



Delta Mosquito & Vector Control District

737 West Houston Avenue | Visalia, California 93291

Phone (559) 732-8606 | (877) 732-8606 | Fax (559) 732-7441

www.DeltaMVCD.gov

District Manager, Conlin Reis.

Scientific Program Manager, Andrea Troupin.

Operations Program Manager, Benjamin Sperry.

Community Education and Outreach Coordinator, Erick Arriaga.

Administrative and Fiscal Coordinator, Valeria Ortega.

Delta Mosquito and Vector Control District Regular Board Meeting Agenda

Date: Wednesday, September 9th, 2026, at 4:30 PM

Location: 1737 West Houston Ave, Visalia, CA, 93291

[Remote Meeting Link](#)

a. Roll Call

b. Public Forum

- Members of the public may comment on any item not on the agenda that is within the jurisdiction of the Board of Trustees (Board). Under state law, matters presented during public comment cannot be discussed or acted upon by the Board in this meeting.
- For items on the agenda, the public is invited to make comments during the public comment period.
- Any person addressing the Board will be limited to a maximum of three (3) minutes. Public comments will be limited to a total of 15 minutes during the public comment period.
- If there are more than five (5) people wishing to comment, then time will be divided equally between all people wishing to speak, so that everyone has an opportunity to address the Board.
- Public comments may be submitted via email to publiccomments@deltamvcd.gov

c. Consent Calendar

ACTION

- August Minutes
- Checks for Ratification
- Checks for Approval
- Financial Reports
- Treasurer's Report
- Manager's Report

d. Closed Session: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

(Paragraph (1) of subdivision (d) of Government Code section 54956.9)

Name of case: *McGill v. Delta Mosquito and Vector Control District*

Workers' Compensation Appeals Board Case No.: ADJ21798792

The Board will receive an update regarding the pending workers' compensation matter.

e. Policy Updates —

- Policy No. 1063, Board of Trustees Code of Ethics — Second Reading**

The Board will consider proposed revisions to Policy No. 1063, regarding Trustee conduct and attendance.

b. New Policy, Source Management and Abatement Policy — Second Reading

The Board will consider final adoption of a policy establishing the District's approach to source management, cooperative mitigation, and abatement.

f. Revision of Job Classifications and Operations Chain of Command ACTION

The Board will consider updates to the Foreman/Safety Officer and Vector Control Operations Analyst job classifications and the District's chain of command. The proposed revisions would place both positions directly under the General Manager and grant each position functional authority within designated areas of responsibility.

g. End-of-Season Staff Luncheon ACTION

The Board will consider authorization of an end-of-season luncheon recognizing District staff and seasonal employees.

h. Cybersecurity Grant

The Board will briefly receive an update on the Cybersecurity Grant

i. Board of Trustees Member Comments

The Board of Trustees members will have a chance to make any additional comments regarding items within the jurisdiction of the District.

j. Future Agenda Items

The Board of Trustees members will have a chance to add to future agenda items if they choose to.

k. Adjournment — ACTION

Adjourn Meeting of the Board of Trustees to reconvene on October 14, 2026, at 4:30 p.m. in the Delta Mosquito and Vector Control District Boardroom, 1737 W. Houston Ave., Visalia, CA.

Note: *Items designated for information are appropriate for Board action if the Board wishes to act.*

ADA Compliance: *In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Delta Mosquito and Vector Control District at (559) 732-8606. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility. (Government Code §54954.2(a)).*

Remote Participation Disclaimer: *This meeting may be accessed remotely through the link provided. The District does not guarantee uninterrupted or error-free remote access, and technical difficulties may occur. In the event of such issues, the Board meeting will continue as scheduled at the noticed physical location.*



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Delta Mosquito and Vector Control District Board Meeting Minutes

Date: Wednesday, August 12th, 2026, at 4:30 PM

a. Roll Call

Present: Greg Gomez, President; Linda Guttierrez, Secretary; Larry Roberts, Kevin Caskey, Mike Burchett, and Lori Berger.

Absent: Rosemary Hellwig.

Staff: Conlin Reis, General Manager; Andrea Troupin, Scientific Program Manager; Benjamin Sperry, Operations Program Manager; Valeria Ortega, Administrative and Fiscal Coordinator; and other District staff.

b. Public Forum

No members of the public were present.

Emergency Item – City of Visalia Fence Compliance Notice:

Following receipt of a seven-day notice and abatement order from the City of Visalia regarding the District's front fence, the Board determined that immediate consideration was necessary and voted by the required two-thirds vote to add the matter to the agenda.

Motion: Trustee Berger

Second: Trustee Burchett

Vote: Approved unanimously

The General Manager reported that the notice had been sent to an outdated post office box and was not timely received by the District. The Board discussed the District's longstanding governmental use of the property, the replacement of the preexisting fence, the City's variance requirement, and potential rezoning of the property. By consensus, the Board directed the General Manager to continue working with the City, pursue rezoning or other long-term solutions, and pay the \$3,500 variance fee if necessary to maintain compliance.

c. Consent Calendar

ACTION

The Board reviewed the July minutes, checks for ratification and approval, financial reports, Treasurer's Report, and Manager's Report.

The Manager reported that year-end finances remained favorable and discussed implementation of the District's new timekeeping system and the recently awarded cybersecurity grant. Mosquito abundance for the principal Culex species remained below the five-year average, and the new operations structure showed promising results in source reduction and coordination with property owners. The District continued to experience challenges with Aedes aegypti and was developing revised inspection and outreach methods.

Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to approve the consent calendar as presented.

Motion: Trustee Berger

Second: Trustee Burchett

Vote: Approved unanimously

d. Final Action: CalPERS Health Withdrawal and SDRMA Enrollment — ACTION

The Board completed the final actions required to terminate the District's participation in CalPERS Health/PEMHCA effective December 31, 2026, and enroll in the SDRMA Health Benefits Program effective January 1, 2027.

Following discussion, it was moved, seconded, and passed unanimously to adopt Resolution 27-01 terminating the District's participation in the CalPERS Health Benefits Program.

Motion: Trustee Burchett

Second: Trustee Roberts

Vote: Approved unanimously

Following discussion, it was moved, seconded, and passed unanimously to adopt Resolution 27-02 authorizing participation in the SDRMA Health Benefits Program.

Motion: Trustee Roberts

Second: Trustee Berger

Vote: Approved unanimously

Following discussion, it was moved, seconded, and passed unanimously to authorize the General Manager to sign the SDRMA application, memorandum of understanding, and related enrollment documents on behalf of the District.

Motion: Trustee Burchett

Second: Trustee Caskey

Vote: Approved unanimously

e. 2027 Health Insurance Rates and HSA Funding Schedule — ACTION

The General Manager presented the updated 2027 health insurance rates and reported that the transition to the HDHP plan was projected to save the District approximately \$69,500 compared with remaining in the

CalPERS program. Employees choosing the Gold PPO would be responsible for the applicable premium buy-up.

Following discussion, it was moved, seconded, and passed unanimously to allow eligible employees to elect either monthly HSA contributions or a six-month advance contribution in January during the first year of the new program.

Motion: Trustee Burchett

Second: Trustee Berger

Vote: Approved unanimously

f. Fiscal Year 2026–2027 Budget: August Revisions — ACTION

Following discussion, it was moved, seconded, and passed unanimously to increase the Fiscal Year 2026-2027 expenditure budget by \$73,000. The revisions included \$20,000 for a domestically manufactured application drone, \$8,000 for increased vehicle costs, \$15,000 for an additional HVAC unit, and \$30,000 for the District's cybersecurity grant contribution.

Motion: Trustee Guttierrez

Second: Trustee Berger

Vote: Approved unanimously

g. Tri Counties Bank Money Market Account — ACTION

The Board discussed using a Tri Counties Bank money market account to diversify District funds, provide additional collateralization, and potentially offset monthly treasury-service fees.

Following discussion, it was moved, seconded, and passed unanimously to authorize the General Manager to open the money market account and transfer funds into the account when economically beneficial.

Motion: Trustee Burchett

Second: Trustee Guttierrez

Vote: Approved unanimously.

h. Policy Updates —

i. Policy No. 1063, Board of Trustees Code of Ethics — First Reading

The Board conducted a first reading of proposed revisions addressing Trustee conduct, attendance, preparation, dissent following Board action, and procedures for requesting information. No action was taken.

a. New Policy, Source Management and Abatement Policy — First Reading

The Board conducted a first reading of the proposed policy establishing a framework for routine source management, voluntary Mosquito Management Plans, cost sharing, and formal abatement when necessary. No action was taken.

A. Policy No. 1081, Reserves — Second Reading

Following the second reading, it was moved, seconded, and passed unanimously to adopt the revisions to Policy No. 1081. The policy requires Board approval when a budget adjustment exceeds \$2,500 or five percent of a top-level budget category, whichever is greater, and preserves the General Manager's authority to address emergency or urgent operational needs subject to subsequent Board ratification. Salary and benefit changes remain subject to express Board approval.

Motion: Trustee Burchett

Second: Trustee Roberts

Vote: Approved unanimously

j. Annual Reimbursement Disclosure Report — INFORMATION

The Board received the annual reimbursement disclosure report for Fiscal Year 2025-2026 pursuant to Government Code section 53065.5. The General Manager explained the partial reimbursements for travel costs and the separation of District duties from outside work performed by an employee. No action was taken.

k. Ratification of Financial Audit Services — ACTION

The General Manager reported that the District renewed its existing financial audit services for one additional year to ensure timely completion of the Fiscal Year 2025-2026 audit.

Following discussion, it was moved, seconded, and passed unanimously to ratify the renewal of financial audit services with the District's current auditor.

Motion: Trustee Caskey

Second: Trustee Gomez

Vote: Approved unanimously

l. Cybersecurity Grant

ACTION

The General Manager reported that the District had been approved for their cybersecurity grant but the final grant documents had not yet been received.

Following discussion, it was moved, seconded, and passed unanimously to authorize the General Manager to sign the documents necessary to finalize and implement the cybersecurity grant.

Motion: Trustee Berger

Second: Trustee Burchett

Vote: Approved unanimously

m. Review of Bids: EV Charger Installation/Review of EV Purchase ACTION

The General Manager reported that the EV charger bids did not adequately address public-works requirements and that the installation would be revisited through an appropriate competitively bid purchasing program.

The Board also reviewed the recent purchase of a Toyota RAV4 plug-in hybrid under a local grant. The vehicle was purchased for approximately \$55,000, with an anticipated \$20,000 grant reimbursement and additional fee refunds.

Following discussion, it was moved, seconded, and passed unanimously to ratify the electric vehicle purchase.

Motion: Trustee Burchett

Second: Trustee Berger

Vote: Approved unanimously

n. Ratification of Administration Building HVAC Contractor Selection, Addition to Project — ACTION

The General Manager confirmed that American Incorporated would install equipment meeting the District's requirements for their previously-approved bid for the HVAC project.

Following discussion, it was moved, seconded, and passed unanimously to ratify the selection of American Incorporated and approve a \$13,866 contract amendment to install a fourth heat-pump HVAC unit serving the locker room as part of the previously-approved project.

Motion: Trustee Guttierrez

Second: Trustee Burchett

Vote: Approved unanimously

o. Board of Trustees Member Comments

None

p. Future Agenda Items

None

q. Adjournment — ACTION

Board President Greg Gomez adjourned the meeting of the Delta Mosquito and Vector Control District Board of Trustees at 6:04 p.m. The next regular meeting was scheduled for September 9, 2026, at 4:30 p.m. in the District Boardroom.

Conlin Reis, Recording Secretary

MINUTES APPROVAL AND ATTESTATION

I, Linda Guttierrez, Secretary of the Board of Trustees of the Delta Mosquito and Vector Control District, hereby attest that the foregoing minutes are a true and correct record of the proceedings of the regular meeting of the Board held on August 12, 2026, as approved by the Board of Trustees.

Linda Guttierrez, Secretary of the Board

Date

Approved by the Board of Trustees on September 9th, 2026.

2:21 PM

09/02/26

Cash Basis

Delta Mosquito & Vector Control District

Checks and Payments for Ratification

August 12 through September 9, 2026

Type	Date	Num	Name	Memo	Paid Amount
Aug 12 - Sep 9, 26					
Liability Check	08/13/2026		QuickBooks Payroll Service	Created by Payroll Service on 08/12/20...	-78,094.34
Liability Check	08/28/2026		QuickBooks Payroll Service	Created by Payroll Service on 08/27/20...	-77,306.72
Check	08/13/2026		Tri County Bank	Analysis / Treasury Charges	-171.36
Liability Check	08/14/2026	E081526-037	DVCD - Federal Payroll Tax	94-6000565 QB Tracking # -19111324...	-23,758.48
Liability Check	08/31/2026	E083126-037	DVCD - Federal Payroll Tax	94-6000565 QB Tracking # -12668934...	-23,901.28
Liability Check	08/14/2026	E081526-038	E.D.D.	698-1691-6 QB Tracking # -191105547...	-3,762.25
Liability Check	08/31/2026	E083126-038	E.D.D.	698-1691-6 QB Tracking # -1266653474	-3,824.00
Liability Check	08/14/2026	E081526-039	Delta Dental	Dental Coverage 08/01/2026 to 08/31/...	-1,451.56
Liability Check	08/28/2026	E083126-039	Pub Emp Ret System	Payroll 8.31.26	-13,192.28
Liability Check	08/14/2026	E081526-040	VSP - Vision Service Plan	Statement Number: 825621388 Cover...	-501.52
Liability Check	08/28/2026	E083126-040	Cal PERS Supplemental Income 457 ...	Plan ID 452679	-1,314.52
Liability Check	08/14/2026	E081526-041	FSA Funding- DMVCD	FSA Aug 2026	-416.70
Bill Pmt -Check	08/31/2026	E083126-041	CalPERS	ULA additional payment	-123,699.00
Liability Check	08/14/2026	E081526-042	Lincoln Financial Group	Coverage 9.1.26-9.31.26 August Payroll	-1,271.31
Bill Pmt -Check	08/31/2026	E083126-042	So Calif Edison	Billing Period 06/30/26 - 07/29/26	-7,914.62
Liability Check	08/14/2026	E081526-043	P E R S	August Payroll, Monthly Billing for Sept...	-47,667.39
Bill Pmt -Check	08/31/2026	E083126-043	SoCalGas	Billing Period 07/17/26- 08/18/26	-40.51
Bill Pmt -Check	08/14/2026	E081526-044	Enterprise FM Trust	September Payment 2026	-13,330.52
Bill Pmt -Check	08/31/2026	E083126-044	Verizon Connect	Billing 07/01/2026 - 07/31/2026	-1,572.04
Bill Pmt -Check	08/14/2026	E081526-045	CITY OF VISALIA	Service Period 7/01/2026 - 7/31/2026	-191.35
Bill Pmt -Check	08/31/2026	E083126-045	Valley Pacific Petroleum Serv	Inv #CL26-013661	-5,379.34
Bill Pmt -Check	08/14/2026	E081526-046	Calif Water Serv	Billing 6/18/2026 - 7/20/2026	-218.26
Bill Pmt -Check	08/31/2026	E083126-046	JWN CPA	Preparation of Audited Financial State...	-3,000.00
Bill Pmt -Check	08/14/2026	E081526-047	Comcast Business	Services from Aug 07, 2026 to Sep 06,...	-371.46
Bill Pmt -Check	08/31/2026	E083126-047	Navia Benefit Solutions	Admin Fees	-200.00
Bill Pmt -Check	08/14/2026	E081526-048	EMD Networking Services, Inc.	Monthly billing for July Voip	-235.00
Check	08/31/2026	E083126-048	U S Bank	Acct # 4246 0445 5565 3983	-17,018.10
Bill Pmt -Check	08/14/2026	E081526-049	EMD Networking Services, Inc.	Monthly Billing for September Invoice# ...	-3,283.89
Bill Pmt -Check	08/14/2026	E081526-050	MAITA Toyota of Sacramento	New admin Rav 4 vehicle	-47,754.87
Bill Pmt -Check	08/14/2026	1401	American Incorporated	Invoice# 7201337 Work order #522427...	-201.25
Bill Pmt -Check	08/14/2026	1402	Clarke Mosq Control Prod	Duet for ULV	-79,516.94
Bill Pmt -Check	08/14/2026	1403	Star Milling Company	Invoice #SI-454554 Fish: aquaxcel 501...	-387.31
Bill Pmt -Check	08/14/2026	1404	Valley Pacific Petroleum Serv	Invoice # CL 26-012344	-4,408.33
Bill Pmt -Check	08/14/2026	1405	2Market Visuals	Sandwich board signs and yard signs f...	-3,075.82
Bill Pmt -Check	08/31/2026	1406	Azelis	3011001157 4-Maruyama back pack gr...	-3,572.37
Bill Pmt -Check	08/31/2026	1407	Cline's Business Equip., Inc.	Invoice #288961 Billing Period 7/16/20...	-192.38
Bill Pmt -Check	08/31/2026	1409	Veseris	Sumilarv for catch basin treatments	-25,671.10
Bill Pmt -Check	08/31/2026	1410	Azelis	3011001157	-20.00
Bill Pmt -Check	08/31/2026	1411	Fresno Oxygen	Dry Ice Invoices for August	-225.69
Bill Pmt -Check	08/31/2026	1412	Lampire Biological Laboratories	Cow and chicken blood for mosq. colo...	-392.75
Bill Pmt -Check	08/31/2026	1413	Uni First	Invoices for the Month August	-1,161.93
Bill Pmt -Check	08/31/2026	1414	Valley Industrial & Family Medical Group	Seasonal Testing	-930.00
Bill Pmt -Check	08/31/2026	1415	Lampire Biological Laboratories	Chicken and bovine blood for mosq. co...	-399.00
Bill Pmt -Check	08/31/2026	1416	Kast Company	The Good Lif ad for Sept-Oct	-475.00
Bill Pmt -Check	08/31/2026	1417	UPS Store	Tariffs for insectary items	-197.00
Bill Pmt -Check	08/31/2026	1418	Target Products	Inv #INVP502251572	-165.00
Aug 12 - Sep 9, 26					-621,834.54

3:11 PM

09/04/26

Accrual Basis

Delta Mosquito & Vector Control District
Budget Comp by Categ. Payroll
 July through August 2026

	Jul - Aug 26	Budget	% of Budget
Ordinary Income/Expense			
Expense			
5-ALL · Salaries and Benefits			
50000 · Payroll Expenses	426,725.06	2,305,658.00	18.5%
50001-2 · Social Sec and Medicare Emp			
50001 · Payroll Expenses MEDICARE DIST	6,180.55	34,130.00	18.1%
50002 · PR Liabilities - SOC SEC - DIST	26,427.24	144,277.00	18.3%
Total 50001-2 · Social Sec and Medicare Emp	32,607.79	178,407.00	18.3%
511 · Retirement- District			
511.1 · Retirement- District UAL	412,529.00	422,188.00	97.7%
511.2 · Retirement Contributions	28,613.02	186,144.15	15.4%
511 · Retirement- District - Other	-4.78		
Total 511 · Retirement- District	441,137.24	608,332.15	72.5%
513 · Workers Comp Insurance	84,851.00	86,072.00	98.6%
514 · Unemployment	1,298.57	17,360.00	7.5%
516-518 · Life, Dental, Vision			
516 · Life Insurance -Lincoln	2,574.01	15,624.00	16.5%
517 · Dental Insurance	2,903.12	17,500.00	16.6%
518 · Vision Insurance	1,003.04	6,100.00	16.4%
Total 516-518 · Life, Dental, Vision	6,480.17	39,224.00	16.5%
519 · Health Insurance			
519.1 · Employer FSA Contribution	333.36	2,000.00	16.7%
519.2 · Retiree Insurance and Admin	1,052.58	3,840.00	27.4%
519 · Health Insurance - Other	94,282.20		
Total 519 · Health Insurance	95,668.14	5,840.00	1,638.2%
Total 5-ALL · Salaries and Benefits	1,088,767.97	3,240,893.15	33.6%
Total Expense	1,088,767.97	3,240,893.15	33.6%
Net Ordinary Income	-1,088,767.97	-3,240,893.15	33.6%
Net Income	-1,088,767.97	-3,240,893.15	33.6%

Delta Mosquito & Vector Control District Budget Comp by Categ., Services

July through August 2026

	Jul - Aug 26	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6-All · Services and Supplies			
60100 · Spray Material	134,349.37	293,550.00	45.8%
60200 · Uniforms	2,312.35	12,140.00	19.0%
60300 · Lab Supplies			
60300.1 · Lab Surveillance	11,887.51	40,084.06	29.7%
60300.2 · Disease Testing	165.00	71,605.86	0.2%
60300.3 · Insectary	5,366.93	13,340.00	40.2%
60300.4 · Lab General	2,802.97	5,560.00	50.4%
60300 · Lab Supplies - Other	394.70		
Total 60300 · Lab Supplies	20,617.11	130,589.92	15.8%
60301 · Fish Supplies	3,098.62	8,793.00	35.2%
60400 · Sprayer Supplies & Repairs	4,881.63	21,378.00	22.8%
60401 · Operational	1,140.05	5,740.00	19.9%
60500 · Janitorial Supplies & Service	774.02	5,500.00	14.1%
60600 · Maintenance Contracts	13,127.29	74,270.00	17.7%
60700 · Building/Yard Supplies & Maint			
60700.1 · Building Maintenance	2,325.53	15,185.00	15.3%
60700.2 · Yard Maintenance	51.49	350.00	14.7%
60700 · Building/Yard Supplies & Maint - Other	16.77		
Total 60700 · Building/Yard Supplies & Maint	2,393.79	15,535.00	15.4%
60800 · Utilities	16,304.60	50,000.00	32.6%
60900 · Insurance - Liability	120,062.66	122,012.00	98.4%
61000 · Office Supplies	829.43	10,750.00	7.7%
61100 · Travel Expenses	0.00	36,100.00	0.0%
61200 · Vehicle Supplies & Maint	4,812.04	34,040.00	14.1%
61300 · Fuel & Oil	15,255.36	70,000.00	21.8%
61400 · Telephone & Cell Phone	7,157.65	32,087.00	22.3%
61500 · GPS	0.00	17,982.00	0.0%
61700 · Subscriptions	4,918.53	51,873.00	9.5%
61800 · Continuing Education	-1,350.00	8,150.00	-16.6%
61900 · Professional Services			
619.1 · Prof. Serv - Medical/Bckgrd Chk	1,466.96	3,702.60	39.6%
619.2 · Bank Service Charges	332.65	1,560.00	21.3%
619.5 · Prof Ser - Flex Benefit Plan	0.00	2,448.00	0.0%
619.6 · Legal Fees	304.74	5,000.00	6.1%
619.8 · Accounting/Auditor	7,000.00	13,260.00	52.8%
619.9 · Aerial Services	0.00	14,280.00	0.0%
61900 · Professional Services - Other	400.00	26,660.00	1.5%
Total 61900 · Professional Services	9,504.35	66,910.60	14.2%
62100 · Misc. Expense	210.63	5,400.00	3.9%
62300 · Safety Supplies	571.20	6,409.00	8.9%
62600 · Dues	0.00	26,716.00	0.0%
62800 · Public Relations	3,769.93	11,000.00	34.3%
6-All · Services and Supplies - Other	555.99		
Total 6-All · Services and Supplies	365,296.60	1,116,925.52	32.7%
Total Expense	365,296.60	1,116,925.52	32.7%
Net Ordinary Income	-365,296.60	-1,116,925.52	32.7%
Net Income	-365,296.60	-1,116,925.52	32.7%

Delta Mosquito & Vector Control District
Budget Comp by Categ. Cap Outlay
July through August 2026

	Jul - Aug 26	Budget	% of Budget
Ordinary Income/Expense			
Expense			
8000ALL · Fixed Assets			
701 · Spray Equipment - Capital Exp	10,901.31		
702 · Vehicles - Capital Expense			
702.1 · Fleet Lease Payments	23,914.30		
702 · Vehicles - Capital Expense - Other	48,254.87	170,000.00	28.4%
Total 702 · Vehicles - Capital Expense	72,169.17	170,000.00	42.5%
Total 8000ALL · Fixed Assets	83,070.48	170,000.00	48.9%
801 · Bldg & Yard Imp. - Capital Exp	0.00	120,000.00	0.0%
Total Expense	83,070.48	290,000.00	28.6%
Net Ordinary Income	-83,070.48	-290,000.00	28.6%
Net Income	-83,070.48	-290,000.00	28.6%