# November 28, 2023 1st Quarter Financial Statement Memo for FY 2023-2024

#### Authored by: Michelle Ronning, Finance Officer

The following is an overview of the Groveland Community Services District Water, Sewer, Fire, and Park Fund revenues and expenses, including capital expenditures for the period of July 1, 2023, through September 30, 2023 (FY24, Q1).

#### **WATER FUND**

#### **REVENUE**

Fixed and Variable Rates revenues are in line with the 1<sup>st</sup> quarter budget figures with Fixed Rates at \$414,612 (25%) and Variable Rates trending higher due to summer months consumption at \$367,154 (41%). Other Operating Revenue is \$33,743 (41%) which is contributed to \$7,225 in Flow Meter billing, \$2,865 for Transfer Fees, \$3,490 for Misc Admin Fees, \$9,943 in Late Penalty Fees and \$8,000 in Participation Fees with the difference being in fees and late charges collected. Other Non-Operating Revenue of \$77,915 (1%) includes \$29,600 in Vehicle Loan Reimbursement, \$16,200 in Insurance Claim refund (2008 Ford F350), and \$31,900 in earned Interest.

#### **EXPENSES**

Overall, expenses are in line with the budget. Salary expenses are \$239,942 (20%) and Benefits are \$153,710 (31%) which is contributed to the Worker's Compensation full payment. The Cost of Water was \$30,231 (18%), Utilities were \$50,877 (30%) with Tuolumne Public Power Agency (TPPA) being \$44,330 of this total amount. Other Operating Expenses are \$363,666 (29%) which includes \$140,527 for the full payment of the General Liability Insurance, \$28,430 for Memberships/Subscriptions, \$9,832 in Merchant Fees, \$6,384 CPA Audit Fees, \$7,463 Training, as well as Office Supplies, Janitorial, Telephone, Public Relations, etc. Lease expenses were \$6,051 (73%) for the full payment of the Pine Mountain Lake lease and the monthly payments for the copier and mail machines. Pension- Unfunded Liability was also paid in full in the amount of \$126,400 (91%).

#### **CAPITAL OUTLAY**

#### 1<sup>st</sup> Quarter

The 1<sup>st</sup> quarter capital expenses and recap are as follows:

The Big Creek - 2G Clearwell, Butler Way Bypass expenses were \$8,586 which consisted of AM Consulting Engineers fees related to working with the contractor and associated progress meetings, as well as Potable Divers for tank cleaning and inspection.

The Groveland Drought Resiliency Project expenses were \$17,618, all invoiced from AM Consulting Engineers for the preparation of plans, progress reports and for permit and construction documents.

The Chlorine Analyzer for WTP expenses were \$36,331 which replaces older units.

The Fund Share Capital Outlay expense for \$29,647 is the Water Fund portion for the purchase of Truck #8 Replacement.

The Generator Installation expenses were \$50,209 which was for the installation and testing for the completion of the project budgeted in the previous fiscal year.

WATER CAPITAL OUTLAY								
CIP Project	Adopted 23/24	2023/24 YTD Spent						
Downtown Groveland/BOF Water System Rehab Project								
(CDBG) - Grant	3,267,500	-						
General Water Improvements	40,000	-						
Water Pump Replacements/Repair	25,000	-						
Treatment Plant General Improvements/Replacements	27,500							
Big Creek-2G Clearwell, Butler Way Bypass - Grant	466,998	8,586						
2022 Groveland Drought Resiliency Project (\$8.4M Grant)	4,944,527	17,618						
New OSG Unit @ Big Creek	66,000							
New OSG Unit @ 2G	66,000							
Chlorine analyzer for WTP x 4	50,000	36,331						
New AC/Heater Unit for Operations Building	15,000							
New (PLCs) Programmable Logic Controllers for Big Creek								
WTP	110,000							
FUND SHARE CAPITAL OUTLAY-56%	71,022	29,647						
Unbudgeted Items								
Generator Installations		50,209						
TOTAL WATER CAPITAL OUTLAY	9,149,547	142,391						
TOTAL CAPITAL OUTLAY (LESS GRANT PROJECTS)	470,522	116,187						

#### **SEWER FUND**

#### **REVENUE**

Fixed and Variable rates revenues are in line with the 1<sup>st</sup> quarter budget with Fixed Rates at \$443,515 (25%) and Variable rates at \$197,579 (38%) trending higher due to summer months consumption. Other Operating Revenue is trending below budget with \$5,844 (16%) collected for Late Penalty Charges. The Other Non-Operating Revenue budget line item includes project reimbursements for the Groveland/BOF Sewer Construction and the WWTP Emergency Generator that are still in progress and no revenue was recorded during this period. The \$50,517 (1%) received includes \$13,951 in Vehicle Loan Reimbursement, \$7,632 for an Insurance Claim refund (2008 Ford F350), and \$17,600 in earned Interest.

#### **EXPENSES**

Much like the Water fund, expenses are in line with the budget. Salaries were \$194,308 (21%) and Benefits were \$120,579 (32%) which included \$26,940 for the full payment of General Liability Insurance. Utilities were \$46,172 (27%) with much of this amount being TPPA expenses for \$40,492 as well as garbage, water, sewer and internet fees. Operating Expenses were \$233,192 (28%) which includes larger line items such as \$93,358 for the full payment of General Liability Insurance, \$44,427 in Repair/Maintenance, \$17,536 for the Springbrook software annual subscription, \$10,214 in Chemicals, \$7,872 Fuel, \$7,030 Lab Testing, as well as Merchant Fees, Small Tools, Safety Equipment, General Engineering, GIS/System Mapping, etc. \$713 (32%) was paid for the Copier and Mail Machine leases and Pension Unfunded Liability was paid in full in the amount of \$85,772 (91%).

#### **CAPITAL OUTLAY**

#### 1<sup>st</sup> Quarter

The 1<sup>st</sup> quarter capital expenses and recap are as follows:

The Downtown Groveland/BOF Sewer Collection Rehab Project expenses were \$31,621, all invoiced from AM Consulting Engineers for preparation of reports and for attending progress meetings with inspectors and contractors.

The Hetch Hetchy RR Project totaled \$9,688 for the first quarter. These expenses are for boundary, topography and drone surveys as well as legal fees related to the project.

The fund share capital outlay expense for \$13,951 is the Sewer Fund portion for the purchase of Truck #8 replacement.

The Excavation Wand – Vac Con Unit expense of \$13,589 is an addition to the recently purchased Vac Con Truck at the end of the last fiscal year.

The Generator Installation expenses were \$24,382 which was for the installation and testing for the completion of the project budgeted in the previous fiscal year.

SEWER CAPITAL OUTLAY									
CIP Project	Adopted 23/24	2023/24 YTD Spent							
Downtown Groveland/BOF Sewer Collection Rehab Project -									
Grant	4,179,089	31,621							
Wastewater Pump Replacements	38,950								
WWTP Improvements, Phase 2-Headworks, LS2, Irrigation,									
Sludge Pump, Influent Pump	1,297,000								
Asphalt Rehabilitation	150,831								
Hetch Hetchy RR Project	20,200	9,688							
FUND SHARE CAPITAL OUTLAY-38%	48,194	13,951							
Unbudgeted Items									
Excavation Wand - Vac Con Unit		\$ 13,589							
Generator Installations		\$ 24,382							
TOTAL SEWER CAPITAL OUTLAY	5,734,264	93,231							
TOTAL CAPITAL OUTLAY (LESS GRANT PROJECTS)	1,555,175	61,610							

### **FIRE FUND**

#### **REVENUE**

The Fire Fund revenue is primarily made up of Property Taxes and the GCSD Fuel Reduction Grant Reimbursement which had minimal activity in the first quarter. Property Taxes are generally paid in the third and fourth quarter each year, and there was no grant activity in this period. Non-Operating revenue of \$11,702 (34%) includes \$3,284 for T.C. Fire reimbursements for the firehouse 50/50 split, \$1,536 for PML Fireworks oversight staffing, and \$8,418 for earned Interest.

#### **EXPENSES**

The Fire Fund expenses are in line with the budget with Salaries and Benefits of \$25,646 (16%). The Q1 CalFire Contract is estimated to be \$267,538 (22%), and Utilities were \$4,857 (19%). Lease payments

totaled \$94 (32%) for the copier and mail machine. Other Operating Expenses totaled \$36,103 (20%) which includes \$12,547 for the full payment of General Liability Insurance, \$8,296 in Repair/Maintenance, \$6,278 in Fuel, \$2,420 in Membership Fees, \$1,680 for Telephone, as well as other smaller expenses such as Office Supplies, Janitorial, Public Relations and Legal Services. The PERS Unfunded Liability transfer was also made in the amount of \$53,461 (96%) for the year.

#### **CAPITAL OUTLAY**

#### 1<sup>st</sup> Quarter

The 1<sup>st</sup> quarter capital expenses and recap are as follows:

The Hetch Hetchy RR Project totaled \$9,688 for the first quarter. These expenses are for Boundary and Topography and Drone Surveys as well as legal fees related to the project.

FIDE CADITAL OUTLAY								
FIRE CAPITAL OUT	LAY							
CIP Project	Adopted 23/24	2023/24 YTD Spent						
Asphalt repair (driveway/employee parking area)	17,577							
GCSD Infrastructure Fuel Reduction Project	393,711							
Hetch Hetchy RR Project	20,200	9,688						
Kitchen Remodel	70,000							
FUND SHARE CAPITAL OUTLAY-5%	6,341							
TOTAL FIRE CAPITAL OUTLAY	507,829	9,688						

#### **PARKS FUND**

#### **REVENUE**

Like the Fire Fund, the Property Tax revenue was minimal for this period with the expectation of the funds to be received in the third and fourth quarters. Other Operating Revenue of \$1,040 (32%) is from Use Fees and Dog Park Permits. Other Non-Operating Revenue was \$73,553 (12%) with a majority of this budget line item being the Groveland Asset Rehab & Beautification – Clean CA project. This quarter we received \$50,765 in project reimbursements, \$14,551 for Cell Tower Rentals, \$5,634 in earned Interest, \$1,912 for Movies in the Park, \$500 in Donations.

#### **EXPENSES**

The Park Fund Expenses are typically higher in this first quarter due to the summer months activities. Salaries and Benefits were \$15,970 (31%). Utilities were \$23,708 (57%) with the billing of GCSD water consumption being the main expense. Other operating expenses were \$10,140 (17%) which includes \$2,509 for the full payment of the General Liability Insurance, \$2,835 in Janitorial Services and \$2,539 in

Repair & Maintenance, \$961 for Movies in the Park expenses as well as other expenses for the Dog Park Public Relations, Supplies, etc.\$2,257 (91%) was transferred for Pension expenses.

#### **CAPITAL OUTLAY**

#### 1<sup>st</sup> Quarter

The 1<sup>st</sup> quarter capital expenses and recap are as follows:

The Groveland Asset Rehabilitation and Beautification Project expenses totaled \$202,909. These expenses are for the design, engineering and construction of the park restroom, Legal Fees and the district also purchased a hanging plant for downtown Groveland.

The Hetch Hetchy RR Project totaled \$9,688 for the first quarter. These expenses are for Boundary and Topography and Drone Surveys as well as legal fees related to the project.

PARK CAPITAL OUTLAY								
CIP Project	Adopted 23/24	2023/24 YTD Spent						
Park Parking Lot Repair	14,625							
Groveland Asset Rehabilitation and Beautification Project	689,261	202,909						
Hetch Hetchy RR Project	20,200	9,688						
FUND SHARE CAPITAL OUTLAY-1%	1,268							
TOTAL PARK CAPITAL OUTLAY	725,354	212,597						

For 1st Quarter Ended Sept., 2023				CY Actual Vs. CY
	2023/24 Annual	Year-to-date	CY Actual Vs. CY	Budget-
Total - District-Wide	Budget	Actuals	<b>Budget-Remaining \$</b>	Remaining%
Fixed rates	\$ 3,426,499	\$ 858,127	\$ (2,568,372)	75%
Variable rates	1,415,793	564,733	\$ (851,060)	60%
Property taxes	1,391,975	95	\$ (1,391,880)	100%
Other operating revenues	546,712	40,627	\$ (506,085)	93%
Other nonoperating revenues	11,922,500	213,687	\$ (11,708,813)	98%
<b>Total Revenues</b>	18,703,479	1,677,269	(17,026,210)	
Salaries and benefits	(3,209,599)	(750,154)	2,459,445	77%
Cost of water	(166,341)	(30,231)	136,110	82%
Utilities	(408,200)	(125,615)	282,585	69%
Cal Fire contract	(1,228,400)	(267,538)	960,862	78%
Other operating expenses	(2,328,954)	(643,100)	1,685,854	72%
Leases: prin+interest	(10,811)	(6,858)	3,953	37%
Transfer to Pension	(291,044)	(267,890)	23,154	8%
Total Expenses	(7,643,349)	(2,091,386)	5,551,963	
Capital outlay (fixed assets)	(16,116,994)	(457,908)	15,659,086	97%
Net profit (loss)	\$ (5,056,864)	\$ (872,025)	\$ 4,184,839	
Debt Service Collections	938,071	238,948		
Debt Service: Prin/Interest	(619,876)	(291,923)		
	318,195	(52,976)		

For 1st Quarter Ended Sept., 2023						CY Actual Vs. CY
	202	23/24 Annual	,	Year-to-date	CY Actual Vs. CY	Budget-
Water		Budget		Actuals	Budget-Remaining \$	Remaining%
Fixed rates	\$	1,654,118	\$	414,612	\$ (1,239,506)	75%
Variable rates		900,148		367,154	(532,994)	59%
Other operating revenues		82,550		33,743	(48,807)	59%
Other nonoperating revenues		6,845,087		77,915	(6,767,172)	99%
Total Revenue		9,481,903		893,423	(8,588,480)	
Salaries		(1,180,201)		(239,942)	940,260	80%
Benefits		(497,664)		(153,710)	343,955	69%
Cost of water		(166,341)		(30,231)	136,110	82%
Utilities		(168,000)		(50,877)	117,123	70%
Other operating expenses		(1,246,576)		(363,666)	882,911	71%
Leases		(8,287)		(6,051)	2,236	27%
Pension Unfunded Liability	\$	(138,577)	\$	(126,400)	12,177	9%
Total Expenses		(3,405,646)		(970,876)	2,434,770	
Capital outlay (Fixed assets)		(9,149,547)		(142,391)	9,007,156	98%
Net profit (loss)	\$	(3,073,290)	\$	(219,844)	\$ 2,853,446	
Debt Service Collections		609,472		156,683		
Debt Service Prin/Interest		(513,994)		(255,617)	_	
		95,478		(98,933)		

For 1st Quarter Ended Sept., 2023				CY Actual Vs. CY
Sewer	2023/24 Annual Budget	Year-to-date Actuals	CY Actual Vs. CY Budget-Remaining \$	Budget- Remaining%
Fixed rates	\$ 1,772,381	\$ 443,515	\$ (1,328,866)	75%
Variable rates	515,645	197,579	(318,066)	62%
Other operating revenues	35,450	5,844	(29,606)	84%
Other nonoperating revenues	4,417,284	50,517	(4,366,767)	99%
<b>Total Revenue</b>	6,740,760	697,455	(6,043,305)	
Salaries	(941,793)	(194,308)	747,485	79%
Benefits	(381,494)	(120,579)	260,915	68%
Utilities	(172,250)	(46,172)	126,078	73%
Other operating expenses	(840,254)	(233,192)	607,062	72%
Leases	(2,231)	(713)	1,518	68%
Pension Unfunded Liability	(94,034)	(85,772)	8,262	9%
<b>Total Expenses</b>	(2,432,056)	(680,736)	1,751,320	
Capital Outlay (fixed assets)	(5,734,264)	(93,231)	5,641,033	98%
Net profit (loss)	<b>\$</b> (1,425,560)	\$ (76,512)	\$ 1,349,048	
Net profit (1888)	ψ (1)120,000)	ψ (70,01 <b>2</b> )	Ψ 1,012,010	
Debt Service Collections	328,599	82,264		
Debt Service:Prin/Interest	(105,882)	(36,307)	_	
	222,717	45,958	_	

For 1st Quarter Ended Sept., 2023				
Total - Governmental Funds	2023/24 Annual Budget	Year-to-date Actuals	CY Actual Vs. CY Budget-Remaining \$	CY Actual Vs. CY Budget- Remaining%
Property taxes	1,391,975	95	(1,391,880)	100%
Other operating revenues	428,712	1,040	(427,672)	100%
Other nonoperating revenues	660,129	85,255	(574,874)	87%
<b>Total Revenues</b>	2,480,816	86,391	(2,394,425)	
Salaries and benefits	(208,447)	(41,616)	166,831	80%
Utilities	(67,950)	(28,565)	39,385	58%
Cal Fire Contract	(1,228,400)	(267,538)	960,862	78%
Other operating expenses	(242,124)	(46,243)	195,881	81%
Leases	(293)	(94)	199	68%
Transfer to Pension/Unfunded	(58,433)	(55,718)	2,715	5%
Total Expenses	(1,805,647)	(439,774)	1,365,873	
Capital outlay (fixed assets)	(1,233,183)	(222,286)	1,010,897	82%
Net profit (loss)	\$ (558,014)	\$ (575,669)	\$ (17,655)	

For 1st Quarter Ended Sept., 2023							CV A - L - L V - CV
Fire	202	3/24 Annual Budget	Y	ear-to-date Actuals	_	Y Actual Vs. CY lget-Remaining \$	CY Actual Vs. CY Budget- Remaining%
Property taxes	\$	1,280,616	\$	88	\$	(1,280,528)	100%
Other operating revenues		425,462		0		(425,462)	100%
Other nonoperating revenues		34,928		11,702	\$	(23,226)	66%
<b>Total Revenues</b>		1,741,006		11,790		(1,729,216)	
Salaries and benefits		(156,683)		(25,646)		131,037	84%
Cal Fire Contract		(1,228,400)		(267,538)		960,862	78%
Utilities		(26,250)		(4,857)		21,393	81%
Leases		(293)		(94)		199	68%
Other operating expenses		(183,862)		(36,103)		147,759	80%
Tfr. to PERS Unfunded Liability		(55,958)		(53,461)	\$	2,497	4%
Total Expenses		(1,651,446)		(387,699)		1,263,747	
Capital Outlay (fixed assets)		(507,829)		(9,688)	\$	498,141	98%
Net Profit (Loss)	\$	(418,269)	\$	(385,598)	\$	32,671	

For 1st Quarter Ended Sept., 2023	-						CY Actual Vs. CY
	202	3/24 Annual	Year-to-	date	CYAct	ual Vs. CY	Budget-
Parks		Budget	Actua	als	Budget-H	Remaining \$	Remaining%
Property taxes	\$	111,359	\$	8	\$	(111,351)	100%
Other operating revenues		3,250		1,040		(2,210)	68%
Other nonoperating revenues		625,201	7	73,553		(551,648)	88%
<b>Total Revenue</b>		739,810	7	4,601		(665,209)	
Salaries and benefits		(51,764)	(1	15,970)		35,794	69%
Utilities		(41,700)	(2	23,708)		17,992	43%
Other operating expenses		(58,262)	(1	10,140)		48,122	83%
Transfer to Pension		(2,475)		(2,257)		218	9%
Total Expenses		(154,201)	(5	2,075)		102,126	
Capital outlay (fixed assets)		(725,354)	(21	2,597)		512,757	71%
Net Profit (Loss)	\$	(139,745)	\$ (19	0,071)	\$	(50,326)	

FUND SHARE CAPITAL OUTLAY		
CIP Project	Adopted 23/24	2023/24 YTD Spent
Truck #8 Replacemnt	45,875	43,598
Truck #7 Replacement	80,950	
TOTAL FUND SHARE CAPITAL OUTLAY	126,825	43,598

WATER CAPITAL OUTLA	Y	
CIP Project	Adopted 23/24	2023/24 YTD Spent
Downtown Groveland/BOF Water System Rehab Project (CDBG) -		
Grant	3,267,500	•
General Water Improvements	40,000	•
Water Pump Replacements/Repair	25,000	1
Treatment Plant General Improvements/Replacements	27,500	
Big Creek-2G Clearwell, Butler Way Bypass - Grant	466,998	8,586
2022 Groveland Drought Resiliency Project (\$8.4M Grant)	4,944,527	17,618
New OSG Unit @ Big Creek	66,000	
New OSG Unit @ 2G	66,000	
Chlorine analyzer for WTP x 4	50,000	36,331
New AC/Heater Unit for Operations Building	15,000	
New (PLCs) Programmable Logic Controllers for Big Creek WTP	110,000	
FUND SHARE CAPITAL OUTLAY-56%	71,022	29,647
Unbudgeted Items		
Generator Installations		50,209
TOTAL WATER CAPITAL OUTLAY	9,149,547	142,391
TOTAL CAPITAL OUTLAY (LESS GRANT PROJECTS)	470,522	116,187

SEWER CAPITAL OUTLAY							
CIP Project	Adopted 23/24	2023/24 YTD Spent					
Downtown Groveland/BOF Sewer Collection Rehab Project - Grant	4,179,089	31,621					
Wastewater Pump Replacements	38,950						
WWTP Improvements, Phase 2-Headworks, LS2, Irrigation, Sludge							
Pump, Influent Pump	1,297,000						
Asphalt Rehabilitation	150,831						
Hetch Hetchy RR Project	20,200	9,688					
FUND SHARE CAPITAL OUTLAY-38%	48,194	13,951					
Unbudgeted Items							
Excavation Wand - Vac Con Unit		\$ 13,589					
Generator Installations		\$ 24,382					
TOTAL SEWER CAPITAL OUTLAY	5,734,264	93,231					
TOTAL CAPITAL OUTLAY (LESS GRANT PROJECTS)	1,555,175	61,610					

FIRE CAPITAL OUTLAY							
CIP Project	Adopted 23/24	2023/24 YTD Spent					
Asphalt repair (driveway/employee parking area)	17,577						
GCSD Infrastructure Fuel Reduction Project	393,711						
Hetch Hetchy RR Project	20,200	9,688					
Kitchen Remodel	70,000						
FUND SHARE CAPITAL OUTLAY-5%	6,341						
TOTAL FIRE CAPITAL OUTLAY	507,829	9,688					

PARK CAPITAL OUTLAY							
CIP Project	Adopted 23/24	2023/24 YTD Spent					
Park Parking Lot Repair	14,625						
Groveland Asset Rehabilitation and Beautification Project	689,261	202,909					
Hetch Hetchy RR Project	20,200	9,688					
FUND SHARE CAPITAL OUTLAY-1%	1,268						
TOTAL PARK CAPITAL OUTLAY	725,354	212,597					

GROVELAND COMMUNITY SERVICES DISTRICT									
Quarterly Investment/Treasurer's Report				Enter	prise/& D/G Fund	is I	Governme	ntiFunds	
Quarter Balances @09/30/23		Interest	YTD Interest						
Cash Accounts	Acct	Rate	Jan-Dec 2023	Water	Sewer	Grunsky	Fire	Parks	G/L Totals
Mechanics Bank Operating Account	4498	0	0	2,278,420.87	(381,779.50)		(70,923.79)	(63,932.67)	1,764,846.72
Mechanics Bank Payroll Account	2426	0	0	40,324.42	40,332.07		5,917.92	5,849.23	92,423.64
LAIF	5001	2.74%	873.81	16,119.81	17,549.91	3,176.77	3,549.65	34.97	40,431.11
CA Class Bond Payment Reserve	01-029	4.76%	104284.25	1,060,767.65	937,699.00	·			1,998,466.65
Mechanics General Investment Fund	1230	4.25%	202584.12	1,713,185.97	1,554,676.96	9,491.34	797,272.13	256,266.03	4,330,892.43
Mechanics Checking (To get interest)	4285			1,000.00	, ,		,,,,,,,		1,000.00
Mechanics Park Asset Fund	1235	4.25%	7837.82	,				279,176.21	279,176.21
Cash Drawer				168.00	132.00				300.00
Petty Cash				100.00	100.00				200.00
				5,110,086.72	2,168,710.44	15,729.92	735,815.91	477,393.77	8,507,736.76
				-					_
2023 YTD Interest Earned		Jan-Dec	\$ 315,580.00						
"I certify that the District investments have been made next six months, in accordance with California Government of the control of the contr	in accord ment Cod	e Sections 5	e Investment Pol 3646 (b) (2) and	licy. I further certif (3) respectively."	y that the District I			its operating ex	oense for the
Name		Title	6111			Date //	-20-2	023	