



**BOARD BUDGET WORKSHOP**

**Tuesday, May 22, 2018 –2:00 p.m.**

**Location--1630 West Redlands Boulevard, Suite A, Redlands, California**

Note: Copies of staff reports and other documents relating to the items on this agenda are on file at the District office and are available for public review during normal District business hours. New information relating to agenda topics listed, received, or generated by the District after the posting of this agenda, but before the meeting, will be made available upon request at the District office and in the Agenda Package on the Districts website. It is the intention of the San Bernardino Valley Water Conservation District to comply with the Americans with Disabilities Act (ADA) in all respects. If you need special assistance with respect to the agenda or other written materials forwarded to the members of the Board for consideration at the public meeting, or if as an attendee or a participant at this meeting you will need special assistance, the District will attempt to accommodate you in every reasonable manner. Please contact Athena Monge at (909) 793-2503 at least 48 hours prior to the meeting to inform her of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

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**CALL TO ORDER**

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**1. PUBLIC PARTICIPATION**

*Members of the public may address the Board of Directors on any item that is within the jurisdiction of the Board; however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) Section 54954.2 of the Government Code.*

**2. DISCUSSION ITEMS**

**A. CAPITAL EQUIPMENT AND IMPROVEMENT PROJECT LIST (M#1573).....3**

***Presenter:*** Daniel Cozad

***Recommendation:*** The Finance & Administration Committee and Operations Committee recommends that the Board review and accept the updated Capital Equipment and Improvement Plan (CEIP) for use in the 2018-2019 annual budget.

**B. RESERVE POLICY REVISIONS .....8**

***Presenter:*** Daniel Cozad

***Recommendation:*** The Finance & Administration Committee recommends that the Board review and approve changes to the 2018 Reserve Policy.

C. DISTRICT AND ENTERPRISE BUDGET FOR FISCAL YEAR 2018-2019 .....13

***Presenter:*** Daniel Cozad

***Recommendation:*** The Finance & Administration Committee recommends the Board review in workshop format provide any feedback and consider approval of the 2018-2019 District and Enterprise Budget or defer to a future meeting.

3. ADJOURN MEETING



# SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Memorandum No. 1573

**To: Board of Directors**

**From: Finance & Administration Committee/General Manager, Daniel Cozad**

**Date: May 22, 2018 Budget Workshop/May 23, 2018 Board Action**

**Subject: District and Enterprise Budget for Fiscal Year 2018-2019**

## **RECOMMENDATION**

The Finance & Administration Committee recommends the Board review in a workshop format, provide any feedback and consider approval of the 2018-2019 District and Enterprise Budget on May 23 or if needed approval at the June Board meeting.

## **BACKGROUND**

Staff prepared, and the Board approved the development plan for the Groundwater budget in February 2018. The Board also approved the Groundwater Council (GC) agreement and Equitable Allocation as replacement payment of the groundwater charge for members of the GC. These changes modify the manner and payment revenue to the District but not the total revenue. The Board also approved a 4% groundwater charge increase as it forecast last year at the April 25, 2018, public hearing. The rate resolution finalized the transition to a unitary Groundwater Charge rate with a three-year phase-in for non-municipal agricultural users by using the Rate Stabilization Reserve. In accordance with the approved budget plan staff developed budgets for the other Enterprises and the consolidated District budget. Staff followed the plan and updated the budget from actual and projected costs for 2017-2018. The Finance & Administration Committee reviewed a preliminary budget at their April 27 meeting and provided feedback to staff. With the Board feedback from the Workshop on May 22; staff will finalize any changes to allow Board approval on May 23 or if needed approval at the June Board meeting.

## **DISCUSSION**

The District has managed costs to stay within or below the available revenue in significant areas. Staff revised and updated the Capital Equipment and Improvement Plan with the Operation Committee earlier this year. This plan includes requirements and improvements that should be completed to maintain and secure our facilities such as the following:

- Mill Creek Diversion improvements, engineering, and construction (capital expense)
- Environmental evaluation and permitting of Mill Creek and Santa Ana Spreading Grounds for California Department of Fish and Wildlife permit, monitoring and documentation
- Mentone Shop sheds replacement and storage and/or restroom facilities

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Division 5:  
Melody McDonald

GENERAL  
MANAGER

Daniel B. Cozad

- Dump Truck and other Capital Equipment
- Continued Security repairs – fencing, gates, etc.: Mendoza property
- Plunge Creek Restoration Implementation
- Concrete Repair and Flume with new Gate/Current Meter Mill Creek
- Habitat Equipment Herbicide Sprayer and ATV
- Capital Maintenance SAR Main canal connection

These projects and CIP efforts raise the annual budget but are mostly funded from reserves established for this purpose with a small amount coming from current year operation funding. Significantly, new elements include environmental permitting and continued efforts related to facility security, fencing gates and capital equipment and Projects. These are offset by lower estimated costs for fuel and vehicle maintenance as well as a reduction in part-time field staffing.

The budget approach followed by staff includes the following elements and activities:

- Develop and review the draft budget with groundwater partners
- Vet the draft budget with the Groundwater Council's members
- Utilize the Groundwater Enterprise Budget to develop the proposed groundwater charge
- Review other budgets with appropriate partners and stakeholders
- Review the Capital Equipment Improvement Plan with the Operations Committee
- Review the preliminary budget with the Finance & Administration Committee
- Review the budget in a Board Workshop before requesting approval
- Utilize feedback from all of the above in the development of the budget for approval

### **Assumptions from the Budget Plan**

The budget uses the following assumptions and basis for the 2018-2019 budget where known:

#### **Revenue**

- Groundwater revenue based on maintenance and operation charges of GC members and actual charges paid with a review from groundwater partners
- Mining revenue will be estimated based on lease guaranteed annual minimum
- Conservation Trust Reimbursement for Management costs in Wash Plan implementation

#### **Expenses**

- Expenses are estimated on the zero basis or actual costs/estimates modified based on specific needs and actual 2016/2017 costs.
- COLA increases based on Bureau of Labor Statistics CPI-U All-West at 3.1%
- Salary forecast includes raise pool at 5% of total salaries
- Utilities increase at approximately 4-10% based on sector CPI or rates
- Miscellaneous expenses were generally increased where no other basis is available at 3%.

### **Significant Budget Changes**

Based on the District's "Pay-as-you-go" policy for facility development and capital improvement and maintenance, the 2018-19 budget proposes to fund substantial improvements from the retained earnings in the groundwater recharge and capital improvement reserves. In the 2017-2018 budget, the full cost of remaining capital projects and equipment were documented in the Capital Budget. This

effort is continued with this budget, and this budget separates capital costs from the Operating Budget. This change results in the need for cash management review but is a more transparent and understandable format in the document. Previously, the Operations Committee requested a shift in budgeting for the annual and wet year cleaning to include it in the annual operating budget. That request continues in this budget. Another change implementation in the budget for the Wash Plan Implementation included fractional staffing envisioned near the end of the year in accordance with the District staffing plan. The draft implementation budget is included, and estimated reimbursement to the District is estimated at \$100,000 for the 2018-2019 budget.

District staff also made some requested changes to the Reserve Policy to clarify and update the Policy as the Board reviews it each year when considering the budget. Changes proposed in this revision include:

- Updates related to Little Hoover Commission Report #239 and CSDA Guidelines
- Revisions to clarify the Groundwater Recharge Enterprise Reserve and reference the Capital Project and Equipment Reserve
- References to the Groundwater Council and revenue as well as minor changes to the Rate Stabilization reserve
- Reorganization and updates to the General Fund Reserves and components such as Operating, Absence, PERS/OPEB, and Self Insurance Reserves

### **POLICY CONSIDERATIONS**

The Board developed a sound budget process and reserve policy which it has consistently implemented over the past seven years. This process and policy are integrated to provide budget planning direction and comprehensive multi-committee and multi-party review of the Groundwater Charge and Groundwater Enterprise budget as well as the District comprehensive Budget. The Board's policies direct the development of the budget and the elements to be funded in the budget. The Board may reconsider their direction and provide other policy changes or staff direction in the workshop. The review and approval of the budget are consistent with the Boards Community Strategic Plan, Priorities and other policies.

### **ALTERNATIVES**

Potential Board Actions include:

- Accept and approve the draft budget and reserve policy for 2018-2019
- Provide general policy changes for June approval
- Provide specific changes to the budget document
- Table the issue and refer to the Finance & Administration Committee prior to the next meeting of the Board in June 2018.

### **FISCAL IMPACT**

Staff time for planning is included in the approved budget. Overall budgeted operating revenue increased by about \$370,000 primarily related to groundwater charge revenue and Trust Reimbursement of management and the Wash Plan loan from the District.

**POTENTIAL MOTIONS**

1. Move to accept the budget as recommended by the Finance & Administration Committee.
2. Move to accept the budget with general or specific changes.
3. Move to table the item to the Finance & Administration Committee prior to the next meeting of the Board in June 2018.

**ATTACHMENTS OR MATERIALS**

Budget Spreadsheets and reserve process

**APPROVALS**

Reviewed by the Finance & Administration Committee

Reviewed by Operations Committee

Reviewed by General Manager

Reviewed by District Counsel

Reviewed in Budget Workshop

## SBVWCD Capital Projects and Needs

### Existing Facilities Capital Repair and Improvement Projects

Version 13 4/26/18

Continue in Budget Discuss in workshop

| CIP No.                            | Capital Equipment or Project                                       | Cost Est.          | Cost to Date       | Budget             |                  | Status         | Running Total      | Enterprises      |                    |                    |
|------------------------------------|--|--------------------|--------------------|--------------------|------------------|----------------|--------------------|------------------|--------------------|--------------------|
|                                    |  |                    |                    | Remaining          | FY               |                |                    | Prior FYS        | GW                 | Land               |
| 1                                  | <b>Mill Creek</b>  | <b>\$750,000</b>   | <b>\$270,800</b>   | <b>\$479,200</b>   | <b>2016-2017</b> | <b>Ongoing</b> | <b>\$479,200</b>   |                  | <b>577000</b>      |                    |
|                                    | Mill Creek Diversion Improvement Design/Permitting                 | \$100,000          |                    |                    |                  | Ongoing        |                    | \$150,000        |                    |                    |
|                                    | Mill Creek Diversion Improvement Implementation                    | \$500,000          |                    |                    |                  | New Start      |                    |                  |                    |                    |
| 2                                  | <b>Plunge Creek Grant Funds \$500,000</b>                          | <b>\$710,000</b>   | <b>\$247,772</b>   | <b>\$462,228</b>   | <b>2016-2017</b> | <b>Ongoing</b> | <b>\$941,428</b>   |                  | \$500,000          |                    |
|                                    | Plunge Creek Restoration (Water and Habitat) Design/Permitting     | \$50,000           |                    |                    |                  | Ongoing        |                    | \$100,000        |                    | \$50,000           |
|                                    | Plunge Creek Restoration (Water and Habitat) Implementation        | \$560,000          |                    |                    |                  | Planning       |                    |                  |                    | \$560,000          |
| 3a                                 | Independent Concrete Restroom/Septic Tank Mentone Shop             | \$80,000           | \$0                | <b>\$80,000</b>    | <b>2016-2017</b> | New Start      | \$1,021,428        |                  | \$80,000           |                    |
| 3b                                 | Sheds Replacement and Storage for Mentone Shop, with Bath facil    | \$200,000          | \$0                | <b>\$200,000</b>   | <b>2018-2019</b> | New Start      | \$1,221,428        |                  | \$200,000          |                    |
| 4                                  | Trails Planning Design and Coordination                            | \$45,000           | \$45,000           | \$0                | 2016-2017        | Complete       | \$1,421,428        | \$45,000         |                    | \$45,000           |
| 5                                  | Redlands Plaza Parking Lot   | \$70,000           | \$100,000          | \$0                | 2016-2018        | Complete       | \$1,391,428        | \$100,000        |                    | \$70,000           |
| 6                                  | Wash Plan HCP Endowment  | \$55,000           | \$55,000           | \$0                | 2016-2017        | Complete       | \$1,391,428        | \$55,000         |                    |                    |
| 7                                  | <b>Mill Creek/ River HCP Permitting</b>                            | <b>\$120,000</b>   | <b>\$95,000</b>    | <b>\$25,000</b>    | <b>2016-2020</b> | <b>Ongoing</b> | <b>\$1,416,428</b> | \$80,000         | \$20,000           | \$5,000            |
| 8                                  | <b>Dump Truck and other Capital Equipment</b>                      | <b>\$150,000</b>   | <b>\$35,000</b>    | <b>\$115,000</b>   | <b>2016-2018</b> | <b>Ongoing</b> | <b>\$1,531,428</b> | \$35,000         | \$115,000          |                    |
| 9                                  | Fencing, gates, survey, topo, preliminary plans, etc. Mendoza      | \$45,000           | \$0                | <b>\$45,000</b>    | <b>2018-2018</b> | Planning       | \$1,576,428        |                  |                    | \$45,000           |
| 10                                 | Capital Maintenance - Mill Creek - Basin #6 to #12 capacity improv | \$30,000           | \$0                | <b>\$30,000</b>    | <b>2017-2018</b> | DELETED        | \$1,606,428        |                  | \$30,000           |                    |
| 11                                 | Mill Creek North Canal Flume SB-88 Compliance                      | \$50,000           | \$0                | <b>\$50,000</b>    | <b>2017-2019</b> | Replacement    | \$1,656,428        |                  | \$50,000           |                    |
| 12                                 | Habitat and Water Recharge planning or permitting for Mendoza      | \$120,000          | \$0                | <b>\$120,000</b>   | <b>2018-2020</b> | Opportunity    | \$1,776,428        |                  |                    | \$120,000          |
| 13                                 | Habitat Equipment Herbicide Sprayer and ATV and equipment          | \$30,000           | \$0                | <b>\$30,000</b>    | <b>2018-2019</b> | New Start      | \$1,806,428        |                  |                    | \$30,000           |
| 14                                 | Canyon house demolition and cleanup                                | \$20,000           | 0                  | <b>\$20,000</b>    | <b>2018</b>      | New Start      | \$1,826,428        |                  |                    | \$20,000           |
| 15                                 | Canyon shop lead abatement maintenance and drainage grading        | \$30,000           | 0                  | <b>\$30,000</b>    | <b>2018</b>      | New Start      | \$1,856,428        |                  | \$30,000           |                    |
| 16                                 | Capital Maintenance SAR Main canal to #11 Service Ramp Dike D      | \$75,000           | \$0                | <b>\$75,000</b>    | <b>2018</b>      | New Start      | \$1,931,428        |                  | \$75,000           |                    |
| <b>Potential or Opportunity</b>    |  |                    |                    |                    |                  |                |                    |                  |                    |                    |
| 17                                 | Buffer Land Acquisitions and Security improvements                 | \$500,000          | \$318,000          | <b>\$182,000</b>   | <b>2016-2020</b> | Opportunity    | \$2,113,428        |                  |                    | \$500,000          |
| 18                                 | Water Recharge Mendoza Design                                      | \$50,000           | \$0                | <b>\$50,000</b>    | <b>2017-2020</b> | Opportunity    | \$2,163,428        |                  | \$50,000           |                    |
| 19                                 | Water Recharge Mendoza Implementation                              | \$300,000          | \$0                | <b>\$300,000</b>   | <b>2017-2020</b> | Conceptual     | \$2,463,428        |                  | \$300,000          |                    |
| 25                                 | Community (Distributed) Recharge Planning                          | \$200,000          | \$0                | <b>\$200,000</b>   | <b>2017-2021</b> | Conceptual     | \$2,663,428        |                  |                    | \$200,000          |
| 23                                 | Aggressive Recharge Planning/Permitting - Mill                     | \$100,000          | \$0                | <b>\$100,000</b>   | <b>2017-2021</b> | Conceptual     | \$2,763,428        |                  |                    | \$100,000          |
| 24                                 | Borrow Pit basins bypass to pit SAR                                | \$75,000           | \$0                | <b>\$75,000</b>    | <b>2018</b>      | Conceptual     | \$2,838,428        |                  | \$75,000           |                    |
| 25                                 | D9 Bulldozer/long reach excavator permitted cleaning D6T \$400K    | \$500,000          | \$0                | <b>\$500,000</b>   | <b>2019</b>      | Potential      | \$3,338,428        |                  | \$500,000          |                    |
| 23                                 | Aggressive Recharge Planning/Permitting                            | \$100,000          | \$0                | <b>\$100,000</b>   | <b>2017-2021</b> | Conceptual     | \$3,438,428        |                  |                    | \$100,000          |
| 24                                 | Aggressive Recharge Implementation                                 | \$1,000,000        | \$0                | <b>\$1,000,000</b> | <b>2019-2025</b> | Conceptual     | \$4,438,428        |                  | \$1,000,000        |                    |
| 26                                 | Community (Distributed) Recharge Implementation                    | \$2,000,000        | \$0                | <b>\$2,000,000</b> | <b>2018-2030</b> | Conceptual     | \$6,438,428        |                  |                    | \$2,000,000        |
| 27                                 | Greenspot and Cone camp parking/staging and trailheads plannin     | \$50,000           | \$0                | <b>\$50,000</b>    | <b>2018-2026</b> | Conceptual     | \$6,488,428        |                  |                    | \$50,000           |
| 28                                 | Mining Area Multi-use Planning                                     | \$100,000          | \$0                | <b>\$100,000</b>   | <b>2020-2025</b> | Conceptual     | \$6,588,428        |                  |                    | \$100,000          |
| 29                                 | Treatment Wetlands Planning  | \$150,000          | \$0                | <b>\$150,000</b>   | <b>2020-2026</b> | Conceptual     | \$6,738,428        |                  | \$50,000           | \$100,000          |
| 30                                 | Greenspot/Cone camp parking/staging and trailheads                 | \$350,000          | \$0                | <b>\$350,000</b>   | <b>2018-2027</b> | Conceptual     | \$6,938,428        |                  |                    | \$350,000          |
| <b>Total Budgeted Capital Cost</b> |  | <b>\$8,665,000</b> | <b>\$1,166,572</b> | <b>\$6,918,428</b> |                  |                |                    |                  |                    |                    |
| <b>Net of Grant</b>                |  | <b>\$8,165,000</b> |                    | <b>\$6,418,428</b> |                  |                |                    |                  |                    |                    |
|                                    |  |                    |                    |                    |                  |                |                    | <b>\$565,000</b> | <b>\$3,652,000</b> | <b>\$4,445,000</b> |

## San Bernardino Valley Water Conservation District Policy

Policy Number 0001

Date: Revised DRAFT 5/22/2018

**Policy Name:** District and Enterprise Reserve Policy

**History:** Adopted 1/2011 revised 4/15/2013, 9/11/13, 11/19/14, 4/22/15, 5/31/17, and 5/22/18

**Application:** All SBVWCD Employees, Board Members, Enterprises, Partners and Financial Advisors

### GENERAL POLICY:

SBVWCD desires to better document and communicate its prudent reserve policy to identify the necessity, purpose, development, and use of District General and Enterprise reserves.

Additionally, the District needs to: 1) document a calculation methodology and/or maintained level of reserves for all existing and future needs within the agency where reserve funds are required and/or necessary; 2) allocate and separate fund excess for similar use, restrict transfer without Board Approval. The policy addresses the following:

Consideration of the establishment and development/continuation of a reserve fund will be decided based on the following criteria:

- Purpose and need for the reserve fund;
- Availability and source of funds to continue, replenish or establish the reserve;
- Operating expenditures approved by annual budgets or Groundwater Charge process;
- Current and future emergency repairs, capital expenditures and debt service requirements;
- Board approval or changes to the reserve policy.

SBVWCD recognizes the importance of operating an agency or company with prudent reserve levels in place that provides for unanticipated/emergency costs, should they arise within a budgeted fiscal year. These reserves are developed with enterprise fund balances and charges none of the District's minimal property tax allocation is included in these reserves. This policy was established in conformance with the California Special District Association "Special District Reserve Guidelines" and the Little Hoover Commission Report on reserves in 2000 and Report #239 in 2017. Reserve revenue would be set aside to avoid requesting significantly increased funding from year to year from groundwater charge entities or other revenue sources and to ensure that the District can perform required critical tasks and respond to emergencies. The reserves developed and managed as part of this policy are specific to water conservation and recharge needs that are not supported by regional or statewide infrastructure plans.

### SCOPE:

The development of the enterprise model was approved and implemented based on the review of the District's operation and performance in prior fiscal years. The enterprise model requires a policy and process for transferring reserves. It is appropriate to identify and build a General Fund operating reserve to provide funding for both District particular contingencies and annual budget shortfalls. Not covered by this policy is the investment of reserve funds. This is contained in a separate detailed Statement of Investment Policy.

This policy will provide direction to staff in the following areas:

- Sources of funds and segregation of the accounts and reserves
- Level and/or target for a reserve;
- Limits placed on the use of reserves;
- Requirements for reporting trends for reserves
- Limitation of transfers without Board Approval;



### **SPECIFIC RESERVE PROVISIONS:**

#### **A. Groundwater Recharge Enterprise Reserve**

The Groundwater Recharge Enterprise Reserve (GRER) shall be developed to fund general operating cash flow needs relative to the operation of the enterprise. Through the Groundwater Charge rate-setting process, Staff will informally coordinate with Groundwater Charge payees and Groundwater Council on the level rates and the reserve in accordance with this policy. Initially, it is proposed that the reserve level is set at an amount equal to 100% of the GRE operating budget or a target of \$1,250,000. Transfer of funds from the GRER will occur to cover the implementation of Groundwater related capital project. These funds will be held in the Capital Project and Equipment reserve to offset work in progress and obligated implementation funding. The accumulation of one-year's operating budget to cover substantial emergency repairs or revenue shortfalls, as needed. The District's cost is higher during and in the year after a wet year, and the District's revenue is most elevated in drought years. This countercyclical relationship requires a higher reserve and prudent planning. The primary source of these funds is the District Groundwater Charge. Regular maintenance on basins is performed annually on some many basins and included in the operating budget but, the most expensive maintenance of basins is planned five-year, or longer cycles come from reserves. This results in higher costs after wet years when the long-term maintenance is completed. Since 2011 the District has proportioned funding for exceptional wet year repairs and cleaning into GRER to have the funds available after wet year operations and avoid large swings in the Groundwater Charge.

An agreement with SBVMWD and WMWD provides separate funding for Enhanced Recharge operation and maintenance. This funding is distinct from funding received from the Groundwater Charge the uses of funds are very similar. A specific allocation of a portion of Enhanced Recharge funds annually to fund exceptional water year event costs is recommended. Assignment of a maximum of \$50,000 per year up to \$250,000 may be included in the GRER. The GW Emergency Repair target is considered fully funded at \$250,000.

#### **B. Groundwater Assessment Rate Stabilization Reserve**

This reserve is recommended to assist the District in providing stability and predictability in the Groundwater Assessment Fee. The reserve budget and excess funds will allow multi-year stability and support when costs increase or revenues decrease due to adverse weather, legal or other changes. This reserve will accumulate 10% of any net retained earnings of the Groundwater Enterprise from 2014 will be budgeted at up to 5% of the total rate. This 5% may be phased in over time. The reserve shall no longer be budgeted when it reaches \$200,000.

#### **C. Redlands Plaza Reserve**

The District's offices are in Redlands Plaza, and it manages the building for itself and its tenants. Also, other real property owned by the District that is leased is also operated by this enterprise. The Redlands Plaza Reserve (RPR) shall be developed solely of lease payments of the property leased up to an amount not to exceed greater of 150% of the average annual maintenance costs or 50% of yearly rental proceeds plus any capital improvement needed. For 2018 the target level is set at \$81,418. The purpose of the RPR is to accumulate funding to pay for major maintenance, upgrades, marketing, or emergency repairs such as paving completed in 2017.

### **D. Land Resources Reserve**

The Land Resources Reserve (LRR) shall be developed to fund general operating cash flow needs and emergency situations supporting land management, planning, habitat, Wash Plan needs, and other costs related to the Districts held lands. Through the payment of Aggregate royalties and other revenue, the LRR will accumulate capital to be able to fund the management needs and establish security against future unexpected expenses related to the District's land holdings or capital projects including acquisition or amenities such as access or trails. The Little Hoover Report #239 in 2017 recommended reserves should be accumulated to climate change needs. Staff has not thoroughly evaluated potential impacts of climate change, but capital project or acquisition of lands related to climate change will be funded from this reserve if possible. Staff coordinates with Land Resource Partners on likely income for each fiscal year and plans for contributions or uses of this reserve fund.

Initially, in 2011, this reserve did not have funding contribution due to limited mining activities. Costs to the Land Resources Enterprise are funded primarily by mining royalties. For 2017, the reserve is increased to \$816,743. Future levels may be set by modifications or in the Annual Budget.

### **E. Prepaid Royalties Reserve**

The District holds a \$5 Million prepaid royalty from Robertson's. This reserve is subject to call provisions in the contract with Robertson's and is invested in 1 year or shorter investments. This Prepaid Royalties Reserve (PRR) is intended to assure the District from Robertson's for the long-term lease of District property and the payment of future royalties. District revenue from interest may be used in the General Fund or fund the PRR if identified in the Annual Budget.

## **General Fund Reserves**

### **1. General Liability Fund Reserve**

This reserve is to secure funding to the General Fund for District operations in time of temporary deficit and to balance the large swings in District cash flow. The sources of funding to the District are ephemeral and tend toward moving together so when one revenue source is down; others are as well. Thus, the District needs to have long-term reserves and short-term operating funds and capital.

Because there will be urgent needs and possible unforeseen costs after the District sets rates and or costs which are over budget the District will use the General Fund Reserve (GFR). This reserve accumulates funds for anticipated general fund liabilities and allows the District flexibility to operate even in down economic cycles. Because general fund itself does not generate funding, it is often in need of Board approved transfers.

This reserve will be budgeted each year to increase and/or decrease based on annual operating expenditures of the General Fund and annual decisions made by the Board. It is envisioned that this reserve level balance once achieved, will be maintained at a level equal to approximately two years of General Fund operating expenses, currently roughly \$1,250,000. However, this level is ambitious given existing revenue sources to the General Fund. The general fund has several components described below for specific purposes, uses and limitations.

#### **a. Operating Fund Levels**

The Board has established an "Operating Fund" as a subset of the General Fund Reserve. This fund, not to exceed \$300,000, is determined as a limit to what may be withdrawn by the General Manager, from investments to meet the projected operating cash flow needs of the District within the budget year. Because revenue and expense timing, as well as contract reimbursements, do not align with expenses,

this Operating Funding is essential. Costs vary from year to year; therefore the Operating Fund level should be reviewed and may be modified by the Board as part of the Annual Budget process. The General Manager shall not transfer operating funds from investments beyond the level of the Operating Fund without Board approval.

Additionally, specific projects (such as the Wash Plan and Plunge Creek) will have project funding that must be explained in the District Annual Budget, but such funds are not received or expended with regard for the fiscal year. Planned spending of these project funds will be identified in the budget to the extent possible and will be subject to the segregation requirements of the Reserve Policy, as fiduciary funds but are not technically reserves for other purposes.

### **b. Compensated Absences Reserve**

The Board established this reserve to reflect the set aside of earned but unpaid annual leave, sick time and vacation. The purpose of the reserve is to ensure the District can pay for sick or vacation at employee separation.

### **c. PERS Employer Contribution and Post Employment Expense Reserve**

The District has limited post-employment liabilities due to its prudent management of benefits. The District shall review the actuarial report provided by CALPERS or OPEB Report to provide reserve funding adequate to fund projected post-employment expenses. In May 2014 the Board allocated the total of the Post Employment Reserve to the CalPERS OPEB Trust to hold funds for the OPEB liability. No funding is included in this reserve due to the Trust.

This reserve also provides funding for the District to protect against future fluctuations in the employer contribution as witnessed over the past several years. SBVWCD, like most agencies, was not obligated to contribute to the PERS retirement program as interest rates and earnings exceeded the projected liabilities of the retirement fund. Over the past few years, the SBVWCD Employer Contribution has increased, and additional increases forecast for the future. This reserve will be created to set aside funds at 7% of payroll even when the requested contribution from PERS falls below this level. No contribution and/or set aside will be required at this time, however, if the Board determines it may develop funding to offset future CalPERS Rate increase risk.

### **d. Self-Insurance Reserve**

This reserve is to provide insurance protection to the District for losses that could arise from the property, general liability, and worker's compensation claims. The reserve should be maintained at a level that together with SBVWCD's existing insurance policies would adequately protect the District. The Self-Insurance Reserve (SIR) will accumulate funds at an annual rate of \$5,000 earning interest allocated on balances maintained. The fund shall be utilized to cover insurance losses experienced by the agency that may or may not be awaiting insurance claim reimbursement or deductibles. The agency shall cease to contribute set-aside funds upon reaching a \$50,000 balance.

### **F. Capital Improvement Project and Equipment Reserve**

This reserve is to provide multi-year funding to support current ongoing work in progress future capital projects and equipment identified and approved by the Board in the District plans and budgets. Costly equipment or vehicles are budgeted, and reserves maintained as an alternative to funding depreciation in the budget process. The District has reviewed its capital improvement and equipment reserve based on capital repairs and equipment. This reserve target was initially set to \$400,000 in 2015 and has been increased to \$750,000 to accommodate near-term capital needs primarily for Mill and Plunge Creek projects and should be increased as these project come to construction.

### **CLARIFICATIONS:**

#### Restricted Reserves

The only funds classified as restricted are those which are specifically governed by a written contract with the agency or outlined within the “bond covenants” of a bond issue. The District currently holds no restricted reserves but does hold fiduciary funds contributed by others for the Wash Plan HCP.

#### Unrestricted Reserves

Reserve levels classified as unrestricted are set by SBVWCD Board Policy. The Board may modify or transfer funds between reserves by Board action.

### **Reserve and Enterprise Transfers, Loans and Approval**

The District Board has authority over all transfers and loans among enterprises and their Reserve accounts. The Board delegates day to day management of the funds of the enterprises to the General Manager. Under this authority, the General Manager may approve the transfer/loan of funds from one enterprise/reserve to/from another within the fiscal year in an amount not to exceed \$50,000. Such transfers/loans must be repaid within the same fiscal year, and accrued interest (at the LAIF rate) is due to the lending enterprise reserve from the borrowing enterprise reserve. Invested funds are pooled, and interest is allocated to the general fund unless specifically identified. Transactions above this limit or which will extend past the end of the fiscal year shall be disclosed and approved by the Board unless included in the annual budget.

| GL ACCT:                      GL DESCRIPTION: |  | Approved            | Expended/                             | Projected                               |                       |                            | GENERAL FUND    |          |                                  | GROUNDWATER RECHARGE ENTERPRISE |          |                             | REDLANDS PLAZA & LEASED PROPERTY-<br>MENTONE HOUSE |          |                         | LAND RESOURCE   |          |                            | WASH PLAN and TRUST SUPPORT |          |                      |
|---|--|---------------------|---------------------------------------|---|-----------------------|----------------------------|-----------------|----------|----------------------------------|---------------------------------|----------|-----------------------------|--|----------|-------------------------|-----------------|----------|----------------------------|-----------------------------|----------|----------------------|
| 2018-2019 Budget                              |  | 2017-2018<br>Budget | Received to<br>Date as of<br>12/31/17 | Annual<br>Costs<br>(7/1/17-<br>6/30/18) | Increase/<br>Decrease | Draft 2018-<br>2019 Budget | 2018<br>BUDGET: | % BUDGET | BASIS:                           | 2018 BUDGET:                    | % BUDGET | BASIS:                      | 2018<br>BUDGET:                                    | % BUDGET | BASIS:                  | 2018<br>BUDGET: | % BUDGET | BASIS:                     | 2018<br>BUDGET:             | % BUDGET | BASIS:               |
| INCOME:                                       |  |                     |                                       |   |                       |                            |                 |          |                                  |                                 |          |                             |  |          |                         |                 |          |                            |                             |          |                      |
| 4012  | INTEREST INCOME-LAIF                   | 1,800.00            | 2,261.30                              | 4,700.00                                | 2,700.00              | 4,500.00                   | 4,500.00        | 100.00%  |                                  | 0.00                            |          |                             | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 4013  | INTEREST INCOME-CALTRUST               | 20,000.00           | 18,482.77                             | 30,000.00                               | 12,500.00             | 32,500.00                  | 32,500.00       | 100.00%  |                                  | 0.00                            |          | Groundwater Totals          | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 4014  | INTEREST INCOME-CA CREDIT UNION        | 25,000.00           | 13,166.24                             | 25,000.00                               | 1,000.00              | 26,000.00                  | 1,000.00        | 100.00%  |                                  |                                 |          | \$ 958,497                  | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 4015  | INTEREST INCOME-UBS                    | 17,500.00           | 8,309.98                              | 17,500.00                               | 4,500.00              | 22,000.00                  | 22,000.00       | 100.00%  |                                  |                                 |          | \$ 64,920                   | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 4021  | GROUNDWATER CHARGE-AG                  | 38,921.24           | 16,145.43                             | 37,019.88                               | -14,995.04            | 23,926.20                  | 0.00            |          |                                  | 23,926.20                       | 100.00%  | 4% rate increase            | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 4023  | GROUNDWATER CHARGE-NON AG              | 713,700.40          | 364,109.26                            | 868,310.43                              | -672,706.68           | 40,993.72                  | 0.00            |          | Adjusted Ag Non-Ag per schedule  | 40,993.72                       | 100.00%  | Adjusted Ag Non-Ag per sche | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 4025  | GROUNDWATER COUNCIL REVENUE            | 0.00                | 0.00                                  | 0.00                                    | 893,577.00            | 893,577.00                 | 0.00            |          |                                  | 893,577.00                      | 100.00%  |                             | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 4031  | PLANT SITE CEMEX                       | 48,000.00           | 24,000.00                             | 48,000.00                               | 0.00                  | 48,000.00                  | 0.00            |          |                                  | 0.00                            |          |                             | 0.00   |          |                         | 48,000.00       | 100.00%  | PER LEASE MIN              | 0.00                        |          |                      |
| 4032  | CEMEX - ROYALTY/LEASE                  | 586,000.00          | 244,166.65                            | 586,000.00                              | 0.00                  | 586,000.00                 | 0.00            |          |                                  | 0.00                            |          |                             | 0.00   |          |                         | 586,000.00      | 100.00%  | Per Lease Agreement        | 0.00                        |          |                      |
| 4036  | AGGREGATE MAINTENANCE                  | 55,000.00           | 19,654.37                             | 30,000.00                               | -15,000.00            | 40,000.00                  | 0.00            |          |                                  | 0.00                            |          |                             | 0.00   |          |                         | 40,000.00       | 100.00%  | EST FROM 2010              | 0.00                        |          |                      |
| 4040  | MISCELLANEOUS INCOME                   | 10,000.00           | 3,003.00                              | 10,000.00                               | 0.00                  | 10,000.00                  | 7,500.00        | 75.00%   | ESTIMATE                         | 0.00                            |          |                             | 0.00   |          |                         | 2,500.00        | 25.00%   | ESTIMATE                   | 0.00                        |          |                      |
| 4050  | PROPERTY TAX                           | 81,800.00           | 82,736.74                             | 100,000.00                              | 22,335.47             | 104,135.47                 | 104,135.47      | 100.00%  | +5%                              | 0.00                            |          |                             | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 4055  | SBVMWD LEASE AGREEMENT                 | 376,066.70          | 380,371.00                            | 380,371.00                              | 9,629.49              | 385,696.19                 | 192,848.10      | 50.00%   | +1.4% CPI                        | 192,848.10                      | 50.00%   | 0.6% EST. CPI-U CUURA421S   | 0.00   |          |                         | 0.00            | 0.00%    | Land Lease Cost            | 0.00                        |          |                      |
| 4062  | MENTONE PROPERTY INCOME                | 21,600.00           | 11,000.00                             | 22,100.00                               | 1,200.00              | 22,800.00                  | 0.00            |          | Actual Rent                      | 0.00                            |          |                             | 22,800.00  | 100.00%  | PER LEASE               | 0.00            |          |                            | 0.00                        |          |                      |
| 4065  | REDLANDS PLAZA                         | 165,822.65          | 86,847.19                             | 165,822.65                              | 4,975.53              | 170,798.18                 | 0.00            |          | Vacancy likely                   | 0.00                            |          |                             | 170,798.18   | 100.00%  | Est. via revised leases | 0.00            |          |                            | 0.00                        |          |                      |
| 4066  | REDLANDS PLAZA CAM                     | 32,000.00           | 17,093.72                             | 32,000.00                               | 3,000.00              | 35,000.00                  | 0.00            |          | Vacancy likely                   | 0.00                            |          |                             | 35,000.00  | 100.00%  | Est. via revised leases | 0.00            |          |                            | 0.00                        |          |                      |
| 4080  | EXCHANGE PLAN                          | 30,000.00           | 0.00                                  | 30,000.00                               | 0.00                  | 30,000.00                  | 0.00            |          |                                  | 30,000.00                       | 100.00%  | HISTORIC                    | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 4025  | WASH PLAN REVENUE * from Reserves      | 70,000.00           | 54,819.37                             | 90,000.00                               | 30,000.00             | 100,000.00                 | 0.00            |          | Processing Complete              | 0.00                            |          |                             | 0.00   |          |                         | 0.00            |          |                            | 0.00                        | 100.00%  |                      |
| 4086  | PLUNGE CREEK IRWMP Grant               | 150,000.00          | 5,651.92                              | 100,000.00                              | 0.00                  | 150,000.00                 | 0.00            |          | Per Plunge Creek Budget/schedule | 0.00                            |          |                             | 0.00   |          |                         | 150,000.00      | 100.00%  |                            | 0.00                        |          |                      |
| 4998  | RATE STABILIZATION *From Reserves      | 35,000.00           | 0.00                                  | 35,000.00                               | -12,777.00            | 22,223.00                  | 0.00            |          |                                  | 22,223.00                       | 100%     |                             | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 4999  | TRUST REIMBURSEMENT WASH PLAN          | 0.00                | 0.00                                  | 0.00                                    | 100,000.00            | 100,000.00                 | 0.00            |          |                                  | 0.00                            |          |                             | 0.00   |          |                         | 0.00            |          |                            | 0.00                        | 100.00%  | From Trust proceeds  |
| TOTAL INCOME:                                 |  | 2,478,210.99        | 1,351,818.94                          | 2,611,823.96                            | 369,938.77            | 2,848,149.76               | 364,483.57      |          |                                  | 1,203,568.02                    |          |                             | 228,598.18   |          |                         | 826,500.00      |          |                            | 200,000.00                  |          |                      |
| EXPENSES:                                     |  |                     |                                       |   |                       |                            |                 |          |                                  |                                 |          |                             |  |          |                         |                 |          |                            |                             |          |                      |
| 5080  | LAFCO CONTRIBUTION/FEES                | 400.00              | 2,152.67                              | 2,500.00                                | 2,600.00              | 3,000.00                   | 3,000.00        | 100.00%  | LAFCO Charges                    | 0.00                            |          |                             | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 5120  | MISC. PROFESSIONAL SERVICES            | 150,000.00          | 36,093.86                             | 100,000.00                              | -20,000.00            | 130,000.00                 | 39,000.00       | 30.00%   | Includes GSC Support             | 27,300.00                       | 21.00%   | GSC and Bio Support         | 0.00   | 0.00%    |                         | 63,700.00       | 49.00%   |                            | 0.00                        |          |                      |
| 5122  | WASH PLAN PROFESSIONAL SERVICES        | 50,000.00           | 2,612.65                              | 50,000.00                               | -20,000.00            | 30,000.00                  | 0.00            |          | Per Wash Plan Budget             | 0.00                            |          |                             | 0.00   |          |                         |                 |          |                            | 30,000.00                   | 100.00%  | Per Wash Plan Budget |
| 5124  | PLUNGE CREEK PROFESSIONAL SERVICES     | 150,000.00          | 19,491.51                             | 150,000.00                              | 0.00                  | 150,000.00                 | 0.00            |          | Per Plunge Creek Budget          | 7,500.00                        | 5.00%    |                             | 0.00   |          |                         | 142,500.00      | 95.00%   | Plunge Creek Budget        | 0.00                        |          |                      |
| 5125  | ENGINEERING SERVICES                   | 18,000.00           | 0.00                                  | 18,000.00                               | 0.00                  | 18,000.00                  | 0.00            |          |                                  | 18,000.00                       | 100.00%  | GENERAL ENG./GIS            | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 5130  | AERIAL PHOTO/SURVEYING/MARKET          | 1,000.00            | 0.00                                  | 1,000.00                                | 0.00                  | 1,000.00                   | 0.00            |          |                                  | 0.00                            |          |                             | 0.00   |          |                         | 1,000.00        | 100.00%  |                            | 0.00                        |          |                      |
| 5133  | Regional River HCP Contribution CIP #7 | 40,000.00           | 0.00                                  | 40,000.00                               | -15,000.00            | 25,000.00                  | 0.00            |          |                                  | 18,750.00                       | 75.00%   |                             | 0.00   |          |                         | 6,250.00        | 25.00%   |                            | 0.00                        |          |                      |
| 5143  | SBVCT District Contribution            | 4,042.00            | 0.00                                  | 4,042.00                                | -4,042.00             | 0.00                       | 0.00            |          |                                  | 0.00                            |          |                             | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 5145  | ENVIRONMENTAL SERVICES (WASH PLAN)     | 0.00                | 510.69                                | 510.69                                  | 0.00                  | 0.00                       | 0.00            |          |                                  | 0.00                            |          |                             | 0.00   |          |                         | 0.00            | 100.00%  | Conservation Trust Support | 0.00                        | 100.00%  | Per Wash Plan Budget |
| 5160  | IT SUPPORT                             | 7,000.00            | 2,250.00                              | 7,000.00                                | 0.00                  | 7,000.00                   | 2,800.00        | 40.00%   |                                  | 3,500.00                        | 50.00%   | Share by need               | 0.00   |          |                         | 700.00          | 10.00%   |                            | 0.00                        |          |                      |
| 5170  | AUDIT                                  | 27,135.00           | 23,500.00                             | 27,135.00                               | -910.00               | 26,225.00                  | 5,245.00        | 20.00%   |                                  | 12,063.50                       | 46.00%   | Share based on Revenue      | 3,933.75   | 15.00%   | ON REVENUE              | 4,982.75        | 19.00%   | ON REVENUE                 | 0.00                        |          |                      |
| 5175  | LEGAL-WASH PLAN                        | 10,000.00           | 2,135.00                              | 10,000.00                               | 0.00                  | 10,000.00                  | 0.00            |          |                                  | 0.00                            |          |                             | 0.00   |          |                         | 0.00            |          |                            | 10,000.00                   | 100.00%  | Per Wash Plan Budget |
| 5180  | LEGAL                                  | 190,000.00          | 90,567.60                             | 190,000.00                              | -15,000.00            | 175,000.00                 | 52,500.00       | 30.00%   | Litigation on SOD                | 52,500.00                       | 30.00%   | GSC and COE Litigation      | 12,250.00  | 7.00%    |                         | 57,750.00       | 33.00%   | Agreements                 | 0.00                        |          | 40,000.00            |
| FIELD OPERATIONS:                             |  |                     |                                       |   |                       |                            |                 |          |                                  |                                 |          |                             |  |          |                         |                 |          |                            |                             |          |                      |
| 5123  | TEMP FIELD LABOR                       | 11,000.00           | 0.00                                  | 11,000.00                               | 0.00                  | 11,000.00                  | 0.00            |          |                                  | 11,000.00                       | 100.00%  | Invasive and canal cleaning | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 5210  | EQUIPMENT MAINTENANCE                  | 6,000.00            | 3,209.80                              | 6,000.00                                | 180.00                | 6,180.00                   | 0.00            |          |                                  | 6,180.00                        | 100.00%  | based on average actual     | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 5215  | PROPERTY MAINTENANCE                   | 40,000.00           | 4,780.88                              | 40,000.00                               | 2,000.00              | 42,000.00                  | 0.00            |          |                                  | 33,600.00                       | 80.00%   | Basin Maintenance Moved     | 0.00   |          |                         | 8,400.00        | 20.00%   | Tamerisk                   | 0.00                        |          |                      |
| 5225  | FIELD CLEAN UP-ILLEGAL DUMPING         | 6,000.00            | 0.00                                  | 6,000.00                                | 0.00                  | 6,000.00                   | 0.00            |          |                                  | 3,000.00                        | 50.00%   |                             | 0.00   |          |                         | 3,000.00        | 50.00%   |                            | 0.00                        |          |                      |
| 5050  | BASIN CLEANING FORMERLY 7050 CAPIT     | 50,000.00           | 1,882.50                              | 50,000.00                               | 0.00                  | 50,000.00                  |                 |          |                                  | 50,000.00                       | 100.00%  |                             |  |          |                         |                 |          |                            |                             |          |                      |
| VEHICLE OPERATIONS:                           |  |                     |                                       |   |                       |                            |                 |          |                                  |                                 |          |                             |  |          |                         |                 |          |                            |                             |          |                      |
| 5310  | VEHICLE MAINTENANCE                    | 10,000.00           | 4,688.87                              | 10,000.00                               | -2,000.00             | 8,000.00                   | 0.00            |          |                                  | 8,000.00                        | 100.00%  | reduced from 2013-14 base   | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 5320  | FUEL                                   | 12,250.00           | 3,982.35                              | 12,250.00                               | 250.00                | 12,500.00                  | 0.00            |          |                                  | 12,500.00                       | 100.00%  | EST. LOWER FUEL COST        | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| UTILITIES:                                    |  |                     |                                       |   |                       |                            |                 |          |                                  |                                 |          |                             |  |          |                         |                 |          |                            |                             |          |                      |
| 5410  | ALARM SERVICE                          | 1,500.00            | 645.00                                | 1,550.00                                | 0.00                  | 1,500.00                   | 750.00          | 50.00%   |                                  | 750.00                          | 50.00%   | FACILITIES SHARE            | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 5420  | ELECTRICITY                            | 9,500.00            | 4,458.11                              | 9,500.00                                | 247.00                | 9,747.00                   | 2,729.16        | 28.00%   |                                  | 1,949.40                        | 20.00%   | FACILITIES SHARE            | 5,068.44   | 52.00%   |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 5430  | MOBILE PHONES                          | 3,550.00            | 1,620.00                              | 3,550.00                                | 0.00                  | 3,550.00                   | 710.00          | 20.00%   |                                  | 2,662.50                        | 75.00%   | FACILITIES SHARE            | 0.00   |          |                         | 177.50          | 5.00%    |                            | 0.00                        |          |                      |
| 5440  | TELEPHONE                              | 8,000.00            | 2,773.45                              | 8,000.00                                | 0.00                  | 8,000.00                   | 5,600.00        | 70.00%   |                                  | 2,400.00                        | 30.00%   | FACILITIES SHARE            | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 5450  | NATURAL GAS                            | 900.00              | 72.14                                 | 900.00                                  | 42.30                 | 942.30                     | 565.38          | 60.00%   |                                  | 376.92                          | 40.00%   | FACILITIES SHARE            | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 5460  | WATER / TRASH / SEWER                  | 2,160.00            | 845.11                                | 2,160.00                                | 0.00                  | 2,160.00                   | 1,080.00        | 50.00%   |                                  | 864.00                          | 40.00%   | FACILITIES SHARE            | 0.00   |          |                         | 216.00          | 10.00%   |                            | 0.00                        |          |                      |
| 5470  | INTERNET SERVICES                      | 2,500.00            | 1,464.87                              | 2,500.00                                | 75.00                 | 2,575.00                   | 1,287.50        | 50.00%   |                                  | 772.50                          | 30.00%   | FACILITIES SHARE            | 128.75   | 5.00%    |                         | 386.25          | 15.00%   |                            | 0.00                        |          |                      |
| GENERAL ADMINISTRATION:                       |  |                     |                                       |   |                       |                            |                 |          |                                  |                                 |          |                             |  |          |                         |                 |          |                            |                             |          |                      |
| 6001  | GENERAL ADMIN-OTHER                    | 5,500.00            | 928.18                                | 5,500.00                                | -1,000.00             | 4,500.00                   | 2,250.00        | 50.00%   |                                  | 2,250.00                        | 50.00%   | ESTIMATE BY USE             | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 6002  | WEBSITE ADMINISTRATION                 | 3,100.00            | 1,467.94                              | 3,100.00                                | 200.00                | 3,300.00                   | 3,300.00        | 100.00%  |                                  | 0.00                            |          |                             | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 6003  | PROPERTY TAX                           | 235.10              | 0.00                                  | 235.10                                  | 0.00                  | 235.10                     | 235.10          | 100.00%  |                                  | 0.00                            |          |                             | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 6004  | MEETING EXPENSES                       | 2,000.00            | 605.78                                | 2,000.00                                | 0.00                  | 2,000.00                   | 1,000.00        | 50.00%   |                                  | 0.00                            |          |                             | 0.00   |          |                         | 1,000.00        | 50.00%   |                            | 0.00                        |          |                      |
| 6006  | PERMITS                                | 10,000.00           | 2,316.25                              | 10,000.00                               | 0.00                  | 10,000.00                  | 2,000.00        | 20.00%   |                                  | 5,000.00                        | 50.00%   | Fish and Wildlife           | 0.00   |          |                         | 3,000.00        | 30.00%   |                            | 0.00                        |          |                      |
| 6007  | INTER DISTRICT COSTS                   | 10,000.00           | 0.00                                  | 5,000.00                                | 0.00                  | 10,000.00                  | 0.00            | 0.00%    |                                  | 5,000.00                        | 50.00%   |                             | 0.00   |          |                         | 5,000.00        | 50.00%   |                            | 0.00                        |          |                      |
| 6009  | LICENSES                               | 1,639.00            | 1,014.90                              | 1,639.00                                | -421.12               | 1,217.88                   | 243.58          | 20.00%   |                                  | 974.30                          | 80.00%   | 2013-14 ACTUAL              | 0.00   |          |                         | 0.00            |          |                            | 0.00                        |          |                      |
| 6010  | SURETY BOND                            | 1,900.00            | 1,210.00                              | 1,900.00                                | 0.00                  | 1,900.00                   | 0.00            | 0.00%    |                                  | 0.00                            |          |                             | 0.00   |          |                         | 1,900.00        | 100.00%  |                            | 0.00                        |          |                      |
| 6012  |  |                     |                                       |   |                       |                            |                 |          |                                  |                                 |          |                             |  |          |                         |                 |          |                            |                             |          |                      |



| GL ACCT: GL DESCRIPTION: |                                  | Approved<br>2017-2018<br>Budget | Expended/<br>Received to<br>Date as of<br>12/31/17 | Projected<br>Annual<br>Costs<br>(7/1/17-<br>6/30/18) | Increase/<br>Decrease | Draft 2018-<br>2019 Budget | GENERAL FUND    |                     |                             | GROUNDWATER RECHARGE ENTERPRISE |          |                            | REDLANDS PLAZA & LEASED PROPERTY-<br>MENTONE HOUSE |          |                | LAND RESOURCE   |          |        | WASH PLAN and TRUST SUPPORT |          |                         |
|--------------------------|----------------------------------|---------------------------------|--|--|-----------------------|----------------------------|-----------------|---------------------|-----------------------------|---------------------------------|----------|----------------------------|--|----------|----------------|-----------------|----------|--------|-----------------------------|----------|-------------------------|
| 2018-2019 Budget         |                                  |                                 |  |  |                       |                            | 2018<br>BUDGET: | % BUDGET            | BASIS:                      | 2018 BUDGET:                    | % BUDGET | BASIS:                     | 2018<br>BUDGET:                                    | % BUDGET | BASIS:         | 2018<br>BUDGET: | % BUDGET | BASIS: | 2018<br>BUDGET:             | % BUDGET | BASIS:                  |
| 6019                     | JANITORIAL SUPPLIES              | 500.00                          | 174.87   | 500.00   | 0.00                  | 500.00                     | 300.00          | 60.00%              |                             | 200.00                          | 40.00%   | FACILITIES SHARE           | 0.00   |          |                | 0.00            |          |        | 0.00                        |          |                         |
| 6020                     | VACANCY MARKETING-REDLANDS PLAZA | 5,050.00                        | 158.82   | 3,050.00   | 450.00                | 5,500.00                   | 0.00            |                     |                             | 0.00                            |          |                            | 5,500.00   | 100.00%  | RENTAL SUPPORT | 0.00            |          |        | 0.00                        |          |                         |
| 6027                     | COMPUTER SOFTWARE                | 689.00                          | 0.00   | 689.00   | -89.00                | 600.00                     | 450.00          | 75.00%              |                             | 30.00                           | 5.00%    | FACILITIES SHARE           | 60.00  | 10.00%   |                | 60.00           | 10.00%   |        | 0.00                        |          |                         |
| 6030                     | OFFICE SUPPLIES                  | 4,250.67                        | 525.52   | 4,250.67   | -500.00               | 3,750.67                   | 3,000.54        | 80.00%              |                             | 187.53                          | 5.00%    | FACILITIES SHARE           | 375.07   | 10.00%   |                | 187.53          | 5.00%    |        | 0.00                        |          |                         |
| 6033                     | OFFICE EQUIPMENT RENTAL          | 8,900.00                        | 4,336.86   | 8,900.00   | 600.00                | 9,500.00                   | 7,125.00        | 75.00%              |                             | 475.00                          | 5.00%    | FACILITIES SHARE           | 1,425.00   | 15.00%   |                | 475.00          | 5.00%    |        | 0.00                        |          |                         |
| 6036                     | PRINTING                         | 980.00                          | 206.01   | 980.00   | 0.00                  | 980.00                     | 490.00          | 50.00%              |                             | 392.00                          | 40.00%   | GW Charge                  | 0.00   |          |                | 98.00           | 10.00%   |        | 0.00                        |          |                         |
| 6039                     | POSTAGE AND OVERNIGHT DELIVERY   | 1,200.00                        | 267.11   | 1,200.00   | 0.00                  | 1,200.00                   | 660.00          | 55.00%              |                             | 300.00                          | 25.00%   | GW Charge                  | 120.00   | 10.00%   |                | 120.00          | 10.00%   |        | 0.00                        |          |                         |
| 6042                     | PAYROLL PROCESSING FEES          | 2,450.00                        | 1,212.45   | 2,450.00   | 73.50                 | 2,523.50                   | 2,523.50        | 100.00%             | Actuals                     | 0.00                            |          |                            | 0.00   |          |                | 0.00            |          |        | 0.00                        |          |                         |
| 6045                     | BANK INVESTMENT SERVICE CHARGES  | 2,500.00                        | 942.15   | 2,500.00   | 75.00                 | 2,575.00                   | 2,575.00        | 100.00%             |                             | 0.00                            |          |                            | 0.00   |          |                | 0.00            |          |        | 0.00                        |          |                         |
| 6051                     | UNIFORMS                         | 2,000.00                        | 1,160.47   | 2,000.00   | 200.00                | 2,200.00                   | 660.00          | 30.00%              |                             | 1,540.00                        | 70.00%   | Field Uniforms             | 0.00   |          |                | 0.00            |          |        | 0.00                        |          |                         |
| 6060                     | OUTREACH                         | 20,000.00                       | 5,047.42   | 50,000.00  | 40,000.00             | 60,000.00                  | 21,000.00       | 35.00%              | BTAC Coop + Board Outreach  | 15,000.00                       | 25.00%   | share by mission           | 0.00   |          |                | 15,000.00       | 25.00%   |        | 9,000.00                    | 15.00%   |                         |
| 6087                     | EDUCATIONAL REIMBURSEMENT        | 2,500.00                        | 0.00   | 4,165.00   | 2,500.00              | 5,000.00                   | 5,000.00        | 100.00%             |                             | 0.00                            |          |                            | 0.00   |          |                | 0.00            |          |        | 0.00                        |          |                         |
| 6090                     | SUBSCRIPTIONS/PUBLICATIONS       | 1,000.00                        | 1,095.99   | 1,100.00   | 210.00                | 1,210.00                   | 1,210.00        | 100.00%             |                             | 0.00                            |          |                            | 0.00   |          |                | 0.00            |          |        | 0.00                        |          |                         |
| 6091                     | PUBLIC NOTICES                   | 3,000.00                        | 0.00   | 3,000.00   | 200.00                | 3,200.00                   | 640.00          | 20.00%              | Ordinance Change            | 2,560.00                        | 80.00%   | % OF 2010                  | 0.00   |          |                | 0.00            |          |        | 0.00                        |          |                         |
| 6093                     | MEMBERSHIPS                      | 18,500.00                       | 16,550.00  | 18,500.00  | 2,360.20              | 20,860.20                  | 20,860.20       | 100.00%             | ACWA CSDA Etc.              | 0.00                            |          |                            | 0.00   |          |                | 0.00            |          |        | 0.00                        |          |                         |
| BENEFITS:                |                                  |                                 |  |  |                       |                            |                 | Benefit Total       | 377,852.12                  |                                 |          |                            |  |          |                |                 |          |        |                             |          |                         |
| 6110                     | VISION INSURANCE                 | 2,017.25                        | 993.72   | 2,017.25   | 288.18                | 2,305.43                   | 370.25          | 16.06%              |                             | 1,430.78                        | 50.87%   | Based on percent of hours  | 143.44   | 5.10%    |                | 475.33          | 16.90%   |        | 311.36                      | 11.07%   |                         |
| 6120                     | WORKER'S COMP INSURANCE          | 11,358.50                       | 2,922.82   | 11,358.50  | 1,191.32              | 12,549.82                  | 2,015.50        | 16.06%              | BASE ON LABOR/reduced rates | 7,788.60                        | 50.87%   | Based on percent of hours  | 780.85   | 5.10%    |                | 2,587.52        | 16.90%   |        | 1,694.90                    | 11.07%   |                         |
| 6130                     | DENTAL INSURANCE                 | 9,047.79                        | 4,211.52   | 9,047.79   | 794.14                | 9,841.93                   | 1,580.61        | 16.06%              | BASE ON LABOR               | 6,108.04                        | 50.87%   | Based on percent of hours  | 612.36   | 5.10%    |                | 2,029.21        | 16.90%   |        | 1,329.19                    | 11.07%   |                         |
| 6150                     | MEDICAL INSURANCE                | 143,132.54                      | 71,629.75  | 143,132.54   | 34,038.40             | 177,170.94                 | 28,453.65       | 16.06%              | Policy Reduction            | 109,954.77                      | 50.87%   | Based on percent of hours  | 11,023.58  | 5.10%    |                | 36,529.10       | 16.90%   |        | 23,927.64                   | 11.07%   |                         |
| 6150.01                  | MEDICAL EMPLOYEE CONTRIBUTION    | -22,217.51                      | -10,102.56   | -22,217.51   | -5,417.75             | -27,635.26                 | -4,438.22       | 16.06%              |                             | -14,058.06                      | 50.87%   |                            | -1,409.40  | 5.10%    |                | -4,670.36       | 16.90%   |        | -3,059.22                   | 11.07%   |                         |
| 6160                     | PAYROLL TAXES - EMPLOYER         | 55,002.19                       | 17,171.49  | 55,002.19  | 1,818.91              | 56,821.10                  | 9,125.47        | 16.06%              | Consolidated costs 2014     | 35,263.97                       | 50.87%   | Based on percent of hours  | 3,535.41   | 5.10%    |                | 11,715.37       | 16.90%   |        | 7,673.92                    | 11.07%   |                         |
| 6170                     | PERS RETIREMENT                  | 127,279.45                      | 68,286.52  | 127,279.45   | 19,518.71             | 146,798.16                 | 23,575.78       | 16.06%              | Noticed Increase            | 91,104.99                       | 50.87%   | Based on percent of hours  | 9,133.78   | 5.10%    |                | 30,266.84       | 16.90%   |        | 19,825.68                   | 11.07%   |                         |
| 6170.01                  | PERS EMPLOYEE CONTRIBUTION       | -26,015.02                      | -21,893.83   | -26,015.02   | -4,596.84             | -30,611.86                 | -4,916.26       | 16.06%              |                             | -15,572.25                      | 50.87%   |                            | -1,561.20  | 5.10%    |                | -5,173.40       | 16.90%   |        | -3,388.73                   | 11.07%   |                         |
| SALARIES:                |                                  |                                 |  |  |                       |                            |                 | Overhead Offset 22% |                             |                                 |          |                            |  |          |                |                 |          |        |                             |          |                         |
| 6210                     | OVERTIME                         |                                 | 0.00   |  |                       |                            | 0.00            |                     |                             |                                 |          |                            | 0.00   |          |                | 0.00            |          |        | 0.00                        |          |                         |
| 6230                     | REGULAR SALARIES                 | 752,712.27                      | 336,833.53   | 752,712.27   | 73,387.50             | 826,099.77                 |                 |                     |                             | 0.00                            |          |                            | 0.00   |          |                | 0.00            |          |        | 0.00                        |          |                         |
| Sub                      | Field Staff Part Time            | 10,005.95                       | 0.00   | 10,005.95  | 13,288.30             | 23,294.25                  | 0.00            |                     |                             | 14,209.49                       | 50.00%   | Salary+overhead 22% % time | 0.00   |          |                | 0.00            |          |        | 14,209.49                   | 50.00%   | half year 50% Wash Plan |
| Sub                      | Field Supervisor                 | 80,361.84                       | 35,569.54  | 80,361.84  | 2,494.65              | 82,856.49                  | 0.00            |                     | COLA 3.1%/RP - EMP PBs      | 101,084.92                      | 100.00%  | Salary+overhead 22% % time | 0.00   |          |                | 0.00            |          |        | 0.00                        |          |                         |
| Sub                      | Field Operations Spec I          | 42,908.84                       | 19,891.20  | 42,908.84  | 3,679.67              | 46,588.51                  | 0.00            |                     | COLA 3.1%/RP - EMP PBs      | 56,837.98                       | 100.00%  | Salary+overhead 22% % time | 0.00   |          |                | 0.00            |          |        | 0.00                        |          |                         |
| Sub                      | Lands Resources Mgr.             | 167,073.92                      | 76,387.31  | 167,073.92   | 11,837.63             | 178,911.55                 | 17,891.16       | 10.00%              | COLA 3.1%/RP - EMP PBs      | 98,222.44                       | 45.00%   | Salary+overhead 22% % time | 0.00   | 0.00%    |                | 43,654.42       | 20.00%   |        | 54,568.02                   | 25.00%   |                         |
| Sub                      | Admin Services Spec.             | 76,493.56                       | 34,972.88  | 76,493.56  | 5,418.57              | 81,912.13                  | 32,764.85       | 40.00%              | COLA 3.1%/RP - EMP PBs      | 44,969.76                       | 45.00%   | Salary+overhead 22% % time | 9,993.28   | 10.00%   |                | 4,996.64        | 5.00%    |        | 0.00                        |          |                         |
| Sub                      | Admin Services Spec.             | 71,306.04                       | 33,062.40  | 71,306.04  | 6,131.61              | 77,437.65                  | 19,359.41       | 25.00%              | COLA 3.1%/RP - EMP PBs      | 28,342.18                       | 30.00%   | Salary+overhead 22% % time | 23,618.48  | 25.00%   |                | 14,171.09       | 15.00%   |        | 4,723.70                    | 5.00%    |                         |
| Sub                      | Assistant Engineer PT            | 41,925.00                       | 21,860.08  | 41,925.00  | 3,825.95              | 45,750.95                  | 0.00            | 0.00%               | COLA 3.1%/RP - EMP PBs      | 33,489.69                       | 60.00%   | Salary+overhead 22% % time | 0.00   |          |                | 16,744.85       | 30.00%   |        | 5,581.62                    | 10.00%   |                         |
| Sub                      | GIS Intern/contract              | 11,352.00                       | 6,555.82   | 11,352.00  | 3,996.47              | 15,348.47                  | 0.00            | 0.00%               | COLA 3.1%/RP - EMP PBs      | 18,725.13                       | 100.00%  | Salary+overhead 22% % time | 0.00   |          |                | 0.00            | 0.00%    |        | 0.00                        | 0.00%    |                         |
| Sub                      | General Manager                  | 228,519.20                      | 105,465.60   | 228,519.20   | 18,498.81             | 247,018.01                 | 49,403.60       | 20.00%              | COLA 3.1%/RP - EMP PBs      | 99,449.45                       |          |                            |  |          |                |                 |          |        |                             |          |                         |

| GL ACCT:                      GL DESCRIPTION: |                                       | Approved<br>2017-2018<br>Budget | Expended/<br>Received to<br>Date as of<br>12/31/17 | Projected<br>Annual<br>Costs<br>(7/1/17-<br>6/30/18) | Increase/<br>Decrease | Draft 2018-<br>2019 Budget | GENERAL FUND    |          |                                  | GROUNDWATER RECHARGE ENTERPRISE |  |                              | REDLANDS PLAZA & LEASED PROPERTY-<br>MENTONE HOUSE |          |        | LAND RESOURCE   |          |                       | WASH PLAN and TRUST SUPPORT |        |  |  |  |
|---|---------------------------------------|---------------------------------|--|--|-----------------------|----------------------------|-----------------|----------|----------------------------------|---------------------------------|--|------------------------------|--|----------|--------|-----------------|----------|-----------------------|-----------------------------|--------|--|--|--|
| 2018-2019 Budget                              |                                       |                                 |  |  |                       |                            | 2018<br>BUDGET: | % BUDGET | BASIS:                           | 2018 BUDGET:                    | % BUDGET                                 | BASIS:                       | 2018<br>BUDGET:                                    | % BUDGET | BASIS: | 2018<br>BUDGET: | % BUDGET | BASIS:                |                             |        |  |  |  |
| Multiyear Capital projects                    |                                       |                                 |  |  |                       |                            |                 |          |                                  |                                 |  |                              |  |          |        |                 |          |                       |                             |        |  |  |  |
| 7010  | MATERIALS                             | 8,000.00                        | 0.00   | 8,000.00   | 4,000.00              | 12,000.00                  | 0.00            |          |                                  | 6,000.00                        | 50.00%                                   | Field Security Changes       | 0.00   |          |        | 0.00            |          |                       | 6,000.00                    | 50.00% |  |  |  |
| 7055  | PLUNGE CREEK PROJECT CIP #2           | 500,000.00                      | 0.00   | 500,000.00   | -37,772.00            | 462,228.00                 | 0.00            |          | In GL 5124 Until Completion      | 92,445.60                       | 20.00%                                   | 20% recharge                 | 0.00   |          |        | 369,782.40      | 80.00%   | Match Funding for PCC | 0.00                        |        |  |  |  |
| LAND & BUILDINGS                              |                                       |                                 |  |  |                       |                            |                 |          |                                  |                                 |  |                              |  |          |        |                 |          |                       |                             |        |  |  |  |
| 7110  | PROPERTY - CAPITAL REPAIRS            | 260,000.00                      | 0.00   | 260,000.00   | -85,000.00            | 175,000.00                 | 0.00            |          | CIP #11 #14 #15 #16              | 35,000.00                       |  | CIP #11 #14 #15 #16          | 0.00   |          |        | 25,000.00       |          | Gates                 | 0.00                        |        |  |  |  |
| 7120  | PROPERTY - LAND PURCHASE              | 0.00                            | 0.00   | 0.00   | 0.00                  | 0.00                       |                 |          |                                  |                                 |  |                              |  |          |        |                 |          |                       | 0.00                        |        |  |  |  |
| 7130  | MENTONE PROPERTY (HOUSE) CAPITAL      | 0.00                            | 0.00   | 0.00   | 0.00                  | 0.00                       | 0.00            |          |                                  | 0.00                            |  |                              | 0.00   | 100.00%  |        | 0.00            |          |                       | 0.00                        |        |  |  |  |
| 7140  | MENTONE PROPERTY (SHOP) CIP #3a or    | 50,000.00                       | 0.00   | 80,000.00  | 150,000.00            | 200,000.00                 | 0.00            |          |                                  | 200,000.00                      | 100.00%                                  |                              | 0.00   |          |        | 0.00            |          |                       | 0.00                        |        |  |  |  |
| 7160  | MENDOZA PROPERTY CIP #9 #12           | 215,000.00                      | 0.00   | 215,000.00   | -50,000.00            | 165,000.00                 |                 |          |                                  |                                 |  |                              |  |          |        | 165,000.00      | 100.00%  |                       |                             |        |  |  |  |
| EQUIPMENT & VEHICLES                          |                                       |                                 |  |  |                       |                            |                 |          |                                  |                                 |  |                              |  |          |        |                 |          |                       |                             |        |  |  |  |
| 7210  | COMPUTER HARDWARE CAPITAL REPAIR      | 5,000.00                        | 0.00   | 5,000.00   | 0.00                  | 5,000.00                   | 3,750.00        | 75.00%   |                                  | 1,250.00                        | 25.00%                                   | Allocation basis 2011        | 0.00   |          |        | 0.00            |          |                       | 0.00                        |        |  |  |  |
| 7220  | COMPUTER SOFTWARE                     | 12,500.00                       | 4,259.00   | 12,500.00  | -2,500.00             | 10,000.00                  | 2,000.00        | 20.00%   |                                  | 3,000.00                        | 30.00%                                   | Allocation basis 2011        | 0.00   |          |        | 4,000.00        | 40.00%   |                       | 1,000.00                    | 10.00% |  |  |  |
| 7230  | FIELD EQUIPMENT / VEHICLES CIP #8 & # | 150,000.00                      | 32,009.42  | 150,000.00   | -5,000.00             | 145,000.00                 | 0.00            |          |                                  | 145,000.00                      | 100.00%                                  |                              | 0.00   |          |        | 0.00            |          |                       | 0.00                        |        |  |  |  |
| 7240  | OFFICE EQUIPMENT                      | 1,500.00                        | 5,581.88   | 1,500.00   | 0.00                  | 1,500.00                   | 1,500.00        | 100.00%  |                                  | 0.00                            |  |                              | 0.00   |          |        | 0.00            |          |                       | 0.00                        |        |  |  |  |
| PROFESSIONAL SERVICES:                        |                                       |                                 |  |  |                       |                            |                 |          |                                  |                                 |  |                              |  |          |        |                 |          |                       |                             |        |  |  |  |
| 7150  | MILL CREEK DIVERSION PROJECT CIP #1   | 577,000.00                      | 0.00   | 577,000.00   | -97,800.00            | 479,200.00                 | 0.00            |          | MultiYear Total comitment \$750K | 479,200.00                      | 100.00%                                  | In WIP Acct until completion | 0.00   |          |        | 0.00            |          |                       | 0.00                        |        |  |  |  |
| 7438  | ENGINEERING SERVICES-OTHER            | 135,000.00                      | 0.00   | 135,000.00   | -10,000.00            | 125,000.00                 | 0.00            |          | CIP #7                           | 37,500.00                       | 30.00%                                   | Mill Creek O&M Plans         | 0.00   |          |        | 87,500.00       | 70.00%   | Mill Creek O&M Plans  | 0.00                        |        |  |  |  |
| CAPITAL EXPENSE                               |                                       | 1,914,000.00                    | 41,850.30  | 1,944,000.00   | -134,072.00           | 1,779,928.00               | 7,250.00        |          |                                  | 999,395.60                      |  |                              | 0.00   |          |        | 651,282.40      |          |                       | 7,000.00                    |        |  |  |  |
| CAPITAL REVENUE                               |                                       | 280,500.00                      |  |  |                       | 314,500.00                 | 0.00            |          |                                  | 114,500.00                      |  |                              | 0.00   |          |        | 200,000.00      |          |                       | 0.00                        |        |  |  |  |
| CAPITAL SUBTOTAL ANNUAL NET                   |                                       | -834,809.51                     |  |  |                       | -1,350,428.00              | -7,250.00       |          |                                  | -884,895.60                     |  |                              | 0.00   |          |        | -451,282.40     |          |                       | -7,000.00                   |        |  |  |  |
| RESERVE CONTRIBUTION OR (-USE)                |                                       | -1,028,454.42                   |  | TOTAL  | -2,595,602            | -1,285,300.80              | -27,460.72      |          |                                  | -885,664.97                     | Total Multi year Pay Go Capital Project: | 40,019.15                    |  |          |        | -419,862.30     |          |                       | -17,331.97                  |        |  |  |  |

| Investment Instruments                    | Beginning Balance<br>as of July 1, 2017 | 3rd Quarter Balance<br>ending Mar 31, 2018 | Rate Effective<br>Yield to Date | Cumulative<br>Unrealized<br>Gain (Loss) |
|---|---|--|---------------------------------|---|
| <b>Pooled Money Investment Accounts</b>   |   |  |                                 |   |
| LAIF                                      | \$ 450,847.82                           | \$ 454,484.74                              | 0.80%                           | -                                       |
| CalTRUST                                  |   |  |                                 |   |
| Short-Term Fund                           | \$ 3,003,802.30                         | \$ 3,030,816.57                            | 0.89%                           | \$ (4,794.46)                           |
| <b>Investment Accounts</b>                |   |  |                                 |   |
| UBS Financial Services                    |   |  |                                 |   |
| CDs                                       | \$ 1,619,625.34                         | \$ 1,857,990.30                            | see back                        | \$ (17,182.69)                          |
| Cash Dep Acct                             | \$ 249,303.28                           | \$ -                                       |                                 |   |
| California Credit Union                   |   |  |                                 |   |
| Money Market                              | \$ 3,022,966.22                         | \$ 3,040,028.58                            | 0.56%                           | \$ -                                    |
| 24 Mo. CD                                 | \$ 253,383.28                           | \$ 255,947.11                              | 1.00%                           |   |
| <b>OPEB-Other Postemployment Benefits</b> |   |  |                                 |   |
| CERBT-CA Employers' Retiree Benefit Trust | \$ 59,304.85                            | \$ 63,320.93                               | 6.34%                           | -                                       |
| <b>TOTAL</b>                              | <b>\$ 8,659,233.09</b>                  | <b>\$ 8,702,588.23</b>                     |                                 | <b>\$ (21,977.15)</b>                   |

**Net Change**

**\$ 43,355.14**  
**0.50%**

| Banking Institutions             | Beginning Balance<br>as of July 1, 2017 | 3rd Quarter Balance<br>ending Mar 31, 2018 |
|----------------------------------|---|--|
| Citizen's Business Bank          | \$ 425,411.04                           | \$ 985,053.94                              |
| <b>Cash and Cash Equivalents</b> | <b>\$ 425,411.04</b>                    | <b>\$ 985,053.94</b>                       |
| Change in Value                  |   | \$ 559,642.90                              |



| Description                   | NAV     | Annual Yield | Average Maturity        | Shares      |
|-------------------------------|---------|--------------|-------------------------|-------------|
| LAIF                          | \$0.998 | 1.15%        | .51 years (186.15 days) |             |
| CalTrust Short-Term Fund      | \$10.00 | 1.28%        | .74 years (270.1 days)  | 303,081.657 |
| CERBT                         | \$15.71 |              |                         | 4,031.165   |
| Cal Credit Union-Money Market | \$1.00  | 0.75%        |                         |             |
| Cal Credit Union-CD           | \$1.00  | 1.35%        |                         |             |
| UBS-CD's see below            |         |              |                         |             |

#### UBS Investments

| Certificates of Deposit (CDs)                                   | Price    | Annual Yield | Maturity               | Shares     | Purchase Price | Market Value<br>as of 03/31/18 | CD Length        |
|---|----------|--------------|------------------------|------------|----------------|--------------------------------|------------------|
| 1. Ally Bank UT US RT<br>fixed rate CD (ZBCBO)                  | \$0.994  | 1.16%        | 12/10/2018             | 245,000    | \$244,855.45   | \$243,647.60                   | 2.5 yr           |
| 2. JPMorgan Chase Bank OH US RT<br>fixed rate CD (ZBCFK)        | \$0.990  | 1.36%        | 6/17/2019              | 245,000    | \$244,767.25   | \$242,077.15                   | 3 yr             |
| 3. Wells Fargo Bank SD US RT<br>fixed rate CD (ZBCCA)           | \$0.998  | 1.20%        | 6/18/2018              | 245,000    | \$244,872.60   | \$244,691.30                   | 2 yr             |
| 4. Capital One NA VA US<br>fixed rate CD (Cusip: 14042RK7)      | \$0.995  | 2.01%        | 11/16/2020             | 200,000    | \$200,000.00   | \$196,904.00                   | 3 yr             |
| 5. Comenity Bank DE US RT<br>fixed rate jumbo CD (ZBABI)        | \$0.997  | 1.20%        | 6/22/2018              | 200,000    | \$200,000.00   | \$199,128.00                   | 2 yr             |
| 6. Discover BK GREENW DE US<br>fixed rate CD (Cusip: 254673JS6) | \$1.0000 | 2.20%        | 12/28/2020             | 245,000    | \$245,000.00   | \$242,251.10                   | 3 yr             |
| 7. Goldman Sachs Bank NY US<br>fixed rate CD (Cusip: 38148PLJ4) | \$0.994  | 1.86%        | 7/13/2020              | 245,000    | \$245,000.00   | \$241,070.20                   | 3 yr             |
| 8. Comenity Cap Bk Salt Lake City RT                            | \$0.993  | 1.11%        | 2/28/2019              | 245,000    | \$245,014.26   | \$243,025.30                   | 2.5 yr           |
|   |          |              |                        |            |                | \$5,195.65                     | accrued interest |
|   |          |              | Total Cash Withdrawals | \$6,679.59 |                |                                |                  |
|   |          |              |                        | TOTAL      | \$1,869,509.56 | \$1,857,990.30                 |                  |

#### California Credit Union

| Money Market account        | Price  | Annual Yield |          |         |                 |                 |           |
|-----------------------------|--------|--------------|----------|---------|-----------------|-----------------|-----------|
|                             | \$1.00 | 0.75%        |          |         | \$ 3,000,000.00 | \$ 3,028,684.47 |           |
| Certificate of Deposit (CD) | Price  | Annual Yield | Maturity | Shares  | Market Value    |                 | CD Length |
| CCU Share Certificate       | \$1.00 | 1.35%        | 7/1/2018 | 250,000 | \$250,000.00    | \$ 255,102.20   | 2 yr      |

**Draft Wash Plan Implementation Budget      FY 2018-2019**

|                                      |    |         |
|--------------------------------------|----|---------|
| Survey-meets and bounds 200AC        | \$ | 25,000  |
| Legal Conservation Easement          | \$ | 10,000  |
| Legal etc. Property Transfer         | \$ | 10,000  |
| Phase 1 Property Transfer            | \$ | 5,000   |
|                                      |    |         |
| Invasive Control                     | \$ | 25,000  |
| Fencing and Gates for access control | \$ | 25,000  |
| Monitoring and reporting             | \$ | 40,000  |
| Seed collection/study                | \$ | 10,000  |
| Contingency                          | \$ | 10,000  |
| Management and Labor                 | \$ | 40,000  |
| <hr/>                                |    |         |
|                                      | \$ | 200,000 |