

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: October 9, 2018

Report

Date: October 5, 2018

Subject: Quarterly Financial Review

Recommendation:

Information Only.

Background:

The attached Period Budget Analysis summarizes year-to-date revenue and expenses for the first three months of Fiscal Year 2018-2019. Key highlights include:

- Year-to-date revenue is \$301,000 above budget due to higher water sales (primarily with irrigation and agricultural customers.)
- Year-to-date expenses are \$195,000 over budget, including:
 - Water purchased from SFPUC is \$377,000 higher than budget, primarily due to our inability to utilize local source water this summer at Denniston. Staff is hopeful that we can begin accessing Denniston water again by late October.
 - Personnel related costs are \$79,000 underbudget due to vacancies and the partial service retirement of the General Manager resulting in a reduction of his salary expenses.
 - Other savings of \$103,000 primarily reflect expense timing as compared to budget.
- Year-to-date loan payments are \$50,000 under budget due to the refinancing of the District's 2006 Series B Bonds that occurred in July, 2018.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
30-Sep-18

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
OPERATING REVENUE					
1-0-4120-00	Water Revenue -All Areas	3,533,534.00	3,834,462.34	300,928.34	8.5%
TOTAL OPERATING REVENUE		3,533,534.00	3,834,462.34	300,928.34	8.5%
NON-OPERATING REVENUE					
1-0-4170-00	Water Taken From Hydrants	12,500.00	22,880.45	10,380.45	83.0%
1-0-4180-00	Late Notice -10% Penalty	15,000.00	9,625.72	(5,374.28)	-35.8%
1-0-4230-00	Service Connections	2,500.00	3,231.16	731.16	29.2%
1-0-4920-00	Interest Earned	1,559.00	1,501.63	(57.37)	-3.7%
1-0-4930-00	Tax Apportionments/Cnty Checks	0.00	1,602.90	1,602.90	
1-0-4950-00	Miscellaneous Income	6,250.00	0.00	(6,250.00)	-100.0%
1-0-4955-00	Cell Site Lease Income	41,250.00	39,894.41	(1,355.59)	-3.3%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	0.0%
TOTAL NON-OPERATING REVENUE		79,059.00	78,736.27	(322.73)	-0.4%
TOTAL REVENUES		3,612,593.00	3,913,198.61	300,605.61	8.3%
OPERATING EXPENSES					
1-1-5130-00	Water Purchased	675,000.00	1,051,879.39	(376,879.39)	-55.8%
1-1-5230-00	Pump Exp, Nunes T P	10,674.00	13,115.32	(2,441.32)	-22.9%
1-1-5231-00	Pump Exp, CSP Pump Station	119,689.00	111,943.52	7,745.48	6.5%
1-1-5232-00	Pump Exp, Trans. & Dist.	6,741.00	6,567.03	173.97	2.6%
1-1-5233-00	Pump Exp, Pilarcitos Canyon	750.00	681.57	68.43	9.1%
1-1-5234-00	Pump Exp. Denniston Proj.	32,500.00	18,871.25	13,628.75	41.9%
1-1-5242-00	CSP Pump Station Operations	2,675.00	3,078.28	(403.28)	-15.1%
1-1-5243-00	CSP Pump Station Maintenance	9,250.00	3,458.26	5,791.74	62.6%
1-1-5246-00	Nunes T P Operations	19,462.00	29,714.49	(10,252.49)	-52.7%
1-1-5247-00	Nunes T P Maintenance	30,625.00	11,244.55	19,380.45	63.3%
1-1-5248-00	Denniston T.P. Operations	11,750.00	5,324.18	6,425.82	54.7%
1-1-5249-00	Denniston T.P. Maintenance	25,463.00	18,523.98	6,939.02	27.3%
1-1-5250-00	Laboratory Services	17,862.00	16,955.99	906.01	5.1%
1-1-5260-00	Maintenance -General	72,925.00	71,788.26	1,136.74	1.6%
1-1-5261-00	Maintenance -Well Fields	10,000.00	0.00	10,000.00	100.0%
1-1-5263-00	Uniforms	8,000.00	8,127.76	(127.76)	0.0%
1-1-5318-00	Studies/Surveys/Consulting	30,000.00	22,425.00	7,575.00	25.3%

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
1-1-5321-00	Water Resources	6,300.00	2,397.72	3,902.28	61.9%
1-1-5322-00	Community Outreach	7,000.00	1,096.27	5,903.73	84.3%
1-1-5381-00	Legal	25,000.00	12,335.50	12,664.50	50.7%
1-1-5382-00	Engineering	15,000.00	6,440.00	8,560.00	57.1%
1-1-5383-00	Financial Services	5,000.00	2,410.00	2,590.00	51.8%
1-1-5384-00	Computer Services	39,000.00	43,798.30	(4,798.30)	-12.3%
1-1-5410-00	Salaries/Wages-Administration	261,665.00	219,340.51	42,324.49	16.2%
1-1-5411-00	Salaries & Wages -Field	323,200.00	304,040.62	19,159.38	5.9%
1-1-5420-00	Payroll Tax Expense	41,016.00	39,009.37	2,006.63	4.9%
1-1-5435-00	Employee Medical Insurance	106,617.00	108,125.62	(1,508.62)	-1.4%
1-1-5436-00	Retiree Medical Insurance	12,114.00	9,883.24	2,230.76	18.4%
1-1-5440-00	Employees Retirement Plan	149,715.00	134,822.66	14,892.34	9.9%
1-1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.0%
1-1-5510-00	Motor Vehicle Expense	15,000.00	16,035.96	(1,035.96)	-6.9%
1-1-5620-00	Office Supplies & Expense	65,400.00	61,657.79	3,742.21	5.7%
1-1-5625-00	Meetings / Training / Seminars	6,500.00	6,550.01	(50.01)	-0.8%
1-1-5630-00	Insurance	32,250.00	31,811.24	438.76	1.4%
1-1-5687-00	Membership, Dues, Subscript.	12,000.00	18,703.40	(6,703.40)	-55.9%
1-1-5688-00	Election Expenses	10,000.00	0.00	10,000.00	0.0%
1-1-5689-00	Labor Relations	1,500.00	0.00	3,000.00	200.0%
1-1-5700-00	San Mateo County Fees	0.00	0.00	0.00	
1-1-5705-00	State Fees	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES		2,217,643.00	2,412,157.04	(194,514.04)	-8.8%
CAPITAL ACCOUNTS					
1-1-5712-00	Debt Svc/Existing Bonds 2006B	366,963.00	(1,812.44)	368,775.44	0.0%
1-1-5715-00	Debt Svc/CIEDB 11-099 (I-BANK)	264,527.00	264,523.92	3.08	0.0%
1-1-5716-00	Debt Svc/CIEDB 2016 (I-BANK)	231,498.00	231,497.84	0.16	0.0%
1-1-5717-00	Chase Bank - 2018 Loan	0.00	318,974.12	(318,974.12)	
TOTAL CAPITAL ACCOUNTS		862,988.00	813,183.44	49,804.56	5.8%
TOTAL EXPENSES		3,080,631.00	3,225,340.48	(144,709.48)	-4.7%
CONTRIBUTION TO CIP/RESERVES		531,962.00	687,858.13		