



# Finance Committee Meeting

April 19, 2023 at 5:00 p.m.

Fresno EOC Board Room

1920 Mariposa Street, Suite 310

Fresno, 93721

Join by Zoom:

<https://fresnoeoc.zoom.us/meeting/register/tZMld-mrpzMjGdwGQ6wgNNMRCvWqqN9hM6-P>



## FINANCE COMMITTEE MEETING AGENDA

APRIL 19, 2023 AT 5:00 PM

### 1. CALL TO ORDER

### 2. ROLL CALL

A. Monthly Attendance Record 3

### 3. APPROVAL OF MARCH 8, 2023, MINUTES

A. March 8, 2023, Finance Committee Meeting Minutes Approve 4

### 4. FINANCIAL REPORTS: FEBRUARY 2023

Approve

A. Agency Financial Statements 7

B. Head Start Financial Status Report 11

### 5. TRANSIT FLEET ELECTRIFICATION

A. Transit Fleet Electrification Approve 14

### 6. HEALTH INSURANCE REPORT

A. Health Insurance Report Information 16

### 7. NON-COMPETITIVE PROCUREMENT

A. Non-Competitive Procurements Information 18

### 8. OTHER BUSINESS

The next meeting is scheduled on Wednesday, May 10, 2023 at 5:00 p.m.

### 9. 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).

### 10. ADJOURNMENT



## Finance Committee Meeting Monthly Attendance Record 2023

Charles Garabedian  
James Martinez  
Zina Brown-Jenkins  
Itzi Robles  
Linda Hayes  
Alena Pacheco  
Rey Leon

January	8-Feb	8-Mar	19-Apr	10-May	13-Jun	July	9-Aug	13-Sep	11-Oct	8-Nov	13-Dec	Attended
	O	O										<b>2/10</b>
	X	X										<b>0/10</b>
	O	O										<b>2/10</b>
	X	O										<b>1/10</b>
	O	O										<b>2/10</b>
	O	O										<b>2/10</b>
	O	X										<b>1/10</b>

O-Present X-Absent T-Teleconference

**FINANCE COMMITTEE MEETING  
Wednesday March 8<sup>th</sup>, 2023  
5:00PM  
MINUTES**

1. **CALL TO ORDER**  
Charles Garabedian, called the meeting to order at 5:10pm.
2. **ROLL CALL**  
Roll was called and a quorum was established.

<b>COMMITTEE MEMBERS</b>	<b>PRESENT</b>	<b>STAFF</b>
Charles Garabedian (Committee Chair)	✓	Jay Zapata
Rey Leon		Steve Warnes
James Martinez		Jack Lazzarini
Linda Hayes	✓	Karina Perez
Zina Brown- Jenkins	✓	Jennifer Tillman
Itzi Robles	✓	Emilia Reyes
Alena Pacheco	✓	Jane Thomas

3. **APPROVAL OF FEBRUARY 8, 2023 MINUTES**  
A. February 8, 2023 Finance Committee Minutes

Public comment: None heard.

**Motion by:** Hayes **Second by:** Brown-Jenkins  
**Ayes:** Robles, Brown-Jenkins, Pacheco, Garabedian, Hayes  
**Nays:** None heard

4. **FINANCIAL REPORTS**  
A. Agency Financial Statements – December 2022  
B. Agency Financial Statements – January 2023  
C. Head Start Financial Status Report – December 2022  
D. Head Start Financial Status Report – January 2023

**Motion by:** Hayes **Second by:** Robles  
**Ayes:** Robles, Brown-Jenkins, Pacheco, Garabedian, Hayes  
**Nays:** None heard

Jay Zapata, Director of Finance and interim CFO, along with Jennifer Tillman, Finance Manager presented the Financial Status Report for December 2022 and January 2023.

**5. NON-COMPETITIVE PROCUREMENT**

A. Non- Competitive Procurements

Public Comment: None Heard

No action required

**6. HEALTH INSURANCE REPORT**

A. Health Insurance Report

Steve Warnes, Assistant Finance Director, Presented the health insurance fund reports for December 31, 2022 and January 31, 2023. At December 31<sup>st</sup> the health insurance reserve is at \$5.5 million, which would cover approximately 7.3 months of average expenditures. Contributions from programs and employees for the year total \$10,587,631 while the Fund paid out \$9,017,474 in expenses resulting in a fund increase of \$1,570,157. Medical claims paid during the month were higher than average as we expected. This increase was partially offset by increased reimbursements from our stop-loss policy.

At January 31<sup>st</sup>, the health insurance reserve is at \$5.5 million, which would cover approximately 6.8 months of average expenditures. Contributions from programs and employees for the first month of the year were \$946,636 and the Fund paid out \$979,370 in expenses.

Public Comment: None Heard

No action required

**7. AGENCY INVESTMENT REPORT**

A. Agency Investment Report

Warnes, presented the investment report for December 31, 2022. The combined interest and dividends less the market value losses netted to a \$45,565 increase to the invested balance during the year. Interest rates on the current investments range between 2.00% and 4.85%, total interest earned annually would be \$84,593.

Public comment: None heard.

No Action Required

**8. PROGRAM VARIANCE REPORT**

A. Program Variance Report

Zapata, and Jane Thomas, Director of Health & Dental Service went over the Variance Report for Health Services. They went over the Projects, contract period time, reporting periods, program cost for all programs, the budget for the programs, remaining budget and the remaining budget percentages.

Public comment: None heard

No action required.

**9. OTHER BUSINESS:**

Public comment: None heard

No action required.

**10. PUBLIC COMMENTS**

Public comment: None heard

No action required.

**11. ADJOURNMENT:**

Garabedian adjourned meeting at 5:55pm

Respectfully Submitted,

Charles Garabedian  
Committee Chair

## FINANCE COMMITTEE MEETING

<b>Date:</b> April 19, 2023	<b>Program:</b> Finance
<b>Agenda Item #:</b> 4	<b>Director:</b> Jay Zapata
<b>Subject:</b> Financial Reports	<b>Officer:</b> Emilia Reyes

### Recommended Action

Staff recommends Committee approval for full Board consideration of the interim consolidated financial statements as of Year-to-Date February 2023 as well as approval of the financial status report for the Head Start 0-5 program as of Year-to-Date February 28, 2023.

### 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 February 28, 2023, the Agency had preliminary revenue of \$22,083,096 million, including \$3.8 million of in-kind contributions, and net operating loss of \$343,531. In comparison, the Agency had revenue of \$22,352,712 million including in-kind of \$4.9 million as of the corresponding period of the preceding year.

(B) Head Start 0-5 Financial Status Report as of Year-to-Date February 28, 2023

This also represented in the following percentages.

<b>Program Area</b>	<b>% of budget</b>	<b>Notes</b>
Head Start – Basic	16%	Personnel is underspent due to unfilled positions
Head Start – Training & Technical Assistance (T&TA)	16%	Training planned for later this year

<b>Program Area</b>	<b>% of budget</b>	<b>Notes</b>
Early Head Start – Basic	8%	Personnel is underspent due to unfilled positions.
Early Head Start – T&TA	13%	Training planned for later this year

**Conclusion**

If approved by the Committee, this item will move forward to full Board consideration at the next board meeting.



**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
STATEMENT OF ACTIVITIES  
For The Second Month Period Ended February 28, 2023 and 2022**

	<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 FEBRUARY 2023</b>	<b>BUDGET BALANCE REMAINING</b>	<b>ACTUAL JAN - DEC 2022</b>	<b>ACTUAL FEBRUARY 2022</b>	<b>ACTUAL 2023 vs 2022 Differences</b>
<b>REVENUES AND SUPPORT</b>						
GRANT REVENUE	\$ 89,274,925	\$ 14,135,882 16%	\$ 75,139,043	78,444,415	\$ 13,367,085	768,798
GRANT REVENUE - LENDING CAPITAL	-	-	-	0	-	-
CHARGES FOR SERVICES	19,602,250	3,317,029 17%	16,285,221	21,797,159	3,459,592	(142,563)
OTHER PROGRAM REVENUE	2,854,250	597,155 21%	2,257,095	3,459,716	338,575	258,580
CONTRIBUTIONS	371,450	6,721 2%	364,729	204,416	39,726	(33,004)
MISCELLANEOUS INCOME	414,350	56,571 14%	357,779	171,610	54,202	2,370
INTEREST & INVESTMENT INCOME	82,650	6,827 8%	75,823	53,391	5,928	899
AFFILIATE INTEREST INCOME	1,400,100	64,782 5%	1,335,318	1,172,120	89,676	(24,894)
RENTAL INCOME	330,650	48,335 15%	282,315	385,663	81,304	(32,969)
<b>TOTAL CASH REVENUE</b>	\$ 114,330,625	\$ 18,233,304 16%	\$ 96,097,321	\$ 105,688,490	\$ 17,436,087	797,217
IN KIND REVENUE	\$ 39,041,040	\$ 3,849,792 10%	\$ 35,191,248	41,372,083	\$ 4,916,625	(1,066,833)
<b>TOTAL REVENUE &amp; SUPPORT</b>	153,371,665	22,083,096 14%	131,288,569	147,060,573	22,352,712	(269,616)
<b>EXPENDITURES</b>						
PERSONNEL COSTS	\$ 69,972,550	\$ 11,440,820 16%	\$58,531,730	66,091,684	\$ 10,923,573	517,248
ADMIN SERVICES	7,040,225	1,072,387 15%	5,967,838	6,574,264	833,561	238,826
PROFESSIONAL SERVICES - AUDIT	0	0 0%	0	0	0	(0)
CONTRACT SERVICES	11,240,600	1,718,205 15%	9,522,395	10,766,011	1,998,739	(280,535)
FACILITY COSTS	6,093,175	839,831 14%	5,253,344	6,122,478	953,314	(113,483)
TRAVEL, MILEAGE, VEHICLE COSTS	1,772,345	447,058 25%	1,325,287	3,071,004	363,859	83,199
EQUIPMENT COSTS	946,775	181,406 19%	765,369	1,408,554	266,721	(85,315)
DEPRECIATION - AGENCY FUNDED	250,000	46,000 18%	204,000	278,602	38,363	7,637
OFFICE EXPENSE	3,129,400	575,851 18%	2,553,549	3,432,622	408,714	167,137
INSURANCE	755,250	155,140 21%	600,110	809,767	128,220	26,920
PROGRAM SUPPLIES & CLIENT COSTS	10,905,750	2,023,782 19%	8,881,968	9,087,531	1,388,439	635,343
INTEREST EXPENSE	267,900	38,840 14%	229,060	446,995	4,332	34,508
OTHER COSTS	994,600	37,515 4%	957,085	1,383,233	46,151	(8,636)
<b>TOTAL CASH EXPENDITURES</b>	\$ 113,368,570	\$ 18,576,835 16%	\$ 94,791,735	109,472,745	\$ 17,353,987	1,222,848
IN KIND EXPENSES	\$ 39,041,040	\$ 3,849,792 10%	\$ 35,191,248	\$ 41,372,083	\$ 4,916,625	(1,066,833)
<b>TOTAL EXPENDITURES</b>	152,409,610	22,426,627 15%	129,982,983	150,844,828	22,270,612	156,015
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ 962,055	\$ (343,531)	\$ 1,305,586	\$ (3,784,255)	\$ 82,101	(425,632)
<b>OTHER INCOME / EXPENSE</b>						
TRANSIT GRANT ASSET DEPRECIATION		-	-	211,983	35,330	(35,330)
<b>NET SURPLUS (DEFICIT)</b>	\$ 962,055	(\$343,531)	1,305,586	\$ (3,996,238)	\$46,770	(390,301)

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF FINANCIAL POSITION**  
**As of February 28, 2023**

	<b>2023</b>	<b>2022</b>	<b>Differences</b>
<b>ASSETS</b>			
CASH & INVESTMENTS	\$ 19,395,547	\$ 19,242,633	\$ 152,914
ACCOUNTS RECEIVABLE	15,888,668	16,476,702	(588,034)
PREPAIDS/DEPOSITS	349,350	323,581	25,769
INVENTORIES	363,769	160,138	203,631
PROPERTY, PLANT & EQUIPMENT	12,194,939	13,215,365	(1,020,426)
NOTES RECEIVABLE (net)	17,448,890	16,847,515	601,375
<b>TOTAL ASSETS</b>	<b>\$ 65,641,163</b>	<b>\$ 66,265,934</b>	<b>\$ (624,770)</b>
<b>LIABILITIES</b>			
ACCOUNTS PAYABLE	\$ 4,963,634	\$ 4,147,142	\$ 816,492
ACCRUED PAYROLL LIABILITIES	6,067,422	4,638,411	1,429,011
DEFERRED REVENUE	3,033,040	1,979,542	1,053,498
NOTES PAYABLE	16,797,039	15,895,287	901,751
HEALTH INSURANCE RESERVE	4,241,383	4,921,577	(680,193)
OTHER LIABILITIES	4,460,805	3,735,805	725,000
<b>TOTAL LIABILITIES</b>	<b>\$ 39,563,323</b>	<b>\$ 35,317,765</b>	<b>\$ 4,245,559</b>
<b>FUND BALANCE</b>			
CURRENT OPERATING EARNINGS (YTD)	\$ (343,531)	\$ 82,101	\$ (425,632)
UNRESTRICTED NET ASSETS	17,235,273	21,026,210	(3,790,937)
REVOLVING LOAN FUND	556,268	556,268	0
INVESTMENT IN GENERAL FIXED ASSETS	8,629,830	9,283,590	(653,760)
<b>TOTAL FUND BALANCE</b>	<b>\$ 26,077,841</b>	<b>\$ 30,948,169</b>	<b>\$ (4,870,329)</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 65,641,163</b>	<b>\$ 66,265,934</b>	<b>\$ (624,770)</b>

Fresno Economic Opportunities Commission  
 Head Start/Early Head Start Financial Status  
 Monthly Report  
 February 28, 2023

Description	Head Start - Basic				Annual Budget	Head Start - T & TA		Balance Remaining
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining		Current Expenses	YTD Expenses	
Personnel	\$17,232,920	\$1,301,050	\$2,679,537	\$14,553,383				
Fringe Benefits	7,582,485	\$503,284	1,082,400	6,500,085				
<b>Total Personnel</b>	<b>\$24,815,405</b>	<b>\$1,804,334</b>	<b>\$3,761,937</b>	<b>\$21,053,468</b>				
Travel	-	-	-	-	12,928	-	-	12,928
Equipment*	-	-	-	-	-	-	-	-
Supplies	728,136	45,703	85,966	642,170	25,000	566	1,916	23,084
Contractual	2,892,483	310,782	396,703	2,495,780	15,948	-	-	15,948
Facilities / Construction								
Other:								
Food Cost	776,852	\$192,359	\$415,440	361,412				
Transportation	45,000	\$38,967	70,122	(25,122)				
Staff Mileage	100,000	\$10,540	22,767	77,233				
Field Trips, including Transportation	3,201	\$0	-	3,201				
Space	1,211,912	\$45,130	90,280	1,121,632				
Utilities / Telephone / Internet	843,052	\$64,980	129,965	713,087				
Publication/Advertising/Printing	54,991	-	110	54,881				
Repair/Maintenance Building	108,572	\$10,201	28,771	79,801				
Repair/Maintenance Equipment	8,654	\$143	686	7,968				
Property & Liability Insurance	72,108	\$27,980	27,980	44,128				
Parent Involvement / CWPC	49,000	\$2,549	3,833	45,167				
Other Costs*	240,460	(\$108,540)	3,938	236,522				
Staff & Parent Training	3,091	(\$88,684)	-	3,091	237,568	3,149	44,364	193,204
<b>Total Direct Charges</b>	<b>\$31,952,917</b>	<b>\$2,356,443</b>	<b>\$5,038,498</b>	<b>26,914,419</b>	<b>291,444</b>	<b>3,715</b>	<b>46,280</b>	<b>245,164</b>
<b>Total Indirect Charges</b>	<b>\$3,106,182</b>	<b>\$235,645</b>	<b>\$503,850</b>	<b>\$2,602,332</b>	<b>\$32,383</b>	<b>\$371</b>	<b>\$4,628</b>	<b>\$27,755</b>
<b>Total Federal Expenditures</b>	<b>\$35,059,099</b>	<b>\$2,592,088</b>	<b>\$5,542,348</b>	<b>\$29,516,751</b>	<b>\$323,827</b>	<b>4,086</b>	<b>50,908</b>	<b>\$272,919</b>
% of Annual Budget Expended to Date			16%				16%	
<b>Non-Federal Share</b>	<b>\$7,011,820</b>	<b>\$319,774</b>	<b>\$598,216</b>	<b>\$6,413,604</b>	<b>\$64,765</b>	<b>\$1,022</b>	<b>\$12,727</b>	<b>\$52,038</b>

Credit Card Expenses: Credit card statement dated 2/1/23-2/28/23		
Feb 2023 expenses		
Software Licenses	\$	97 Adobe - Software License
Program Supplies - Disposables	\$	579 Wal-Mart - Toiletries for Children with Disabilities
CWPC - Other	\$	632 Diccos - County Wide Policy Meeting
Repairs & Maintenance - Vehicles	\$	742 City Of Fresno - Towing Fees
Program Supplies - Kitchen	\$	3,029 Lowes - Refrigerator for Nutrition Services
	\$	<b>5,079</b>

Fresno Economic Opportunities Commission  
 Head Start/Early Head Start Financial Status  
 Monthly Report  
 February 28, 2023

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>-</b>	<b>\$0</b>	<b>\$0</b>
Travel	-	-	-	-
Equipment*	-	-	-	-
Supplies	-	-	-	-
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*	-	-	-	-
Staff & Parent Training	-	-	-	-
<b>Total Direct Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Indirect Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Federal Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
% of Annual Budget Expended to Date				
<b>Non-Federal Share</b>	-	-	-	-

Fresno Economic Opportunities Commission  
 Head Start/Early Head Start Financial Status  
 Monthly Report  
 February 28, 2023

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
Personnel	\$3,655,192	\$182,221	\$387,160	\$3,268,032	\$0	\$0	\$0	\$0
Fringe Benefits	1,608,284	\$56,990	126,376	1,481,908	-	-	-	-
<b>Total Personnel</b>	<b>5,263,476</b>	<b>239,212</b>	<b>513,536</b>	<b>4,749,940</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Travel	-	-	-	-	16,898	-	-	16,898
Equipment*	-	-	-	-	-	-	-	-
Supplies	242,877	1,703	3,133	239,744	33,488	124	421	33,067
Contractual	925,297	8,340	20,464	904,833	26,526	-	-	26,526
Facilities / Construction	-	-	-	-				
Other:								
Food Cost	50,000	4,147	10,019	39,981				
Transportation	9,536	1,001	1,576	7,960				
Staff Mileage	25,000	3,823	5,865	19,135				
Field Trips, including Transportation	1,730	-	-	1,730				
Space	84,678	4,382	8,769	75,909				
Utilities / Telephone / Internet	151,060	4,840	11,044	140,016				
Publication/Advertising/Printing	1,500	-	24	1,476				
Repair/Maintenance Building	180,781	1,004	1,527	179,254				
Repair/Maintenance Equipment	21,223	-	-	21,223				
Property & Liability Insurance	24,009	3,144	3,144	20,865				
Parent Involvement / CWPC	18,628	254	315	18,313				
Other Costs*	39,344	(16,628)	1,515	37,829				
Staff & Parent Training	2,277	-	-	2,277	96,459	12,493	21,818	74,641
<b>Total Direct Charges</b>	<b>7,041,416</b>	<b>255,222</b>	<b>580,933</b>	<b>6,460,483</b>	<b>173,371</b>	<b>12,617</b>	<b>22,239</b>	<b>\$151,132</b>
<b>Total Indirect Charges</b>	<b>\$703,982</b>	<b>\$25,522</b>	<b>\$58,093</b>	<b>\$645,889</b>	<b>\$15,906</b>	<b>\$1,262</b>	<b>\$2,224</b>	<b>\$13,682</b>
<b>Total Federal Expenditures</b>	<b>\$7,745,398</b>	<b>280,744</b>	<b>\$639,026</b>	<b>\$7,106,372</b>	<b>\$189,277</b>	<b>13,879</b>	<b>\$24,463</b>	<b>\$164,814</b>
% of Annual Budget Expended to Date			8%				13%	
<b>Non-Federal Share</b>	<b>\$1,549,080</b>	<b>\$44,501</b>	<b>\$89,860</b>	<b>\$1,459,220</b>	<b>\$37,855</b>	<b>\$3,470</b>	<b>\$6,116</b>	<b>\$41,204</b>

6%

Credit Card Expenses: Credit card statement dated 2/1/23-2/28/23	
Feb 2023 expenses	
Program Supplies - Disposables	\$ 111 Samsclub - Diapers
Program Supplies - Food Disposables	\$ 144 Wal-Mart - Baby Formula & Supplies
Staff Training	\$ 11,800 Gerety Education Team Annual Membership -Staff Training
Program Supplies - Disposables	\$ 460 Target - Diapers
	<b>\$ 12,515</b>



FINANCE COMMITTEE MEETING

Date: April 19, 2023	Program: Transit Systems
Agenda Item #: 5	Director: Thomas Dulin
Subject: Transit Fleet Electrification	Officer: Jack Lazzarini

Recommended Action

Staff recommends Committee approval for full Board consideration to contract with Leevo to lead the development of the solar array, charging station infrastructure, and vehicle conversion.

Background

Transit Systems has identified an opportunity to provide safer and more efficient ways to transport our clients with the use of electric buses. In order to produce enough energy to power this fleet, we would need to build a 3-acre solar farm that could produce up to 2 Mega Watts per hour. Transit Systems released an RFP for a turnkey contractor to fulfill our electrification needs. Staff received one response to the RFP. Leevo was the only vendor that responded to the RFP. After reviewing Leevo’s response, Transit systems seeks board approval to award the contract to Leevo.

Fiscal Impact

Full fiscal impacts are:

- Total Capital Expense of \$30.2MM
- Total Grants/Rebates of \$21.6MM
- Net capital expenses of \$8.65MM will be financed through a third-party solar loan.
- \$1.56MM reduction in annual operating expense
- Eliminate PG&E energy expense of \$130,000 on an annual basis.
- Reduce maintenance costs by \$2.80MM over 10 years.
- Reduce fuel consumption by approximately \$1.5MM per 50 buses annually.
- Grants and rebates are available through the San Joaquin Valley Air Pollution Control District, Pacific Gas, and Electricity to help build out the infrastructure.

- Financial assistance for the procurement of electrified vehicles is available through California's Hybrid and Zero Emission Truck and Bus Voucher Incentive Program (HVIP) and The Volkswagen (VW) Environmental Mitigation Trust and Clean Vehicle Fueling Infrastructure Program through San Joaquin Valley Air Pollution Control District.

### Conclusion

This project will significantly reduce annual operating expenses by generating our own energy instead of purchasing energy at the market rate. By using solar-powered vehicles and leveraging rebates, grants, and other financial incentives to assist with the project, we can realize an internal rate of return of 13.5% of our initial capital investment. If approved by the Committee, this item will move forward to full Board consideration at the next board meeting.

## FINANCE COMMITTEE MEETING

<b>Date:</b> April 19, 2023	<b>Program:</b> Finance
<b>Agenda Item #:</b> 6	<b>Director:</b> Steven Warnes
<b>Subject:</b> Health Insurance Report	<b>Officer:</b> Emilia Reyes

### 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 February 28, 2023, the health insurance reserve is at \$5.8 million, which covers approximately 7.4 months of average expenditures. Contributions from programs and employees for 2023 total \$1,873,681 while the Fund paid out \$1,497,589 in expenses.

Changes to the health insurance plan in 2020 through 2023 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.
- Effective January 2023: Restructured the wellness program to include more employees; replaced wellness discounted premium by an incentive program available to all employees. 5.5% increase in Employer premiums.

This table presents a sample of the monthly health insurance premium rates for 2023. Rates vary depending on the type of coverage tier selected; the PPO option is shown but a high-deductible option is available at a 40% lower cost to the employee.

	Agency	Employee	Total Premium
Employee Only	\$ 633	\$ 150	\$ 783
EE +Child(ren)	\$ 1,146	\$ 270	\$ 1,416
EE + Family	\$ 1,521	\$ 360	\$ 1,881
EE + Spouse	\$ 1,272	\$ 300	\$ 1,572



**FRESNO EOC**  
**HEALTH INSURANCE FUND REPORT**  
 THROUGH FEBRUARY 28, 2023

	2023					2022		
	January	February	March	YTD totals Jan-Feb	Mo. Avg. Prev 12 mos	YTD totals Jan-Feb	Annual Jan - Dec	Annual Mo. Avg Jan - Dec
<b>Beginning Fund Balance</b>	<b>5,493,909</b>	<b>5,466,511</b>	<b>5,870,001</b>					
<b><u>Income</u></b>								
Agency Contributions	753,479	747,863		1,501,342	718,091	1,508,067	8,623,821	718,652
Additional Agency Contr.	-	-		-	0	0	0	-
Employee Contributions	193,157	179,182		372,339	156,707	455,669	1,963,810	163,651
<b>Total Income</b>	<b>946,636</b>	<b>927,045</b>	<b>-</b>	<b>1,873,681</b>	<b>874,798</b>	<b>1,963,736</b>	<b>10,587,631</b>	<b>882,303</b>
<b><u>Expenses</u></b>								
Health Claims Paid	597,281	252,921		850,202	477,666	306,860	5,188,655	432,388
Dental Claims Paid	47,952	37,885		85,837	42,872	96,991	525,612	43,801
Prescriptions Paid	161,856	93,451		255,307	149,398	227,411	1,764,880	147,073
Vision Claims Paid	6,778	2,036		8,814	5,659	9,519	68,611	5,718
Stop Loss Premiums	104,348	105,262		209,610	100,954	209,429	1,211,263	100,939
Stop Loss Claims	-	(22,123)		(22,123)	(38,589)	0	(440,948)	(36,746)
Life Insurance Premiums	8,250	8,188		16,438	11,729	25,448	149,754	12,480
Pinnacle	13,309	13,579		26,888	13,069	26,015	155,949	12,996
Blue Cross	13,835	13,895		27,730	13,637	27,427	163,337	13,611
Benefits Consultant	12,083	12,083		24,166	11,868	24,166	142,419	11,868
Employee Assist. Program	2,791	1,746		4,537	1,887	3,753	21,865	1,822
Preferred Chiropractors	871	875		1,746	884	1,788	10,645	887
TeleDoc	2,474	2,485		4,959	2,510	5,076	30,232	2,519
Other Expenses	2,206	1,272		3,478	1,908	3,167	22,588	1,882
ACA Fees	-	-		0	313	0	3,750	313
<b>Total Expenses</b>	<b>974,035</b>	<b>523,555</b>	<b>-</b>	<b>1,497,589</b>	<b>795,763</b>	<b>967,050</b>	<b>9,018,612</b>	<b>751,551</b>
<b>Current Fund Activity (net)</b>	<b>(27,399)</b>	<b>403,491</b>	<b>-</b>	<b>376,092</b>	<b>79,035</b>	<b>996,686</b>	<b>1,569,019</b>	<b>130,752</b>
<b>Ending Fund Balance</b>	<b>5,466,511</b>	<b>5,870,001</b>	<b>5,870,001</b>	<b>5,870,001</b>				
<b><u>Enrollment</u></b>								
Employee only-Traditional	247	256			247		250	
High-Deduct	79	84			80		76	
Family coverage-Traditional	337	327			335		348	
High-Deduct	34	41			37		36	
Dental coverage only	42	54			45		40	
Temp/On Call Plan	-	-			0		0	
<b>Total employees enrolled</b>	<b>739</b>	<b>762</b>	<b>-</b>		<b>744</b>		<b>750</b>	
Average contributions per employee	1,281	1,217			1,176		1,176	
Average expenses per employee	1,318	687			1,070		1,002	

Estimated # months funded: 7.4



FINANCE COMMITTEE MEETING

Date: April 19, 2023	Program: Finance
Agenda Item #: 7	Director: Chris Erwin
Subject: Non-Competitive Procurements	Officer: Emilia Reyes

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
	No Non-Competitive Purchases to report in this period		