



# Finance Committee Meeting

June 8, 2022 at 12:00 p.m.

Fresno EOC Board Room

1920 Mariposa Street, Suite 310

Fresno, CA, 93721



## **FINANCE COMMITTEE MEETING AGENDA**

**JUNE 8, 2022 AT 12:00 PM**

### **1. CALL TO ORDER**

### **2. ROLL CALL**

### **3. APPROVAL OF APRIL 13, 2022 MINUTES**

**Approve**

A. April 13, 2022 Finance Committee Minutes

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### **4. FINANCIAL REPORTS:**

**Approve**

A. Agency Financial Statements – March 2022

5

B. Head Start Financial Status Report – March 2022

9

C. Agency Financial Statements – April 2022

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D. Head Start Financial Status Report – April 2022

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### **5. INSURANCE POLICY RENEWALS**

**Approve**

A. Insurance Policy Renewals

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### **6. NON-COMPETITIVE PROCUREMENT**

**Information**

A. Non-Competitive Procurements

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### **7. HEALTH INSURANCE REPORT**

**Information**

A. Health Insurance Report

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### **8. INVESTMENT REPORT**

**Information**

A. Investment Report

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### **9. VARIANCE REPORTS**

**Information**

A. Women, Infant and Children (WIC)

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B. SOUL Charter School

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### **10. OTHER BUSINESS**

The next meeting is scheduled on Wednesday, July 13, 2022 at 12:00 p.m.

### **11. PUBLIC COMMENTS**

(This portion of the meeting is reserved for persons wishing to address the Committee on items within jurisdiction but not on the agenda. Comments are limited to three minutes).

### **12. ADJOURNMENT**

**FINANCE COMMITTEE MEETING**  
**Wednesday, April 13, 2022**  
**12:00 p.m.**

**MINUTES**

**1. CALL TO ORDER**

Linda Hayes, Board Chair, called the meeting to order at 12:07 PM.

**2. ROLL CALL**

Roll was called and a quorum was established.

COMMITTEE MEMBERS	PRESENT	STAFF	
Charles Garabedian (Committee Chair)		Jim Rodriguez	Jane Thomas
Alysia Bonner	✓	Steve Warnes	Elionora Vivanco
James Martinez		Emilia Reyes	
Linda Hayes	✓	Karina Perez	
Zina Brown- Jenkins	✓	Michelle Tutunjian	
Itzi Robles	✓	Jack Lazzarini	

**3. APPROVAL OF MINUTES**

A. March 9, 2022, Finance Committee Minutes

Public comment: None heard.

**Motion by:** Brown-Jenkins **Second by:** Bonner

**Ayes:** Bonner, Robles, Brown-Jenkins, Hayes

**Nays:** None heard

**4. FINANCIAL REPORTS: FEBRUARY 2022**

A. Agency Financial Statements

B. Head Start Financial status report:

Jim Rodriguez, Chief Financial Officer, provided a detail presentation of the interim consolidated financial statements and the financial status report for the Head Start 0-5 program as of Year-to-Date February 2022.

Public comment: None heard.

**Motion by:** Bonner **Second by:** Robles

**Ayes:** Bonner, Robles, Brown-Jenkins, Hayes

**Nays:** None heard

**5. Non-Competitive Procurement**

No non-competitive purchases to report.

Rodriguez provided a detail report of the three vendors for Non-Competitive Procurement purchases and justifications.

Public comment: None heard

No action required.

**6. HEALTH INSURANCE REPORT**

Steve Warner, Assistant Finance Director, presented the health insurance information as of February 28, 2022. The health insurance is at \$5 million, which cover 5.6 months of average expenditures. To date, contribution from programs and employees for 2022 is \$1,963,098 with \$1,514,808 expenses.

Public comment: None heard

No action required.

**7. VARIANCE REPORT: HEALTH SERVICES**

Rodriguez provided a brief summary report on Health Services programs budget.

Public comment: None heard

No action required.

**8. PUBLIC COMMENTS**

No public comments at this time.

**9. ADJOURNMENT**

Hayes adjourned meeting at 12:27 p.m.

Respectfully submitted,

Linda Hayes, Board Chair



## FINANCE COMMITTEE MEETING

<b>Date:</b> June 8, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 4	<b>Director:</b> N/A
<b>Subject:</b> Financial Reports	<b>Officer:</b> Jim Rodriguez

### Recommended Action

Staff recommends Committee approval for full Board consideration of the interim consolidated financial statements as of Year-to-Date March and April 2022 as well as approval of the financial status report for the Head Start 0-5 program as of Year-to-Date March and April 2022.

### Background

In accordance with the Agency's bylaws, the Finance Committee shall advise in the preparation and administration of the operating budget and oversee the administration, collection, and disbursement of the financial resources of the organization. Additionally, the Treasurer is to ensure the commissioners understand the financial situation of the organization, which includes ensuring that financial statements for each month are available for each meeting of the Board of Commissioners. Monthly financials for Fresno EOC (consolidated) and for Head Start are provided for review and acceptance.

### Fiscal Impact

(A) Agency Statement of Activities and Statement of Financial Position:

As of March 31, 2022, the Agency had preliminary revenue of \$32,916,769 million, including \$7.3 million of in-kind contributions, and net operating gain of \$70,041. In comparison, the Agency had revenue of \$34,466,585 million including in-kind of \$9.0 million as of the corresponding period of the preceding year.

(B) Head Start 0-5 Financial Status Report as of Year-to-Date March 31, 2022. This also represented in the following percentages.

(C) Agency Statement of Activities and Statement of Financial Position:

As of April 30, 2022, the Agency had preliminary revenue of \$43,546,375 million, including \$10.0 million of in-kind contributions, and net operating gain of \$14,650. In comparison, the Agency had revenue of \$46,142,152 million including in-kind contributions of \$11.3 million as of the corresponding period of the preceding year.

- (D) Head Start 0-5 Financial Status Report as of Year-to-Date April 30, 2022. This also represented in the following percentages.

<b>Program Area</b>	<b>% of budget</b>	<b>Notes</b>
Head Start – Basic	30%	Personnel is underspent due to unfilled positions
Head Start – Training & Technical Assistance (T&TA)	9%	Training planned for later this year

<b>Program Area</b>	<b>% of budget</b>	<b>Notes</b>
Duration	0%	No year-to-date activity recorded.
Early Head Start – Basic	15%	Personnel is underspent due to unfilled positions.
Early Head Start – T&TA	4%	Training planned for later this year

### **Conclusion**

If approved by the Committee, this item will move forward for full Board consideration at the August 24, 2022 Board of Commissioners Meeting.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF ACTIVITIES**  
For The Third Month Period Ended March 31, 2022 and 2021

	A	B	A - B	C	D	B - D	
	BUDGET JAN - DEC 2022	ACTUAL MARCH 2022	BUDGET BALANCE REMAINING	ACTUAL JAN - DEC 2021	ACTUAL MARCH 2021	ACTUAL 2022 vs 2021 Differences	
REVENUES AND SUPPORT							
GRANT REVENUE	\$ 89,274,925	\$ 19,587,775	22%	\$ 69,687,150	75,775,853	\$ 18,673,967	913,808
GRANT REVENUE - LENDING CAPITAL	-	-		-	0	-	-
CHARGES FOR SERVICES	19,602,250	5,007,446	26%	14,594,804	19,289,932	5,346,122	(338,677)
OTHER PROGRAM REVENUE	2,854,250	487,010	17%	2,367,240	2,646,283	872,982	(385,973)
CONTRIBUTIONS	371,450	47,536	13%	323,914	473,779	141,854	(94,318)
MISCELLANEOUS INCOME	414,350	59,409	14%	354,941	467,114	56,980	2,429
INTEREST & INVESTMENT INCOME	82,650	23,742	29%	58,908	91,840	29,922	(6,180)
AFFILIATE INTEREST INCOME	1,400,100	285,939	20%	1,114,161	1,114,397	249,481	36,458
RENTAL INCOME	330,650	113,844	34%	216,806	392,181	50,117	63,727
TOTAL CASH REVENUE	\$ 114,330,625	\$ 25,612,701	22%	\$ 88,717,924	\$ 100,251,379	\$ 25,421,425	191,276
IN KIND REVENUE	\$ 39,041,040	\$ 7,304,068	19%	\$ 31,736,972	30,398,113	\$ 9,045,160	(1,741,092)
TOTAL REVENUE & SUPPORT	153,371,665	32,916,769	21%	120,454,896	130,649,492	34,466,585	(1,549,816)
EXPENDITURES							
PERSONNEL COSTS	\$ 69,972,550	\$ 16,601,372	24%	\$53,371,178	61,148,294	\$ 15,618,759	982,613
ADMIN SERVICES	7,040,225	1,424,128	20%	5,616,097	5,456,405	1,298,709	125,419
PROFESSIONAL SERVICES - AUDIT	0	0	0%	(0)	45,995	18,725	(18,725)
CONTRACT SERVICES	11,240,600	2,220,832	20%	9,019,768	7,769,507	2,241,655	(20,824)
FACILITY COSTS	6,093,175	1,261,963	21%	4,831,212	5,214,789	1,289,574	(27,612)
TRAVEL, MILEAGE, VEHICLE COSTS	1,772,345	545,348	31%	1,226,997	2,037,010	396,575	148,773
EQUIPMENT COSTS	946,775	415,798	44%	530,977	3,296,566	227,131	188,667
DEPRECIATION - AGENCY FUNDED	250,000	51,294	21%	198,706	249,442	80,444	(29,150)
OFFICE EXPENSE	3,129,400	642,460	21%	2,486,940	2,777,036	844,264	(201,804)
INSURANCE	755,250	193,565	26%	561,685	766,989	186,191	7,374
PROGRAM SUPPLIES & CLIENT COSTS	10,905,750	1,998,752	18%	8,906,998	8,566,603	2,522,841	(524,089)
INTEREST EXPENSE	267,900	98,650	37%	169,250	309,116	44,859	53,791
OTHER COSTS	994,600	88,499	9%	906,101	349,447	24,828	63,672
TOTAL CASH EXPENDITURES	\$ 113,368,570	\$ 25,542,660	23%	\$ 87,825,910	97,987,199	\$ 24,794,556	748,104
IN KIND EXPENSES	\$ 39,041,040	\$ 7,304,068	19%	\$ 31,736,972	\$ 30,398,113	\$ 9,045,160	(1,741,092)
TOTAL EXPENDITURES	152,409,610	32,846,728	22%	119,562,882	128,385,312	33,839,716	(992,988)
OPERATING SURPLUS (DEFICIT)	\$ 962,055	\$ 70,041		\$ 892,014	\$ 2,264,180	\$ 626,870	(556,828)
OTHER INCOME / EXPENSE							
TRANSIT GRANT ASSET DEPRECIATION		52,996		(52,996)	251,972	77,719	(24,723)
NET SURPLUS (DEFICIT)	\$ 962,055	\$17,046		945,009	\$ 2,012,208	\$ 549,151	(532,105)

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF FINANCIAL POSITION**  
**As of March 31, 2022**

	<b>2022</b>	<b>2021</b>	<b>Differences</b>
<b>ASSETS</b>			
CASH & INVESTMENTS	\$ 19,301,134	\$ 15,147,535	\$ 4,153,600
ACCOUNTS RECEIVABLE	15,616,727	13,627,648	1,989,079
PREPAIDS/DEPOSITS	324,880	271,530	53,350
INVENTORIES	183,441	146,423	37,018
PROPERTY, PLANT & EQUIPMENT	13,100,806	13,301,833	(201,026)
NOTES RECEIVABLE (net)	16,425,953	14,885,899	1,540,055
<b>TOTAL ASSETS</b>	<b>\$ 64,952,942</b>	<b>\$ 57,380,866</b>	<b>\$ 7,572,075</b>
<b>LIABILITIES</b>			
ACCOUNTS PAYABLE	\$ 2,336,083	\$ 2,258,876	\$ 77,206
ACCRUED PAYROLL LIABILITIES	4,762,407	2,838,117	1,924,291
DEFERRED REVENUE	3,155,182	2,856,788	298,394
NOTES PAYABLE	15,677,349	13,390,206	2,287,143
HEALTH INSURANCE RESERVE	5,020,268	4,884,661	135,606
OTHER LIABILITIES	3,735,805	1,791,806	1,943,999
<b>TOTAL LIABILITIES</b>	<b>\$ 34,687,094</b>	<b>\$ 28,020,454</b>	<b>\$ 6,666,640</b>
<b>FUND BALANCE</b>			
CURRENT OPERATING EARNINGS (YTD)	\$ 70,041	\$ 626,870	\$ (556,828)
UNRESTRICTED NET ASSETS	15,969,015	13,654,841	2,314,175
REVOLVING LOAN FUND	5,028,958	5,020,125	8,833
INVESTMENT IN GENERAL FIXED ASSETS	9,197,834	10,058,576	(860,743)
<b>TOTAL FUND BALANCE</b>	<b>\$ 30,265,848</b>	<b>\$ 29,360,412</b>	<b>\$ 905,437</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 64,952,942</b>	<b>\$ 57,380,866</b>	<b>\$ 7,572,076</b>



Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
March 31, 2022

Description	Head Start - Basic				Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
<b>Personnel</b>	\$17,319,131	\$1,643,016	\$4,376,975	\$12,942,156				
<b>Fringe Benefits</b>	7,609,718	566,918	1,773,723	5,835,995				
<b>Total Personnel</b>	<b>24,928,849</b>	<b>\$2,209,934</b>	<b>6,150,699</b>	<b>18,778,150</b>				
<b>Travel</b>	-	-	-	-	12,928	-	-	12,928
<b>Equipment*</b>	-	-	-	-	-	-	-	-
<b>Supplies</b>	493,392	47,882	97,159	396,233	25,000	-	-	25,000
<b>Contractual</b>	2,572,586	159,421	308,777	2,263,809	15,948	-	-	15,948
<b>Facilities /Construction</b>								
<b>Other:</b>								
<b>Food Cost</b>	776,852	\$123,929	\$237,419	539,433				
<b>Transportation</b>	514,239	94,613	190,271	323,968				
<b>Staff Mileage</b>	100,000	8,880	20,337	79,663				
<b>Field Trips, including Transportation</b>	3,201	-	-	3,201				
<b>Space</b>	690,855	45,176	137,697	553,158				
<b>Utilities / Telephone / Internet</b>	519,515	51,840	126,748	392,767				
<b>Publication/Advertising/Printing</b>	54,991	1,375	1,556	53,435				
<b>Repair/Maintenance Building</b>	89,246	15,761	77,615	11,631				
<b>Repair/Maintenance Equipment</b>	9,600	52	1,354	8,246				
<b>Property &amp; Liability Insurance</b>	108,016	13,764	39,943	68,073				
<b>Parent Involvement / CWPC</b>	48,195	578	578	47,617				
<b>Other Costs*</b>	573,667	20,407	31,625	542,042				
<b>Staff &amp; Parent Training</b>	3,091	-	560	2,531	243,213	5,683	5,933	237,280
<b>Total Direct Charges</b>	<b>31,486,295</b>	<b>\$2,793,611</b>	<b>7,422,337</b>	<b>24,063,958</b>	<b>\$297,089</b>	<b>5,683</b>	<b>5,933</b>	<b>\$291,156</b>
<b>Total Indirect Charges</b>	<b>\$2,683,810</b>	<b>\$251,425</b>	<b>\$668,010</b>	<b>\$2,015,800</b>	<b>\$26,738</b>	<b>\$511</b>	<b>\$534</b>	<b>\$26,204</b>
<b>Total Federal Expenditures</b>	<b>34,170,105</b>	<b>\$3,045,036</b>	<b>8,090,347</b>	<b>\$26,079,758</b>	<b>\$323,827</b>	<b>6,194</b>	<b>6,467</b>	<b>\$317,360</b>
% of Annual Budget Expended to Date			24%				2%	
<b>Non-Federal Share</b>	<b>\$6,834,021</b>	<b>\$262,907</b>	<b>\$896,846</b>	<b>\$5,937,175</b>	<b>\$64,765</b>	<b>\$1,549</b>	<b>\$1,617</b>	<b>\$63,148</b>

**Credit Card Expenses: Credit card statement dated 3/1/2022 - 3/31/2022**  
**March 2022 expenses**

Staff Training (including meeting costs)	\$	15,393	National Head Start Conference costs, HR Consulting, Acorn Data Training
Subscription	\$	90	ZOOM - Meetings
Training - Other	\$	10	CPS HR Consulting childcare center orientation
Program Supplies - Kitchen	\$	64	Walmart - water filter replacement
Program Supplies - Classroom	\$	672	Target - classroom supplies
Parent Engagement Supplies	\$	739	Dollar Tree; Walmart - classroom supplies
Contract Services-Facility repair	\$	230	Azuga Fleet - vehicle tracking for Support Services vehicles
	\$	17,198	

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
March 31, 2022

Description	Head Start - Duration Start-Up/Operations			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$0	-	-	\$0
Fringe Benefits	-	-	-	-
<b>Total Personnel</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Travel	-	-	-	-
Equipment*	280,467	-	-	280,467
Supplies	447,000	-	-	447,000
Contractual	-	-	-	-
Facilities /Construction	-	-	-	-
Other:				
Food Cost	-	-	-	-
Transportation	-	-	-	-
Staff Mileage	-	-	-	-
Field Trips, including Transportation	-	-	-	-
Space	-	-	-	-
Utilities / Telephone / Internet	-	-	-	-
Publication/Advertising/Printing	-	-	-	-
Repair/Maintenance Building	-	-	-	-
Repair/Maintenance Equipment	-	-	-	-
Property & Liability Insurance	-	-	-	-
Parent Involvement / CWPC	-	-	-	-
Other Costs*	419,300	-	-	419,300
Staff & Parent Training	-	-	-	-
<b>Total Direct Charges</b>	<b>\$1,146,767</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,146,767</b>
<b>Total Indirect Charges</b>	<b>\$86,008</b>	<b>\$0</b>	<b>\$0</b>	<b>\$86,008</b>
<b>Total Federal Expenditures</b>	<b>\$1,232,775</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,232,775</b>
% of Annual Budget Expended to Date			0%	
<b>Non-Federal Share</b>	-	-	-	-

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
March 31, 2022

Description	Early Head Start - Basic				Early Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
<b>Personnel</b>	\$3,674,250	\$204,775	\$531,955	\$3,142,295	\$0	\$0	\$0	\$0
<b>Fringe Benefits</b>	1,134,842	60,790	192,794	942,048	-	-	-	-
<b>Total Personnel</b>	<b>4,809,092</b>	<b>265,565</b>	<b>724,749</b>	<b>4,084,343</b>	-	-	-	-
<b>Travel</b>	-	-	-	-	16,898	-	-	16,898
<b>Equipment*</b>	-	-	-	-	-	-	-	-
<b>Supplies</b>	285,800	1,883	3,341	282,459	19,173	-	-	19,173
<b>Contractual</b>	1,016,132	10,704	27,502	988,630	26,526	-	-	26,526
<b>Facilities /Construction</b>	-	-	-	-				
<b>Other:</b>								
<b>Food Cost</b>	70,350	2,181	8,176	62,174				
<b>Transportation</b>	9,536	1,067	2,233	7,303				
<b>Staff Mileage</b>	70,000	1,576	3,847	66,153				
<b>Field Trips, including Transportation</b>	1,730	-	-	1,730				
<b>Space</b>	194,615	4,374	13,122	181,493				
<b>Utilities / Telephone / Internet</b>	130,004	6,334	18,879	111,125				
<b>Publication/Advertising/Printing</b>	27,500	-	1,316	26,184				
<b>Repair/Maintenance Building</b>	42,919	2,990	9,222	33,697				
<b>Repair/Maintenance Equipment</b>	48,845	-	-	48,845				
<b>Property &amp; Liability Insurance</b>	38,202	2,290	6,544	31,658				
<b>Parent Involvement / CWPC</b>	7,747	109	109	7,638				
<b>Other Costs*</b>	158,887	3,417	5,366	153,521				
<b>Staff &amp; Parent Training</b>	2,277	-	-	2,277	96,459	150	5,175	91,284
<b>Total Direct Charges</b>	<b>\$6,913,636</b>	<b>302,489</b>	<b>824,406</b>	<b>\$6,089,230</b>	<b>159,056</b>	<b>150</b>	<b>5,175</b>	<b>\$153,881</b>
<b>Total Indirect Charges</b>	<b>\$621,944</b>	<b>\$26,716</b>	<b>\$74,197</b>	<b>\$547,747</b>	<b>\$14,315</b>	<b>\$14</b>	<b>\$466</b>	<b>\$13,849</b>
<b>Total Federal Expenditures</b>	<b>\$7,535,580</b>	<b>329,205</b>	<b>\$898,603</b>	<b>\$6,636,977</b>	<b>\$173,371</b>	<b>164</b>	<b>\$5,641</b>	<b>\$167,730</b>
% of Annual Budget Expended to Date			12%				3%	
<b>Non-Federal Share</b>	<b>\$1,507,116</b>	<b>\$0</b>	<b>\$196,846</b>	<b>\$1,310,270</b>	<b>\$34,674</b>	<b>\$41</b>	<b>\$1,410</b>	<b>\$41,933</b>

**Credit Card Expenses: Credit card statement dated 3/1/2022 - 3/31/2022**  
**March 2022 expenses**

Staff Training (Including meeting cost	\$	2,400	Teaching Strategies - Introduction curriculum for Infant
Program Supplies - Medical	\$	510	Macgill School Nurse - program supplies
Contract Services-Facility repair	\$	23	Azuga Fleet - Vehicle tracking for Support Services vehicles
Parent Engagement supplies	\$	42	Walmart - classroom supplies
	\$	2,975	

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF ACTIVITIES**  
For The Fourth Month Period Ended April 30, 2022 and 2021

	<b>A</b>	<b>B</b>	<b>A - B</b>	<b>C</b>	<b>D</b>	<b>B - D</b>
	<b>BUDGET JAN - DEC 2022</b>	<b>ACTUAL APRIL 2022</b>	<b>BUDGET BALANCE REMAINING</b>	<b>ACTUAL JAN - DEC 2021</b>	<b>ACTUAL APRIL 2021</b>	<b>ACTUAL 2022 vs 2021 Differences</b>
<b>REVENUES AND SUPPORT</b>						
GRANT REVENUE	\$ 89,274,925	\$ 25,404,772 28%	\$ 63,870,153	75,775,853	\$ 26,140,678	(735,906)
GRANT REVENUE - LENDING CAPITAL	-	-	-	0	-	-
CHARGES FOR SERVICES	19,602,250	6,664,800 34%	12,937,450	19,289,932	6,823,749	(158,948)
OTHER PROGRAM REVENUE	2,854,250	696,953 24%	2,157,297	2,646,283	1,062,677	(365,724)
CONTRIBUTIONS	371,450	50,691 14%	320,759	473,779	152,393	(101,702)
MISCELLANEOUS INCOME	414,350	72,193 17%	342,157	467,114	165,087	(92,894)
INTEREST & INVESTMENT INCOME	82,650	24,874 30%	57,776	91,840	33,336	(8,462)
AFFILIATE INTEREST INCOME	1,400,100	383,992 27%	1,016,108	1,114,397	353,988	30,004
RENTAL INCOME	330,650	151,838 46%	178,812	392,181	72,581	79,257
<b>TOTAL CASH REVENUE</b>	<b>\$ 114,330,625</b>	<b>\$ 33,450,113 29%</b>	<b>\$ 80,880,512</b>	<b>\$ 100,251,379</b>	<b>\$ 34,804,488</b>	<b>(1,354,375)</b>
IN KIND REVENUE	\$ 39,041,040	\$ 10,096,262 26%	\$ 28,944,778	30,398,113	\$ 11,337,664	(1,241,402)
<b>TOTAL REVENUE &amp; SUPPORT</b>	<b>153,371,665</b>	<b>43,546,375 28%</b>	<b>109,825,290</b>	<b>130,649,492</b>	<b>46,142,152</b>	<b>(2,595,777)</b>
<b>EXPENDITURES</b>						
PERSONNEL COSTS	\$ 69,972,550	\$ 21,207,945 30%	\$48,764,605	61,148,294	\$ 21,694,624	(486,679)
ADMIN SERVICES	7,040,225	2,075,641 29%	4,964,584	5,456,405	1,628,116	447,525
PROFESSIONAL SERVICES - AUDIT	0	0 0%	(0)	45,995	23,358	(23,358)
CONTRACT SERVICES	11,240,600	2,911,370 26%	8,329,230	7,769,507	2,889,559	21,811
FACILITY COSTS	6,093,175	1,897,322 31%	4,195,853	5,214,789	1,695,322	202,000
TRAVEL, MILEAGE, VEHICLE COSTS	1,772,345	818,678 46%	953,667	2,037,010	520,945	297,732
EQUIPMENT COSTS	946,775	492,963 52%	453,812	3,296,566	330,694	162,270
DEPRECIATION - AGENCY FUNDED	250,000	68,026 27%	181,974	249,442	106,861	(38,835)
OFFICE EXPENSE	3,129,400	764,557 24%	2,364,843	2,777,036	1,003,994	(239,437)
INSURANCE	755,250	257,498 34%	497,752	766,989	255,371	2,126
PROGRAM SUPPLIES & CLIENT COSTS	10,905,750	2,720,916 25%	8,184,834	8,566,603	3,138,450	(417,534)
INTEREST EXPENSE	267,900	116,180 43%	151,720	309,116	60,989	55,191
OTHER COSTS	994,600	104,368 10%	890,232	349,447	36,690	67,677
<b>TOTAL CASH EXPENDITURES</b>	<b>\$ 113,368,570</b>	<b>\$ 33,435,463 29%</b>	<b>\$ 79,933,107</b>	<b>97,987,199</b>	<b>\$ 33,384,974</b>	<b>50,490</b>
IN KIND EXPENSES	\$ 39,041,040	\$ 10,096,262 26%	\$ 28,944,778	\$ 30,398,113	\$ 11,337,664	(1,241,402)
<b>TOTAL EXPENDITURES</b>	<b>152,409,610</b>	<b>43,531,725 29%</b>	<b>108,877,885</b>	<b>128,385,312</b>	<b>44,722,638</b>	<b>(1,190,912)</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$ 962,055</b>	<b>\$ 14,650</b>	<b>\$ 947,405</b>	<b>\$ 2,264,180</b>	<b>\$ 1,419,514</b>	<b>(1,404,865)</b>
<b>OTHER INCOME / EXPENSE</b>						
TRANSIT GRANT ASSET DEPRECIATION		70,661	(70,661)	251,972	100,242	(29,582)
<b>NET SURPLUS (DEFICIT)</b>	<b>\$ 962,055</b>	<b>(\$56,011)</b>	<b>1,018,066</b>	<b>\$ 2,012,208</b>	<b>\$ 1,319,272</b>	<b>(1,375,283)</b>

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF FINANCIAL POSITION**  
**As of April 30, 2022**

	<b>2022</b>	<b>2021</b>	<b>Differences</b>
<b>ASSETS</b>			
CASH & INVESTMENTS	\$ 17,664,136	\$ 14,282,767	\$ 3,381,369
ACCOUNTS RECEIVABLE	16,521,144	14,727,545	1,793,599
PREPAIDS/DEPOSITS	262,402	222,038	40,364
INVENTORIES	159,703	151,386	8,317
PROPERTY, PLANT & EQUIPMENT	12,985,218	13,672,667	(687,450)
NOTES RECEIVABLE (net)	16,790,605	14,711,550	2,079,055
<b>TOTAL ASSETS</b>	<b>\$ 64,383,208</b>	<b>\$ 57,767,953</b>	<b>\$ 6,615,255</b>
<b>LIABILITIES</b>			
ACCOUNTS PAYABLE	\$ 2,419,849	\$ 1,578,543	\$ 841,306
ACCRUED PAYROLL LIABILITIES	2,946,015	2,203,386	742,629
DEFERRED REVENUE	3,198,150	3,550,650	(352,500)
NOTES PAYABLE	15,663,056	13,776,088	1,886,968
HEALTH INSURANCE RESERVE	5,034,788	4,774,721	260,066
OTHER LIABILITIES	3,735,805	1,791,806	1,943,999
<b>TOTAL LIABILITIES</b>	<b>\$ 32,997,663</b>	<b>\$ 27,675,194</b>	<b>\$ 5,322,468</b>
<b>FUND BALANCE</b>			
CURRENT OPERATING EARNINGS (YTD)	\$ 14,650	\$ 1,419,514	\$ (1,404,865)
UNRESTRICTED NET ASSETS	17,225,083	13,676,083	3,548,999
REVOLVING LOAN FUND	5,028,958	5,020,125	8,833
INVESTMENT IN GENERAL FIXED ASSETS	9,116,856	9,977,036	(860,181)
<b>TOTAL FUND BALANCE</b>	<b>\$ 31,385,546</b>	<b>\$ 30,092,759</b>	<b>\$ 1,292,787</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 64,383,208</b>	<b>\$ 57,767,953</b>	<b>\$ 6,615,255</b>

**Fresno Economic Opportunities Commission**  
**Head Start/Early Head Start Financial Status**  
**Monthly Report**  
**April 30, 2022**

Description	Head Start - Basic				Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
<b>Personnel</b>	\$17,319,131	\$931,228	\$5,308,204	\$12,010,927				
<b>Fringe Benefits</b>	7,609,718	527,929	2,301,652	5,308,066				
<b>Total Personnel</b>	<b>24,928,849</b>	<b>\$1,459,157</b>	<b>7,609,856</b>	<b>17,318,993</b>				
<b>Travel</b>	-	-	-	-	12,928	-	-	12,928
<b>Equipment*</b>	-	-	-	-	-	-	-	-
<b>Supplies</b>	493,392	30,490	127,650	365,742	25,000	-	-	25,000
<b>Contractual</b>	2,572,586	71,162	379,939	2,192,647	15,948	-	-	15,948
<b>Facilities / Construction</b>								
<b>Other:</b>								
<b>Food Cost</b>	776,852	\$9,705	\$247,124	529,728				
<b>Transportation</b>	514,239	31,704	221,974	292,265				
<b>Staff Mileage</b>	100,000	6,984	27,321	72,679				
<b>Field Trips, including Transportation</b>	3,201	-	-	3,201				
<b>Space</b>	690,855	46,138	183,835	507,020				
<b>Utilities / Telephone / Internet</b>	519,515	6,409	133,156	386,359				
<b>Publication/Advertising/Printing</b>	54,991	-	1,556	53,435				
<b>Repair/Maintenance Building</b>	89,246	21,433	99,048	(9,802)				
<b>Repair/Maintenance Equipment</b>	9,600	2,808	4,162	5,438				
<b>Property &amp; Liability Insurance</b>	108,016	13,764	53,707	54,309				
<b>Parent Involvement / CWPC</b>	48,195	1,972	2,550	45,645				
<b>Other Costs*</b>	573,667	155,944	187,569	386,098				
<b>Staff &amp; Parent Training</b>	3,091	55	615	2,476	243,213	22,204	28,137	215,076
<b>Total Direct Charges</b>	<b>31,486,295</b>	<b>\$1,857,723</b>	<b>9,280,060</b>	<b>22,206,235</b>	<b>\$297,089</b>	<b>22,204</b>	<b>28,137</b>	<b>\$268,952</b>
<b>Total Indirect Charges</b>	<b>\$2,683,810</b>	<b>\$167,195</b>	<b>\$835,205</b>	<b>\$1,848,605</b>	<b>\$26,738</b>	<b>\$1,998</b>	<b>\$2,532</b>	<b>\$24,206</b>
<b>Total Federal Expenditures</b>	<b>34,170,105</b>	<b>\$2,024,918</b>	<b>10,115,265</b>	<b>\$24,054,840</b>	<b>\$323,827</b>	<b>24,202</b>	<b>30,669</b>	<b>\$293,158</b>
% of Annual Budget Expended to Date			30%				9%	
<b>Non-Federal Share</b>	<b>\$6,834,021</b>	<b>\$24,411</b>	<b>\$921,257</b>	<b>\$5,912,764</b>	<b>\$64,765</b>	<b>\$6,051</b>	<b>\$7,667</b>	<b>\$57,098</b>

<b>Credit Card Expenses: Credit card statement dated 4/1/2022 - 4/30/2022</b>			
<b>April 2022 expenses</b>			
Staff Training (including meeting costs)	\$	3,025	Head Start Assoc - registration 2022 HS Manager, Directors conference
Parent Engagement Supplies	\$	233	Walmart, Dollar Tree - Classroom supplies
Suscription Expense	\$	1,489	Zoom - subscription
Program Supplies - Classroom&luncheon	\$	646	Target - classroom supplies
Program - Miscellaneous	\$	170	Chase Flower shop - flower arrangement
CPR Training	\$	1,991	American Red Cross - CPR first aid training
Contract Services - Facility Repair	\$	230	Azunga Fleet - vehicle tracking for Support Services vehicles
Licenses - Premises	\$	68	Selma City Hall - Wilson HS Business License
	\$	7,852	

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
April 30, 2022

Description	Head Start - Duration Start-Up/Operations			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$0	-	-	\$0
Fringe Benefits	-	-	-	-
<b>Total Personnel</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Travel	-	-	-	-
Equipment*	280,467	-	-	280,467
Supplies	447,000	-	-	447,000
Contractual	-	-	-	-
Facilities / Construction	-	-	-	-
Other:				
Food Cost	-	-	-	-
Transportation	-	-	-	-
Staff Mileage	-	-	-	-
Field Trips, including Transportation	-	-	-	-
Space	-	-	-	-
Utilities / Telephone / Internet	-	-	-	-
Publication/Advertising/Printing	-	-	-	-
Repair/Maintenance Building	-	-	-	-
Repair/Maintenance Equipment	-	-	-	-
Property & Liability Insurance	-	-	-	-
Parent Involvement / CWPC	-	-	-	-
Other Costs*	419,300	-	-	419,300
Staff & Parent Training	-	-	-	-
<b>Total Direct Charges</b>	<b>\$1,146,767</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,146,767</b>
<b>Total Indirect Charges</b>	<b>\$86,008</b>	<b>\$0</b>	<b>\$0</b>	<b>\$86,008</b>
<b>Total Federal Expenditures</b>	<b>\$1,232,775</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,232,775</b>
% of Annual Budget Expended to Date			0%	
<b>Non-Federal Share</b>	-	-	-	-

**Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
April 30, 2022**

Description	Early Head Start - Basic				Early Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
<b>Personnel</b>	\$3,674,250	\$122,220	\$654,175	\$3,020,075	\$0	\$0	\$0	\$0
<b>Fringe Benefits</b>	1,134,842	57,443	250,237	884,605	-	-	-	-
<b>Total Personnel</b>	<b>4,809,092</b>	<b>179,663</b>	<b>904,412</b>	<b>3,904,680</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Travel</b>	-	-	-	-	16,898	-	-	16,898
<b>Equipment*</b>	-	-	-	-	-	-	-	-
<b>Supplies</b>	285,800	1,883	12,463	273,337	19,173	-	-	19,173
<b>Contractual</b>	1,016,132	11,143	38,645	977,487	26,526	-	-	26,526
<b>Facilities /Construction</b>	-	-	-	-				
<b>Other:</b>								
<b>Food Cost</b>	70,350	18	8,194	62,156				
<b>Transportation</b>	9,536	564	2,797	6,739				
<b>Staff Mileage</b>	70,000	2,560	6,408	63,592				
<b>Field Trips, including Transportation</b>	1,730	-	-	1,730				
<b>Space</b>	194,615	4,374	17,496	177,119				
<b>Utilities / Telephone / Internet</b>	130,004	5,164	24,043	105,961				
<b>Publication/Advertising/Printing</b>	27,500	-	1,316	26,184				
<b>Repair/Maintenance Building</b>	42,919	450	9,672	33,247				
<b>Repair/Maintenance Equipment</b>	48,845	-	-	48,845				
<b>Property &amp; Liability Insurance</b>	38,202	2,290	8,834	29,368				
<b>Parent Involvement / CWPC</b>	7,747	68	177	7,570				
<b>Other Costs*</b>	158,887	918	6,284	152,603				
<b>Staff &amp; Parent Training</b>	2,277	2,400	2,400	(123)	96,459	1,361	6,535	89,924
<b>Total Direct Charges</b>	<b>\$6,913,636</b>	<b>211,494</b>	<b>1,043,140</b>	<b>\$5,870,496</b>	<b>159,056</b>	<b>1,361</b>	<b>6,535</b>	<b>\$152,521</b>
<b>Total Indirect Charges</b>	<b>\$621,944</b>	<b>\$19,686</b>	<b>\$93,883</b>	<b>\$528,061</b>	<b>\$14,315</b>	<b>\$122</b>	<b>\$588</b>	<b>\$13,727</b>
<b>Total Federal Expenditures</b>	<b>\$7,535,580</b>	<b>231,180</b>	<b>\$1,137,023</b>	<b>\$6,398,557</b>	<b>\$173,371</b>	<b>1,483</b>	<b>\$7,123</b>	<b>\$166,248</b>
% of Annual Budget Expended to Date			15%				4%	
<b>Non-Federal Share</b>	<b>\$1,507,116</b>	<b>\$107,213</b>	<b>\$304,058</b>	<b>\$1,203,058</b>	<b>\$34,674</b>	<b>\$371</b>	<b>\$1,781</b>	<b>\$41,562</b>

**Credit Card Expenses: Credit card statement dated 4/1/2022 - 4/30/2022  
April 2022 expenses**

Staff Training (including meeting costs)	\$	1,001	Head Start Assoc - registration 2022 HS Manager, Directors conference
Contract Services-Facility Repair	\$	23	Azuga Fleet - Vehicle Tracking for Support Services Vehicles
Subscription	\$	200	Zoom - subscription
Parent Engagement Supplies	\$	14	Food Max - Parent engagement supplies
	\$	1,237	





## FINANCE COMMITTEE MEETING

<b>Date:</b> June 8, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 5	<b>Director:</b> N/A
<b>Subject:</b> Insurance Policy Renewals	<b>Officer:</b> Jim Rodriguez

### Recommended Action

Staff recommends Committee approval for full Board consideration the renewal of the insurance policies presented below for the period of July 1, 2022 to July 1, 2023 for a quoted premium of \$843,356

### Background

The following insurance coverages are being renewed:

- A. NIAC - Property. Provides replacement cost coverage on buildings (limit \$56.7 million) and personal property (limit \$8.0 million) as well as business income. Also included is coverage for Contractor Equipment. **Premium \$223,312.**
- B. Carrier to be determined – Property for Head Start centers in Huron and Mendota and the LCC Buyback Center in Friant. NIAC was not able to cover these facilities based on the distance from the nearest fire station so a separate policy is obtained. **Premium estimated \$2,500.**
- C. NIAC – General Liability. Provides \$3 million aggregate and \$1 million each occurrence. Includes General Liability, Liquor Liability, Employee Benefits Liability, and Improper Sexual Misconduct coverage. **Premium: \$31,301.**
- D. NIAC – Social Service Professional Liability. Provides \$3 million aggregate and \$1 million each occurrence. **Premium: \$7,716.**
- E. NIAC – Improper Sexual Misconduct. Provides \$3 million aggregate and \$1 million each occurrence. **Premium: \$13,000.**
- F. NIAC - Automobile. Provides automotive insurance for 204 vehicles with \$1,000,000 of combined single limit liability coverage with a \$5,000 deductible. **Premium: \$297,991.**
- G. NIAC – D&O/EPL. Provides Directors & Officers Liability, including Employment Practices Liability. Provides \$2 million aggregate and \$1 million each occurrence with \$25,000 deductible. **Premium: \$118,059.**
- H. NIAC - Umbrella. Provides \$10 million Excess Umbrella coverage. **Premium: \$95,942.**
- I. General Star Indemnity Insurance Co. – Provides Medical Mal-Practice coverage. Provides \$3 million aggregate and \$1 million each occurrence as well as abuse and molestation coverage for the innocent insured at \$1 million. Coverage extends to the contracted physician as well as the nurses, dieticians, and lactation consultants on staff. **Premium: \$11,983.**

- J. Hartford – Crime. Provides crime coverage with a \$2,500,000 limit for Employee Theft and a \$500,000 for non-employee theft, forgery, counterfeit paper, and electronic transfers. This policy provides coverage to employees who duties include cash handling as well as ERISA coverage for the Pension Plan. **Premium: \$7,214.**
- K. National Union Fire Insurance Co of Pittsburgh (AIG) – AD&D. Provides \$250,000 aggregate and \$25,000 each occurrence for Accidental Death or Dismemberment for registered volunteers, participants, and students. **Premium: \$21,324.**
- L. Lloyd's of London - Pollution Liability. Provides \$2 million aggregate and \$1 million each occurrence with \$5,000 deductible. **Premium: \$2,750.**
- M. Houston Casualty Company – Cyber Liability. Provides \$1,000,000 per claim and aggregate coverage for multimedia, security and privacy, network security, cyber extortion, regulatory actions, and privacy breach coverage. **Premium: \$10,264.**

The renewal proposal prepared by the Agency's Insurance Broker, Heffernan Insurance Brokers, is included for further reference on the above recommendations which are to retain coverage with the incumbent carriers. The proposal includes a marketing analysis and premium comparison

### **Fiscal Impact**

The total annual premiums are approximately \$843,356 that is approximately a 12% increase from the prior year's premiums of \$756,346. The three largest components are Auto, Property, and Directors and Officers Liability; the premium for auto is down less than 1%, property premiums are up 29% and directors and officers premiums are up 43%.

### **Conclusion**

If approved by the Committee, our broker will be instructed to bind these coverages to prevent any lapse in coverage. This item will move forward for full Board consideration at the August 24, 2022 Board of Commissioners Meeting.

**Fresno Economic Opportunities Commission  
Liability Package Executive Renewal Summary 2022 to 2023**

Over the past few months, Heffernan Insurance Brokers has conducted a thorough market analysis for the Liability, Property, Auto, Medical Malpractice, Accident, Cyber and Directors & Officers/Employment Practices policies of Fresno Economic Opportunities Commission (Fresno EOC). We not only negotiated renewal terms with your incumbent carriers, but also approached other carriers to check the pulse of the overall marketplace. This summary encompasses an analysis of your renewal options, claim performance, changes in the marketplace and our carrier recommendations for the 2022-2023 policy year.

**State of the Insurance Marketplace:**

The insurance market continues to harden in 2022. Nearly every line of insurance is experiencing the impact of the market conditions, which is effecting terms and pricing. Property prices continue to increase due to large-scale disasters and a tightening reinsurance. In addition, carriers are evaluating building limits as the cost to rebuild in 2022 is much higher than before. General Liability and Umbrella rates are holding, despite social inflation playing a role in jury awards. Automobile liability has been steadily increasing for the past 8 years as distracted drivers and enhanced technology in cars have driven up repair costs. The Directors & Officers/Employment Practices (D&O/EPL) marketplace remains difficult as increased claims activity for harassment and discrimination hits companies of all sizes and diversity requirements have put company's Boards & C-Suites under the microscope. Cyber claims activity was hit hard again in 2021 with ransomware attacks leading the way. On average, low-to-moderate increases are hitting General Liability and Professional Lines (like Medical Malpractice, etc.). Moderate-to-significant increases are hitting Property, D&O/EPL, Umbrella, Cyber Liability and Automobile. In addition to rate increases, we are also seeing carriers increase deductibles on policies, shifting more of the financial responsibility to policy holders. All factors considered, we do expect the hard market to continue into 2023 before it shows signs of leveling out.

**Fresno EOC's Performance:**

Across the board, Fresno EOC had a fair year in regards to losses. There was one (1) large property claim, totaling \$323,042 in incurred costs. There were nine (9) automobile claims this year, totaling \$37,060 in incurred costs. There were three (3) D&O/EPL claims totaling \$17,793 in incurred costs. With the size of Fresno EOC, the loss performance on the liability lines is favorable. The property loss was an outlier this year, as Fresno EOC typically performs well in that specific line.

**Nonprofits Insurance Alliance of California (NIAC) Renewal:**

NIAC has worked hard the last couple of years to try and insulate their clients from the effects of the hardening market. However, this year they needed to take rate across the board on a couple of lines of coverage to make sure they had the financial reserves to pay future claims. One of these lines of coverage is Employment Practices Liability (EPL), which is increasing a minimum of 25%. Fresno EOC's D&O/EPL premium increased 43% respectively, which can be attributed to NIAC's across the board rate increase of and the growth in budget. In addition to the D&O/EPL premium increase, the property premium also increased – predominantly due to increased values. NIAC increased the values of Fresno EOC's properties after running them through valuation software. Recent stats across the industry are

showing the cost to rebuild has significantly increased, which in turn requires increased total insured values (TIV). Fresno EOC's TIVs are now 64% higher than expiring. Fortunately, NIAC was able to give us a break in the property rate, which resulted in the property premium increasing only 29%. The rest of the NIAC premiums were flat or saw modest increases. On another positive note, NIAC kept all the same deductibles in place, including the D&O/EPL deductible. The Accident policy with AIG saw a reduction in exposure which led to a corresponding reduction in estimated premium. Fresno EOC's 2021-2022 written premium was \$756,346 and the renewal for 2022-2023 is \$843,356; which is an increase of 12%. Despite the increases in some of NIAC's premiums, the terms are still much better than the rest of the marketplace. NIAC recognizes Fresno EOC's overall performance and made adjustments to their pricing in order to compensate for the policies where they were forced to take on rate.

**Market Analysis:**

Heffernan Insurance Brokers contacted several insurance carriers for this year's renewal. We obtained responses from several carriers who were either unable to compete with the current pricing and terms or were uncomfortable with the exposures. We have provided those results in the marketing analysis portion of the proposal.

Upon completion of our market analysis, the carriers that offered the best overall proposal were again NIAC/General Star/Houston Casualty/Hartford/AIG/Lloyd's of London. The pricing, program structure, and services of NIAC remain the best option this year. Throughout negotiations, NIAC was the carrier who most expressed the desire to retain Fresno EOC as a client and continue the long-term relationship.

**Heffernan Insurance Brokers Recommendation:**

After completing our analysis, Heffernan Insurance Brokers recommends Fresno EOC bind coverage with NIAC/General Star/Houston Casualty/Hartford/AIG/Lloyd's of London. Besides offering the best pricing, NIAC continues to offer low deductibles in a time when the competition keeps increasing the deductible obligations of policy holders. NIAC also provides consistent claims services to help with the management of the Fresno EOC's claims. NIAC is a valued partner to Heffernan and Fresno EOC and we look forward to this continued partnership.

Sincerely,

Brian O'Callaghan  
Senior Vice President  
Heffernan Insurance Brokers

Jordann Coleman  
Senior Vice President  
Heffernan Insurance Brokers

Stacey Okimoto  
Executive Account Manager  
Heffernan Insurance Brokers

7/1/22 to 7/1/23 Property, Liability & Automobile Coverages - NIAC Property for Friant, Palmer and Tuft - TBD Directors & Officers - NIAC Crime - Hartford Medical Malpractice - General Star Accident Insurance - AIG Pollution Liability - Lloyd's of London Cyber Liability - Houston Casualty			7/1/21 to 7/1/22 Property, Liability & Automobile Coverages - NIAC Property for Palmer and Tuft - Great Lakes SE Directors & Officers - NIAC Crime - Hartford Medical Malpractice - General Star Accident Insurance - AIG Cyber Liability - Houston Casualty		
<b>Coverage</b> Blanket Building Limit: Blanket BPP/Computer Limit: Blanket BI/EE Limit: Building Ordinance Valuable Papers Equipment Breakdown Contractors Equipment Laptops Deductible: Coinsurance: Building & BPP Coinsurance: Business Income/EE  Incidental Coverages: Accounts Receivables Newly Acquired or Constructed Newly Acquired or Constructed Outdoor Property Valuable Papers  No. of Locations	<b>Limit</b> \$56,697,536 \$7,906,318 Actual Loss Sustained \$500,000 Included at Listed Locations  Included as a Cause Of Loss at Listed Locations \$788,891 Listed Items - Blanket Limit \$1,976,170 \$5,000 90% Not Applicable - Actual Loss Sustained Form  \$1,000,000 \$2,000,000 Each Building \$1,000,000 Business Personal Property \$25,000 \$1,000,000 On Premises  131	<b>Premium</b> \$223,312	<b>Coverage</b> Blanket Building Limit: Blanket BPP/Computer Limit: Blanket BI/EE Limit: Building Ordinance Valuable Papers Equipment Breakdown Contractors Equipment Laptops Deductible: Coinsurance: Building & BPP Coinsurance: Business Income/EE  Incidental Coverages: Accounts Receivables Newly Acquired or Constructed Newly Acquired or Constructed Outdoor Property Valuable Papers  No. of Locations	<b>Limit</b> \$34,388,755 \$8,080,207 Actual Loss Sustained \$500,000 Included at Listed Locations  Included as a Cause Of Loss at Listed Locations \$788,891 Listed Items - Blanket Limit \$1,976,170 \$5,000 90% Not Applicable - Actual Loss Sustained Form  \$1,000,000 \$2,000,000 Each Building \$1,000,000 Business Personal Property \$25,000 \$1,000,000 On Premises  130	<b>Premium</b> \$172,455
Property Policy - Friant, Palmer and Tuft	\$265,000 Building and Business Pers Property	\$2,500	Property Policy - Palmer and Tuft	\$245,000 Building and Business Pers Property	\$1,326
General Liability Coverage	\$3,000,000 General Aggregate \$3,000,000 Products Aggregate \$1,000,000 Pers. & Ad. Inj. \$1,000,000 Each Occurrence \$500,000 Fire Legal Liab. - Each Fire \$20,000 Medical Payments No Deductible	\$31,301	General Liability Coverage	\$3,000,000 General Aggregate \$3,000,000 Products Aggregate \$1,000,000 Pers. & Ad. Inj. \$1,000,000 Each Occurrence \$500,000 Fire Legal Liab. - Each Fire \$20,000 Medical Payments No Deductible	\$30,461
Employee Benefits Liability Claims Made-Retro Date 7/1/04	\$1,000 Deductible	Included in GL	Employee Benefits Liability Claims Made-Retro Date 7/1/04	\$1,000 Deductible	Included in GL
Defense is outside the limit on General Liability and Professional Liability; inside the limit on Improper Sexual Misconduct			Defense is outside the limit on General Liability and Professional Liability; inside the limit on Improper Sexual Misconduct		
Liquor Liability	\$1,000,000 Each Common Cause	Included In GL	Liquor Liability	\$1,000,000 Each Common Cause	Included In GL
Professional Liability	\$3,000,000 Aggregate \$1,000,000 Each Claim	\$7,716	Professional Liability	\$3,000,000 Aggregate \$1,000,000 Each Claim	\$7,716
Improper Sexual Misconduct	\$3,000,000 Aggregate \$1,000,000 Each Claim	\$13,000	Improper Sexual Misconduct	\$3,000,000 Aggregate \$1,000,000 Each Claim	\$12,500
Directors and Officers Liability Including Employment Practices	\$1,000,000 Each Wrongful Act \$2,000,000 Annual Aggregate \$25,000 Retention	\$118,059	Directors and Officers Liability Including Employment Practices	\$1,000,000 Each Wrongful Act \$2,000,000 Annual Aggregate \$25,000 Retention	\$82,667
Automobile	\$1,000,000 Liability - Combined Single Limit \$5,000 Medical Payments \$1,000,000 Uninsured Motorists \$1,000 Comprehensive Deductible \$1,000 Collision Deductible \$5,000 Liability Deductible 204 Vehicles	\$297,991	Automobile	\$1,000,000 Liability - Combined Single Limit \$5,000 Medical Payments \$1,000,000 Uninsured Motorists \$1,000 Comprehensive Deductible \$1,000 Collision Deductible \$5,000 Liability Deductible 213 Vehicles	\$298,473
Umbrella/Excess Liability	\$10,000,000 Each Occurrence \$10,000,000 Aggregate \$10,000 Deductible/SIR	\$95,942	Umbrella/Excess Liability	\$10,000,000 Each Occurrence \$10,000,000 Aggregate \$10,000 Deductible/SIR	\$94,140
Includes Excess Improper Sexual Conduct and Directors & Officers Liability	\$1,000,000		Includes Excess Improper Sexual Conduct and Directors & Officers Liability	\$1,000,000	
Medical Malpractice Insurance 1 Physican Run Off for Two Physicians	\$1,000,000 Each Claim \$3,000,000 Aggregate \$1,000,000 Sub-Limit Abuse and Molestation Ea CIm \$1,000,000 Sub-Limit Abuse and Molestation Agg \$5,000 Deductible Each Claim 4/15/1985 Retroactive Date	\$11,983	Medical Malpractice Insurance 1 Physican Run Off for Two Physicians	\$1,000,000 Each Claim \$3,000,000 Aggregate \$1,000,000 Sub-Limit Abuse and Molestation Ea CIm \$1,000,000 Sub-Limit Abuse and Molestation Agg \$5,000 Deductible Each Claim 4/15/1985 Retroactive Date	\$11,755
Crime	\$2,500,000 Employee Dishonesty \$10,000 Deductible	\$7,214	Crime	\$2,500,000 Employee Dishonesty \$10,000 Deductible	\$7,214
Accident Insurance 5331 Participants (Headstart children & volunteers)	\$250,000 Policy Aggregate Limit	\$21,324	Accident Insurance 6150 Participants (Headstart children & volunteers)	\$250,000 Policy Aggregate Limit	\$24,600
Pollution Liability	\$1,000,000 Damage Limit for Each Claim \$2,000,000 Coverage Part Aggregate Limit \$5,000 Deductible 3/19/2020 Retroactive Date	\$2,750	Pollution Liability	\$1,000,000 Damage Limit for Each Claim \$2,000,000 Coverage Part Aggregate Limit \$5,000 Deductible 3/19/2020 Retroactive Date	\$2,780
Cyber Liability	\$1,000,000 Each Claim \$1,000,000 Aggregate	\$10,264	Cyber Liability	\$1,000,000 Each Claim \$1,000,000 Aggregate	\$10,259
<b>Total Annual Premium:</b>		<b>\$843,356</b>	<b>Total Annual Premium:</b>		<b>\$756,346</b>

# PREMIUM SUMMARY

Coverage	Carrier	2021	2022
Property	NIAC	\$172,455.00	\$223,312.00
Stand Alone Property*	To be determined	\$1,326.00	\$2,500.00
General Liability	NIAC	\$30,461.00	\$31,301.00
Professional Liability	NIAC	\$7,716.00	\$7,716.00
Improper Sexual Conduct	NIAC	\$12,500.00	\$13,000.00
Automobile	NIAC	\$298,473.00	\$297,991.00
Directors & Officers Liability	NIAC	\$82,667.00	\$118,059.00
Umbrella	NIAC	\$94,140.00	\$95,942.00
Medical Malpractice	General Star	\$11,755.00	\$11,982.74
Crime	Hartford	\$7,214.00	\$7,214.00
Volunteer Accident	National Union Fire Ins. Co. of PA	\$24,600.00	\$21,324.00
Pollution Liability	Lloyd's of London	\$2,780.00	\$2,750.00
Cyber Liability	Houston Casualty Co.	\$10,259.00	\$10,264.22
Total Premium		\$756,346.00	\$843,355.96

\*This quotation is pending and the premiums is subject to change

## PAYMENT OPTIONS

NIAC Policies: Down Payment due by July 15, directly billed by NIAC  
All other policies are due by July 20, billed by HIB

## QUOTE CONDITIONS

Required copy of this proposal with coverage options, changes and deletions shown on the proposal along with the Signed Authorization to Bind Coverage is required prior to binding coverage.

## WARRANTIES-SUBJECTIVITIES

**STAND ALONE PROPERTY QUOTE FOR FRIANT, PALMER AND TUFT IS ESTIMATED ONLY**  
**FORMAL QUOTATIONS HAVE NOT YET BEEN RECEIVED**

# PREMIUM AND EXPOSURE COMPARISON

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Coverage	2021	2022	% Change
Property	\$172,455	\$223,312	29%
Property - Palmer & Tuft	\$1,326	\$2,500	89%
General Liability	\$30,461	\$31,301	3%
Professional Liability	\$7,716	\$7,716	0%
Improper Sexual Conduct	\$12,500	\$13,000	4%
Automobile	\$298,473	\$297,991	0%
Directors & Officers/EPLI	\$82,667	\$118,059	43%
Umbrella	\$94,140	\$95,942	2%
Medical Malpractice	\$11,755	\$11,983	2%
Crime	\$7,214	\$7,214	0%
Accident	\$24,600	\$21,324	-13%
Pollution Liability	\$2,780	\$2,750	-1%
Cyber Liability	\$10,259	\$10,264	0%
<b>Totals:</b>	<b>\$756,346</b>	<b>\$843,356</b>	<b>12%</b>
Total Values:	\$42,468,962	\$69,468,915	64%
Budget	\$98,150,000	\$113,300,000	15%
No. of Locations:	130	131	1%
No of Vehicles:	213	204	-4%
Volunteers/Students Exposure	6,150	5,331	-13%



## FINANCE COMMITTEE MEETING

<b>Date:</b> June 8, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 6	<b>Director:</b> N/A
<b>Subject:</b> Non-Competitive Procurements	<b>Officer:</b> Jim Rodriguez

### Background

The information presented below is intended to keep the Committee apprised on any procurements made through a non-competitive procurement process.

In accordance with the Accounting Policies and Procedures Manual, Noncompetitive Procurements are “special purchasing circumstances, in which competitive bids are not obtained. Noncompetitive procurement (purchases and contracts) are only permissible in the following circumstances (2 CFR 200.320 [f]):

- An emergency exists that does not permit delay,
- Only one source of supply is available,
- If the awarding agency expressly authorizes noncompetitive proposals in response to a written request from the Agency,
- Or after solicitation of a number of sources, competition is determined to be inadequate.

The key requirement for the use of noncompetitive procurement is that the other methods of procurement are not feasible and one of the above circumstances exists.” A report on the non-competitive procurement awards is to be made to the Board of Commissioners.

The agency also follows the following guidelines:

- Purchases from \$10,000 to \$150,000 require three written quotes and may be approved by the CEO.
- Purchases greater than \$150,000 require formal bid procedures and require approval from the Board.
- Purchases greater than \$10,000 without the required quotes or bids must be disclosed to the Board.



Vendor	Purpose	Amount	Justification
Resource Equipment Company	LCC - service for the REM Sorting System for recycling machine. To replace and install new conveyor belt, chain, and adjust the chain tension on the magnetic cross belt.	\$8,788.07	This is the only company in the area that provides service and repair for this equipment.
Amber Aquino	LCC - Instructor for Sterile Processing Technician. To have a classroom base environment that allows Corpsmembers enrolled in DOL-ETA grant to learn the Sterile Processing Curriculum.	\$15,000.00	One source of supply is available.



## FINANCE COMMITTEE MEETING

<b>Date:</b> June 8, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 7	<b>Director:</b> N/A
<b>Subject:</b> Health Insurance Report	<b>Officer:</b> Jim Rodriguez

### Background

The information presented below is intended to keep the Committee apprised on the financial status of the Agency's self-funded health insurance plan.

As of April 30, 2022, the health insurance reserve is at \$5.0 million, which covers approximately 5.6 months of average expenditures. Contributions from programs and employees for 2022 total \$3,735,391 while the Fund paid out \$2,625,493 in expenses.

Changes to the health insurance plan in 2020 through 2022 include:

- Effective January 2020: 4% overall increase in Employer premiums and 22% overall increase in Employee premiums. Wellness plan now has the same annual deductible but will have a 25% discounted employee premium. The employee + child and employee + children tiers were consolidated.
- Effective January 2021: 6% increase in Employer premiums and an average 16% increase to Employee premiums.
- Effective January 2022: Tele-health service was added and 1% increase in Employer premiums and an average 8% increase to Employee premiums.

This table presents a sample of the monthly health insurance premium rates for 2022. Rates vary depending on the type of coverage tier selected.

	Agency	Employee (Wellness Incentive)	Total Premium
Employee(EE) Only	\$ 600	\$ 108	\$ 708
EE +Child(ren)	\$ 1,086	\$ 195	\$ 1,281
EE + Family	\$ 1,442	\$ 258	\$ 1,700
EE + Spouse	\$ 1,206	\$ 216	\$ 1,422

**FRESNO EOC**  
**HEALTH INSURANCE FUND REPORT**  
 THROUGH APRIL 30, 2022

	2022						2021		
	January	February	March	April	YTD totals Jan-Apr	Mo. Avg. Prev 12 mos	YTD totals Jan-Apr	Annual Jan - Dec	Annual Mo. Avg Jan - Dec
<b>Beginning Fund Balance</b>	<b>3,924,890</b>	<b>4,629,378</b>	<b>4,923,475</b>	<b>5,022,386</b>					
<b><u>Income</u></b>									
Agency Contributions	749,413	758,654	755,467	750,894	3,014,428	754,245	3,426,015	9,462,526	788,544
Additional Agency Contr.	-	-	-	-	-	1,925	116,291	139,391	11,616
Employee Contributions	271,626	183,405	178,064	87,868	720,963	155,204	736,620	1,878,108	156,509
<b>Total Income</b>	<b>1,021,039</b>	<b>942,059</b>	<b>933,531</b>	<b>838,762</b>	<b>3,735,391</b>	<b>911,374</b>	<b>4,278,926</b>	<b>11,480,024</b>	<b>956,669</b>
<b><u>Expenses</u></b>									
Health Claims Paid	45,828	261,032	452,022	424,469	1,183,351	664,037	1,851,287	8,636,378	719,698
Dental Claims Paid	48,572	48,419	46,036	52,864	195,891	51,003	234,990	651,135	54,261
Prescriptions Paid	63,172	164,239	159,985	183,076	570,472	148,110	682,395	1,889,246	157,437
Vision Claims Paid	2,294	7,225	5,496	7,785	22,800	8,177	44,659	119,983	9,999
Stop Loss Premiums	99,403	110,026	113,810	100,722	423,961	101,188	401,529	1,191,823	99,319
Stop Loss Claims	-	-	-	-	-	(132,791)	0	(1,593,495)	(132,791)
Life Insurance Premiums	12,739	12,709	12,687	12,731	50,866	12,531	55,023	154,529	12,877
Pinnacle	12,903	13,111	13,267	13,319	52,600	13,335	57,779	165,198	13,767
Blue Cross	13,637	13,790	13,906	13,944	55,277	13,802	59,565	169,907	14,159
Benefits Consultant	12,083	12,083	12,084	12,083	48,333	8,639	27,667	83,000	6,917
Employee Assist. Program	1,877	1,877	1,876	1,877	7,507	1,877	7,506	22,518	1,877
Preferred Chiropractors	889	899	906	909	3,603	918	3,999	11,406	951
TeleDoc	2,524	2,552	2,574	2,581	10,231	853	0	0	0
Other Expenses	630	-	(29)	-	601	2,101	15,132	39,742	3,312
ACA Fees	-	-	-	-	-	435	0	5,219	435
<b>Total Expenses</b>	<b>316,551</b>	<b>647,962</b>	<b>834,620</b>	<b>826,360</b>	<b>2,625,493</b>	<b>894,213</b>	<b>3,441,531</b>	<b>11,546,589</b>	<b>962,216</b>
<b>Current Fund Activity (net)</b>	<b>704,488</b>	<b>294,097</b>	<b>98,911</b>	<b>12,402</b>	<b>1,109,898</b>	<b>17,162</b>	<b>837,395</b>	<b>(66,564)</b>	<b>(5,547)</b>
<b>Ending Fund Balance</b>	<b>4,629,378</b>	<b>4,923,475</b>	<b>5,022,386</b>	<b>5,034,788</b>	<b>5,034,788</b>				
<b><u>Enrollment</u></b>									
Employee only-Traditional	248	250	252	254		266		279	
High-Deduct	84	78	80	81		61		53	
Family coverage-Traditional	344	353	353	353		373		395	
High-Deduct	34	37	40	39		33		32	
Dental coverage only	34	38	41	42		36		34	
Temp/On Call Plan	1	1	-	-		1		1	
<b>Total employees enrolled</b>	<b>745</b>	<b>757</b>	<b>766</b>	<b>769</b>		<b>770</b>		<b>795</b>	
Average contributions per employee	1,371	1,244	1,219	1,091		1,184		1,204	
Average expenses per employee	425	856	1,090	1,075		1,161		1,211	

Estimated # months funded: 5.6



## FINANCE COMMITTEE MEETING

<b>Date:</b> June 8, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 8	<b>Officer:</b> N/A
<b>Subject:</b> Investment Report	<b>Officer:</b> Jim Rodriguez

### Background

The information below is presented to keep the Committee apprised on the status of the Agency's investment accounts.

As of March 31, 2022, the Agency holds these investments to 1> maintain cash funding items such as the health insurance reserve and accrued vacation liability and 2> provide pledged collateral from Fresno EOC for Access Plus Capital's \$700,000 loan from Citibank.

	<b>Wells Fargo</b>	<b>Citibank (pledged)</b>	<b>Total</b>
Cash & Cash Equivalents	\$ 991,746	\$ 627,306	\$ 1,619,052
Corporate Bonds	266,939	-	266,939
Government Bonds	-	-	-
Certificates of Deposit (CD)	1,595,716	150,703	1,746,419
Stocks	17,723	-	17,723
<b>Total</b>	<b>\$ 2,872,124</b>	<b>\$ 778,009</b>	<b>\$ 3,650,133</b>
Minus unrealized gains on CDs	4,172	703	4,875
<b>General Ledger balance</b>	<b>\$ 2,867,952</b>	<b>\$ 777,306</b>	<b>\$ 3,645,258</b>

Total annual interest earned on these fixed income investments is \$60,817 providing an average rate of 3.06%. Interest rates received on the Corporate Fixed Income investments range between 3.50% and 4.45%. These are long-term holdings with maturity dates in 2022 and 2026. The Certificates of Deposit have interest rates between 2.00% and 3.50%; and a tiered maturity date structure to provide for both shorter-term maturities and longer investments past 2023. Investments with very low interest rates generally have very short investment periods.

The funds at Self-Help Federal Credit Union are returning 0.20% interest.



## FINANCE COMMITTEE MEETING

<b>Date:</b> June 8, 2022	<b>Program:</b> WIC and SOUL
<b>Agenda Item #:</b> 9	<b>Director:</b> Annette Thornton and Susan Lopez
<b>Subject:</b> Variance Reports	<b>Officer:</b> Jim Rodriguez

### Background

The information presented below is intended to keep the Committee apprised on the fiscal status of selected program(s) within the Agency that are routinely shared with Program Directors and Executive staff.

The following prepared financial analysis reports will be presented:

- Women, Infants, and Children (WIC)
  - Through 50% of the contract period, approximately 47% of funding has been used. Most of the year to date savings are from travel, training, and program/outreach materials, which have been low due to the COVID-19 pandemic.
  - There are plans in place to fully utilize the funds in coming months in the following manner: five staff attended in-person trainings in April, 17 staff are attending a virtual conference in May, two all WIC staff in-person trainings are planned for this year, and program/outreach materials are being ordered for community program/doctor office visits and in-person community events, which are on the rise.
  - General office expense is approximately 60% due to purchasing supplies needed when staff returned onsite. The rate of expenditure is monitored monthly to ensure it will not be overspent.
- School of Unlimited Learning (SOUL)
  - Through 83% of the contract period, 65% of the total budgeted revenue has been earned; 74% of expense budget has been utilized. This has resulted in a loss of approximately \$274,000. Until the California Department of Education releases its April 2022 funding allotment, the deficit will be covered by its fund balance reserves of \$1.6 million.

**WOMEN, INFANTS & CHILDREN (WIC)**

YTD March 31, 2022

Grant Period: October 1, 2021 to September 30, 2022

Project ID # 11000, 11001, 11002, 11003, 11019, 11020

*Percentage of Time Lapsed*

50.00%

Program	ANNUAL BUDGET	YTD ACTUAL	BALANCE	YTD % OF BUDGET USED
<u>Revenue:</u>				
California Department of Health Services	5,982,106	2,902,412	3,079,694	48.52%
<b>Total Revenue</b>	<b>5,982,106</b>	<b>2,902,412</b>	<b>3,079,694</b>	<b>48.52%</b>
<u>Personnel Expense:</u>				
Salaries	3,463,558	1,613,499	1,850,059	46.59%
Fringe	1,316,152	607,423	708,729	46.15%
<b>Total Personnel</b>	<b>4,779,710</b>	<b>2,220,921</b>	<b>2,558,789</b>	<b>46.47%</b>
<u>Operating Expense:</u>				
General Office Expenses (Audit, Insurance, phone, cell phone, Office, Cert)	367,004	222,439	144,565	60.61%
Travel	5,000	270	4,730	5.41%
Training	17,000	4,010	12,990	23.59%
Outreach, Media/Promo, Program Materials	40,000	11,535	28,465	28.84%
Facility Cost	477,312	208,257	269,055	43.63%
Indirect Costs 9.0%) *	511,742	234,979	276,763	45.92%
<b>Total Non-Personnel</b>	<b>1,418,058</b>	<b>681,490</b>	<b>736,568</b>	<b>48.06%</b>
<b>Total NSA</b>	<b>6,197,768</b>	<b>2,902,412</b>	<b>3,295,356</b>	<b>46.83%</b>
<b>WIC Card/EBT</b>	<b>24,461,346</b>	<b>9,503,679</b>	<b>14,957,667</b>	<b>38.85%</b>

**Fresno County Economic Opportunities Commission**
**Program: School of Unlimited Learning**
**Contract Term: July 2021- June 2022**
**SOUL (All Projects)**
**For Internal Purposes: Budget Projection**
**83.33%**

Budget Category	Original Budget Preliminary	YTD Actual 4/30/22	Balance as of 4/30/22	% Spent as of 4/30/22
<b>REVENUES:</b>				
<b>Revenue Limit</b>				
ADA/categorical/SS	1,594,232	1,126,677	467,555	71%
ADA-EPA	508,212	464,396	43,816	91%
Property Tax	155,634	155,900	(266)	100%
Fed Rev:		-	-	
Title I Grant	51,947	20,888	31,059	40%
Title II, Part A	5,557	630	4,927	11%
Title II, Part A Carry Forward	1,793	1,793	-	100%
Title III, Part A	0	-	-	#DIV/0!
Title IV, Part A	10,000	-	10,000	0%
Title IV, Part A Carry Forward	3,574	3,574	(0)	100%
CSBG Cares	3,822	3,822	-	100%
CSBG 2021	67,241	50,399	16,842	75%
State Rev: USDA - Food (Dept. of Education)	25,000	4,705	20,295	19%
Lottery	37,260	36,488	772	98%
Mandate Block Grant & One Time Only	8,547	8,547	-	100%
LIVE SCAN Reim.	3,790	-	3,790	0%
LLMF Funds	-	-	-	
CSI ESSA	177,547	44,387	133,160	25%
ELO (Expanded Learning Opportunities Grant)	169,866	-	169,866	0%
ESSER II	191,186	28,732	162,454	15%
Local Rev:				
Donations, interest & other	13,000	2,519	10,481	19%
<b>TOTAL</b>	<b>3,028,208</b>	<b>1,953,457</b>	<b>1,074,752</b>	<b>65%</b>
<b>SALARIES &amp; FRINGES:</b>				
Salaries/Vacation	1,554,454	1,214,076	340,378	78%
Fringe/Benefits	483,657	395,871	87,786	82%
<b>TOTAL</b>	<b>2,038,111</b>	<b>1,609,947</b>	<b>428,164</b>	<b>79%</b>
<b>TEXTBOOKS &amp; CURRICULA</b>				
5520 COMPUTER SUPPLIES	7,000	(7,495)	14,495	-107%
5758 PROGRAM SUPPLIES - BOOKS & PUBLICATIONS	15,500	20,887	(5,387)	135%
<b>TOTAL</b>	<b>22,500</b>	<b>13,391</b>	<b>9,109</b>	<b>60%</b>
<b>MATERIALS &amp; SUPPLIES</b>				
5415 EQUIPMENT Under \$5,000	35,344	33,069	2,275	94%
5450 EQUIPMENT OVER \$5,000	6,000	-	6,000	0%
5515 BOTTLED WATER	500	151	349	30%
5535 OFFICE SUPPLIES	18,500	30,077	(11,577)	163%
5722 FOOD - OTHER	1,000	143	857	14%
5724 FOOD - SNACKS	1,000	-	1,000	0%
5725 FOOD - SNACK BAR	500	-	500	0%
5732 MEETING COSTS - INTERNAL	1,250	-	1,250	0%
5539 SUPPLIES - PERSONAL PROTECTIVE EQUIP	2,500	-	2,500	0%
5784 RECREATION EXPENSE	1,000	-	1,000	0%
<b>TOTAL</b>	<b>67,594</b>	<b>63,440</b>	<b>4,154</b>	<b>94%</b>
<b>FOOD:</b>				
5115 CONTRACT SERVICES - MEALS	25,000	1,873	23,127	7%
<b>TOTAL</b>	<b>25,000</b>	<b>1,873</b>	<b>23,127</b>	<b>7%</b>
<b>TRAVEL &amp; CONFERENCES:</b>				
5311 Transportation- FIELD TRIPS	500	-	500	0%
5315 FUEL - OIL & GAS	2,000	1,779	221	89%
5330 MILEAGE	2,500	41	2,459	2%
5335 OUT - OF - COUNTY TRAVEL	15,000	12,897	2,103	86%
5355 GAS/PARTS EXPENSE	500	216	284	43%
5708 CONFERENCE FEES (NON - TRAVEL)	10,000	6,950	3,050	70%
5792 STAFF TRAINING	12,500	4,076	8,424	33%
5810 TRAINING OTHER	1,500	-	1,500	0%
<b>TOTAL</b>	<b>44,500</b>	<b>25,959</b>	<b>18,541</b>	<b>58%</b>

<b>INSURANCE:</b>				
5605 INSURANCE - AUTO	1,350.00	1,123	227	83%
5620 INSURANCE - GENERAL LIABILITY	3,050.00	2,535	515	83%
5621 INSURANCE - CYBER LIABILITY	180.00	147	33	82%
5630 INSURANCE - EXCESS LIABILITY	950.00	749	201	79%
5635 INSURANCE - PROPERTY	9,500.00	7,837	1,664	82%
<b>TOTAL</b>	<b>15,030</b>	<b>12,391</b>	<b>2,639</b>	<b>82%</b>
<b>RENT, LEASE, REPAIR &amp; IMPROVEMENTS:</b>				
5215 OFFICE RECONFIGURATION	500	-	500	0%
5240 RENTAL - OFFICE	92,803	77,336	15,467	83%
5255 REPAIRS / MAINTENANCE - BUILDING	20,000	8,796	11,204	44%
5260 SECURITY SERVICES	3,000	1,528	1,472	51%
5270 UTILITIES - GAS / ELECTRIC	15,500	11,985	3,515	77%
5280 WATER/SEWER/GARBAGE	6,000	3,529	2,471	59%
5350 REPAIRS & MAINTENANCE - VEHICLES	1,250	439	811	35%
5405 DEPRECIATION EXPENSE	10,124	-	10,124	0%
5457 REPAIRS & MAINTENANCE - EQUIPMENT	500	-	500	0%
5420 LEASED - OTHER	850	170	681	20%
5425 LEASED - RENTAL OFFICE EQUIPMENT	850	415	435	49%
5435 LEASED - COPIERS	6,500	4,022	2,478	62%
<b>TOTAL</b>	<b>157,877</b>	<b>108,219</b>	<b>49,658</b>	<b>69%</b>
<b>PROF/CONSULT SRVCS &amp; OPERATING EXP:</b>				
5060 ADVERTISEMENT-RECRUITMENT	1,050	290	760	28%
5125 CONTRACT SERVICES - OTHER	15,000	301	14,699	2%
5160 PROFESSIONAL SERVICES - AUDIT	14,540	6,853	7,687	47%
5190 PROFESSIONAL SERVICES - LEGAL	6,286	325	5,961	5%
5195 PROFESSIONAL SERVICES - Medical	1,000	-	1,000	0%
5170 PROFESSIONAL SERVICES - CONSULTING	500	-	500	0%
5165 PROFESSIONAL SERVICES - computer	12,500	-	12,500	0%
5205 JANITORIAL SERVICES	20,500	15,665	4,835	76%
5210 LICENSES FEES	5,000	1,100	3,900	22%
5220 PEST CONTROL SERVICES	2,800	2,354	446	84%
5285 YARD MAINTENANCE	2,000	-	2,000	0%
5344 REGISTRATION	6,000	3,703	2,297	62%
5345 REGISTRATION-VEHICLES	500	224	276	45%
5512 SUBSCRIPTION EXPENSE	7,500	2,445	5,055	33%
5522 SOFTWARE LICENSES	51,515	23,630	27,885	46%
5550 POSTAGE/EXPRESS MAIL	2,100	901	1,199	43%
5555 PRINTING	1,000	-	1,000	0%
5560 SUPPLIES-OTHER	1,000	49	951	5%
5701 ADVERTISEMENT - OTHER	1,200	758	442	63%
5706 BUS TOKENS	3,525	-	3,525	0%
5721 RECRUITMENT	1,000	250	750	0%
5733 EMPLOYEE APPRECIATION	1,000	701	299	70%
5737 OUTREACH	1,500	-	1,500	0%
5730 LICENSE - PREMISE	500	-	500	0%
5743 PARENT INVOLVEMENT	15,000	1,149	13,851	8%
5757 PROGRAM - MISCELLANEOUS	7,500	-	7,500	0%
5760 PROGRAM SUPPLIES - KITCHEN	1,500	-	1,500	0%
5762 PROGRAM INCENTIVES	5,000	-	5,000	0%
5766 CLASSROOM SUPPLIES	30,000	-	30,000	0%
5768 FOOD DISPOSABLES SUPPLIES	2,500	-	2,500	0%
5772 JANITORIAL SUPPLIES	5,000	1,292	3,708	26%
5774 MEDICAL SUPPLIES	1,500	-	1,500	0%
5776 PERSONAL ARTICLES SUPPLIES	1,500	-	1,500	0%
5780 RECREATION SUPPLIES	1,500	-	1,500	0%
5806 SUPPORTIVE COSTS-OTHER	750	-	750	0%
5910 COMMUNITY RELATIONS	5,000	500	4,500	10%
5915 END OF YEAR RECOGNITION	1,500	305	1,195	20%
5924 RECOGNITION	3,000	733	2,267	24%
5108 Oversight/Special Ed fee	217,472	201,988	15,484	93%
5930 OTHER COSTS	500	4	496	1%
<b>TOTAL</b>	<b>458,738</b>	<b>265,519</b>	<b>192,723</b>	<b>58%</b>
<b>COMMUNICATIONS:</b>				
5570 TELEPHONE	18,034	14,110	3,924	78%
5575 HOTSPOTS	17,500	3,822	13,678	22%
5571 TELEPHONE - CELLULAR	6,000	1,371	4,629	23%
<b>TOTAL</b>	<b>41,534</b>	<b>19,303</b>	<b>22,231</b>	<b>46%</b>
<b>INDIRECT COSTS:</b>				
5144 INDIRECT COSTS (5.48%)	157,324	107,615	49,709	68%



TOTAL	157,324	107,615	107,615	68%
TOTAL COSTS	3,028,208	2,227,657	857,961	74%
Surplus (Deficit)	0	-274,201		

NOTES: