



Board of Directors

James Wall, Chair

Raymond Tjulander, Vice Chair

Jane Nye, Director

Janna Orkney, Director

Leon Shapiro, Director

Providing Outstanding Service Since 1963

May 18, 2020

Board of Directors
Triunfo Water & Sanitation District
Ventura County, California

BUDGET ADJUSTMENT FOR GENERAL MANAGER AND FINANCIAL ANALYST SERVICES

Summary

At the April 22, 2019, Triunfo Water & Sanitation District (TWSD) Board Meeting, the Board adopted the Fiscal Year 2019-2020 (FY2020) Budget. The Budget included 2,000 hours for General Manager (GM) and 400 hours for Financial Analyst (FA) services. These hours were estimated based on previous work effort and with minimal contingency time. Based on staff's projections to complete the FY2020 fiscal year, an additional 160 hours are required in GM services and 90 hours for FA support. The proposed combined budget adjustment for the necessary GM and FA services is \$35,742 (160 GM hours @ \$145.76/hour and 90 FA hours @ \$138.00/hour), including the VRSD markup. Staff recommends the Board approve a budget increase for additional working hours.


Please contact me at 805-658-4621 or email marknorris@trunfowsd.com if you have any questions or need additional information.

Recommendation

It is recommended that the Board review and approve the budget adjustment and direct the Director of Finance to increase the FY 2019-2020 Adopted Budget for GM services by 160 hours and FA services by 90 hours for \$31,080, and increase the VRSD contract by \$4,662 for overhead of said services.

The approved FY 2019-2020 Budget has adequate funding to support the recommended \$35,742 budget adjustment for GM and FA services.

REVIEWED AND APPROVED


Mark Norris - General Manager

This page is intentionally blank