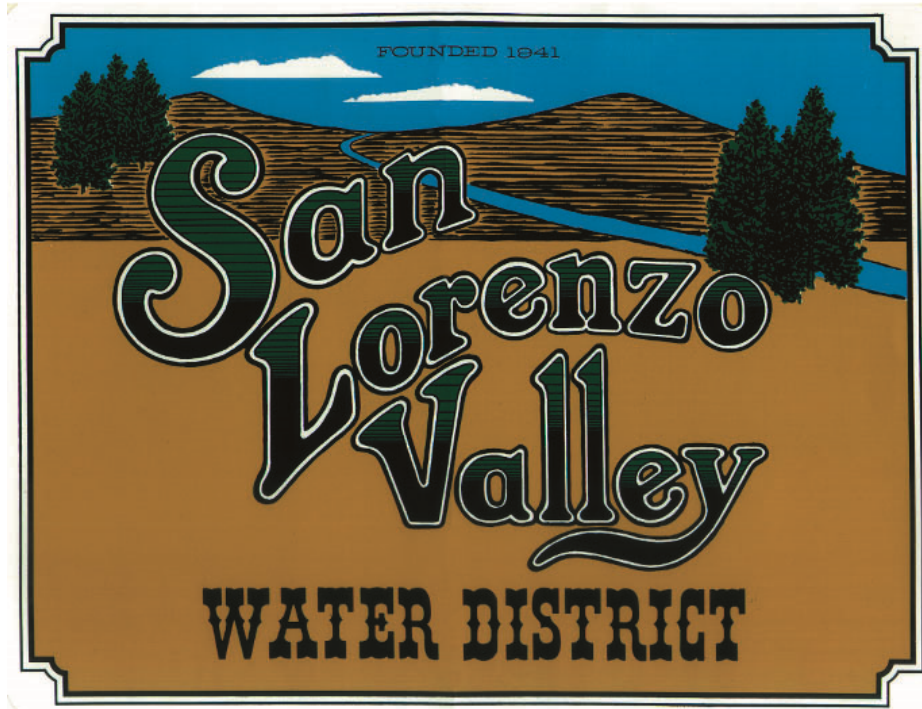


# SAN LORENZO VALLEY WATER DISTRICT

## 2014/2015 ANNUAL BUDGET



### BOARD OF DIRECTORS

PRESIDENT

VICE-PRESIDENT

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

MARGARET BRUCE

JAMES RAPOZA

RANDALL BROWN

LARRY PRATHER

TERRY VIERRA

### DISTRICT MANAGEMENT STAFF

DISTRICT MANAGER

DISTRICT COUNSEL

DISTRICT SECRETARY

DIRECTOR OF OPERATIONS

FINANCE MANAGER

ENVIRONMENTAL ANALYST

GIS/ENGINEERING MANAGER

RICK ROGERS, ACTING

MARC HYNES

HOLLY MORRISON

RICK ROGERS

STEPHANIE HILL

JEN MICHELSEN

ROB MENZIES

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**SUMMARY OF CHANGES IN REVENUE, EXPENSE AND NET POSITION  
PROPOSED BUDGET 2014-2015**

	<b>WATER FUND</b>	<b>WASTE WATER</b>	<b>GRAND TOTAL</b>	<b>2013-2014 ESTIMATED</b>	<b>% Change</b>
<b>OPERATING REVENUE:</b>					
Water Charges for Service	\$ 5,900,000	\$ -	\$ 5,900,000	\$ 5,600,000	5.4%
Acct Establish Charges & Penalties	55,000	-	55,000	55,000	0.0%
Sale of Meters	25,000	-	25,000	7,000	257.1%
Miscellaneous	6,000	-	6,000	6,000	0.0%
Sewer Charges for Service	-	100,000	100,000	100,000	0.0%
Total operating revenue	<u>5,986,000</u>	<u>100,000</u>	<u>6,086,000</u>	<u>5,768,000</u>	5.5%
<b>OPERATING EXPENSES:</b>					
Personnel	3,296,860	17,000	3,313,860	2,997,970	10.5%
Materials & Services	2,233,650	61,100	2,294,750	1,971,860	16.4%
Total operating expenses	<u>5,530,510</u>	<u>78,100</u>	<u>5,608,610</u>	<u>4,969,830</u>	12.9%
Operating income before depreciation	455,490	21,900	477,390	798,170	-40.2%
Depreciation Expense	1,183,000	42,000	1,225,000	1,175,000	4.3%
<b>Operating loss</b>	<b><u>(727,510)</u></b>	<b><u>(20,100)</u></b>	<b><u>(747,610)</u></b>	<b><u>(376,830)</u></b>	98.4%
<b>NON-OPERATING REVENUE (EXPENSE):</b>					
Non-operating revenue	959,000	-	959,000	645,900	48.5%
Interest expense (1)	(186,000)	-	(186,000)	(233,300)	-20.3%
Total non-operating revenue	<u>773,000</u>	<u>-</u>	<u>773,000</u>	<u>412,600</u>	87.3%
<b>Change in net-position</b>	<b><u>\$ 45,490</u></b>	<b><u>\$ (20,100)</u></b>	<b><u>\$ 25,390</u></b>	<b><u>\$ 35,770</u></b>	-29.0%
<b>OTHER NET POSITION CHANGES</b>					
Investment in capital assets	(4,693,500)	-	(4,693,500)	(1,000,000)	369.4%
Debt principal payments	(922,000)	-	(922,000)	(736,000)	25.3%
Reimbursed amounts from capital projects	1,998,500	-	1,998,500	-	
	<u>(3,617,000)</u>	<u>-</u>	<u>(3,617,000)</u>	<u>(1,736,000)</u>	108.4%
<b>Change in net-position</b>	<b><u>\$ (3,571,510)</u></b>	<b><u>\$ (20,100)</u></b>	<b><u>\$ (3,591,610)</u></b>	<b><u>\$ (1,700,230)</u></b>	111.2%

(1) Approved \$1.9M Revolving Loan at 2.507% interest, assumed \$25K in interest expense

**SUMMARY OF REVENUE BY FUNDS  
PROPOSED BUDGET 2014-2015**

	2013-2014 ESTIMATED REVENUE	2013-2014 ADOPTED BUDGET	2014-2015 PROPOSED BUDGET	2014-2015 % Change Over PY
<b>WATER FUND REVENUE</b>				
Water Charges for Service	\$ 5,600,000	\$ 5,500,000	\$ 5,900,000	5.4%
Property Taxes	455,000	460,000	475,000	4.4%
Acct Establish Charges & Penalties	55,000	55,000	55,000	0.0%
Sale of Meters	7,000	25,000	25,000	257.1%
Mobile Service Lease Fees	15,400	15,500	15,500	0.6%
Miscellaneous	6,000	6,000	6,000	0.0%
Johnson Property Rentals	13,200	14,500	14,500	9.8%
Interest - Water Fund	160,000	100,000	100,000	-37.5%
<b>SUBTOTAL NON-RESTRICTED REVENUE</b>	<b>\$ 6,311,600</b>	<b>\$ 6,176,000</b>	<b>\$ 6,591,000</b>	<b>4.4%</b>
Sale of Surplus Property	2,300	3,000	3,000	30.4%
Reimbursement for Manana Woods O & M	0	75,000	200,000	
Transfer in from Capital Replacement Reserve Fund	0	0	0	
Transfer in from Equipment Reserve Fund	0	0	151,000	
<b>SUBTOTAL RESTRICTED SPECIAL REVENUE</b>	<b>\$ 2,300</b>	<b>\$ 78,000</b>	<b>\$ 354,000</b>	<b>15291.3%</b>
<b>SUBTOTAL WATER FUND REVENUE</b>	<b>\$ 6,313,900</b>	<b>\$ 6,254,000</b>	<b>\$ 6,945,000</b>	<b>10.0%</b>
<b>WASTEWATER FUND REVENUE</b>				
Sewer Charges for Service	\$ 100,000	\$ 100,000	\$ 100,000	0.0%
<b>SUBTOTAL WASTEWATER FUND REVENUE</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>0.0%</b>
<b>GRAND TOTAL REVENUE ALL FUNDS</b>	<b>\$ 6,413,900</b>	<b>\$ 6,354,000</b>	<b>\$ 7,045,000</b>	<b>9.8%</b>

**ESTIMATED CASHFLOWS  
PROPOSED BUDGET 2014-2015**

	<b>WATER FUND</b>	<b>WASTE WATER</b>	<b>GRAND TOTAL</b>
<b>Cash flows from operating activities</b>			
Receipts from sales and services *	\$ 5,986,000	\$ 100,000	\$ 6,086,000
Paid for personnel expenses	(3,296,860)	(17,000)	(3,313,860)
Paid for materials and services	(2,233,650)	(61,100)	(2,294,750)
Net cash provided by operating activities	<u>455,490</u>	<u>21,900</u>	<u>477,390</u>
<b>Cash flows from non-capital financing activities</b>			
Proceeds from property taxes *	475,000		475,000
Proceeds from rental revenue *	30,000		30,000
Net cash provided by non-capital financing activities	<u>505,000</u>	<u>-</u>	<u>505,000</u>
<b>Cash flows from capital financing activities</b>			
Capital expenditures	(4,693,500)		(4,693,500)
Receipts for reimbursable capital expenditures (1)	1,998,500		1,998,500
Principal paid on long term debt	(736,000)		(736,000)
Interest paid on long term debt (2)	(186,000)		(186,000)
Capital Project Loan (2)	1,900,000		1,900,000
Net cash needed to provided capital financing activities	<u>(1,717,000)</u>	<u>-</u>	<u>(1,717,000)</u>

\* Note, subtotal of non-restricted revenue

(1) Reimbursable amounts from capital projects

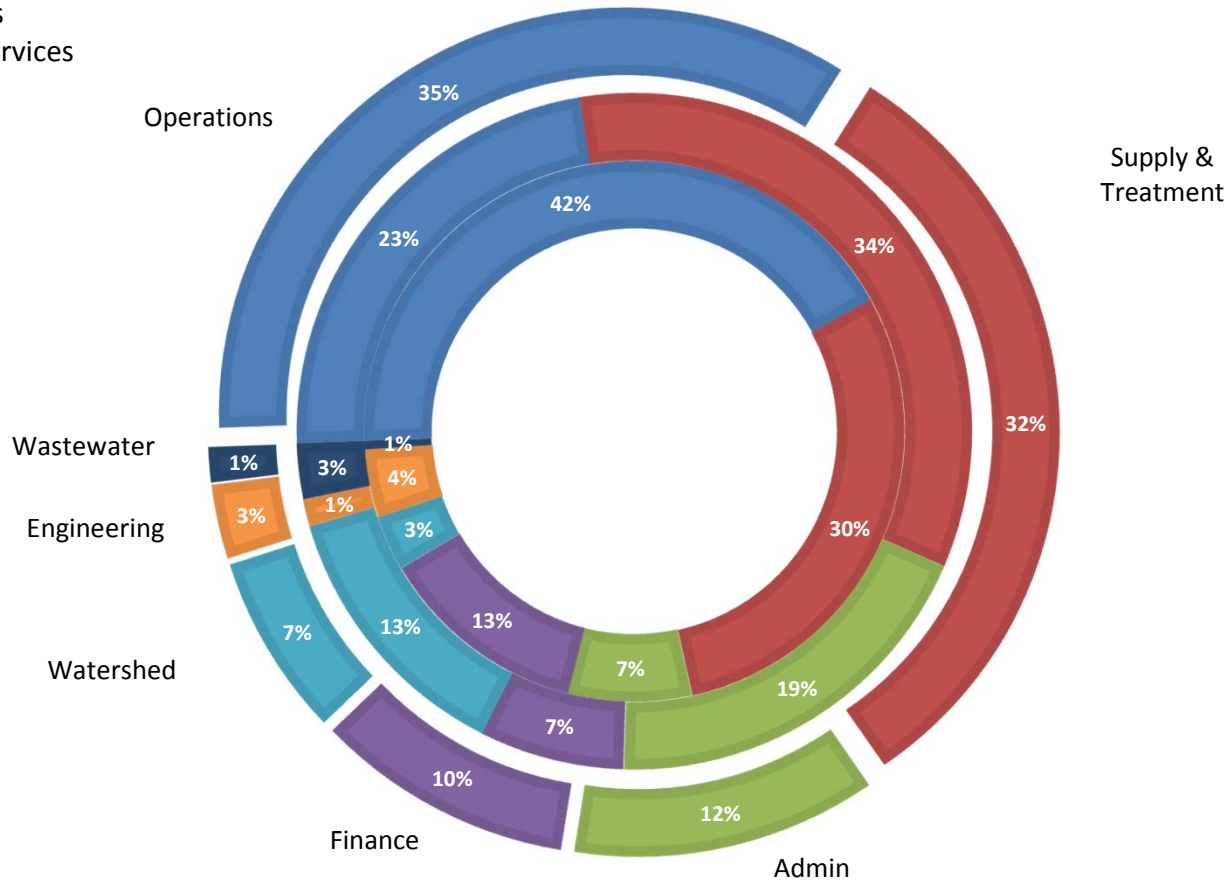
Lompico Intertie Project	160,000
Proposition 50 Projects	878,500
Olympia Mutual Consolidation Project	960,000
	<u>1,998,500</u>

(2) Approved \$1.9M Revolving Loan at 2.507% interest, assumed \$25K in interest expense

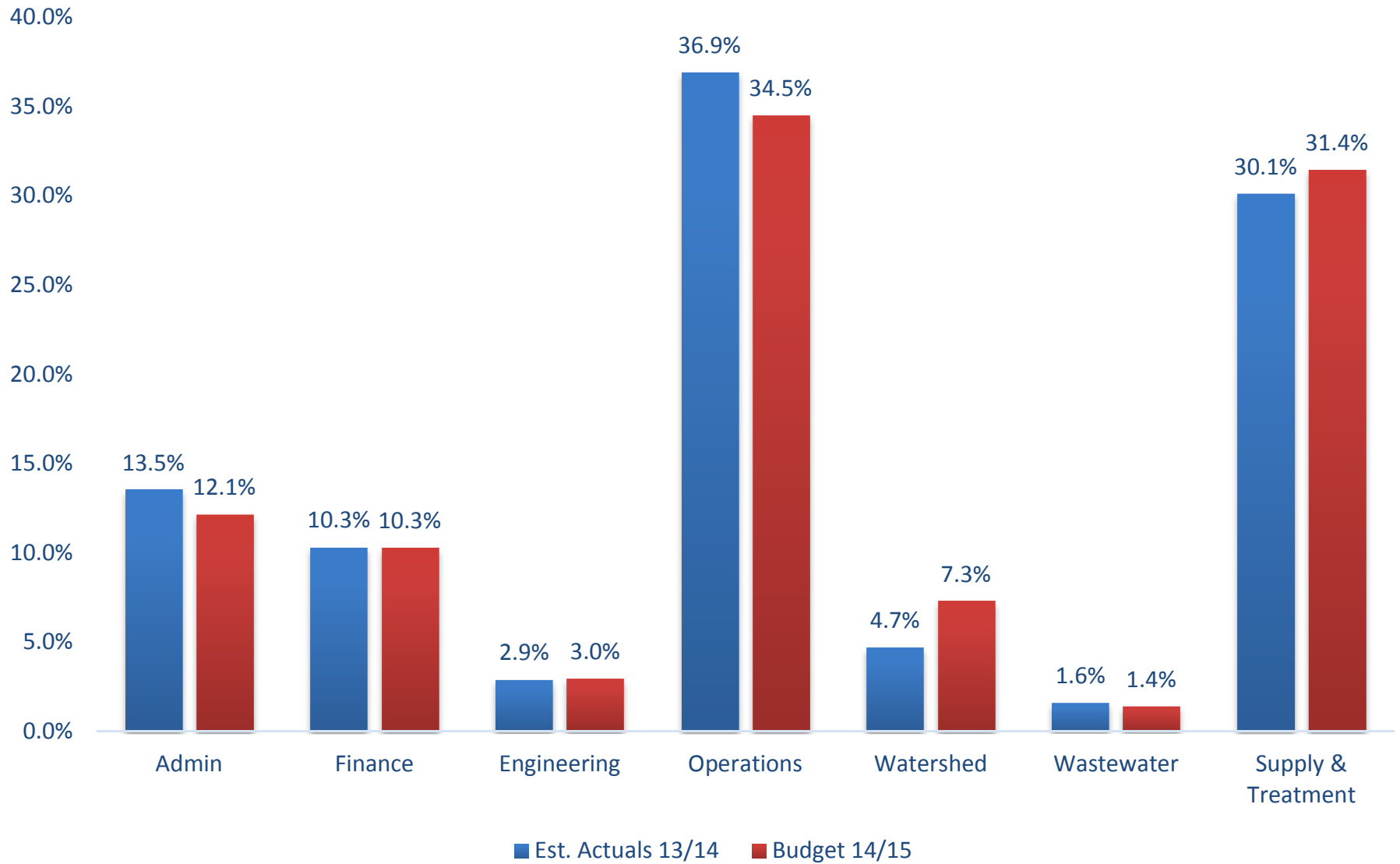
## % OF OPERATING EXPENSES (LESS DEPRECIATION)

■ Operations  
 ■ Supply & Treatment  
 ■ Admin  
 ■ Finance  
 ■ Watershed  
 ■ Engineering  
 ■ Wastewater

**From Outside In:**  
 Total Expenses  
 Materials & Services  
 Personnel



## % of Operating Expenses (less depreciation)



## BUDGET SUMMARY - DEPARTMENTAL EXPENSES

DEPARTMENT: ADMINISTRATION - 01

FUND: WATER

<u>CLASSIFICATION</u>	<u>2013-2014 ESTIMATED EXPENSE</u>	<u>2013-2014 ADOPTED BUDGET</u>	<u>2014-2015 PROPOSED BUDGET</u>	<u>2014-2015 % Change Over PY</u>
Personnel	296,350	323,500	246,400	-16.9%
Materials & Services	375,660	282,150	434,800	15.7%
<b>TOTAL BUDGET</b>	<b>672,010</b>	<b>605,650</b>	<b>681,200</b>	<b>1.4%</b>



**DEPARTMENT: ADMINISTRATION - 01**  
**FUND: WATER**

		<b>2013-2014 ESTIMATED EXPENSE</b>	<b>2013-2014 ADOPTED BUDGET</b>	<b>2014-2015 PROPOSED BUDGET</b>	<b>2014-2015 % Change Over PY</b>
<b><u>Personnel (1)</u></b>					
<b><u>Salaries</u></b>					
5001	Regular Salaries	200,000	235,000	160,000	-20.0%
5005	Directors Fees	15,000	15,000	17,000	13.3%
	<b>Subtotal Salaries</b>	215,000	250,000	177,000	-17.7%
<b><u>Benefits</u></b>					
5706	Medical Insurance	25,000	22,500	26,000	4.0%
5707	Dental Insurance	2,000	2,300	1,800	-10.0%
5708	Vision Insurance	400	300	350	-12.5%
5709	Life Insurance	400	300	350	-12.5%
5710	Long Term Disability	700	600	750	7.1%
5711	PERS Retirement	24,000	21,000	14,000	-41.7%
5712	FICA (Social Security)	11,500	10,000	9,000	-21.7%
5713	Workers Compensation	2,000	1,200	750	-62.5%
5714	Assistance Program	100	100	100	0.0%
5715	Other Payroll Charges	1,900	200	2,000	5.3%
5716	Medicare	3,350	2,500	2,300	-31.3%
5722	Retired Medical	10,000	12,500	12,000	20.0%
	<b>Subtotal Benefits</b>	81,350	73,500	69,400	-14.7%
<b>TOTAL PERSONNEL</b>		<b>296,350</b>	<b>323,500</b>	<b>246,400</b>	<b>-16.9%</b>

**POSITION TITLES**

Board of Directors	5.0
District Manager	0.7
District Secretary	1.0
Administrative/Environmental Analyst	<u>0.5</u>
<b>TOTAL POSITIONS</b>	<b>7.2</b>

(1) Note, District Manager was budgeted for 2/3rds of the year

**DEPARTMENT: ADMINISTRATION - 01****FUND: WATER**

	<b>2013-2014</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>2014-2015</b>
	<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>PROPOSED</b>	<b>% Change</b>
	<b><u>EXPENSE</u></b>	<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>	<b><u>Over PY</u></b>

**Materials & Services**

5020	Contract/Professional Services (1)	150,000	65,000	147,000	-2.0%
5030	Legal Services	50,000	52,000	52,000	4.0%
5040	Utilities - District Office	9,000	9,500	9,500	5.6%
5045	Auto Allowance	4,200	4,200	2,800	-33.3%
5047	Rentals/Leases/Permits	1,000		1,000	0.0%
5050	Facilities Maintenance	11,000	10,000	10,000	-9.1%
5059	Telephone/Communications	15,000	12,500	15,000	0.0%
5060	Office Supplies	7,500	10,000	7,500	0.0%
5061	Postage	60	5,000	500	733.3%
5062	Subscriptions/Books	500	500	500	0.0%
5063	Advertising	2,900	3,500	3,500	20.7%
5064	Training, Conferences & Meetings	1,500	3,000	3,000	100.0%
5065	Membership & Dues	8,000	7,200	8,000	0.0%
5066	Insurance - Property (SDRMA)	62,000	52,000	70,000	12.9%
5072	Legal Settlements	0	0	0	
5075	Water Conservation Program	25,000	20,000	40,000	60.0%
5078	Household Supplies	500	500	500	0.0%
5083	Education Program	17,500	17,500	17,500	0.0%
5085	LAFCO Fees	10,000	9,750	9,000	-10.0%
5087	Election Fees	0	0	37,500	
<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>375,660</b>	<b>282,150</b>	<b>434,800</b>	<b>15.7%</b>

**Additional Details:****(1) Contract/Professional Services**

Maintenance on equipment; telephone, copier,	5,000
Strategic Planning	7,500
Web Site/Internet Access	10,000
Labor Relations Consultant	17,500
EA Communications Specialist (6 mo. Part-time)	35,000
District Manager Recruitment	27,000
Ordinance 8, Recodification	30,000
Miscellaneous Outside Services	<u>15,000</u>
Subtotal	147,000

**BUDGET SUMMARY - DEPARTMENTAL EXPENSES**

**DEPARTMENT: FINANCE - 02**

**FUND: WATER**

<b><u>CLASSIFICATION</u></b>	<b>2013-2014 ESTIMATED <u>EXPENSE</u></b>	<b>2013-2014 ADOPTED <u>BUDGET</u></b>	<b>2014-2015 PROPOSED <u>BUDGET</u></b>	<b>2014-2015 <i>% Change Over PY</i></b>
Personnel	371,400	389,500	417,200	12.3%
Materials & Services	140,700	123,000	159,500	13.4%
<b>TOTAL BUDGET</b>	<b>512,100</b>	<b>512,500</b>	<b>576,700</b>	<b>12.6%</b>

**DEPARTMENT: FINANCE - 02**  
**FUND: WATER**

<u>2013-2014</u> <u>ESTIMATED</u> <u>EXPENSE</u>	<u>2013-2014</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>2014-2015</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>2014-2015</u> <u>% Change</u> <u>Over PY</u>
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**Personnel**

**Salaries**

5001	Regular Salaries	275,000	295,000	296,000	7.6%
xxxx	Temporary Salaries			15,000	
5003	Overtime Wages	300	500	500	66.7%
<b>Subtotal Salaries</b>		275,300	295,500	311,500	13.1%

**Benefits**

5706	Medical Insurance	40,000	37,000	45,000	12.5%
5707	Dental Insurance	4,200	4,000	4,800	14.3%
5708	Vision Insurance	700	600	900	28.6%
5709	Life Insurance	750	650	800	6.7%
5710	Long Term Disability	1,400	1,000	1,700	21.4%
5711	PERS Retirement	26,000	27,500	28,200	8.5%
5712	FICA (Social Security)	17,500	17,500	18,400	5.1%
5713	Workers Compensation	1,300	1,500	1,400	7.7%
5714	Assistance Program	150	150	200	33.3%
5716	Medicare	4,100	4,100	4,300	4.9%
<b>Subtotal Benefits</b>		96,100	94,000	105,700	10.0%
<b>TOTAL PERSONNEL</b>		<b>371,400</b>	<b>389,500</b>	<b>417,200</b>	<b>12.3%</b>

**POSITION TITLES**

Finance Manager	1
Sr. Customer Service/Accounts Specialist	1
Customer Service/Accounts Specialist	<u>2</u>
<b>TOTAL POSITIONS</b>	<b>4</b>

**DEPARTMENT: FINANCE - 02**  
**FUND: WATER**

<u>2013-2014</u> <u>ESTIMATED</u> <u>EXPENSE</u>	<u>2013-2014</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>2014-2015</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>2014-2015</u> <u>% Change</u> <u>Over PY</u>
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**Materials & Services**

5020	Contract/Professional Services	27,500	27,500	27,500	0.0%
5031	Audit Services	40,000	25,000	25,000	-37.5%
5060	Office Supplies	15,000	18,000	20,500	36.7%
5061	Postage	28,000	30,000	50,000	78.6%
5064	Training, Conferences & Meetings	200	1,500	3,000	1400.0%
5068	Collection Costs/Bank Fees	24,000	15,000	27,500	14.6%
5069	Bad Debts	6,000	6,000	6,000	0.0%
<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>140,700</b>	<b>123,000</b>	<b>159,500</b>	<b>13.4%</b>

## BUDGET SUMMARY - DEPARTMENTAL EXPENSES

DEPARTMENT: ENGINEERING - 03  
FUND: WATER

<u>CLASSIFICATION</u>	<u>2013-2014 ESTIMATED EXPENSE</u>	<u>2013-2014 ADOPTED BUDGET</u>	<u>2014-2015 PROPOSED BUDGET</u>	<u>2014-2015 % Change Over PY</u>
Personnel	119,965	117,950	135,625	13.1%
Materials & Services	23,550	15,550	30,200	28.2%
<b>TOTAL BUDGET</b>	<b>143,515</b>	<b>133,500</b>	<b>165,825</b>	<b>15.5%</b>

**DEPARTMENT: ENGINEERING - 03**  
**FUND: WATER**

		<b>2013-2014</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>2014-2015</b>
		<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>PROPOSED</b>	<b>% Change</b>
		<b><u>EXPENSE</u></b>	<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>	<b><u>Over PY</u></b>
<b><u>Personnel</u></b>					
<b><u>Salaries</u></b>					
5001	Regular Salaries	88,000	86,500	98,800	12.3%
5003	Overtime Wages	0	0	0	
<b>Subtotal Salaries</b>		88,000	86,500	98,800	12.3%
<b><u>Benefits</u></b>					
5706	Medical Insurance	13,100	13,500	14,700	12.2%
5707	Dental Insurance	1,200	1,200	1,300	8.3%
5708	Vision Insurance	180	200	200	11.1%
5709	Life Insurance	170	200	200	17.6%
5710	Long Term Disability	300	300	500	66.7%
5711	PERS Retirement	9,000	8,400	10,900	21.1%
5712	FICA (Social Security)	5,500	5,200	6,200	12.7%
5713	Workers Compensation	500	500	600	20.0%
5714	Assistance Program	40	50	50	25.0%
5716	Medicare	1,300	1,200	1,500	15.4%
5717	Special Clothing	675	700	675	0.0%
5723	Certifications	0	0	0	
<b>Subtotal Benefits</b>		31,965	31,450	36,825	15.2%
<b>TOTAL PERSONNEL</b>		<b>119,965</b>	<b>117,950</b>	<b>135,625</b>	<b>13.1%</b>

<b>POSITION TITLES</b>		
Engineering/GIS Manager		<u>1</u>
<b>TOTAL POSITIONS</b>		<b>1</b>

**DEPARTMENT: ENGINEERING - 03**

**FUND: WATER**

		<b>2013-2014</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>2014-2015</b>
		<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>PROPOSED</b>	<b>% Change</b>
		<b><u>EXPENSE</u></b>	<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>	<b><u>Over PY</u></b>
<b><u>MATERIALS &amp; SERVICES</u></b>					
5020	Contract/Professional Services	6,000	7,000	7,000	16.7%
5038	Equipment Replacement Fund	0	2,350	2,900	
5044	Maint/Operations of Vehicles	1,400	1,500	1,000	-28.6%
5048	Small Tools/Maint & Repairs	0	300	100	
5059	Communications	1,200	900	1,200	0.0%
5060	Office Supplies	750	1,500	750	0.0%
5062	Subscription/ Books	1,000	500	750	-25.0%
5064	Training, Conferences & Meetings	0	500	250	
5065	Membership & Dues	700	1,000	750	7.1%
XXXX	Equip. Non-Cap			5,500	
5899	Special Projects (1)	12,500		10,000	-20.0%
<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>23,550</b>	<b>15,550</b>	<b>30,200</b>	<b>28.2%</b>

Additional Details:

(1) Special Projects

Urban Water Master Plan

10,000



**BUDGET SUMMARY - DEPARTMENTAL EXPENSES**

**DEPARTMENT: OPERATIONS/DISTRIBUTION - 04**  
**FUND: WATER**

<b><u>CLASSIFICATION</u></b>	<b>2013-2014 ESTIMATED EXPENSE</b>	<b>2013-2014 ADOPTED BUDGET</b>	<b>2014-2015 PROPOSED BUDGET</b>	<b>2014-2015 % Change Over PY</b>
Personnel	1,348,200	1,228,600	1,407,900	4.4%
Materials & Services	485,800	446,400	527,100	8.5%
<b>TOTAL BUDGET</b>	<b>1,834,000</b>	<b>1,675,000</b>	<b>1,935,000</b>	<b>5.5%</b>

**DEPARTMENT: OPERATIONS/DISTRIBUTION - 04**

**FUND: WATER**

		<b>2013-2014 ESTIMATED EXPENSE</b>	<b>2013-2014 ADOPTED BUDGET</b>	<b>2014-2015 PROPOSED BUDGET</b>	<b>2014-2015 % Change Over PY</b>
<b><u>Personnel</u></b>					
<b><u>Salaries</u></b>					
5001	Regular Salaries	765,000	800,000	910,000	19.0%
xxxx	Temporary Salaries	110,000	25,000	30,000	-72.7%
5003	Overtime Wages	40,000	40,000	40,000	0.0%
5704	Standby Wages	27,500	27,000	27,000	-1.8%
<b>Subtotal Salaries</b>		<b>942,500</b>	<b>892,000</b>	<b>1,007,000</b>	<b>6.8%</b>
<b><u>Benefits</u></b>					
5706	Medical Insurance	156,000	135,000	155,000	-0.6%
5707	Dental Insurance	16,000	15,000	17,000	6.3%
5708	Vision Insurance	2,500	2,200	2,700	8.0%
5709	Life Insurance	2,000	1,800	2,200	10.0%
5710	Long Term Disability	4,500	2,600	4,500	0.0%
5711	PERS Retirement	98,100	70,000	100,000	1.9%
5712	FICA (Social Security)	61,500	51,000	57,500	-6.5%
5713	Workers Compensation	42,300	36,000	40,000	-5.4%
5714	Assistance Program	500	400	500	0.0%
5716	Medicare	14,500	12,000	13,500	-6.9%
5717	Special Clothing	7,200	10,000	7,250	0.7%
5723	Certifications	600	600	750	25.0%
<b>Subtotal Benefits</b>		<b>405,700</b>	<b>336,600</b>	<b>400,900</b>	<b>-1.2%</b>
<b>TOTAL PERSONNEL</b>		<b>1,348,200</b>	<b>1,228,600</b>	<b>1,407,900</b>	<b>4.4%</b>

**DEPARTMENT: OPERATIONS/DISTRIBUTION 04**

<b>POSITION TITLES</b>	
Director of Operations	0.60
Deputy Director of Operations	0.60
Special Projects Manager	0.40
Field Services Supervisor	1.00
Electrician/Instrumentation Technician	0.40
Customer Service/Field Coordinator	1.00
Senior Field Services Worker	1.00
Field Services Worker II	5.00
Network Specialist	0.60
Temporary employees	<u>0.50</u>
<b>TOTAL POSITIONS</b>	<b>11.10</b>

**DEPARTMENT: OPERATIONS/DISTRIBUTION - 04****FUND: WATER**

		<b>2013-2014 ESTIMATED EXPENSE</b>	<b>2013-2014 ADOPTED BUDGET</b>	<b>2014-2015 PROPOSED BUDGET</b>	<b>2014-2015 % Change Over PY</b>
<b><u>Materials &amp; Services</u></b>					
5020	Contract/Professional Services	75,000	48,000	60,000	-20.0%
5038	Equipment Replacement Fund	0	29,600	34,400	
5040	Utilities	98,000	110,000	110,000	12.2%
5043	Operating Supplies	100,000	90,000	90,000	-10.0%
5044	Maint & Operations of Vehicles	75,600	75,000	80,000	5.8%
5047	Rental/Leases/Permits	8,000	10,000	10,000	25.0%
5048	Small Tools-Maint & Repairs	10,800	10,000	10,000	-7.4%
5050	Facilities Maintenance	7,400	15,000	15,000	102.7%
5059	Communications & Telemetry	55,000	50,000	55,000	0.0%
5060	Office Supplies	5,000	3,500	3,500	-30.0%
5062	Subscription/Books	0	300	300	
5064	Training, Conferences & Meetings	3,000	2,000	5,000	66.7%
5078	Other Household Supplies	3,000	3,000	3,000	0.0%
5899	Special Projects (1)	25,000		35,000	40.0%
xxxx	Equipment Non-Cap (2)	20,000		15,900	-20.5%
<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>485,800</b>	<b>446,400</b>	<b>527,100</b>	<b>8.5%</b>

Additional Details:

## (1) Special Projects

Water Loss Detection	35,000
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## (2) Equipment Non-Cap

Portable Pumps (2)	3,200
Pipe Locator	3,500
Leak Detector	4,000
Generator 2000 Watt (2)	2,200
Computer Replacements	2,000
VPN Router Replacement	1,000
	15,900

## BUDGET SUMMARY - DEPARTMENTAL EXPENSES

DEPARTMENT: WATERSHED - 05  
FUND: WATER

	<u>2013-2014</u> <u>ESTIMATED</u> <u>EXPENSE</u>	<u>2013-2014</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>2014-2015</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>2014-2015</u> <u>% Change</u> <u>Over PY</u>
<b><u>CLASSIFICATION</u></b>				
Personnel	54,570	55,200	109,085	99.9%
Materials & Services	178,050	158,900	299,050	68.0%
<b>TOTAL BUDGET</b>	<b>232,620</b>	<b>214,100</b>	<b>408,135</b>	<b>75.5%</b>

**DEPARTMENT: WATERSHED - 05**

**FUND: WATER**

		<b>2013-2014 ESTIMATED EXPENSE</b>	<b>2013-2014 ADOPTED BUDGET</b>	<b>2014-2015 PROPOSED BUDGET</b>	<b>2014-2015 % Change Over PY</b>
<b><u>Personnel</u></b>					
<b><u>Salaries</u></b>					
5001	Regular Salaries	40,000	43,000	65,000	62.5%
xxxx	Temporary Salaries	0	0	10,000	
<b>Subtotal Salaries</b>		40,000	43,000	75,000	87.5%
<b><u>Benefits</u></b>					
5706	Medical Insurance	4,500	3,600	18,500	311.1%
5707	Dental Insurance	400	300	1,400	250.0%
5708	Vision Insurance	100	60	200	100.0%
5709	Life Insurance	100	60	60	-40.0%
5710	Long Term Disability	250	160	500	100.0%
5711	PERS Retirement	5,000	4,200	7,500	50.0%
5712	FICA (Social Security)	3,050	2,700	4,500	47.5%
5713	Workers Compensation	400	400	400	0.0%
5714	Assistance Program	20	20	25	25.0%
5716	Medicare	750	700	1,000	33.3%
5717	Special Clothing	0	0	0	
<b>Subtotal Benefits</b>		14,570	12,200	34,085	133.9%
<b>TOTAL PERSONNEL</b>		<b>54,570</b>	<b>55,200</b>	<b>109,085</b>	<b>99.9%</b>

**POSITION TITLES**

Administrative/Environmental Analyst	0.38
Temporary employees	<u>0.13</u>
<b>TOTAL POSITIONS</b>	<b>0.50</b>

**DEPARTMENT: WATERSHED - 05**

**FUND: WATER**

	<b>2013-2014 ESTIMATED EXPENSE</b>	<b>2013-2014 ADOPTED BUDGET</b>	<b>2014-2015 PROPOSED BUDGET</b>	<b>2014-2015 % Change Over PY</b>
<b><u>MATERIALS &amp; SERVICES</u></b>				
5020 Contract/Professional Services	80,000	65,000	74,700	-6.6%
5034 Road Maintenance	10,000	15,000	10,000	0.0%
5043 Operating Supplies	500	500	500	0.0%
5059 Communications	250	300	300	20.0%
5062 Subscription/Books	50	300	300	500.0%
5064 Training, Conference/Seminars	1,000	2,000	2,000	100.0%
5065 Membership & Dues	1,250	800	1,250	0.0%
5067 Watershed Restoration & Data Collection Grants	15,000	15,000	15,000	0.0%
5899 Special Projects (1)	70,000	60,000	195,000	178.6%
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>178,050</b>	<b>158,900</b>	<b>299,050</b>	<b>68.0%</b>

Additional Details:

(1) Special Projects

Stream Monitoring Program	180,000
Broom Removal Contract	15,000
	195,000

## BUDGET SUMMARY - DEPARTMENTAL EXPENSES

DEPARTMENT: WASTEWATER - 06

FUND: SEWER

	<b>2013-2014 ESTIMATED <u>EXPENSE</u></b>	<b>2013-2014 ADOPTED <u>BUDGET</u></b>	<b>2014-2015 PROPOSED <u>BUDGET</u></b>	<b>2014-2015 <i>% Change Over PY</i></b>
<b><u>CLASSIFICATION</u></b>				
Personnel	16,900	17,000	17,000	0.6%
Materials & Services	61,800	60,300	61,100	-1.1%
<b>TOTAL BUDGET</b>	<b>78,700</b>	<b>77,300</b>	<b>78,100</b>	<b>-0.8%</b>

**DEPARTMENT: WASTEWATER - 06**  
**FUND: SEWER**

<u>2013-2014</u> <u>ESTIMATED</u> <u>EXPENSE</u>	<u>2013-2014</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>2014-2015</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>2014-2015</u> <u>% Change</u> <u>Over PY</u>
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**Personnel**

**Salaries**

5001	Regular Salaries	12,000	12,000	12,000	0.0%
5003	Overtime Wages	2,500	2,500	2,500	0.0%
5004	Standby Wages				
<b>Subtotal Salaries</b>		14,500	14,500	14,500	0.0%

**Benefits**

5706	Medical Insurance				
5707	Dental Insurance				
5711	PERS Retirement	1,200	1,200	1,200	0.0%
5712	FICA (Social Security)	900	900	1,000	11.1%
5713	Workers Compensation				
5716	Medicare	300	200	300	0.0%
5717	Special Clothing		200		
<b>Subtotal Benefits</b>		2,400	2,500	2,500	4.2%

<b>TOTAL PERSONNEL</b>	<b>16,900</b>	<b>17,000</b>	<b>17,000</b>	<b>0.6%</b>
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**POSITION TITLES**

Allocated District Staff	<b><u>0.30</u></b>
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<b>TOTAL POSITIONS</b>	<b>0.30</b>
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**DEPARTMENT: WASTEWATER - 06**  
**FUND: SEWER**

<u>2013-2014</u> <u>ESTIMATED</u> <u>EXPENSE</u>	<u>2013-2014</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>2014-2015</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>2014-2015</u> <u>% Change</u> <u>Over PY</u>
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**MATERIALS & SERVICES**

5020	Contract/Professional Services	10,000	15,000	15,000	50.0%
5023	Outside Water Analysis	15,000	15,000	14,600	-2.7%
5036	Administration Overhead	4,000	4,000	4,000	0.0%
5038	Equipment Replacement Fund	0	1,400	1,400	
5040	Utilities	6,000	8,000	6,500	8.3%
5043	Operating Supplies	10,000	6,000	7,000	-30.0%
5044	Maint & Operations of Vehicles	500	800	500	0.0%
5047	Rentals/Leases/Permits	13,000	6,200	8,000	-38.5%
5050	Facilities Maintenance	0	500	500	
5059	Communications	3,000	3,000	3,100	3.3%
5060	Office Supplies	100	200	200	100.0%
5061	Postage	200	200	300	50.0%

<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>61,800</b>	<b>60,300</b>	<b>61,100</b>	<b>-1.1%</b>
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## BUDGET SUMMARY - DEPARTMENTAL EXPENSES

DEPARTMENT: OPERATIONS/SUPPLY & TREATMENT - 08  
FUND: WATER

<u>CLASSIFICATION</u>	2013-2014 ESTIMATED <u>EXPENSE</u>	2013-2014 ADOPTED <u>BUDGET</u>	2014-2015 PROPOSED <u>BUDGET</u>	2014-2015 <i>% Change Over PY</i>
Personnel	790,585	830,150	980,650	24.0%
Materials & Services	706,300	679,000	783,000	10.9%
<b>TOTAL BUDGET</b>	<b>1,496,885</b>	<b>1,509,150</b>	<b>1,763,650</b>	<b>17.8%</b>

**DEPARTMENT: OPERATIONS/SUPPLY & TREATMENT - 08**

**FUND: WATER**

		<b>2013-2014</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>2014-2015</b>
		<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>PROPOSED</b>	<b>% Change</b>
		<b><u>EXPENSE</u></b>	<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>	<b><u>Over PY</u></b>
<b><u>Personnel</u></b>					
<b><u>Salaries</u></b>					
5001	Regular Salaries	540,000	585,000	675,000	25.0%
5002	Temporary Salaries	0	0	0	
5003	Overtime Wages	45,000	35,000	35,000	-22.2%
5804	Standby	0	4,000	4,000	
<b>Subtotal Salaries</b>		<b>585,000</b>	<b>624,000</b>	<b>714,000</b>	<b>22.1%</b>
<b><u>Benefits</u></b>					
5706	Medical Insurance	67,000	63,000	90,000	34.3%
5707	Dental Insurance	7,400	7,300	9,500	28.4%
5708	Vision Insurance	1,200	1,250	1,750	45.8%
5709	Life Insurance	1,100	1,250	1,500	36.4%
5710	Long Term Disability	2,400	2,000	3,100	29.2%
5711	PERS Retirement	56,000	58,000	72,000	28.6%
5712	FICA (Social Security)	33,300	40,000	41,500	24.6%
5713	Workers Compensation	23,500	18,100	30,000	27.7%
5714	Assistance Program	285	250	300	5.3%
5716	Medicare	7,900	8,500	10,000	26.6%
5717	Special Clothing	4,000	4,500	5,000	25.0%
5723	Certifications	1,500	2,000	2,000	33.3%
<b>Subtotal Benefits</b>		<b>205,585</b>	<b>206,150</b>	<b>266,650</b>	<b>29.7%</b>
<b>TOTAL PERSONNEL</b>		<b>790,585</b>	<b>830,150</b>	<b>980,650</b>	<b>24.0%</b>

**POSITION TITLES**

Director of Operations	0.40
Deputy Director of Operations	0.40
Electrician	0.60
Network Specialist	0.40
Water Treatment & System Supervisor	1.00
Water Treatment & System Operator	3.00
Senior Water Treatment & System Operator	1.00
Special Projects Manager	0.60
<b>TOTAL POSITIONS</b>	<b>7.40</b>

**DEPARTMENT: OPERATIONS/SUPPLY & TREATMENT - 08**

**FUND: WATER**

		<b>2013-2014 ESTIMATED EXPENSE</b>	<b>2013-2014 ADOPTED BUDGET</b>	<b>2014-2015 PROPOSED BUDGET</b>	<b>2014-2015 % Change Over PY</b>
<b><u>Materials &amp; Services</u></b>					
5020	Contract/Professional Services	120,000	60,000	100,000	-16.7%
5620	Contract Services Manana Woods	40,000	45,000	45,000	12.5%
5023	Outside Water Analysis	45,000	40,000	40,000	-11.1%
5025	Lab Supplies	8,000	10,000	9,500	18.8%
5038	Equipment Replacement Fund	0	26,500	31,300	
5040	Utilities	245,000	280,000	285,000	16.3%
5042	Chemicals	32,000	30,000	34,000	6.3%
5043	Operating Supplies	50,000	40,000	45,000	-10.0%
5044	Maintenance/Operations of Vehicles	20,000	25,000	22,000	10.0%
5047	Rental/Leases/Permits (1)	105,000	72,000	110,000	4.8%
5048	Small Tools-Maintenance & Repairs	2,800	3,500	3,500	25.0%
5050	Facilities Maintenance	5,000	7,500	7,500	50.0%
5059	Communications & Telemetry	28,000	32,000	27,000	-3.6%
5060	Office Supplies	2,500	5,000	5,000	100.0%
5064	Training, Conferences & Meetings	2,500	2,000	3,000	20.0%
5078	Other Household Supplies	500	500	500	0.0%
5899	Special Projects (2)			14,700	
<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>706,300</b>	<b>679,000</b>	<b>783,000</b>	<b>10.9%</b>

Non Cash Expenses:

(1) Rental/Leases/Permits			
Solar lease prepaid expense	50,000		50,000

Additional Details:

(2) Special Projects			
Kirby WTP Aerator			3,000
Foreman Intake Hydro Generator			3,500
Laptop (2)			3,500
Generator 2000 Watt			1,200
Blair Tank Hydro			3,500
			14,700

**BUDGET SUMMARY - CAPITAL EXPENDITURES  
PROPOSED BUDGET 2014-2015**

**ENGINEERING - 03**

TRANSPORTATION EQUIPMENT

5888	1711		
		Service Vehicle	35,000

**OPERATIONS/DISTRIBUTION - 04**

OFFICE FURNITURE & EQUIPMENT

5888	1706		
		Network Server Replacement	35,000
		Meter Reading Equipment - Hand Held Device	14,000
		SCADA Software	<u>0</u>
		Subtotal Office Furniture & Equipment	49,000

TRANSPORTATION EQUIPMENT

5888	1711		
		Equipment #650 Dump Truck Replacement	75,000
		Equipment Light Duty Truck	<u>35,000</u>
		Subtotal Transportation Equipment	110,000

WATER METERS & REGISTERS

5888	1736		
		New Service Installations	<u>13,000</u>
		Subtotal Water Meters & Registers	13,000

OTHER CAPITAL PROJECTS

5890	9901	Replacement Pumps & Motors	5,000
	1201	Probation Tank Replacement Project	100,000
	1202	Felton Heights Mutual Consolidation Project	130,000
	1204	Proposition 50 Projects (1)	1,747,000
	xxxx	Swim Tank Replacement/Liner	50,000
	xxxx	Pine Tank Replacement	40,000
	xxxx	Olympia Mutual Consolidation Project	<u>1,910,000</u>
		Subtotal Other Capital Projects	3,982,000

<b>TOTAL</b>	<b>OPERATIONS/DISTRIBUTION - 04</b>		<b><u>4,154,000</u></b>
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(1) Proposition 50 Projects			
xxxx Intertie 6			1,590,000
xxxx Intertie 2, 3 & 4			<u>157,000</u>
			1,747,000

**OPERATIONS/SUPPLY & TREATMENT - 08**

OFFICE FURNITURE & EQUIPMENT

5888	1706	Furniture & Equipment	
		Kirby WTP Heating/AC Unit	6,500

TRANSPORTATION EQUIPMENT

5888	1711		
		Service Vehicles, two vehicles	76,000

OTHER CAPITAL PROJECTS

5890	9906	Replacement Pumps/Motors	30,000
	0907	SCADA Upgrade/Replacement Kirby	150,000
	1208	Fall Creek Fish Ladder	42,000
		Pasatiempo Well 6 VFD	30,000
		Surface Water Intake Meters	40,000
		Pasatiemp Well 5A Arsenic Removal	90,000
		Quail Hollow EIR	<u>40,000</u>
		Subtotal Other Capital Projects	422,000

<b>TOTAL</b>	<b>OPERATIONS/SUPPLY &amp; TREATMENT - 08</b>		<b><u>504,500</u></b>
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<b>TOTAL CAPITAL EXPENDITURES</b>			<b><u>\$ 4,693,500</u></b>
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## BUDGET SUMMARY - DEBT SERVICES

		2013-2014 ESTIMATED <u>EXPENSE</u>	2013-2014 ADOPTED <u>BUDGET</u>	2014-2015 PROPOSED <u>BUDGET</u>	2014-2015 % Change <i>Over PY</i>
<b>ADMINISTRATION - 01</b>					
5886	2012 Water Revenue Refunding Bond (1)				
	2809 Principal	578,500	580,000	600,000	3.7%
	2810 Interest	171,800	129,000	110,000	-36.0%
		750,300	709,000	710,000	-5.4%
<b>OPERATIONS/SUPPLY &amp; TREATMENT - 08</b>					
5886	2008 Felton Treatment Plant SDWBL				
	2822 Principal	125,100	125,500	136,000	8.7%
	2823 Interest	61,500	60,500	51,000	-17.1%
		186,600	186,000	187,000	0.2%
<b>REVOLVING LINE OF CREDIT (2)</b>					
	Principal				
	Interest			25,000	
<b>TOTAL DEBT SERVICE</b>		<b>936,900</b>	<b>895,000</b>	<b>922,000</b>	<b>-1.6%</b>

Additional Details:

(1) 2012 Water Revenue Refunding Bond

Principal and interest on 2012 Water Revenue Refunding Bond issuance relative to defeasance of four (4) prior long-term debts:

- 1) 1995 California Safe Drinking Water Loan
  - 2) 2004 Refunding 1998 COPs
  - 3) 2005 Johnson Property Loan
  - 4) 2006 Malosky Creek Property Loan
- (Principal \$580,000; Interest \$129,000)

(2) Approved \$1.9M Revolving Loan at 2.507% interest, approximately 6 months of interest expense