

Coachella Valley Mosquito & Vector Control District

Annual Budget
FY2014-2015



Protect Coachella Valley.
Fight the **Bite**. Together.

TABLE OF CONTENTS

BUDGET MESSAGE

INTRODUCTION	1
THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT'S MISSION	2
THE DISTRICT CORE VALUES	3
THE DISTRICT'S VISION STATEMENT	3
STRATEGIC PLANNING AND ACCOMPLISHMENTS	3
ACCOMPLISHMENTS	4
MAJOR POLICY ISSUES	6
ORGANIZATIONAL CHANGES	6
MAJOR BUDGET ISSUE	6
GENERAL FUND OPERATING EXPENDITURES	7
MEETING TOMORROW'S CHALLENGES	8

BUDGET PROCESS

COMPREHENSIVENESS	10
BUDGET FORM	10
BASIS OF BUDGETING	10
BUDGETING CALENDAR	10
ROLES AND RESPONSIBILITIES	11
BUDGET CONTROL SYSTEM	11
AMENDMENTS TO THE BUDGET	11
BALANCED BUDGET DEFINITION	12
PERFORMANCE MEASUREMENT	12
BUDGET TIMELINE	13
FINANCIAL POLICIES	14

GENERAL OPERATING BUDGET

RESOLUTION No. 2014-08	15
GENERAL OPERATING BUDGET	22
FUND BALANCE	25
ORGANIZATION CHART	26
TABLE OF ORGANIZATION	27
BUDGET FY2014-15 REVENUE	28
PROGRAM 200 – ADMINISTRATION	32
PROGRAM 210 – INFORMATION SYSTEMS	36
PROGRAM 215 – PUBLIC OUTREACH PROGRAM	40
PROGRAM 225 – DISTRICT WIDE	44
PROGRAM 250 – TRUSTEES SUPPORT	46
PROGRAM 300 – FLEET MAINTENANCE	47
PROGRAM 305 – BUILDING AND GROUNDS MAINTENANCE	50
PROGRAM 400 – SURVEILLANCE AND QUALITY CONTROL	53
PROGRAM 500 – CONTROL OPERATIONS	57
PROGRAM 600 – RESEARCH	61

CAPITAL BUDGET

FACILITY CAPITAL IMPROVEMENT BUDGET	64
PROGRAM 800 – FACILITY CAPITAL IMPROVEMENT BUDGET	65
THERMAL FACILITY REMEDIATION FUND	75
PROGRAM 900 – DISTRICT THERMAL FACILITY REMEDIATION FUND	76

REPLACEMENT BUDGET

EQUIPMENT BUDGET	78
CAPITAL REPLACEMENT FUND BUDGET - INFORMATION TECHNOLOGY, FLEET, FACILITIES, OPERATING AND LAB EQUIPMENT	79

BUDGET MESSAGE

Members of the Board of Trustees and Residents of the Coachella Valley:

INTRODUCTION

Fiscal Budget 2014-2015 document represents the financial plan that meets the Coachella Valley Mosquito and Vector Control District's (the District) goal of enhancing the quality of life for our community by providing effective and environmentally sound vector control and disease prevention programs through timely and effective surveillance, research, development, and public awareness. The document meets the Board of Trustees policy direction and the needs of the Coachella Valley's communities for vector control and disease prevention programs, fiscal responsibility, and a balance between operating revenues and expenditures.

The District is located in the County of Riverside. The District's main revenue source is property taxes; these are collected and distributed by the County of Riverside. For fiscal year ending June 30, 2008 the District's total revenue peaked at \$10.8 million, pass-through revenues and current secured property taxes totaled \$7.2 million. Since then, receipts from property taxes declined, during the period from 2008 to 2013 because of the fall in property values, total revenue fell to \$7.5 million in 2013.

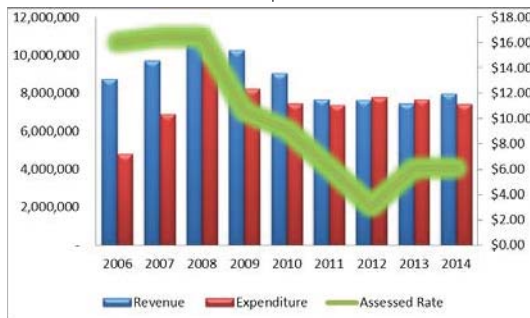


Figure 1 Benefit Assessment Rate

Total revenue for this period has declined 31 percent, from \$10.8 million to \$7.5 million.

The Board policy decision in 2011 to reduce the Mosquito, Fire Ant and Disease Control Assessment ("Benefit Assessment"), from \$16.48 per single family equivalent (SFE) to \$3.07 per SFE contributed to the reduction in total revenue. The Board of Trustees was able to reduce the assessment rate because of efficiency savings to the vector control products and the accumulation of revenue in excess of expenditure due to the housing boom prior to 2008.

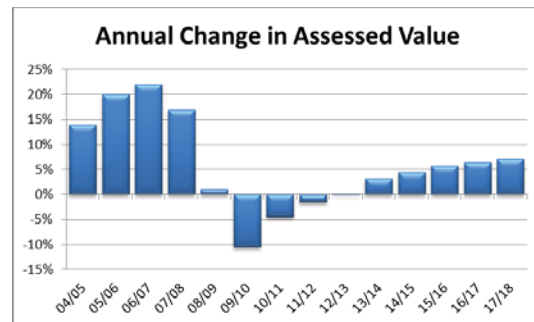


Figure 2 Assessed Valuation Source: Riverside County

Figure 2 shows the changes in assessed value for the County of Riverside and the resulting decline for the four fiscal years. FY2013-14 onwards show that assessed valuation is increasing therefore receipts from property taxes will follow suit. There is still uncertainty in revenue with the impact of the Redevelopment Dissolution Act (ABX1 26). In the FY2011-12 budget, redevelopment pass-through accounted for 39 percent of the budgeted revenue. As a result of the dissolution of Redevelopment Agencies (RDAs), the County has taken responsibility to distribute the property taxes to the affected taxing agencies. The County auditor distributes to the District twice annually the amount that the District would have received, if the RDA still existed.

BUDGET MESSAGE

	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
Beginning Fund Balance	15,080,062	13,874,356	11,985,666	11,394,273	10,825,634	10,244,278
Revenue	7,466,684	7,989,437	7,868,842	8,104,907	8,348,054	8,598,496
Operating Expenditure	7,665,910	7,406,748	8,280,385	8,528,797	8,784,660	9,048,200
Capital Expenditure	961,730	2,426,629	135,100	100,000	100,000	100,000
Transfer from General Fund	44,750	44,750	44,750	44,750	44,750	44,750
Ending Fund Balance	13,874,356	11,985,666	11,394,273	10,825,634	10,244,278	9,649,824
Fund Balance as % of operating expenditure	181%	162%	138%	127%	117%	107%

Figure 3 Fund Balance Forecast

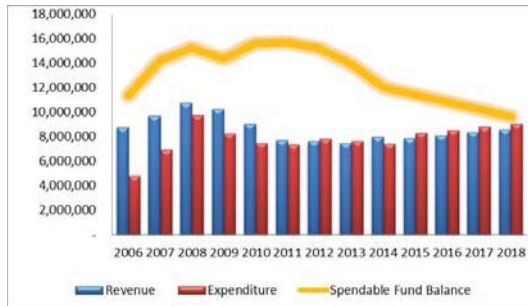


Figure 4 Spendable Fund Balance

For FY2012-13, the District’s General Fund balance for year ending June 30, 2013 was \$13.9 million, or 181 percent of the operating expenditure. For FY2014-15, the forecast reduces the fund balance to \$11.4 million by June 30, 2014, or 138 percent of the operating expenditure. The large change in fund balance is because of the depletion of the Reserve for Future Construction during FY2013-14 with the completion of the Laboratory Expansion and Enhancement capital project in Summer 2014 (Figure 4).

Total Operating budget expenditure for FY2014-15 is forecast to be \$8,280,385 this is a 2 percent increase over the FY2013-2014 budget and an 11 percent increase on FY2013-14 forecast actual. CPI increase for Los Angeles-Riverside-Orange County in March 2014 is 1 percent. Personnel costs, which account for 72 percent of the budget, were increased by 4 percent. The increase is because of salaries including step increases and a COLA of 2 percent as well as a large increase in individual health benefit levels

for over half of the staff bringing them up to the same level as other employees.

Total capital budget for FY2014-15 is \$135,100 which includes small capital improvements such as an upgrade to the telephone system, upgrade to the burglar alarm and the replacement of fuel pumps. These items are all funded from the accumulated reserves.

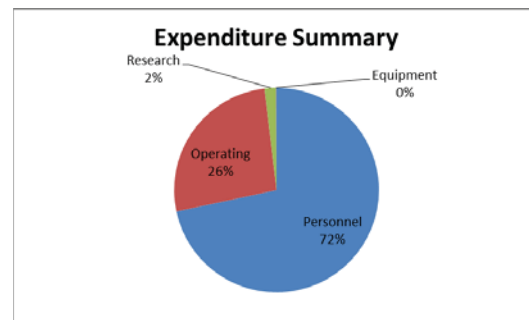


Figure 5 Expenditure Summary

THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT’S MISSION STATEMENT

The Budget supports the District's Mission Statement:

“We are dedicated to enhancing the quality of life for our community by providing effective and environmentally sound vector control and disease prevention programs through research, development, and public awareness.”

Dedication to provide accurate, up to date,

BUDGET MESSAGE

socially acceptable and environmentally friendly vector control techniques in a fiscally responsible manner are the District's priorities. Public health protection, using integrated vector management and ecologically friendly control products with economically efficient methods, is the framework that this budget is based on. Whether it is using public outreach to educate the residents and businesses of the Coachella Valley on source reduction, using ecologically friendly physical control methods, tracking potential mosquito breeding through surveillance techniques that use the District's Geographic Information System (GIS), or efficiency savings gained by the technological advances of GIS, the District strives to be socially, environmentally and economically responsible to its constituents.

THE DISTRICT CORE VALUES

These values represent the underlying principles in the District's culture establishing the Board's expectations which represent the basic elements of how we protect the public's health through mosquito and vector control operations. The District's Core Values are:

- Protecting the public health from vector-borne disease transmission;
- Ensuring professional delivery of services;
- Maintaining high ethical standards and open communications;
- Being environmentally conscientious;
- Having efficient, effective, responsive operations;
- Maintaining a professional, technical, and skilled staff; and
- Being financially stable.

These Core Values are the practices we use every day in everything we do, and they are

the foundation of the District's governance and management policies.

In June 2014 the District was awarded Special District Leadership Foundation Transparency Certificate of Excellence the award recognizes special districts that exemplify outstanding efforts to promote transparency and good governance. This is testimony to the District embracing open government echoing the core value of high ethical standards and open communication.

THE DISTRICT'S VISION STATEMENT

The Vision Statement describes foreseeable programs and their potential impact, providing a sense of priority and direction during uncertain times. It is utilized as a framework for planning and decision making. The District's Vision Statement is: *"We will continue to deliver integrated vector control services utilizing Best Management Practices."*

STRATEGIC PLANNING AND ACCOMPLISHMENTS

The District contracted with Special District Consulting to conduct a Strategic Planning Workshop with the Board of Trustees, Management, and representative employees on March 19, 2011, at the District's administrative office, 43-420 Trader Place, Indio, California. Preparation for this event was carried out by staff over a number of months. The aim of the Strategic Plan was to provide a framework for decision making over a three to five year period. The consensus-based approach, to the Strategic Plan was based on identifying known or anticipated strategic issues that may affect services and/or service delivery. These strategic issues are then incorporated into Board/Management planning, decision-making, program monitoring, and performance measuring. The seven strategic

BUDGET MESSAGE

issues were thought to play a significant role in the future of Board/Management decision-making, enabling continued program improvements, and ensuring continued progress toward a successful Vision over the course of the next five years. The list below indicates those seven issues along with accomplishments.

ACCOMPLISHMENTS

Capital Improvement Programs

- *Capital Improvement Policy* – successfully created and approved. Policy addresses – *Capital Improvement Plan, Capital Budget, Capital Project Financing* and *Post Capital Project Evaluation*

Financial Management

- *Fund Balance Policy* – successfully created and approved. Policy addresses - *Restricted Fund Balance (General Fund), Committed Reserves (OPEB, Thermal Remediation), Assigned Reserves (Reserves for Operations, Replacement, Future Construction, Capital Equipment Replacement), and Unassigned Reserves*
- *Purchasing Policy* – successfully created and approved. Policy addresses and defines the procedures for the procurement of supplies, equipment and services.
- *District Investment Policy* – successfully created and approved. Policy addresses investments of public funds to be in a manner to provide maximum security while providing sufficient liquidity to meet the daily cash flow demands of the District and an investment return conforming to all state and local statutes governing the investment of public funds.

Human Resources/Risk Management

- *Tuition Reimbursement Policy* - successfully created and approved. Policy promotes and supports the continued education development of the District employees and offers attractive educational benefits to eligible employees.
- *Respectful/Civil Workplace Policy* – successfully created and approved. Policy promotes, creates, and maintains a workplace that encourages productivity in a setting of mutual respect, common courtesy, mature conduct and collective pride.
- *Employee Survey* – was conducted, results evaluated and presented to staff.

Research and Development

- Increased participation in the Mosquito & Vector Control Association of California (MVCAC) – District Trustee/ Secretary of the Board is the representative for the S. California Region in Trustee Council, 6 staff members are assigned to various MVCAC committees, the District Administrative and Finance Manager is MVCAC Treasurer.

Board Governance

- *Trustee Manual/ Trustee Orientation* – The Manual presents background information about District services to aid individual Board members in decision making to better fulfill the obligations to their constituency, to the District, and to the staff that serves them, and to aid in the effectiveness of the whole Board and its members.
- *Trustee Training* - In addition to the

BUDGET MESSAGE

Manual twice a year the District Staff provides “on-hand” training to interested Trustees that include at least one day spent with the staff at the District or in the field shadowing different job positions.

External Relations

- *2013 Annual Report* – presents the summary of the District objectives, accomplishments and activities, and is available to the general public via the District’s website.
- *Legislative Activities* – The District Staff and Trustees actively participated in 2013 and 2014 at MVCAC Legislative Days, at the State Capitol, and AMCA Legislative Days, in Washington, DC.
- *Public Outreach Activities* – The District Staff hosted fairs, school systems, business and community groups to relate messages of the district’s activities, programs, capital projects, and legislative activities.
- *Collaboration with Native American Tribes* – The boundary of the District includes land allotted to the Native American Tribes, as well as, land held in Tribal Trust. The District staff initiated collaboration with Tribes to share information about how the District operates to control vectors on those lands, and to seek an agreement to allow the District to continue operation on Tribal allotted land.
- *Collaboration with the CV Water District* – The District staff is working with CVWD staff on restoring water levels in the Whitewater River Sub-basin by participating in partly funding artesian well rebate program, with the purpose to reduce created

mosquito breeding sources associated with uncontrolled artesian flow.

Operations

- *CEQA Document* – successfully created and approved Mitigated Negative Declaration Study. In compliance with the California Environmental Quality Act (CEQA), the District produced an Initial Study which addresses the potential environmental impact of the District’s activities within the Service Area.
- *District’s NPDES Permit* - successfully finalized and implemented the permit and monitoring program for compliance with General NPDES Permit for Residual Pesticide Discharges from vector Control Applications.
- *Mosquito-Borne Virus Surveillance and Emergency Response Plan* – successfully finalized and implemented the document that describes an enhanced surveillance and response program for the Coachella Valley dependent on the level of risk of mosquito-borne virus transmission to humans.
- *Integrated Vector Management Program Evaluation* – The District has in place Standard Operating Procedures and Guidelines that focuses on site-specific, scientifically sound decision to manage vector and nuisance populations by matching a wide variety of techniques with environmental conditions.
- *Work Standards* – In addition to IVMP evaluation guidelines and standards, the District staff created and implemented Work Standards to improve and monitor the workflow within and between departments.

BUDGET MESSAGE

In 2014 the District will revisit the Strategic Plan and has again contracted with Special District Consulting to conduct a Strategic Planning Workshop with the Board of Trustees, Management, and representative employees in October.

MAJOR POLICY ISSUES

BENEFIT ASSESSMENT: The “Mosquito, Fire Ant and Disease Control Assessment” was authorized by an assessment ballot proceeding conducted in 2005 and approved by 74.19 percent of the weighted ballots returned by property owners.

The major policy decision for FY2014-15 is the level by which the Benefit Assessment rate will be set per single family equivalent (SFE). The initial (2005) assessment was \$16 per Single Family Equivalent (SFE). In 2006, the rate was increased by 3 percent (CPI) to \$16.48, and stayed at \$16.48 in 2007. In FY2008-09 the rate was reduced to \$10.55 per SFE. The maximum assessable rate for FY2009-10 was \$18; however the rate was decreased to \$9.14 per SFE. For FY2010-11 the maximum rate was \$18.55 per SFE, and the Board of Trustees at the June 2010 meeting, lowered the assessment to \$6.14. For FY2011-12, the Board of Trustees reduced the assessment rate by an additional 50 percent, setting the rate at \$3.07 per SFE. For FY2012-13 the rate remained at \$3.07. Between March 2006 and March 2014 the Los Angeles-Riverside-Orange County CPI has increased 16 percent, while the assessment rate has decreased 63 percent from its high of \$16.48. For FY2014-15 the rate was set at \$6.07, the maximum assessable rate is \$20.47.

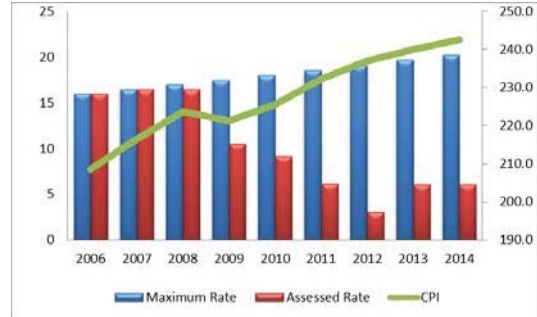


Figure 6 Benefit Assessment Rate, Maximum Rate & CPI

ORGANIZATIONAL CHANGES: Overall the changes for the new fiscal year are minimal. In FY2014-15, we are proposing removing the position of Shop Mechanic, replacing this with two new positions of Shop Mechanic I and Shop Mechanic II. The reason is to better reflect the different roles and responsibilities of these positions.

Total allocated positions for FY2014-15 are 57, same as in FY2013-14. Currently there are two vacant positions. It is envisioned that position of the Field Supervisor will be filled by December 2014. The position of Public Outreach Coordinator will be further evaluated to see the best use of that position for the organization.

MAJOR BUDGET ISSUE

Revenue from Property Taxes and RDA Pass-through: Over the last few years property tax revenue and RDA Pass-through revenue have declined. This is a direct result of the falling value in property; the FY2009-10 assessed value for Riverside County decreased by 10.5 percent from the FY2008-09 assessed value and decreased a further 4 percent in FY2010-11. Over the same period revenue from property taxes and RDA Pass-through revenue have declined by 13 percent and 11 percent respectively. Now that redevelopment agencies have been abolished, RDA Pass-through revenue

BUDGET MESSAGE

ceases. The Redevelopment Dissolution Act (ABX1 26) has a number of key provisions: 1) The cessation of all RDAs with Successor Agencies being established to wind down RDA affairs; 2) Oversight Boards to oversee the Successor Agencies; 3) Requires repayment of all recognized obligations of the RDA, including the continuation of pass-through payments to Affected Taxing Entities; 4) Requires county auditors to audit RDAs; 5) Requires county auditors to perform the calculations and administration of the redistribution of the tax increment due the former RDAs to all affected taxing entities except enterprise districts and, in the first year only, to the State as a grant to help fund public health and safety (courts). Pass-through payments will continue and will be disbursed twice annually in an amount equal to the total obligation payments that would have been required to be paid from tax increment had the former redevelopment agency existed at those times. For FY2014-15 RDA Pass-thru is renamed Redevelopment Tax Increment and is estimated to be \$3,641,371. In future years this amount will be included with the Property Tax Current secured.

Fund Balance: The fund Balance Policy was adopted by Resolution No. 2011-25, in November 2011. The Fund Balance Policy is based on Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. The current goal of the Board of Trustees is to maintain the fund balance at a level that is considered acceptable. For FY2014-15, the beginning spendable fund balance was \$13,874,356, while the forecasted ending balance is \$11,985,666. This reduction in fund balance includes a transfer from the OPEB reserve to the operating budget to cover the actuarial valued annual required contribution (ARC). Funds allocated for capital improvements

were also depleted due to completion of the projects including the enhanced and expanded laboratory. The forecast for FY2014-15 ending fund balance is forecast to be \$11,394,272, which also includes operating budget (with expenditure exceeding revenue), expenditure from the OPEB reserve to cover the ARC, and expenditure of the capital projects.

GENERAL FUND OPERATING EXPENDITURES

There are a number of areas the District has sought to make cost cutting and efficiency savings.

Control Products: Expenditure in this category has decreased over the past few years directly as a result of the District shifting its goal of eradication of the Red Imported Fire Ant (RIFA) to a program of maintenance.

Using techniques designed for effective maintenance level of control has decreased the Control Products budget significantly. Enhancements in the RIFA program include a protocol that uses best management practices and quality control assessment data for control application and it is based on results from applied research funded by the District. (Figure 7)

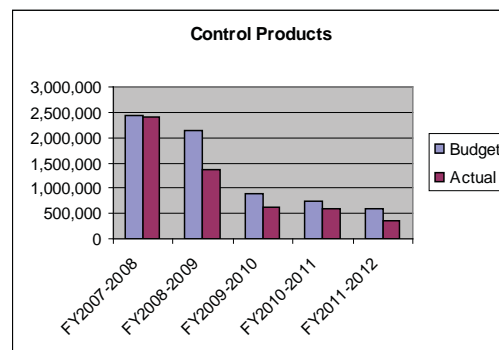


Figure 7 Control Products

BUDGET MESSAGE

Research Program: FY2014-15 \$150,000 is appropriated for various projects. Direct benefit from funding research has seen a reduction in expenditure in RIFA control products, as well as from the applied research data received from studies on optimizing mosquito control. 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. This increases the District's effectiveness in protecting the public's health from mosquito and vector borne diseases. FY2013-14, the research budget is reduced by 22 percent over the previous year.

MEETING TOMORROW'S CHALLENGES

Short-term financial planning: The District receives the majority of its funding from the property taxes and benefit assessment collected by the County of Riverside. These funds do not reach the District until January with a 10 percent advance on property taxes in December. This is six months into the fiscal year. This is a six month delay in receiving revenue from the beginning of the fiscal year. The District Fund Balance Policy recommends a Reserve for Operations at minimum balance of around 60 percent of the operating budget to meet general operating expenses. For FY2013-14 Reserves for Operations are at 49 percent.

Long term financial planning: during the last fiscal year 2013-14, the District completed the capital project IF4 Laboratory Expansion and Enhancement. This involved developing and expanding the laboratory allowing staff to confirm results from surveillance tests within 24 to 72 hours, resulting in a faster control response and ultimately more focus and rapid mosquito control. The upgraded and expanded

laboratory has one room at bio-safety level III as an option one room at bio-safety level II and one room at bio-safety level I, two photoperiod/temperature rearing rooms, storage area, offices, and meeting space. Construction cost was \$3 million paid for by designated reserves. Staff is scheduled to move into the new laboratory in August 2014.

In FY 2008-09, the District had environmental remediation work done at its Thermal facility which involved paving the whole area with asphalt. In ten years this has to be repaved, designated funds have been set aside on an annual basis, to pay for this remediation liability.

The District also has adequate funding to replace the entire fleet of vehicles within five years.

Emergency Service Reserve: The Coachella Valley Mosquito-borne Virus Surveillance and Response Plan is based on the State of California Mosquito-borne Virus Surveillance and Response Plan (April 2012). The Plan describes an enhanced surveillance and response program for the Coachella Valley dependent on the level of the risk of mosquito-borne virus transmission to humans and identifies response levels as normal season, emergency planning, and epidemic. The amount designated for emergency, is \$2,622,947 which is 33 percent of operating expenditure.

Risk management: The District is a member of the Vector Control Joint Powers Agency (VCJPA), which is a risk pooling self-insurance authority created under the provisions of California Government Code Section 990. Administered by the VCJPA, for general liability, the Pooled Liability Program (PLP) offers liability coverage up to \$25 million. The District has a retained limit of \$25,000 and the difference between the retained limit up to \$1 million is pooled

BUDGET MESSAGE

with the VCJPA. The amount of \$24 million in excess of the \$1 million is pooled with other joint power authorities through California Affiliated Risk Management Authorities (CARMA). Through the PLP, the District participates in the Employment Risk Management Authority (ERMA) program which offers coverage of \$1 million, limit per occurrence for allegations of workplace wrongdoing, over the District's retained limit of \$25,000. The Pooled Workers' Compensation Program (PWCP) offers workers' compensation coverage up to \$300 million, the District's retained limit is \$25,000. The District also participates in the Pooled Auto Physical Damage (APD) Program which covers vehicle damage up to \$30,000, with a \$500 deductible. Further information on the District's risk management can be found in the notes to the financial statements.

Respectfully submitted,



Branka B. Lothrop, Ph.D.
General Manager



David I'Anson, MPA, MBA/ACC
Administrative Finance Manager

BUDGET PROCESS

COMPREHENSIVENESS

The Coachella Valley Mosquito and Vector Control District (District) submits to the Board each June, the annual budget covering the next fiscal year. The budget contains the following information:

- A letter from the General Manager discussing the proposed financial plan for the next fiscal year, a review of the previous year's activities and the current financial condition of the Coachella Valley Mosquito and Vector Control District.
- Proposed capital, operations and maintenance, debt service (if applicable) expenditures by program and type of expenditure for the budget year, along with comparisons to estimated expenditures for the current year and actual expenditures for two prior years.
- Proposed receipts, by source for the budget year, along with comparisons to estimated receipts for the current year and actual expenditures for two prior years.
- Table of organization with proposed staffing levels by program, along with comparisons to staffing levels for the current year.
- A summary of designated balances for system operations, normal replacements and improvements, debt service, self-insurance, and future capital projects.

BUDGET FORM

The Coachella Valley Mosquito and Vector Control District's operating budget is developed on an annual basis. Appropriations are approved by the Board of Trustees each year at their June meeting after reviewing the draft version

the month earlier.

The Coachella Valley Mosquito and Vector Control District's operating budget is presented in program budget format. The purpose of this format is to clearly outline the major programs and associated expenditures.

BASIS OF BUDGETING

The Coachella Valley Mosquito and Vector Control District's operating budget is based on generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board. The budget basis will conform to the accounting policies contained in the comprehensive annual financial report, Note 1 Summary of Significant Accounting Policies. For example: transfers from the General Fund are budgeted as expenditures in the General Fund and as revenue in the funds receiving the transfer. Under modified accrual basis of accounting, revenues are considered susceptible to accrual when they become both measurable and available. Available means collectible with the current period or within 60 days after year end. Expenditures are recorded when the related fund liability has been incurred.

BUDGET CALENDAR

The budget calendar is an important part of the budgeting process helping to define the major and minor milestones for all stakeholders.

The Coachella Valley Mosquito and Vector Control District's budget year starts July 1st ending June 30th the following year.

BUDGET PROCESS

The Coachella Valley Mosquito and Vector Control District's budget packages for annual preparations which include forms and instructions are distributed no later than January 15th each year. The package includes the budget calendar.

The Coachella Valley Mosquito and Vector Control District's budget is distributed to the Board of Trustees at the regular meeting in May each year to be approved and adopted at the June meeting.

ROLES AND RESPONSIBILITIES

The Administrative Finance Manager prepares the budget document. The Administrative Finance Manager serves as the focal point for issuing guidelines, responding to questions and along with the General Manager reviewing departmental budget requests. The Administrative Finance Manager is responsible along with the General Manager to prepare and present the budget to the Finance Committee (Budget Committee), made up of the Secretary/Treasurer and two other Trustees appointed by the Board President. The proposed budget is tied to goals/objectives in the District's strategic plan. The Finance Committee reviews, and if necessary, revises the proposed budget. The Finance Committee also determines whether the proposed budget adequately addresses the priorities set forth in the District's strategic plan. The Finance Committee approves the proposed budget and submits it for adoption by the full Board of Trustees. The Board of Trustees has the final responsibility for adopting the budget and for making the necessary appropriations.

BUDGETING CONTROL SYSTEM

The purpose of a budgeting control system is to ensure that actual expenditures do not exceed expenditures set forth in the budget. Fundamental to this is the generating of budget to actual reports on a regular basis. Reports allow management and Trustees to take corrective action if actual numbers vary significantly from budgeted expenditures. Analysis may show that some areas need service reduction that exceeds budget expenditure or transfers of surplus from other line items or programs.

The Administrative Finance Manager is responsible for maintaining a budgetary control system to ensure adherence to the adopted budget. On a quarterly basis the Administrative Finance Manager prepares summary reports that compare actual revenues and expenditures to budgeted amounts. The reports also compare targeted performance levels and actual results. These reports are sent to both the Finance Committee and Board of Trustees to keep them informed of the District's operating performance. These same reports are provided to the General Manager and department heads on a monthly basis to assist them in managing the day to day operations of the District.

AMENDMENTS TO THE BUDGET

An aspect of the budgeting control system is the process for approving amendments to the operating budget. Amendments must be approved by the Board of Trustees and consist of changes to the appropriations in the budget document after Board adoption but before the end of the year. Criterion for

BUDGET PROCESS

budget amendment include unexpected downturn in economic conditions, rising costs for services or supplies purchased by the District, new priorities, or forecast errors can lead to the need for formal amendments to the budget.

Department heads prepare memos to the Administrative Finance Manager and General Manager for a request to amend line items or program budget along with reasons for the amendment. After review and providing approval by the Administrative Finance Manager and General Manager, the budget amendment is then presented to the Finance Committee for review and /or approval who then submit the amendment request to the Board of Trustees, who are responsible for final approval of all budget amendments.

The Coachella Valley Mosquito and Vector Control District may in certain instances, amend budget appropriations after budget adoption. All budget amendments require Board of Trustee approval. These are allocations from the General Fund General Reserve, appropriations from other unrestricted funds and appropriation reallocations.

BALANCED BUDGET DEFINITION

A balanced budget is necessary for correct financial management of the District.

The Coachella Valley Mosquito and Vector District shall annually adopt a balanced budget where operating revenues are equal to, or exceed, operating expenditures. Any increase in expenses, decrease in revenues, or combination of the two that would result in budget imbalance will require budget

revision, rather than spending not appropriated surpluses or designated reserves to support ongoing operations. Any year end operating surpluses will revert to not appropriated balances for use in maintaining reserve levels set by policy and the balance will be available for capital projects and /or “one time only” general fund expenditures.

Under certain circumstances it may be necessary to deviate from this policy of balanced budget. Justifications for this include natural disasters and civic emergencies. These deviations can be corrected by unitizing the reserve balance, raising additional revenues, or cutting expenditures.

PERFORMANCE MEASUREMENT

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

Where possible the District will integrate performance measurement, service level, and productivity indicators in the District’s published budget document. Department heads will integrate operating efficiency, operating effectiveness, customer satisfaction, and human resource efficiency performance measures into their department’s budgets. Department heads will be required to tie service levels (both quantity and quality) to funding levels (budgeted dollars).

BUDGET CALENDAR

TIMELINE

Task completed	Activities	Stakeholders	Deadline
Draft 1 for Finance Committee	First draft of FY2014/2015 Budget for Finance Committee Budget Meeting. Workshop attended by General Manager, department heads, Finance Committee and Administrative Finance Manager.	Finance Committee Department heads, General Manager & Administrative Finance Manager	April 8, 2014
Input of budget revisions	Finance Staff to make changes and finalize preliminary budget for second Finance Committee Budget Meeting	Finance	April 11, 2014
Draft 2 for Finance Committee	Final draft of FY2014/2015 Budget for Finance Committee Budget Meeting, attended by General Manager, Finance Committee and Administrative Finance Manager.	Finance Committee General Manager & Administrative Finance Manager	April 21, 2014
Final Draft	Final draft of FY2014/2015 Budget for Finance Committee Budget Meeting, attended by General Manager, Finance Committee and Administrative Finance Manager.	Finance Committee General Manager & Administrative Finance Manager	May 13, 2014
Final Draft	Final draft of FY2014/2015 Budget for Presentation to Board of Trustees	Board of Trustees	May 13, 2014
Final Draft for Budget Workshop	Budget Workshop for in depth discussion	Board of Trustees	June 10, 2014
Adoption of Final Draft	Adoption of FY2014/2015 Budget	Board of Trustees	June 10, 2014

FINANCIAL POLICIES

OVERVIEW

The District's annual budget is developed in accordance with the policies and priorities in the 5 year strategic plan, 5 year financial plan, District goals, the needs of the residents of the Coachella Valley, and federal and state laws. Program/project priorities and service levels are established by the aforementioned plans. The budget provides adequate funding for maintenance and replacement of capital plant and equipment.

BALANCED BUDGET

The District annually adopts a balanced budget where operating revenues are equal to, or exceed, operating expenditures. Any increase in expenses, decrease in revenues, or combination of the two that would result in budget imbalance will require budget revision, rather than spending unappropriated surpluses or designated reserves to support ongoing operations. Any year end operating surpluses will revert to unappropriated balances for use in maintaining reserve levels set by policy and the balance will be available for capital projects and/or "one time only" general fund expenditures.

FUND STRUCTURE

The fund structure includes the General Fund, Thermal Capital Fund, and the Internal Service Fund. The General Fund is the primary operating fund of the District. It accounts for all activities of the general government, except those required to be accounted for in another fund. The Thermal Capital Projects Fund accounts for the ongoing improvements at the District's Thermal facility. The Capital Replacement – Internal Service Fund accounts for the financing of goods or services provided by one department to other departments of the District, on a cost reimbursement basis. The internal service maintains a fund balance for

replacing District vehicles and large equipment and for replacing IT equipment.

FUND BALANCE

It is the Coachella Valley Mosquito and Vector Control District's (District) policy to maintain an adequate fund balance for public health emergency, contingencies, operating cash flow, future liabilities, replacement of equipment and plant, and for future construction. The Fund Balance Policy follows the guidelines set in the Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

INVESTMENT POLICY

It is the policy of the Coachella Valley Mosquito & Vector Control District ("District") to invest public funds in a manner which will provide maximum security while providing sufficient liquidity to meet the daily cash flow demands of the District and an investment return conforming to all state and local statutes governing the investment of public funds.

RESOLUTION NO. 2014-08

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE COACHELLA VALLEY MOSQUITO AND
VECTOR CONTROL DISTRICT ADOPTING THE
FISCAL YEAR 2014-15 BUDGET**

WHEREAS, the Coachella Valley Mosquito and Vector Control District ("District") is a political subdivision and a "local agency" of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 et. seq., and

WHEREAS, the District's Board of Trustees ("Board") has been granted the statutory authority and responsibility to administer the financial affairs of the District; and

WHEREAS, California Health and Safety Code section 2070(a) provides that on or before August 1 of each year, the Board shall adopt a final budget, which shall conform to the accounting and budgeting procedures for special districts contained in Subchapter 3 (commencing with Section 1031.1) and Article 1 (commencing with Section 1121) of Subchapter 4 of Division 2 of Title 2 of the California Code of Regulations; and

WHEREAS, the Board reviewed the Fiscal Year 2014-2015 Budget for the District ("Fiscal Year 2014-2015 Budget"), attached hereto as Exhibit A and incorporated herein by this reference, and determined that said budget conforms to all applicable regulations;

WHEREAS, the Board desires to adopt the Fiscal Year 2014-2015 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District that:

Section 1. Recitals.

That the recitals set forth above are true and correct.

Section 2. Adoption of Budget.

The Board hereby adopts the Fiscal Year 2014-2015 Budget, which shall be made available for public inspection in the office of the District Manager.

Section 3. Transmit to County.

That pursuant to California Health and Safety Code Section 2070(b), the Board hereby directs the District Manager to cause a copy of the Fiscal Year 2014-2015 Budget to be transmitted to the Riverside County Auditor-Controller's Office.

Section 4. Severability.

The Board declares that, should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution as hereby adopted shall remain in full force and effect.

Section 5. Repeal of Conflicting Provisions.

That all the provisions heretofore adopted by the Board that are in conflict with the provisions of this Resolution are hereby repealed.

Section 6. Effective Date.

This Resolution shall take effect immediately upon its adoption.

Section 7. Certification.

The Clerk of the Board shall certify to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.


[THE REMAINDER OF THIS PAGE LEFT INTENTIONALLY BLANK]

PASSED, ADOPTED AND APPROVED, this 10th day of June, 2014.



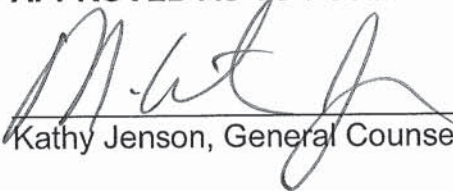
Doug Walker, President
Board of Trustees

ATTEST:



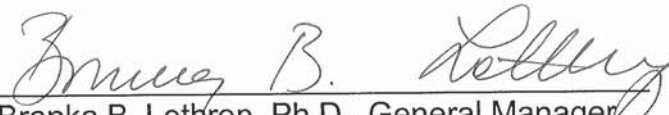
Crystal G. Moreno, Clerk of the Board

APPROVED AS TO FORM:



Kathy Jenson, General Counsel

REVIEWED:



Branka B. Lothrop, Ph.D., General Manager

EXHIBIT "A"

**COACHELLA VALLEY MOSQUITO AND
VECTOR CONTROL DISTRICT
FISCAL YEAR 2014-15 BUDGET**

Coachella Valley Mosquito and Vector Control District
FY 2014-2015
GENERAL OPERATING BUDGET

	<u>Budget 2014-2015</u>	<u>Revised Budget 2013-2014</u>	<u>Actual 2012-2013</u>	<u>Actual 3/31/2014</u>	<u>Forecast 6/30/2014</u>
Beginning Spendable Fund Balance	11,985,666	13,292,792	14,641,245	13,435,539	13,874,356
REVENUES					
Property Taxes Current	6,839,395	6,433,741	6,902,046	3,770,685	7,018,492
Property Taxes Prior	25,500	21,500	25,246	12,095	16,127
Interest Income	40,000	75,000	44,305	23,344	31,125
Miscellaneous Revenue	16,000	16,000	13,508	5,485	15,000
Benefit Assessment Income	947,946	947,946	481,579	491,708	908,693
TOTAL REVENUES	7,868,842	7,494,187	7,466,684	4,303,317	7,989,437
EXPENSES					
Payroll Expense					
5101 Payroll - Full Time	3,827,111	3,662,113	3,449,157	2,457,727	3,276,969
5102 Payroll - Seasonal	64,080	85,440	68,748	45,288	60,384
5103 Temporary Services	6,900	-	-	-	-
5105 Overtime Expenses	26,300	31,300	19,924	6,680	8,907
*5105 OT Expenses - Mecca Flooding Response	-	-	6,453	-	-
5150 State Retirement Expense	452,477	452,794	412,154	318,447	424,596
5155 Social Security Expense	242,072	233,167	217,343	157,121	209,495
5165 Medicare Expense	56,614	54,531	52,350	37,978	50,637
5170 Cafeteria Plan Expense	860,881	747,629	782,642	664,029	835,372
5172 Retiree Healthcare	280,905	313,511	315,431	222,389	296,519
5180 Deferred Compensation	89,937	81,731	73,308	53,719	71,625
5195 Unemployment Insurance	25,989	28,159	27,643	23,906	31,875
Total Payroll Expense	5,933,268	5,690,375	5,425,153	3,987,284	5,266,379
Administrative Expense					
5250 Tuition Reimbursement	6,000	8,000	4,418	2,147	2,863
5300 Employee Incentive	10,000	10,000	3,137	3,978	5,304
5301 Employee Support	4,500	4,500	4,633	3,025	4,033
5305 Employee Assistance Program	2,800	2,000	1,673	1,283	1,711
6000 Property & Liability Insurance	127,566	167,335	113,889	106,170	141,560
6001 Workers' Compensation Insurance	220,670	240,843	159,959	162,724	216,965
6050 Dues & Memberships	20,930	20,681	20,429	18,934	25,245
6060 Public Outreach Materials	13,900	16,600	2,517	2,739	3,652
6065 Recruitment/Advertising	4,000	4,500	5,875	4,027	5,369
6070 Office Supplies	17,020	17,150	16,213	12,755	17,007
6075 Postage	10,300	5,500	6,994	5,089	6,785
6080 Computer & Network Systems	5,000	4,800	5,968	3,708	4,944
6085 Bank Service Charges	200	500	361	106	141
6090 Local Agency Formation Commission	1,200	1,500	1,223	1,134	1,512
6095 Professional Fees			66,069		-
Administration	55,000	30,000	-	12,400	16,533
Information Systems	13,015	12,115	-	9,216	12,288
District Wide	13,500	15,000	-	10,177	13,569
6100 Attorney Fees - General Counsel	45,000	45,000	45,637	28,452	37,936
6100 Attorney Fees - Labor Relations	-	20,000	-	5,558	7,411
6100 Attorney Fees - Personnel	10,000	10,000	6,545	1,774	2,365
6106 HR Risk Management	4,200	4,000	3,960	4,158	5,544
6110 Conference Expense			23,427		-
MVCAC Committee Assignments	14,600	11,700	-	8,094	10,792
Annual Conference Expense	14,400	15,600	-	9,200	12,267
Trustee Travel	16,800	16,800	-	12,842	17,123
6115 Trustee In-Lieu Expense	13,200	13,200	12,800	10,431	13,908
6120 Trustee Support Expense	2,900	2,900	2,886	3,401	4,535
6200 Meetings Expense	3,000	3,000	2,356	1,336	1,781
6210 Promotion & Education	14,300	10,995	9,500	9,953	13,271
6220 Public Outreach Advertising	40,000	56,000	29,959	23,998	31,997
6500 Benefit Assessment Expense	104,000	110,000	102,830	99,721	132,961
Total Administrative Expense	808,001	880,219	653,258	578,530	771,373

Coachella Valley Mosquito and Vector Control District
FY 2014-2015
GENERAL OPERATING BUDGET

	<u>Budget</u> <u>2014-2015</u>	<u>Revised Budget</u> <u>2013-2014</u>	<u>Actual</u> <u>2012-2013</u>	<u>Actual</u> <u>3/31/2014</u>	<u>Forecast</u> <u>6/30/2014</u>
Utility Expense					
6400 Utilities - IID 36 Month Contract	-	-	36,386		
6400 Utilities	75,000	65,000	73,927	41,405	55,207
6410 Telecommunications	26,460	22,300		14,313	19,084
Total Utility Expense	101,460	87,300	110,313	55,718	74,291
Operating Expense					
7000 Uniform Expense	32,350	27,350	29,988	21,891	29,188
7050 Safety Expense	25,150	26,700	26,198	12,010	16,013
7100 Physician Fees	1,500	1,500	2,662	1,152	1,536
7150 IT Communications	28,000	28,000	25,155	19,984	26,645
7200 Maintenance Supplies	3,000	3,500	2,783	3,325	4,433
7300 Building & Grounds Maintenance	41,000	41,000	47,528	43,119	57,492
7310 Calibration & Certification of Equipment	18,146		-	-	-
7325 Environmental Assessment & Monitoring	-	-	-	-	-
7350 Permits, Licenses & Fees	13,410	11,600	30,591	3,480	4,640
7400 Vehicle Maintenance & Repair	30,000	28,000	47,233	23,299	31,065
7420 Offsite Vehicle Maintenance & Repair	9,600	11,350	-	10,730	14,307
7450 Equipment Parts & Supplies	10,000	9,000	9,991	10,525	14,033
7500 Small Tools Expense	2,000	2,000	1,769	1,201	1,601
7550 Lab Operating Supplies	18,000	20,000	25,418	10,572	14,096
7570 Green Pool Surveillance	35,000	35,000	26,207	-	-
7575 Surveillance	48,800	52,000	49,446	27,872	37,163
7600 Staff Training			45,713		-
State Certified Technician Fees	5,000	5,000		-	-
State Required CEU	1,000	16,000		5,100	6,800
Professional Development	45,600	41,653		41,676	55,568
7650 Equipment Rentals	1,000	1,000	93	546	728
7675 Contract Services	-	-	115,682		-
Administration	9,500	9,500	-	7,014	9,352
Information Systems	41,000	43,000	-	43,459	57,945
Facilities	78,400	64,000	-	52,434	69,912
Operations	6,000	6,000	-	4,052	5,403
7700 Motor Fuel & Oils	107,200	107,200	112,333	71,210	107,000
7750 Ops Operating Supplies	15,000	15,600	19,914	7,512	10,016
7800 Control	-	-	445,782		-
Chemical Control	570,000	561,000		534,748	560,000
Physical Control	30,000	39,000		-	-
*7800 Control Products - Mecca Flooding Response	-	-	127,707	-	-
7850 Aerial Applications	56,000	38,000	31,248	19,740	26,320
*7850 Aerial Applications - Mecca Flooding Response	-	-	34,020	-	-
8415 Operating Equipment	5,000	19,500	-	1,191	1,588
8487 Furniture & Equipment	1,000	1,000	631	606	808
8510 Research Projects	150,000	191,500	219,094	98,289	131,052
9000 Contingency Expense					
Total Operating Expense	1,437,656	1,455,953	1,477,186	1,076,737	1,294,705
TOTAL EXPENSES	8,280,385	8,113,847	7,665,910	5,698,269	7,406,748
Operating Revenue Less Expenses	(411,543)	(619,660)	(199,226)	(1,394,952)	582,689

**Coachella Valley Mosquito and Vector Control District
FY 2014-2015
GENERAL OPERATING BUDGET**

	<u>Budget 2014-2015</u>	<u>Revised Budget 2013-2014</u>	<u>Actual 2012-2013</u>	<u>Actual 3/31/2014</u>	<u>Forecast 6/30/2014</u>
CAPITAL BUDGET					
6095 Professional Fees	10,000	118,065	264,193	84,929	95,000
6100 Attorney Fees	-	-	-	-	-
8415 Laboratory Equipment	-	-	-	-	-
8415 Equipment Capital Outlay	-	-	11,550	12,109	12,109
8463 Interior Upgrade	45,000	-	4,590	-	-
8487 Facility Improvements	80,100	1,680,035	681,397	2,193,517	2,193,517
9000 Contingency Expense	-	126,003	-	93,496	126,003
TOTAL CAPITAL EXPENSES	<u>135,100</u>	<u>1,924,103</u>	<u>961,730</u>	<u>2,384,051</u>	<u>2,426,629</u>
TRANSFERS FROM GENERAL FUND					
12 Thermal Remediation Fund	44,750	44,750	44,750	-	44,750
TOTAL TRANSFERS	<u>44,750</u>	<u>44,750</u>	<u>44,750</u>	<u>-</u>	<u>44,750</u>
Total Transfer from Reserves	<u>591,393</u>	<u>2,588,513</u>	<u>1,205,706</u>	<u>-</u>	<u>1,888,690</u>
Operating Revenue Less Capital & Operating Expenses	<u>(591,393)</u>	<u>(2,588,513)</u>	<u>(1,205,706)</u>	<u>(3,779,003)</u>	<u>(1,888,690)</u>
TOTAL GENERAL FUND EXPENSES	8,460,235	10,082,700	8,672,390	8,082,320	9,878,127
Ending Spendable Fund Balance	<u>11,394,272</u>	<u>10,704,279</u>	<u>13,435,539</u>	<u>9,656,536</u>	<u>11,985,666</u>

Coachella Valley Mosquito and Vector Control District
 FY 2014-2015
 GENERAL OPERATING BUDGET

	Budget 2014-2015	Revised Budget 2013-2014	Actual 2012-2013	Actual 3/31/2014	Forecast 6/30/2014
--	---------------------	-----------------------------	---------------------	---------------------	-----------------------

Beginning Spendable Fund Balance

Committed Reserves					
Reserve for Public Health Emergency	2,622,947	2,292,010	2,460,190	2,292,010	2,292,010
Assigned Reserves					
Reserve for OPEB	1,684,417	1,395,084	1,693,191	1,395,084	1,395,084
Reserve for Operations	4,721,305	4,143,808	4,143,808	4,143,808	4,143,808
Reserve for Replacements	2,933,442	3,142,953	3,167,953	3,142,953	3,142,953
Reserve for Future Construction	-	1,714,592	2,795,726	1,714,592	1,714,592
Unassigned	23,554	604,345	-	1,185,909	1,185,909
	11,985,666	13,292,792	14,260,868	13,874,356	13,874,356

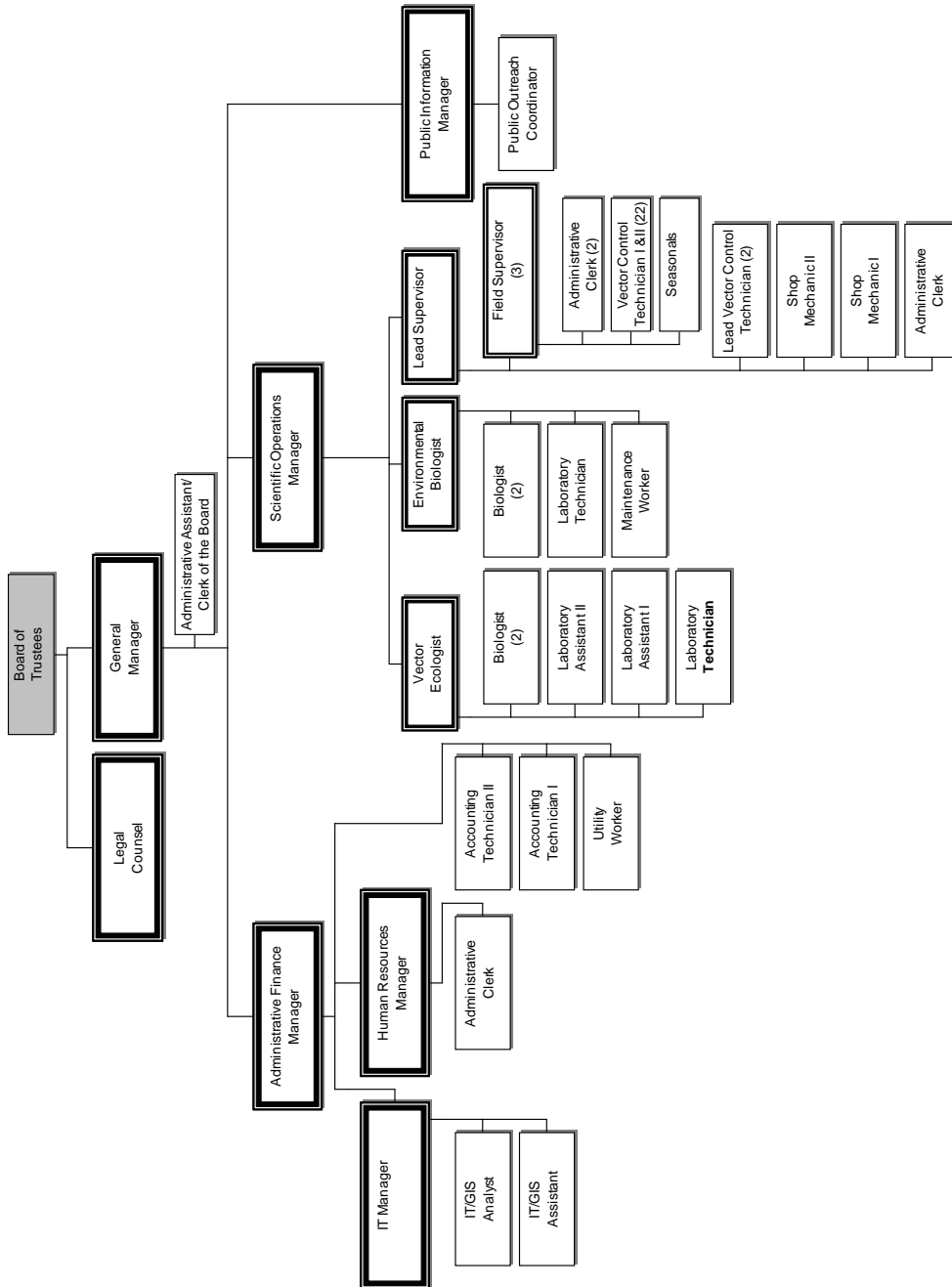
Transfer from Reserves

Committed Reserves					
Reserve for Public Health Emergency	-	-	-	-	-
Assigned Reserves					
Reserve for OPEB	262,905	329,187	298,107	-	249,207
Reserve for Operations	193,388	(269,122)	-	-	-
Reserve for Replacements	135,100	209,511	-	-	209,511
Reserve for Future Construction	-	1,714,592	961,730	-	1,714,592
Unassigned	-	604,345	(54,131)	-	(284,620)
	591,393	2,588,513	1,205,706	-	1,888,690

Ending Spendable Fund Balance

FUND BALANCE ALLOCATIONS					
Committed Reserves					
Reserve for Public Health Emergency	2,622,947	2,292,010	2,460,190	2,292,010	2,292,010
Assigned Reserves					
Reserve for OPEB	1,421,512	1,065,897	1,395,084	1,395,084	1,145,877
Reserve for Operations	4,527,917	4,412,930	4,197,939	4,143,808	4,143,808
Reserve for Replacements	2,798,342	2,933,442	3,167,953	3,142,953	2,933,442
Reserve for Future Construction	-	-	1,833,996	-	-
Unassigned	23,554	-	-	1,185,909	1,470,529
	11,394,273	10,704,279	13,055,162	12,159,764	11,985,666

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
ORGANIZATION CHART
FY 2014-15**



COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

TABLE OF ORGANIZATION

<u>Programs / Personnel</u>	<u>FY14-15 Proposed Allocations</u>	<u>FY13-14 Authorized Allocations</u>
Program 200 - Administration		
General Manager	1	1
Administrative Finance Manager	1	1
Human Resources Manager	1	1
Administrative Assistant/Clerk of the Board	1	1
Accounting Technician II	1	1
Accounting Technician I	1	1
Administrative Clerk	1	1
Program 210 - Information Systems		
IT Manager	1	1
IT/GIS Analyst	1	1
IT/GIS Assistant	1	1
Program 215 - Public Outreach		
Public Information Manager	1	1
Public Outreach Coordinator	1	1
Program 300 - Fleet Maintenance		
Shop Mechanic II	1	0
Shop Mechanic I	1	0
Shop Mechanic	0	2
Administrative Clerk	1	1
Program 305 - Buildings and Grounds Maintenance		
Utility Worker	1	1
Maintenance Worker	0	1
Program 400 - Surveillance and Quality Control		
Scientific Operations Manager	1	1
Vector Ecologist	1	1
Environmental Biologist	1	1
Biologist	4	4
Laboratory Assistant II	1	1
Laboratory Assistant I	1	1
Laboratory Technician	2	0
Maintenance Worker	0	1
Program 500 - Control Operations		
Lead Field Supervisor	1	1
Field Supervisor	3	3
Administrative Clerk	2	2
Lead Vector Control Technician	2	2
Vector Control Technician II	6	6
Vector Control Technician I	16	16
TOTAL	57	57

BUDGET – FY2014/2015
REVENUE

The fiscal year runs from July 1, 2014, to June 30, 2015. The District receives revenues from property taxes and a special benefit assessment that are collected by the County of Riverside through homeowner property tax bills. These monies are assessed and collected each fiscal year according to the following property tax calendar:

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

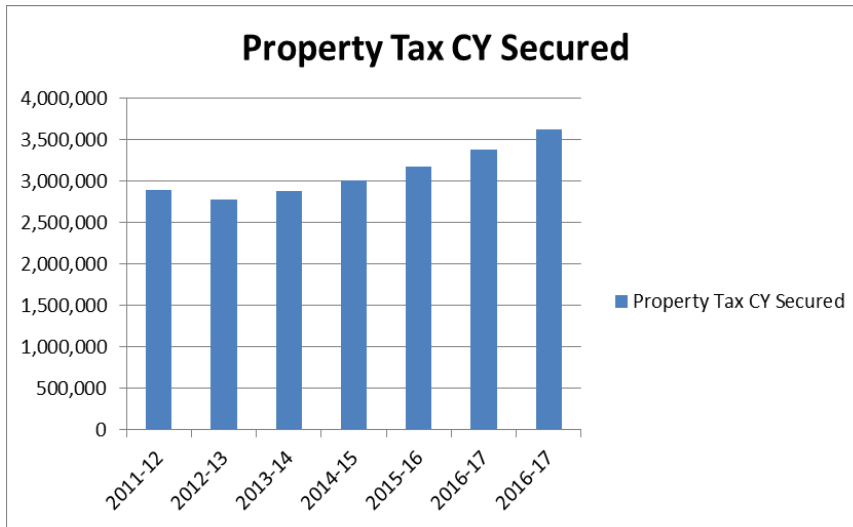
Prior to FY2012-13 the District’s three main sources of revenue were property taxes, redevelopment agency tax increment (formerly pass-through revenues), and the special benefit assessment. Revenue from property taxes is deposited directly to the County of Riverside Investment Pool until required, while 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.

REVENUE ASSUMPTIONS

- **CURRENT PROPERTY TO RISE BY 4.5 PERCENT**
- **BENEFIT ASSESSMENT RATE SET AT \$6.07 PER SFE**
- **CURRENT PROPERTY TAX INCREMENT TO RISE BY 4.5 PERCENT**

SOURCES OF REVENUE

Property Tax - Current Secured: The ad valorem property tax income is the largest source of revenue for the District. During the property boom the ad valorem increased dramatically due to the Riverside County building boom and property value surge during 2006 through 2009 fiscal years. From 2009 to 2012 the ad valorem property tax revenue in Riverside County has declined, FY2009-10 the property tax base decreased by 10.5 percent from its peak in FY2008-09. According to Riverside County in FY2014-15 property taxes are forecast to increase by 4.5 percent over FY2013-14 totals.



Redevelopment Tax Increment: The Redevelopment Dissolution Act (ABX1 26) Shortly after taking office in January 2011 Governor Brown, as part of budget development, targeted the dissolution of RDAs as a way to provide more resources to local governments in the long term, as well as, to help with the State budget in the short term. This resulted in draft bill language circulating in February 2011, which included the following key provisions: 1) The cessation of all RDAs with Successor Agencies being established to wind down RDA affairs; 2) Oversight Boards to oversee the Successor Agencies; 3) Requires repayment of all recognized obligations of the RDA including the continuation of pass-through payments to Affected Taxing Entities; 4) Requires county auditors to audit RDAs; 5) Requires county auditors to perform the calculations and administration of the redistribution of the tax increment due the former RDAs to all affected taxing entities except enterprise districts and, in the first year only, to the State as a grant to help fund public health and safety (courts). Under ABX1 26, on February 1, 2012 (October 1, 2011)* redevelopment agencies and community redevelopment commissions in their authority to act as an RDA ceased to exist. [H&S §34170(a)]. The District is an Affected Taxing Entities (ATE), the County Auditor will disburse twice annually pass-through payments to ATE’s an amount equal to the total obligation payments that would have been required to be paid from tax increment had the former redevelopment agency existed at those times (“Ceiling Amount”). For FY2014-15 RDA tax increment is, the amount forecast based on prior years.

Benefit Assessment Income: 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. The Benefit Assessment

was reduced by 36 percent in the FY2008-09 Budget to \$10.55 per single family home; this was further reduced to \$9.14 for FY2009-10. FY2010-11 was reduced to \$6.14, FY2011-12 was reduced to \$3.07. FY2012-13 remained at \$3.07. FY2013-14 Trustees set the Benefit Assessment rate at \$6.07 a single family equivalent (SFE) compared to \$3.07 for FY2012-13.

REVENUE SUMMARY

Revenue	2014/2015 Budget	2013/2014 Budget	2012/2013 Actual	2011/2012 Actual
Property Tax - Current	3,198,024	2,924,483	2,943,842	3,453,896
Property Tax - Prior	25,500	21,500	25,245	31,183
Redevelopment Tax Increment	3,641,371	3,509,258	3,958,205	3,551,453
Interest Income	40,000	75,000	50,235	81,306
Miscellaneous Revenue	16,000	16,000	13,143	31,251
Benefit Assessment Income	947,946	947,946	484,502	488,482
Total Revenue	<u>\$7,868,842</u>	<u>\$6,915,269</u>	<u>\$7,475,172</u>	<u>\$7,686,888</u>

REVENUE DESCRIPTION

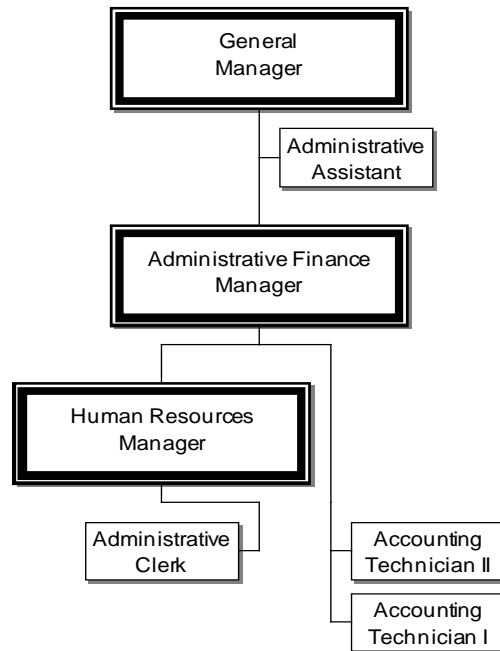
Revenue Source	Description	Budget Amount 2014/2015
Property Tax – Current Secured	Secured property is generally non-movable property, such as houses and other buildings. Revenues are based on general valuation. The portion of revenue designated for taxing agencies, including special districts, is 1%. Forecast for FY2014-15 is \$2,873,561 plus 4.5%	3,002,871
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%.	6,000
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%. Forecast for FY2014-15 is \$137,324 plus 4.5 %	143,504

Redevelopment Property Tax Increment	Formerly redevelopment pass-through revenue. This is budgeted with current property taxes. Total estimated tax increment for FY2014-15 is \$3,958,205. Minus asset reallocation \$473,639 plus 4.5%	3,641,371
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%. Forecast for FY2014-15 is \$43,684 plus 4.5%	45,650
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%.	18,500
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%.	7,000
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.	40,000
Other Miscellaneous Revenue	This category recognizes revenue from grants and service contracts.	16,000
Benefit Assessment Income	Revenues from Benefit Assessment. The rate for FY2014-15 is \$6.07 per single family equivalent (SFE).	947,946

**FUND 01 – GENERAL OPERATING FUND
 OPERATING BUDGET – FY2014/2015
 PROGRAM 200 – ADMINISTRATION**

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.

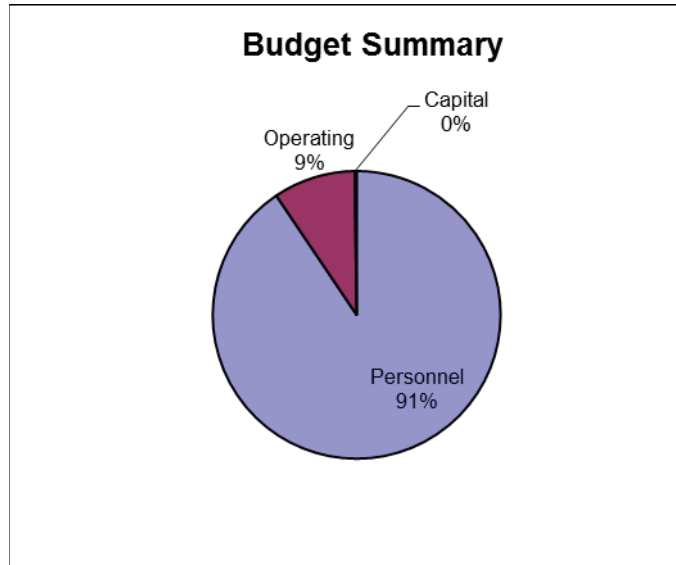


STAFFING SUMMARY

Title	FY14/15 Proposed Positions	FY13/14 Authorized Positions
General Manager	1	1
Administrative Finance Manager	1	1
Human Resources Manager	1	1
Administrative Assistant/Clerk of the Board	1	1
Accounting Technician II	1	1
Accounting Technician I	1	1
Administrative Clerk	1	1
Total Positions	7	7

EXPENDITURE SUMMARY

200 – ADMINISTRATION	2014/2015 Budget	2013/2014 Budget	2012/2013 Actual
Personnel	952,706	899,930	877,387
Operations & Maintenance	96,600	73,500	73,622
Capital	2,000	2,000	631
Total Expenditures	\$1,051,576	\$975,430	\$951,640



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **200 – Administration**

Account	Description	Justification	Budget Amount 2014/2015
5101	Payroll – Full Time	General Manager (1) Administrative Finance Manager (1) Human Resources Manager (1) Administrative Assistant/Clerk of the Board (1) Accounting Technician II (1) Accounting Technician I (1) Administrative Clerk (1)	645,716
5105	Overtime	Board Duties Year-end audit Special projects	1,000

5150	State Retirement Expense	District contribution to CalPERS	83,029
5155	Social Security Expense	District contribution is 6.2% of salary	40,034
5165	Medicare Expense	District contribution is 1.45% of salary	9,363
5170	Cafeteria Plan	Based on current election	135,558
5180	Deferred Compensation	Non CSEA represented employees currently receive 3.825% of salary to 457	35,238
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	3,038
6050	Dues & Memberships	<u>HR Manager</u> CalPELRA \$350 IPMA-HR \$149 Society for Human Resource Management (SHRM) \$180 American Society for Public Administration (ASPA) \$125 <u>Administrative Finance Manager</u> American Society for Public Administration (ASPA) \$125 Government Finance Officers Association (GFOA) \$160 CA Society of Municipal Finance Officers (CSMFO) \$110 CA Municipal Treasurers Association (CMTA) \$155 <u>General Manager</u> Society for Vector Ecology (SOVE) \$70	1,500
6060	Reproduction & Printing	Cost for preparation of annual budget: printing, binding and associated supplies	1,000
6070	Office Supplies	Paper for Board Packets, administration, accounting, photocopying, public records. Binders, divider pages and miscellaneous office supplies.	9,000
6095	Professional Fees	Audit Services \$19,000 Management Consultant – Strategic Planning \$15,000 Executive Recruiter \$20,000	55,000
6110.01	MVCAC Committee Assignments Travel	<u>MVCAC Committee Travel:</u> (2) Fall Meeting \$800 per person Spring Meeting \$800 per person Summer Meeting \$400 per person Planning Session \$800 per person	4,200
6110.02	MVCAC Annual Conference Expense	MVCAC Annual Conference \$1,200 per person (2)	2,400
7000	Uniform Expense	District Apparel	500
7050	Safety Expense	First aid kit supplies Safety posters Safety equipment	500
7600.02	Professional Development	<u>HR Manager</u> CALPELRA LCW HR Conference VCJPA Workshop <u>Administrative Finance Manager</u> GFOA Seminar CSDA Annual Conference VCJPA Workshop <u>General Manager</u> AMCA	12,000

		SOVE CSDA Annual Conference <u>Administrative Assistant</u> California Special District Association (CSDA) Annual Clerk of the Board Conference Clerical staff – Riverside County Training & CalPERS Educational Forum	
7675	Contract Services	DBM Marlin Leasing Pitney Bowes	9,500
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	1,000
8415	Administrative Capital Outlay	Administrative Equipment	1,000
8487	Furniture & Equipment	Administrative Furniture	1,000

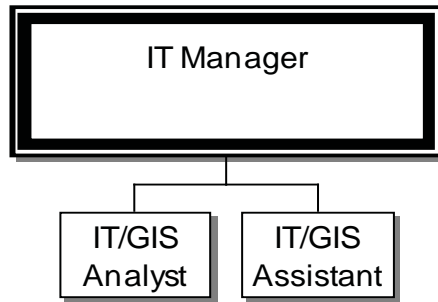
**FUND 01 – GENERAL OPERATING FUND
 OPERATING BUDGET FY2014/2015
 PROGRAM 210 – INFORMATION SYSTEMS**

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.

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 application of all regulated and authorized public health control products.

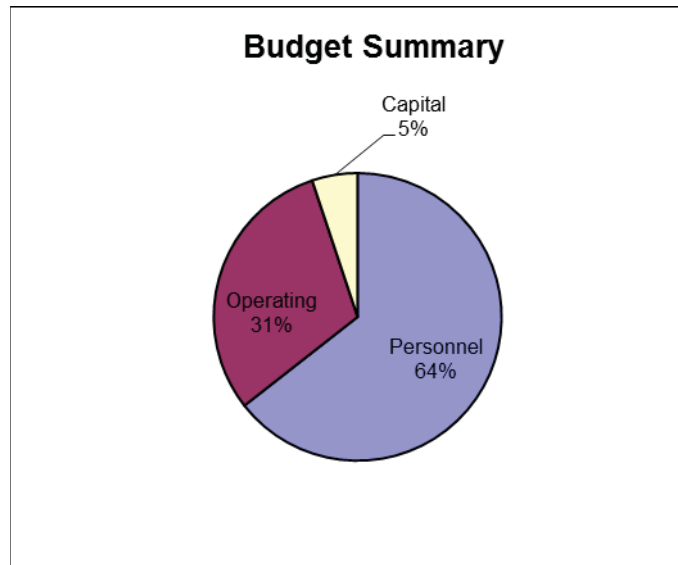


STAFFING SUMMARY

Title	FY14/15 Proposed Positions	FY13/14 Authorized Positions
IT Manager	1	1
IT/GIS Analyst	1	1
IT/GIS Assistant	1	1
Total Positions	3	3

EXPENDITURE SUMMARY

210 – INFORMATION SYSTEMS	2014/2015 Budget	2013/2014 Budget	2012/2013 Actual
Personnel	347,187	342,437	351,977
Operations & Maintenance	164,815	161,115	96,718
Capital	27,400	33,500	16,398
Total Expenditures	\$539,402	\$537,052	\$465,903



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **210 – Information Systems**

Account	Description	Justification	Budget Amount 2014/2015
5101	Payroll – Full Time	Information Technology Manager (1) IT/GIS Analyst (1) IT/GIS Assistant (1)	258,731
5105	Overtime	Board Meetings Network Configurations	500
5150	State Retirement Expense	District contribution to CalPERS	33,435
5155	Social Security Expense	District contribution is 6.2% of salary	16,041
5165	Medicare Expense	District contribution is 1.45% of salary	3,752

5170	Cafeteria Plan Expense	Based on current selection	23,531
5180	Deferred Compensation	Non CSEA represented employees currently receive 3.825% of salary to 457	9,896
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	1,301
6050	Dues & Memberships	MISAC \$240 Windows Books \$300 CBT Nugget \$1,000	1,540
6060	Reproduction & Printing	Printing supplies	600
6070	Office Supplies	Paper, binders and misc. office supplies	500
6080	Computer & Network Systems	LTO Ultrium 800gb/1.6tb Tapes \$665 Panasonic Accessories \$1,089 RelayGoos II-POE \$900 Wireless Access Points \$1,600 Misc. Network Equipment \$1,200	5,000
6095	Professional Fees	Phone/Printer/Network Services \$1,000 Disaster Recovery Services \$9,840 Panasonic Repairs \$900 Audio/Visual Services \$1,275	13,015
6110.01	MVCAC Committee Assignments Travel	<u>MVCAC Committee Travel:</u> (1) Fall Meeting \$800 per person Spring Meeting \$800 per person	1,600
	MVCAC Annual Conference Expense	MVCAC Annual Conference \$1,200 per person (1)	1,200
6410	Telecommunications	Verizon Landline Telephone \$9,800 (10) SMP Verizon Cell Phones \$7,723 (47) STDP Verizon Cell Phones \$6,592 Other Telecom needs \$2,345	26,460
7000	Uniform Expense	District Apparel	300
7150	IT Communications	(24) OPS Verizon BroadBand WLAN @ \$39.99 - \$12,477 (4) LAB Verizon BroadBand WLAN @ \$39.99 - \$1,920 (2) ADM Verizon BroadBand WLAN @ \$39.99 - \$1,040 Riverside County IT VPN \$360 AccuConference \$100 Constant Contact Email Campaign \$240 UIA Webs Service \$1,200 Codera Dedicated Server Services \$1,700	28,000
7350	Permits, Licenses & Fees	Visual Studio 2013 \$800 Microsoft Windows User CALS \$1,750 Microsoft Exchange User CALS \$3,850	6,400
7570	Green Pool Surveillance	Neglected Pool Flight (\$19,997.45 Keystone) \$25,000 Salton Sea Flight (\$9,535 Blue Earth) \$10,000	35,000
7600.02	Professional Development	UC ESRI \$1,100 US SIRE \$1,300 PMI Project Management \$1,800	4,200
7675	Maintenance Contracts	Mitchell1 OnDemand – Shop \$1,900 NPF Annual Software Support \$5,000 RedBeam Software Support \$789 WebEx Software Support \$1,300 ESRI Annual Support \$19,000 SIRE Annual Support \$5,100	41,000

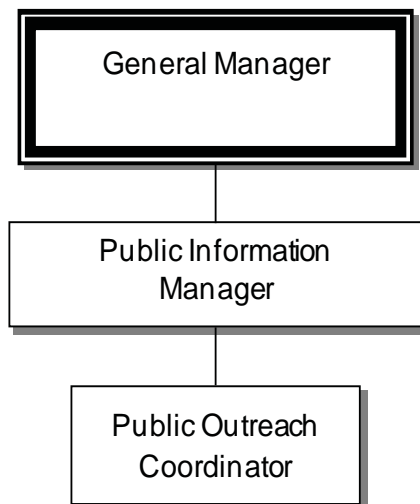
		TimeClock Plus Support \$1,100 HP c3000 Warranty Support \$435 HP BL460 Warranty Support \$800 HP BL460 G8 Warranty Support \$220 HP BL460 G7 Warranty Support \$220 HP DL360 Warranty Support \$270 HP DL320 Warranty Support \$290 HP DL160 Warranty Support \$120 SOPHOS Premium Support Renewal \$3,500	
8415.13	IT Capital	DL360P GEN8 (BK1) WIN2003 – 2015) \$4,900 WIN2012 StorageEver LTO Tape Drive \$4,500 BL460C GEN8 Blade (FS1) WIN2003 – 2015) \$4,900 WIN2012 BL460C GEN8 Blade (EX) \$4,900 WIN2012 Exchange 2013 (EX2007 – 2017) Guardian BDR S3000 3TB \$5,400	27,400

**FUND 01 – GENERAL OPERATING FUND
 OPERATING BUDGET – FY2014/2015
 PROGRAM 215 – PUBLIC OUTREACH PROGRAM**

PROGRAM DESCRIPTION

The Public Outreach Department informs, educates and promotes public awareness of the District and its programs, services, and activities. This is accomplished through the dissemination of vector control and disease prevention information to Coachella Valley residents. This includes the conceptualization of District materials such as brochures, press releases, feature articles, manuals; promotional items with District messaging; radio (news, features, and public service announcements); television (news, features, public service announcements, media conferences), and the internet (CVMVCD website, video, presentations, embedded content, and links on local partner websites).

The Department is responsible for all media contact, community interaction, and making sure that the District’s mission is spread throughout the Coachella Valley. Departmental outreach involves presentations at local venues, such as senior centers, health fairs, HOA meetings, and other city, government and community based association meetings as well as presentations to school teachers. In addition, the District participates in selected events, such as science fairs, science discovery days, the Riverside County Fair and National Date Festival, Mecca Community Resource Fair, Fiesta Campesina, the Living Desert’s Earth Day and other events that help us reach our audience.

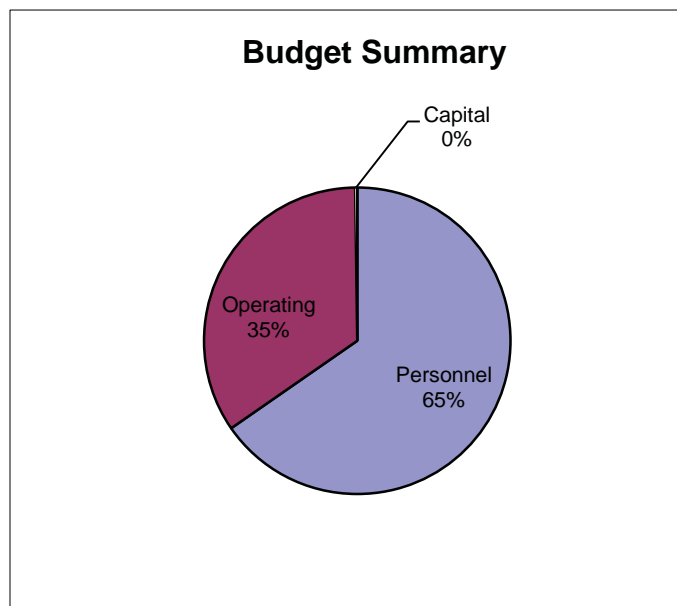


STAFFING SUMMARY

Title	FY14/15 Proposed Positions	FY13/14 Authorized Positions
Public Information Manager	1	1
Public Outreach Coordinator	1	1
Total Positions	2	2

EXPENDITURE SUMMARY

215 - PUBLIC OUTREACH	2014/2015 Budget	2013/2014 Budget	2012/2013 Actual
Personnel	154,044	131,840	97,763
Operations & Maintenance	80,050	87,645	46,885
Capital	500	500	-
Total Expenditures	\$234,594	\$219,985	\$144,648



This year the Public Outreach Department’s goals are to:

- Enhance the District’s public identity through refining and focusing our branding, creating outreach campaigns with clear and consistent messaging, developing stronger ties with cities and local agencies to ensure local governments carry our community message of prevention and protection; and training all staff in message development, presentation and interview skills, and effective delivery so that all District staff are communicating one unified message when dealing with the public, partner agencies, and elected officials.
- Establish stronger relationships with local media by offering newsworthy information, making interviewees available ahead of news deadlines, making sure we are available when they need us not just when we need them. Explore editorial opportunities, as well as live radio and TV interviews during West Nile Virus (WNV) Awareness Week and during the peak WNV season.
- Streamline the District’s outreach materials and channels to maximize impact and save on printing costs through a series of new informational materials requiring less paper, which are more succinct and therefore more likely to be read, driving people to our website for more in-depth information; redesigning the District website to be more user-friendly to the general public and enhance transparency by making the current content more visible to the

user and develop more interactive elements such as the video and a video game; and develop a regular program to raise awareness among HOAs and other partners, increasing our audience reach and message frequency through expanded advertising channels in both Spanish and English; and introduce targeted reach through direct mail programs.

- Refine educational outreach through exploring other District’s school programs and further developing our “teaching the teacher” curriculum on how to introduce a vector-centered program into science classes.
- Develop and implement measurement tools and tracking to assess how successful outreach campaigns are and what elements are working and not working. This would be done through Google Alerts, web traffic analysis, surveys at fairs and events on how people heard about us; and through tracking where callers to the District heard about us.

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **215 – Public Outreach**

Account	Description	Justification	Budget Amount 2014/2015
5101	Payroll – Full Time	Public Information Manager (1)	102,915
5103	Temp Services	Public Outreach Intern (1)	6,900
5105	Overtime	Public outreach events (Date Fest Volunteer/Sculpture Building)	4,300
5150	State Retirement Expense	District contribution to CalPERS	10,885
5155	Social Security Expense	District contribution is 6.2% of salary	6,381
5165	Medicare Expense	District contribution is 1.45% of salary	1,492
5170	Cafeteria Plan	Based on current election	16,800
5180	Deferred Compensation	Non CSEA represented employees currently receive 3.825% of salary to 457	3,937
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee’s salary	434
6060	Reproduction & Printing	Annual Reports (50) Framing for Staff Photo Bookmarks (5,000 of each of 5 bookmarks) Brochures: District (5,000 8-page) Rats (5,000 4-page) Activity Books (5,000) Every Door Direct Mail notification post cards (for high trap counts, high WNV activity) 5 neighborhoods; 2 X a year; Approx. \$350 per neighborhood (per mailing)	12,300
6070	Office Supplies	Date Fest Craft Materials Supplies for Mosquito crafts Paper for Plotter Laminating sheets Supplies for CEU training manuals, Labels for promotional items Misc. Office Supplies	2,300

6075	Postage	UPS/USPS mailing costs	4,000
6110.01	MVCAC Committee Assignments Travel	<u>MVCAC Committee Assignments</u> (1) Fall Meeting \$800 per person Spring Meeting \$800 per person Summer Meeting \$400 per person Planning Session \$800 per person	2,800
6110.02	MVCAC Annual Conference Expense	MVCAC Annual Conference \$1,200 per person (1)	1,200
6210	Promotion & Education	Date Festival – Fly swatters, repellent, rub-ons, calendars, bags, water bottles, and other promotional items – Target Audience 2,000 + registration, parking \$450 Living Desert Earth Day – Fly swatters, rub-ons, calendars, bags, water bottles, and other promotional items – Target Audience 1,000 Fiesta Campesina – Fly swatters, repellent, rub-ons, calendars, bags, water bottles, and other promotional items – Target Audience 2,000 Mecca Fair – Fly swatters, repellent, rub-ons, calendars, bags, water bottles, and other promotional items – Target Audience 300 West Nile Virus Awareness Week – Fly swatters, repellent, rub-ons, calendars, bags, water bottles, and other promotional items – Target Audience 1,000 Science Fair Plaques Award Submissions SurveyMonkey Mosquito Patrol Patch	14,300
6220	Public Outreach Advertising	Television, Radio, Newspaper, Web, and Cinema Ads and USPS Every Door Direct (roughly 7,000 residences for \$700 x2 x2) WNV Awareness Week West Nile virus, mosquito, RIFA PSA and other vector educational and informational messages	40,000
7000	Uniform Expense	District Apparel	250
7600.01	State Required CEU	State Required CEU Training \$400 (webinars)	400
7600.02	Professional Development	AMCA Annual Conference	1,500
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	1,000
8415	Public Outreach Equipment	Canon Life Size Converter EF Macro Lens Rode DeadCat VMP Windmuff ePhoto Vbracket Hot Shoe V Mount Dual Bracket for Video Lights, Microphones or Monitors NEEWER® CN-160 160PCS LED Dimmable Ultra High Power Panel Digital Camera / Camcorder Video Light for Canon	500

**FUND 01 – GENERAL OPERATING FUND
 OPERATING BUDGET – FY2014/2015
 PROGRAM 225 – DISTRICT WIDE**

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

Account	Description	Justification	Budget Amount 2014/2015
5172	Retiree Healthcare	CalPERS Retiree Healthcare pre-funding for future retirees Annual Required Contribution (ARC) \$262,905 the District will fund 100 percent of the ARC for FY2014-15 For current retirees \$18,000	280,905
5250	Tuition Reimbursement	District Education Fund to reimburse employees for tuition and textbook expenses incurred in pursuing degree programs.	6,000
5300	Employee Incentive	Employee Recognition Event and Annual Award Ceremony	10,000
5301	Employee Support	Coffee and supplies Drinking water and related supplies	4,500
5305	Employee Assistance Program	Wellness Works	2,800
6000	Property & Liability Insurance	VCJPA Liability \$100,466 VCJPA Property \$8,193 VCJPA General Fund \$14,813 VCJPA Group Fidelity Premium \$4,094	127,566
6001	Workers' Compensation Insurance	VCJPA Workers Comp Insurance Premium \$220,670	220,670
6050	Corporate Dues & Memberships	California Special District Association (CSDA) \$5,294 Mosquito and Vector Control Association of California (MVCAC) \$8,000 American Mosquito Control Association (AMCA) \$4,000	17,300
6065	Recruitment/Advertising	Advertising of classified ads for recruitment and public notices of RFP's Pre-employment background screenings	4,000
6075	Postage	UPS/USPS mailing costs	3,500
6085	Bank Service Charges	Includes investment and other banking related charges and fees from Riverside County for processing of expense reimbursement.	200
6090	Local Agency Formation Commission	SB2838 Local Government Reorganization Act of 2000 calls for payment to fund LAFCO.	1,200

6095	Professional Fees	District wide Professional Fees not budgeted in programs Payroll Service Fees \$11,000 CalPERS Administrative Fees \$2,500	13,500
6100.00	Attorney Fees – General	General legal matters	45,000
6100.02	Attorney Fees – Personnel	Personnel legal matters	10,000
6106	HR Risk Management	LCW Employment Relations Consortium	4,200
6110	Conference Expense	MVCAC Legislative Day AMCA Annual Conference & Washington Day CSDA Annual Conference *Now included in departmental budgets	-
6200	Meetings Expense	Staff meetings expenses	3,000
6400	Utilities	Indio Water Authority \$4,500 Gas Co. \$2,000 Imperial Irrigation District \$60,000 Valley Sanitary District \$4,100 Burrtec Waste \$4,500	75,000
6500	Benefit Assessment Expense	County fees and engineering costs.	104,000
7100	Physician Fees	Pre-employment physician screenings Physician fees for First Aid Services	1,500
7600.01	State Required Fees	Required annual renewal fees for all certified personnel	5,000
7600.02	Professional Development	Professional training District-wide events: LCW Riverside County HR	5,000

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET – FY2014/2015
PROGRAM 250 – TRUSTEES SUPPORT PROGRAM

PROGRAM DESCRIPTION

The Health and Safety Code, Section 2000-2093 empowers the Board of Trustee to be the legislative body of the District. The primary function of the Board of Trustees is the establishment of policies and the definition of guidelines. The Trustees are also responsible for ensuring the financial stability and approval of the yearly budget. Trustee Expense includes in-lieu expenses, travel expenses, and conference/seminar 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

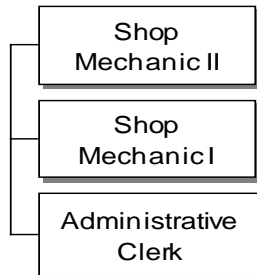
Program **250 – Trustees Support Program**

Account	Description	Justification	Budget Amount 2014/2015
5155	Social Security Expense	District's contribution 6.2%	818
5165	Medicare Expense	District contribution is 1.45% of salary	191
5195	Unemployment Insurance	6.2% of the first \$7,000 in earnings	818
6110	Trustee Travel	MVCAC, CSDA etc Conference and educational seminar fees, plus related travel expenses. In addition designated Trustee per Resolution 2011-24 to attend MVCAC Annual, Spring, Fall and Summer meetings and AMCA	16,800
6115	In-Lieu	State law permits a maximum of \$100 per month compensation payable to each Trustee for conducting District business, such as attendance at Board and Committee meetings. \$100 for 11 Trustees for 12 months	13,200
6120	Trustee Support	Expenses for meals during official meetings dealing with direct support of Trustee activities.	2,900
7000	Uniform Expense	District Shirt for each Trustee	500

**FUND 01 – GENERAL OPERATING FUND
 OPERATING BUDGET – FY2014/2015
 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.

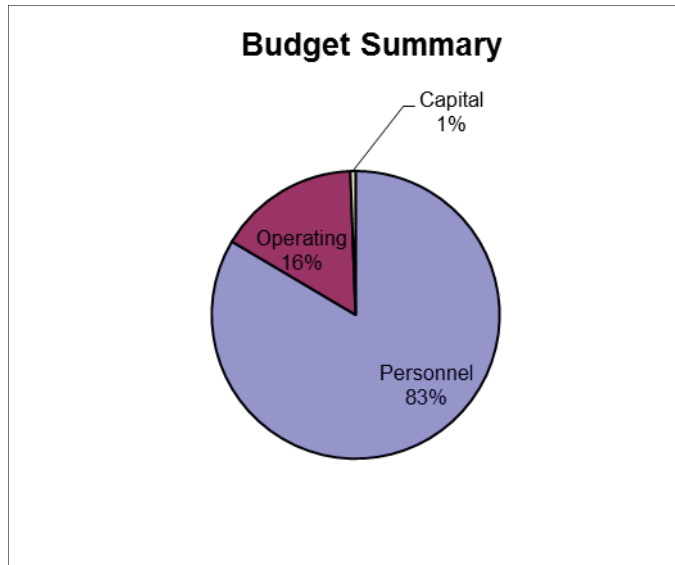


STAFFING SUMMARY

Title	FY14/15 Proposed Positions	FY13/14 Authorized Positions
Shop Mechanic	0	2
Shop Mechanic II	1	0
Shop Mechanic I	1	0
Administrative Clerk	1	1
Total Positions	3	3

EXPENDITURE SUMMARY

300 – FLEET MAINTENANCE	2014/2015 Budget	2013/2014 Budget	2012/2013 Actual
Personnel	289,593	266,679	263,307
Operations & Maintenance	55,170	52,470	60,476
Capital	2,000	-	-
Total Expenditures	\$346,763	\$319,149	\$323,783



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **300 – Fleet Maintenance Program**

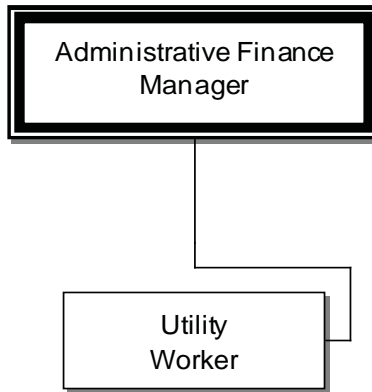
Account	Description	Justification	Budget Amount 2014/2015
5101	Payroll – Full Time	Shop Mechanic II (1) Shop Mechanic I (1) Administrative Clerk (1)	197,944
5105	Overtime	Required work outside normal hours for emergencies	1,500
5150	State Retirement Expense	District contribution to CalPERS	23,670
5155	Social Security Expense	District contribution is 6.2% of salary	12,273
5165	Medicare Expense	District contribution is 1.45% of salary	2,870
5170	Cafeteria Plan	Based on current election.	48,659
5180	Deferred Compensation	Non CSEA represented employees currently receive 3.825% of salary to 457	2,243
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	434
6070	Office Supplies	Printer toners, paper, misc. batteries, inventory bins and general office supplies	620
7000	Uniform Expense	Rentals of department uniforms, towels and mats	2,800
7050	Safety Expense	Nitrile Gloves Welding Helmet Protective Eye Wear Hearing Protection Protective Footwear	1,250

7350	Permits	Recurring fees for permits, smog certificates, AQMD Storage Tank Permits, Annual Vapor fees, Emissions fees, etc.	2,800
7400.00	Vehicle Parts & Supplies	Repairs and Maintenance Supplies: CarQuest, Napa, Tires, Batteries for fleet vehicles	22,000
7400.02	Specialty Vehicle Parts & Supplies	Repairs and Maintenance Supplies: CarQuest, Argo, Napa, Tires, Batteries for District specialty off-road vehicles	8,000
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	9,600
7450	Equipment and Application Parts & Supplies	Fasteners, electrical supplies, parts for all equipment not considered a registered vehicle, welding equipment supplies and repairs, repairs and parts for major equipment (hoists, air compressor, power reels, tire mounting equipment)	3,000
7500	Small Tools Furniture & Equipment (Non-Capital)	Replacement of small tools	1,500
7600.02	Professional Development	Napa, General trainings, ASE certification A1-A8, and related travel expenses (2)	2,400
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	1,200
8415	Non-Capitalized Equipment	Non-Capital equipment	2,000

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET – FY2014/2015
PROGRAM 305 – BUILDINGS AND GROUNDS MAINTENANCE

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.

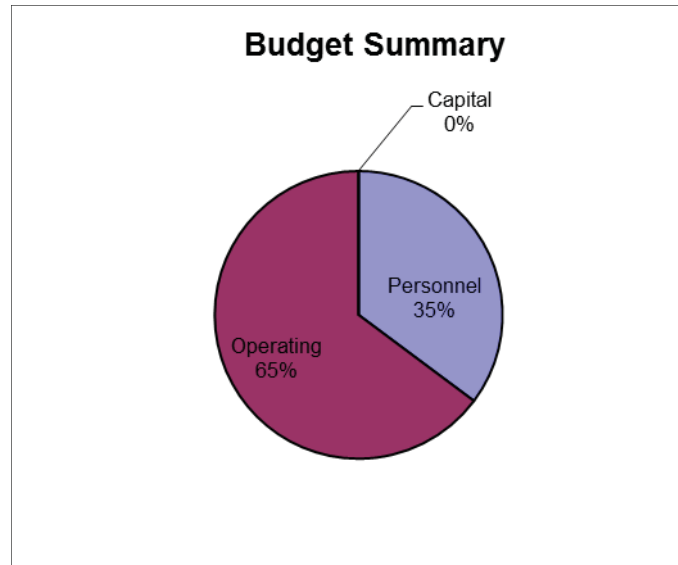


STAFFING SUMMARY

Title	FY14/15 Proposed Positions	FY13/14 Authorized Positions
Facilities/Fleet Supervisor	0	0
Utility Worker	1	2
Total Positions	1	2

EXPENDITURE SUMMARY

305 BUILDINGS AND GROUNDS MAINTENANCE	2014/2015 Budget	2013/2014 Budget	2012/2013 Actual
Personnel	70,624	141,650	131,887
Operations & Maintenance	130,000	119,550	123,946
Capital	-	-	-
Total Expenditures	\$200,624	\$261,200	\$255,833



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION
Fund 01 – General Fund
Program **305 – Buildings and Grounds Maintenance**

Account	Description	Justification	Budget Amount 2014/2015
5101	Payroll - Full Time	Utility Worker (1)	45,299
5105	Overtime	Required work outside normal hours for floor cleaning	1,000
5150	State Retirement Expense	District contribution to CalPERS	5,020
5155	Social Security Expense	District contribution is 6.2% of salary	2,809
5165	Medicare Expense	District contribution is 1.45% of salary	657
5170	Cafeteria Plan	Based on current election	15,405
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employees salary	434
7000	Uniform Expense	Rentals of department uniforms, towels and mats	1,000
7050	Safety Expense	Safety Equipment & Supplies First aid materials, safety clothing, protective footwear, etc.	400
7200	Maintenance Supplies	Cleaning supplies, paper towels, toilet paper, floor products, disinfectants, hand soap, latex gloves, trash bags, etc.	3,000
7300.01	Repair & Maintenance	Bio Building, Laboratory and Tank Room Includes replacement lighting for tank room	4,000
7300.02	Repair & Maintenance	Administration Building	5,000
7300.03	Repair & Maintenance	Operations Building	5,000
7300.04	Repair & Maintenance	Shop and Grounds: Includes window and solar panel cleaning and quarterly parking area sweep	10,000

7300.05	Repair & Maintenance	Special Projects: Drainage behind storage area \$5,000 Shop Locker Room (In-House) \$5,000 External Doors Storage etc. – Paint, install new locks (In-House) \$1,000 Parking Area Beams – Paint (In-House) \$500 Tank Room Maintenance (In-House) \$1,000 Multipurpose Room plumbing – Install hot water to Administration building \$4,500	17,000																																
7350	Permits, Licenses & Fees	<table border="1"> <thead> <tr> <th>Agency</th> <th>Details</th> <th>Amount</th> <th>Due</th> </tr> </thead> <tbody> <tr> <td>City of Indio</td> <td>Private Fire Hydrant Permit</td> <td>\$116</td> <td>3/9/15</td> </tr> <tr> <td>City of Indio Fire Dept.</td> <td>Place of Assembly Permit</td> <td>\$141</td> <td>3/1/15</td> </tr> <tr> <td>City of Indio</td> <td>Alarm Permit</td> <td>\$15</td> <td>12/1/14</td> </tr> <tr> <td>Desert Fire Extinguisher</td> <td>Automatic Fire System Service-Flammable Storage 1</td> <td>\$175</td> <td>10/15/14</td> </tr> <tr> <td>Desert Fire Extinguisher</td> <td>Automatic Fire System Service-Flammable Storage 2</td> <td>\$175</td> <td>10/15/14</td> </tr> <tr> <td>Shasta Fire Protection</td> <td>Fire Extinguishers Testing/Certification</td> <td>\$600</td> <td>6/1/15</td> </tr> <tr> <td>Shasta Fire Protection</td> <td>Fire Suppression Testing/Certification</td> <td>\$600</td> <td>4/1/15</td> </tr> </tbody> </table>	Agency	Details	Amount	Due	City of Indio	Private Fire Hydrant Permit	\$116	3/9/15	City of Indio Fire Dept.	Place of Assembly Permit	\$141	3/1/15	City of Indio	Alarm Permit	\$15	12/1/14	Desert Fire Extinguisher	Automatic Fire System Service-Flammable Storage 1	\$175	10/15/14	Desert Fire Extinguisher	Automatic Fire System Service-Flammable Storage 2	\$175	10/15/14	Shasta Fire Protection	Fire Extinguishers Testing/Certification	\$600	6/1/15	Shasta Fire Protection	Fire Suppression Testing/Certification	\$600	4/1/15	2,000
Agency	Details	Amount	Due																																
City of Indio	Private Fire Hydrant Permit	\$116	3/9/15																																
City of Indio Fire Dept.	Place of Assembly Permit	\$141	3/1/15																																
City of Indio	Alarm Permit	\$15	12/1/14																																
Desert Fire Extinguisher	Automatic Fire System Service-Flammable Storage 1	\$175	10/15/14																																
Desert Fire Extinguisher	Automatic Fire System Service-Flammable Storage 2	\$175	10/15/14																																
Shasta Fire Protection	Fire Extinguishers Testing/Certification	\$600	6/1/15																																
Shasta Fire Protection	Fire Suppression Testing/Certification	\$600	4/1/15																																
7500	Small Tools	Replacement of tools	500																																
7600.01	State Required CEU	State Required CEU Training \$400 per person Certification exam application fees	200																																
7600.02	Professional Development	Electrical Troubleshooting & Preventative Maintenance Workshop Part II (Southern Ca, 2014) \$990 Lodging and travel expenses \$500	1,500																																
7650	Equipment Rentals	Rental of power tools, heavy equipment and vehicles	1,000																																
7675	Contract Services	Janitorial Services \$32,000 Security Alarm Services \$3,400 Landscape Maintenance \$18,000 HVAC GTD Lifetime Service \$15,000 Security Services \$10,000	78,400																																
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	1,000																																

Capital Projects:

IF27 - Solar Panel Invertors – replacement of 14 Sunnyboy 2500 with 6 Sunnyboy 7000 place on tower on concrete slab \$25,000

IF28 - Intruder Defense System for Administration and Operations Buildings \$15,050

IF29 - Tank Room Dehumidifier \$10,000

IF30 - District Metal Trim, Window & Door Frames, Rooftops, Guttering - Preventative Maintenance - \$15,000

IF31 - Replacement of Fuel Pumps \$15,000

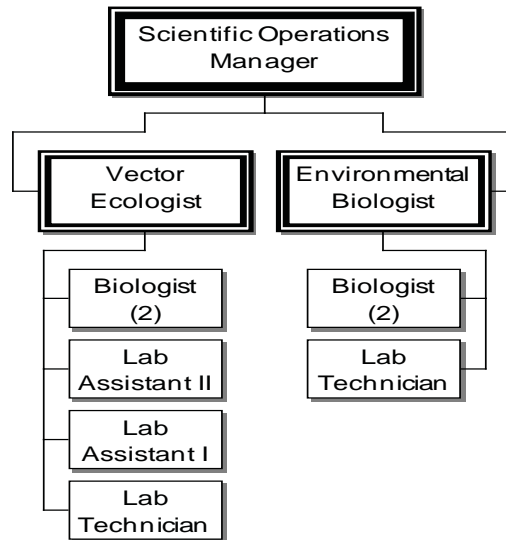
**FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET – FY2014/2015
PROGRAM 400 – SURVEILLANCE AND QUALITY CONTROL PROGRAM**

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, sentinel chickens, and wild birds; and climate variables such as temperature, humidity, and Salton Sea water level. This analysis, our virus transmission risk model, allows Operations 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.

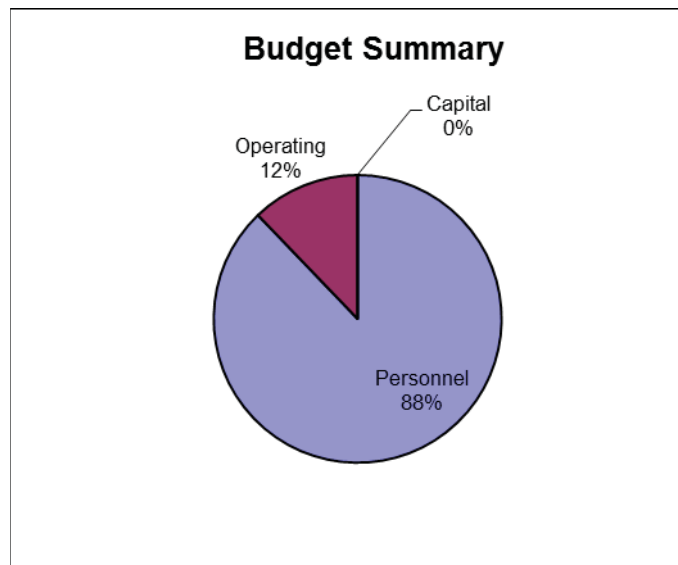


STAFFING SUMMARY

Title	FY 14/15 Proposed Positions	FY13/14 Authorized Positions
Scientific Operations Manager	1	1
Vector Ecologist	1	1
Environmental Biologist	1	1
Biologist	4	4
Laboratory Assistant II	1	1
Laboratory Assistant I	1	1
Laboratory Technician	2	1
Total Positions	11	10

EXPENDITURE SUMMARY

400 – SURVEILLANCE AND QUALITY CONTROL	2014/2015 Budget	2014/2014 Budget	2012/2013 Actual
Personnel	1,198,400	1,117,505	1,026,309
Operations & Maintenance	163,846	151,261	139,861
Capital	-	-	-
Total Expenditures	\$1,362,246	\$1,268,766	\$1,166,170



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

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

Account	Description	Justification	Budget Amount 2014/2015
5101	Payroll – Full Time	Scientific Operations Manager (1) Environmental Biologist (1) Vector Ecologist (1) Biologist (4) Laboratory Assistant II (1) Laboratory Assistant I (1) Laboratory Technician (2)	825,268
5105	Overtime	Mosquito colony maintenance and research collaborations with UC Davis Weekends/Holidays 250 Hours	6,000
5150	State Retirement Expense	District contribution to CalPERS	98,365
5155	Social Security Expense	District contribution is 6.2% of salary	51,167
5165	Medicare Expense	District contribution is 1.45%	11,966
5170	Cafeteria Plan	Based on current elections	177,580
5180	Deferred Compensation	Non CSEA represented employees currently receive 3.825% of salary to 457	23,714
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employee's salary	4,340
6050	Dues & Memberships	SOVE \$70 per person (3)	590
6070	Office Supplies	Printing supplies General office supplies	1,000
6075	Postage	UPS Mosquitoes – \$100/shipment April – May \$200/month – \$400 June – Nov \$400 month – \$2,400 Apr – Nov Chicken Sera shipping – \$120 Misc. Shipping \$500	2,500
6110.01	MVCAC Committee Assignments Travel	MVCAC Committee Travel: (3) Fall Meeting \$800 per person Spring Meeting \$800 per person Summer Meeting \$400 per person Planning Session \$800 per person	6,000
6110.02	MVCAC Annual Conference Expense	MVCAC annual Conference \$1,200 per person (5)	6,000
7000	Uniform Expense	District Apparel Rentals of department uniforms, towels and mats	3,000
7050	Safety Expense	Personal protection equipment Laboratory & Field safety equipment	7,000
7310	Maintenance & Calibration	PCR and Extractor maintenance contract calibration of microscopes, humidifiers, BSL Cert and fume hoods	18,146

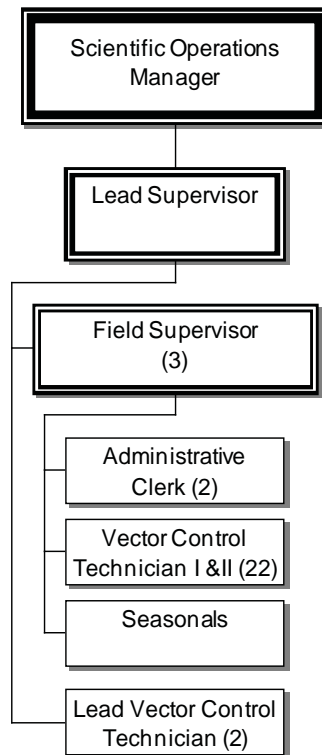
7350	Permits	Department and equipment permits, licenses, etc.	2,210
7450	Equipment Parts & Supplies - Lab	Small equipment for tank systems and laboratory, routine replacement, wear and tear	7,000
7550	Operating Supplies – Field	Routine supplies and maintenance, mosquito rearing supplies, surveillance trap supplies and parts, sentinel chicken supplies and coop maintenance supplies	18,000
7575	Surveillance	Mosquito and sentinel chicken testing	
7575.02		External Mosquito PCR	18,000
7575.03		External Chicken Sera ELISA	13,500
7575.04		Internal Mosquito PCR	7,500
7575.05		Internal Chicken Sera ELISA/Vectest	3,000
7575.06		Sentinel Chickens	800
7575.07		Surveillance Traps & Parts	6,000
7600.01	State Required CEU	State Required CEU Training \$400 per person Certification exam application fees	100
7600.02	Professional Development	AMCA \$1,500 per person (3) SOVE San Antonio, TX (2) IFA \$1,500 per person (2) Excel Short course (3) Pump Repair Maintenance Training (1)	10,500
7700	Motor Fuel & Oils	Fuel & oils for department vehicle(s)	33,000

FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET – FY2014/2015
PROGRAM 500 – CONTROL OPERATIONS

PROGRAM DESCRIPTION

Control Operations Program is responsible for environmentally friendly and effective suppression of pathogen-carrying vectors/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/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.

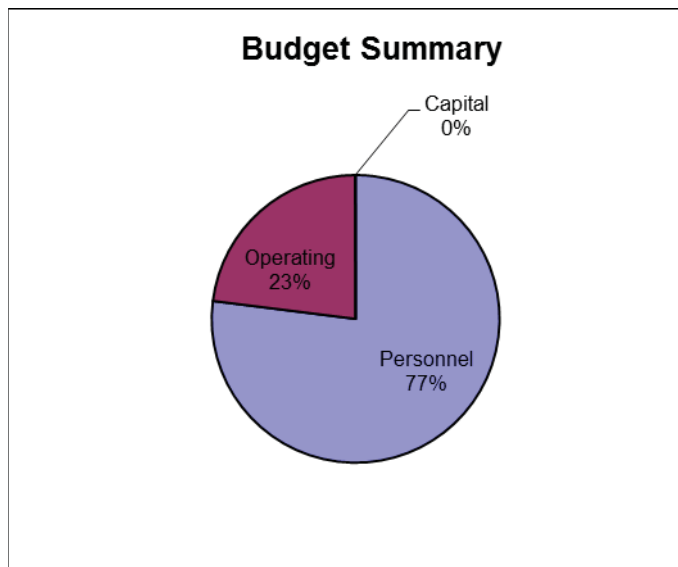


STAFFING SUMMARY

Title	FY14/15 Proposed Positions	FY13/14 Authorized Positions
Lead Field Supervisor	1	1
Field Supervisor	3	3
Lead Vector Control Technician	2	2
VCT II	6	6
VCT I	16	16
Administrative Clerk	2	2
Total Positions	30	30

EXPENDITURE SUMMARY

500 – CONTROL OPERATIONS	2014/2015 Budget	2013/2014 Budget	2012/2013 Actual
Personnel	2,637,711	2,474,994	2,340,940
Operations & Maintenance	803,300	789,853	807,689
Capital	1,500	18,000	-
Total Expenditures	\$3,442,511	\$3,282,847	\$3,148,629



ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **500 – Control Operations Program**

Account	Description	Justification	Budget Amount 2014/2015
5101	Payroll – Full Time	Lead Field Supervisor (1) Field Supervisor (3) Lead Vector Control Technician (2) Vector Control Technician II (6) Vector Control Technician I (16) Administrative Clerk (2)	1,751,239
5102	Payroll – Seasonal	Seasonal (6) 890 hours per seasonal \$12 per hour	64,080
5105	Overtime	Budgeted in contingency reserve	12,000
5150	State Retirement Expense	District contribution to CalPERS	198,073
5155	Social Security Expense	District contribution is 6.2% of salary	112,550
5165	Medicare Expense	District contribution is 1.45% of salary	26,322
5170	Cafeteria Plan	Based on current election	443,348
5180	Deferred Compensation	Non CSEA represented employees currently receive 3.825% of salary to 457	14,909
5195	Unemployment Insurance	6.2% of the first \$7,000 of each employees salary	15,190
6070	Office Supplies	General office supplies Printing supplies	3,600
6075	Postage	UPS/USPS mailing costs	300
6110.02	MVCAC Annual Conference Expense	MVCAC Annual Conference \$1,200 per person Lead Supervisor Field Supervisor Lead Technician	3,600
7000	Uniform Expense	Rental of department uniforms, towels, mats and lockers	24,000
7050	Safety Expense	Personal Protection Equipment: Gloves, boots, safety glasses, Deet, Dog Shield etc.	16,000
7600.01	State Required CEU	Certification exam application fees	300
7600.02	Professional Development	In House Training CDs/DVDs, Equipment Certification Training	8,500
7675	Contract Services	DBM Marlin Leasing	6,000
7700	Motor Fuel & Oils	Fuel and oils for department vehicles/equipment	70,000
7750	Operating Supplies	Routine operating and maintenance supplies to aide control efforts	15,000

7800	Control	Total control budget	600,000
7800.02	Chemical Control	Larvaciding/Adulticiding Products, Rodent Inspection Products, RIFA, Fly, Eye Gnat Control Products \$570,000	
7800.03	Physical Control	Source reduction – Artesian Well Rebate \$30,000	
7850	Aerial Applications with Contingency	Larvaciding and Adulticiding of Salton Sea Marsh Habitats and/or Duck Clubs. Aerial Adulticiding in response to WNV outbreak. Adulticiding: 6 hours Reserve Item Larvaciding: 34 hours Aerial hours - Salton Sea Aviation (\$1,400.00/hr)	56,000
8415	Operations Equipment	ULV Units – two handheld units One truck mounted ULV unit	1,500

FY2014/2015 SEASONAL HIRING SCHEDULE

PROGRAM	PERIOD	NUMBER
C.C. Eye Gnat / Agri. Disposable Fly Traps	2/15 – 8/15/2014	3
C.C. Eye Gnat / Agri. Disposable Fly Traps	6/1 – 11/30/2014	3

TOTAL: 6

**FUND 01 – GENERAL OPERATING FUND
OPERATING BUDGET – FY2014/2015
PROGRAM 600 – RESEARCH PROGRAM**

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

The goal of the collaborative research projects will be to develop and evaluate applied vector and vector-borne disease surveillance and/or integrated vector management (IVM) strategies. Funded projects should improve CVMVCD's operations and surveillance programs and make best use of the District's financial resources.

Listed below are CVMVCD's research interests for FY2014/2015:

CVMVCD Research Interests

These are the general interests of CVMVCD. Projects should address at least one of the following:

1. Arbovirus transmission cycles and environmental factors experienced in the Coachella Valley that may enhance the amplification of arboviruses within these cycles.
2. Implementation of newly emerging physical and chemical control methods for mosquito control in the Coachella Valley.
3. Implementation of newly emerging mosquito surveillance methods in the Coachella Valley.
4. Development and application of novel control strategies for the red imported fire ant, *Solenopsis invicta*, in Coachella Valley urban habitats.
5. Development and application of novel surveillance and control strategies for synanthropic flies (e.g., eye gnats, house flies, filth flies) in rural and urban habitats in the Coachella Valley.

Specific Interests:

CVMVCD is highly interested in projects that address specific control issues in the Coachella Valley. Examples of these are, but are not limited to:

1. Providing control of larval mosquitoes in the freshwater, soft-sediment cracks near the Salton Sea.
2. Providing control of larval mosquitoes at large vegetated sites where it is difficult for personnel and product to penetrate.
3. Developing strategies to control adult mosquitoes in urban areas of the Coachella Valley, including underground habitats, during times of peak arbovirus transmission (May-October).
4. Improving efficacy of control of red imported fire ants in residential and golf course habitats where the landscape is watered multiple times a day and owners are reluctant to reducing watering.
5. Providing control of synanthropic flies (e.g., eye gnats, house flies, filth flies) in areas where residential neighborhoods are adjacent to agricultural areas.

RFP will be issued in the Summer of 2014

IN-HOUSE RESEARCH “STORMWATER BEST MANAGEMENT PRACTICES THAT DECREASE MOSQUITO BREEDING”

SUMMARY - Stormwater systems in the southern United States are known to be important breeding sites for *Culex quinquefasciatus* mosquitoes. The systems, including catch basins and drywells, are designed to allow water from storms to draw down within 96 hours, allowing for mitigation of pollution in urban runoff as required by the Clean Water Act. In addition to receiving water during storms, many of these sites also receive water from over-irrigated landscaping and improperly orientated sprinklers. It is this constant influx of water that leads to a larger than natural population of mosquitoes in the urban environment. This project will examine some alternative stormwater devices and modifications to existing systems to determine if a better alternative is available from a vector control standpoint. Based on cost estimates from Jim Shaffer of Washoe County, NV, where research has been done for 10 years, modification of existing catch basins will cost between \$300 and \$700 per site. Additional modifications can be made to vegetated swales using vegetated recapture designs.

POTENTIAL BENEFITS – Improved water capture with decreased ability for adult mosquitoes to access standing water. Decreased number of treatments required by vector control technicians and less maintenance required by city and water district workers to keep water systems functioning properly.

ALLOCATION TO THE MOSQUITO AND VECTOR CONTROL ASSOCIATION OF CALIFORNIA (MVCAC) MOSQUITO RESEARCH FOUNDATION (MRF)

SUMMARY – The Mosquito Research Foundation is devoted to funding needed research to enhance the understanding of the ecology of mosquitoes and the epidemiology of the diseases that they transmit. In 2012 the MRF spent about \$225,000 funding 7 research projects that focused on understanding mosquito ecology and control in California. These projects were recommended for funding from a pool of 14 proposals by the MVCAC Vector Control Research Committee which currently has 2 members of our District sitting on the committee.

POTENTIAL BENEFITS – Helping support the MRF allows more projects impacting mosquito control in California to be funded than what the District alone can fund.

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 01 – General Fund

Program **600 – Research**

Account	Description	Justification	Budget Amount 2014/2015
8510.00	Research Projects	Funds available for research	150,000

**Coachella Valley Mosquito and Vector Control District
FY 2014-2015
Facility Capital Improvement Budget**

	<u>Proposed Budget 2013-2014</u>	<u>Budget 2013-2014</u>	<u>Actual 2012-2013</u>	<u>3/31/2014 Y-T-D</u>	<u>Forecast 3/31/2014</u>
Beginning Fund Balance	-	-	-	-	-
REVENUE					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-
EXPENSES					
6095 Professional Fees	10,000	118,065	264,193	84,929	95,000
6100 Attorney Fees	-	-	-	-	-
8415 Equipment Capital Outlay	-	-	11,550	12,109	12,109
8463 Interior Upgrade	45,000	-	4,590	-	-
8470 Design and Engineering	-	-	-	-	-
8487 Facility Improvements	80,100	1,680,035	681,397	2,193,517	2,193,517
9000 Contingency	-	126,003	-	93,496	126,003
TOTAL EXPENSES	135,100	1,924,103	961,730	2,384,051	2,426,629
Total Revenue Less Expense	<u>(135,100)</u>	<u>(1,924,103)</u>	<u>(961,730)</u>	<u>(2,384,051)</u>	<u>(2,426,629)</u>
Ending Fund Balance	-	-	-	-	-

**FUND 11 – DISTRICT FACILITY CAPITAL IMPROVEMENT FUND
 CAPITAL BUDGET FY2014/2015
 PROGRAM 800 – FACILITY CAPITAL IMPROVEMENT BUDGET**

PROGRAM DESCRIPTION

This program details capital expenditures for ongoing improvements at the District’s Indio Facility.

- Project IF13 – Locker Room***
- Project IF19 – Telephone System Upgrade***
- Project IF27 – Solar Panel Invertors – replacement***
- Project IF28 – Intruder Defense System Addition***
- Project IF29 – Tank Room Dehumidifier***
- Project IF30 – District Metal Trim Maintenance & Repair***
- Project IF31 – Replacement of Fuel Pumps***
- Project IF33 – Server Room Relocation***

EXPENDITURE SUMMARY

800 – FACILITY CAPITAL IMPROVEMENT BUDGET	PROPOSED FY2014/2015 Capital Budget	2013/2014 Capital Budget	2012/2013 Actual
Capital Expenditures	135,100	1,924,103	961,730
Total Expenditures	\$ 135,100	\$ 1,924,103	\$ 961,730

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 11 – District Facility Capital Improvement Fund

Program **800 – DISTRICT FACILITY CAPITAL IMPROVEMENT**

Account	Description	Justification	Budget Amount 2014/2015
6095	Professional Fees	IF13 – Locker room – professional fees for design IF33 – Server Room Relocation – professionals for design and scope	10,000
8463	Interior Upgrade	Telephone system	45,000
8487	Building Improvements	IF27 - Solar Panel Invertors – replacement of 14 Sunnyboy 2500 with 6 Sunnyboy 7000 place on tower on concrete slab \$25,000	80,100

		IF28 - Intruder Defense System for Administration and Operations Buildings \$15,100 IF29 - Tank Room Dehumidifier \$10,000 IF30 - District Metal Trim, Window & Door Frames, Rooftops, Guttering - Preventative Maintenance \$15,000 IF31 - Replacement of Fuel Pumps \$15,000	
--	--	---	--

Program: Facilities
Project Title: Locker Room
Project Number: IF13
Project Manager: David I'Anson

Issue / Need:	
<p>There is lot of congestion in Locker rooms at starting and finishing times. Upwards of 20 technicians can be changing in the men's locker room. There is room to expand into the storage area adjacent to the locker room.</p>	
Solution:	
<p>This phase (FY2014-15) of the capital project is the feasibility.</p>	

Project Cost Summary

Expense Category	2014-15	2015-16	2016-17	2017-18	2018-19	Total CIP
Design	5,000	100,000				
Construction						

Prior – Year Expenditures: -
Total Project Cost: \$105,000

Program: Information Systems
Project Title: ShoreTel VoIP Communication System
Project Number: IF19
Project Manager: Edward Prendez

Issue / Need:	
<p>The telephone system is over 10 years old, to add lines, move phones or add other features to the system requires a service call and charge. The current system is obsolete.</p>	
Solution:	
<p>Acquisition of a system that integrates with the District's IT infrastructure</p>	

Project Cost Summary

Expense Category	2014-15	2015-16	2016-17	2017-18	2018-19	Total CIP
Equipment	45,000					

Prior – Year Expenditures: -
Total Project Cost: \$45,000

Program: Facilities
Project Title: Bio Array Solar Inverter Upgrade / Replacement
 (Facilities)
Project Number: IF27
Project Manager: David I'Anson

Issue / Need:	
<p>Three Sunny Boy inverters are not working; models are obsolete and are not covered under warranty.</p>	
Solution:	
<p>Replace all 14 of the invertors on the 2005 Bio solar array to 6 upgraded Sunny Boy SB7000 with a ten year warranty. This will also include moving the invertors from the parking structure, placing the invertors on a Sunny Boy tower, pouring a concrete slab, and running a conduit.</p>	

Project Cost Summary

Expense Category	2014-15	2015-16	2016-17	2017-18	2018-19	Total CIP
	25,000					25,000

Prior – Year Expenditures: -

Total Project Cost: -

Funding Source Summary

Source	2014-15	2015-16	2016-17	2017-18	2018-19	Total Source
General Fund	25,000					25,000
Equipment Fund						
Subtotal						

Program: Facilities
Project Title: Intruder Defense System (Admin/Ops Bldgs) (Facilities)
Project Number: IF28
Project Manager: David I'Anson

Issue / Need:	
<p>In 2013 there were intruders climbing the Administration roof stealing copper from the AC units. The intruder defense system was installed on the new lab expansion protecting that building, this project expands the system to include Operations and Administration building's roof.</p>	
Solution:	
<p>Complete this project by adding protection to the Operations and Administration buildings.</p>	

Project Cost Summary

Expense Category	2014-15	2015-16	2016-17	2017-18	2018-19	Total CIP
	15,100					15,100

Prior – Year Expenditures: -
Total Project Cost: -

Funding Source Summary

Source	2014-15	2015-16	2016-17	2017-18	2018-19	Total Source
General Fund	15,100					15,100
Equipment Fund						
Subtotal						

Program: Facilities
Project Title: Tank Room Dehumidifier (Facilities)
Project Number: IF29
Project Manager: David I'Anson

Issue / Need:	
<p>During the summer humidity in the tank room is very high. This has a detrimental effect on equipment. Adding a dehumidifier will help mitigate these conditions</p>	
Solution:	
<p>Install dehumidifier</p>	

Project Cost Summary

Expense Category	2014-15	2015-16	2016-17	2017-18	2018-19	Total CIP
	10,000					10,000
						-
						-

Funding Source Summary

Source	2014-15	2015-16	2016-17	2017-18	2018-19	Total Source
General Fund	10,000					10,000
Equipment Fund						
Subtotal						

Program: Facilities
Project Title: Maintenance & Repair of District Buildings Metal Trim (Facilities)
Project Number: IF30
Project Manager: David I'Anson

Issue / Need:	
<p>The District building is now over 10 year old, the metal trim is starting to look weathered. This preventative maintenance project is to hire a firm to treat the metal trim.</p>	
Solution:	
<p>Hire a firm to paint and treat the metal trim throughout the District campus</p>	

Project Cost Summary

Expense Category	2014-15	2015-16	2016-17	2017-18	2018-19	Total CIP
	15,000					15,000
					Prior – Year Expenditures:	-
					Total Project Cost:	-

Funding Source Summary

Source	2014-15	2015-16	2016-17	2017-18	2018-19	Total Source
General Fund	15,000					15,000
Equipment Fund						
Subtotal						

Program: Facilities
Project Title: Replacement of Fuel Pumps (Shop/Facilities)
Project Number: IF31
Project Manager: David I'Anson

Issue / Need:	
<p>The fuel pumps are now over 10 year old, over the last year the District has had to call out a vendor to fix either pump 1 or pump 2 at least a dozen times. The down time and the costs to repair now necessitate the replacement of the fuel pumps</p>	
Solution:	
<p>Replace 10 year old fuel pumps</p>	

Project Cost Summary

Expense Category	2014-15	2015-16	2016-17	2017-18	2018-19	Total CIP
	15,000					15,000

Prior – Year Expenditures: -

Total Project Cost: \$15,000

Funding Source Summary

Source	2014-15	2015-16	2016-17	2017-18	2018-19	Total Source
General Fund	15,000					15,000
Equipment Fund						
Subtotal						

Program: Information Systems
Project Title: Server Room Re-location to Ops Building
Project Number: IF33
Project Manager: Edward Prendez

Issue / Need:	
<p>The IT server room is currently located in the Admin building, this room is small. It was the original IT closet, now that the District has expanded the IT infrastructure the room is too small. Now that the lab has relocated, there is room in the old insectary chambers to relocate the servers. The old insectary chambers have a designated AC unit which is ideal for the server room.</p>	
Solution:	
<p>This phase (FY2014-15) of the capital project is the feasibility.</p>	

Project Cost Summary

Expense Category	2014-15	2015-16	2016-17	2017-18	2018-19	Total CIP
Design	5,000					
Construction		100,000				

Prior – Year Expenditures: -
Total Project Cost: \$105,000

**Coachella Valley Mosquito and Vector Control District
FY 2014-2015
Thermal Facility Remediation Fund**

	<u>Proposed Budget 2014-2015</u>	<u>Budget 2013-2014</u>	<u>Actual 2012-2013</u>	<u>YTD 3/31/2014</u>	<u>Forecast 6/30/2014</u>
Beginning Fund Balance	302,500	242,000	181,841	254,614	254,614
REVENUE					
Income from Lease	15,750	15,750	15,518	11,750	15,750
Interest	-	-	755		900
Transfers From Operating Budget		32,000	-		
Transfer From General Operating Fund	44,750	12,750	44,750		44,750
TOTAL REVENUE	60,500	60,500	61,023	11,750	61,400
EXPENSES					
Thermal Facility Improvement					-
TOTAL EXPENSES	-	-	-	-	-
Total Revenue Less Expense	60,500	60,500	61,023	11,750	61,400
Ending Fund Balance	363,000	302,500	242,864	266,364	316,014

FUND 12 – THERMAL REMEDIATION FUND BUDGET FY2014/2015
PROGRAM 900 – DISTRICT THERMAL FACILITY REMEDIATION FUND

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 of \$44,750 and Rental Income from the lease with the current occupiers, both annually increased by CPI.

BUDGET SUMMARY

FY2014/2015	
Beginning Fund Balance – Thermal Reserve	302,500
Revenues	
Rental Income	15,750
Transfer from General Fund	44,750
Expenditures	-
Ending Fund Balance	<u><u>\$363,000</u></u>

Element Objective and Strategy: The objective of the Thermal Facility Capital Improvement Plan 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 Remediation Fund

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

Account	Description	Justification	Budget Amount 2014/2015
4900	Transfer from Gen Fund	Transfer from General Operating Fund	44,750
4530	Miscellaneous Receipts	Lease agreement with Coachella Unified School District	15,750

Year 5

Prior Year Accrued Liability	302,500
Annual required funding	<u>60,500</u>
Total accrued remediation liability (expense)	363,000
FY2013-14 Contributions	
Rental Income	15,750
Transfer from Operating Budget	44,750
Increase in net remediation obligation	(60,500)
Net remediation obligation – beginning of year	<u>(0)</u>
Net remediation obligation – end of year	<u><u>-</u></u>

**Coachella Valley Mosquito and Vector Control District
FY 2014-2015
Equipment Budget**

	<u>Proposed Budget 2014-2015</u>	<u>Budget 2013-2014</u>	<u>Actual 2012-2013</u>	<u>YTD 3/31/2014</u>	<u>Forecast 6/30/2014</u>
Beginning Fund Balance	1,484,483	1,599,900	1,662,635	1,632,970	1,632,970
REVENUE					
	-	-			
Interest	4,000	5,000	5,175	-	4,800
Sale of Assets	18,000	9,000	9,451		9,000
Misc.	-	-	38,483	731	-
Transfers From Operating Budget	-	-	-	-	-
Transfer From General Operating Fund	-	-	-	-	-
TOTAL REVENUE	22,000	14,000	53,109	731	13,800
EXPENSES					
8415 Capital Outlay - IT	27,400	33,500	10,761	26,070	26,070
8415 Capital Outlay - Public Outreach	10,000	10,000	-	-	-
8415 Capital Outlay - Fleet	180,000	-	72,013		-
8415 Capital Outlay - Ops		12,000		11,589	11,589
8415 Capital Outlay - Lab	15,000	-	-	-	-
8462 Exterior Equipment		-	-	-	-
8463 Interior Equipment		140,000		25,053	124,628
TOTAL EXPENSES	232,400	195,500	82,774	62,713	162,287
Total Revenue Less Expense	<u>(210,400)</u>	<u>(181,500)</u>	<u>(29,665)</u>	<u>(61,981)</u>	<u>(148,487)</u>
Ending Fund Balance	1,274,083	1,418,400	1,632,970	1,570,988	1,484,483

**FUND 13 – CAPITAL REPLACEMENT FUND BUDGET FY2014/2015
PROGRAM – INFORMATION TECHNOLOGY, FLEET, FACILITIES,
OPERATING AND LAB EQUIPMENT**

PROGRAM DESCRIPTION

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

EXPENDITURE SUMMARY

FLEET, FACILITIES, OPERATING & LAB EQUIPMENT	PROPOSED 2014/2015 Capital Budget	2013/2014 Capital Budget	2012/2013 Actual
Revenue	22,000	14,000	53,109
Capital Expenditure	232,400	195,500	82,774
Revenue less Expenditures	(\$210,400)	(\$181,500)	(\$29,665)

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 13 – Capital Replacement Fund

Revenue

Description	Justification	Budget Amount 2014/2015
Bank Interest	Interest from Equipment Replacement Fund	4,000
Sale of Assets	6 Vehicles	18,000

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 13 – Capital Replacement Fund

Program 210 – INFORMATION SYSTEMS

Account	Description	Justification	Budget Amount 2014/2015
8415	Capital Outlay	DL360P GEN8 (BK1) (WIN2003 2015) WIN2012 StorageEver LTO Tape Drive BL460C GEN8 BLADE (FS1) (WIN2003 2015) WIN2012	\$4,900 \$4,500 \$4,900 27,400

		BL460C GEN8 BLADE (EX) WIN2012 EXCHANGE 2013 (EX2007 2017)	\$4,900	
		Guardian BDR S3000 3TB	\$5,400	

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 13 – Capital Replacement Fund

Program 215 – PUBLIC OUTREACH PROGRAM

Account	Description	Justification	Budget Amount 2014/2015
8415	Capital Outlay	New Website – Cost based on estimates	10,000

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 13 – Capital Replacement Fund

Program 300 – FLEET MAINTENANCE

Account	Description	Justification	Budget Amount 2014/2015
8415	Capital Outlay	Fleet Vehicle Purchase ~ \$24,904 *12% = \$27,892 * 6	180,000

ACCOUNT DESCRIPTION AND BUDGET JUSTIFICATION

Fund 13 – Capital Replacement Fund

Program 400 – SURVEILLANCE AND QUALITY CONTROL

Account	Description	Justification	Budget Amount 2014/2015
8415	Capital Outlay	DropVision – Droplet analysis for ULV applications (Software & Equipment)	15,000