

Staff Report

for the Board of Directors Meeting of March 27, 2019

TO: Honorable Board of Directors
FROM: Greg Jones, M.B.A., Assistant General Manager
DATE: March 22, 2019
SUBJECT: Budget Amendment Request – Rates Meeting Live Stream

ADMINISTRATION

RECOMMENDATION:

Approve Budget Amendment BA 2019-106 moving \$1,000.00 from Directors' 2019 Budget Account 10113-52503 (Equipment Maintenance) to 10113-52603 (Consulting/Contractor Fee), for live streaming of the April 3, 2019 Division I public rates meeting, and authorize the General Manager to execute the appropriate documents.

BACKGROUND:

Director Heck has scheduled a third community meeting on April 3, 2019, for the purpose of educating the public, providing an overview of the proposed water rates and review of the Cost of Service Study. The meeting will be at the Nevada County Supervisors' Chambers located at the Eric Rood Center in Nevada City.

At the request of community members, Director Heck has requested the meeting to be live-streamed by NC Media/NCTV. The fee for their services are \$80 per hour, with a 3-hour minimum, which equates to an estimate of \$240.00.

The 2019 Directors' Budget Account (10113) does not have funding for this expense nor the authority to spend the money. The Board must authorize the transfer and the expenditure. This budget amendment transfers \$1,000 from the Directors' Budget account 10113-52503 (Equipment) to create a new budgetary line item in the Directors' 2019 Budget 10113-52603 (Consulting/Contractor Fees).

This item addresses Goal No. 2 of the District's Strategic Plan to seek opportunities for community outreach and to interface with the community.

BUDGETARY IMPACT:

Minimum of \$240.00, up to \$1,000.00. Upon approval of this item, the balance in 10113-52503 will be \$4,000.00.

Attachments (1):

- Budget Amendment Form



**NEVADA IRRIGATION DISTRICT
BUDGET AMENDMENT REQUEST**

Request Number

Req. No BA 2019-106

Date: March 27, 2019
 To: Remleh Scherzinger, General Manager
 From: Department Manager(s)

Initial _____

Budget Transfer: Enter Operating/Capital Expenditure or Revenue line items.

Department	Object / Account	Increase/(Decrease)
10113 Directors	52503 Equipment Maintenance	\$ (1,000.00)
10113 Directors	52603 Consulting/Contractor Fees	\$ 1,000.00

Budget Increase: Enter Operating/Capital Expenditure or Revenue line items.

Department	Object / Account	Increase/(Decrease)

Division Fund	Funding Account	Increase/(Decrease)

Explanation: Enter narrative explaining reason for amendment.

Live streaming expenses for Division I public rates meeting.

APPROVALS:

	<u>Date</u>	<u>Signature</u>	<u>AGM/FM Initials</u>	<u>Approved/Denied</u>
Level I:				
Level II:				
Level III:				