## BOARD OF DIRECTORS' MEETING – DECEMBER 14, 2017 ADDENDUM TO GENERAL MANAGER'S REPORT FINANCE MANAGER'S REPORT

## **ADMINISTRATION**

### **BUDGET FY 2017/2018**

• The Budget for Fiscal Year 2017/2018 was adopted by the Board on June 22, 2017.

### **EXPENDITURES OVER \$100,000**

There were no expenditures exceeding \$100,000 during November 2017.

## WATER/WASTEWATER USAGE AND BILLING

The chart on the next page reflects usage and billing through September/October 2017. The CCF billed for September/October were 17% higher than the amounts billed the previous year and 72% of the amount billed in 2012/2013. The revenue realized from Water sales was \$38,694 more than billed the previous year due to the increased usage and the rate increase in March 2017. In the prior year, \$34,571 was billed for SWF operations. If those sales are not considered since there was no operational billing this year, the increase in water billed for the current year is \$73,265.

CCSD WATER	SALES HIS	TORY						
11/8/2017 FY 12/13	1111 /ALIC	CED/OCT	NOV/DEC	IAN /FFD	MAD /ADD	N40V/IIINI	CLIMALII ATIVE	
, -	JUL/AUG	SEP/OCT	NOV/DEC	JAN/FEB	MAR/APR	MAY/JUN	CUMULATIVE	
BASE USAGE	102,586	102,672	102,722	102,809	102,906	102,915	616,610 1,191,536	
ADJUSTMNTS	278,488 877	210,933 97	146,434 1,527	151,971 673	173,955 809	229,755 946	4,929	
TOTAL CASH	381,951	313,702	250,683	255,453	277,670	333,616	1,813,075	
CCF	61,407	515,702 <b>51,098</b>	40,051	255,455 <b>40,943</b>	44,201	54,173	291,873	
USAGE \$/CCF	4.54	4.13	3.66	40,343 3.71	3.94	34,173 4.24	291,073	
USAGE S/CCI	4.54	4.13	3.00	3.71	3.54	7.27		
FY 13/14	JUL/AUG	SEP/OCT	NOV/DEC	JAN/FEB	MAR/APR	MAY/JUN	CUMULATIVE	
BASE	102,895	102,793	102,784	102,907	102,885	102,755	617,019	
USAGE	288,512	192,906	137,197	129,137	97,979	99,313	945,044	
SWF BASE								
SWF USAGE								
ADJUSTMNTS	2,215	2,404	2,222	553	(157)	(17,035)	<del>-</del>	
PENALTIES/SU					70,706	46,779	117,485	
TOTAL CASH	393,622	298,103	242,203	232,597	271,413	231,812	1,669,750	
CCF	63,113	47,345	38,827	36,576	24,917	25,500	236,278	
USAGE \$/CCF	4.57	4.07	3.53	3.53	3.93	3.89		
FY 15/16	JUL/AUG	SEP/OCT	NOV/DEC	JAN/FEB	MAR/APR	MAY/JUN	CUMULATIVE	
BASE	102,935	102,730	102,828	102,864	115,313	115,127	641,797	
USAGE	124,569	116,096	101,617	92,773	211,292	249,393	895,740	
SWF BASE	61,874	61,792	62,098	61,882	61,161	61,244	370,051	
SWF USAGE	83,654	79,869	71,071	66,124	74,753	88,395	463,866	
SWF OPS	(2.064)	36,864	49,964	(24472)	(24.627)	(42.440)	86,828	
ADJUSTMNTS	(3,964)	(49,726)	(23,276)	(34,172)	(31,637)	(12,410)	(155,185)	
PENALTIES/SU TOTAL CASH	127,290	82,583	50,674	66,613	420.002	- F01 740	327,160	
	496,358	430,208	414,976	356,084	430,882	501,749	2,630,257	
CCF	33,441	32,633 <b>64%</b>	27,147	24,968 <b>61%</b>	27,603	34,043 <b>63</b> %	179,835	
% OF FY 12-13 USAGE \$/CCF	54% 3.73	3.56	68% 3.74	3.72	62% 7.65	7.33		
EWS \$/CCF	2.50	2.45	2.62	2.65	2.71	2.60		
FY 16/17	JUL/AUG	SEP/OCT	NOV/DEC	JAN/FEB	MAR/APR	MAY/JUN	CUMULATIVE	
BASE							-	
USAGE	115,161 271,877	115,251 226,322	115,479 217,595	115,359 203,642	119,875 210,247	119,721 272,132	700,846 1,401,815	
SWF BASE	61,236	61,269	61,559	61,320	61,276	61,186	367,846	
SWF USAGE	97,713	80,307	76,385	71,449	70,676	93,693	490,223	
SWF OPS	37,713	34,571	80,163	-	-	-	114,734	
ADJUSTMNTS	(5,760)	(552)	(913)	(3,871)	(1,208)	(998)	(13,302)	
PENALTIES/SU	-	-	(0 = 0)	(=/=: =/	(=/===/	(000)	-	
TOTAL CASH	540,227	517,168	550,268	447,899	460,866	545,734	3,062,162	
CCF	37,484	31,242	28,230	26,611	26,292	33,723	183,582	
% OF FY 12-13	61%	61%	70%	65%	59%	62%		
USAGE \$/CCF	7.25	7.24	7.71	7.65	8.00	8.07		
EWS \$/CCF	2.61	2.57	2.71	2.68	2.69	2.78		
FY 17/18	JUL/AUG	SEP/OCT	NOV/DEC	JAN/FEB	MAR/APR	MAY/JUN	CUMULATIVE	
BASE	119,750	119,758					239,508	
USAGE	319,637	282,878					602,515	
SWF BASE	61,559	61,559					123,118	
SWF USAGE	112,097	97,166					209,263	
SWF OPS	-						-	
ADJUSTMNTS	(3,374)	(5,499)					(8,873)	
PENALTIES/SU_	-	FFF 000					-	
TOTAL CASH	609,669	555,862	-	-	-	-	1,165,531	
CCF	40,464	36,639		***	***		77,103	
% OF FY 12-13	66%	72%	0%	0%	0%	0%		
USAGE \$/CCF	7.90	7.72						
EWS \$/CCF	2.77	2.65						

The chart below shows how actual CCFs billed in fiscal years 2013/14, 2014/15, 2015/16, 2016/17 and 2017/18 compared to what was billed in fiscal year 2012/13. Fiscal year 2012/13 usage is the base year used by the State of California to measure District progress in complying with water reduction guidelines.

	JUL/AUG	SEP/OCT	NOV/DEC	JAN/FEB	MAR/APR	MAY/JUN	TOTAL
FY 2012/2013	61,407	51,098	40,051	40,943	44,201	54,173	291,873
FY 2013/2014	63,113	47,345	38,827	36,576	24,917	25,500	236,278
Note 1	103%	93%	97%	89%	56%	47%	81.0%
FY 2014/2015	31,592	28,764	23,723	23,967	28,899	28,229	165,174
Note 1	51%	56%	59%	59%	65%	<i>52%</i> <sup>*</sup>	56.6%
FY 2015/2016	33,441	32,633	27,147	24,968	27,603	34,043	179,835
Note 1	54%	64%	68%	61%	62%	<i>63%</i>	61.6%
FY 2016/2017	37,484	31,242	28,230	26,611	26,292	33,723	183,582
Note 1	61%	61%	70%	65%	59%	<i>62%</i> <sup>•</sup>	62.9%
FY 2017/2018	40,464	36,639				•	77,103
Note 1	66%	72%					

The chart below shows how actual CCFs billed in fiscal years 2014/15, 2015/16, 2016/17 and 2017/18 compared to what was billed in fiscal year 2013/14. Rate increases effective March 1, 2016 were based on the assumption that water consumption would be 70% of water consumption in fiscal year 2013/14. Water consumed in fiscal year 2016/17 was actually 78% of water consumed in fiscal year 2013/14.

	JUL/AUG	SEP/OCT	NOV/DEC	JAN/FEB	MAR/APR	MAY/JUN	TOTAL
FY 2013/2014	63,113	47,345	38,827	36,576	24,917	25,500	236,278
FY 2014/2015	31,592	28,764	23,723	23,967	28,899	28,229	165,174
Note 1	50%	61%	61%	66%	116%	111%	70%
FY 2015/2016	33,441	32,633	27,147	24,968	27,603	34,043	179,835
Note 1	53%	69%	70%	68%	111%	134%	76%
FY 2016/2017	37,484	31,242	28,230	26,611	26,292	33,723	183,582
Note 1	59%	66%	73%	73%	106%	132%	78%
FY 2017/2018	40,464	36,639				•	77,103
Note 1	64%	77%					33%

# WASTEWATER REVENUE

The chart below shows actual Wastewater revenue for fiscal years 2013, 2014, 2016, 2017 and 2018.

CCSD WAST	TEWATER RE	VENUE HIST	TORY					
11/8/2017								
FY 12/13	JUL/AUG	SEP/OCT	NOV/DEC	JAN/FEB	MAR/APR	MAY/JUN	CUMULATIVE	
TOTAL	353,040	333,530	314,016	316,887	322,690	339,547	1,979,710	
BASE	248,975	248,931	248,991	249,061	248,917	248,880	1,493,755	
USAGE	104,065	84,599	65,025	67,826	73,773	90,667	485,955	
PERCENT REVENUES COMPARED TO JUL/AUG 2013:								
	100% 81% 62%		62%	65%	71%	87%		
FY 13/14	JUL/AUG	SEP/OCT	NOV/DEC	JAN/FEB MAR/APR MAY/JUN		MAY/JUN	CUMULATIVE	
TOTAL	356,678	327,765	312,334	309,020	288,655	288,937	1,883,389	
BASE	249,916	249,111	249,098	249,489	249,415	249,153	1,496,182	
USAGE	106,762	78,654	63,236	59,531	39,240	39,784	387,207	
REVENUES C	OMPARED TO	SAME PERIOL	D FY 12/13					
TOTAL %	101%	98%	99%	98% 89% 85%		85%		
USAGE %	103%	93%	97%	88%	88% 53%			
FY 15/16	JUL/AUG	SEP/OCT	NOV/DEC	JAN/FEB	MAR/APR	MAY/JUN	CUMULATIVE	
TOTAL	297,892	296,385	292,464	289,964	305,052	318,932	1,800,689	
BASE	250,403	249,841	250,429	250,500	214,599	214,989	1,430,761	
USAGE	47,489	46,544	42,035	39,464	90,453	103,943	369,928	
REVENUES C	OMPARED TO	SAME PERIOL	D FY 12/13					
TOTAL %	84%	89%	93%	92%	95%	94%		
USAGE %	46%	55%	65%	58%	123%	115%		
FY 16/17	JUL/AUG	SEP/OCT	NOV/DEC	JAN/FEB	MAR/APR	MAY/JUN	CUMULATIVE	
TOTAL	328,858	311,453	308,180	302,595	313,662	337,543	1,902,291	
BASE	215,451	215,464	215,866	215,540	224,050	223,681	1,310,052	
USAGE	113,407	95,989	92,314	87,055	89,612	113,862	592,239	
REVENUES C	OMPARED TO	SAME PERIOL	D FY 12/13					
TOTAL %	93%	93%	98%	95%	97%	99%		
USAGE %	109%	113%	142%	128%	121%	126%		
FY 17/18	JUL/AUG	SEP/OCT	NOV/DEC	JAN/FEB	MAR/APR	MAY/JUN	CUMULATIVE	
TOTAL	356,886	340,518					697,404	
BASE	224,099	223,968					448,067	
USAGE	132,787	116,550					249,337	
REVENUES C	OMPARED TO	SAME PERIOL	D FY 12/13					
TOTAL %	101%	102%						
USAGE %	109%	113%						

#### EXPENDITURES FOR THE SUSTAINABLE WATER FACILITY

The District has undertaken the development of a Sustainable Water Facility system in response to the worst drought in California history which resulted in a declared Stage 3 Drought Emergency. \$13,202,057 in expenditures for the EWS project have been authorized by the CCSD Board of Directors. Those expenditures include the following:

CDM SMITH: ENGINEERING, PRECONSTRUCTION,	
PERMITTING & ENVIRONMENTAL SERVICES	2,795,799
CDM CONSTRUCTORS: DESIGN/BUILD	7,366,742
GENERAL COSTS	421,867
OTHER PROFESSIONAL SERVICES	793,107
TOTAL PLANT DESIGN/BUILD EXPENDITURES	11,377,515
REGULAR COASTAL DEVELOPMENT PERMIT	1,407,218
PLANT START-UP EXPENDITURES	417,324
TOTAL AUTHORIZATIONS	13,202,057
	·

Total commitments made to-date, in the form of issued purchase orders, equal \$10,420,160. These relate to Task Orders in the following way:

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$ 174,495 Task Order 1: Hydroeological Modeling
299,601 Task Order 2: Preconstruction Engineering (Phase 1)
920,084 Task Order 3: Preconstruction Services (Phase 2)
499,941 Task Order 4: Engineering, Permitting, Purchase Assistance
584,607 Task Order 5: Permitting and Environmental
308,090 Task Order 6: Permitting and Environmental
161,600 Task Order 7: Completion of an Updated Tracer Study
105,000 Task Order 8: EIR Support
$ 3,053,418 Total CDM Smith

6,647,919 Design/Build Contract
511,602 Change Order 1
123,953 Change Order 2
83,268 Change Order 3
$ 7,366,742 Total CDM Constructors
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\$10,420,160 Total CDM Smith and CDM Constructors

Invoices paid through November 2017 to CDM Smith, the Sustainable Water Facility Project's primary design/build contractor, equal \$2,977,221.

Invoices paid through November 2017 to CDM Contractors Inc., the Sustainable Water Facility Project's primary builder, equal \$7,366,742.

Total expenditures to all vendors through November 2017 equal \$12,183,671.

#### **CASH BALANCES**

CCSD maintains one account with the State of California Local Agency Investment Fund (LAIF) and the following five accounts at Heritage Oaks Bank:

- a payroll account;
- an account for operation of the Veteran's Hall;
- an account for medical benefits for employees;
- a main checking account; and
- a money market account.

CCSD pools all of its cash for all of its funds so, other than restricted funds, no cash asset is held for any specific fund. It should be noted that when the pooling method is used, a fund may overdraw its account in the pool. These overdrafts are reported as liabilities with a corresponding receivable (due to/from other funds) on the balance sheet.

The first three accounts shown above are restricted funds which are not available for use in other areas. However, the last two accounts are unrestricted and are available, along with LAIF, as part of the "pooled" cash of CCSD.

Revenues and expenditures fluctuate significantly from month to month and therefore the most appropriate comparison of available cash balances is at the end of the fiscal year on June 30<sup>th</sup>. Final balance amounts in the Water and Wastewater funds are determined after all other fiscal year activity is recorded, reconciled and audited. Audited cash balances on June 30, 2016 were as shown below. It should be noted that the 2014 and 2015 loans to the Water Fund were to support expenditures for the Sustainable Water Facility construction and those loans were repaid when the Prop 84 grant was received in December 2015.

C	CSD FINANCIA JUNE 30, 2		
<u>FUND</u>	CASH	INTERFUND	CASH
	BALANCE	<u>LOAN</u>	POSITION
GENERAL FUND	4,234,000	(466,777)	3,767,223
WATER FUND	1,091,011		1,091,011
WASTEWATER FUND_ TOTAL	(466,777) 4,858,234	466,777	4,858,234

## CCSD CURRENT CASH POSITION AND PROJECTION

Cash balances on November 30, 2017 were \$1,972,870 as shown below. However, there were \$130,761 in checks issued but still outstanding at the end of the month which leaves only \$1,842,109 in cash actually available.

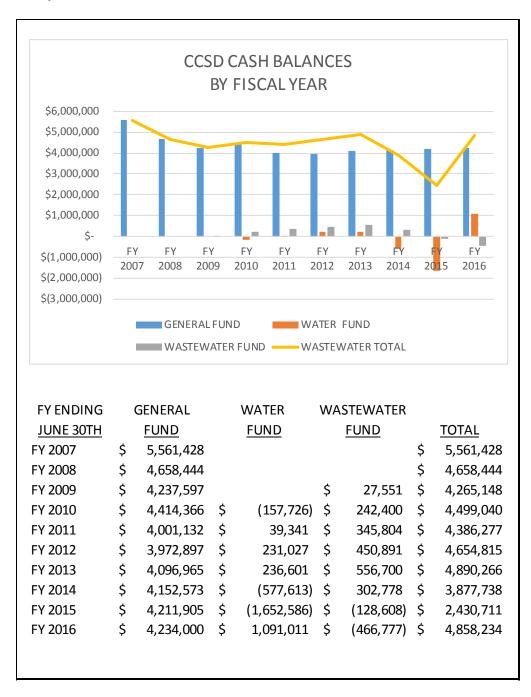
CCSD CASH POSITION NOVEMBER 30, 2017	
PACIFIC PREMIER CHECKING BALANCE PACIFIC PREMIER MONEY MARKET	\$773,447
BALANCE	\$507,964
LAIF BALANCE	\$691,459
TOTAL CASH	\$1,972,870
OUTSTANDING CHECKS	(120.761)
OUTSTAINDING CHECKS	(130,761)
AVAILABLE CASH	\$1,842,109

The cash flow projection for Cambria Community Services District for the Fiscal Year 2017-2018 is shown on the next page.

## CCSD CASH FLOW PROJECTION 12/1/17 THROUGH 6/30/18

	<b>SWF CASH</b>	OTHER CASH	TOTAL CASH
CASH BALANCE 12/1/17	1,046,345	795,764	1,842,109
<u>CASH IN</u>			
PROPERTY TAX		1,782,734	1,782,734
FSBA (FIRE)		338,651	338,651
GRANT PPE (FIRE)		75,000	75,000
GRANT SAFER (FIRE)		78,160	78,160
GARBAGE FRANCHISE FEE		59,730	59,730
OTHER (GENERAL FUND)		88,949	88,949
WASTEWATER SALES		993,414	993,414
STANDBY/AVAIL FEES		107,250	107,250
WATER SALES		1,153,499	1,153,499
SWF SALES		448,223	448,223
STANDBY/AVAIL FEES		161,500	161,500
WAIT LIST FEES		1,233	1,233
OTHER (WATER FUND)		83,410	83,410
TOTAL CASH IN	-	5,371,752	5,371,752
CASH OUT			
PERSONNEL		2,806,107	2,806,107
UTILITIES		289,529	289,529
OPERATIONS		1,206,528	1,206,528
CAPITAL PROJECTS:		_,,	_,
- FIRE PERSONAL PROTECTIVE EQUIP		-	-
- EAST RANCH IMPROVEMENTS		-	-
- PURCHASE ADMIN OFFICE BUILDING		-	-
- PURCHASE FINANCE SOFTWARE		175,000	175,000
- REPLACE ADMIN SERVERS		35,000	35,000
- INFLUENT SCREEN		85,000	85,000
- STUART ST TANK REPAIR		-	-
- SWF PROJECT	175,000		175,000
DEBT PAYMENTS			
- FIRE TRUCK PURCHASE		-	-
- VEHICLE PAYMENTS		-	-
-LOAN PAYMENTS		409,461	409,461
TOTAL CASH OUT	175,000	5,006,625	5,181,625
NET CASH IMPACT	(175,000)	365,127	190,127
PROJECTED CASH BALANCE 6/30/18	871,345	1,160,891	2,032,236

The following chart and table show audited cash balances in the three funds on June 30<sup>th</sup> of each fiscal year for the last ten years.



## **DISTRICT DEBT SUMMARY**

LONG TERM	M DEBT										
						,	AMOUNT	FINAL			
	DEBT		OR	IGINAL	ISSUE		DUE	PAYMENT	INT	Α	NNUAL
<u>FUND</u>	<u>HOLDER</u>	<u>PURPOSE</u>	PRII	<u>NCIPAL</u>	<u>DATE</u>		6/30/17	<u>DATE</u>	<u>RATE</u>	PΑ	YMENT
Water	Note 1	Note 1	\$ 8,9	939,000	8/11/14	\$	8,171,712	8/1/34	4.11%	\$6	559,426
Wtr/WW	Note 2	Note 2	\$ 1,5	585,000	3/23/11	\$	971,000	9/23/23	4.55%	\$1	161,985
SHORT TER	SHORT TERM DEBT										
						,	AMOUNT	FINAL			
	DEBT		OR	IGINAL	ISSUE		DUE	PAYMENT	INT	Α	NNUAL
<u>FUND</u>	<u>HOLDER</u>	<u>PURPOSE</u>	PRII	NCIPAL	<u>DATE</u>		6/30/17	<u>DATE</u>	<u>RATE</u>	PΑ	YMENT
Various	Note 3	Note 3	\$	53,611	10/30/13	\$	14,596	11/20/17	3.50%	\$	14,596
General	Note 4	Note 4	\$	31,350	7/31/13	\$	6,793	7/30/18	0.00%	\$	6,270
General	Note 5	Note 5	\$	32,612	2/26/16	\$	24,920	1/26/21	3.50%	\$	7,645

#### **INTERNAL LOAN**

In Fiscal Year 2009-2010, the Water Fund borrowed \$166,000 from the General Fund to pay a required match on a grant from the Army Corps of Engineers. \$157,726 of that loan has been outstanding since June 30, 2010.

#### **NOTES**

- Note 1. Borrowed from Western Alliance Bank to finance development of the Sustainable Water Facility.
- Note 2. Borrowed from City National Bank to refund 1999 Water and Wastewater bonds.
- Note 3. Borrowed from Morton Revocable Trust for two trucks.
- Note 4. Borrowed from John Deere Financial for a tractor.
- Note 5. Borrowed from Ford Motor Credit for a truck.