



# Board of Directors Meeting

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**June 3, 2021 at 6:00pm**

**TO PARTICIPATE:** On your computer  
via Microphone or type your public comment into the  
Q & A Tab.

On your phone  
call (929) 205-6099 or (301) 715-8592  
Meeting ID: 874-7009-3895 and  
Press \*9 to raise your hand via phone.

Please note if you are on your computer but do not have a microphone, you will have to call in to speak, or write your public comment in the Q&A Tab.

# Agenda Item 1:

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A. Call To Order

B. Roll Call



# Agenda Item 2A:

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## Public Hearing to Adopt Proposed Fiscal Year 2021-2022 Budget



# A big thank you to:

- Board of Directors
- Finance Advisory Committee
- Utilities Advisory Committee
- Emergency Services Advisory Committee
- Staff



# FY 2021-22 Final Budget Review

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## ***Milestones:***

**Utilities Advisory Committee – April 21<sup>st</sup> (Funds 500/800)**

**Finance Advisory Committee – May 3<sup>rd</sup>**

**Board of Directors – May 6<sup>th</sup>**

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**Utilities Advisory Committee – May 19<sup>th</sup>**

**Emergency Services Advisory Committee – May 20<sup>th</sup> (Fund 301)**

**Finance Advisory Committee – June 1<sup>st</sup>**

**Board FINAL Adoption – June 3<sup>rd</sup>**



# FY 2021-22 Final Budget Review

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*Changes since May 6<sup>th</sup> ...*



# FY 2021-22 Final Budget Review

## General Updates

### *Zone A Property Tax Allocation*

Zone A Property Tax Allocation	Estimated Tax Revenue	
	\$271,996.00	
	% Allocation	\$ Allocation
Fund 301 - Fire	52.5%	\$142,797.90
Fund 500 - Water	40.0%	\$108,798.40
Fund 900 - Parks & Rec	7.5%	\$20,399.70
<b>Total</b>	<b>100.0%</b>	<b>\$271,996.00</b>

### ***SLOCEA Contract***

The Board approved and SLOCEA ratified a 2.5% salary increase which has been incorporated into the appropriate salary and wage projections.



# Fund 100 - Administration

No changes

Fund 100 Budget Category	2020-2021 Budget	2021-2022 Budget	Increase/ (Decrease)
Revenue	\$664,968.42	\$661,110.53	-\$3,857.89
Expenditures			
Personnel	\$350,689.57	\$368,865.50	\$18,175.93
Services & Supplies	\$314,278.85	\$292,245.03	-\$22,033.82
<b>TOTAL Expenditures</b>	<b>\$664,968.42</b>	<b>\$661,110.53</b>	<b>-\$3,857.89</b>
<b>TOTAL Revenue</b>	<b>\$664,968.42</b>	<b>\$661,110.53</b>	<b>-\$3,857.89</b>





# Fund 200 – Bayridge Estates

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Per Board direction, Zone F revenues have been added to Fund 800.

<b>Fund 200 Budget Category</b>	<b>2020-2021 Budget</b>	<b>2021-2022 Budget</b>	<b>Increase/ (Decrease)</b>
<b>Revenue</b>	\$25,471.00	\$12,400.00	-\$13,071.00
<b>Expenditures</b>			
<b>Services &amp; Supplies</b>	\$6,974.16	\$6,974.16	\$0.00
<b>Capital Outlay</b>	\$0.00	\$0.00	\$0.00
<b>Debt Service</b>	\$10,000.00	\$0.00	-\$10,000.00
<b>Transfers</b>	\$3,324.84	\$3,305.55	-\$19.29
<b>TOTAL Expenditures</b>	<b>\$20,299.00</b>	<b>\$10,279.71</b>	<b>-\$10,019.29</b>
<b>TOTAL Revenue</b>	<b>\$25,471.00</b>	<b>\$12,400.00</b>	<b>-\$13,071.00</b>



# Fund 301 – Fire

- Zone A property tax revenue allocation was increased to \$142,797.90.
- There was a slight decrease in the Worker’s Compensation Insurance of \$3,350.

Fund 301 Budget Category	2020-2021 Budget	2021-2022 Budget	Increase/ (Decrease)
Revenue	\$3,125,817.05	\$3,199,639.60	\$73,822.55
<b>Expenditures</b>			
Total Personnel	\$267,317.00	\$273,514.00	\$6,197.00
Services & Supplies	\$2,575,351.97	\$2,621,509.66	\$46,157.69
Capital Outlay	\$805,609.00	\$80,363.04	-\$725,245.96
Reserves	\$192,549.24	\$183,713.00	-\$8,836.24
Transfers	\$66,496.84	\$66,111.05	-\$385.79
<b>Total Expenditure</b>	<b>\$3,907,324.05</b>	<b>\$3,225,210.75</b>	<b>-\$682,113.30</b>
<b>Total Revenue</b>	<b>\$3,125,817.05</b>	<b>\$3,199,639.60</b>	<b>\$73,822.55</b>



# Fund 400 – Vista de Oro

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No Changes...

<b>Fund 400</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Increase/</b>
<b>Budget Category</b>	<b>Budget</b>	<b>Budget</b>	<b>(Decrease)</b>
<b>Revenue</b>	\$15,768.00	\$15,768.00	\$0.00
<b>Expenditures</b>			
<b>Services &amp; Supplies</b>	\$2,960.00	\$3,000.00	\$40.00
<b>Debt Service</b>	\$6,711.49	\$6,711.49	\$0.00
<b>Transfers</b>	\$3,324.84	\$3,305.55	-\$19.29
<b>TOTAL Expenditures</b>	<b>\$12,996.33</b>	<b>\$13,017.04</b>	<b>\$20.71</b>
<b>TOTAL Revenue</b>	<b>\$15,768.00</b>	<b>\$15,768.00</b>	<b>\$0.00</b>



# Fund 500 – Water

- Zone A property tax revenue allocation was increased to \$108,798.40.
- Worker’s Compensation Insurance costs were lowered by \$14,500.
- The Capital Improvement Project budget was increased by about \$60,000 to reflect the new cost estimation for the 8<sup>th</sup> Street Upper Aquifer Well Project.

Fund 500 Budget Category	2020-2021 Budget	2021-2022 Budget	Increase/ (Decrease)
Revenue	\$2,906,251.30	\$2,942,647.40	\$36,396.10
<b>Expenditures</b>			
Total Personnel	\$763,181.13	\$780,181.50	\$17,000.37
Services & Supplies	\$675,310.90	\$610,737.81	-\$64,573.09
Capital Outlay	\$1,301,762.28	\$1,518,591.00	\$216,828.72
Debt Service	\$275,556.50	\$275,556.50	\$0.00
Reserves	\$57,000.00	\$57,000.00	\$0.00
Transfers	\$568,548.00	\$565,249.50	-\$3,298.50
<b>TOTAL Expenditures</b>	<b>\$3,641,358.81</b>	<b>\$3,807,316.31</b>	<b>\$165,957.50</b>
<b>TOTAL Revenue</b>	<b>\$2,906,251.30</b>	<b>\$2,942,647.40</b>	<b>\$36,396.10</b>



# Fund 600 – Wastewater

NBS and US Bank fees have been updated with a slight decrease from FY 2020-21.

<b>Fund 600</b>	<b>2020-2021</b>	<b>2021-2022 Mid</b>	<b>Increase/</b>
<b>Budget Category</b>	<b>Budget</b>	<b>Year</b>	<b>(Decrease)</b>
<b>Revenue</b>	\$21,517.84	\$20,110.55	-\$1,407.29
<b>Expenditures</b>			
<b>Services &amp; Supplies</b>	\$18,193.00	\$16,805.00	-\$1,388.00
<b>Debt Service</b>	\$0.00	\$0.00	\$0.00
<b>Transfers</b>	\$3,324.84	\$3,305.55	-\$19.29
<b>TOTAL Expenditures</b>	<b>\$21,517.84</b>	<b>\$20,110.55</b>	<b>-\$1,407.29</b>
<b>TOTAL Revenue</b>	<b>\$21,517.84</b>	<b>\$20,110.55</b>	<b>-\$1,407.29</b>



# Fund 800 – Drainage

Per Board direction, Zone F revenues have been added to Fund 800.

<b>Fund 800 Budget Category</b>	<b>2020-2021 Budget</b>	<b>2021-2022 Budget</b>	<b>Increase/ (Decrease)</b>
<b>Revenue</b>	\$126,738.00	\$135,339.00	\$8,601.00
<b>Expenditures</b>			
<b>Total Personnel</b>	\$9,200.00	\$9,200.00	\$0.00
<b>Services &amp; Supplies</b>	\$26,251.96	\$29,584.24	\$3,332.28
<b>Capital Outlay</b>	\$43,000.00	\$15,000.00	-\$28,000.00
<b>Reserves</b>	\$0.00	\$0.00	\$0.00
<b>Transfers</b>	\$13,299.37	\$13,222.21	-\$77.16
<b>TOTAL Expenditures</b>	<b>\$91,751.33</b>	<b>\$67,006.45</b>	<b>-\$24,744.88</b>
<b>TOTAL Revenue</b>	<b>\$126,738.00</b>	<b>\$135,339.00</b>	<b>\$8,601.00</b>



# Fund 900 – Parks & Recreation

Zone A property tax revenue allocation was decreased to 7.5% which equates to \$20,399.70.

Fund 900 Budget Category	2020-2021 Budget	2021-2022 Budget	Increase/ (Decrease)
Revenue	\$52,375.65	\$23,099.70	-\$29,275.95
Expenditures			
Services & Supplies	\$11,200.00	\$1,600.00	-\$9,600.00
Capital Outlay	\$0.00	\$60,000.00	\$60,000.00
Transfers	\$6,649.68	\$6,611.11	-\$38.57
<b>TOTAL Expenditures</b>	<b>\$17,849.68</b>	<b>\$68,211.11</b>	<b>\$50,361.43</b>
<b>TOTAL Revenue</b>	<b>\$52,375.65</b>	<b>\$23,099.70</b>	<b>-\$29,275.95</b>



# FY 2021-22 Final Budget Adoption

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Recommendation:

***I move that the Board adopt Resolution 2021-11 approving the Fiscal Year 2021/2022 final budget.***





# Agenda Item 2B:

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## Selection of a Demographer Firm for Districting Services



# Districting Services

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## ***Brief Recap:***

- District currently elects its Board through an at-large electoral system.
- The CVRA allows legal challenges alleging that an at-large system has resulted in racially polarized voting and seeking a court order that a jurisdiction convert to a district-based election system.
- Moving to a district-based election system is consider a “safe harbor” under the CVRA.



# Districting Services

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## ***District-Based Elections:***

- The Board adopted a resolution at the January 7, 2021 Board meeting declaring its intent to transition to District-Based elections by November 2022.
- Staff has been monitoring the districting status in the state and collecting information from firms that would be able to assist.



# Districting Services

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- Four responses received to District's solicitation for proposals

## ***Base costs:***

<b>Firm</b>	<b>Cost Proposal</b>
<b>Arc Bridge</b>	\$29,500
<b>Bear Demographics</b>	\$45,000
<b>Cooperative Strategies</b>	\$19,500
<b>Redistricting Partners</b>	\$33,000



# Districting Services

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## Cooperative Strategies Proposal

- Fee included more meetings than the others
  - Offered a cost reduction for meeting attendance if virtual
  - Matched all the other services in the other proposals
  - Least cost option
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- Recommend including the mapping tool option if determined to be helpful



# Districting Services

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## Recommendation:

***I move that the Board approve the proposal from Cooperative Strategies for districting services and authorize the General Manager to execute an agreement with Cooperative Solutions for an amount not to exceed \$24,500.***




# Agenda Item 3:

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## Public Comment For Items Not On The Agenda

To Speak:

Raise your Hand by clicking  on your computer  
Or Press \*9 to raise your hand via phone.



# Agenda Item 4:

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## Administrative and Committee Reports





# Agenda Item 5:

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Public Comment for Items on  
the Administrative and  
Committee Reports and the  
Consent Agenda



# Agenda Item 6:

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## Consent Agenda



# Agenda Item 7:

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## Discussion of Pulled Consent Agenda Items



# Agenda Item 8:

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## Future Agenda Items



# Agenda Item 9:

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## Closing Board Comments



# Agenda Item 10:

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Adjournment to Closed Session

A. Pursuant to Government  
Code §54956.9(e)(3)

