

SWEETWATER SPRINGS WATER DISTRICT  
 DRAFT OPERATING AND CAPITAL BUDGET, 2015-2016  
 DRAFT

DRAFT FY 2015-16 OPERATING BUDGET									
			FY 13-14 FINAL (CASH)*	FY14-15 BUDGET REVISED	FY 14-15 Projected	FY 15-16 BUDGET	Difference FY16-FY15 Budgets	FY 15-16 Original notes	
<b>REVENUE</b>									
<b>OPERATING REVENUE</b>									
	4031 - Water Bill Revenue								
	4031.1. - Capital Debt Reduction Ch		246,360	253,947	253,947	261,565	7,618	3% rate increase	
	4031.1. - Water Sales - Base Rate		1,351,512	1,393,127	1,393,127	1,434,921	41,794	3% rate increase	
	4031.1. - Water Sales - Usage Charges + Other		620,586	570,000	570,000	587,100	17,100	Flat sales, 3% increase	
	4031.1. - Total Water Sales		2,218,459	1,963,127	1,963,127	2,022,021	58,894		
	<b>Total OPERATING REVENUE</b>		<b>2,218,459</b>	<b>2,217,074</b>	<b>2,217,074</b>	<b>2,283,586</b>	<b>66,512</b>		
<b>NON-OPERATING REVENUE</b>									
	4445 - Grant Proceeds		0	0	0	-	-		
	1700 - Interest		6,681	7,500	7,500	7,500	-		
	1001 - CY Direct Charge Proceeds						-		
	3600 - Construction New Services		4,601	13,000	5,000	7,000	(6,000)		
	3601 - Construction Service Upgrades		100	1,000	2,000	2,000	1,000		
	4032 - Rent		90,204	88,350	88,350	90,482	2,132	Crystal \$1361/mo = \$16,322 AT&T \$6180/mo = \$74,160	
	4040 - Miscellaneous Income		3,463	1,500	18,100	1,500	-	USBank CC refunds So. Cty Credit	
	4117 - SCWA Reimbursement		2,433	2,500	2,500	2,500	-		
	<b>Total NON-OPERATING REVENUE</b>		<b>107,482</b>	<b>113,850</b>	<b>123,450</b>	<b>110,982</b>	<b>(2,868)</b>		
	<b>Total Income</b>		<b>2,325,941</b>	<b>2,330,924</b>	<b>2,340,524</b>	<b>2,394,568</b>	<b>63,644</b>		
<b>EXPENSES</b>									
<b>OPERATING EXPENSES</b>									
<b>SALARY &amp; BENEFITS</b>									
	Salary								
	5910 - Wages		676,075	716,000	715,840	734,732	18,732		
	5912 - Overtime		27,604	30,562	27,006	31,479	917		
	5916 - On-Call Pay		29,754	33,090	32,260	34,083	993		
	5918 - Extra help - Contract		36,837	34,100	36,919	36,919	2,819		
	<b>Total Salary</b>		<b>770,270</b>	<b>813,752</b>	<b>812,025</b>	<b>837,210</b>	<b>23,458</b>		
	Benefits								
	5500 - Flex Spending		-1,769	0	0	0	-		
	5920 - Retirement		120,003	121,115	121,115	124,311	3,196		
	5922 - Payroll Taxes - Employer		13,751	14,067	14,067	14,438	371		
	5930 - Health/Dental/Vision/AFL		144,469	143,249	143,249	145,668	2,419		
	5931 - Retiree health		6,166	7,000	7,000	7,000	-		
	5940 - Workers Comp Insurance		19,791	18,000	18,000	36,000	18,000	Expecting 100% increase because of injuries	
	<b>Total Benefits</b>		<b>302,412</b>	<b>303,431</b>	<b>303,431</b>	<b>327,417</b>	<b>23,986</b>		
	<b>Total SALARY &amp; BENEFITS</b>		<b>1,072,681</b>	<b>1,117,183</b>	<b>1,115,456</b>	<b>1,164,627</b>	<b>47,444</b>		
<b>SERVICES &amp; SUPPLIES</b>									
<b>Communications</b>									
	6040-I - Internet service		1,783	1,800	1,800	1,800	-	Comcast -\$81/month: 972 GotoMyPC \$19.95/mo = \$240 Sonic.net \$143.7/Qtr. (A) = \$575	
	6040-C - Cell Phones		2,991	4,300	4,300	4,300	-	Verizon \$150/mo: \$1800 Cell phone texting reimburse: (-\$60) Misc parts/holders: \$200 Cell phone reimburse \$190/mo - \$2,280	
	6040-P - Pagers & Radios		389	560	500	600	40	American Messaging \$32/mo: \$384 Misc. parts/batteries: \$200	
	6040-T - Telephones		18,768	19,950	19,950	19,950	-	Ans. Service: \$100/mo: \$1200 - Phones: \$1380/mo: \$16560 Long distance \$45/mo: \$600	
	<b>Total Communications</b>		<b>23,931</b>	<b>26,610</b>	<b>26,550</b>	<b>26,650</b>	<b>40</b>		
<b>Insurances</b>									
	6101 - Gen. Liability		25,412	27,000	27,000	27,000	-		

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		6102 - Auto/Equipment	5,170	5,200	5,200	5,200	-	
		<b>Total Insurances</b>	<b>30,582</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>-</b>	
		<b>Maint/Rep - Office &amp; Vehicles</b>						
		6140 - Vehicle Maintenance	10,835	22,000	20,000	16,000	(6,000)	
		6151 - Office Maintenance	7,221	4,050	5,400	5,700	1,650	Alarm System - \$130/qr.=520 PacketFusion maint. contract - \$1450/year The Compute Wizard - \$175/mo = \$2100/year Copy mach. maint - 800/yr Call One - \$400/yr Landscaping - \$200/yr Misc / Other - \$250
		<b>Total Maint/Rep - Office &amp; Vehicles</b>	<b>18,055</b>	<b>26,050</b>	<b>25,400</b>	<b>21,700</b>	<b>(4,350)</b>	
		<b>Maint/Repair - Facilities</b>						
		6085 - Janitorial Services	7,233	8,000	8,000	8,140	140	Altech (office Janitorial): \$212/mo = \$2544 United Site Svces (port-o-lets): \$247/mo = \$2965 Sunrise Garbage \$1430 Sewer - GVTP (\$1200)
		6100 - SCADA System	898	35,000	35,000	5,000	(30,000)	SCADA Airtime \$60.45/mo: \$725 SCADA Consultant: \$4,275
		6180 - Distribution System Repairs	62,965	24,000	24,000	35,000	11,000	
		6235 - Treatment Sys/Well Repairs	40,726	103,000	103,000	60,000	(43,000)	1 well rehab
		6143 - Generator Maintenance	3,238	3,200	3,200	3,500	300	
		<b>Total Maint/Repair - Facilities</b>	<b>115,061</b>	<b>173,200</b>	<b>173,200</b>	<b>111,640</b>	<b>(61,560)</b>	
		<b>Miscellaneous Expenses</b>						
		6280 - Memberships	9,128	9,700	9,700	9,700	-	USA \$155 AWWA \$420 CSDA \$5000 CUWCC \$2600 (reimbursed by SCWA) MR Chamber -\$50 RR Chamber - \$150 Cal Rural \$1100 WCWW \$200
		6303 - Claims	7,586	1,500	1,500	1,500	-	
		6593 - Governmental Fees	24,762	20,500	15,000	20,500	-	Election costs: 0, DPH: \$19,000
		<b>Total Miscellaneous Expenses</b>	<b>41,476</b>	<b>31,700</b>	<b>26,200</b>	<b>31,700</b>	<b>-</b>	
		<b>Office Expense</b>						
		6410 - Postage	14,300	16,000	16,000	16,000	-	Billing (2000 pieces @ \$.48 X 12 months) = \$11,520 Prop 218 mailing: 4000 X .48 = \$1,920 1 extra mailing: 3600 X .48 = \$1,728 Other mail
		6430 - Printing Expense	4,541	7,500	7,500	7,500	-	Window Envelopes \$1100 Return Envelopes \$950 Water Bills + Autopay \$1500 Doorhangers \$400 Turn Off Notices \$600 Letterhead \$250 Misc. Inserts \$250 Prop 218 notice: \$700 Checkblanks \$200 Tagbooks \$700

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		6461 - Office Supplies	3,985	4,000	4,000	4,000	-	Supplies \$3000 Plants/Landscaping \$150 Christmas Tree \$40 Christmas party \$400 Business lunches \$75 Paper products/coffee \$250
		6800 - Subscriptions/Legal Notices	799	800	1,100	1,100	300	Press Democrat \$320 Legal Notices \$400 Sonoma West \$70 Safety Meeting Outlines \$85
		6890 - Computers/Software	4,722	700	2,800	3,000	2,300	Antivirus software (\$30X6) = \$200 Cloud software \$70 Misc \$400 Quickbooks upgrade \$300 3 workstations - \$2000 (KG/LK/CMH)
		6579 - Furniture	256	500	500	500	-	
		<b>Total Office Expense</b>	<b>28,604</b>	<b>29,500</b>	<b>31,900</b>	<b>32,100</b>	<b>2,600</b>	
		<b>Operating Supplies</b>						
		6300 - Chemicals	15,090	17,000	17,000	18,000	1,000	
		6880 - Tools and Equipment	3,751	6,500	6,500	5,500	(1,000)	Leak listener: \$2500
		6881 - Safety Equipment	610	1,000	1,000	1,000	-	
		<b>Total Operating Supplies</b>	<b>19,451</b>	<b>24,500</b>	<b>24,500</b>	<b>24,500</b>	<b>-</b>	
		<b>Professional Services</b>						
		6083 - Laundry Service	3,307	3,400	3,400	3,400	-	Mission \$65/week = \$3380
		6514 - Lab/Testing Fees	14,472	15,000	13,000	15,000	-	
		6570 - Consultant Fees	2,245	14,966	15,000	13,000	(1,966)	IEDA \$12,000 Computer Wizard (non-maintenance work) \$800 Misc. (John Thompson?) -\$500
		6590 - Engineering	0	-	-	-	-	
		6610 - Legal	12,804	20,000	20,000	20,000	-	
		6630 - Audit/Accounting	30,294	29,600	29,600	34,500	4,900	ADP \$50/2 weeks = \$1300 Authorize.net \$55/mo = \$700 Auditor \$10,000 Harbortouch \$1200/mo = \$14,400 E-check fees = \$1200 West America fees \$230/mo = \$2760 1099 = \$175 County Accounting Fees = \$3600
		<b>Total Professional Services</b>	<b>63,121</b>	<b>82,966</b>	<b>81,000</b>	<b>85,900</b>	<b>2,934</b>	
		<b>Rents &amp; Leases</b>						
		6820 - Equipment	1,653	2,000	2,000	2,000	-	Action rents: \$2000
		6840 - Building & Warehouse	27,000	27,675	27,675	28,100	425	2% rent increase: \$2,341/mo = \$28,092
		<b>Total Rents &amp; Leases</b>	<b>28,653</b>	<b>29,675</b>	<b>29,675</b>	<b>30,100</b>	<b>425</b>	
		<b>Transportation &amp; Travel</b>						
		7120 - Seminars & related travel	1,282	2,800	2,650	2,650	(150)	JK - \$250 LK and CMH - \$400 Field: \$1500, GM - \$500
		7201 - Vehicle Gas	24,323	25,000	20,000	25,000	-	
		7300 - Travel Reimbursements	5,805	6,400	6,400	6,400	-	SM - \$50/mo = \$600 (A) - KG \$400/mo = \$4800 (F) CMH/LK/JK \$80/mo = \$960 (A)
		<b>Total Transportation &amp; Travel</b>	<b>31,410</b>	<b>34,200</b>	<b>29,050</b>	<b>34,050</b>	<b>(150)</b>	
		<b>Uniforms</b>						
		6021.1 - Boots	996	1,500	1,500	1,500	-	\$205 X 7 = \$1450
		6021.3 - T-shirts	1,302	1,500	1,500	1,500	-	
		6021.4 - Jackets	0	240	240	240	-	2 jackets
		<b>Total Uniforms</b>	<b>2,298</b>	<b>3,240</b>	<b>3,240</b>	<b>3,240</b>	<b>-</b>	
		<b>Utilities</b>						
		7320 - Electricity	96,760	100,000	100,000	100,000	-	
		7321 - Propane	3,399	4,000	2,000	2,000	(2,000)	
		<b>Total Utilities</b>	<b>100,158</b>	<b>104,000</b>	<b>102,000</b>	<b>102,000</b>	<b>(2,000)</b>	

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				FY 13-14 FINAL (CASH)*	FY14-15 BUDGET REVISED	FY 14-15 Projected	FY 15-16 BUDGET	Difference FY16-FY15 Budgets	FY 15-16 Original notes
<b>Total SERVICES &amp; SUPPLIES</b>				<b>502,800</b>	<b>597,841</b>	<b>584,915</b>	<b>535,780</b>	<b>(62,061)</b>	
<b>Total OPERATING EXPENSES</b>				<b>1,575,482</b>	<b>1,715,024</b>	<b>1,700,371</b>	<b>1,700,407</b>	<b>(14,617)</b>	
<b>OPERATING SURPLUS/DEFICIT</b>				<b>\$750,459</b>	<b>\$615,900</b>	<b>\$640,153</b>	<b>\$694,161</b>	<b>\$ 78,261</b>	
<b>FIXED ASSET EXPENDITURES</b>									
	8517 - Field/Office equipment				-				
	8573 - Vehicles				50,000	50,000	50,000	-	New vehicle
	8511.1 - Tank/Facilities Sites		13,766	9,000	9,000	22,000	13,000		Replace MIOX chlorine system at MRTP - \$12,000 Park Ave Tank Liner - \$8,000
	8511.6 - Leasehold Improvements						-	-	
<b>Total FIXED ASSET EXPENDITURES</b>				<b>13,766</b>	<b>59,000</b>	<b>59,000</b>	<b>72,000</b>	<b>13,000</b>	
<b>TRANSFERS TO OTHER FUNDS</b>									
	8620.7 - Tfers to CIRF for CDR Revenue		238,368	253,947	253,947	261,565	7,618		
	8620.3 - Tfers to CIRF		669,910	260,000	280,000	320,000	60,000		
	8620.5 - Tfers to Building Fund		15,000	15,000	15,000	15,000	-		
	8620.2 - Tfers to In-House Constr		25,000	25,000	25,000	25,000	-		
<b>Total TRANSFERS TO OTHER FUNDS</b>				<b>948,278</b>	<b>553,947</b>	<b>573,947</b>	<b>621,565</b>	<b>67,618</b>	
<b>SURPLUS/DEFICIT</b>				<b>-211,585</b>	<b>2,953</b>	<b>7,206</b>	<b>596</b>	<b>(2,357)</b>	
<b>CAPITAL BUDGET</b>									
<b>REVENUE/SOURCES OF FUNDS</b>									
	Annual Assessment - New Services		5,027	27,000	27,000	27,000	-		
	Annual Assessment (County)		716,021	710,000	710,000	710,000	-		
	Prior Year Assessment		37,966	40,000	40,000	40,000	-		
	Capital Debt Reduction Charge		238,368	253,947	253,947	261,565	7,618		
	Interest		16,303	25,000	25,000	25,000	-		
	CDC Grants, CIP 2013		0						
	Funds from Reserves		472,795	695,000	720,000	630,000			Covers FY16 CIP expenses (does not include FY17 CIP)
	Transfers to CIRF from Operations		669,910	260,000	280,000	320,000	60,000		
	Transfers to In-House Constr. from Operatio		25,000	25,000	25,000	25,000	-		
<b>TOTAL REVENUE</b>			<b>2,181,390</b>	<b>2,035,947</b>	<b>2,080,947</b>	<b>2,038,565</b>	<b>2,618</b>		
<b>EXPENSES</b>									
<b>DEBT PAYMENTS</b>									
	Gen. Obligation Bonds Payments		71,120			64,284	64,284		USDA refinance resolution
	Cap One Revenue Bond		583,947	566,508	566,508	566,508	-		
	State Loan Payments		170,172	170,300	170,300	170,300	-		
	Private Placement Loan		234,013	234,014	234,014	234,014	-		
<b>TOTAL DEBT PAYMENTS</b>			<b>1,059,252</b>	<b>970,822</b>	<b>970,822</b>	<b>1,035,106</b>	<b>64,284</b>		
	2014 CIP Design and Construction Mgmt		171,153						Hidden Valley Rd and Guerneville Lane CM
	2014 CIP Construction		835,594				-		Hidden Valley Rd and Guerneville Lane
	2014 Mill Street Emergency		52,614						
	2015 CIP Design and Construction Mgmt		35,236	103,149	103,149	-			Old Monte Rio Rd design
	2015 CIP Construction			934,197	934,197				Old Monte Rio Rd Contract amount
	2016 CIP Design and Construction Mgmt			175,000	40,000	135,000			Canyon 1
	2016 CIP Construction			800,000	-	800,000			Canyon 1
	2017 CIP Design and Construction Mgmt					175,000			same as 2016 CIP
	2017 CIP Construction					895,400			Cherry and Park Ave., increased cost estimate by 10%
	In-House Construction Projects		27,541	25,000	20,000	25,000	-		
	Total Capital Expenses		1,122,138	2,037,346	1,097,346	2,030,400	(6,946)		
<b>TOTAL EXPENSES</b>			<b>2,181,390</b>	<b>3,008,168</b>	<b>2,068,168</b>	<b>3,065,506</b>	<b>57,338</b>		
	End of FY16 Accrual Expenses					2,035,106			Total Expenses - 2017 CIP Construction and 2017 CIP CM (\$1,030,000)
<b>SURPLUS/DEFICIT</b>			<b>0</b>	<b>-972,221</b>	<b>12,779</b>	<b>-1,026,941</b>	<b>(54,720)</b>		
<b>Net Capital Funding</b>			<b>412,758</b>	<b>348,078</b>	<b>372,331</b>	<b>349,055</b>	<b>977</b>		Net Operating Revenues + Assessments +CDRC+Cap Interest-Total Debt Payments
<b>FUND AND LOAN BALANCES (EOY)</b>									
<b>DISTRICT RESERVES AND FUND AND LOAN BALANCES</b>									

