# SPECIAL MEETING OF THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS 

Agenda
Wednesday, May 3, 2017
6:00PM
9257 Elk Grove Blvd. Elk Grove, CA 95624

## CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Public Comment - Please complete a Request to Speak Form if you wish to address the Board. Members of the audience may comment on matters that are not included on the agenda. Each person will be allowed three (3) minutes, or less if a large number of requests are received on a particular subject. No action may be taken on a matter raised under "Public Comment" until the matter has been specifically included on an agenda as an action item. Items listed on the agenda will be opened for public comment as they are considered by the Board of Directors.

## 1. Closed Session

a. PUBLIC EMPLOYEE PERFORMANCE APPOINTMENT (Section 54957) Title: General Counsel
b. CONFERENCE WITH LABOR NEGOTIATORS (Section 54957.6) Agency designated representatives: Mark Madison and Stefani Phillips Unrepresented employee: Customer Service Representative
2. Draft Fiscal Year 2017-18 Elk Grove Water District Operating Budget
(Jim Malberg, Finance Manager/Treasurer)
Associate Director Comment
Public Comment
3. Draft Fiscal Year 2017-18 Florin Resource Conservation District Budget (Jim Malberg, Finance Manager/Treasurer)

Associate Director Comment
Public Comment

Adjourn to Regular Meeting on Wednesday, May 17, 2017 at 6:30 PM.

TO: $\quad$ Chairperson and Directors of the Florin Resource Conservation District
FROM: Jim Malberg, Finance Manager/Treasurer
SUBJECT: DRAFT FISCAL YEAR 2017-18 ELK GROVE WATER DISTRICT OPERATING BUDGET

## RECOMMENDATION

Review and discuss the draft Fiscal Year 2017-18 (FY 2017-18) Elk Grove Water District Operating Budget and provide direction to staff.

## Summary

Each year staff develops the draft operating budget of estimated revenues and expenditures and presents the document to the Florin Resource Conservation District Board of Directors (Board). Following the presentation and discussion, staff generally makes revisions and brings the revised document back before the Board at a subsequent meeting(s) for further discussion prior to adopting the budget.

## DISCUSSION

## Background

The Elk Grove Water District (EGWD), like most water agencies in the state, continues to face challenges from reduced water sales as a result of the recent drought while some expenditures continue to increase. The District must continue to improve operational efficiencies where ever possible in order to maintain a balanced budget in a challenging business climate.

## Present Situation

Staff is presenting the attached draft FY 2017-18 EGWD Operating Budget (Attachment 1) for review and discussion. The key assumptions are as follows:

1. Revenue projections include a three percent (3\%) rate adjustment effective January 1, 2018. This is consistent with the prior four fiscal years and is well below the approved $4.5 \%$ rate adjustment approved in the 2013 Water Rate Study. In

## DRAFT FISCAL YEAR 2017-18 ELK GROVE WATER DISTRICT OPERATING

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addition, water consumption projections are based on actual calendar year 2016 amounts increasing by 5\% in FY 2017-18.
2. Salary projections currently include an estimated two and one half percent (2.5\%) Cost of Living Adjustment (COLA). The Bureau of Labor Statistics is scheduled to release the April 2017 Consumer Price Index for Urban Wage Earners (CPI-W) data approximately May 25, 2017. At that time the COLA adjustment will be updated with the average of the All Cities CPI-W, Western CPI-W and the San Francisco CPI-W from April 2016 - April 2017.

## STRATEGIC PLAN CONFORMITY

Development and ultimately adopting the FY 2017-18 EGWD Operating Budget is in keeping with the Strategic Plan goals for financial performance.

## FINANCIAL SUMMARY

There is no financial impact at this time.

Respectfully submitted,

Attachment

Attachment 1


2. Capital Improvement Funding


| 3. Nonoperating Revenue / (Expenses) |  |
| :---: | :---: |
| 6440 | Deprecaition |
| 6450 | Amortization |
| 7300 | Debt Serice (Bond Interest Expense) |
| 7310 | Discount Amortization Expense |
| 7320 | Offering xxpense- Deferree Charges |
| 7330 | Amortiation |
| 7800 | Interest Paid |
| 2470 | 9257 Elk Grove Blvd. Note |
| 2500 | Bond Retirement |
| 9910 | Interest Earned |
| 9920 3500 |  |
| ${ }^{9920.73}$ | Other Expenses (Toilet Progam Costs, Other Income) |
| 9950 | Election Costs |
| 9970 | Reabate Program Total oture exenense |

total Expenditures
district revenues in excess of expenditures

|  |  |  |  | so |  |  |  |  | so |  |  |  |  |  |  | 0 | 0 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | 96,290 |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 0 |  |
|  |  |  |  | 851,42 | 731,00 | $5^{54,250}$ | 731,000 |  | , |  |  |  |  |  | 700,00 | 700,000 | [31,000] |  |
|  |  |  |  | ${ }_{698,58}$ | 969,000 | 726,750 | 969,000 | ${ }^{\circ}$ |  |  |  |  |  |  | 1,000,000 | 1,000,000 | 31,000 |  |
| so | 50 | \$131,290 | so | \$1,550,00 | \$1,70,000 | \$1,275,000 | \$1,70,000 | so | so | so | 50 | so | 50 | so | \$1,70,000 | 1,700,000 | 0 | 0.00\% |


|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | ${ }_{\text {cta }}^{51,687,331}$ | \$2,04,712 | \$1,696,678 |  |  |  |  |  |  |  |  |  |  |  |  |  | $\bigcirc$ |  |
| 2,664,091 | 2,624,774 | 2,580,129 | 2,289,566 | 2,225,240 | 1,55,900 | 1,55,900 | 1,75,900 | 0.00\% |  |  |  |  |  |  | , 39 | 1,83,349 | 75,449 | 3.39\% |
| 28,344 103476 | 28,344 | 28,29 103475 | 71.54 |  |  |  |  |  |  |  |  |  |  |  |  |  | $\bigcirc$ |  |
| 107,94 | 26,990 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 0 |  |
|  | 59,381 | $\underset{\substack{55,499 \\ \text { 5937 }}}{ }$ |  |  |  |  |  |  |  |  |  |  |  |  |  |  | $\bigcirc$ |  |
| - | 55,606 | 1,175,000 |  | 1,330,000 | 1,440,000 | 1,440,000 | 1,400,000 | 0.00\% |  |  |  |  |  |  | 1,990,000 |  | 555,000 |  |
| (121,812) | (20,886) | (18, 1888 | (19,990) | (20,000) | ${ }^{(100,000)}$ | (189, 5 (5) | (118,873) | 1887\% |  |  |  |  |  |  | (1110,000) |  | $\xrightarrow{10,0000}$ | 50.0\% |
| (477,738) | (52,452) | (22,34) | (318,569) | (74,671) | (26,566) | 222,140 |  | -100.00\% |  |  |  |  |  |  |  |  | 11,666 <br> 0 |  |
| 1,945 | 1,659 |  |  |  |  | 14,989 | 14,989 |  |  |  |  |  |  |  |  |  | 0 |  |
|  | 1,660 |  | 103,700 |  | 108,000 | 126,527 | 168,703 | 21\% |  |  |  |  |  |  |  |  | (108,000) |  |
| \$5,28,555 | S5,486,827 | S6,016,040 | 54,222,999 | ${ }_{53,56,569}$ | ¢5,179,34 | $53,42,401$ | 53,262,719 | 2.62\% | 50 | 50 | 50 | 50 | 50 | so | ¢3,698,49 | 53,698,499 | 519,115 | ${ }^{14.58 \%}$ |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| \$10,135,973 | \$12,671,369 | \$12,777,837 | 511,683,634 | \$11,959,462 | \$13,721,532 | \$10,890,695 | \$13,208,600 | 3.74\% | \$3,171,07 | 5485,581 | \$500,922 | \$311,951 | \$224,185 | \$1,117,111 | \$5,98, 280 | 514,216,856 | 499,324 | 4.14\% |
| \$4,28,816 | \$1,641,422 | \$657,37 | \$1,502,20 | \$1,51,707 | ¢8,068 | S266,42 | \$1,053,74 |  |  |  |  |  |  |  |  | \$77,241 | 585,39 |  |

# TO: $\quad$ Chairperson and Directors of the Florin Resource Conservation District <br> FROM: Jim Malberg, Finance Manager/Treasurer <br> SUBJECT: DRAFT FISCAL YEAR 2017-18 FLORIN RESOURCE CONSERVATION DISTRICT BUDGET 

## RECOMMENDATION

Review and discuss the draft Fiscal Year 2017-18 Florin Resource Conservation District Budget and provide direction to staff.

## Summary

Each year staff develops the draft budget of estimated revenues and expenditures and presents the document to the Florin Resource Conservation District Board of Directors (Board). Following the presentation and discussion, staff generally makes revisions and brings the revised document back before the Board at a subsequent meeting(s) for further discussion prior to adopting the budget.

## DISCUSSION

## Background

The Florin Resource Conservation District (FRCD) has a fiscal year that runs from July 1 to June 30. For the forthcoming fiscal year, staff initiated a program in April to prepare the FRCD Fiscal Year 2017-18 (FY 2017-18) budget, along with the Elk Grove Water District Operating Budget.

## Present Situation

The proposed FRCD FY 2017-18 Budget (Attachment 1) is included for the Board's review.

## STRATEGIC PLAN CONFORMITY

Development and ultimately adopting the FY 2017-18 FRCD Budget is in keeping with the Strategic Plan goals for financial performance.

## DRAFT FISCAL YEAR 2017-18 FLORIN RESOURCE CONSERVATION DISTRICT

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## FINANCIAL SUMMARY

Proposed revenues for the FY 2017-18 are projected to be $\$ 46,234$ which includes Grant Revenues of $\$ 46,209$. The proposed expenditures for the FY 2017-18 Budget are projected to be $\$ 60,383$ which includes grant related expenditures of $\$ 55,058$. In addition to the grant expenditures, staff anticipates approximately 328 hours of volunteer services at a value of \$9,050 as part of the grant program.

The proposed FY 2017-18 expenditure details are as follows:

- Salaries \& Benefits
- Transportation Costs
- Meetings/Workshops
- Insurance
- Supplies \& Equipment
- Bank Charges
- Accounting Services
\$ 35,858
\$ 2,400
\$ 4,700
\$ 3,800
\$ 12,100
\$ 25
\$ 1,500
\$ 60,383

The Fund Balance for the Florin Resource Conservation District is expected to decrease from $\$ 47,339$ to $\$ 33,190$.

Respectfully submitted,


FINANCE MANAGER/TREASURER
Attachment

Florin Resource Conservation District
Proposed Budgeted Accounts Detail

## For the Fiscal Year Ending June 30, 2018

Description

| FY 2013-14 | FY 2014-15 | FY 2015-16 | FY 2016-17 | FY 2016-17 | FY 2017-18 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Actual | Actual | Actual | Budget | Projected | Budget | REVENUES


| 4700 | Lease Revenue - Elk Grove Florin Property | \$ | 5,467 | \$ | 2,533 | \$ | - | \$ | - | \$ | - | \$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Other Reimbursements/Property Sale |  | 87,712 |  | 10,162 |  | 353 |  | - |  | - | - |
|  | Grant Revenue |  | - |  | - |  | - |  | - |  | - | 46,209 |
|  | Repair and Maintenance Reserves |  | - |  | 1,829 |  | - |  | - |  | - | - |
|  | Interest Earnings |  | 50 |  | 110 |  | 93 |  | 75 |  | 30 | 25 |
|  | Total Revenues |  | 93,229 |  | 14,634 |  | 446 |  | 75 |  | 30 | 46,234 |
| EXPENDITURES |  |  |  |  |  |  |  |  |  |  |  |  |
| 5100 | Salary \& Benefits |  | - |  |  |  | 9,747 |  | 26,566 |  | 21,000 | 35,858 |
| 5300 | Airfare |  | - |  | 498 |  | - |  | - |  | 143 | - |
| 5310 | Hotels |  | - |  | 134 |  | - |  | - |  | - | - |
| 5320 | Meals |  | - |  | 42 |  | - |  | - |  | 125 | - |
| 5330 | Auto Rental |  | - |  | 37 |  | - |  | - |  | - | - |
| 5340 | Seminars \& Conventions |  | - |  | 525 |  | - |  | - |  | 183 | - |
| 5350 | Mileage Reimbursement, Parking, Tolls |  | - |  | 20 |  | - |  | - |  | - | 2,400 |
| 5415 | Association Dues |  | 400 |  | 300 |  | 350 |  | - |  | 150 | - |
| 5410 | Advertising |  | 175 |  | 1,078 |  | - |  | - |  | - | - |
| 5280 | Meetings |  | 100 |  | 250 |  | - |  | - |  | - | 4,700 |
| 5420 | Insurance |  | 71 |  | 1,508 |  | 1,470 |  | 2,875 |  | 3,618 | 3,800 |
| 5435 | Repairs and Maintenance Automotive/Fuel |  | - |  | 30 |  | - |  | - |  | - | - |
| 5475 | Supplies \& Equipment |  | 256 |  | 100 |  | 207 |  | - |  | 127 | 12,100 |
| 5455 | Postage |  | - |  | - |  | - |  | - |  | - | - |
| 5510 | Bank Charges |  | 1,729 |  | - |  | - |  | 30 |  | 30 | 25 |
| 5520 | Contracted Services |  | 6,500 |  | 5,001 |  | 19,866 |  | - |  | 14 | - |
| 5525 | Accounting Services |  |  |  |  |  | 249 |  | 350 |  | 1,408 | 1,500 |
| 5535 | Legal Services |  | 26,011 |  | 2,361 |  | 2,943 |  | - |  | 668 | - |
| 5545 | Public Relations |  | 1,925 |  | 1,920 |  | - |  | - |  | - | - |
| 9950 | Election Costs |  | - |  | 9,872 |  | - |  | 12,000 |  | 14,059 | - |
| 9960 | Program Costs |  | - |  | - |  | - |  | - |  | - | - |
|  | Total Expenditures |  | 37,167 |  | 23,676 |  | 34,832 |  | 41,821 |  | 41,525 | 60,383 |
|  | Change in Balance |  | 56,064 |  | $(9,042)$ |  | $(34,385)$ |  | $(41,746)$ |  | $(41,495)$ | $(14,149)$ |
|  | Beginning Balance |  | 76,198 |  | 132,261 |  | 123,219 |  | 88,834 |  | 88,834 | 47,339 |
|  | Ending Fund Balance |  | 132,261 |  | 123,219 |  | 88,834 |  | 47,088 |  | 47,339 | 33,190 |

