

ATTACHMENT A. SWEETWATER SPRINGS WATER DISTRICT
OPERATING AND CAPITAL BUDGET, 2016-2017

FY 2016-17 OPERATING BUDGET									
			FY 14-15 FINAL (CASH)*	FY15-16 BUDGET	FY 15-16 Projected	FY 16-17 BUDGET	Difference FY17-FY16 Budgets	FY 16-17 Original notes	
REVENUE									
OPERATING REVENUE									
4031 - Water Bill Revenue									
		4031.1. - Capital Debt Reduction Ch	254,854	261,565	262,500	270,375	8,810	3% rate increase	
		4031.1. - Water Sales - Base Rate	1,397,015	1,434,921	1,438,925	1,482,093	47,172	3% rate increase	
		4031.1. - Water Sales - Usage Charges + Other	571,340	587,100	579,962	597,361	10,261	Flat sales, 3% increase	
		4031.1. - Total Water Sales	2,223,209	2,022,021	2,018,887	2,079,454	57,433		
Total OPERATING REVENUE			2,223,209	2,283,586	2,281,387	2,349,828	66,242		
NON-OPERATING REVENUE									
		4445 - Grant Proceeds	0	0	0	-	-		
		1700 - Interest	6,754	7,500	7,500	7,500	-		
		3600 - Construction New Services	13,663	7,000	12,000	7,000	-		
		3601 - Construction Service Upgrades	2,122	2,000	2,000	2,000	-		
		4032 - Rent	78,455	90,482	88,350	94,346	3,864	Crystal \$1361/mo = \$16,322 AT&T \$6502/mo = \$78,024	
		4040 - Miscellaneous Income	25,476	1,500	18,100	1,500	-	USBank CC refunds So. Cty Credit	
		4117 - SCWA Reimbursement	2,495	2,500	2,500	2,500	-		
Total NON-OPERATING REVENUE			128,965	110,982	130,450	114,846	3,864		
Total Income			2,352,174	2,394,568	2,411,837	2,464,674	70,106		
EXPENSES									
OPERATING EXPENSES									
SALARY & BENEFITS									
Salary									
		5910 - Wages	679,152	734,732	806,500	823,000	88,268	Union MOU includes retirement pay provisions	
		5912 - Overtime	22,998	31,479	34,000	34,400	2,921		
		5916 - On-Call Pay	30,200	34,083	35,000	37,700	3,617		
		5918 - Extra help - Contract	36,919	36,919	34,100	37,000	81		
Total Salary			769,269	837,213	909,600	932,100	94,887		
Benefits									
		5500 - Flex Spending	1,272	0	0	0	-		
		5920 - Retirement	114,526	124,311	81,800	84,460	(39,851)	employees pay employee share	
		5922 - Payroll Taxes - Employer	14,044	14,438	14,067	14,355	(83)		
		5930 - Health/Dental/Vision/AFL	129,894	145,668	128,000	146,000	332		
		5931 - Retiree health	10,453	7,000	7,000	7,000	-		
		5940 - Workers Comp Insurance	16,939	36,000	36,000	36,000	-	Year 2 of high rates due to injuries	
Total Benefits			287,128	327,417	266,867	287,815	(39,602)		
Total SALARY & BENEFITS			1,056,397	1,164,630	1,176,467	1,219,915	55,285		
SERVICES & SUPPLIES									
Communications									
		6040-I - Internet service	1,819	1,800	1,800	1,850	50	Comcast -\$84/month: \$1008 GotoMyPC \$21.90/mo = \$263 Sonic.net \$143.7/Qtr. (A) = \$575	
		6040-C - Cell Phones	4,728	4,300	4,300	4,050	(250)	Verizon \$65/mo: \$780 Misc parts/holders: \$200 Cell phone reimburse \$255/mo - \$3060	
		6040-P - Pagers & Radios	642	600	500	620	20	American Messaging \$35/mo: \$420 Misc. parts/batteries: \$200	

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		6040-T - Telephones	18,357	19,950	19,950	17,000	(2,950)	Ans. Service: \$2000 Phones: \$1,200/mo: \$14,400
		Total Communications	25,546	26,650	26,550	23,520	(3,130)	
		Insurances						
		6101 - Liability & Auto Ins.	31,737	32,200	32,200	32,200	-	
		Total Insurances	31,737	32,200	32,200	32,200	-	
		Maint/Rep - Office & Vehicles						
		6140 - Vehicle Maintenance	25,338	16,000	18,000	18,000	2,000	
		6151 - Office Maintenance	6,220	5,700	5,400	6,200	500	Alarm System - \$130/qtr.=520 PacketFusion maint. contract - \$1500/year The Compute Wizard - \$175/mo = \$2100/year Copy mach. maint - 1200/yr Call One - \$325/yr Landscaping - \$300/yr Misc / Other - \$250
		Total Maint/Rep - Office & Vehicles	31,558	21,700	23,400	24,200	2,500	
		Maint/Repair - Facilities						
		6085 - Janitorial Services	7,185	8,140	8,000	8,500	360	Altech (office Janitorial): \$212/mo = \$2544 United Site Svces (port-o-lets): \$260/mo = \$3120 Sunrise Garbage \$1600 Sewer - GVTP (\$1200)
		6100 - SCADA System	33,196	5,000	5,000	5,000	-	
		6180 - Distribution System Repairs	26,352	35,000	50,000	50,000	15,000	Not accounting for "In- House Const." off-set
		6235 - Treatment Sys/Well Repairs	97,275	60,000	45,000	45,000	(15,000)	estimating (1) well rehab
		6143 - Generator Maintenance	2,810	3,500	4,200	2,000	(1,500)	This is an off-year for the bi-annual maintenace service.
		Total Maint/Repair - Facilities	166,818	111,640	112,200	110,500	(1,140)	
		Miscellaneous Expenses						
		6280 - Memberships	9,486	9,700	9,700	10,400	700	USA \$165 AWWA \$420 CSDA \$5700 CUWCC \$2600 (reimbursed by SCWA) MR Chamber -\$50 RR Chamber - \$150 Cal Rural \$1100 WCWW \$200
		6303 - Claims	2,054	1,500	1,500	1,500	-	
		6593 - Governmental Fees	18,872	20,500	15,000	18,400	(2,100)	Elections costs: \$1,000 Notice of Determination \$230 Parcel List \$265 LAFCO \$6,400 Hazmat \$1100 Operator license fees \$400 System fees \$10,000
		Total Miscellaneous Expenses	30,412	31,700	26,200	30,300	(1,400)	
		Office Expense						
		6410 - Postage	16,537	16,000	16,000	16,000	-	Billing (2000 pieces @ \$.485 X 12 months) = \$11,650 Prop 218 mailing: 4000 X .485 = \$1,940 1 extra mailing: 3600 X .485 = \$1,750 Other mail

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			6430 - Printing Expense	5,206	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
			6461 - Office Supplies	3,973	4,000	4,000	4,000	-	Supplies \$3000 Plants/Landscaping \$150 Christmas Tree \$80 Christmas party \$400 Business lunches \$75 Paper products/coffee \$250
			6800 - Subscriptions/Legal Notices	974	1,100	1,100	1,100	-	Press Democrat \$320 Legal Notices \$400 Sonoma West \$70 Safety Meeting Outlines \$85
			6890 - Computers/Software	2,732	3,000	2,800	3,000	-	Antivirus software \$120 Cloud software \$70 Misc \$400 Quickbooks upgrade \$300 3 workstations - \$2000 (KG/LK/CMH)
			6579 - Furniture	0	500	500	500	-	
			Total Office Expense	29,422	32,100	31,900	32,100	-	
			Operating Supplies						
			6300 - Chemicals	15,617	18,000	18,500	18,500	500	
			6880 - Tools and Equipment	2,938	5,500	7,000	6,000	500	Pipe locator: \$1,000., Cut-off saw \$900.
			6881 - Safety Equipment	990	1,000	1,000	1,000	-	
			Total Operating Supplies	19,545	24,500	26,500	25,500	1,000	
			Professional Services						
			6083 - Laundry Service	2,183	3,400	3,400	3,000	(400)	Mission \$90/2 weeks = \$2340
			6514 - Lab/Testing Fees	12,245	15,000	15,000	15,000	-	
			6570 - Consultant Fees	22,565	13,000	15,000	18,000	5,000	IEDA \$12,500 Open Spatial (Mapping): \$4,200 Computer Wizard (non-maintenance work) \$800 Misc. (John Thompson?) -\$500
			6590 - Engineering	0	-	-	-	-	
			6610 - Legal	15,287	20,000	20,000	20,000	-	
			6630 - Audit/Accounting	34,572	34,500	29,600	34,500	-	ADP \$54/2 weeks = \$1300 Authorize.net \$500 Auditor \$8,000 Harbortouch \$16,000 E-check fees = \$1200 West America fees \$230/mo = \$2760 1099 = \$175 County Accounting Fees = \$700
			Total Professional Services	86,852	85,900	83,000	90,500	4,600	
			Rents & Leases						
			6820 - Equipment	2,347	2,000	2,000	2,000	-	Action rents: \$2000
			6840 - Building & Warehouse	27,495	28,100	27,675	28,800	700	2% rent increase: \$2,400/mo = \$28,800
			Total Rents & Leases	29,842	30,100	29,675	30,800	700	
			Transportation & Travel						
			7120 - Seminars & related travel	2,898	2,650	2,650	2,650	-	JK - \$250 LK and CMH - \$400 Field: \$1500, GM - \$500
			7201 - Vehicle Gas	19,254	25,000	20,000	23,000	(2,000)	
			7300 - Travel Reimbursements	5,731	6,400	6,400	6,400	-	SM - \$50/mo = \$600 (A) KG \$400/mo = \$4800 (F) CMH/LK/JK \$80/mo = \$960 (A)

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Total Transportation & Travel			27,883	34,050	29,050	32,050	(2,000)	
Uniforms								
	6021.1	Boots	1,230	1,500	1,500	1,500	-	\$205 X 7 = \$1450
	6021.3	T-shirts	2,250	1,500	1,500	1,500	-	
	6021.4	Jackets	0	240	240	240	-	2 jackets
Total Uniforms			3,480	3,240	3,240	3,240	-	
Utilities								
	7320	Electricity	85,748	100,000	100,000	90,000	(10,000)	
	7321	Propane	2,262	2,000	2,000	3,000	1,000	
Total Utilities			88,010	102,000	102,000	93,000	(9,000)	
Total SERVICES & SUPPLIES			571,105	535,780	525,915	527,910	(7,870)	
Total OPERATING EXPENSES			1,627,502	1,700,410	1,702,382	1,747,825	47,415	
OPERATING SURPLUS/DEFICIT			\$724,672	\$694,158	\$709,455	\$716,849	\$ 22,691	
FIXED ASSET EXPENDITURES								
	8517	Field/Office equipment	8,113	-				
	8573	Vehicles	35,656	50,000	37,998	45,000	(5,000)	New vehicle
	8511.1	Tank/Facilities Sites	7,119	22,000	9,000	22,000	-	Monte Rio Tanks Road - \$10,000 Park Ave Tank Liner - \$8,000,
	8511.6	Leasehold Improvements					-	
Total FIXED ASSET EXPENDITURES			50,888	72,000	46,998	67,000	(5,000)	
TRANSFERS TO OTHER FUNDS								
	8620.7	Tfers to CIRF for CDR Revenue	253,947	261,565	262,500	270,375	8,810	
	8620.3	Tfers to CIRF	260,000	320,000	340,000	330,000	10,000	
	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	-	
Total TRANSFERS TO OTHER FUNDS			553,947	621,565	642,500	640,375	18,810	
SURPLUS/DEFICIT			119,837	593	19,957	9,475	8,882	

CAPITAL BUDGET								
REVENUE/SOURCES OF FUNDS								
	Annual Assessment - New Services	52,719	27,000	27,000	27,000	-		
	Annual Assessment (County)	720,216	710,000	710,000	710,000	-		
	Prior Year Assessment	55,059	40,000	40,000	40,000	-		
	Capital Debt Reduction Charge	253,947	261,565	262,500	270,375	8,810		
	Interest	11,995	25,000	6,000	8,000	(17,000)		Reduced to reflect lower amount and lower interest rates
	Funds from Reserves	683,000	630,000	790,000				No reserves used because of USDA Bond
	USDA 2016 Bond				2,100,000			New Bond from USDA based on projected costs
	Transfers to CIRF from Operations	260,000	320,000	340,000	330,000	10,000		
	Transfers to In-House Constr. from Operatio	25,000	25,000	25,000	25,000	-		
TOTAL REVENUE		2,061,936	2,038,565	2,200,500	3,510,375	1,471,810		
EXPENSES								
DEBT PAYMENTS								
	Gen. Obligation Bonds Payments	0	64,284	64,284	64,284	-		USDA refinance resolution
	Cap One Revenue Bond	566,508	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	-		
TOTAL DEBT PAYMENTS		970,693	1,035,106	1,035,106	1,035,106	-		
	2014 CIP Design and Construction Mgmt	1,234						
	2014 CIP Construction							
	2014 Mill Street Emergency							
	2015 CIP Design and Construction Mgmt		-	-	-			
	2015 CIP Construction	971,912						
	2016 CIP Design and Construction Mgmt	64,917	135,000	135,000				
	2016 CIP Construction		800,000	916,424				Construct Award amount plus enchrmnt permit
	2017 CIP Bond Counsel for Financing				50,000			Estimated cost of bond counsel for financing
	2017 CIP Design and Construction Mgmt		175,000	65,000	157,000			Design of 2017 CIP in FY16, CM in FY17

