

# CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.F.**

FROM: Jerry Gruber, General Manager  
Rudy Hernandez, Finance Manager

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Meeting Date: May 24, 2018      Subject: DISCUSSION AND CONSIDERATION  
OF THE PRELIMINARY BUDGET FOR  
FISCAL YEAR 2018/19

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## **RECOMMENDATIONS:**

- Receive a staff presentation on the Preliminary Budget for Fiscal Year 2018/19.
- Receive public input.
- Discuss and consider the Preliminary Budget for Fiscal Year 2018/19 and provide direction to staff.

## **FISCAL IMPACT:**

The attached Fiscal Year (FY) 2018/19 Preliminary Budget would authorize total Revenue Projections, Expenditure Authorities, and changes to the Water, Wastewater, and General Fund balances as shown.

## **DISCUSSION:**

Adoption of a budget is one of the most important actions taken by the Board of Directors. It establishes the District's direction for the near term, and to some extent these decisions also have long term implications. The budget is the District's financial work plan, translated in expenditures, supported by revenues. The budget establishes the priorities of the District for the fiscal year.

Developing and monitoring the budget is an ongoing process. The estimates that are developed in this process are modified throughout the fiscal year in response to unanticipated events. Monthly reports are provided as a method for ongoing review at both the operating and the capital improvement project (CIP) levels.

## **FY 2018/19 BUDGET HIGHLIGHTS**

### **OPERATING EXPENDITURE BUDGET**

The preliminary budget is in the amount of \$11,917,102, which is broken down into five sections: Personnel Services, Services and Supplies, Capital Outlay, Debt Service, and Administrative Cost.

- **Personnel Services** are projected to be \$4,865,175. Comments are noted below:
  - There is one part-time maintenance position added in the Facility & Resources Department and one full-time Water Operator II position added in the Water Department.

- The budget does not include a cost of living adjustment.
  - Health Insurance costs are projected to remain the same.
  - PERS Retirement Unfunded Actuarial Liability (UAL) Costs are projected to increase from \$239,721 to \$303,232 (an increase of \$63,511 or 26%).
  - Workers Compensation Insurance cost is projected to remain the same.
- **Services and Supplies** are projected to be \$3,491,691.
  - **Capital Outlay** is budgeted in the amount of \$727,450 (See Capital Outlay Budgets in each Department budget).
  - **Debt Service budget** for FY 2018/19 is projected to be \$988,825.
  - **Administrative Costs** are projected to be \$1,843,961.

## **FUND ANALYSIS**

### **GENERAL FUND**

#### **FIRE DEPARTMENT**

**Revenues** – Fire Department Revenues are projected to be \$2,330,630, which represents 46% of the General Fund Revenue Budget of \$5,055,746.

**Expenditures** – Expenditures are projected to be \$2,330,440, which represents 46% of the General Fund Expenditure Budget of \$5,054,188.

#### **FACILITIES & RESOURCES DEPARTMENT**

**Revenues** – Facilities & Resources Department Revenues are projected to be \$724,576, which represents 14% of the General Fund Revenue Budget of \$5,055,746.

**Expenditures** – Expenditures are projected to be \$724,020, which represents 14% of the General Fund Expenditure Budget of \$5,054,188.

#### **ADMINISTRATION DEPARTMENT**

**Revenues** – Administration Department Revenues are projected to be \$1,929,940, which represents 38% of the General Fund Revenue Budget of \$5,055,746.

**Expenditures** – Expenditures are projected to be \$1,929,215, which represents 38% of the General Fund Expenditure Budget of \$5,054,188.

#### **PARKS AND RECREATION**

**Revenues** – Parks & Recreation Department Revenues are projected to be \$70,600, which represents 1% of the General Fund Revenue Budget of \$5,055,746.

**Expenditures** – Expenditures are projected to be \$70,513, which represents 1% of the General Fund Expenditure Budget of \$5,054,188.

**WASTEWATER FUND**

**Revenues** – Wastewater Fund Revenues are projected to be \$2,215,351.

**Expenditures** – Wastewater Fund Expenditures are projected to be \$2,213,927.

**WATER FUND – OPERATING FUND**

**Revenues** - Water Operating Fund Revenues are projected to be \$2,783,147.

**Expenditures** – Water Operating Fund Expenditures are projected to be \$2,758,252.

**WATER FUND – SWF OPERATING FUND**

**Revenues** – Revenues are projected to be \$1,173,098.

**Expenditures** – Expenditures are projected to be \$1,156,787.

**WATER FUND – SWF CAPITAL PROJECTS FUND**

**Revenues** – Revenues (Loan Proceeds) are projected to be \$733,948.

**Expenditures** – Expenditures are projected to be \$733,948.

Please note that the FY 2018/19 Final Budget will include a Transmittal Letter and Budget Boxes (Expenditure Line Descriptions).

Attachment: CCSD Preliminary Budget for Fiscal Year 2018/19

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BOARD ACTION:     Date \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

UNANIMOUS:   \_\_\_ RICE   \_\_\_ BAHRINGER   \_\_\_ FARMER\_\_\_WHARTON   \_\_\_PIERSON\_\_\_\_\_