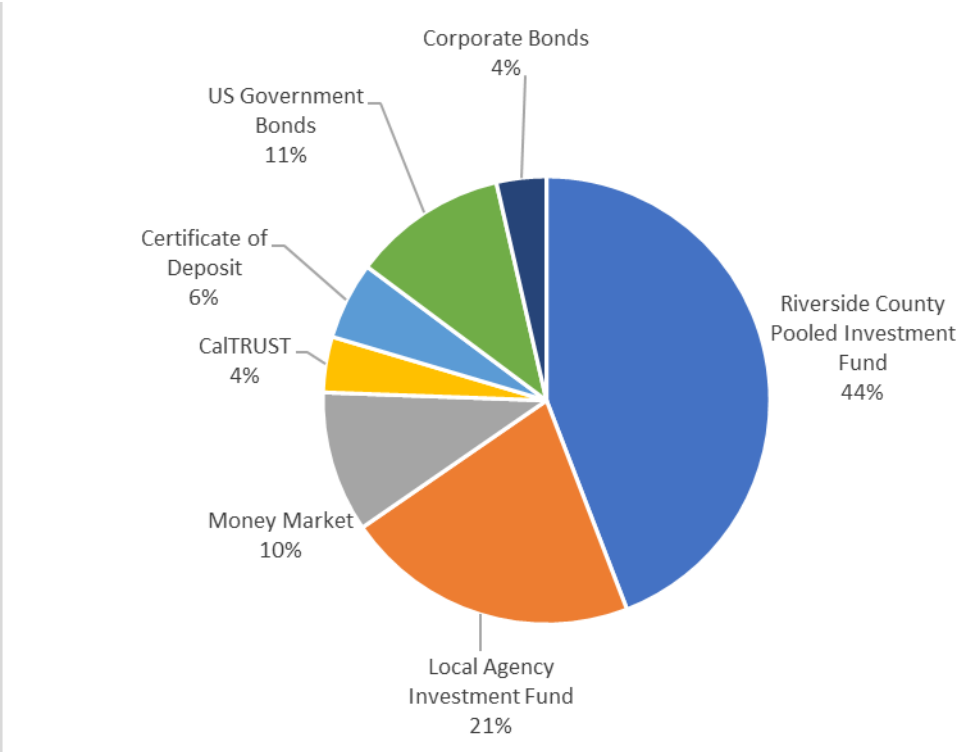


Figure 4 - Investment Portfolio 1/31/22

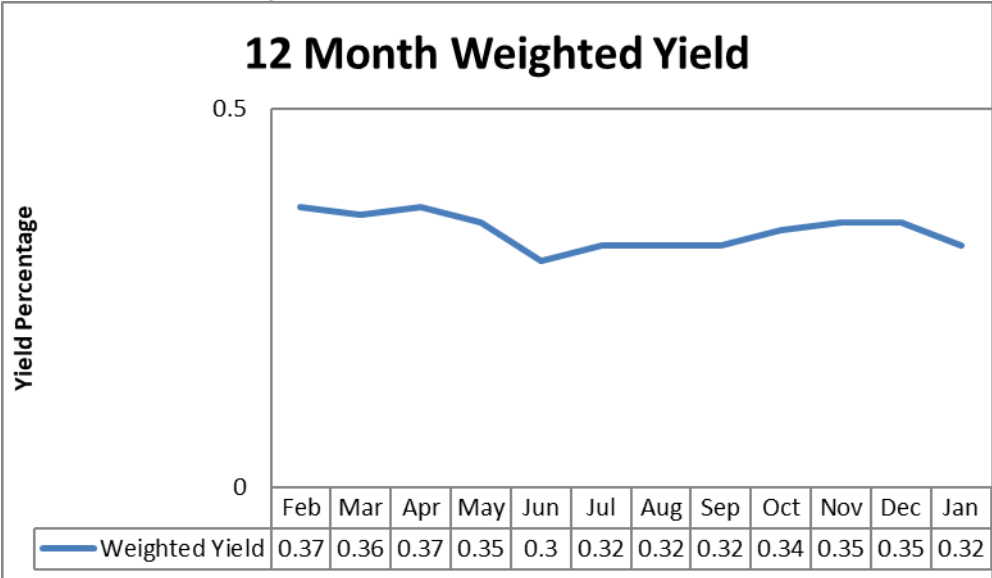
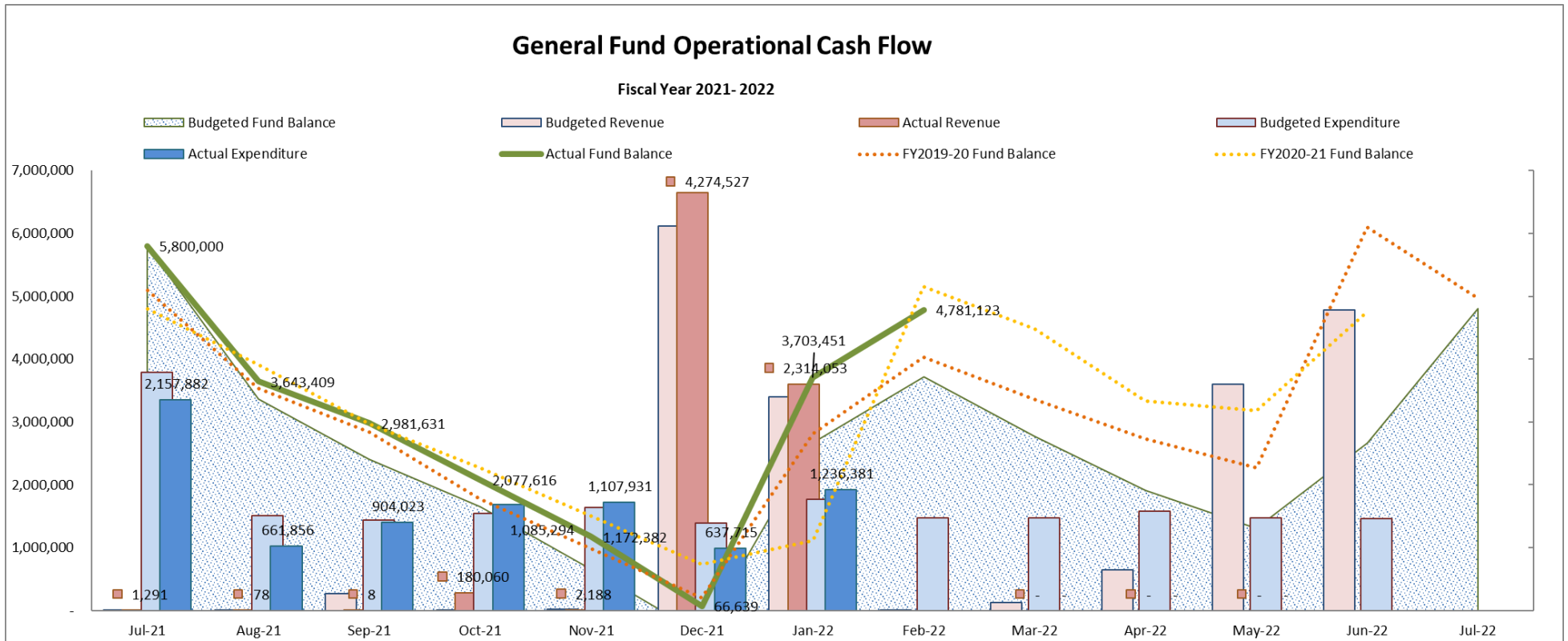


Figure 5 - District Investments Weighted Yield



The **General Fund Operational Cash Flow** graph outlines the District’s working capital for the fiscal year July 1, 2021, to June 30, 2022. The beginning fund balance is \$5.8 million and the ending fund balance is \$4.8 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 \$1.3 million for CalPERS unfunded liability. 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**. FY2019-2020 Fund Balance is the orange dash line. FY2020-2021 Fund Balance is the yellow dash line.

The graph shows for June 1 the \$5.8 million **Fund Balance** plus total Revenue for July 1 to January 31, 2022, of \$6,772,205 minus total Expenses of \$7,791,081 is \$4,781,123. Revenue shows a \$455,321 favorable year to date budget variance, which includes an almost \$300,000 favorable variance in Pass Thru revenue, \$132,849 in current secured property taxes and a \$36,897 in Benefit Assessment revenue. Payroll favorable variance of \$181,994 is due to timing, payroll expenses are approximately a month behind. Operating expenses have a favorable variance of \$302,207, expenses for Aerial Applications, Unmanned Aircraft application and Contingency budget are variable depending on mosquito abundance and virus prevalence. Other operating expenses such as Staff Training are to do with timing for example expense occurs later in year but expense budgeted annually rather than a specific month. Overall, the District is showing a favorable variance of \$1.0 million mainly due to increase in revenue and timing of expenses. For planning purposes, the District is under budget. As long as the green line stays out of the shaded area the District is within budget, as of January 31, 2022, the line is outside the shaded area.



**Coachella Valley Mosquito and
Vector Control District**

February 8, 2022

Staff Report

Agenda Item: New Business

Approval for the upgrade and remodel of the Administration Building in an amount not to exceed \$80,000 from Fund 14- District Facility Capital Replacement Fund - **Budgeted, funds available** – **Jeremy Wittie, M.S., General Manager; Ad Hoc Land/Building Committee**

Background:

District staff is growing and in the coming years, there will be a need to restructure some of our current space to better serve the Department, District services, and ensure a safe working environment. The Public Outreach Department has grown in the past year and needs better and larger space.

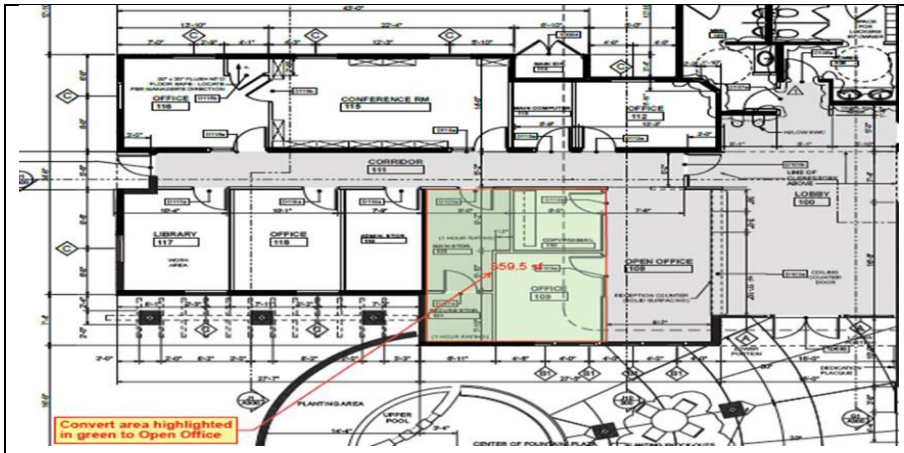
The Administration office currently includes the old finance office, reception area, mailroom, and 2 storage rooms. The plan is to open up the storage area, office, and photocopier to and open office area creating a larger and flexible open-plan space for Public Outreach. The current proposal from Holt Architects, the original architect, is based on staff performing construction work and hiring contractors for fire sprinklers and fire alarms reconfiguration.

Staff that will occupy the re-vitalized space will be the Public Information Officer, 2 Clerical Assistants assigned to Public Outreach, 2 Community Liaison & 1 Clerical Assistant for reception area.

Finance staff which is currently working in a modified conference room space will move into the area currently occupied by Public Outreach once construction is complete. The area vacated by the Finance Department is earmarked for future Men’s locker space for a growing Operations Department.

Project Cost Estimate

| Expense Category | 2021-22 |
|---------------------------------------|----------------------------------|
| Architectural/electrical plans - Holt | 46,894 |
| Labor – In House (Already Budgeted) | |
| Materials | 30,000 |
| Contingency | 3,106 |
| | Total Project Cost 80,000 |



Ad Hoc Land/Building Committee Recommendation:

Approval for the upgrade and remodel of the Administration Building in an amount not to exceed \$80,000 from Fund 14- District Facility Capital Replacement Fund

Fiscal Impact:

| FY2021-22 Budget District Facility Capital Replacement Fund 14 | Current Available Funds | Proposed Expense Fiscal Year 2021/22 | Remaining Available Funds |
|---|----------------------------|---|------------------------------|
| Amount budgeted NTE \$80,000 | 346,500 | 80,000 | 266,500 |



**Coachella Valley Mosquito and
Vector Control District**

February 8, 2022

Staff Report

Agenda Item: New Business

Approval to upgrade the Laboratory HVAC system in an amount not to exceed \$75,000 from Fund 14- District Facility Capital Replacement Fund - **Budgeted, funds available** -

David l'Anson, MPA, MBA/ACC., Administrative Finance Manager; Ad Hoc Land/Building Committee

Background:

The Testing and Sorting lab is experiencing HVAC issues during the last few summers. The building is not cooling down enough which is creating unsafe working conditions and putting additional stress on lab equipment having to operate at higher than optimal ambient temperatures. Proper functioning of the lab space is critical, especially during the warm summer months at the height of the mosquito virus season.

Solution:

Walsh Engineering is contracted at \$11,500 for engineered drawings, which will be used to issue RFP for the HVAC company. Walsh recommended separating the Sorting Room and Battery Room from the "chiller cooled" area of the Lab building, installing a split HVAC unit and separate thermostats. The HVAC unit will be installed on the ground outside the Sorting Lab. Airflow throughout the Lab will need to be rebalanced. Controls specialists JCI and Zaretsky will be used for programming the airflow and HVAC system, as well as TSS to certify the BSL 3 Laboratory following the HVAC improvements.

Project Cost Estimate

| Expense Category | 2021-22 |
|-------------------------------|----------------|
| Engineering – Walsh Engineers | 11,500 |
| Construction HVAC Firm | 45,000 |
| Controls Johnson/Zaretsky - | 10,000 |
| Contingency | 8,500 |

Total Project Cost 75,000

Ad Hoc Land/Building Committee Recommendation:

Approval for staff to upgrade the Laboratory HVAC system in an amount not to exceed \$75,000 from Fund 14- District Facility Capital Replacement Fund

| Fiscal Impact: | | | |
|---|----------------------------|---|------------------------------|
| FY2021-22 Budget District Facility Capital Replacement Fund 14 | Current Available Funds | Proposed Expense Fiscal Year 2021/22 | Remaining Available Funds |
| Amount budgeted NTE \$75,000 | 346,500 | 75,000 | 271,500 |

| | | |
|---|--|--------------------------------|
|  | <p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p> | <p>February 8, 2022</p> |
| <p>Agenda Item: New Business</p> <p>Discussion and or/approval to extend the contract for auditing services with Fedak & Brown, LLP., for one year – David I’Anson, Administrative Finance Manager</p> | | |
| <p>Background:</p> <p>The District completed the five year contract with Partner Chris Brown of Fedak & Brown in 2020. To comply with State requirements Fedak & Brown rotated the Partner to Andy Beck. The firm’s staff and district staff have worked cooperatively to complete this past year’s audit and has conducted all work remotely. Fedak carried out the services professionally and effectively amidst impacts imposed by the pandemic. To help protect the safety of their staff and ours, District management wishes to retain their auditing services for fiscal year-end 2021-2022.</p> | | |
| <p>Staff Recommendation:</p> <p>Staff recommends the approval of a one-year extension of the agreement in an amount not to exceed \$21,700.00.</p> | | |
| <p>Attachment:</p> <ul style="list-style-type: none"> • Cost Proposal from Fedak & Brown | | |