

CHRISTIAN VALLEY PARK

POLICY TITLE: Reserve Policy
POLICY NUMBER: 2150

2150.1 Purpose: The CVPCSD (the District) shall maintain reserve funds from existing unrestricted funds as

designated by the District's Reserve Policy. This policy establishes the procedure and level of reserve funding to achieve the following specific goals:

- a) Fund replacement and major repairs for the District's physical assets.
- b) Fund regular replacement of computer hardware and software.
- c) Fund designated conservation projects/programs or other special uses not otherwise funded by grants or requiring additional monetary support;
- d) Fund capital improvements; and
- e) Maintain minimal operational sustainability in periods of economic uncertainty.

The District shall account for reserves as required by Governmental Accounting Standards Board Statement No. 54, which distinguishes reserves as among these classes: non-spendable, restricted, committed, assigned and unassigned. The reserves stated by this policy, unless otherwise required by law, contract, or District policy shall be deemed "assigned" reserves.

2150.2 Policy: Use of District Reserves is limited to available "Unrestricted" Funds (not obligated by law, con

tract or agreement), including donations, interest earned, fees for service or other non-grant earnings. All special use funds will be designated by formal action of the Board of Directors. [The following reserves reflect common purposes the Districts for cash reserves; b) Technology Reserve:

- a. Technology Reserves will accumulate from existing unrestricted funds at a rate of \$4,000.00 annually.
- b) Designated Project/Special Use Reserve:
- c) Capital Improvement Reserve: Capital Improvements
- d) Repair/Operations & Administrative Operations Reserve:
- e) Total All Reserve Funds:

The total amount of Reserves designated annually from all funds shall be 10% with a cumulative accrual cap of 12% of the annual budget.

2150.3 Monitoring Reserve Levels: The General Manager, in collaboration with the treasurer or district accountant, shall perform a reserve status analysis annually, to be provided to the Board of Directors' bi-annually deliberation/approval of Budget and Reserve Funds.

Additional information may be provided to the Board of Directors upon the occurrence of the following events:

- a) When a major change in conditions threatens the reserve levels established by this policy or calls into question the effectiveness of this policy;
- b) Upon General Manager and/or Board request.