

## AGENDA SUBMITTAL

**TO:** GCS D Board of Directors  
**FROM:** Peter Kampa, General Manager  
**DATE:** October 9, 2018  
**SUBJECT:** Item 5. Old Business

A. Adoption of a Resolution Approving a 2018/2019 Fiscal Year Budget Amendment

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### **SUMMARY**

The budget format was significantly revamped and improved for the 2018/19 fiscal year; with the Preliminary Budget adopted on June 11, 2018 and the Final Budget adopted on August 13, 2018. Unfortunately, several errors occurred in the drafting of the final budget as a result of adding the March 2018 Storm Restoration expenses and revenue, which should be remedied with a budget amendment.

The California Government Code authorizes budget amendments as follows:

*61111. (a) At any regular meeting or properly noticed special meeting after the adoption of its final budget, the board of directors may adopt a resolution amending the budget and ordering the transfer of funds between categories, other than transfers from the designated reserve for capital outlay and the designated reserve for contingencies.*

Following are the proposed budget amendments:

1. Added to Capital Outlay Administrative Office parking lot resurfacing - \$70,000. This expense is paid by each of the service funds at the Administrative Cost Allocation Formula: Water-56%, Sewer-38%, Fire-1% and Park-5%. This amount was shown on the budget sheet and discussed with the Board, but the spreadsheet formula was incorrect.
2. Added -\$4,300 to office administrative expense for printing, required actuarial reports and office equipment rental to more accurately reflect expected costs. This amount is also split by the Administrative Allocation Formula above.
3. The formula was corrected for the sewer fund grant reimbursement revenue in the amount of +\$374,259. Adding this correctly into the current budget reduces the amount of drawdown of the sewer fund balance by the same amount.
4. Sewer and Water Capital Outlay increased by \$40,000 each for the Ferretti Road Flood Damage Restoration Project; with \$30,000 in CDAA grant funds added to Sewer and Water Revenue respectively.

### **ATTACHMENT:**

- Draft Budget amendment resolution
- Amended Budget, District-Wide Total summary Sheet
- Amended Budget, Capital Outlay Sheet

### **RECOMMENDED ACTION**

No action recommended at this time.

Groveland Community Services District  
Amended 2018/2019 Annual Budget

	WATER			SEWER			FIRE			PARKS		
	17/18	18/19	% Diff	17/18	18/19	% Diff	17/18	18/19	% Diff	17/18	18/19	% Diff
<b>Beginning Fund Balance</b>	2,670,867	1,919,446		1,165,960	814,231		1,179,348	818,267		223,640	172,349	
Revenue												
Services Charges	\$ 2,262,322	\$ 2,379,890	5%	\$ 1,404,691	\$ 1,624,455	16%	\$ -	\$ -		\$ -	\$ -	
Fees	62,541	62,030	-1%	25,787	12,000	-53%				1,750	1,500	-14%
Taxes							1,004,778	1,044,969	4%	87,371	90,866	4%
Other Revenue	10,981	224,000	1940%	9,602	1,384,296	14317%	50,500	21,000	-58%	-	169,200	
<b>TOTAL FUND REVENUE</b>	<b>2,335,844</b>	<b>2,665,920</b>	<b>14%</b>	<b>1,440,080</b>	<b>3,020,751</b>	<b>110%</b>	<b>1,055,278</b>	<b>1,065,969</b>	<b>1%</b>	<b>89,121</b>	<b>261,566</b>	<b>193%</b>
<b>Operating Expenses</b>												
Salaries	\$ 385,000	\$ 386,097	0%	\$ 313,710	\$ 335,109	7%	\$ 10,625	\$ 14,568	37%	\$ 21,355	\$ 36,420	71%
Benefits	174,805	167,715	-4%	145,735	144,235	-1%	5,560	6,709	21%	10,970	16,771	53%
General Manager Services												
Retiree Medical	63,700	55,760	-12%	52,400	26,240	-50%	16,000	16,000	0%			
Admin Operating Expense												
Equip. Auto, Maint, & Repairs	220,174	254,837	16%	134,673	132,988	-1%	56,075	53,325	-5%	5,150	7,500	46%
Outside Services	137,572	172,600	25%	114,388	190,100	66%						
CAL FIRE (Schedule A + Amador Contracts)												
Other (incl. OPEB, Leases, Cost of Water)	425,191	398,050	-6%	249,544	241,595	-3%	1,230,058	1,256,480	2%			
<b>TOTAL FUND EXPENSES</b>	<b>\$ 1,407,442</b>	<b>\$ 1,435,059</b>	<b>2%</b>	<b>\$ 1,010,450</b>	<b>\$ 1,070,267</b>	<b>6%</b>	<b>\$ 1,379,218</b>	<b>\$ 1,402,481</b>	<b>2%</b>	<b>\$ 93,575</b>	<b>\$ 118,191</b>	<b>26%</b>
Administrative Cost Allocation	657,080	758,080		452,310	500,882		37,141	19,628		4,837	59,586	
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 2,064,522</b>	<b>\$ 2,193,138</b>	<b>6%</b>	<b>\$ 1,462,760</b>	<b>\$ 1,571,149</b>	<b>7%</b>	<b>\$ 1,416,359</b>	<b>\$ 1,422,110</b>	<b>0%</b>	<b>\$ 98,412</b>	<b>\$ 177,777</b>	<b>81%</b>
<b>NET OPERATING BALANCE</b>	<b>\$ 271,322</b>	<b>\$ 472,782</b>		<b>\$ 22,820</b>	<b>\$ 1,449,602</b>		<b>\$ 638,919</b>	<b>\$ 653,859</b>		<b>\$ 9,267</b>	<b>\$ 17,472</b>	
Capital Expenses and Revenue												
Capital Revenue (Connection/Capacity Fees, Reserve Transfer)												
Capital Outlay (Expenditures on Fixed Assets)	943,500	469,208	-50%	417,000	1,912,497	359%						
<b>NET CAPITAL EXPENSES</b>	<b>943,500</b>	<b>469,208</b>	<b>-50%</b>	<b>417,000</b>	<b>1,912,497</b>	<b>359%</b>						
Reserve Set-Aside												
Designated Reserve for Capital Outlay					100,000							
<b>TOTAL RESERVE SET-ASIDE</b>					<b>100,000</b>							
Debt Service Expenses and Revenue												
Debt Service Charge Revenue	605,000	604,801		410,661	325,658							
Debt Service Payments	(684,243)	(686,123)		(322,710)	(320,885)							
<b>NET DEBT SERVICE</b>	<b>(79,243)</b>	<b>(81,322)</b>		<b>87,951</b>	<b>4,773</b>							
<b>TOTAL EXPENSES</b>	<b>3,087,265</b>	<b>2,743,668</b>	<b>-11%</b>	<b>1,791,809</b>	<b>3,578,873</b>	<b>100%</b>	<b>1,416,359</b>	<b>1,498,123</b>	<b>6%</b>	<b>140,412</b>	<b>389,470</b>	<b>177%</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 1,919,446</b>	<b>\$ 1,841,638</b>		<b>\$ 814,231</b>	<b>\$ 236,109</b>		<b>\$ 818,267</b>	<b>\$ 386,113</b>		<b>\$ 172,349</b>	<b>\$ 44,445</b>	

Groveland Community Services District  
Proposed 2018/2019 Annual Budget  
Capital Outlay

ADMIN CAPITAL OUTLAY	
Projects	18/19 Approved
Office driveway, parking lots restoration, remove dirt behind buildings (March Flood)	31,250
Parking lot repairs, seal coat	70,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>101,250</b>

WATER CAPITAL OUTLAY	
Projects	18/19 Approved
Downtown Groveland/BOF Rehab Planning	189,108
AWS Tank 2 Booster System	5,000
Water Pump Replacements	30,000
Building Upgrades/Repairs	68,000
General Water Distribution Improv.	60,000
Truck #9 Replacement	20,400
Ferretti Rd. Water Main Storm Damage	40,000
Office driveway, parking lots restoration, remove dirt behind buildings (March Flood)	17,500
Parking lot repairs, seal coat	39,200
<b>TOTAL CAPITAL OUTLAY</b>	<b>469,208</b>

SEWER CAPITAL OUTLAY	
Project	18/19 Approved
Downtown Groveland/BOF Rehab Planning	155,000
Sludge Drying Bed Concrete Slab, Res 10-18	90,969
Replace STP Reservoir 1 Valves	20,000
Replacement of Storm Damaged Sewer	549,120
Wastewater Pump Replacements	24,000
Building Upgrades/Repairs	32,000
Repair/Replace Rd. Culvert & Restore Perc Ponds	200,000
Truck #9 Replacement	9,600
WWTP Flume Storm Damage Repair 2017 Floods	409,470
WWTP Flume Storm Damage Repair 2018 Floods	343,863
Ferretti Rd. Sewer Main Storm Damage	40,000
Office driveway, parking lots restoration, remove dirt behind buildings (March Flood)	11,875
Parking lot repairs, seal coat	26,600
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,912,497</b>

FIRE CAPITAL OUTLAY	
Projects	18/19 Approved
Driveway Repairs	30,000
SCBA Fill Station	45,000
Office driveway, parking lots restoration, remove dirt behind buildings (March Flood)	313
Parking lot repairs, seal coat	700
<b>TOTAL CAPITAL OUTLAY</b>	<b>76,013</b>

PARK CAPITAL OUTLAY	
Projects	18/19 Approved
Park Restoration Project	200,000
Culvert Extension	6,630
Office driveway, parking lots restoration, remove dirt behind buildings (March Flood)	1,563
Parking lot repairs, seal coat	3,500
<b>TOTAL CAPITAL OUTLAY</b>	<b>211,693</b>