STAFF REPORT

Rosamond Community Services District

DATE: May 10, 2023

TO: Board of Directors

FROM: Kim Domingo, General Manager

Brad Rockabrand, Financial Consultant

Subject: Adoption of Resolution No. 2023-2 – Annual Budget for Fiscal Year Ending June 30, 2024

RECOMMENDATION:

Approve Resolution No. 2023-2, adopting the FY 23-24 budget.

BACKGROUND:

Two budget workshops have been conducted prior to the proposed action. The first workshop was conducted at the April 5, 2023 Finance Committee meeting and the second workshop was conducted with your Board on April 26, 2023. Staff received input from the Board, conducted planning sessions internally and provided recommendations to our financial consultant for inclusion in the proposed budget.

ANALYSIS:

The attached budget was developed using trending data from the previous 6 years and is in a form that is consistent with previous budgets. The line item costs have been adjusted to reflect staff input as they relate to anticipated operational increases. The salary costs include the MOU increase and anticipated step, merit or promotion increases.

FISCAL REVIEW:

The proposed budget is balanced and based upon the current water and sewer use rates.

LEGAL REVIEW:

None

CONCLUSION:

Staff requests adoption of the recommended budget..

Kim Domingo, General Manager

Sherri Timm, Director of Administration

ATTACHMENTS:

Resolution 2023-2

	General Fund	Water	Sewer	Street Lighting	LLAD # 2		Graffiti Abatement		djusted 23-24 Budget
al Revenue	462,133	7,700,496	5,376,247	3,821	203,705	3,228		1,138	13,750,768
Operating Revenue	20,673	7,068,273	4,938,930	3,821	203,705	3,228		603	12,239,23
Customer Service Charges		2,851,522	4,329,149						7,180,67
Customer Usage Charges		3,722,959	296,898						4,019,85
Internal Service Charges									· · · · ·
Internal Usage Charges									_
User Fees									_
County Service Area									-
Bulk Water Sales/Construction Water		37,000							37.000
		55,000	35.000						
Late Charges/Bank Charges		55,000	35,000						90,000
New Service Installation									-
Plan Check/Will Serve/Inspection Fees		11,000	9,000						20,000
Administration/Reconnection		82,600	15,400						98,000
Interest Income	20,673	308,192	253,483	3,821	5,379	3,228		603	595,379
Miscellaneous Income									-
Property Tax/Assessments					198,326				198,32
Designated Revenue									-
Discretionary Revenue	441,460	62,850	350						504,66
Rent	3,600	50,000							53,60
Miscellaneous Income	6,300	12,850	350						19,50
Property Tax/Assessments	431,560	12,030	330						431,560
	431,500	FC0 272	426.057					525	
Restricted Revenue		569,373	436,967					535	1,006,87
User Fees		43,000							43,00
System Connection Fees		526,373	370,967						897,34
Conservation Fees			66,000						66,00
Quimby Fees									-
Grants									-
LAIF Interest								535	53
al Expenses	(23,700)	(6,181,831)	(4,556,553)	(30,575)	(86,355)	(85,284)	(640)	(28,023)	(10,992,96
Personnel Expenses	(, , , , ,	(1,871,265)	(1,276,454)	(,,	(,,	-	-	, ,,,	(3,147,71
Salaries		(1,120,468)	(702,361)			_			(1,822,82
Overtime Pay		(43,780)	(35,820)			_			(79,60
						-	-		
Oncall/Pager Pay		(33,188)	(19,692)			-			(52,88
Degree/Certification Pay		(39,645)	(1,831)			-			(41,47
Holiday Pay		(65,081)	(43,840)			-			(108,92
Vacation Pay		(78,629)	(50,271)			-			(128,90
Sick Pay		(45,140)	(28,860)			-			(74,00
Directors Pay		(33,300)	(33,300)			-			(66,60
Payroll Tax Expense		(104,311)	(70,785)			_			(175,096
Health Insurance		(333,510)	(210,599)			_			(544,10
Workers Compensation		(16,405)	(8,945)			_			(25,35)
Other Benefits (Education Reimburse)		(10,403)	(0,343)			=			(23,33)
		(427.000)	- (00.075)			-			(00= ==
PERS Contribution		(137,688)	(90,270)			-			(227,95
Less Capitalized Labor/Benefits		179,880	20,120			-			200,000
Direct Operating Expenses	(3,055)	(664,175)	(551,882)	(22,000)	(77,500)		(640)		(1,319,25
Meters		-	-						-
Engineering		(285)	(285)						(57)
Electricity Expense	(1,500)	(276,369)	(153,660)	(22,000)	(77,500)				(531,02
Utilities - Water	(1,455)	(20,875)	(38,150)						(60,48)
Utilities - Other Than Water	(100)	(8,634)	(13,906)						(22,64
Equipment Leases	(200)	(7,692)	(8,103)						(15,79
Operating Expenses		(2,095)	(34,455)						(36,55
		(2,093)	(34,433)						(30,33
Purchased Water									
Billing Expense		(1,614)	(1,614)						(3,22
Operating Supplies			(260)						(26
Parks Supplies & Maintenance		-	-				(640)		(64
Pool Supplies & Maintenance		-	-						-
Security Services		-	-						-
Safety Supplies & Training		(6,365)	(7,445)						(13,81
		(296,841)	(226,234)						(523,07
System Repair & Maintenance		(12,589)	(38,581)						(51,170 (12,640
System Repair & Maintenance System Tests		(
System Repair & Maintenance System Tests Uniforms		(6,295)	(6,345)						
System Repair & Maintenance System Tests Uniforms Auto & Truck Expense		(6,295) (24,521)	(6,345) (22,844)						(47,36
System Repair & Maintenance System Tests Uniforms									
System Repair & Maintenance System Tests Uniforms Auto & Truck Expense	(11,025)			(8,575)	(8,855)	(85,284)		(28,023)	

	General Fund	Water	Sewer	Street Lighting	LLAD#2	Park	Graffiti Abatement	Park Maintenance	Sum of Adjusted 23-24 Budget
Public Affairs	ochera i ana	(6,117)	(6,117)	oti cet zigitting		Tunk	oraline / toatement	T dirk istallice lidite	(12,234)
Legal Fees	(3,600)	(70,297)	(58,463)		(245)				(132,605)
Adjudication		(16,310)	-						(16,310)
Outside Services	(7,400)	(238,779)	(158,041)						(404,220)
Conservation Program		(13,665)	-						(13,665)
Advertising/Promotion		(538)	(538)						(1,076)
Bad Debt Expense		(807)	(807)						(1,614)
Building & Grounds Maintenance		(32,590)	(55,590)						(88,180)
Security Services		(990)	(4,530)						(5,520)
Computer Hardware		(990)	(1,750)						(2,740)
Computer Software		(7,575)	(6,125)						(13,700)
Computer Services/Consulting		(24,000)	(24,000)						(48,000)
Computer Licenses & Software		(13,780)	(12,990)	(375)	(375)				(27,520)
Election Expense									-
Dues & Subscriptions		(60,655)	(25,955)						(86,610)
Recruitment		(535)	(1,495)						(2,030)
Employment Costs		(1,525)	(1,695)						(3,220)
Employee Retention		(646)	(592)						(1,238)
Education - Conferences & Seminars		(6,045)	(5,985)						(12,030)
Training/Certification		(2,990)	(1,470)						(4,460)
Resource Material		(155)	(155)						(310)
Director Training/Seminars		(11,115)	(3,425)						(14,540)
Insurance - Liability		(154,240)	(99,038)						(253,278)
Office Expense	(25)	(13,851)	(35,382)		(35)				(49,293)
Office Supplies	(- ,	(2,170)	(2,410)		(,				(4,580)
Business Expense		(11,156)	(10,416)						(21,572)
Office Furniture & Equipment		(2,040)	(1,980)						(4,020)
Emergency Preparedness		(185)	(185)						(370)
Utilities		(16,960)	(16,950)						(33,910)
Principal Expense		(774,874)	(1,014,176)			(82,767)		(27,537)	
Interest Expense		(436,952)	(381,509)			(2,517)		(486)	
Discounts		(,)	(002,000)			(-,,		(, (==, == ,
Depreciation Expense - Noncash	(9,620)	(1,568,160)	(649,810)						(2,227,590)
Depreciation Expense - Noncash	(9,620)	(1,568,160)	(649,810)						(2,227,590)
CIP Write-Off	(-//	(, ,	(,,						-
CIP Write-Off									_
Total Transfers	(151,100)			41,519		82,056	640	26,885	_
Operating Transfers	(151,100)			41,519		82,056	640	26,885	
Transfers In	(===/===/			41,519		82,056	640	26,885	
Transfers Out	(151,100)			**		,,,,,		,,	(151,100)
Net Operating Surplus (Deficit)	287,333	1,518,665	819,694	14,765	117,350	-	-	-	2,757,807
LESS: Capital Projects	.,	(296,581)	(1,626,581)	,	,				(1,923,162)
		(, ,	(// /						
Adjustments:									
100% Depreciation Add Back	9,620	1,568,160	649,810	-	_	-	-	-	2,227,590
	/=*	_,,							_,,,,,,,
Non-Operating Transfers:									
Park Depreciation Set Aside Balance									-
Park Other Unrestricted Cash									_
Park Maintenance Restricted Cash									_
Tark Maintenance Restricted Cash									
Transfer (to) / from Reserves:									
General Fund Reserve	(294,548)								(294,548)
Operations and Maintenance Fund	(234,348)	383,093	(20,317)						362,776
Debt Service Fund		202,022	(20,31/)						302,776
	(2,405)	(1,548,973)	(242 504)						(1,763,969)
Repair and Replacement Fund	(2,405)		(212,591)	-	-	-	-	-	
Rate Stabilization Fund		(5,917)	(3,267)						(9,184)
Facilities Capacity Fee/Connection Fee	-	(526,373)	(370,967)	-	-	-	-	-	(897,340)
Catastrophe/Emergency Fund		,							-
Water Acquisition Fund	=	(43,000)	-		-	=	=	=	(43,000)
Other Unrestricted Cash		(1,049,074)	764,219	(14,765)	(117,350)				(416,970)
Other Restricted Cash									-
Other Financing Sources									-
Ingresse (Degrees) in N-+ Di	-	-	-						-
Increase (Decrease) in Net Position	-	-	-	-	-	-	-	•	-

Rosamond Community Services District FY 2023-2024 Capital Budget

		Fiscal Year				
Project # Fund		Project Description		2023-24	Total	
Water Projects						
01221	1	Billing Software Upgrade	\$	5,683	\$	5,683
01223	1	Digital Phone System	\$	10,000		10,000
01224	1	Board Room Upgrade	\$	15,000		15,000
01225	1	Admin Expansion A&E	\$	50,000		50,000
SU	1	SCADA Upgrade	\$	60,000	\$	60,000
01241	1	Crew Trucks		50,000	\$	50,000
01233	1	Admin Storage Building		75,000	\$	75,000
01234	1	IT Projects		25,000	\$	25,000
01236	1	Poplar ACP Line Replacements	\$ \$	500,000	\$	500,000
01242	1	Poplar ACP Line Design	\$	100,000	\$	100,000
01243	1	Rosamond Blvd Grade Adjustments	\$	100,000	\$	100,000
CS	1	Concrete Saw	\$	10,000	\$	10,000
		Total	\$	1,000,683	\$	1,000,683
Sewer Projects			Ī			
02221	2	Billing Software Upgrade	\$	5,683	\$	5,683
02223	2	Digital Phone System	\$	10,000	\$	10,000
02224	2	Board Room Upgrade	\$	15,000		15,000
02225	2	Admin Expansion A&E	\$	50,000		50,000
ВР	2	Bypass Pump and Piping		80,000		80,000
02241	2	Crew Trucks	\$ \$	50,000		50,000
02233	2	Admin Storage Building	\$	75,000	\$	75,000
02234	2	IT Projects	\$	25,000	\$	25,000
02236	2	Headworks Recoat	\$	150,000	\$	150,000
02237	2	Sludge Drying Bay	\$	150,000	\$	150,000
02242	2	Sludge Thickening	\$	600,000	\$	600,000
02243	2	Rosamond Blvd Grade Adjustments	\$	100,000	\$	100,000
02244	2	Monitoring Wells Construction (3 total)	\$	300,000	\$	300,000
02245	2	Grit Removal Upgrade	\$	100,000	\$	100,000
02246	2	Pond Sludge Mitigation	\$	100,000		100,000
02247	2	Headworks Pump 3&4 Rewire	\$	30,000		30,000
02248	2	Utilities to WWTP Shop	\$	60,000		60,000
SU	2	SCADA Upgrade (PLC's)	\$	25,000		25,000
VV	2	Video Van	\$	60,000		60,000
02249	2	Appleblossom Lift Station Generator	\$	10,000		10,000
0227J	_	Total	\$	1,995,683	\$	1,995,683
	Total by Fund			,:::,:30		, ===,===
	W	Water	\$	1,000,683	\$	1,000,683
	S	Sewer	\$	1,995,683	\$	1,995,683
	<u> </u>	Total	\$	2,996,366	\$	2,996,366
		าบเสา	>	2,330,300	<u>ې</u>	2,330,300