

MEMORANDUM

Date: October 29, 2025

To: Water Utility Board

From: January Vang, Finance and Administrative Manager

Subject: Monthly Financial Report – Operating and Capital Funds

BACKGROUND

Board governance policy requires that the Utility shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in Outcomes policies. Accordingly, the Utility shall not cause or allow conditions, procedures, or decisions that:

1. Fail to ensure long-term financial health.
2. Fail to present a balanced annual operating budget and quarterly updates on actual expenditures and income.
3. Exceed total appropriations for the fiscal year, unless directed to do so by the board.
4. Use any dedicated reserves for purposes other than those for which they are designated, unless directed to do so by the board.
5. Undertake a debt without payoff schedule and identification of revenue stream.
6. Fail to establish an unrestricted reserve equal to a typical three months' operating expenses.
7. Fail to inform the board of where the utility stands with any current rate case in progress.
8. Fail to be able to provide a concise summary of the financial condition of the utility at any time.
9. Fail to adjust spending related to revenue shortfalls in a budget deficit.

The Finance Section of the Utility strives hard to meet or exceed the expectations laid out above. The monthly financial update provided in the attached Budget to Actual comparison, as of September 30, 2025, reflecting these efforts is attached.

As of September 30, 2025:

- Water revenues are up \$437 thousand compared to prior year to date.
- Water expenditures are up \$1.8 million compared to prior year to date.
- Operating Fund balance is \$19 million.
- Capital Fund expenditures is \$20.6 million, of which \$4 million is encumbrances.
- Capital Fund balance is \$560 thousand.

MadCAP Data Summary (as of October 22, 2025)

	AMI <30%	AMI >30% and <50%	Total
Total Applications Received	587	292	879
Total Applications Approved	361	134	495
<i>Homeowners</i>	199	89	288
<i>Renters</i>	162	45	207
Total Applications Not Approved	226	158	384
Households Newly Enrolled in Conservation Programs	94	41	135

ATTACHMENTS:

- A. Budget to Actual comparison as of August 31, 2025