

Fiscal Year 2024/25 Budget Workshop

Opening Points:

- CURRENT PROPOSED BUDGET INCLUDES A RECOMMENDED FACILITY AND BEACH FEE OF \$780.
- PART OF THE NEW BUDGET PROCESS, STAFF WILL CONDUCT QUARTERLY BUDGET REVIEWS, ANALYTICS AND PERFORMANCE.
- STAFF, DISTRICTWIDE, WAS INVOLVED IN THE PROCESS, USING THEIR PROFESSIONALISM IN ORDER TO PUT THEIR ZERO BASED BUDGET TOGETHER.
- CONTINUOUS TRAINING WITHIN THE ENTERPRISE ERP SYSTEM PROVIDING ENHANCEMENTS TO THE DEPARTMENT'S ABILITY TO MONITOR BUDGETS.
- LABELING OF THE HEADERS IS BASED ON CURRENT WAGE ALLOCATIONS TO BE COMPARED WITH A RECOMMENDED CHANGE.
- WATER DEPARTMENT HAS A TYPO IN SALES AND FEES. NUMBER SHOULD READ 7,429,157.
- ESTIMATED ACTUALS ARE BASED ON THE INFORMATION AVAILABLE TO STAFF AT THE TIME AND CAN BE SUBJECT TO CHANGE.
- STAFF ASKS THE BOARD TO CONSIDER AN INCREASE TO THE DISTRICT LIABILITY COSTS, FROM THE CURRENT SHEETS, WHICH IS AN INCREASED TOTAL COST OF \$462,547.

Staffing and Personnel Costs:

- ▶ Prior years held practice of budgeting a “Salary Savings”- a contra expense with a net reduction to budget.

TOTAL GENERAL FUND BUDGETED SALARIES	5,821,102
TOTAL BUDGETED SALARY SAVINGS	-468,900
NET BUDGETED SALARY	5,352,202
TOTAL UTILITIES BUDGETED SALARIES	5,889,348
TOTAL BUDGETED SAL SAVINGS	-176,600
NET BUDGET SALARY	5,712,748
TOTAL COMMUNITY SERVICES BUDGETED SALARIES	11,180,459
TOTAL BUDGETED SALARY SAVINGS	-387,400
NET BUDGET SALARY	10,793,059
TOTAL BEACH SALARIES	1,197,601
TOTAL BEACH BUDGETED SALARY SAVINGS	-35,600
NET BUDGET SALARY	1,162,001
TOTAL INTERNAL SERVICES SALARIES	2,571,297
TOTAL INTERNAL SERVICES BUDGETED SALARY SAVINGS	-77,100
NET BUDGETED SALARY	2,494,197
TOTAL BUDGETED SALARY SAVINGS	-1,145,600

Workers' Compensation Required Increases: Net Est. Actual Over Budget \$727,409

- Cost of workers' compensation insurance has exceeded the FY24 budget in each fund:
 - General Fund FY24 Budget-\$86,338 FY24 Est. Actuals \$279,445
 - Utilities Fund FY24 Budget-\$97,252 FY24 Est. Actuals \$262,173
- Community Services Fund FY24 Budget-\$97,252 FY24 Est. Actuals \$744,540
 - Beach Fund FY24 Budget-\$24,449 FY24 Est. Actuals \$81,115
- Internal Services Fund FY24 Budget-\$42,856 FY24 Est. Actuals \$133,304
- From FY23, rates took a significant increase due to the number of claims. That was unincorporated in FY24 budget.

Staffing and Personnel Costs:

- FY25 Includes contractually obligated COLA adjustment of 3.5%
- FY25 Includes contractually obligated possible merit increase of 3%
- Health Insurance cost increase of 8% over prior year.
- Dental Insurance cost increase of 4.5% over prior year.
- Budget set to the currently approved master position list administered by HR along with recommended changes (list begins on page 123 of packet)

Staffing and Personnel Costs (New Request):

Title	Salary Grade	Status	Notes	Notes	Reports To: (Department Head)	Former Title	New Burdened Cost	Previous Burdened Cost	Net Increase
POS/PRODUCT ADMINISTRATOR	22	FTE	New for FY 24/25	Responsible for the management and support of the Districts POS Systems including product administration and reporting. Giving the District Venue Heads one point of contact for all revenue reporting and product pricing controls.	Director of IT		138,556		138,556
COMMUNITY SERVICES AMBASSADOR	20	FTE	New for FY 24/25	Provides consistent community service/educational presence at recreation venues; provides safe guest experience; acts as liaison with law enforcement when needed; manages crowd control efforts; holds certs in CPR/AED for guest/resident safety. Focuses on District venue safety, not just beaches.	Director of Parks and Recreation	Beach Ambassador	211,898		211,898
PUBLIC WORKS MAINTENANCE I/II	G7	FTE	New for FY 24/25	Will allow for additional capacity under Utilities Specialist; required to obtain Water & Sewer Grade 1 certs to further assist with more technical repair of water/sewer equipment.	Director of Public Works		139,007		139,007
MEETING/IT COORDINATOR	24	FTE	New for FY 24/25	Coordinates and operates the digital production associated with the District's public meetings that are required or chosen to be streamed and or recorded. Manages any pre and post meeting setup needs, moves hardware that may need to be held at other venues and or locations. Works with District clerk to ensure all digital meetings are posted and scheduled appropriately. Currently this work is performed by the IT Director, Sr. IT Analyst, and Software Specialist	General Manager		175,816		175,816

Operating Expense Cost Examples (Chateau):



Operating Expense Cost Examples (Champion Golf Course):



Operating Expense Costs Examples (Ski):



Operating Expense Costs (Recreation Center):



Operating Expense Costs (Districtwide):



Operating Expense Costs Examples (Public Works R3-1 Tank):



Operating Expense Costs (Public Works Manholes):



Operating Expense Costs:

- ❑ Recommended budget includes \$4.5 million in repair and maintenance costs, Districtwide. Fund breakdown on page 121 of packet.
- ❑ Budget lies within the Services and Supplies.

General Fund:

“GENERAL FUND WITHOUT PROPOSED CHANGES” (PAGE 83) IDENTIFIES THE COSTS TO THE GENERAL FUND WITHOUT RECOMMENDED CHANGES.

- ENDING FUND BALANCE OUT OF BOARD COMPLIANCE.

General Fund:

“GENERAL FUND WITH WAGE ALLOCATION CHANGE”

- ❑ LIST OF POSITIONS (IDENTIFIED ON PAGE 127) FULLY BURDENED TO THE GENERAL FUND. STAFF RECOMMENDS THE ALLOCATION OF SALARIES THROUGHOUT ALL FUNDS.
- ❑ POSITIONS AND DEPARTMENTS NOT CURRENTLY TIED TO CENTRAL SERVICES COSTS
- ❑ STAFF INTENDS TO BRING REQUEST TO THE BOARD FOR A PROFESSIONAL COST ALLOCATION PLAN, EARLY FY2024-25.
- ❑ WILL MEMORIALIZE THE DISTRIBUTION OF WAGES AS COST ALLOCATION PLAN IS EXPECTED TO BRING THE WAGE ALLOCATION BACK TO THE GENERAL FUND IN ORDER TO BECOME COMPONENT OF CENTRAL SERVICES.
- ❑ FUND BALANCE WITHIN BOARD POLICY, HOWEVER NEXT FISCAL YEAR IN JEOPARDY OF BECOMING OUT OF COMPLIANCE WITH NRS.

General Fund:

“GENERAL FUND WITH WAGE ALLOCATION CHANGE AND MOVE PARKS”

- ❑ IN CONJUNCTION WITH THE WAGE ALLOCATION STAFF RECOMMENDS MOVING PARKS DEPARTMENT BACK TO COMMUNITY SERVICES FUND.
- ❑ FUND BALANCE IN BOARD COMPLIANCE AND BEGINS TO BUILD.

General Fund Parks

Page 86 breaks out the costs of the Parks Department, currently within the General Fund.

Utilities Fund:

- ▶ Rates tied to the current rate fee study, for the FY24/25 rates.
- ▶ Of the fund balance shown, \$14.2 million is restricted by Board action, which began March 3, 2020.
- ▶ Department expected to bring before the Board a request for rate study to address the future needs of the department and correlating rates.
- ▶ Comparison of the budget with and without the allocation of wages from the General Fund. “NO WAGE ALLOCATION UPDATE” vs. “WAGE ALLOCATION UPDATE”.
- ▶ Although identified in green, unrestricted fund balance does not currently meet Board policy.
- ▶ \$3 million budgeted for operating expense, repair, and maintenance.

Community Services Fund:

- ▶ Three comparative sheets, beginning page 95, demonstrates the recommended budget, the recommended budget with the allocation of wages and Parks returning to the Community Services fund, and the recommended budget with just the allocation of wages.
- ▶ Department is working to identify deferred maintenance and future capital needs.
- ▶ The recommended budget includes a Facility Fee of \$450 (part of the \$780 combined total). Estimated total of \$3.6 million to the fund.

Beach Fund:

- ▶ FY25 recommended capital budget includes the ingress/egress projects, which will become combined with the Beach House Project, inclusive of Ski Beach.
- ▶ FY24 Budget for the Beach House was \$4 million, which work will continue need to continue into FY25. Unused FY24 funds will go to ending fund balance. A budget augmentation request will come before the Board to re-allocate funds to the project.
- ▶ The recommended budget includes a Beach Fee of \$330 (part of the \$780 combined total). Estimated total of \$2.5 million to the fund.

Internal Services Fund:

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- ▶ FY25 staff anticipates work productivity to increase through filled vacancies.
- ▶ FY25 staff is looking to study the negative fund balance in order to plan to take corrective actions.