

October 27, 2020
1st Quarter Financial Statement Memo

Authored by: Jennifer Flores, Administrative Services Manager

WATER FUND

REVENUE

Fixed rates are on track and variable rates are exceeding the budgeted figure by 21%. Other nonoperating revenue includes \$6,450 in earned interest from District's LAIF account.

EXPENSES

Overall, District expenses are on track. Leases will be over budget as the District had to pay off the old Avaya phone lease that was not expected during the development of the budget. The cost of water (SFPUC) is currently 14% over budget; the District experiences higher water consumption in the 1st quarter as it includes the peak summer months of July and August. The District did cross reference this 1st quarter SFPUC billing for water with last year's, and consumption is up approximately 3 million gallons over last year. This could be a result of the population increase into the community as a result of COVID-19 as well as more frequent line flushing. In addition, George Reed Construction is using District water via its flow meter program for the Highway 120 road construction work being performed.

CAPITAL OUTLAY

1st Quarter

1st quarter capital expense includes \$20,911 fund share expense for the software upgrade to the District's new server, \$18,000 for the initial deposit for the new Tank 4 generator (this has been reimbursed by the county), \$15,346 in engineering fees for the Big Creek/Second Garrotte Clearwell Project, and \$12,279 fund share expense for the Honda utility vehicle purchased to access off road District properties including water and sewer easements for inspections.

WATER CAPITAL OUTLAY		
CIP Project	2020/21 Adopted	2020/21 YTD Spent
General Water Distribution System Improv.	30,000	4,365
Water Pump Replacements	20,000	
Admin Parking Lot Upgrade (5 Yr Plan)	98,000	
Fuel Tank Painting/Electronic Logging	50,400	
Treatment Plant General Improvements/Replacements	20,000	
Big Creek WTP A/C Upgrade	5,500	4,130
2G WTP A/C Upgrade	5,500	4,130
Tank #2 Generator/Asphalt Improvement	95,000	
Truck #6 Replacement	35,000	
Truck #8 Replacement	23,800	
District Camera System	14,840	
Tank Mixers for T2, 4 and 5	113,000	
Server OS Upgrade	17,360	20,911
Tank 4 Generator	105,000	18,000
Big Creek-2G Clearwell, Butler Way Bypass	3,400,000	15,346
Unbudgeted Items		
Downtown Groveland/BOF Planning Study		12,811
2020 Honda UTV		12,279
Tank #2 A/C Heater		3,672
TOTAL WATER CAPITAL OUTLAY	4,033,400	95,643

SEWER FUND

REVENUE

Fixed rates are on track and variable rates are exceeding the budgeted figure by 13%. The District has had one (1) new sewer connection in the last quarter resulting \$7,125 in other revenue. Other nonoperating revenue includes \$4,477 in earned interest from District's LAIF account.

EXPENSES

Overall, District expenses are on track. Leases will be over budget as the District had to pay off the old Avaya phone lease that was not expected during the development of the budget. Per Board direction at the last workshop, a line item separating the Sewer Improvement Project Loan principle and interest expense has been added. The District has paid its annual PERS unfunded accrued liability (UAL) bill, the remaining \$2,345 is the 3% cost savings the District receives for paying this in one lump sum.

CAPITAL OUTLAY

1st Quarter

1st quarter capital expense includes \$13,082 fund share expense for the software upgrade to the District's new server, \$21,340 for the Skate Park Manhole Repair Project (project completed), \$3,533 for new Sewer Treatment Plant blower, \$3,265 for new flow meter for PML mixing pond (required for calculating mixture of District reclaimed water and lake water for golf course watering), and \$5,778 fund share expense for the Honda utility vehicle purchased to access off road District properties including water and sewer easements for inspections.

SEWER CAPITAL OUTLAY		
CIP Project	2020/21 Adopted	2020/21 YTD Spent
Wastewater Pump Replacements	24,000	
Sewer Imp-Headworks, LS2, Irrigation, Sludge Pump, Influent Pump	1,470,000	
Admin Parking Lot Upgrade (5 Yr Plan)	66,500	
Fuel Tank Painting/Electronic Logging	34,200	
Concrete grading by Screw Press	120,000	
Road Maintenance	100,000	
New Bobcat	45,000	
Truck # 8 Replacement	11,200	
District Camera System	10,070	
Server OS Upgrade	11,780	13,082
Skate Park Manhole Repair/Replacement	25,000	21,340
Smart (manhole) Cover System	26,000	
Annual Contingency for Future Capital Projects	100,000	
Unbudgeted Items		
Gaembsa Blower		3,533
Flow Meter MV 806		3,265
2020 Honda UTV		5,778
Tank #2 A/C Heater		1,728
TOTAL SEWER CAPITAL OUTLAY	2,043,750	48,726

FIRE FUND

REVENUE

The District has received a small check from the county; larger disbursement checks are received in December and April. Other nonoperating revenue includes \$3,300 in grants funds from the State of California for new turnouts, and \$1,804 in earned interest from District's LAIF account.

EXPENSES

The District has not yet received an invoice from CAL FIRE. Other operating expense includes \$13,200 in legal fees, \$9,500 to SCI Consulting for fire tax consulting services, and \$8,500 in apparatus repair work.

CAPITAL OUTLAY

1st Quarter

1st quarter capital expense includes \$1,392 fund share expense for the software upgrade to the District's new server, \$59,228 for the Fire Department Building Upgrade Project (This item was not budgeted for in the current fiscal year as it was projected to be completed by the close of the previous fiscal year where it was budgeted for in the amount of \$59,000).

FIRE CAPITAL OUTLAY		
CIP Project	2020/21 Adopted	2020/21 YTD Spent
Admin Parking Lot Upgrade (5 Yr Plan)	8,750	-
Fuel Tank Painting/Electronic Logging	4,500	-
Station Restroom Upgrades	5,000	2,091
District Camera System	1,325	-
Server OS Upgrade	1,550	1,392
Unbudgeted Items		
Fire Dept Building Upgrade		59,228
TOTAL FIRE CAPITAL OUTLAY	21,125	62,710

PARKS FUND

REVENUE

The District has received a small check from the county; larger disbursement checks are received in December and April. Other operating revenue includes \$25,300 from PG&E for the purchase of two (2) easements for the Pre-Installed Interconnection Hub (PIH), \$13,428 in cell tower rent, and \$577 in earned interest from District's LAIF account.

EXPENSES

Utilities are up as a result of higher District water bills.

1st Quarter

1st quarter capital expense includes \$278 fund share expense for the software upgrade to the District's new server.

PARK CAPITAL OUTLAY		
Projects	2020/21 Proposed	2020/21 Proposed
Admin Parking Lot Upgrade (5 Yr Plan)	1,750	-
Fuel Tank Painting/Electronic Logging	900	-
Park Door Upgrades	10,670	-
District Camera System	265	-
Server OS Upgrade	310	278
TOTAL PARK CAPITAL OUTLAY	13,895	278

Budget to Actual 1st Quarter Report

Groveland Community Services District

For 1st Quarter Ended September 30, 2020

Total - District-Wide	2020/21 Annual Budget	Year-to-date Actuals	CY Actual Vs. CY Budget-Remaining \$	CY Actual Vs. CY Budget-Remaining%
Fixed rates	\$ 3,316,016	\$ 829,893	\$ (2,486,123)	75%
Variable rates	1,418,170	609,809	\$ (808,361)	57%
Property taxes	1,204,893	27,100	\$ (1,177,793)	98%
Other operating revenues	137,810	28,369	\$ (109,441)	79%
Other nonoperating revenues	3,703,420	55,825	\$ (3,647,595)	98%
Total Revenues	9,780,309	1,550,996	(8,229,313)	
Salaries and benefits	(2,126,133)	(566,000)	1,560,133	73%
Cost of water	(215,000)	(83,726)	131,274	61%
Utilities	(279,628)	(69,231)	210,397	
Cal Fire contract	(1,319,537)		1,319,537	100%
Other operating expenses	(2,048,558)	(547,452)	1,501,106	73%
Leases: prin+interest	(11,628)	(9,881)	1,747	15%
Sewer Project Imp Loan	(105,838)	(52,919)		
Transfer to Pension	(248,241)	(239,983)	8,258	3%
Non Operating Expenses-Jones Hill	(166,300)	(27,642)		
Total Expenses	(6,520,863)	(1,596,834)	4,732,452	
Capital outlay (fixed assets)	(6,112,170)	(207,358)	5,904,812	97%
Net profit (loss)	\$ (2,852,724)	\$ (253,195)	\$ 2,407,951	
Debt Service Collections	934,906	237,387	(697,519)	
Debt Service: Prin/Interest	(986,341)	(372,442)	613,899	
	(51,435)	(135,054)	\$ (83,619)	

Budget to Actual 1st Quarter Report

Groveland Community Services District

For 1st Quarter Ended September 30, 2020

Water	2020/21 Annual Budget	Year-to-date Actuals	CY Actual Vs. CY Budget- Remaining \$	CY Actual Vs. CY Budget- Remaining%
Fixed rates	\$ 1,642,114	\$ 411,235	\$ (1,230,879)	75%
Variable rates	898,880	412,742	(486,138)	54%
Other operating revenues	83,310	21,007	(62,303)	75%
Other nonoperating revenues	3,448,500	6,765	(3,441,735)	100%
Total Revenue	6,072,804	851,748	(5,221,056)	
Salaries	(767,427)	(197,940)	569,487	74%
Benefits	(338,207)	(104,246)	233,961	69%
Cost of water	(215,000)	(83,726)	131,274	61%
Utilities	(100,000)	(23,691)	76,309	76%
Other operating expenses	(1,064,418)	(269,370)	795,048	75%
Leases	(8,949)	(7,908)	1,041	12%
Pension Unfunded Liability	\$ (103,886)	\$ (100,430)	3,456	3%
Total Expenses	(2,597,887)	(787,311)	1,810,576	
Capital outlay (Fixed assets)	(4,033,400)	(95,643)	3,937,757	98%
Net profit (loss)	\$ (558,483)	\$ (31,206)	\$ 527,277	
Debt Service Collections	607,042	155,369	(451,673)	
Debt Service Prin/Interest	(688,676)	(225,209)	463,467	
	(81,634)	(69,841)	11,793	

Budget to Actual 1st Quarter Report

Groveland Community Services District

For 1st Quarter Ended September 30, 2020

Sewer	2020/21 Annual Budget	Year-to-date Actuals	CY Actual Vs. CY Budget- Remaining \$	CY Actual Vs. CY Budget- Remaining%
Fixed rates	\$ 1,673,902	\$ 418,659	\$ (1,255,243)	75%
Variable rates	519,290	197,068	(322,222)	62%
Other operating revenues	32,000	7,125	(24,875)	78%
Other nonoperating revenues	32,620	4,649	(27,971)	86%
Total Revenue	2,257,812	627,501	(1,630,311)	
Salaries	(609,327)	(144,649)	464,678	76%
Benefits	(254,690)	(75,924)	178,766	70%
Utilities	(126,000)	(23,354)	102,646	81%
Other operating expenses	(765,818)	(216,162)	549,656	72%
Leases	(2,679)	(1,973)	706	26%
Sewer Improvement Project Loan-P/I	(105,838)	(52,919)	52,919	50%
Pension Unfunded Liability	(70,494)	(68,149)	2,345	3%
Total Expenses	(1,934,846)	(583,130)	1,351,716	
Capital Outlay (fixed assets)	(2,043,750)	(48,726)	1,995,024	98%
Net profit (loss)	\$ (1,720,784)	\$ (4,356)	\$ 1,716,428	
Debt Service Collections	327,864	82,019	(245,845)	
Debt Service:Prin/Interest	(297,665)	(147,232)	150,433	
	30,199	(65,214)	(95,413)	

Budget to Actual 1st Quarter Report

Groveland Community Services District

For 1st Quarter Ended September 30, 2020

Total - Governmental Funds	2020/21 Annual Budget	Year-to-date Actuals	CY Actual Vs. CY Budget- Remaining \$	CY Actual Vs. CY Budget- Remaining%
Property taxes	1,204,893	27,100	(1,177,793)	98%
Other operating revenues	22,500	238	(22,263)	99%
Other nonoperating revenues	222,300	44,410	(177,890)	80%
Total Revenues	1,449,693	71,748	(1,377,945)	
Salaries and benefits	(156,482)	(43,241)	113,241	72%
Utilities	(53,628)	(22,186)	31,442	59%
Cal Fire/Amador contract	(1,319,537)	-	1,319,537	100%
Other operating expenses	(218,322)	(61,920)	156,402	72%
Transfer to Pension/Unfunded	(73,861)	(71,404)	2,457	3%
Non-Operating Exp.-Jones Hill	(166,300)	(27,642)	138,659	83%
Total Expenses	(1,988,130)	(226,393)	1,761,737	
Capital outlay (fixed assets)	(35,020)	(62,989)	(27,969)	-80%
Net profit (loss)	\$ (573,457)	\$ (217,634)	\$ 355,823	

Budget to Actual 1st Quarter Report

Groveland Community Services District

For 1st Quarter Ended September 30, 2020

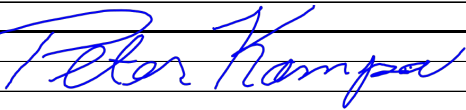
Fire	2020/21 Annual Budget	Year-to-date Actuals	CY Actual Vs. CY Budget- Remaining \$	CY Actual Vs. CY Budget- Remaining%
Property taxes	\$ 1,108,503	\$ 24,932	\$ (1,083,571)	98%
Other operating revenues	20,500	0	(20,500)	100%
Other nonoperating revenues	176,300	5,104	\$ (171,196)	97%
Total Revenues	1,305,303	30,036	(1,275,267)	
Salaries and benefits	(117,830)	(35,591)	82,239	70%
Cal Fire Contract	(1,056,071)	0	1,056,071	100%
Amador Contract	(263,466)	0	263,466	100%
Utilities	(18,628)	(5,872)	12,756	68%
Other operating expenses	(181,546)	(57,896)	123,650	68%
Tfr. to PERS Unfunded Liability	(72,006)	(69,610)	\$ 2,396	3%
Non Operating Exp - Jones Hill	(166,300)	(27,642)	\$ 138,659	83%
Total Expenses	(1,875,847)	(196,610)	1,679,237	
Capital Outlay (fixed assets)	(21,125)	(62,710)	\$ (41,585)	
Net Profit (Loss)	\$ (591,669)	\$ (229,284)	\$ 362,385	

Budget to Actual 1st Quarter Report

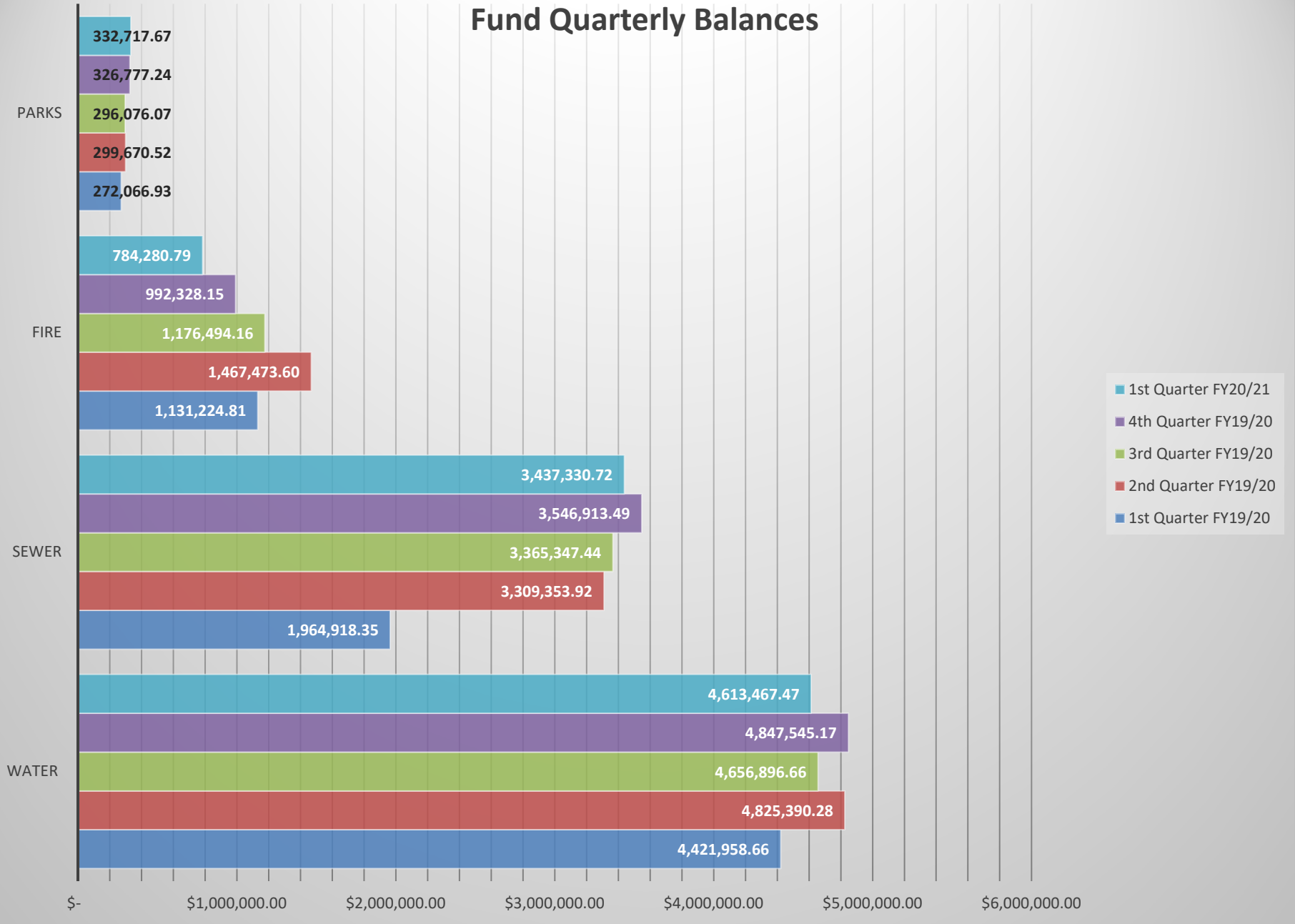
Groveland Community Services District

For 1st Quarter Ended September 30, 2020

Parks	2020/21 Annual Budget	Year-to-date Actuals	CY Actual Vs. CY Budget- Remaining \$	CY Actual Vs. CY Budget- Remaining%
Property taxes	\$ 96,390	\$ 2,168	\$ (94,222)	98%
Other operating revenues	2,000	238	(1,763)	88%
Other nonoperating revenues	46,000	39,306	(6,694)	15%
Total Revenue	144,390	41,711	(102,679)	
Salaries and benefits	(38,652)	(7,651)	31,001	80%
Utilities	(35,000)	(16,314)	18,686	53%
Other operating expenses	(36,776)	(4,024)	32,752	89%
Transfer to Pension	(1,855)	(1,794)	61	3%
Total Expenses	(112,283)	(29,783)	82,500	
Capital outlay (fixed assets)	(13,895)	(278)	13,617	98%
Net Profit (Loss)	\$ 18,212	\$ 11,650	\$ (6,562)	

GROVELAND COMMUNITY SERVICES DISTRICT				Enterprise & D/G Funds			Government Funds		
Quarterly Investment/Treasurer's Report									
1st Quarter Balances @ 09/30/20									
Cash Accounts	Acct	Interest Rate	YTD Interest Jan-Sep 2020	Water	Sewer	Grunsky	Fire	Parks	G/L Totals
Mechanics Bank Operating Account	4498	0	0	295,119.82	676,947.07	6,762.41	16,606.97	82,775.62	1,078,211.89
Mechanics Bank Payroll Account	2426	0	0	15,927.88	16,535.22		2,886.87	5,181.60	40,531.57
Mechanics Bank Sewer Impr. Checking	2675	0	0		9,995.94				9,995.94
Water Bond Pymt Reserve	4662	0.08%	961.77	958,716.10	-		-	-	958,716.10
Sewer Bond Pymt Reserve	4745	0.08%	894.68	-	835,967.11		-	-	835,967.11
Cash Drawer				168.00	132.00				300.00
Petty Cash				100.00	100.00				200.00
Cash in Co Treas SAD 77-1				(588.00)					(588.00)
LAIF	5001	0.84%	55,299.85	2,648,882.66	1,897,653.38	12,119.91	764,786.95	244,760.45	5,568,203.35
Total Unrestricted Cash				3,918,326.46	3,437,330.72	18,882.32	784,280.79	332,717.67	8,491,537.96
2013 Water Bond Sale - Restricted Reserve	2498	0.08%	348.15	316,621.21					316,621.21
2014 BNY Water Bond Sale - Restricted Reserve	5112	0.03%	2006.15	378,519.80					378,519.80
2014 BNY Sewer Bond Sale-Restricted Reserve	9240	3.00%	129.38		-				-
Total Restricted Cash				695,141.01	-	-	-	-	695,141.01
Total Cash and Investments				4,613,467.47	3,437,330.72	18,464.26	784,280.79	332,717.67	9,186,678.97
2020 YTD Interest Earned		<u>Jan-Sep</u>	<u>\$ 59,639.98</u>						
"I certify that the District investments have been made in accordance with the Investment Policy. I further certify that the District has adequate revenue to cover its operating expense for the next six months, in accordance with California Government Code Sections 53646 (b) (2) and (3) respectively."									
Name				Title	General Manager			Date	10-22-2020

Fund Quarterly Balances



Infrastructure and Equipment Reserves Summary Report

Fiscal Year	Water (Designated Annual Capital Outlay) ¹	Sewer (Designated Annual Capital Outlay) ²	Sewer (Designated Annual Infrastructure Reserve) ³
2015/16	\$450,000	\$0	\$ -
2016/17	\$463,500	\$0	\$ -
2017/18	\$477,405	\$0	\$ -
2018/19	\$491,727	\$300,000	\$ 100,000
2019/20	\$506,479	\$300,000	\$ 100,000
Total	\$2,389,111	\$600,000	\$200,000
Capital Expenditures ⁴	\$ 2,809,647	\$ 995,081	\$ -
Grants Received ⁵	\$ (1,224,613)	\$ (568,384)	\$ -
Reserve Balance	\$ 804,077	\$ 173,303	\$ 200,000

NOTES:

Water Fund Infrastructure and Equipment Reserve established in 2015/16 fiscal year. This column details the amounts designated to fund annual capital outlay work and any excess remaining in the reserve

Sewer Fund Infrastructure and Equipment Reserve established in 2018/19 fiscal year. This column details the amounts designated to fund annual capital outlay work and any excess remaining in the reserve

Sewer Fund Infrastructure Reserve established in 2018/19 fiscal year. This column details the amounts designated to be set aside for infrastructure replacement and upgrade projects in the future as detailed in the Sewer Master Plan

Infrastructure and Equipment Expenditures from Date Reserves Established in FY 2015/16 (water) and 2018/19 (sewer)

Grants Received for Infrastructure and Equipment from Date Reserves Established in FY 2015/16 (water) and 2018/19 (sewer)