

*Mendocino County Russian River Flood Control &
Water Conservation Improvement District*

STAFF REPORT

Agenda Item 7a: October 2023 Financial Report

Monday, November 5, 2023

UPDATE ON: Fiscal Year 2022-2023 Year End Reports

At the October 9, 2023 Board Meeting, the income from Property Taxes was reported as \$40,811.96, a shortfall of \$14,188.04 from the Budget. During the FY 2022-23 Audit preparation, the District's Auditor alerted the District to a potentially missed payment. The County of Mendocino confirmed a check had been issued in April 2023 that was still not cashed. The District initiated steps to cancel and reissue the payment, which was expected to be received in late October 2023 in the amount of \$21,563.91. At the time of preparing these reports, the check had not yet been received. Updated reports will be provided at a future Board meeting.

Revenue

September 2023 Additional revenue not shown on previous report:
\$4,540.59 interest in LAIF account

October 2023: \$470

- \$470 in late 2022 payment

Ordinary Expenses

September 2023 Additional expenses not shown on previous report: none

October 2023: \$15,833.0.

- \$1,253.75 to Resource Conservation District for monitoring program work

Other

- Financial reports subject to change after corrections and adjustments by Accountant and Auditor.
- Reconciliations for checking and savings are up to date as of the end of October 2023.
- Additional reports or information available upon request.

Recommendation:

Move to accept and file the financial reports for October 2023.

Attachments:

1. Income & Expense Report – October 2023 only
2. Income & Expense / Budget Vs Actual Report – Fiscal Year to date
3. Profit & Loss Previous Year Comparison Report
4. Balance Sheet Previous Year Comparison Report
5. Monthly Payment Detail Report – October 2023
6. Contracted Water Worksheet

Russian River Flood Control District
Income & Expense / Budget vs. Actual

Cash Basis

October 2023

	Oct 23	Budget
Ordinary Income/Expense		
Income		
4001 · Contract Water Sales	470.00	0.00
Total Income	470.00	0.00
Expense		
Payroll Expenses	13,165.55	22,768.00
Water Supply Expenses		
5020 · Water Rights		
5025 · Meter & Data Mgmt Program	1,253.75	900.00
Total 5020 · Water Rights	1,253.75	900.00
5040 · USGS, streamflow gage	0.00	4,000.00
5050 · JPAs	0.00	50,000.00
Total Water Supply Expenses	1,253.75	54,900.00
General & Administrative Exp		
5100 · Consulting		
5101 · Accounting	0.00	500.00
5105 · Legal-General	752.76	1,667.00
5109 · Human Resources	0.00	1,500.00
Total 5100 · Consulting	752.76	3,667.00
5120 · Vehicle	64.04	60.00
5130 · Insurance	0.00	108.00
5150 · Memberships	0.00	4,000.00
5160 · Office Operating Expenses	296.93	580.00
5161 · Rent, Utilities	0.00	416.00
5170 · Training & Conferences	0.00	200.00
5180 · Stipends, Meetings	300.00	0.00
Total General & Administrative Exp	1,413.73	9,031.00
Total Expense	15,833.03	86,699.00
Net Ordinary Income	-15,363.03	-86,699.00

Russian River Flood Control District
Income & Expense / Budget vs. Actual

Cash Basis

October 2023

	Oct 23	Budget
Net Income	<u>-15,363.03</u>	<u>-86,699.00</u>

Russian River Flood Control District
Income & Expense / Budget vs. Actual

Cash Basis

July 2023 through June 2024

	<u>Jul '23 - Jun 24</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
4001 · Contract Water Sales	31,297.00	509,806.00
4050 · Property Taxes	0.00	55,000.00
4080 · Interest-LAIF	4,540.59	3,000.00
4081 · Interest-SBMC	29.74	100.00
	<u>35,867.33</u>	<u>567,906.00</u>
Total Income	35,867.33	567,906.00
Expense		
Payroll Expenses	58,929.22	272,100.00
Water Supply Expenses		
5020 · Water Rights		
5021 · Annual Fees	0.00	18,000.00
5022 · Legal Counsel	125.46	1,500.00
5023 · WR Engineering	0.00	1,500.00
5024 · Meter Maintenance	0.00	1,000.00
5025 · Meter & Data Mgmt Program	1,775.63	6,000.00
	<u>1,901.09</u>	<u>28,000.00</u>
Total 5020 · Water Rights	1,901.09	28,000.00
5030 · Projects		
5031 · Grants/Funding Analysis-general	2,625.00	
5035 · RR Water Forum		
5035.01 · RR Water Forum-Legal	1,840.08	
	<u>1,840.08</u>	
Total 5035 · RR Water Forum	1,840.08	
5038 · Water Use Enhancement		
5038.04 · Water Use Enh - Grant Writing	6,533.75	
	<u>6,533.75</u>	
Total 5038 · Water Use Enhancement	6,533.75	
5030 · Projects - Other	0.00	250,000.00
	<u>0.00</u>	<u>250,000.00</u>
Total 5030 · Projects	10,998.83	250,000.00
5040 · USGS, streamflow gage	7,237.50	16,000.00
5050 · JPAs		
5051 · IWPC	3,300.00	3,300.00
5052 · GSA	34,375.00	100,000.00
	<u>37,675.00</u>	<u>103,300.00</u>
Total 5050 · JPAs	37,675.00	103,300.00

Russian River Flood Control District
Income & Expense / Budget vs. Actual

Cash Basis

July 2023 through June 2024

	<u>Jul '23 - Jun 24</u>	<u>Budget</u>
Total Water Supply Expenses	57,812.42	397,300.00
General & Administrative Exp		
5100 · Consulting		
5101 · Accounting	2,835.26	6,000.00
5102 · Audit	3,500.00	10,000.00
5103 · Engineering- General	17,570.50	
5105 · Legal-General	3,293.58	20,000.00
5109 · Human Resources	536.25	3,000.00
5110 · Strategic Planning	0.00	3,000.00
Total 5100 · Consulting	<u>27,735.59</u>	42,000.00
5120 · Vehicle	2,003.62	2,000.00
5130 · Insurance	6,451.54	7,800.00
5140 · LAFCO Apportionment Fee	1,100.37	2,000.00
5150 · Memberships	0.00	6,000.00
5160 · Office Operating Expenses	2,290.93	7,000.00
5161 · Rent, Utilities	2,250.00	5,000.00
5170 · Training & Conferences	1,769.70	6,000.00
5180 · Stipends, Meetings	1,565.25	13,500.00
5190 · Property Tax Admin Fees	0.00	1,000.00
Total General & Administrative Exp	<u>45,167.00</u>	92,300.00
Total Expense	<u>161,908.64</u>	761,700.00
Net Ordinary Income	-126,041.31	-193,794.00
Other Income/Expense		
Other Expense		
5700 · Use of Wtr Reliability Reserve	46,700.00	
5710 · Use of Capital Reserves	10,903.97	
Total Other Expense	<u>57,603.97</u>	
Net Other Income	<u>-57,603.97</u>	0.00
Net Income	<u><u>-183,645.28</u></u>	<u><u>-193,794.00</u></u>

Russian River Flood Control District
Profit & Loss Prev Year Comparison

Cash Basis

July 2023 through June 2024

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change	% Change
Ordinary Income/Expense				
Income				
4001 · Contract Water Sales	31,297.00	335,827.05	-304,530.05	-90.7%
4002 · Surplus Water Sales	0.00	3,536.69	-3,536.69	-100.0%
4010 · Water Application Fee	0.00	1,600.00	-1,600.00	-100.0%
4050 · Property Taxes	0.00	40,811.96	-40,811.96	-100.0%
4080 · Interest-LAIF	4,540.59	11,520.35	-6,979.76	-60.6%
4081 · Interest-SBMC	29.74	55.38	-25.64	-46.3%
4100 · Other Income	0.00	257.95	-257.95	-100.0%
4130 · Unrealized Gain(Loss) Invstment	0.00	-1,257.20	1,257.20	100.0%
Total Income	35,867.33	392,352.18	-356,484.85	-90.9%
Expense				
Payroll Expenses				
5001 · Gross Wages	40,000.00	137,297.36	-97,297.36	-70.9%
5002 · CalPERS Employer Expense	3,097.00	9,761.92	-6,664.92	-68.3%
5003 · CalPERS 457 Roth Expense	1,200.00	4,100.00	-2,900.00	-70.7%
5004 · Health Insurance	4,944.00	20,905.00	-15,961.00	-76.4%
5005 · Medicare	651.69	2,184.46	-1,532.77	-70.2%
5006 · FICA	2,786.53	10,168.47	-7,381.94	-72.6%
5007 · CalPERS 1959 Survivor Billing	44.00	30.00	14.00	46.7%
5008 · CALPERS GASB-68 Fees	700.00	700.00	0.00	0.0%
5009 · Unfunded Pension Liability	5,506.00	6,311.00	-805.00	-12.8%
Payroll Expenses - Other	0.00	650.00	-650.00	-100.0%
Total Payroll Expenses	58,929.22	192,108.21	-133,178.99	-69.3%
Water Supply Expenses				
5020 · Water Rights				
5021 · Annual Fees	0.00	16,886.72	-16,886.72	-100.0%
5022 · Legal Counsel	125.46	0.00	125.46	100.0%
5024 · Meter Maintenance	0.00	367.61	-367.61	-100.0%
5025 · Meter & Data Mgmt Program	1,775.63	3,893.46	-2,117.83	-54.4%
Total 5020 · Water Rights	1,901.09	21,147.79	-19,246.70	-91.0%
5030 · Projects				
5031 · Grants/Funding Analysis-gene...	2,625.00	3,861.25	-1,236.25	-32.0%
5032 · Outreach & Education	0.00	92.20	-92.20	-100.0%
5034 · Addt'l Water Rights				
5034.02 · Engineering	0.00	3,737.00	-3,737.00	-100.0%
Total 5034 · Addt'l Water Rights	0.00	3,737.00	-3,737.00	-100.0%
5035 · RR Water Forum	1,840.08	0.00	1,840.08	100.0%
5038 · Water Use Enhancement	6,533.75	0.00	6,533.75	100.0%
Total 5030 · Projects	10,998.83	7,690.45	3,308.38	43.0%
5040 · USGS, streamflow gage	7,237.50	13,150.00	-5,912.50	-45.0%
5050 · JPAs	37,675.00	68,750.00	-31,075.00	-45.2%
Total Water Supply Expenses	57,812.42	110,738.24	-52,925.82	-47.8%
General & Administrative Exp				

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change	% Change
5100 · Consulting				
5101 · Accounting	2,835.26	25,904.45	-23,069.19	-89.1%
5102 · Audit	3,500.00	19,000.00	-15,500.00	-81.6%
5103 · Engineering- General	17,570.50	0.00	17,570.50	100.0%
5105 · Legal-General	3,293.58	24,843.63	-21,550.05	-86.7%
5107 · Public Relations-general	0.00	150.00	-150.00	-100.0%
5109 · Human Resources	536.25	12,805.00	-12,268.75	-95.8%
5110 · Strategic Planning	0.00	2,150.00	-2,150.00	-100.0%
Total 5100 · Consulting	27,735.59	84,853.08	-57,117.49	-67.3%
5120 · Vehicle	2,003.62	1,243.42	760.20	61.1%
5130 · Insurance	6,451.54	10,551.55	-4,100.01	-38.9%
5140 · LAFCO Apportionment Fee	1,100.37	1,268.73	-168.36	-13.3%
5150 · Memberships	0.00	5,930.00	-5,930.00	-100.0%
5160 · Office Operating Expenses	2,290.93	8,164.30	-5,873.37	-71.9%
5161 · Rent, Utilities	2,250.00	4,500.00	-2,250.00	-50.0%
5170 · Training & Conferences	1,769.70	5,297.45	-3,527.75	-66.6%
5180 · Stipends, Meetings	1,565.25	5,200.00	-3,634.75	-69.9%
5190 · Property Tax Admin Fees	0.00	992.34	-992.34	-100.0%
5200 · Election	0.00	331.74	-331.74	-100.0%
5299 · Miscellaneous Expense (Revenue)	0.00	-6.00	6.00	100.0%
Total General & Administrative Exp	45,167.00	128,326.61	-83,159.61	-64.8%
Total Expense	161,908.64	431,173.06	-269,264.42	-62.5%
Net Ordinary Income	-126,041.31	-38,820.88	-87,220.43	-224.7%
Other Income/Expense				
Other Expense				
5700 · Use of Wtr Reliability Reserve	46,700.00	0.00	46,700.00	100.0%
5710 · Use of Capital Reserves	10,903.97	0.00	10,903.97	100.0%
5900 · Depreciation Expense	0.00	20,939.50	-20,939.50	-100.0%
Total Other Expense	57,603.97	20,939.50	36,664.47	175.1%
Net Other Income	-57,603.97	-20,939.50	-36,664.47	-175.1%
Net Income	-183,645.28	-59,760.38	-123,884.90	-207.3%

Russian River Flood Control District
Balance Sheet Prev Year Comparison

Cash Basis

As of June 30, 2024

	Jun 30, 24	Jun 30, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · SBMC Checking	118,527.31	265,565.19	-147,037.88	-55.4%
1001 · SBMC Savings				
1001.02 · Savings Water Reliability Fund	100,140.23	200,110.49	-99,970.26	-50.0%
1001.01 · General Savings	100,000.00	50,000.00	50,000.00	100.0%
Total 1001 · SBMC Savings	200,140.23	250,110.49	-49,970.26	-20.0%
1010 · LAIF				
1011 · Capital Reserve	73,670.00	56,000.00	17,670.00	31.6%
1012 · Emergency Reserve	37,500.00	28,000.00	9,500.00	33.9%
1013 · Operating Reserve	255,850.00	210,000.00	45,850.00	21.8%
1014 · Water Reliability Reserve	141,045.72	205,602.55	-64,556.83	-31.4%
Total 1010 · LAIF	508,065.72	499,602.55	8,463.17	1.7%
1019 · LAIF - Fair Market Value	-7,579.72	-7,579.72	0.00	0.0%
Total Checking/Savings	819,153.54	1,007,698.51	-188,544.97	-18.7%
Accounts Receivable	-5.00	0.00	-5.00	-100.0%
Other Current Assets	0.00	9,862.04	-9,862.04	-100.0%
Total Current Assets	819,148.54	1,017,560.55	-198,412.01	-19.5%
Fixed Assets				
1401 · Meters & Vehicles	147,783.80	147,783.80	0.00	0.0%
1499 · Accumulated Depreciation	-100,358.05	-100,358.05	0.00	0.0%
Total Fixed Assets	47,425.75	47,425.75	0.00	0.0%
Other Assets				
1600 · Deferred Outflows	23,868.00	23,868.00	0.00	0.0%
Total Other Assets	23,868.00	23,868.00	0.00	0.0%
TOTAL ASSETS	890,442.29	1,088,854.30	-198,412.01	-18.2%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
2010 · Accrued Expenses	0.00	7,787.50	-7,787.50	-100.0%
2020 · Accrued Payroll	0.00	6,572.27	-6,572.27	-100.0%
2030 · Vacation Accrual	24,980.77	24,980.77	0.00	0.0%

Russian River Flood Control District
Balance Sheet Prev Year Comparison

Cash Basis

As of June 30, 2024

	Jun 30, 24	Jun 30, 23	\$ Change	% Change
2050 · Payroll Liabilities	0.00	406.96	-406.96	-100.0%
Total Other Current Liabilities	24,980.77	39,747.50	-14,766.73	-37.2%
Total Current Liabilities	24,980.77	39,747.50	-14,766.73	-37.2%
Long Term Liabilities				
2600 · Deferred Inflows	4,322.00	4,322.00	0.00	0.0%
2700 · Net Pension Liability	4,893.00	4,893.00	0.00	0.0%
Total Long Term Liabilities	9,215.00	9,215.00	0.00	0.0%
Total Liabilities	34,195.77	48,962.50	-14,766.73	-30.2%
Equity				
3000 · Opening Bal Equity	541,116.95	541,116.95	0.00	0.0%
3001 · Retained Earnings	498,774.85	558,535.23	-59,760.38	-10.7%
Net Income	-183,645.28	-59,760.38	-123,884.90	-207.3%
Total Equity	856,246.52	1,039,891.80	-183,645.28	-17.7%
TOTAL LIABILITIES & EQUITY	890,442.29	1,088,854.30	-198,412.01	-18.2%

Russian River Flood Control District

Monthly Payment Detail

Cash Basis

As of October 31, 2023

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
1000 · SBMC Checking			
10/08/2023	Intuit	Monthly Payroll Subscription	-5.00
10/09/2023	Cardmember Service	Credit card 8/12-9/13/23	-147.47
10/17/2023	Team Mobile	Monthly cell phone service	-208.50
10/31/2023	Herum/Crabtree/Suntag	Legal Counsel, Sept service dates	-752.76
10/31/2023	John Bailey	Board Meeting Stipend Jan-June 2023	-300.00
10/31/2023	Mendocino County Reso...	Meter & Data Mgmt Program	-1,253.75
Total 1000 · SBMC Checking			<u>-2,667.48</u>
TOTAL			<u><u>-2,667.48</u></u>

Project Water Worksheet as of November 1, 2023

Current 2023 totals
in Acre Feet

Project Water Licensed to MC RRFC & WCID:	7940
Contracted Non-Retail Suppliers:	4992
Contracted Retail Suppliers:	2505.15
Calpella CWD	85
Henry Station Mutual Water Co	8
Hopland PUD	222
Millview CWD - All Use	1171.15
Rogina Water	400
River Estates Mutual Water Company	26
Willow CWD - All Use	593
Contracted Retail Suppliers Total:	2505.15
Contracted Total:	7497.15
Current Uncontracted Water Supply for 2023:	442.85

Redwood Valley County Water District:

Month	Water Requested, in acre feet	Water diverted, in acre feet	Remaining AF Available*
Jan 2023	40	0	
Feb 2023	40	0	
Mar 2023	60	0	
Apr 2023	60	31.60	
May 2023	60	42.72	
June 2023	60	94.48	
July 2023	150	173.04	
Aug 2023	150	174.10	
Sept 2023	150	81.91	
Oct 2023	100		523.00
Nov 2023	40		
Dec 2023	0		
Totals:	910	597.85	

Current Contract Adjustments in 2023:

Surplus water OFFERED FOR TRANSFER from customers in 2023:	693
Requested surplus by customers for 2023:	15

Total available Surplus for Redwood Valley: 1120.85

* Additional surplus water may be made available by customers, if needed.