

Topic: **Authority Board Agenda Item 4-3****2018 Nov 19**Subject: **Authority's 2019 Work Plan and Budget**

Requested Action:

Consider approval of the proposed 2019 Budget and Work Plan for Authority-funded activities occurring during the 2019 fiscal year, which occurs between January 1, 2019 and December 31, 2019.

Detailed Description/Background:

On November 7, 2018, the Authority's Ad Hoc Finance & Budget Committee and the Reservoir Committee's Ad Hoc Finance & Economics Work Group met to review draft budgets for both the Authority and Reservoir Committee (refer to agenda item 5-1). Comments received have been incorporated into the proposed work plan and budget.

The primary change relative to the 2018 work plan and budget include:

- In 2018, actual costs for shared functions were charged to either the Authority or Reservoir Committee. Based on the actual costs associated with support to the Reservoir Committee, the Authority's budget for shared support functions has been reduced and the Reservoir Committee's budget has been increased, commensurately. Shared functions include, the Board Clerk's time (50%), accounting, legal, and some office expenses.
- Increased funding for governmental affairs, which was previously provided as in-kind services.
- Improve local coordination and engagement by funding 10% of the Business/Community Manager's costs, which in 2018 was fully funded by the Reservoir Committee.

Prior Authority Board Action:

None.

Fiscal Impact/Funding Source:

The proposed revenue requirement is based on the current 9 Authority Board seats with annual dues equal to \$55,000/seat plus 4 Associate Members (non-voting) with annual dues equal to \$5,000/position. The budget includes \$60,000 in contingency that would be used should a reduction in membership occur.

Staff Contact:

Jim Watson

Attachments:

Attachment A: Authority-funded activities for FY2019

2018 November 19 Authority Board Meeting - Attachment A - Agenda Item 4-3

Category	(Multiple Items)
Action	(Multiple Items)
Funding Source	Authority
Work Manager	(All)
Priority	(All)

Report: **Authority - 2019 Work Plan & Budget**
 Report Date: 2018 Nov 12

Reprioritize
 Currently Approved
 Budget
 Proposed Budget
 Authority= 12 mon
 Res. Comm= 9 mon

Expense (-) or Revenue (+)	Cost Center	Task	Resource	Sum of Total End of Phase 1	Sum of Total 2019
Expense	Authority OH	Contingency	Authority	\$ -	\$ (20,000)
		Insurance	ACWA JPIA	\$ -	\$ (3,250)
		Memberships	ACWA	\$ -	\$ (5,000)
		Office	ACWA & CWUA	\$ -	\$ (3,000)
			Colusa County	\$ -	\$ (9,390)
			M.R. Cleaning	\$ -	\$ (1,200)
			Maximum Pest	\$ -	\$ (1,620)
			Mt Shasta Water	\$ -	\$ (600)
			Office Depot (et al)	\$ -	\$ (2,400)
			Other	\$ -	\$ (4,220)
			Recology	\$ -	\$ (420)
			USPS (et al)	\$ -	\$ (480)
		Staff	DGM	\$ -	\$ -
			Tirado	\$ -	\$ (24,000)
			Watson	\$ -	\$ (71,640)
		Staff Aug	(A) Integration	\$ -	\$ (20,995)
		Support	Fetcher	\$ -	\$ (4,500)
			KCoe Isom	\$ -	\$ (6,300)
			Young Wooldridge	\$ -	\$ (42,000)
		Technology	Adept Solutions	\$ -	\$ (6,000)
			Vast (et al)	\$ -	\$ (780)
	Authority OH Total			\$ -	\$ (227,795)
	Engagement	Contingency	Authority	\$ -	\$ (40,000)
		PROCURE-3	Spesert	\$ -	\$ -
		Staff	Spesert	\$ -	\$ (23,947)
		Staff Aug	(C) Communicatio	\$ -	\$ (102,000)
			JB Comm	\$ -	\$ -
		Support	Dunn	\$ -	\$ (96,000)
			Gov't Affairs	\$ -	\$ (25,000)
	Engagement Total			\$ -	\$ (286,947)
Expense Total				\$ -	\$ (514,742)
Revenue	Authority	Participation	Accounts Receivat	\$ -	\$ 515,000
	Authority Total			\$ -	\$ 515,000
Revenue Total				\$ -	\$ 515,000
Grand Total				\$ -	\$ 258