

Arrowbear Park County Water District

ANNUAL FINANCE/BUDGET MEETING OF THE BOARD OF DIRECTORS

AGENDA

DATE: May 13, 2021

TIME: 6:30 p.m. Open Session

APCWD BOARD OF DIRECTORS
P.O. Box 4045
Arrowbear Park, CA 92382-4045

POSTING: This agenda was
posted prior to 5:00 p.m. on
May 7, 2021 per Policy #5020.40

MEETING LOCATION

Online (see attached instructions for virtual attendance/participation)

URL: <https://us02web.zoom.us/j/89881319979>

Originating from the Water District Office

2365 Fir Drive

Arrowbear Lake, CA 92382

OPEN SESSION

- A. CALL TO ORDER – Terisa Bonito, Finance Committee Chair
- B. PLEDGE OF ALLEGIANCE TO THE FLAG
- C. AGENDA POSTING CERTIFICATION
- D. ROLL CALL
- E. PUBLIC COMMENT

This portion of the agenda is reserved for the public to discuss matters of interest, within the District's jurisdiction, which are *not on the agenda*. For public comment on items not on the agenda, no action may be taken by the Board, except to refer the matter to staff and/or place it on a future agenda. It is in the best interest of the person speaking to the Board to be concise and to the point. *A time limit of five minutes per individual will be allowed.* Visitors are reminded to please refrain from making comments or talking amongst themselves while the meeting is in progress. Public comments may be made when a Discussion/Action Item is being discussed, provided the visitor raises his/her hand *and* is recognized by the Chairperson.

F. DISCUSSION ITEMS

1. Brief review of FY 2020-2021 Budget YTD and projected year end numbers.
2. Discuss COLA increases for FY 2021-2022. Policy 2150.25.1 dictates previous 12 month CPI percentage as of March 2021 = 4.1%.
3. Discuss proposed District Salary Ranges for FY 2021-2022 as adjusted for COLA increase.

4. Discuss Merit increases for next fiscal year. Policy 2150.25.2 dictates maximum combined percentage (COLA + Merit) of 5%. Available range 0% - .9%.
5. Annual discussion of FY 2021-2022 frequency and amount of Director's Fees per Policy 4030 (with 4.1% COLA Directors compensation would increase from \$194.85 to \$204.84 per meeting).
6. Discuss FY 2021-2022 personnel promotions/retirement and associated wage issues that impact the FY 2021-2022 Budget and consider an adjustment in the salaries for Part-time Chief and Battalion Chief due to increased regulatory workloads. Proposed amounts, Chief: \$2255.00 to \$2500.00, Battalion Chief: \$1173.00 to \$1250.00 (FY 21-22 budget impact: \$3,122.00).
7. Review and discuss FY 2021-2022 Preliminary Income & Operating Expense Budgets for all departments by line item, compare major income and expense variances from FY 2021-2022. (Will be adopted with FY 2021-2022 budget approval action at Regular Board Meeting, June 2021.) Discussion of possible and/or significant FY 2021-2022 events and budgetary impact.
 - 7.1 Inflationary pressures. (materials costs, utility costs, COLA increase, related employee costs, healthcare costs, etc.).
 - 7.2 CLAWA Annual Charge is up (20-21 \$2171.00 to 21-22 \$2323.00) but their increased water rates mean that we increase the rate to RSWD for surplus water sales as well.
 - 7.3 Fire Department proposed 63% increase in coverage budget to provide 2/0 staffing 5 days/week (20-21 \$30,160.00 to 21-22 \$49,400) to come from modification of coverage compensation to a flat \$100 per 24 hour station coverage (to be approved at a Regular Board Mtg.), budget surpluses, and outside agency revenue funds. Increased coverage also incrementally increases utility usage/costs such as: gas, electricity, etc.
 - 7.4 CalPERS annual Safety Pension Fund assessment for actuarial adjustment is a significant amount to the Fire Department budget, (21-22 \$22,810.00).
 - 7.5 PM retirement results in slightly lower overall labor costs with a slight increase in retirees' healthcare costs. Overall impact is a slight overall reduction in expenses. Some increased labor cost in FY 2020-2021 (May-June) and FY 2021-2022 (July) due to a 4th serviceperson but will balance that cost by not bringing on an additional pipeline temp. during that period.
 - 7.6 LAFCO Fee is down (20-21 \$2428.29 to 21-22 \$1171.07).
 - 7.7 Tax revenues have continued to rise due to increases in property values - assessed tax values.
 - 7.8 Interest revenues are down due to federal government interest rate actions.
8. Discussion of Projected Allocation of FY 2020-2021 Masterplan Surplus/Deficit and Revenue Surplus Funds to Unrestricted Net Asset Accounts. (Will be adopted with FY 2021-2022 budget approval action at Regular Board Meeting, June 2021.)

9. Discussion of funds allocation to Master Plan Projects in FY 2021-2022 Master Plan/Replacement Budget.
10. Discussion of overall revenues and expenses, Master Plan costs, and appropriate rates to fund costs. Additional discussion regarding a professional rate study.

G. ANNOUNCEMENTS

- A) Chair
- B) Board Members
- C) Staff

NOTE: The next Regular Board Meeting will be May 20, 2021 at 6:30 p.m.

ADJOURNMENT

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Caroline Rimmer, Board Secretary at (909) 867-2704 at least 48 hours before the meeting, if possible.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District's office located at 2365 Fir Dr., Arrowbear Lake, during normal business hours.

Arrowbear Park County Water District

Notice Regarding the Virtual Board Meeting

Due to the COVID-19 coronavirus restrictions on gatherings from the Governor and the CA and SB County Departments of Public Health the Arrowbear Park County Water District will be holding its Annual Budget & Finance Board Meeting from a virtual setting

URL: <https://us02web.zoom.us/j/89881319979>.

To view, listen, and participate you may attend in the following ways:

Smartphone or Tablet (Online with audio and video on a device with internet access, a speaker, microphone, and camera)

1. Download the ZOOM app.
2. Open the app, click on “Join a Meeting”
3. Enter the meeting ID - 898 8131 9979
4. Follow the prompts on the app.

Desktop or Laptop (Online with audio and video on a device with internet access, a speaker, microphone, and camera)

1. Go to ZOOM.com, click on “Join a Meeting”
2. Enter the meeting ID - 898 8131 9979
3. Follow the prompts on the website.

By Phone (landline or mobile phone)

1. Dial 1-301-715-8592
2. Enter the meeting ID - 898 8131 9979 and press”#”
3. When asked for a participant number, just press”#”.