

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

STAFF REPORT

**Agenda Item 8a: November 2023 Financial Report
Monday, December 11, 2023**

Revenue

October 2023 Additional revenue not shown on previous report: none

November 2023: \$27,396.91

- \$21,563.91 in property tax revenue will be allocated to the previous fiscal year by Accountant.

Ordinary Expenses

October 2023 Additional expenses not shown on previous report: none

November 2023: \$42,242.79

- \$3,387.96 Meter & Data Mgmt Program – annual downloading of meters and managing malfunctioning meters.
- \$7,611.66 Trans Basin Diversion Legal Counsel
- \$7,237.50 USGS streamflow gage quarterly payment
- \$4,500 Audit payment
- Note: reallocated October legal counsel from “general” to “Trans Basin Diversion Project” expenses.

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 November 2023.
- Additional reports or information available upon request.
- Updated Fiscal Year 2022-2023 Year End Reports will be provided at future meeting.

Recommendation:

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

Attachments:

1. Income & Expense Report – November 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 – November 2023
6. Contracted Water Worksheet

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

Cash Basis

November 2023

	Nov 23	Budget
Ordinary Income/Expense		
Income		
4001 · Contract Water Sales	5,565.00	0.00
4050 · Property Taxes	21,563.91	0.00
4080 · Interest-LAIF	0.00	750.00
4100 · Other Income	268.00	
Total Income	27,396.91	750.00
Expense		
Payroll Expenses	13,165.55	29,828.00
Water Supply Expenses		
5020 · Water Rights		
5022 · Legal Counsel	41.00	0.00
5025 · Meter & Data Mgmt Program	3,346.96	0.00
Total 5020 · Water Rights	3,387.96	0.00
5030 · Projects		
5031 · Grants/Funding Analysis-general	3,200.00	
5036 · License Change Petition		
5036.01 · Chg Pet- Legal Counsel	844.21	
Total 5036 · License Change Petition	844.21	
5037 · LAFCo Applications		
5037.01 · LAFCo Apps - Legal Counsel	125.46	
Total 5037 · LAFCo Applications	125.46	
5038 · Water Use Enhancement		
5038.03 · Water Use Enh-Funding Analysis	681.25	
Total 5038 · Water Use Enhancement	681.25	
5039 · Trans Basin Diversion		
5039.01 · TBD - Legal Counsel	7,611.66	
Total 5039 · Trans Basin Diversion	7,611.66	
Total 5030 · Projects	12,462.58	0.00
5040 · USGS, streamflow gage	7,237.50	0.00

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

Cash Basis

November 2023

	Nov 23	Budget
Total Water Supply Expenses	23,088.04	0.00
General & Administrative Exp		
5100 · Consulting		
5101 · Accounting	945.00	500.00
5102 · Audit	4,500.00	0.00
5105 · Legal-General	329.70	1,667.00
Total 5100 · Consulting	5,774.70	2,167.00
5120 · Vehicle	105.20	60.00
5130 · Insurance	0.00	108.00
5160 · Office Operating Expenses	232.27	0.00
5170 · Training & Conferences	-122.97	0.00
Total General & Administrative Exp	5,989.20	2,335.00
Total Expense	42,242.79	32,163.00
Net Ordinary Income	-14,845.88	-31,413.00
Net Income	-14,845.88	-31,413.00

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>
Ordinary Income/Expense		
Income		
4001 · Contract Water Sales	36,862.00	509,806.00
4050 · Property Taxes	21,563.91	55,000.00
4080 · Interest-LAIF	4,540.59	3,000.00
4081 · Interest-SBMC	29.74	100.00
4100 · Other Income	268.00	
Total Income	<u>63,264.24</u>	<u>567,906.00</u>
Expense		
Payroll Expenses	72,094.77	272,100.00
Water Supply Expenses		
5020 · Water Rights		
5021 · Annual Fees	0.00	18,000.00
5022 · Legal Counsel	166.46	1,500.00
5023 · WR Engineering	0.00	1,500.00
5024 · Meter Maintenance	0.00	1,000.00
5025 · Meter & Data Mgmt Program	5,122.59	6,000.00
Total 5020 · Water Rights	<u>5,289.05</u>	<u>28,000.00</u>
5030 · Projects		
5031 · Grants/Funding Analysis-general	5,825.00	
5035 · RR Water Forum		
5035.01 · RR Water Forum-Legal	1,840.08	
Total 5035 · RR Water Forum	<u>1,840.08</u>	
5036 · License Change Petition		
5036.01 · Chg Pet- Legal Counsel	844.21	
Total 5036 · License Change Petition	<u>844.21</u>	
5037 · LAFCo Applications		
5037.01 · LAFCo Apps - Legal Counsel	125.46	
Total 5037 · LAFCo Applications	<u>125.46</u>	
5038 · Water Use Enhancement		
5038.03 · Water Use Enh-Funding Analysis	681.25	
5038.04 · Water Use Enh - Grant Writing	6,533.75	

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 5038 · Water Use Enhancement	7,215.00	
5039 · Trans Basin Diversion		
5039.01 · TBD - Legal Counsel	3,243.92	
5039 · Trans Basin Diversion - Other	<u>5,120.50</u>	
Total 5039 · Trans Basin Diversion	8,364.42	
5030 · Projects - Other	<u>0.00</u>	<u>250,000.00</u>
Total 5030 · Projects	24,214.17	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	<u>34,375.00</u>	<u>100,000.00</u>
Total 5050 · JPAs	<u>37,675.00</u>	<u>103,300.00</u>
Total Water Supply Expenses	74,415.72	397,300.00
General & Administrative Exp		
5100 · Consulting		
5101 · Accounting	3,780.26	6,000.00
5102 · Audit	8,000.00	10,000.00
5103 · Engineering- General	17,570.50	
5105 · Legal-General	2,870.52	20,000.00
5109 · Human Resources	536.25	3,000.00
5110 · Strategic Planning	<u>0.00</u>	<u>3,000.00</u>
Total 5100 · Consulting	32,757.53	42,000.00
5120 · Vehicle	2,108.82	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	2,523.20	7,000.00
5161 · Rent, Utilities	2,250.00	5,000.00
5170 · Training & Conferences	1,646.73	6,000.00
5180 · Stipends, Meetings	1,565.25	13,500.00
5190 · Property Tax Admin Fees	<u>0.00</u>	<u>1,000.00</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>
Total General & Administrative Exp	<u>50,403.44</u>	<u>92,300.00</u>
Total Expense	<u>196,913.93</u>	<u>761,700.00</u>
Net Ordinary Income	-133,649.69	-193,794.00
Other Income/Expense		
Other Expense		
5700 · Use of Wtr Reliability Reserve	46,700.00	
5710 · Use of Capital Reserves	<u>10,903.97</u>	
Total Other Expense	<u>57,603.97</u>	
Net Other Income	<u>-57,603.97</u>	<u>0.00</u>
Net Income	<u><u>-191,253.66</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	36,862.00	335,827.05	-298,965.05	-89.0%
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	21,563.91	40,811.96	-19,248.05	-47.2%
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	268.00	257.95	10.05	3.9%
4130 · Unrealized Gain(Loss) Invstment	0.00	-1,257.20	1,257.20	100.0%
Total Income	63,264.24	392,352.18	-329,087.94	-83.9%
Expense				
Payroll Expenses	72,094.77	192,108.21	-120,013.44	-62.5%
Water Supply Expenses				
5020 · Water Rights				
5021 · Annual Fees	0.00	16,886.72	-16,886.72	-100.0%
5022 · Legal Counsel	166.46	0.00	166.46	100.0%
5024 · Meter Maintenance	0.00	367.61	-367.61	-100.0%
5025 · Meter & Data Mgmt Program	5,122.59	3,893.46	1,229.13	31.6%
Total 5020 · Water Rights	5,289.05	21,147.79	-15,858.74	-75.0%
5030 · Projects				
5031 · Grants/Funding Analysis-general	5,825.00	3,861.25	1,963.75	50.9%
5032 · Outreach & Education	0.00	92.20	-92.20	-100.0%
5034 · Add'l Water Rights				
5034.02 · Engineering	0.00	3,737.00	-3,737.00	-100.0%
Total 5034 · Add'l Water Rights	0.00	3,737.00	-3,737.00	-100.0%
5035 · RR Water Forum				
5035.01 · RR Water Forum-Legal	1,840.08	0.00	1,840.08	100.0%
Total 5035 · RR Water Forum	1,840.08	0.00	1,840.08	100.0%
5036 · License Change Petition				
5036.01 · Chg Pet- Legal Counsel	844.21	0.00	844.21	100.0%
Total 5036 · License Change Petition	844.21	0.00	844.21	100.0%
5037 · LAFCo Applications				
5037.01 · LAFCo Apps - Legal Counsel	125.46	0.00	125.46	100.0%
Total 5037 · LAFCo Applications	125.46	0.00	125.46	100.0%
5038 · Water Use Enhancement				
5038.03 · Water Use Enh-Funding Analysis	681.25	0.00	681.25	100.0%
5038.04 · Water Use Enh - Grant Writing	6,533.75	0.00	6,533.75	100.0%
Total 5038 · Water Use Enhancement	7,215.00	0.00	7,215.00	100.0%
5039 · Trans Basin Diversion				
5039.01 · TBD - Legal Counsel	3,243.92	0.00	3,243.92	100.0%
5039 · Trans Basin Diversion - Other	5,120.50	0.00	5,120.50	100.0%
Total 5039 · Trans Basin Diversion	8,364.42	0.00	8,364.42	100.0%
Total 5030 · Projects	24,214.17	7,690.45	16,523.72	214.9%
5040 · USGS, streamflow gage	7,237.50	13,150.00	-5,912.50	-45.0%
5050 · JPAs				

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change	% Change
5051 · IWPC	3,300.00	0.00	3,300.00	100.0%
5052 · GSA	34,375.00	68,750.00	-34,375.00	-50.0%
Total 5050 · JPAs	37,675.00	68,750.00	-31,075.00	-45.2%
Total Water Supply Expenses	74,415.72	110,738.24	-36,322.52	-32.8%
General & Administrative Exp				
5100 · Consulting				
5101 · Accounting	3,780.26	25,904.45	-22,124.19	-85.4%
5102 · Audit	8,000.00	19,000.00	-11,000.00	-57.9%
5103 · Engineering- General	17,570.50	0.00	17,570.50	100.0%
5105 · Legal-General	2,870.52	24,843.63	-21,973.11	-88.5%
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	32,757.53	84,853.08	-52,095.55	-61.4%
5120 · Vehicle	2,108.82	1,243.42	865.40	69.6%
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	2,523.20	8,164.30	-5,641.10	-69.1%
5161 · Rent, Utilities	2,250.00	4,500.00	-2,250.00	-50.0%
5170 · Training & Conferences	1,646.73	5,297.45	-3,650.72	-68.9%
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	50,403.44	128,326.61	-77,923.17	-60.7%
Total Expense	196,913.93	431,173.06	-234,259.13	-54.3%
Net Ordinary Income	-133,649.69	-38,820.88	-94,828.81	-244.3%
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	-191,253.66	-59,760.38	-131,493.28	-220.0%

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
ASSETS				
Current Assets				
Checking/Savings				
1000 · SBMC Checking	114,191.43	265,565.19	-151,373.76	-57.0%
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	814,817.66	1,007,698.51	-192,880.85	-19.1%
Accounts Receivable				
1200 · Accounts Receivable	-5.00	0.00	-5.00	-100.0%
Total Accounts Receivable	-5.00	0.00	-5.00	-100.0%
Other Current Assets				
1210 · Interest Receivable	0.00	3,922.58	-3,922.58	-100.0%
1220 · Taxes Receiveable	0.00	5,939.46	-5,939.46	-100.0%
Total Other Current Assets	0.00	9,862.04	-9,862.04	-100.0%
Total Current Assets	814,812.66	1,017,560.55	-202,747.89	-19.9%
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	886,106.41	1,088,854.30	-202,747.89	-18.6%
LIABILITIES & EQUITY				

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
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%
2050 · Payroll Liabilities				
2055 · ER PERS Payable	384.00	134.46	249.54	185.6%
2056 · EE PERS Payable	387.50	121.50	266.00	218.9%
2057 · Roth 457(b) Payable	2,500.00	150.00	2,350.00	1,566.7%
2058 · 1959 Survivor Benefits (Liab)	1.00	1.00	0.00	0.0%
Total 2050 · Payroll Liabilities	3,272.50	406.96	2,865.54	704.1%
Total Other Current Liabilities	28,253.27	39,747.50	-11,494.23	-28.9%
Total Current Liabilities	28,253.27	39,747.50	-11,494.23	-28.9%
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	37,468.27	48,962.50	-11,494.23	-23.5%
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	-191,253.66	-59,760.38	-131,493.28	-220.0%
Total Equity	848,638.14	1,039,891.80	-191,253.66	-18.4%
TOTAL LIABILITIES & EQUITY	886,106.41	1,088,854.30	-202,747.89	-18.6%

Russian River Flood Control District

Monthly Payment Detail

Cash Basis

As of November 30, 2023

Date	Name	Memo	Paid Amount
1000 · SBMC Checking			
11/08/2023	Intuit	Monthly Payroll Subscription	-6.00
11/13/2023	Cardmember Service	QuickBooks generated zero amount transaction for bill pa...	0.00
11/13/2023	Nigro & Nigro PC	FY 2022-2023 Audit final payment	-4,500.00
11/14/2023	Team Mobile	Monthly cell phone service	-208.50
11/19/2023	USGS	Gages, Bill #91102224	-7,237.50
11/20/2023	Herum/Crabtree/Suntag	Legal Counsel Services Oct 2023	-8,776.50
11/24/2023	Eide Bailly	Accounting, Sept 2023 service Dates	-945.00
11/30/2023	Herum/Crabtree/Suntag	Add'l pymt of Legal Counsel Services Oct 2023	-175.53
11/30/2023	LACO	Funding Analysis/Grant Writing October service dates Inv ...	-3,881.25
11/30/2023	Mendocino County Resource...	Meter & Data Mgmt Program, October service dates	-3,346.96
Total 1000 · SBMC Checking			-29,077.24
TOTAL			-29,077.24

Project Water Worksheet as of December 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	37.54	
Nov 2023	40	25.46	460.00
Dec 2023	0		
Totals:	910	660.85	

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.