

## **VRSD RESOLUTION NO. 19-03**

### **RESOLUTION APPROVING AND ADOPTING THE PROPOSED DISTRICT BUDGET FOR FISCAL YEAR 2019-20, APPROVING STAFFING LEVELS, D BUDGET MODIFICATION PROCESS AND CARRY-OVERS FROM FISCAL YEAR 2018-19**

#### **SECTION 1. FISCAL YEAR 2019-20 BUDGET**

**WHEREAS**, the Proposed Budget for Ventura Regional Sanitation District for the Fiscal Year 2019-20, commencing July 1, 2019 was reviewed by the Personnel and Finance Committee on May 30, 2019 and June 4, 2019 and recommended for Board approval; and

**WHEREAS**, the Board of Directors held a Board Meeting on June 6, 2019 to discuss and consider the proposed Fiscal Year 2019-20 Budget as originally submitted.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Ventura Regional Sanitation District, hereby approves and adopts the Fiscal Year 2019-20 Budget as proposed to the Board of Directors on June 6, 2019.

#### **SECTION 2: FISCAL YEAR 2018-19 APPROPRIATION CARRY-OVERS**

**WHEREAS**, the completion of District work does not necessarily coincide with the calendar dates of the fiscal year, and as such work is in progress, contracts are in progress, or work otherwise is unavoidably delayed beyond June 30, 2019;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Ventura Regional Sanitation District hereby authorizes the carryover of specific appropriations from FY 2018-19 to FY 2019-20 to complete Board authorized work plan(s) and other operating needs deemed necessary by the General Manager; and

**BE IT FURTHER RESOLVED**, that the General Manager is hereby authorized to direct the carryover of District funds for use in FY 2019-20 those appropriations from the FY 2018-19 Budget deemed necessary to complete specific projects or services that could not be finalized prior to June 30, 2019, before closing the District's financial accounting records for FY 2018-19.

#### **SECTION 3: STAFFING LEVELS AND POSITION CLASSIFICATIONS**

**WHEREAS**, the Budget provides a Staffing Summary as well as a Classification Plan, identifying the positions necessary for optimal operation of the District and corresponding salary range for each position;

**WHEREAS**, the Budget presentation includes a recap of changes to positions funded, the title, classification or salary changes;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Ventura Regional Sanitation District hereby approves the Position Titles/Classifications and Staffing Levels included in the Proposed FY 2019-20 Budget Plan.

**SECTION 4: MODIFICATIONS TO ADOPTED BUDGET**

**WHEREAS**, the Board recognizes the occasional need to modify the adopted fiscal year budget and wishes to streamline the implementation of the approved fiscal year budget;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Ventura Regional Sanitation District hereby authorizes that the approved Fiscal Year Budget may be subsequently adjusted as follows:

- A. By majority vote of the Board;
- B. By the General Manager for all appropriation transfers of approved allocations between divisions within a department and between expense categories (e.g., salaries and benefits, services and supplies, and capital outlay) within the same division, excluding special designations or project appropriations;
- C. By Department or Division Directors for appropriation transfers of approved allocations within expense categories (e.g., salaries and benefits, services and supplies, and capital outlay) within the same division; and
- D. By the Director of Finance, in consultation with the General Manager and Director of Operations, in cases involving offsetting revenues and expenditures for reimbursement work related items.

The Board also declares that line item expenditures within expense categories in a division are not restricted so long as funding is available in the expense categories as a whole. The General Manager is authorized to approve all purchase orders or contracts related to reimbursable services. The Board directs that all modifications made to the approved budget be reported to the Board as part of the regularly scheduled financial reporting.

**PASSED, APPROVED AND ADOPTED** this 6<sup>th</sup> day of June, 2019 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

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KEVIN KILDEE, Chairman  
Board of Directors

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Juliet Rodriguez, Clerk of the Board