

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
UTILITY FINANCE OVERSIGHT COMMITTEE**

Day: Tuesday
Date: March 28, 2017
Time: Beginning at 1:00 p.m.
Location: Community Center, Sierra Room
851 East William Street
Carson City, Nevada

AGENDA

1. Call to Order

2. Roll Call

3. Public Comment:

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body. In order for members of the public to participate in the Committee's consideration of an agenda item, the Committee strongly encourages members of the public to comment on an agenda item during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken.

4. For Possible Action: Approval of meeting minutes.

4.A For Possible Action: To approve the January 30, 2017 draft meeting minutes.

Staff Summary: Committee members will be provided the draft meeting minutes from the January 30, 2017 meeting and asked to review and approve.

5. Agenda Items:

5.A For Possible Action: To recommend to the Board of Supervisors approval of the tentative Sewer Fund budget for FY18 and acknowledge that it is consistent with the adopted financial policies.

Staff Summary: The Committee will be provided with a tentative Sewer Fund budget for FY18. Staff will review the proposed budget along with a 5-year capital improvement plan.

5.B For Possible Action: To recommend to the Board of Supervisors approval of the tentative Water Fund budget for FY18 and acknowledge that it is consistent with the adopted financial policies.

Staff Summary: The Committee will be provided with a tentative Water Fund budget for FY18. Staff will review the proposed budget along with a 5-year capital improvement plan.

5.C For Possible Action: To recommend to the Board of Supervisors approval of the tentative Storm Water Fund budget for FY18.

Staff Summary: The Committee will be provided with a tentative Storm Water Fund budget for FY18. Staff will review the proposed budget along with a 5-year capital improvement plan.

5.D For Possible Action: To recommend to the Board of Supervisors a storm water rate increase as proposed by staff to support an improved city-wide storm water program.

Staff Summary: The Committee will be presented with a program update and rate review of the storm water management program along with a proposed 10-year capital improvement plan and a monthly rate structure recommended to fund the program. If fully implemented, the proposed rate plan would generate approximately \$1.3 million dollars in additional revenue that would support capital and operating expenses through a pay-as-you-go system that does not rely on debt financing.

6. Future Agenda Items – Discussion Only

Activities here will be limited to placing new matters on future agendas only.

7. Public Comment:

8. For Possible Action: To Adjourn

Public Comment Limitation

It is Carson City's aspirational goal to provide for item-specific public comment as follows: In order for members of the public to participate in the public body's consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the Chair during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. The Chair also retains discretion to only provide for the Open Meeting Law's minimum public comment and not call for or allow additional individual-item public comment at the time of the body's consideration of the item when: 1) it is deemed necessary by the Chair to the orderly conduct of the meeting; 2) it involves an off-site non-action facility tour agenda item; or 3) it involves any person's or entity's due process appeal or hearing rights provided by statute of the Carson City Municipal Code.

Agenda Management Notice

Agenda Management Notice – Items on the agenda may be taken out of order; the Chair may combine two or more agenda items for consideration; and the Chair may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Notice to Persons with Disabilities

Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the District Attorney's Office in writing at 885 E. Musser Street, Suite 2030, Carson City NV 89701, or by calling (775) 887-2070 at least 24 hours in advance.

To request a copy of the supporting material for this meeting:

Contact Karen Leet at Kleet@carson.org or call (775) 887-2355.

This agenda and backup information are available at:

The City's website at <http://carson.org/government/meeting-information/agendas> and at the Carson City Public Works Office, 3505 Butti Way, Carson City, Nevada (775) 887-2355.

This notice has been posted at the following locations:

Community Center, 851 East William Street

Public Safety Complex, 885 East Musser Street

City Hall, 201 North Carson Street

Carson City Library, 900 North Roop Street

Business Resource & Innovation Center (BRIC), 108 East Proctor Street



STAFF REPORT

Item No. 4A

Report To: Utility Finance Oversight Committee

Meeting Date: 03/28/2017

Staff Contact: Darren Schulz, Director of Public Works

Agenda Title: For Possible Action: To approve the January 30, 2017 draft meeting minutes.

Staff Summary: Committee members will be provided the draft meeting minutes from the January 30, 2017 meeting and asked to review and approve.

Agenda Action: Formal Action/Motion

Time Requested: 5 minutes

Proposed Motion

Move to approve the January 30, 2017 draft meeting minutes.

Board's Strategic Goal

N/A

Previous Action

N/A

Background/Issues & Analysis

N/a

Applicable Statute, Code, Policy, Rule or Regulation

N/a

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number:

Is it currently budgeted? Yes No

Explanation of Fiscal Impact:

Alternatives

Committee Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

CARSON CITY UTILITY FINANCE OVERSIGHT COMMITTEE

Minutes of the January 30, 2017 Meeting

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A regular meeting of the Carson City Utility Finance Oversight Committee was scheduled for 1:00 p.m. on Monday, January 30, 2017 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Andrea Engleman
Vice Chairperson Mike Bennett
Member Randy Bowling
Member Bruce Scott
Member Mike Spell

STAFF: Darren Schulz, Public Works Department Director
David Bruketta, Utility Manager
Sheri Russell, Deputy Finance Director
Iris Yowell, Deputy District Attorney
Tamar Warren, Deputy Clerk

NOTE: A recording of these proceedings, the committee's agenda materials, and any written comments or documentation provided to the Clerk, during the meeting, are part of the public record. These materials are available for review, in the Recording Secretaries Division of the Carson City Clerk's Office, during regular business hours.

1 - 2. CALL TO ORDER AND ROLL CALL (1:02:26) - Chairperson Engleman called the meeting to order at 1:02 p.m. Ms. Warren called the roll; a quorum was present. At Chairperson Engleman's request, the City staff introduced themselves for the record.

3. PUBLIC COMMENT (1:03:12) - Chairperson Engleman entertained public comment, noting there were no other citizens present in the meeting room.

Chairperson Engleman modified the agenda to address item 5(E) prior to item 5(B).

4. POSSIBLE ACTION ON APPROVAL OF MINUTES - October 19, 2016 (1:03:46) - Chairperson Engleman entertained suggested revisions to the minutes and, when none were forthcoming, a motion. **Vice Chairperson Bennett moved to approve the minutes. Member Bowling seconded the motion. Motion carried 5-0.**

5. AGENDA ITEMS:

5(A) POSSIBLE ACTION TO ELECT A COMMITTEE CHAIR AND VICE CHAIR FOR THE UTILITY FINANCE OVERSIGHT COMMITTEE (1:04:15) - Chairperson Engleman introduced this item, and **Member Scott moved to reappoint the current officers. Member Spell seconded the motion. Motion carried 5-0.**

5(B) INFORMATION ONLY REGARDING NON-SUBSTANTIVE UPDATE OF RESOLUTION NO. 2016-R-27, A RESOLUTION AMENDING RESOLUTION NO. 2013-R-45A - FORMALLY ESTABLISHING THE CARSON CITY UTILITY FINANCE OVERSIGHT COMMITTEE, THAT WAS APPROVED BY THE BOARD OF SUPERVISORS WITH NO CHANGES FROM THE COMMITTEE'S RECOMMENDATIONS (1:55:10) - Chairperson Engleman introduced this item, and Mr. Bruketta advised that the subject resolution had been passed and adopted by the Board of Supervisors with no further revision.

CARSON CITY UTILITY FINANCE OVERSIGHT COMMITTEE

Minutes of the January 30, 2017 Meeting

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DRAFT

5(C) INFORMATION ONLY REGARDING NON-SUBSTANTIVE UPDATE ON THE 2017 FLOOD (1:25:50) - Chairperson Engleman introduced this item, and Mr. Bruketta narrated a SlideShow presentation. Mr. Bruketta and Mr. Schulz responded to questions of clarification and discussion took place throughout the presentation. Following discussion, Mr. Schulz commended the partnership between “the public side of things and ... the private in terms of ... going out and doing what you can to help protect your property because, when the calls start coming in, we don’t have enough resources to go to everybody. It is key, in terms of moving forward, ... if we could’ve taken just three of those really serious problem areas off of our to-do list during an event like that, it would change considerably ... the amount of money we spent and ... our response to helping people in need ... So, when we do come back to you and also to the Board of Supervisors, that’s going to be our goal.”

5(D) INFORMATION ONLY REGARDING NON-SUBSTANTIVE UPDATE ON STATUS OF THE WATER RESOURCE RECOVERY FACILITY PHASE 1A PROJECT, AND DISCUSSION ON CAPITAL IMPROVEMENT PROJECTS FOR FY18 (1:55:35) - Chairperson Engleman introduced this item, and Mr. Bruketta narrated a SlideShow presentation which was displayed in the meeting room and included in the agenda materials. Mr. Bruketta responded to questions of clarification. In response to a question, Mr. Schulz provided background information on the reason for the construction manager at risk (“CMAR”) approach as opposed to design build. Member Bowling commended the creativity of the CMAR process, and complimented staff.

5(E) INFORMATION ONLY TO PRESENT AND DISCUSS THE DRAFT FIVE-YEAR CAPITAL IMPROVEMENT PLANS (1:05:34) - Chairperson Engleman introduced this item, and Mr. Bruketta reviewed the agenda materials in conjunction with displayed slides. Mr. Bruketta, Ms. Russell, and Mr. Schulz responded to questions of clarification throughout the presentation, and discussion took place. The committee members commended staff on the concise information presented.

5(F) POSSIBLE ACTION TO RECOMMEND THE DATES, TIMES, AND LOCATIONS FOR RECURRING COMMITTEE MEETINGS IN 2017; AND 6. FUTURE AGENDA ITEMS (2:07:32) - Chairperson Engleman combined items 5(F) and 6. Mr. Bruketta discussed the budget process, and discussion took place regarding 2017 meetings. Mr. Schulz responded to questions regarding the budget process, and additional discussion ensued. Consensus of the committee was to schedule meetings for 1:00 p.m. on Tuesday, March 28; Tuesday, June 20; and Tuesday, September 19. Discussion took place regarding the tentative agendas for each meeting. Chairperson Engleman entertained a motion to schedule meetings on the agreed-upon dates and times, with the agendas as described by staff. **Vice Chair Bennett so moved. Member Scott seconded the motion. Motion carried 5-0.**

7. PUBLIC COMMENT (2:30:42) - Chairperson Engleman entertained public comment; however, none was forthcoming.

8. ACTION TO ADJOURN (2:30:48) - A motion was made, seconded, and carried unanimously to adjourn the meeting at 2:30 p.m.

The Minutes of the January 30, 2017 Carson City Utility Finance Oversight Committee are so approved this _____ day of March, 2017.

ANDREA ENGLEMAN, Chair



STAFF REPORT

Item No. 5A

Report To: Utility Financial Oversight Committee

Meeting Date: 03/28/2017

Staff Contact: Darren Schulz, Director of Public Works

Agenda Title: To recommend to the Board of Supervisors approval of the tentative Sewer Fund budget for FY18 and acknowledge that it is consistent with the adopted financial policies.

Staff Summary: The Committee will be provided with a tentative Sewer Fund budget for FY18. Staff will review the proposed budget along with a 5-year capital improvement plan.

Agenda Action: Formal Action/Motion

Time Requested: 30 minutes

Proposed Motion

Move to recommend to the Board of Supervisors approval of the tentative Sewer Fund budget for FY18 and acknowledge that it is consistent with the adopted financial policies.

Board's Strategic Goal

Efficient Government

Previous Action

N/A

Background/Issues & Analysis

N/A

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: Sewer/ fund 510

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: Tentatively sets the Sewer Fund budget for Fiscal Year 2018.

Alternatives

Provide other recommendation to Board of Supervisors.

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

FINANCIAL POLICIES

FUND 510 SEWER OPERATION

| Goal | Description | Target | ACTUAL FISCAL YEAR 2016 | |
|------------------------------------|---|--------------|---|---|
| Operating Reserve | 45 days of O&M expense | \$ 619,098 | \$ 619,098 | ✔ |
| Capital Contingency Reserve | Minimum balance equal to 2% of system fixed assets | \$ 2,777,091 | \$ 6,074,918 | ✔ |
| System Reinvestment Funding | Annually funded from rates an amount equal to annual depreciation expense | \$ 3,311,678 | \$ 2,028,562 | ✘ |
| Debt Management | Maintain debt to equity ratio of about 50:50 | 50:50 | 30:70 | ✔ |
| Debt Service Coverage | Maintain net revenues to be at least 1.0 times total debt service | 1.0 | 3.15 | ✔ |
| Goal | Description | Target | PROJECTED FISCAL YEAR 2017 | |
| Operating Reserve | 45 days of O&M expense | \$ 762,238 | \$ 762,238 | ✔ |
| Capital Contingency Reserve | Minimum balance equal to 2% of system fixed assets | \$ 2,777,091 | \$ 9,195,277 | ✔ |
| System Reinvestment Funding | Annually funded from rates an amount equal to annual depreciation expense | \$ 3,500,000 | \$ 3,684,979 | ✔ |
| Debt Management | Maintain debt to equity ratio of about 50:50 | 50:50 | 30:70 | ✔ |
| Debt Service Coverage | Maintain net revenues to be at least 1.0 times total debt service | 1.0 | 2.62 | ✔ |
| Goal | Description | Target | TENATIVE BUDGET FISCAL YEAR 2018 | |
| Operating Reserve | 45 days of O&M expense | \$ 832,659 | \$ 832,659 | ✔ |
| Capital Contingency Reserve | Minimum balance equal to 2% of system fixed assets | \$ 2,777,091 | \$ 6,975,164 | ✔ |
| System Reinvestment Funding | Annually funded from rates an amount equal to annual depreciation expense | \$ 3,500,000 | \$ 10,331,829 | ✔ |
| Debt Management | Maintain debt to equity ratio of about 50:50 | 50:50 | 33:67 | ✔ |
| Debt Service Coverage | Maintain net revenues to be at least 1.0 times total debt service | 1.0 | 2.05 | ✔ |

FISCAL SUMMARY FOR ENTERPRISE FUNDS

| Department Name: Sewer Fund | | | | | |
|---------------------------------------|----------------------|----------------------|----------------------|-----------------|---------------------|
| Department Number: 510 and 515 | | | | | |
| | 2015-16 | 2016-17 | 2017-18 | % Change | \$ Change |
| | Actual | Estimated | Proposed | Budget | Budget |
| REVENUE | | | | | |
| Charges for Services | \$ 11,426,700 | \$ 12,905,747 | \$ 14,837,879 | 14.97% | \$ 1,932,132 |
| Non-Operating Income | 95,109 | 46,197 | 33,000 | -28.57% | (13,197) |
| Connection Fees | 129,448 | 175,000 | 65,000 | -62.86% | (110,000) |
| Grant Revenue | 1,617 | 1,550 | 1,550 | 0.00% | - |
| TOTAL | \$ 11,652,874 | \$ 13,128,494 | \$ 14,937,429 | 13.78% | \$ 1,808,935 |
| EXPENDITURE | | | | | |
| Salary | \$ 1,527,606 | \$ 1,578,386 | \$ 1,688,486 | 6.98% | \$ 110,100 |
| Benefits | 647,304 | 771,897 | 825,834 | 6.99% | 53,937 |
| Service & Supplies | 3,255,356 | 3,952,702 | 4,359,857 | 10.30% | 407,155 |
| Depreciation | 3,311,678 | 3,500,000 | 3,500,000 | 0.00% | - |
| Bond Interest | 627,293 | 968,933 | 1,266,104 | 30.67% | 297,171 |
| Other | 198,810 | (2,585) | 1,500 | -158.03% | 4,085 |
| Transfers Out | - | - | - | 0.00% | - |
| TOTAL | \$ 9,568,047 | \$ 10,769,333 | \$ 11,641,781 | 8.10% | \$ 872,449 |
| NET INCOME (LOSS) | \$ 2,084,827 | \$ 2,359,161 | \$ 3,295,648 | 39.70% | \$ 936,486 |
| BOND PROCEEDS | | | | | |
| Bond Proceeds | \$ 10,180,882 | \$ 28,801,997 | \$ 6,000,000 | -79.17% | \$ (22,801,997) |
| Capital Outlay | \$ 12,438,307 | \$ 29,903,325 | \$ 12,380,665 | -58.60% | \$ (17,522,660) |
| Bond Principal Payments | \$ 1,854,234 | \$ 1,614,718 | \$ 2,685,060 | 66.29% | \$ 1,070,342 |
| Cash Balance - June 30 | \$ 6,694,016 | \$ 9,957,515 | \$ 7,807,822 | | |
| FTE | | | | | |
| | 22.75 | 22.75 | 22.80 | | |

BUDGET PREPARATION WORKSHEET FISCAL YEAR 2018

| | FY 16 ACTUALS | FY 17 ADJUSTED BUDGET | Y-T-D ACTUALS | FY 17 ESTIMATED | FY 18 TENTATIVE |
|--|------------------|-----------------------------|------------------|--------------------|--------------------|
| REVENUE | | | | | |
| INTERGOVERNMENTAL | | | | | |
| FEDERAL SUBSIDY PAYMENTS | | | | | |
| 510-0000-332.01-02 2010F SRF SEWER BONDS | 1,617 | 1,550 | - | 1,550 | 1,550 |
| * FEDERAL SUBSIDY PAYMENTS | 1,617 | 1,550 | - | 1,550 | 1,550 |
| ** INTERGOVERNMENTAL | 1,617 | 1,550 | - | 1,550 | 1,550 |
| CHARGES FOR SERVICES | | | | | |
| PUBLIC WORKS | | | | | |
| 510-0000-343.06-00 DEPARTMENT CHARGES | 5,525 | - | - | - | - |
| * PUBLIC WORKS | 5,525 | - | - | - | - |
| ** CHARGES FOR SERVICES | 5,525 | - | - | - | - |
| PROPRIETARY REVENUES | | | | | |
| USER FEES AND CHARGES | | | | | |
| 510-0000-370.02-00 USER CHARGES | 3,227,027 | 3,704,854 | 2,254,705 | 3,831,716 | 4,406,474 |
| 510-0000-370.06-00 DOUGLAS COUNTY | 95,765 | - | - | 119,770 | 150,205 |
| 510-0000-370.25-00 FIXED CAPITALIZATION | 7,824,437 | 8,996,826 | 4,952,147 | 8,846,261 | 10,173,200 |
| 510-0000-370.27-00 VARIABLE CAPITALIZATION | 7 | - | 7 | - | - |
| 510-0000-370.28-00 EFFLUENT METER CHARGES | 13,635 | 13,000 | 6,817 | 13,000 | 13,000 |
| 510-0000-370.75-00 OTHER CHARGES/FEES | 5,892 | - | 2,508 | - | - |
| 510-0000-370.75-01 RIGHT OF WAY TOLL | - | - | 68,240 | - | - |
| * USER FEES AND CHARGES | 11,166,763 | 12,714,680 | 7,284,424 | 12,810,747 | 14,742,879 |
| OTHER OPERATING CHARGES | | | | | |
| 510-0000-372.50-01 GENERAL FUND | 10,704 | - | - | - | - |
| 510-0000-372.50-15 REG TRANSPORTATION | 2,555 | - | - | - | - |
| 510-0000-372.50-17 STREETS MAINTENANCE | 1,520 | - | - | - | - |
| 510-0000-372.50-53 ISC: STORM DRAINAGE | 1,225 | - | - | - | - |
| 510-0000-372.50-56 WATER FUND | 3,405 | 10,000 | 1,745 | 10,000 | 10,000 |
| 510-0000-372.62-00 PENALTIES AND INTEREST | 122,816 | 85,000 | 52,856 | 85,000 | 85,000 |
| 510-0000-372.69-00 INSPECTION FEES | - | - | - | - | - |
| 510-0000-372.70-00 REFUNDS/REIMBURSEMENTS | 112,187 | - | 1,337 | - | - |
| * OTHER OPERATING CHARGES | 254,412 | 95,000 | 55,938 | 95,000 | 95,000 |
| NON-OPERATING REVENUE | | | | | |

| | | | | | |
|--|------------|------------|------------|------------|------------|
| 510-0000-375.05-01 COMMERCIAL | 15,690 | 25,000 | 43,853 | 44,000 | 25,000 |
| 510-0000-375.05-02 RESIDENTIAL | 44,718 | 15,000 | 89,844 | 131,000 | 40,000 |
| 510-0000-375.10-00 DEVELOPER CONTRIBUTIONS | 61,155 | - | - | - | - |
| 510-0000-375.20-01 CAPITAL ASSETS | 7,885 | - | - | - | - |
| * NON-OPERATING REVENUE | 129,448 | 40,000 | 133,697 | 175,000 | 65,000 |
| INTEREST EARNED | | | | | |
| 510-0000-377.02-00 INTEREST INCOME | 39,207 | 2,500 | 12,751 | 23,197 | 10,000 |
| 510-0000-377.03-00 NET INC IN FAIR VALUE INV | 34,233 | - | - | - | - |
| * INTEREST EARNED | 73,440 | 2,500 | 12,751 | 23,197 | 10,000 |
| MISCELLANEOUS | | | | | |
| 510-0000-378.11-00 SEPTIC DISPOSAL | 18,089 | 12,000 | 11,937 | 18,000 | 18,000 |
| 510-0000-378.16-00 MISC. OTHER INCOME | - | - | - | - | - |
| 510-0000-378.21-00 SEWER LATERAL REIMBURSEMT | 3,580 | 5,000 | 1,500 | 5,000 | 5,000 |
| * MISCELLANEOUS | 21,669 | 17,000 | 13,437 | 23,000 | 23,000 |
| OTHER NON-OPER. INCOME | | | | | |
| 510-0000-379.10-01 SURPLUS SALES | - | - | 4,085 | 4,085 | - |
| 510-0000-379.10-02 VEHICLE SALES | 1,900 | - | - | - | - |
| 510-0000-379.20-00 GAIN ON SALE OF ASSETS | - | - | - | - | - |
| * OTHER NON-OPER. INCOME | 1,900 | - | 4,085 | 4,085 | - |
| ** PROPRIETARY REVENUES | 11,647,632 | 12,869,180 | 7,504,332 | 13,131,029 | 14,935,879 |
| OTHER FINANCING SOURCES | | | | | |
| PROCEEDS OF GENL L-T LIAB | | | | | |
| 510-0000-383.03-00 BOND PROCEEDS | - | 27,895,076 | 16,797,858 | 28,801,997 | 6,000,000 |
| * PROCEEDS OF GENL L-T LIAB | - | 27,895,076 | 16,797,858 | 28,801,997 | 6,000,000 |
| ** OTHER FINANCING SOURCES | - | 27,895,076 | 16,797,858 | 28,801,997 | 6,000,000 |
| *** SEWER OPERATION | 11,654,774 | 40,765,806 | 24,302,190 | 41,934,576 | 20,937,429 |
| | | | | | |
| EXPENSES | | | | | |
| SEWER OPERATION | | | | | |
| Salaries and Wages | | | | | |
| 510-3201-434.01-01 SALARIES | 787,713 | 879,359 | 377,920 | 868,313 | 918,976 |
| 510-3201-434.01-02 HOURLY/SEASONAL | 51,188 | 60,000 | 25,896 | 60,000 | 60,000 |
| 510-3201-434.01-06 MANAGEMENT LEAVE PAY | 9,869 | - | 6,285 | - | - |
| 510-3201-434.01-07 ANNUAL LEAVE PAYOFF | 7,287 | - | (136) | - | - |
| 510-3201-434.01-08 SICK LEAVE PAYOFF | 23,423 | - | - | - | - |
| 510-3201-434.01-09 WORKERS' COMPENSATORY LV | (2,675) | - | - | - | - |
| 510-3201-434.01-11 OVERTIME | 35,111 | 24,000 | 21,070 | 34,000 | 40,000 |

| | | | | | |
|--|----------|-----------|---------|-----------|-----------|
| 510-3201-434.01-12 CALL BACK PAY | 5,469 | 6,000 | 2,315 | 6,000 | 24,000 |
| 510-3201-434.01-13 STAND-BY PAY | 42,025 | 40,000 | 18,822 | 40,000 | 45,000 |
| 510-3201-434.01-14 F L S A | 139 | - | 109 | - | - |
| 510-3201-434.01-16 HOLIDAY PAY | 3,759 | - | 3,748 | - | - |
| * Salaries and Wages | 963,308 | 1,009,359 | 456,029 | 1,008,313 | 1,087,976 |
| EMPLOYEE BENEFITS | | | | | |
| 510-3201-434.02-25 MEDICARE | 12,617 | 14,410 | 6,178 | 15,183 | 15,565 |
| 510-3201-434.02-30 RETIREMENT | 176,943 | 197,289 | 83,895 | 200,160 | 213,103 |
| 510-3201-434.02-40 GROUP INSURANCE | 140,013 | 157,677 | 61,399 | 137,708 | 156,754 |
| 510-3201-434.02-50 WORKERS' COMPENSATION | 9,744 | 11,943 | 2,430 | 12,930 | 11,353 |
| 510-3201-434.02-60 EDUCATION INCENTIVE | 688 | 625 | 250 | 625 | 625 |
| 510-3201-434.02-65 CLOTHING ALLOWANCE | 4,252 | 4,000 | 1,044 | 4,000 | 4,000 |
| 510-3201-434.02-66 FOUL WEATHER ALLOWANCE | 1,290 | 1,515 | 1,515 | 1,515 | 1,515 |
| 510-3201-434.02-68 TOOL ALLOWANCE | 975 | 1,207 | 475 | 1,175 | 1,207 |
| 510-3201-434.02-70 CAR ALLOWANCE | - | - | - | - | - |
| 510-3201-434.02-71 PHONE ALLOWANCE | 2,909 | 2,909 | 1,256 | 3,031 | 3,075 |
| 510-3201-434.02-72 MOBILE DEVICE ALLOWANCE | 330 | 332 | 138 | 331 | 332 |
| 510-3201-434.02-86 OPEB COST | 109,440 | 120,384 | - | 120,384 | 120,384 |
| 510-3201-434.02-87 GASB 68 PENSION EXPENSE | (35,729) | - | - | - | - |
| * EMPLOYEE BENEFITS | 423,472 | 512,291 | 158,580 | 497,042 | 527,913 |
| SERVICE AND SUPPLIES | | | | | |
| 510-3201-434.03-09 PROFESSIONAL SERVICES | 49,192 | 183,500 | 2,974 | 183,500 | 183,500 |
| 510-3201-434.03-12 AUDITING | 22,732 | 24,000 | 19,770 | 24,000 | 24,000 |
| 510-3201-434.03-30 TRAINING | 7,426 | 6,000 | 783 | 6,000 | 6,000 |
| 510-3201-434.03-45 DATA PROCESSING | 7,117 | 6,500 | 8,497 | 8,497 | 6,500 |
| 510-3201-434.03-62 UNEMPLOYMENT COMPENSATION | 1,437 | - | - | - | - |
| 510-3201-434.03-75 SLUDGE HAULING | 27,252 | 35,000 | 179 | 35,000 | 35,000 |
| 510-3201-434.04-30 EQUIPMENT REPAIR & MAINT. | 173,498 | 175,213 | 89,325 | 175,213 | 175,213 |
| 510-3201-434.04-33 SOFTWARE MAINTENANCE | 25,322 | 30,000 | 12,802 | 30,000 | 30,000 |
| 510-3201-434.04-34 BUILDING REPAIR & MAINT. | 11,910 | 10,000 | 7,497 | 10,000 | 10,000 |
| 510-3201-434.04-35 VEHICLE REPAIR & MAINT. | 5,990 | 10,000 | 5,201 | 10,000 | 10,000 |
| 510-3201-434.04-36 FACILITY REPAIR & MAINT. | 32,175 | 55,000 | 3,943 | 55,000 | 55,000 |
| 510-3201-434.04-39 WATER - EFFLUENT SUPPL | 59,893 | 100,000 | 37,063 | 100,000 | 100,000 |
| 510-3201-434.04-44 OFFICE EQUIPMENT RENTAL | 144 | 1,000 | 764 | 1,000 | 3,000 |
| 510-3201-434.04-45 EQUIPMENT RENTAL | 1,445 | 6,000 | 261 | 6,000 | 6,000 |
| 510-3201-434.04-67 TELEMETRY MAINTENANCE | 29,165 | 25,000 | 22,349 | 25,000 | 25,000 |
| 510-3201-434.04-72 MOSQUITO CONTROL | 57,519 | 66,500 | 54,076 | 66,500 | 66,500 |

| | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|
| 510-3201-434.04-90 FEES AND PERMITS | 24,824 | 25,000 | 18,248 | 25,000 | 25,000 |
| 510-3201-434.05-42 PRINTING / ADVERTISING | 1,082 | - | 30 | - | - |
| 510-3201-434.05-45 MEMBERSHIP / PUBLICATIONS | 2,714 | 1,500 | 1,414 | 1,500 | 3,000 |
| 510-3201-434.05-80 TRAVEL | 6,533 | 4,000 | 1,761 | 4,000 | 4,000 |
| 510-3201-434.05-87 CLICK-2-GOV FEES | 330 | 3,000 | 773 | 3,000 | 3,000 |
| 510-3201-434.06-01 OFFICE SUPPLIES | 2,045 | 1,500 | 618 | 1,500 | 1,500 |
| 510-3201-434.06-02 POSTAGE / SHIPPING | 17 | 1,000 | - | 1,000 | 1,000 |
| 510-3201-434.06-25 OPERATING SUPPLIES | 81,690 | 80,000 | 29,434 | 80,000 | 80,000 |
| 510-3201-434.06-36 LABORATORY EXPENSE | 44,900 | 35,000 | 23,082 | 35,000 | 55,000 |
| 510-3201-434.06-37 CHEMICALS | 192,001 | 274,000 | 81,484 | 274,000 | 274,000 |
| 510-3201-434.06-45 BOOKS / PERIODICALS | 267 | 300 | - | 300 | 300 |
| 510-3201-434.06-60 VEHICLE FUEL/OIL | 4,829 | 12,000 | 1,644 | 12,000 | 12,000 |
| 510-3201-434.06-74 SMALL TOOLS / INSTRUMENTS | 3,278 | 12,800 | 1,232 | 12,800 | 12,800 |
| 510-3201-434.06-75 SMALL FURNISHINGS | 4,609 | 5,000 | 971 | 5,000 | 5,000 |
| 510-3201-434.06-76 TECHNICAL EQUIPMENT | 27,476 | 5,000 | 97 | 5,000 | 5,000 |
| 510-3201-434.07-10 TELEPHONE | 7,307 | 8,500 | 3,454 | 8,500 | 8,500 |
| 510-3201-434.07-12 POWER | 512,425 | 600,000 | 177,504 | 600,000 | 600,000 |
| 510-3201-434.07-13 HEATING | 20,339 | 40,000 | 4,191 | 40,000 | 40,000 |
| 510-3201-434.09-01 ISC: GENERAL FUND | 1,222,896 | 1,177,283 | 490,535 | 1,177,283 | 1,545,431 |
| 510-3201-434.09-15 ISC: INSURANCE FUND | 227,500 | 227,500 | 113,750 | 227,500 | 227,500 |
| 510-3201-434.09-50 ISC: FLEET MANAGEMENT | 29,813 | 25,241 | 12,621 | 25,241 | 26,338 |
| 510-3201-434.09-55 ISC: RADIOS | 3,158 | 1,477 | 739 | 1,477 | 12,875 |
| 510-3201-434.12-99 GRANT ALLOC/ DIRECT BILL | (4,839) | - | (3,501) | - | - |
| 510-3201-500.50-00 CAPITALIZED ASSETS | - | - | - | - | - |
| * SERVICE AND SUPPLIES | 2,927,411 | 3,273,814 | 1,225,565 | 3,275,811 | 3,677,957 |
| CAPITAL OUTLAY | | | | | |
| 510-3201-434.77-05 VEHICLE REPLACMNT PROGRAM | - | 160,000 | 20,390 | 160,000 | 83,000 |
| 510-3201-434.77-15 COMPUTER EQUIPMENT | 2,380 | - | - | - | - |
| 510-3201-434.77-75 EQUIPMENT | 180,745 | 200,000 | - | 200,000 | 200,000 |
| 510-3201-434.78-10 FACILITY UPGRADE | 41,929 | 150,000 | 12,720 | 150,000 | 150,000 |
| * CAPITAL OUTLAY | 225,054 | 510,000 | 33,110 | 510,000 | 433,000 |
| OPERATING TRANSFERS OUT | | | | | |
| 510-3201-491.72-75 FLEET MANAGEMENT FUND | - | - | - | - | - |
| * OPERATING TRANSFERS OUT | - | - | - | - | - |
| ** WASTEWATER PLANT | 4,539,245 | 5,305,464 | 1,873,284 | 5,291,166 | 5,726,846 |
| Salaries and Wages | | | | | |
| 510-3202-434.01-01 SALARIES | 455,696 | 489,337 | 208,012 | 477,073 | 507,510 |

| | | | | | |
|--|----------|---------|---------|---------|---------|
| 510-3202-434.01-02 HOURLY/SEASONAL | 53,557 | 55,000 | 17,297 | 55,000 | 55,000 |
| 510-3202-434.01-06 MANAGEMENT LEAVE PAY | 1,215 | - | 299 | - | - |
| 510-3202-434.01-07 ANNUAL LEAVE PAYOFF | 5,520 | - | - | - | - |
| 510-3202-434.01-08 SICK LEAVE PAYOFF | 11,069 | - | - | - | - |
| 510-3202-434.01-09 WORKERS' COMPENSATORY LV | 7,927 | - | - | - | - |
| 510-3202-434.01-11 OVERTIME | 11,182 | 17,000 | 6,112 | 17,000 | 17,000 |
| 510-3202-434.01-12 CALL BACK PAY | 1,741 | 6,000 | 179 | 6,000 | 6,000 |
| 510-3202-434.01-13 STAND-BY PAY | 12,465 | 15,000 | 5,409 | 15,000 | 15,000 |
| 510-3202-434.01-14 F L S A | 91 | - | 56 | - | - |
| 510-3202-434.01-16 HOLIDAY PAY | 3,835 | - | 3,954 | - | - |
| * Salaries and Wages | 564,298 | 582,337 | 241,318 | 570,073 | 600,510 |
| EMPLOYEE BENEFITS | | | | | |
| 510-3202-434.02-25 MEDICARE | 6,374 | 7,780 | 2,938 | 7,857 | 7,911 |
| 510-3202-434.02-30 RETIREMENT | 111,004 | 117,453 | 50,512 | 119,782 | 125,028 |
| 510-3202-434.02-40 GROUP INSURANCE | 115,850 | 122,032 | 57,563 | 128,104 | 146,369 |
| 510-3202-434.02-50 WORKERS' COMPENSATION | 9,269 | 11,671 | 3,865 | 12,503 | 11,935 |
| 510-3202-434.02-60 EDUCATION INCENTIVE | 60 | 50 | 25 | 50 | 50 |
| 510-3202-434.02-65 CLOTHING ALLOWANCE | 3,857 | 5,000 | 1,773 | 5,000 | 5,000 |
| 510-3202-434.02-66 FOUL WEATHER ALLOWANCE | 1,215 | 1,148 | 1,215 | 1,148 | 1,215 |
| 510-3202-434.02-71 PHONE ALLOWANCE | 328 | 338 | 140 | 336 | 338 |
| 510-3202-434.02-72 MOBILE DEVICE ALLOWANCE | 75 | 75 | 31 | 75 | 75 |
| 510-3202-434.02-87 GASB 68 PENSION EXPENSE | (24,200) | - | - | - | - |
| * EMPLOYEE BENEFITS | 223,832 | 265,547 | 118,062 | 274,855 | 297,921 |
| SERVICE AND SUPPLIES | | | | | |
| 510-3202-434.03-09 PROFESSIONAL SERVICES | 10,297 | 200,000 | 33 | 200,000 | 200,000 |
| 510-3202-434.03-30 TRAINING | 3,997 | 5,000 | - | 5,000 | 5,000 |
| 510-3202-434.03-45 DATA PROCESSING | 1,416 | 2,000 | 174 | 2,000 | 2,000 |
| 510-3202-434.03-49 CONTRACTUAL SERVICES | - | 3,000 | - | 3,000 | 3,000 |
| 510-3202-434.04-30 EQUIPMENT REPAIR & MAINT. | 28,538 | 25,000 | 2,359 | 25,000 | 25,000 |
| 510-3202-434.04-33 SOFTWARE MAINTENANCE | 2,870 | 20,000 | 5,548 | 20,000 | 20,000 |
| 510-3202-434.04-34 BUILDING REPAIR & MAINT. | 4,824 | 2,500 | 225 | 2,500 | 2,500 |
| 510-3202-434.04-35 VEHICLE REPAIR & MAINT. | 29,041 | 20,000 | 1,153 | 20,000 | 20,000 |
| 510-3202-434.04-36 FACILITY REPAIR & MAINT. | 15,734 | 20,000 | 36 | 20,000 | 20,000 |
| 510-3202-434.04-37 EFFLUENT LINE REPAIRS | 27,141 | 30,000 | - | 30,000 | 30,000 |
| 510-3202-434.04-44 OFFICE EQUIPMENT RENTAL | 1,028 | 1,000 | 487 | 1,000 | 1,000 |
| 510-3202-434.04-45 EQUIPMENT RENTAL | - | 5,000 | - | 5,000 | 5,000 |
| 510-3202-434.04-70 S. SEWER REPAIR & MAINT. | - | 50,000 | - | 50,000 | 50,000 |

| | | | | | |
|--|--------------|-----------|---------|-----------|-----------|
| 510-3202-434.04-89 EFFLUENT-GOLF COURSE -EV | 43,963 | 37,500 | 16,695 | 37,500 | 37,500 |
| 510-3202-434.04-91 EFFLUENT-GOLF COURSE-CC | 26,462 | 37,500 | 605 | 37,500 | 37,500 |
| 510-3202-434.05-42 PRINTING / ADVERTISING | 5,612 | 5,000 | 81 | 5,000 | 5,000 |
| 510-3202-434.05-45 MEMBERSHIP / PUBLICATIONS | 1,380 | 1,500 | 1,080 | 1,500 | 1,500 |
| 510-3202-434.05-80 TRAVEL | - | 4,000 | - | 4,000 | 4,000 |
| 510-3202-434.06-01 OFFICE SUPPLIES | 2,170 | 4,000 | 468 | 4,000 | 4,000 |
| 510-3202-434.06-02 POSTAGE / SHIPPING | 23,759 | 40,000 | 20,380 | 40,000 | 40,000 |
| 510-3202-434.06-25 OPERATING SUPPLIES | 52,058 | 38,000 | 9,469 | 38,000 | 38,000 |
| 510-3202-434.06-36 LABORATORY EXPENSE | 847 | 3,000 | 2,863 | 3,000 | 3,000 |
| 510-3202-434.06-45 BOOKS / PERIODICALS | - | 200 | - | 200 | 200 |
| 510-3202-434.06-60 VEHICLE FUEL/OIL | 16,261 | 24,000 | 6,568 | 24,000 | 24,000 |
| 510-3202-434.06-74 SMALL TOOLS / INSTRUMENTS | - | 1,500 | - | 1,500 | 1,500 |
| 510-3202-434.06-75 SMALL FURNISHINGS | 9,914 | 12,000 | - | 12,000 | 12,000 |
| 510-3202-434.06-76 TECHNICAL EQUIPMENT | 23,240 | 5,000 | 1,393 | 5,000 | 5,000 |
| 510-3202-434.07-10 TELEPHONE | 5,183 | 5,000 | 1,939 | 5,000 | 5,000 |
| 510-3202-434.07-13 HEATING | 6,681 | 8,000 | 642 | 8,000 | 8,000 |
| 510-3202-434.09-50 ISC: FLEET MANAGEMENT | 50,625 | 55,178 | 27,589 | 55,178 | 51,450 |
| 510-3202-434.09-55 ISC: RADIOS | 2,106 | 1,563 | 782 | 1,563 | 10,300 |
| 510-3202-434.12-99 GRANT ALLOC/ DIRECT BILL | (67,200) | - | (2,334) | - | - |
| 510-3202-434.24-30 REFUNDS & REIMBURSEMENTS | - | 10,000 | - | 10,000 | 10,000 |
| 510-3202-434.24-49 BAD DEBT EXPENSE | - | 400 | - | 400 | 400 |
| 510-3202-434.24-50 CASH SHORTAGE/OVERAGE | - | 50 | - | 50 | 50 |
| 510-3202-500.50-00 CAPITALIZED ASSETS | (12,463) | - | - | - | - |
| * SERVICE AND SUPPLIES | 315,484 | 676,891 | 98,235 | 676,891 | 681,900 |
| CAPITAL OUTLAY | | | | | |
| 510-3202-434.70-40 CONSTRUCTION | 168,484 | 50,000 | 41,868 | 50,000 | 50,000 |
| 510-3202-434.70-70 LABOR | 7,081 | - | 3,177 | - | - |
| 510-3202-434.77-25 COMM-FIBER-SCADA | 8,420 | 90,000 | 90,000 | 90,000 | 40,000 |
| 510-3202-434.77-75 EQUIPMENT | 77,935 | 165,000 | 22,065 | 165,000 | 200,000 |
| 510-3202-434.78-10 FACILITY UPGRADE | - | 75,000 | - | 75,000 | 75,000 |
| * CAPITAL OUTLAY | 261,920 | 380,000 | 157,110 | 380,000 | 365,000 |
| ** MAINTENANCE | 1,365,534 | 1,904,775 | 614,725 | 1,901,819 | 1,945,331 |
| SERVICE AND SUPPLIES | | | | | |
| 510-3205-500.50-00 CAPITALIZED ASSETS | (12,425,843) | - | - | - | - |
| * SERVICE AND SUPPLIES | (12,425,843) | - | - | - | - |
| DEPRECIATION EXPENSE | | | | | |
| 510-3205-434.44-65 DEPRECIATION EXPENSE | 3,311,678 | 3,500,000 | - | 3,500,000 | 3,500,000 |

| | | | | | |
|---|------------|------------|------------|------------|------------|
| * DEPRECIATION EXPENSE | 3,311,678 | 3,500,000 | - | 3,500,000 | 3,500,000 |
| NON-OPERATING EXPENSE | | | | | |
| 510-3205-475.48-45 FISCAL CHARGES | 1,531 | 1,500 | 1,000 | 1,500 | 1,500 |
| 510-3205-475.48-46 BOND ISSUANCE COSTS | 177,663 | - | - | - | - |
| 510-3205-475.48-75 LOSS ON DISPOSAL F.A. | 21,516 | - | - | - | - |
| * NON-OPERATING EXPENSE | 200,710 | 1,500 | 1,000 | 1,500 | 1,500 |
| CAPITAL OUTLAY | | | | | |
| 510-3205-434.70-20 DESIGN | (113) | - | - | - | - |
| 510-3205-434.70-40 CONSTRUCTION | 11,486,368 | 36,245,076 | 12,462,111 | 29,013,325 | 11,582,665 |
| 510-3205-434.70-70 LABOR | 465,078 | - | 174,387 | - | - |
| 510-3205-434.74-01 LAND ACQUISITION | - | - | - | - | - |
| 510-3205-434.79-70 REPLACEMENT PARTS/MOTORS | - | - | - | - | - |
| * CAPITAL OUTLAY | 11,951,333 | 36,245,076 | 12,636,498 | 29,013,325 | 11,582,665 |
| PRINCIPAL REDEMPTION | | | | | |
| 510-3205-471.83-07 2015 SEWER BONDS | - | 210,000 | 210,000 | 210,000 | 215,000 |
| 510-3205-472.83-14 2015 SEWER SRF BONDS \$12M | - | - | - | - | 278,657 |
| 510-3205-471.83-22 2012 SEWER BONDS | - | 90,000 | 90,000 | 90,000 | 90,000 |
| 510-3205-471.83-23 2012 SEWER REFUNDING | - | 500,000 | 500,000 | 500,000 | 220,000 |
| 510-3205-471.83-35 2012 MT REFUNDING | - | 204,000 | 101,500 | 204,000 | 207,400 |
| 510-3205-471.83-42 2010F STATE WATER POLLUT | - | 134,568 | 66,885 | 134,568 | 137,805 |
| 510-3205-471.83-49 2014 SEWER SRF BOND | - | 512,434 | - | - | 1,046,335 |
| 510-3205-471.83-79 1998 STATE SEWER ISSUE | - | 421,150 | 208,888 | 421,150 | 434,863 |
| 510-3205-471.83-98 2010D SWR IMP & REFUNDING | - | 55,000 | 55,000 | 55,000 | 55,000 |
| * PRINCIPAL REDEMPTION | - | 2,127,152 | 1,232,273 | 1,614,718 | 2,685,060 |
| INTEREST REDEMPTION | | | | | |
| 510-3205-472.93-07 2015 SEWER BONDS | 205,982 | 243,588 | 82,596 | 243,588 | 237,188 |
| 510-3205-472.93-14 2015 SEWER SRF BONDS \$12M | 1,549 | 60,838 | - | 43,063 | 214,491 |
| 510-3205-472.93-22 2012 SEWER BONDS | 69,409 | 65,875 | 25,433 | 65,875 | 62,875 |
| 510-3205-472.93-23 2012 SEWER REFUNDING | 83,657 | 60,177 | 29,333 | 60,177 | 46,245 |
| 510-3205-472.93-35 2012 MT REFUNDING | 20,710 | 11,471 | 2,284 | 11,471 | 7,597 |
| 510-3205-472.93-42 2010F STATE WATER POLLUT | 55,807 | 52,609 | - | 52,609 | 49,335 |
| 510-3205-472.93-49 2014 SEWER SRF BOND | 107,709 | 615,597 | - | 428,800 | 600,608 |
| 510-3205-472.93-53 2014 REFUNDING EF BONDS | 2,014 | - | - | - | - |
| 510-3205-472.93-71 94 STATE SEWER ISSUE | - | - | - | - | - |
| 510-3205-472.93-74 1996 STATE SEWER ISSUE | - | - | - | - | - |
| 510-3205-472.93-79 1998 STATE SEWER ISSUE | 38,163 | 24,668 | - | 24,668 | 10,733 |
| 510-3205-472.93-90 03 ST BD BK SEWER REF | - | - | - | - | - |

| | | | | | |
|--|-----------|------------|------------|------------|------------|
| 510-3205-472.93-98 2010D SWR IMP & REFUNDING | 42,293 | 38,682 | 13,063 | 38,682 | 37,032 |
| * INTEREST REDEMPTION | 627,293 | 1,173,505 | 152,709 | 968,933 | 1,266,104 |
| OPERATING TRANSFERS OUT | | | | | |
| 510-3205-491.72-79 STORMWATER | - | - | - | - | - |
| * OPERATING TRANSFERS OUT | - | - | - | - | - |
| ** CAPITAL | 3,665,171 | 43,047,233 | 14,022,480 | 35,098,476 | 19,035,329 |
| **** SEWER OPERATION | 9,569,950 | 50,257,472 | 16,510,489 | 42,291,461 | 26,707,506 |

FY 2018-22 Public Works Funds Capital

| Department | Description | Fund | FISCAL YEAR | | | | | |
|------------|--|--------------------|-------------|-------------------|------------------|------------------|------------------|------------------|
| | | | FY2018 | FY2019 | FY2020 | FY2021 | FY2022 | 5 Yr Total |
| Sewer | Collection - Lift Station Reconstruction | 510 | - | - | - | 200,000 | 2,000,000 | 2,200,000 |
| | Collection - Sewer Line Replacement/Rehabilitation | 510 | 2,000,000 | 2,000,000 | 3,050,000 | 2,050,000 | 50,000 | 9,150,000 |
| | Communications-Fiber-SCADA | 510 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 200,000 |
| | Equipment Replacement - Wastewater | 510 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 1,000,000 |
| | Equipment Replacement-Sewer Maintenance | 510 | 200,000 | 100,000 | 100,000 | - | 300,000 | 700,000 |
| | Facility Upgrade-Sewer Maintenance | 510 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 375,000 |
| | Facility Upgrade-Wastewater | 510 | 150,000 | 150,000 | 150,000 | 100,000 | 100,000 | 650,000 |
| | Fuel Facility-Sewer Maintenance | 510 | - | - | - | - | - | - |
| | Groundwater Protection-Sewer Maintenance | 510 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 |
| | Reuse - Brunswick Canyon Reservoir Inlet/Outlet Rehabilitation | 510 | - | - | 450,000 | - | - | 450,000 |
| | Reuse - Brunswick Canyon Reservoir System Improvements | 510 | - | 250,000 | - | - | - | 250,000 |
| | Reuse - EVGC Rehabilitation | 510 | 435,000 | - | 1,500,000 | 1,500,000 | 930,000 | 4,365,000 |
| | Reuse - Pipe Corrosioin Protection | 510 | - | - | - | 700,000 | 1,000,000 | 1,700,000 |
| | Reuse - Pipe Joint Coupling Rehabilitation | 510 | - | - | 50,000 | 50,000 | 50,000 | 150,000 |
| | Reuse - System Pipeline Air Release Rehabilitation | 510 | - | - | 50,000 | 100,000 | 100,000 | 250,000 |
| | Treatment - WRRF Capital Improvements FY18 | 510 | 6,480,000 | 3,240,000 | - | - | - | 9,720,000 |
| | Treatment - WRRF Phase 1a | 510 | 2,667,665 | - | - | - | - | 2,667,665 |
| | Vehicle Replacement-Sewer Maintenance | 510 | - | 42,500 | 350,000 | 205,000 | - | 597,500 |
| | Vehicle Replacement-Wastewater | 510 | 83,000 | 55,000 | - | 55,000 | - | 193,000 |
| | | Sewer Total | | 12,380,665 | 6,202,500 | 6,065,000 | 5,325,000 | 4,895,000 |



STAFF REPORT

Item No. 5B

Report To: Utility Financial Oversight Committee

Meeting Date: 03/28/2017

Staff Contact: Darren Schulz, Director of Public Works

Agenda Title: To recommend to the Board of Supervisors approval of the tentative Water Fund budget for FY18 and acknowledge that it is consistent with the adopted financial policies.

Staff Summary: The Committee will be provided with a tentative Water Fund budget for FY18. Staff will review the proposed budget along with a 5-year capital improvement plan.

Agenda Action: Formal Action/Motion

Time Requested: 30 minutes

Proposed Motion

Move to recommend to the Board of Supervisors approval of the tentative Water Fund budget for FY18 and acknowledge that it is consistent with the adopted financial policies.

Board's Strategic Goal

Efficient Government

Previous Action

N/A

Background/Issues & Analysis

N/A

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: Water/ fund 520

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: Tentatively sets the Water Fund budget for Fiscal Year 2018.

Alternatives

Provide other recommendation to Board of Supervisors.

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

FINANCIAL POLICIES FUND 520 WATER

| Goal | Description | Target | ACTUAL FISCAL YEAR 2016 | |
|------------------------------------|---|--------------|---|---|
| Operating Reserve | 45 days of O&M expense | \$ 979,740 | \$ 979,740 | ✓ |
| Capital Contingency Reserve | Minimum balance equal to 2% of system fixed assets | \$ 2,472,572 | \$ 1,459,942 | ✗ |
| System Reinvestment Funding | Annually funded from rates an amount equal to annual depreciation expense | \$ 3,319,902 | \$ 5,647,393 | ✓ |
| Debt Management | Maintain debt to equity ratio of about 50:50 | 50:50 | 59:41 | ✗ |
| Debt Service Coverage | Maintain net revenues to be at least 1.0 times total debt service | 1.0 | 1.18 | ✓ |
| Goal | Description | Target | PROJECTED FISCAL YEAR 2017 | |
| Operating Reserve | 45 days of O&M expense | \$ 1,016,460 | \$ 1,016,460 | ✓ |
| Capital Contingency Reserve | Minimum balance equal to 2% of system fixed assets | \$ 2,515,691 | \$ 1,867,415 | ✗ |
| System Reinvestment Funding | Annually funded from rates an amount equal to annual depreciation expense | \$ 3,500,000 | \$ 6,626,570 | ✓ |
| Debt Management | Maintain debt to equity ratio of about 50:50 | 50:50 | 58:42 | ✗ |
| Debt Service Coverage | Maintain net revenues to be at least 1.0 times total debt service | 1.0 | 1.24 | ✓ |
| Goal | Description | Target | TENATIVE BUDGET FISCAL YEAR 2018 | |
| Operating Reserve | 45 days of O&M expense | \$ 1,033,785 | \$ 1,033,785 | ✓ |
| Capital Contingency Reserve | Minimum balance equal to 2% of system fixed assets | \$ 2,541,511 | \$ 2,805,493 | ✓ |
| System Reinvestment Funding | Annually funded from rates an amount equal to annual depreciation expense | \$ 3,500,000 | \$ 7,281,086 | ✓ |
| Debt Management | Maintain debt to equity ratio of about 50:50 | 50:50 | 57:43 | ✗ |
| Debt Service Coverage | Maintain net revenues to be at least 1.0 times total debt service | 1.0 | 1.38 | ✓ |

FISCAL SUMMARY FOR ENTERPRISE FUNDS

| | | | | | |
|--------------------------------|----------------------|----------------------|----------------------|-----------------|-------------------|
| Department Name: Water | | | | | |
| Department Number: 520 | | | | | |
| | 2015-16 | 2016-17 | 2017-18 | % Change | \$ Change |
| | Actual | Estimated | Proposed | Budget | Budget |
| REVENUE | | | | | |
| Charges for Services | \$ 13,829,865 | \$ 14,790,352 | \$ 15,724,926 | 6.32% | \$ 934,574 |
| Non-Operating Income | 322,431 | 30,528 | 15,000 | -50.86% | (15,528) |
| Connection Fees | 46,034 | 143,686 | 30,000 | -79.12% | (113,686) |
| Grant Revenue | 349,721 | 342,420 | 195,678 | -42.85% | (146,742) |
| TOTAL | \$ 14,548,051 | \$ 15,306,986 | \$ 15,965,604 | 4.30% | \$ 658,618 |
| EXPENDITURE | | | | | |
| Salary | \$ 1,591,756 | \$ 1,719,747 | \$ 1,836,061 | 6.76% | \$ 116,314 |
| Benefits | 809,054 | 933,891 | 1,002,109 | 7.30% | 68,218 |
| Service & Supplies | 5,873,010 | 5,754,582 | 5,710,502 | -0.77% | (44,080) |
| Depreciation | 3,319,902 | 3,500,000 | 3,500,000 | 0.00% | - |
| Bond Interest | 2,076,556 | 2,061,941 | 1,966,015 | -4.65% | (95,926) |
| Other | 4,141 | 2,000 | 2,000 | 0.00% | - |
| TOTAL | \$ 13,674,419 | \$ 13,972,161 | \$ 14,016,687 | 0.32% | \$ 44,526 |
| NET INCOME (LOSS) | \$ 873,632 | \$ 1,334,825 | \$ 1,948,917 | 46.01% | \$ 614,092 |
| | | | | | |
| Bond Proceeds | \$ 3,292,189 | \$ 831,455 | \$ - | -100.00% | \$ (831,455) |
| Capital Outlay | \$ 4,563,958 | \$ 2,155,923 | \$ 1,291,000 | -40.12% | \$ (864,923) |
| Bond Principal Payments | \$ 3,093,545 | \$ 3,229,804 | \$ 3,366,154 | 4.22% | \$ 136,350 |
| Cash Balance - June 30 | \$ 2,439,682 | \$ 2,883,875 | \$ 3,839,278 | | |
| | | | | | |
| FTE | 26.00 | 26.00 | 26.05 | | |

| BUDGET PREPARATION WORKSHEET FISCAL YEAR 2018 | | | | | |
|--|--------------------------|--------------------------------------|--------------------------|----------------------------|----------------------------|
| | FY 16 ACTUALS | FY 17 ADJUSTED BUDGET | Y-T-D ACTUALS | FY 17 ESTIMATED | FY 18 TENTATIVE |
| REVENUE | | | | | |
| TAXES | | | | | |
| PENALTIES/INTEREST-DQ TXS | | | | | |
| 520-0000-319.11-01 WATER DELINQUENCIES | - | - | 786,896 | - | - |
| * PENALTIES/INTEREST-DQ TXS | - | - | 786,896 | - | - |
| ** TAXES | - | - | 786,896 | - | - |
| INTERGOVERNMENTAL | | | | | |
| FEDERAL GOVERNMENT GRANTS | | | | | |
| 520-0000-331.64-06 FTA 5307 | - | - | - | - | - |
| * FEDERAL GOVERNMENT GRANTS | - | - | - | - | - |
| FEDERAL SUBSIDY PAYMENTS | | | | | |
| 520-0000-332.01-01 2010B & 2010E WATER BONDS | 224,721 | 217,420 | 112,940 | 217,420 | 195,678 |
| * FEDERAL SUBSIDY PAYMENTS | 224,721 | 217,420 | 112,940 | 217,420 | 195,678 |
| OTHER LOCAL GOVT GRANTS | | | | | |
| 520-0000-337.16-00 WATER SUBCON | 125,000 | - | 62,500 | 125,000 | - |
| 520-0000-337.96-00 DOUGLAS COUNTY INTERLOCAL | - | - | - | - | - |
| * OTHER LOCAL GOVT GRANTS | 125,000 | - | 62,500 | 125,000 | - |
| ** INTERGOVERNMENTAL | 349,721 | 217,420 | 175,440 | 342,420 | 195,678 |
| CHARGES FOR SERVICES | | | | | |
| PUBLIC WORKS | | | | | |
| 520-0000-343.06-00 DEPARTMENT CHARGES | 3,636 | - | - | - | - |
| * PUBLIC WORKS | 3,636 | - | - | - | - |
| ** CHARGES FOR SERVICES | 3,636 | - | - | - | - |
| MISCELLANEOUS REVENUE | | | | | |
| MISCELLANEOUS | | | | | |
| 520-0000-366.05-00 REFUNDS/REIMBURSEMENTS | 1,316 | - | - | - | - |
| * MISCELLANEOUS | 1,316 | - | - | - | - |
| ** MISCELLANEOUS REVENUE | 1,316 | - | - | - | - |
| PROPRIETARY REVENUES | | | | | |
| USER FEES AND CHARGES | | | | | |
| 520-0000-370.01-00 SERVICE CHARGES | 5,963,229 | 6,386,588 | 3,565,452 | 6,382,181 | 6,797,023 |

| | FY 16 ACTUALS | FY 17 ADJUSTED BUDGET | Y-T-D ACTUALS | FY 17 ESTIMATED | FY 18 TENTATIVE |
|--|--------------------------|--------------------------------------|--------------------------|----------------------------|----------------------------|
| 520-0000-370.04-00 USER FEES | 7,385,458 | 7,713,644 | 5,605,822 | 7,995,871 | 8,515,603 |
| 520-0000-370.04-01 LYON COUNTY | 30,711 | 30,000 | - | 30,000 | 30,000 |
| 520-0000-370.09-00 PRIVATE HYDRANT SERVICE | 96,240 | 50,000 | 85,128 | 50,000 | 50,000 |
| 520-0000-370.75-00 OTHER CHARGES/FEES | 1,037 | 500 | 638 | 500 | 500 |
| 520-0000-370.75-01 RIGHT OF WAY TOLL | - | - | 89,650 | - | - |
| * USER FEES AND CHARGES | 13,476,675 | 14,180,732 | 9,346,690 | 14,458,552 | 15,393,126 |
| OTHER OPERATING CHARGES | | | | | |
| 520-0000-372.01-00 ESTABLISHMENT FEE | 25,740 | 25,000 | 13,700 | 25,000 | 25,000 |
| 520-0000-372.03-00 METER RESET FEES | 153 | - | 153 | - | - |
| 520-0000-372.04-00 RECONNECTION FEE | 275 | 500 | 75 | 500 | 500 |
| 520-0000-372.05-00 TAPPING FEE | 13,041 | 1,500 | 19,127 | 1,500 | 1,500 |
| 520-0000-372.10-00 METER BOX SET | 44,762 | 16,000 | 36,427 | 16,000 | 16,000 |
| 520-0000-372.11-00 COMPLETE SERVICE LATERAL | 13,787 | 10,000 | 21,871 | 10,000 | 10,000 |
| 520-0000-372.50-01 GENERAL FUND | 16,055 | 17,000 | - | 17,000 | 17,000 |
| 520-0000-372.50-15 REG TRANSPORTATION | 3,833 | - | - | - | - |
| 520-0000-372.50-17 STREETS MAINTENANCE | 55,103 | - | - | - | - |
| 520-0000-372.50-53 ISC: STORM DRAINAGE | 1,837 | 1,800 | - | 1,800 | 1,800 |
| 520-0000-372.50-54 SEWER FUND | 7,071 | 100,000 | 37,063 | 100,000 | 100,000 |
| 520-0000-372.62-00 PENALTIES AND INTEREST | 167,309 | 160,000 | 76,849 | 160,000 | 160,000 |
| 520-0000-372.69-00 INSPECTION FEES | 530 | - | - | - | - |
| 520-0000-372.75-00 MISC OTHER OP. REVENUE | 58 | - | (14) | - | - |
| * OTHER OPERATING CHARGES | 349,554 | 331,800 | 205,251 | 331,800 | 331,800 |
| NON-OPERATING REVENUE | | | | | |
| 520-0000-375.05-01 COMMERCIAL | 10,849 | 6,050 | 27,536 | 30,863 | 10,000 |
| 520-0000-375.05-02 RESIDENTIAL | 35,185 | 19,985 | 70,783 | 112,823 | 20,000 |
| 520-0000-375.10-00 DEVELOPER CONTRIBUTIONS | 265,244 | - | - | - | - |
| 520-0000-375.20-01 CAPITAL ASSETS | 4,145 | - | - | - | - |
| * NON-OPERATING REVENUE | 315,423 | 26,035 | 98,319 | 143,686 | 30,000 |
| INTEREST EARNED | | | | | |
| 520-0000-377.02-00 INTEREST INCOME | 7,978 | 15,000 | 16,187 | 22,880 | 15,000 |
| 520-0000-377.03-00 NET INC IN FAIR VALUE INV | 10,720 | - | - | - | - |
| * INTEREST EARNED | 18,698 | 15,000 | 16,187 | 22,880 | 15,000 |
| MISCELLANEOUS | | | | | |

| | FY 16 ACTUALS | FY 17 ADJUSTED BUDGET | Y-T-D ACTUALS | FY 17 ESTIMATED | FY 18 TENTATIVE |
|---|------------------|-----------------------------|------------------|--------------------|--------------------|
| 520-0000-378.15-00 REFUNDS/REIMBURSEMENTS | 5,000 | 5,000 | - | - | - |
| 520-0000-378.16-00 MISC. OTHER INCOME | 69 | - | - | - | - |
| * MISCELLANEOUS | 5,069 | 5,000 | - | - | - |
| OTHER NON-OPER. INCOME | | | | | |
| 520-0000-379.10-01 SURPLUS SALES | 219 | - | 7,648 | 7,648 | - |
| 520-0000-379.10-02 VEHICLE SALES | 27,740 | - | - | - | - |
| * OTHER NON-OPER. INCOME | 27,959 | - | 7,648 | 7,648 | - |
| ** PROPRIETARY REVENUES | 14,193,378 | 14,558,567 | 9,674,095 | 14,964,566 | 15,769,926 |
| OTHER FINANCING SOURCES | | | | | |
| PROCEEDS OF GENL L-T LIAB | | | | | |
| 520-0000-383.03-00 BOND PROCEEDS | - | 5,000,000 | 831,455 | 831,455 | - |
| * PROCEEDS OF GENL L-T LIAB | - | 5,000,000 | 831,455 | 831,455 | - |
| ** OTHER FINANCING SOURCES | - | 5,000,000 | 831,455 | 831,455 | - |
| *** WATER | 14,548,051 | 19,775,987 | 11,467,886 | 16,138,441 | 15,965,604 |
| | | | | | |
| EXPENSES | | | | | |
| Salaries and Wages | | | | | |
| 520-3502-435.01-01 SALARIES | 1,378,207 | 1,542,214 | 636,050 | 1,505,968 | 1,622,699 |
| 520-3502-435.01-02 HOURLY/SEASONAL | 66,333 | 85,000 | 5,411 | 85,417 | 85,000 |
| 520-3502-435.01-06 MANAGEMENT LEAVE PAY | 6,948 | - | 987 | - | - |
| 520-3502-435.01-07 ANNUAL LEAVE PAYOFF | 4,400 | - | (136) | - | - |
| 520-3502-435.01-08 SICK LEAVE PAYOFF | 14,378 | - | - | - | - |
| 520-3502-435.01-09 WORKERS' COMPENSATORY LV | 2,998 | - | - | - | - |
| 520-3502-435.01-11 OVERTIME | 45,534 | 53,342 | 22,277 | 53,342 | 53,342 |
| 520-3502-435.01-12 CALL BACK PAY | 26,946 | 32,000 | 11,132 | 32,000 | 32,000 |
| 520-3502-435.01-13 STAND-BY PAY | 37,701 | 42,000 | 17,556 | 42,000 | 42,000 |
| 520-3502-435.01-14 F L S A | 456 | - | 192 | - | - |
| 520-3502-435.01-16 HOLIDAY PAY | 7,855 | 1,020 | 7,037 | 1,020 | 1,020 |
| * Salaries and Wages | 1,591,756 | 1,755,576 | 700,506 | 1,719,747 | 1,836,061 |
| EMPLOYEE BENEFITS | | | | | |
| 520-3502-435.02-25 MEDICARE | 20,962 | 24,294 | 9,608 | 24,953 | 25,344 |
| 520-3502-435.02-30 RETIREMENT | 344,530 | 378,279 | 155,429 | 376,238 | 393,888 |
| 520-3502-435.02-40 GROUP INSURANCE | 309,139 | 343,461 | 141,085 | 320,125 | 372,937 |

| | FY 16 ACTUALS | FY 17 ADJUSTED BUDGET | Y-T-D ACTUALS | FY 17 ESTIMATED | FY 18 TENTATIVE |
|--|------------------|-----------------------------|------------------|--------------------|--------------------|
| 520-3502-435.02-50 WORKERS' COMPENSATION | 24,832 | 28,929 | 6,896 | 30,561 | 27,887 |
| 520-3502-435.02-57 DOMESTIC PARTNER INS BENE | 154 | - | (270) | - | - |
| 520-3502-435.02-60 EDUCATION INCENTIVE | 568 | 525 | 200 | 600 | 400 |
| 520-3502-435.02-65 CLOTHING ALLOWANCE | 7,341 | 8,000 | 2,080 | 8,000 | 8,000 |
| 520-3502-435.02-66 FOUL WEATHER ALLOWANCE | 3,225 | 3,233 | 3,300 | 3,300 | 3,450 |
| 520-3502-435.02-68 TOOL ALLOWANCE | 975 | 1,207 | 475 | 1,175 | 1,207 |
| 520-3502-435.02-70 CAR ALLOWANCE | - | - | - | - | - |
| 520-3502-435.02-71 PHONE ALLOWANCE | 4,389 | 3,682 | 1,976 | 4,759 | 4,813 |
| 520-3502-435.02-72 MOBILE DEVICE ALLOWANCE | 540 | 543 | 225 | 540 | 543 |
| 520-3502-435.02-86 OPEB COST | 148,764 | 163,640 | - | 163,640 | 163,640 |
| 520-3502-435.02-87 GASB 68 PENSION EXPENSE | (56,365) | - | - | - | - |
| * EMPLOYEE BENEFITS | 809,054 | 955,793 | 321,004 | 933,891 | 1,002,109 |
| SERVICE AND SUPPLIES | | | | | |
| 520-3502-435.03-09 PROFESSIONAL SERVICES | 170,856 | 125,000 | 33,950 | 125,000 | 125,000 |
| 520-3502-435.03-12 AUDITING | 22,732 | 24,000 | 19,770 | 24,000 | 24,000 |
| 520-3502-435.03-30 TRAINING | 9,512 | 18,000 | 660 | 18,000 | 18,000 |
| 520-3502-435.03-45 DATA PROCESSING | 8,095 | 8,000 | 8,224 | 8,224 | 8,000 |
| 520-3502-435.03-49 CONTRACTUAL SERVICES | 1,500 | 2,000 | - | 2,000 | 2,000 |
| 520-3502-435.03-72 U.S.G.S. STREAM MONITOR. | 48,050 | 75,000 | 24,025 | 75,000 | 75,000 |
| 520-3502-435.04-30 EQUIPMENT REPAIR & MAINT. | 63,986 | 85,273 | 11,115 | 85,273 | 85,273 |
| 520-3502-435.04-33 SOFTWARE MAINTENANCE | 14,030 | 12,000 | 18,349 | 18,596 | 12,000 |
| 520-3502-435.04-34 BUILDING REPAIR & MAINT. | 33,736 | 50,000 | 4,108 | 50,000 | 50,000 |
| 520-3502-435.04-35 VEHICLE REPAIR & MAINT. | 57,475 | 25,000 | 24,851 | 25,000 | 25,000 |
| 520-3502-435.04-36 FACILITY REPAIR & MAINT. | 76,753 | 139,000 | 15,158 | 139,000 | 139,000 |
| 520-3502-435.04-44 OFFICE EQUIPMENT RENTAL | 1,028 | 2,000 | 1,204 | 2,000 | 2,000 |
| 520-3502-435.04-45 EQUIPMENT RENTAL | 384 | 4,500 | - | 4,500 | 4,500 |
| 520-3502-435.04-46 FIRE SUPPRESSION | 37,500 | 37,500 | 37,500 | 37,500 | 37,500 |
| 520-3502-435.04-49 WATER METERS & SERVICES | 615,970 | 200,000 | 118,875 | 200,000 | 200,000 |
| 520-3502-435.04-51 WATER PURCHASE - LYON CO | 34,321 | 25,000 | - | 25,000 | 25,000 |
| 520-3502-435.04-52 WATER PURCH/ STATE- MTHLY | 145,188 | 145,188 | 48,396 | 145,188 | 145,188 |
| 520-3502-435.04-53 WATER PURCH/STATE-USAGE | 297,128 | 376,784 | 61,676 | 376,784 | 376,784 |
| 520-3502-435.04-54 WATER PURCHASE DOUGLAS | 693,164 | 595,668 | 497,969 | 595,668 | 750,000 |
| 520-3502-435.04-55 WATER- STATE PUMP SVC FEE | 429,104 | 429,104 | 143,035 | 429,104 | 429,104 |

| | FY 16 ACTUALS | FY 17 ADJUSTED BUDGET | Y-T-D ACTUALS | FY 17 ESTIMATED | FY 18 TENTATIVE |
|--|------------------|-----------------------------|------------------|--------------------|--------------------|
| 520-3502-435.04-56 WATER-STATE SYS WIDE IMPR | 183,288 | 183,288 | 61,096 | 183,288 | 183,288 |
| 520-3502-435.04-65 WATER LINE REPAIR & MAINT | 277,994 | 160,000 | 118,216 | 160,000 | 160,000 |
| 520-3502-435.04-66 TANK REPAIR & MAINTENANCE | 13,392 | 20,000 | 9,924 | 20,000 | 20,000 |
| 520-3502-435.04-67 TELEMTRY REPAIR & MAINT. | 42,804 | 50,000 | 6,926 | 50,000 | 50,000 |
| 520-3502-435.04-90 FEES AND PERMITS | 29,581 | 40,000 | 3,120 | 40,000 | 40,000 |
| 520-3502-435.05-42 PRINTING / ADVERTISING | 17,670 | 15,000 | 81 | 15,000 | 15,000 |
| 520-3502-435.05-45 MEMBERSHIP / PUBLICATIONS | 6,975 | 8,000 | 1,184 | 8,000 | 8,000 |
| 520-3502-435.05-80 TRAVEL | 9,232 | 10,000 | 7,573 | 10,000 | 10,000 |
| 520-3502-435.05-87 CLICK-2-GOV FEES | 330 | - | 773 | 2,200 | 2,500 |
| 520-3502-435.06-01 OFFICE SUPPLIES | 2,194 | 3,000 | 1,410 | 3,000 | 3,000 |
| 520-3502-435.06-02 POSTAGE / SHIPPING | 32,731 | 50,000 | 28,207 | 50,000 | 50,000 |
| 520-3502-435.06-25 OPERATING SUPPLIES | 79,500 | 90,000 | 29,173 | 90,000 | 90,000 |
| 520-3502-435.06-36 LABATORY EXPENSE | 91,991 | 125,000 | 37,332 | 125,000 | 125,000 |
| 520-3502-435.06-37 CHEMICALS | 109,701 | 150,000 | 40,882 | 150,000 | 150,000 |
| 520-3502-435.06-45 BOOKS / PERIODICALS | 847 | 700 | - | 700 | 700 |
| 520-3502-435.06-60 VEHICLE FUEL/OIL | 56,727 | 70,000 | 20,682 | 61,405 | 70,000 |
| 520-3502-435.06-74 SMALL TOOLS / INSTRUMENTS | 2,121 | 14,000 | 4,074 | 14,000 | 14,000 |
| 520-3502-435.06-75 SMALL FURNISHINGS | 12,590 | 15,000 | 861 | 15,000 | 15,000 |
| 520-3502-435.06-76 TECHNICAL EQUIPMENT | 25,802 | 10,000 | 2,530 | 10,000 | 10,000 |
| 520-3502-435.07-10 TELEPHONE | 12,575 | 15,000 | 5,362 | 15,000 | 15,000 |
| 520-3502-435.07-12 POWER | 652,339 | 800,000 | 273,114 | 800,000 | 800,000 |
| 520-3502-435.07-13 HEATING | 9,802 | 13,000 | 1,339 | 13,000 | 13,000 |
| 520-3502-435.09-01 ISC: GENERAL FUND | 1,219,308 | 1,200,319 | 500,135 | 1,200,319 | 952,387 |
| 520-3502-435.09-15 ISC: INSURANCE | 157,500 | 157,500 | 78,750 | 157,500 | 157,500 |
| 520-3502-435.09-50 ISC: FLEET MANAGEMENT | 146,250 | 157,903 | 78,952 | 157,903 | 175,788 |
| 520-3502-435.09-55 ISC: RADIOS | 6,668 | 4,430 | 2,215 | 4,430 | 33,990 |
| 520-3502-435.12-99 GRANT ALLOCATION | (87,468) | - | (5,834) | - | - |
| 520-3502-435.24-05 LEAK DETECTION PROGRAM | - | 3,000 | - | 3,000 | 3,000 |
| 520-3502-435.24-30 REFUNDS & REIMBURSEMENTS | - | 10,000 | - | 10,000 | 10,000 |
| 520-3502-435.24-50 CASH SHORT/OVER | 54 | - | (2) | - | - |
| * SERVICE AND SUPPLIES | 5,873,010 | 5,754,157 | 2,376,940 | 5,754,582 | 5,710,502 |
| DEPRECIATION EXPENSE | | | | | |
| 520-3502-435.44-65 DEPRECIATION EXPENSE | 3,319,902 | 3,500,000 | - | 3,500,000 | 3,500,000 |

| | FY 16 ACTUALS | FY 17 ADJUSTED BUDGET | Y-T-D ACTUALS | FY 17 ESTIMATED | FY 18 TENTATIVE |
|--|--------------------------|--------------------------------------|--------------------------|----------------------------|----------------------------|
| * DEPRECIATION EXPENSE | 3,319,902 | 3,500,000 | - | 3,500,000 | 3,500,000 |
| NON-OPERATING EXPENSE | | | | | |
| 520-3502-475.48-75 LOSS ON DISPOSAL F.A. | 2,560 | - | - | - | - |
| * NON-OPERATING EXPENSE | 2,560 | - | - | - | - |
| CAPITAL OUTLAY | | | | | |
| 520-3502-435.70-40 CONSTRUCTION | 131,149 | - | - | - | - |
| 520-3502-435.70-70 LABOR | 7,570 | - | 4,368 | - | - |
| 520-3502-435.77-05 VEHICLE REPLAC. PROG | - | - | - | - | 158,000 |
| 520-3502-435.77-15 COMPUTER EQUIPMENT | 2,380 | - | - | - | - |
| 520-3502-435.77-25 RADIO SYSTEM UPGRADE | 8,420 | - | - | - | - |
| 520-3502-435.77-75 EQUIPMENT | 337,250 | 133,000 | 47,787 | 133,000 | - |
| * CAPITAL OUTLAY | 486,769 | 133,000 | 52,155 | 133,000 | 158,000 |
| ** MAINTENANCE | 12,083,051 | 12,098,526 | 3,450,605 | 12,041,220 | 12,206,672 |
| SERVICE AND SUPPLIES | | | | | |
| 520-3505-500.50-00 CAPITALIZED ASSETS | (4,563,957) | - | - | - | - |
| * SERVICE AND SUPPLIES | (4,563,957) | - | - | - | - |
| NON-OPERATING EXPENSE | | | | | |
| 520-3505-475.48-45 FISCAL CHARGES | 1,581 | 2,000 | 1,250 | 2,000 | 2,000 |
| 520-3505-476.48-46 BOND ISSUANCE COSTS | - | 150,000 | - | - | - |
| * NON-OPERATING EXPENSE | 1,581 | 152,000 | 1,250 | 2,000 | 2,000 |
| CAPITAL OUTLAY | | | | | |
| 520-3505-435.70-40 CONSTRUCTION | 3,692,282 | 2,404,000 | 335,334 | 972,923 | 883,000 |
| 520-3505-435.70-70 LABOR | 198,856 | - | 12,560 | - | - |
| 520-3505-435.76-05 FACILITY IMPROVEMENTS | 150,386 | 100,000 | - | 100,000 | 100,000 |
| 520-3505-435.78-46 FACILITY ADDITION | 11,715 | - | - | - | - |
| * CAPITAL OUTLAY | 4,053,239 | 2,504,000 | 347,894 | 1,072,923 | 983,000 |
| PRINCIPAL REDEMPTION | | | | | |
| 520-3505-471.83-16 2013 WATER BONDS | - | 255,484 | - | 140,616 | 273,618 |
| 520-3505-471.83-39 2012 WATER REFUNDING | - | 625,000 | 625,000 | 625,000 | 335,000 |
| 520-3505-471.83-41 2010E SDWRF | - | 1,113,404 | 553,203 | 1,113,404 | 1,141,752 |
| 520-3505-471.83-44 2012 WATER BONDS | - | 150,000 | 150,000 | 150,000 | 155,000 |
| 520-3505-471.83-53 2014 REFUNDING EF BONDS | - | 497,000 | - | 497,000 | 512,000 |
| 520-3505-471.83-61 2010B WTR IMP & REFUNDING | - | 520,000 | 520,000 | 520,000 | 765,000 |

| | FY 16 ACTUALS | FY 17 ADJUSTED BUDGET | Y-T-D ACTUALS | FY 17 ESTIMATED | FY 18 TENTATIVE |
|--|--------------------------|--------------------------------------|--------------------------|----------------------------|----------------------------|
| 520-3505-471.83-99 2009 WATER BONDS | - | 183,784 | 91,892 | 183,784 | 183,784 |
| * PRINCIPAL REDEMPTION | - | 3,344,672 | 1,940,095 | 3,229,804 | 3,366,154 |
| INTEREST REDEMPTION | | | | | |
| 520-3505-472.93-16 2014 WATER SRF BONDS | 86,786 | 157,751 | - | 158,722 | 157,765 |
| 520-3505-472.93-39 2012 WATER REFUNDING | 368,426 | 371,387 | 130,417 | 371,387 | 350,163 |
| 520-3505-472.93-40 2010A WTR IMPROVEMENT | 672,862 | 672,862 | 224,287 | 672,862 | 672,862 |
| 520-3505-472.93-41 2010E SDWRF | 493,580 | 465,587 | - | 465,587 | 436,881 |
| 520-3505-472.93-44 2012 WATER BONDS | 116,349 | 110,416 | 42,617 | 110,416 | 105,316 |
| 520-3505-472.93-53 2014 REFUNDING EF BONDS | 149,579 | 128,159 | (10,767) | 128,159 | 115,554 |
| 520-3505-472.93-61 2010B WTR IMP & REFUNDING | 173,024 | 154,808 | 62,369 | 154,808 | 127,474 |
| 520-3505-472.93-87 2005 WATER BONDS | 15,950 | - | - | - | - |
| 520-3505-472.93-92 03 ST BD BK WTR REF | - | - | - | - | - |
| * INTEREST REDEMPTION | 2,076,556 | 2,060,970 | 448,923 | 2,061,941 | 1,966,015 |
| CAPITAL PROJECTS | | | | | |
| 520-3505-435.73-05 WELL REDRILLING | - | 750,000 | - | 750,000 | - |
| 520-3505-435.73-33 EMERGENCY GENERATOR PROG | - | - | - | - | 50,000 |
| 520-3505-435.73-95 REPLACE PUMPS/MOTOR | 23,950 | 200,000 | 34,073 | 200,000 | 100,000 |
| * CAPITAL PROJECTS | 23,950 | 950,000 | 34,073 | 950,000 | 150,000 |
| OPERATING TRANSFERS OUT | | | | | |
| 520-3505-491.72-75 FLEET MANAGEMENT FUND | - | - | - | - | - |
| * OPERATING TRANSFERS OUT | - | - | - | - | - |
| ** CAPITAL PROJECTS | 1,591,369 | 9,011,642 | 2,772,235 | 7,316,668 | 6,467,169 |
| **** WATER | 13,674,420 | 21,110,168 | 6,222,840 | 19,357,888 | 18,673,841 |

FY 2018-22 Public Works Funds Capital

| Department | Description | Fund | FISCAL YEAR | | | | | 5 Yr Total |
|------------|---|------|------------------|------------------|------------------|------------------|----------------|------------------|
| | | | FY2018 | FY2019 | FY2020 | FY2021 | FY2022 | |
| Water | Communications-Fiber-SCADA | 520 | 30,000 | 30,000 | 30,000 | 30,000 | - | 120,000 |
| | E/W Transmission Main | 520 | - | - | - | - | - | - |
| | Emergency Generator Program | 520 | 50,000 | 150,000 | - | - | 200,000 | 400,000 |
| | Equipment Replacement | 520 | - | 150,000 | 390,000 | 180,000 | - | 720,000 |
| | Facility/Building Rehabilitation | 520 | 100,000 | 50,000 | 100,000 | 100,000 | - | 350,000 |
| | Prison Hill Booster | 520 | 453,000 | - | - | - | - | 453,000 |
| | Fuel Facility | 520 | - | - | - | - | - | - |
| | Quill Treatment Plant Rehabilitation | 520 | - | 100,000 | - | 220,000 | - | 320,000 |
| | Replace Pumps/Motors Program | 520 | 100,000 | - | 150,000 | 150,000 | - | 400,000 |
| | Tank Maintenance Program | 520 | 100,000 | - | - | - | 450,000 | 550,000 |
| | Vehicle Replacement | 520 | 158,000 | 417,500 | 375,000 | 285,000 | 60,000 | 1,295,500 |
| | Water Line Replacement/Rehabilitation Program | 520 | 300,000 | 150,000 | 300,000 | 300,000 | - | 1,050,000 |
| | Well Redrilling | 520 | - | 750,000 | - | - | - | 750,000 |
| | Well Rehabilitation Program | 520 | - | 50,000 | 100,000 | 100,000 | - | 250,000 |
| | Water Total | | 1,291,000 | 1,847,500 | 1,445,000 | 1,365,000 | 710,000 | 6,658,500 |



STAFF REPORT

Item No. 5C

Report To: Utility Financial Oversight Committee

Meeting Date: 03/28/2017

Staff Contact: Darren Schulz, Director of Public Works

Agenda Title: To recommend to the Board of Supervisors approval of the tentative Storm Water Fund budget for FY18 and acknowledge that it is consistent with the adopted financial policies.

Staff Summary: The Committee will be provided with a tentative Storm Water Fund budget for FY18. Staff will review the proposed budget along with a 5-year capital improvement plan.

Agenda Action: Formal Action/Motion

Time Requested: 30 minutes

Proposed Motion

Move to recommend to the Board of Supervisors approval of the tentative Storm Water Fund budget for FY18.

Board's Strategic Goal

Efficient Government

Previous Action

N/A

Background/Issues & Analysis

N/A

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: Storm Water / fund 505

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: Tentatively sets the Storm Water Fund budget for Fiscal Year 2018.

Alternatives

Provide other recommendation to Board of Supervisors

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

FINANCIAL POLICIES

FUND 505 STORMWATER DRAINAGE

| Goal | Description | Target | ACTUAL FISCAL YEAR 2016 | |
|------------------------------------|---|------------|---|---|
| Operating Reserve | 45 days of O&M expense | \$ 82,901 | \$ 56,291 | ✘ |
| Capital Contingency Reserve | Minimum balance equal to 2% of system fixed assets | \$ 190,532 | \$ - | ✘ |
| System Reinvestment Funding | Annually funded from rates an amount equal to annual depreciation expense | \$ 287,059 | \$ 772,249 | ✔ |
| Debt Management | Maintain debt to equity ratio of about 50:50 | 50:50 | 48:52 | ✔ |
| Debt Service Coverage | Maintain net revenues to be at least 1.0 times total debt service | 1.0 | 1.38 | ✔ |
| Goal | Description | Target | PROJECTED FISCAL YEAR 2017 | |
| Operating Reserve | 45 days of O&M expense | \$ 79,679 | \$ 79,679 | ✔ |
| Capital Contingency Reserve | Minimum balance equal to 2% of system fixed assets | \$ 190,531 | \$ 282,220 | ✔ |
| System Reinvestment Funding | Annually funded from rates an amount equal to annual depreciation expense | \$ 295,000 | \$ 445,240 | ✔ |
| Debt Management | Maintain debt to equity ratio of about 50:50 | 50:50 | 46:54 | ✔ |
| Debt Service Coverage | Maintain net revenues to be at least 1.0 times total debt service | 1.0 | 1.32 | ✔ |
| Goal | Description | Target | TENATIVE BUDGET FISCAL YEAR 2018 | |
| Operating Reserve | 45 days of O&M expense | \$ 80,587 | \$ 80,587 | ✔ |
| Capital Contingency Reserve | Minimum balance equal to 2% of system fixed assets | \$ 190,531 | \$ 356,373 | ✔ |
| System Reinvestment Funding | Annually funded from rates an amount equal to annual depreciation expense | \$ 295,000 | \$ 668,109 | ✔ |
| Debt Management | Maintain debt to equity ratio of about 50:50 | 50:50 | 45:55 | ✔ |
| Debt Service Coverage | Maintain net revenues to be at least 1.0 times total debt service | 1.0 | 1.11 | ✔ |

FISCAL SUMMARY FOR ENTERPRISE FUNDS

| Department Name: Stormwater Drainage Fund | | | | | |
|--|---------------------|---------------------|---------------------|-----------------|--------------------|
| Department Number: 505-3702 | | | | | |
| | 2015-16 | 2016-17 | 2017-18 | % Change | \$ Change |
| | Actual | Estimated | Proposed | Budget | Budget |
| REVENUE | | | | | |
| Charges for Services | \$ 1,391,102 | \$ 1,396,316 | \$ 1,396,316 | 0.00% | \$ - |
| Intergovernmental | - | - | - | 0.00% | - |
| Operating Transfers In | - | - | - | 0.00% | - |
| Non-Operating Income | 136,453 | 1,815 | 1,500 | -17.36% | (315) |
| TOTAL | \$ 1,527,555 | \$ 1,398,131 | \$ 1,397,816 | -0.02% | \$ (315) |
| EXPENDITURE | | | | | |
| Salary | \$ 138,697 | \$ 132,764 | \$ 145,054 | 9.26% | \$ 12,290 |
| Benefits | 61,911 | 63,650 | 78,499 | 23.33% | 14,849 |
| Service & Supplies | 490,632 | 460,691 | 440,916 | -4.29% | (19,775) |
| Depreciation | 287,059 | 295,000 | 295,000 | 0.00% | - |
| Bond Interest | 125,656 | 124,866 | 129,452 | 3.67% | 4,586 |
| Other | 57,078 | 1,000 | 1,000 | 0.00% | - |
| Operating Transfers Out | - | - | - | 0.00% | - |
| TOTAL | \$ 1,161,033 | \$ 1,077,971 | \$ 1,089,921 | 1.11% | \$ 11,950 |
| NET INCOME (LOSS) | \$ 366,522 | \$ 320,160 | \$ 307,895 | -3.83% | \$ (12,265) |
| BOND PROCEEDS | | | | | |
| Bond Proceeds | \$ 280,842 | \$ 305,456 | \$ - | -100.00% | \$ (305,456) |
| Capital Outlay | \$ 520,604 | \$ 182,829 | \$ - | -100.00% | \$ (182,829) |
| Bond Principal Payments | \$ 427,900 | \$ 443,000 | \$ 538,657 | 21.59% | \$ 95,657 |
| Cash Balance - June 30 | \$ 56,291 | \$ 361,899 | \$ 436,960 | | |
| FTE | | | | | |
| | 2.30 | 2.30 | 2.30 | | |

| BUDGET PREPARATION WORKSHEET FISCAL YEAR 2018 | | | | | |
|--|--------------------------|--------------------------------------|--------------------------|----------------------------|----------------------------|
| FUND 505 STORMWATER DRAINAGE | | | | | |
| | FY 16 ACTUALS | FY 17 ADJUSTED BUDGET | Y-T-D ACTUALS | FY 17 ESTIMATED | FY 18 TENTATIVE |
| REVENUE | | | | | |
| CHARGES FOR SERVICES | | | | | |
| PUBLIC WORKS | | | | | |
| 505-0000-343.06-00 DEPARTMENT CHARGES | 40 | - | 1,126 | - | - |
| * PUBLIC WORKS | 40 | - | 1,126 | - | - |
| ** CHARGES FOR SERVICES | 40 | - | 1,126 | - | - |
| PROPRIETARY REVENUES | | | | | |
| USER FEES AND CHARGES | | | | | |
| 505-0000-370.01-00 SERVICE CHARGES | 1,391,062 | 1,393,881 | 773,766 | 1,396,316 | 1,396,316 |
| * USER FEES AND CHARGES | 1,391,062 | 1,393,881 | 773,766 | 1,396,316 | 1,396,316 |
| OTHER OPERATING CHARGES | | | | | |
| 505-0000-372.70-00 REFUNDS/REIMBURSEMENTS | - | - | 493 | - | - |
| * OTHER OPERATING CHARGES | - | - | 493 | - | - |
| NON-OPERATING REVENUE | | | | | |
| 505-0000-375.10-00 DEVELOPER CONTRIBUTIONS | 112,140 | - | - | - | - |
| 505-0000-375.20-01 CAPITAL ASSETS | 21,516 | - | - | - | - |
| * NON-OPERATING REVENUE | 133,656 | - | - | - | - |
| INTEREST EARNED | | | | | |
| 505-0000-377.02-00 INTEREST INCOME | 1,948 | 500 | 1,815 | 1,815 | 1,500 |
| 505-0000-377.03-00 NET INC IN FAIR VALUE INV | 849 | - | - | - | - |
| * INTEREST EARNED | 2,797 | 500 | 1,815 | 1,815 | 1,500 |
| ** PROPRIETARY REVENUES | 1,527,515 | 1,394,381 | 776,074 | 1,398,131 | 1,397,816 |
| OTHER FINANCING SOURCES | | | | | |
| TRANSFERS IN | | | | | |
| 505-0000-380.01-01 SEWER FUND | - | - | - | - | - |
| * TRANSFERS IN | - | - | - | - | - |
| PROCEEDS OF GENL L-T LIAB | | | | | |
| 505-0000-383.03-00 BOND PROCEEDS | - | 1,212,377 | 273,178 | 305,456 | - |
| * PROCEEDS OF GENL L-T LIAB | - | 1,212,377 | 273,178 | 305,456 | - |
| ** OTHER FINANCING SOURCES | - | 1,212,377 | 273,178 | 305,456 | - |
| *** STORMWATER DRAINAGE | 1,527,555 | 2,606,758 | 1,050,378 | 1,703,587 | 1,397,816 |

| | FY 16 ACTUALS | FY 17 ADJUSTED BUDGET | Y-T-D ACTUALS | FY 17 ESTIMATED | FY 18 TENTATIVE |
|--|------------------|-----------------------------|------------------|--------------------|--------------------|
| | | | | | |
| | | | | | |
| EXPENSES | | | | | |
| Salaries and Wages | | | | | |
| 505-3702-437.01-01 SALARIES | 121,333 | 129,995 | 47,121 | 117,252 | 129,554 |
| 505-3702-437.01-06 MANAGEMENT LEAVE PAY | 474 | - | 299 | - | - |
| 505-3702-437.01-07 ANNUAL LEAVE PAYOFF | (897) | - | 888 | - | - |
| 505-3702-437.01-08 SICK LEAVE PAYOFF | 8,807 | - | - | - | - |
| 505-3702-437.01-09 WORKERS' COMPENSATORY LV | 381 | - | - | - | - |
| 505-3702-437.01-11 OVERTIME | 4,922 | 8,000 | 3,047 | 8,000 | 8,000 |
| 505-3702-437.01-12 CALL BACK PAY | 701 | 2,500 | 865 | 2,512 | 2,500 |
| 505-3702-437.01-13 STAND-BY PAY | 1,863 | 5,000 | 540 | 5,000 | 5,000 |
| 505-3702-437.01-14 FLSA | 68 | - | 64 | - | - |
| 505-3702-437.01-16 HOLIDAY PAY | 1,045 | - | 555 | - | - |
| * Salaries and Wages | 138,697 | 145,495 | 53,379 | 132,764 | 145,054 |
| EMPLOYEE BENEFITS | | | | | |
| 505-3702-437.02-25 MEDICARE | 1,767 | 1,994 | 724 | 1,916 | 1,979 |
| 505-3702-437.02-30 RETIREMENT | 26,800 | 29,817 | 9,896 | 25,193 | 26,469 |
| 505-3702-437.02-40 GROUP INSURANCE | 25,314 | 27,040 | 10,100 | 21,726 | 35,263 |
| 505-3702-437.02-50 WORKERS' COMPENSATION | 1,324 | 1,414 | 363 | 1,519 | 1,483 |
| 505-3702-437.02-65 CLOTHING ALLOWANCE | 2,049 | 2,000 | 309 | 2,000 | 2,000 |
| 505-3702-437.02-66 FOUL WEATHER ALLOWANCE | 323 | 315 | 248 | 315 | 323 |
| 505-3702-437.02-71 PHONE ALLOWANCE | 136 | 145 | 60 | 144 | 145 |
| 505-3702-437.02-72 MOBILE DEVICE ALLOWANCE | 15 | 15 | 6 | 15 | 15 |
| 505-3702-437.02-86 OPEB COST | 9,838 | 10,822 | - | 10,822 | 10,822 |
| 505-3702-437.02-87 GASB 68 PENSION EXPENSE | (5,655) | - | - | - | - |
| * EMPLOYEE BENEFITS | 61,911 | 73,562 | 21,706 | 63,650 | 78,499 |
| SERVICE AND SUPPLIES | | | | | |
| 505-3702-437.03-09 PROFESSIONAL SERVICES | 18,654 | 42,000 | - | 42,000 | 42,000 |
| 505-3702-437.03-12 AUDITING FEES | 1,137 | 1,200 | 988 | 1,200 | 1,200 |
| 505-3702-437.03-30 TRAINING | 1,030 | 2,500 | 1,290 | 2,500 | 4,500 |
| 505-3702-437.03-62 UNEMPLOYMENT COMPENSATION | - | - | - | - | - |
| 505-3702-437.04-33 SOFTWARE MAINTENANCE | 117 | 2,000 | - | 2,000 | 2,000 |
| 505-3702-437.04-35 VEHICLE REPAIR & MAINT | 11,981 | 5,000 | 386 | 5,000 | 5,000 |

| | FY 16 ACTUALS | FY 17 ADJUSTED BUDGET | Y-T-D ACTUALS | FY 17 ESTIMATED | FY 18 TENTATIVE |
|--|--------------------------|--------------------------------------|--------------------------|----------------------------|----------------------------|
| 505-3702-437.04-45 EQUIPMENT RENTAL | - | 2,000 | - | 1,000 | 1,000 |
| 505-3702-437.04-46 FIRE SUPPRESSION | 37,500 | 37,500 | - | 37,500 | 37,500 |
| 505-3702-437.04-47 CONTRIB TO TAHOE CONSERV | - | 2,000 | - | 2,000 | 2,000 |
| 505-3702-437.05-42 PRINTING / ADVERTISING | 718 | - | - | - | - |
| 505-3702-437.05-80 TRAVEL | 90 | 2,000 | 2,178 | 2,000 | - |
| 505-3702-437.05-87 CLICK-2-GOV FEES | 165 | - | 387 | 1,060 | 2,000 |
| 505-3702-437.06-01 OFFICE SUPPLIES | 1,536 | 500 | 503 | 500 | 500 |
| 505-3702-437.06-02 POSTAGE / SHIPPING | 3,165 | 9,000 | 4,590 | 9,000 | 9,000 |
| 505-3702-437.06-25 OPERATING SUPPLIES | 21,833 | 25,000 | 9,444 | 25,000 | 25,000 |
| 505-3702-437.06-60 VEHICLE FUEL/OIL | 6,097 | 10,000 | 2,147 | 10,000 | 10,000 |
| 505-3702-437.07-10 TELEPHONE | 286 | 800 | 121 | 800 | 800 |
| 505-3702-437.09-01 ISC: GENERAL FUND | 358,836 | 265,705 | 110,710 | 265,705 | 250,116 |
| 505-3702-437.09-15 INSURANCE | 26,250 | 26,250 | 13,125 | 26,250 | 26,250 |
| 505-3702-437.09-20 ISC: SEWER FUND(S) | 1,225 | - | - | - | - |
| 505-3702-437.09-24 ISC: WATER FUND | 1,837 | - | - | - | - |
| 505-3702-437.09-50 ISC: FLEET | 33,188 | 27,002 | 13,501 | 27,002 | 22,050 |
| 505-3702-437.09-55 ISC: RADIOS | 234 | 174 | 87 | 174 | - |
| 505-3702-437.12-99 GRANT ALLOC / DIRECT BILL | (35,242) | - | - | - | - |
| 505-3702-500.50-00 CAPITALIZED ASSETS | (520,604) | - | - | - | - |
| * SERVICE AND SUPPLIES | (29,967) | 460,631 | 159,457 | 460,691 | 440,916 |
| DEPRECIATION EXPENSE | | | | | |
| 505-3702-437.44-65 DEPRECIATION EXPENSE | 287,059 | 282,000 | - | 295,000 | 295,000 |
| * DEPRECIATION EXPENSE | 287,059 | 282,000 | - | 295,000 | 295,000 |
| NON-OPERATING EXPENSE | | | | | |
| 505-3702-475.48-45 FISCAL CHARGES | 250 | 1,000 | - | 1,000 | 1,000 |
| 505-3702-475.48-46 BOND ISSUANCE COSTS | - | - | - | - | - |
| 505-3702-475.48-75 LOSS ON DISPOSAL F.A. | 56,828 | - | - | - | - |
| * NON-OPERATING EXPENSE | 57,078 | 1,000 | - | 1,000 | 1,000 |
| CAPITAL OUTLAY | | | | | |
| 505-3702-437.70-40 CONSTRUCTION | 146,945 | - | - | - | - |
| 505-3702-437.70-70 LABOR | 15,740 | - | - | - | - |
| 505-3702-437.77-75 EQUIPMENT | 50,708 | - | - | - | - |
| * CAPITAL OUTLAY | 213,393 | - | - | - | - |
| OPERATING TRANSFERS OUT | | | | | |

| | FY 16 ACTUALS | FY 17 ADJUSTED BUDGET | Y-T-D ACTUALS | FY 17 ESTIMATED | FY 18 TENTATIVE |
|--|--------------------------|--------------------------------------|--------------------------|----------------------------|----------------------------|
| 505-3702-491.72-75 FLEET MANAGEMENT FUND | - | - | - | - | - |
| * OPERATING TRANSFERS OUT | - | - | - | - | - |
| ** MAINTENANCE | 728,171 | 962,688 | 234,542 | 953,105 | 960,469 |
| CAPITAL OUTLAY | | | | | |
| 505-3705-437.70-40 CONSTRUCTION | 295,734 | 1,191,965 | 178,610 | 182,829 | - |
| 505-3705-437.70-70 LABOR | 11,477 | - | - | - | - |
| * CAPITAL OUTLAY | 307,211 | 1,191,965 | 178,610 | 182,829 | - |
| PRINCIPAL REDEMPTION | | | | | |
| 505-3705-471.83-13 2014 STORMWATER BONDS | - | 42,142 | - | - | 86,057 |
| 505-3705-471.83-35 2012 MT REFUNDING | - | 101,000 | 50,300 | 101,000 | 102,600 |
| 505-3705-471.83-53 2014 REFUNDING EF BONDS | - | 342,000 | - | 342,000 | 350,000 |
| * PRINCIPAL REDEMPTION | - | 485,142 | 50,300 | 443,000 | 538,657 |
| INTEREST REDEMPTION | | | | | |
| 505-3705-472.93-13 2014 STORMWATER SRF BONDS | 10,993 | 51,291 | - | 33,768 | 48,939 |
| 505-3705-472.93-35 2012 MT REFUNDING | 10,362 | 5,698 | 1,134 | 5,698 | 3,782 |
| 505-3705-472.93-50 2005 STORMWATER BONDS | 5,646 | - | - | - | - |
| 505-3705-472.93-53 2014 REFUNDING EF BONDS | 98,655 | 85,400 | (7,177) | 85,400 | 76,731 |
| * INTEREST REDEMPTION | 125,656 | 142,389 | (6,043) | 124,866 | 129,452 |
| ** CAPITAL PROJECTS | 432,867 | 1,819,496 | 222,867 | 750,695 | 668,109 |
| **** STORMWATER DRAINAGE | 1,161,038 | 2,782,184 | 457,409 | 1,703,800 | 1,628,578 |

FY 2018-22 Public Works Funds Capital

| Department | Description | Fund | FISCAL YEAR | | | | | 5 Yr Total |
|-------------------|----------------------------------|------|-------------|--------|----------------|----------------|----------------|----------------|
| | | | FY2018 | FY2019 | FY2020 | FY2021 | FY2022 | |
| Stormwater | Corridor Projects | 505 | - | - | - | - | - | - |
| | Downtown Streetscape | 505 | - | - | - | - | - | - |
| | Kings Canyon Channel Maintenance | 505 | - | - | - | - | - | - |
| | Vehicle Replacement | 505 | - | - | 450,000 | 140,000 | 280,000 | 870,000 |
| | W. Washington Pipe Improvements | 505 | - | - | - | - | - | - |
| | Stormwater Total | | - | - | 450,000 | 140,000 | 280,000 | 870,000 |



STAFF REPORT

Item No. 5D

Report To: Utility Financial Oversight Committee

Meeting Date: 03/28/2017

Staff Contact: Darren Schulz, Director of Public Works

Agenda Title: To recommend to the Board of Supervisors a storm water rate increase as proposed by staff to support an improved City-wide storm water program.

Staff Summary: The Committee will be presented with a program update and rate review of the storm water management program along with a proposed 10-year capital improvement plan and a monthly rate structure recommended to fund the program. If fully implemented, the proposed rate plan would generate approximately \$1.3 million dollars in additional revenue that would support capital and operating expenses through a pay-as-you-go system that does not rely on debt financing.

Agenda Action: Formal Action/Motion

Time Requested: 60 minutes

Proposed Motion

Move to recommend to the Board of Supervisors a storm water rate increase as proposed by staff to support an improved City-wide storm water program.

Board's Strategic Goal

Sustainable Infrastructure

Previous Action

N/A

Background/Issues & Analysis

Storm water rates are applied against each parcel of developed real property based on the classification of the property. The current rates generate approximately \$1.3 million dollars in annual revenue to support minimal operating and nonoperating expenses with no ability to fund additional capital improvements. The revenue supports the components of the program, which includes storm water quality, floodplain management, freeway storm water facilities, operations & maintenance and storm water improvements.

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: Storm Water / fund 505

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: Monthly rates would increase proportionally across all properties.

Proposed Monthly Rates

| Classification | Current | FY18 | FY19 |
|------------------------|----------|----------|----------|
| Single Family Property | \$ 4.38 | \$ 6.13 | \$ 8.58 |
| Multi-Family Property | \$ 22.56 | \$ 31.58 | \$ 44.21 |
| Public Property | \$ 24.64 | \$ 34.50 | \$ 48.30 |
| Manufacturing Property | \$ 29.38 | \$ 41.13 | \$ 57.58 |
| Commerical Property | \$ 31.51 | \$ 44.11 | \$ 61.75 |

Alternatives

Provide other recommendation to Board of Supervisors.

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

 (Vote Recorded By)

CARSON CITY



STORM WATER MANAGEMENT PROGRAM

March 28, 2017

Program Update and Rate Review

David Bruketta
Utility Manager

Darren Schulz, PE
Director of Public Works

Robb Fellows, PE
Stormwater Engineer





Outline

- Current Program
 - Timeline
 - Service Area
 - Components of the program
 - Expenditures by program
- Proposed Program
 - Strategic objectives
 - Typical program costs
 - Proposed Capital Improvement Plans
 - Proposed rates
 - Summary



History





Storm Water Program

Adopted and Required Elements

National Flood Insurance Program (NFIP)

- FEMA program – adopt and enforce floodplain management regulations
 - Reduced rate insurance to property owners
 - Reduced damages to infrastructure, economic disruption and losses
 - Enhanced public safety
 - Qualify for disaster assistance

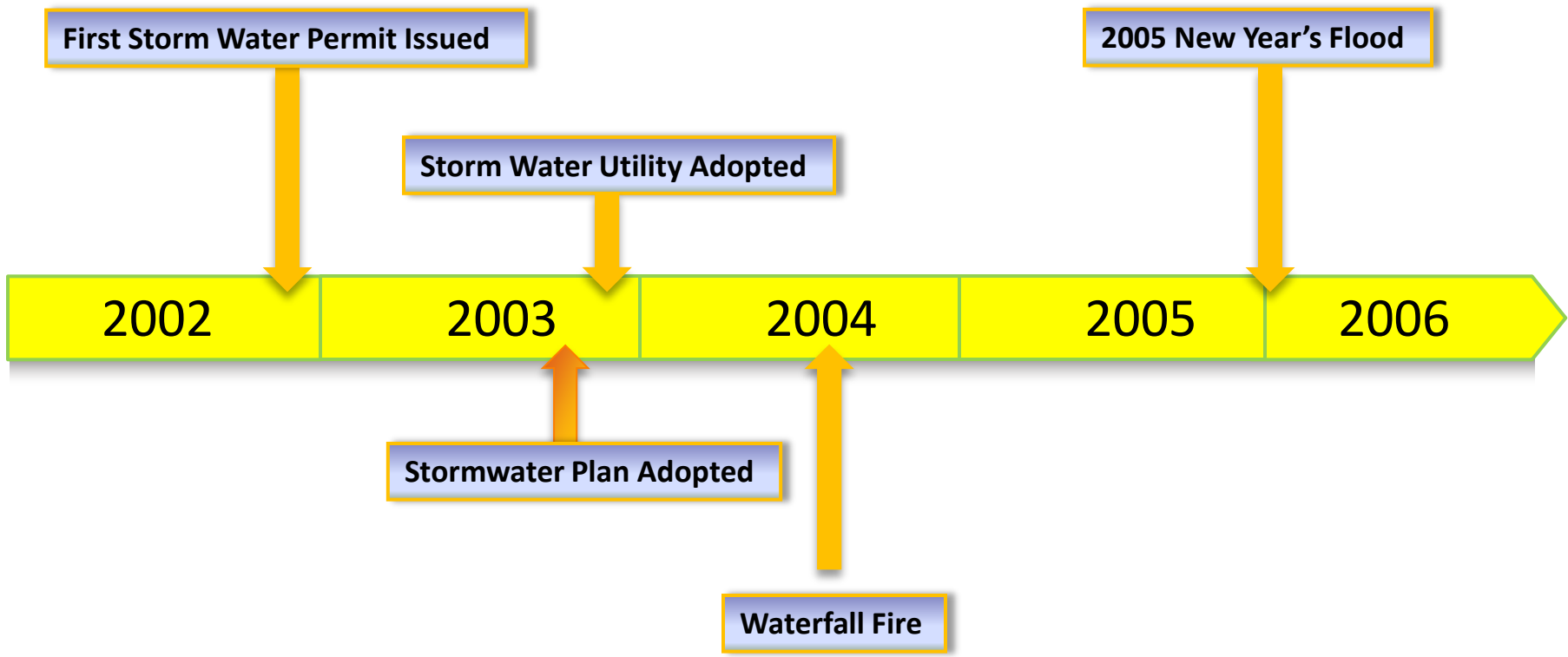
Community Rating System (CRS)

- FEMA program – further reduced rate insurance to property owners
 - Exceed NFIP requirements
- Qualify for other Federal assistance programs

Municipal Separate Storm Sewer Systems (MS4).

- Permit issued by NDEP
 - Reduce discharge of pollutants
 - Protect water quality







Combs Canyon Basins Completed

Flood Damage Recovery Completed

Carson River Watershed Regional
Floodplain Management Plan

FEMA Review of CRS

2007

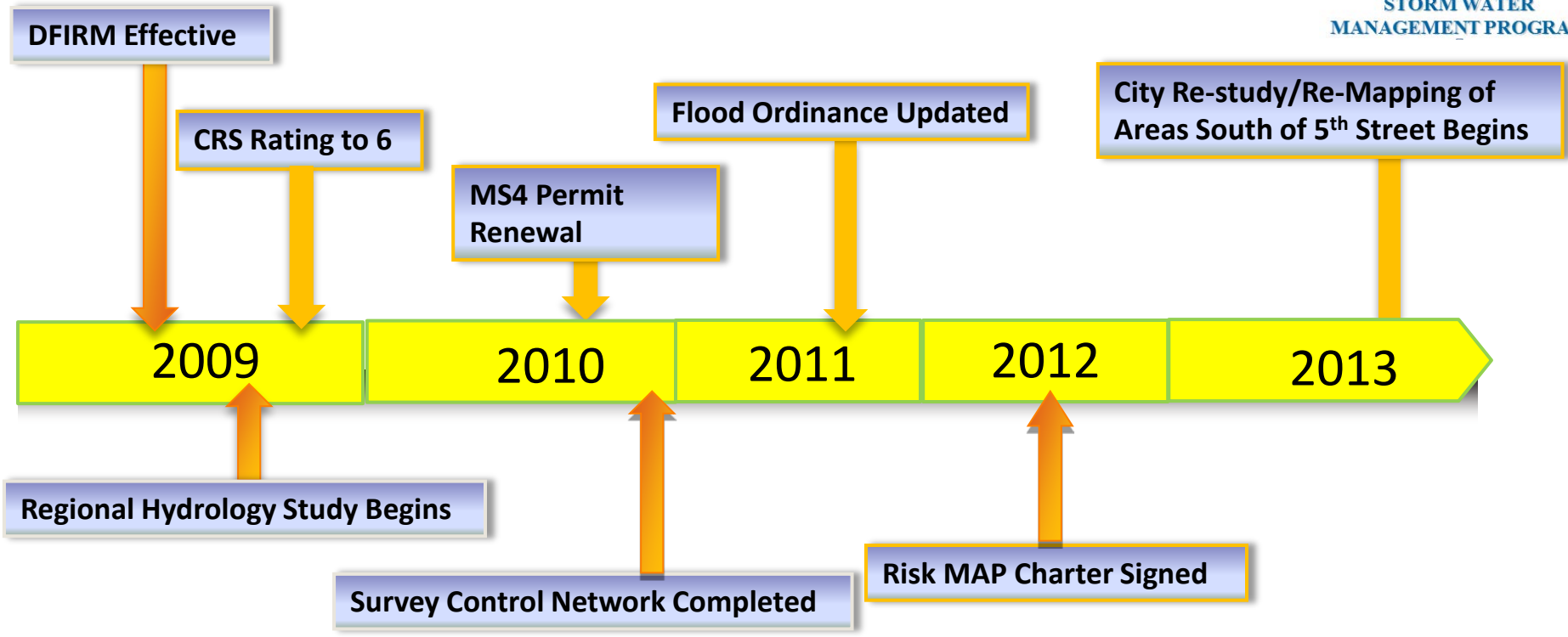
2008

Eagle Creek Basins Completed

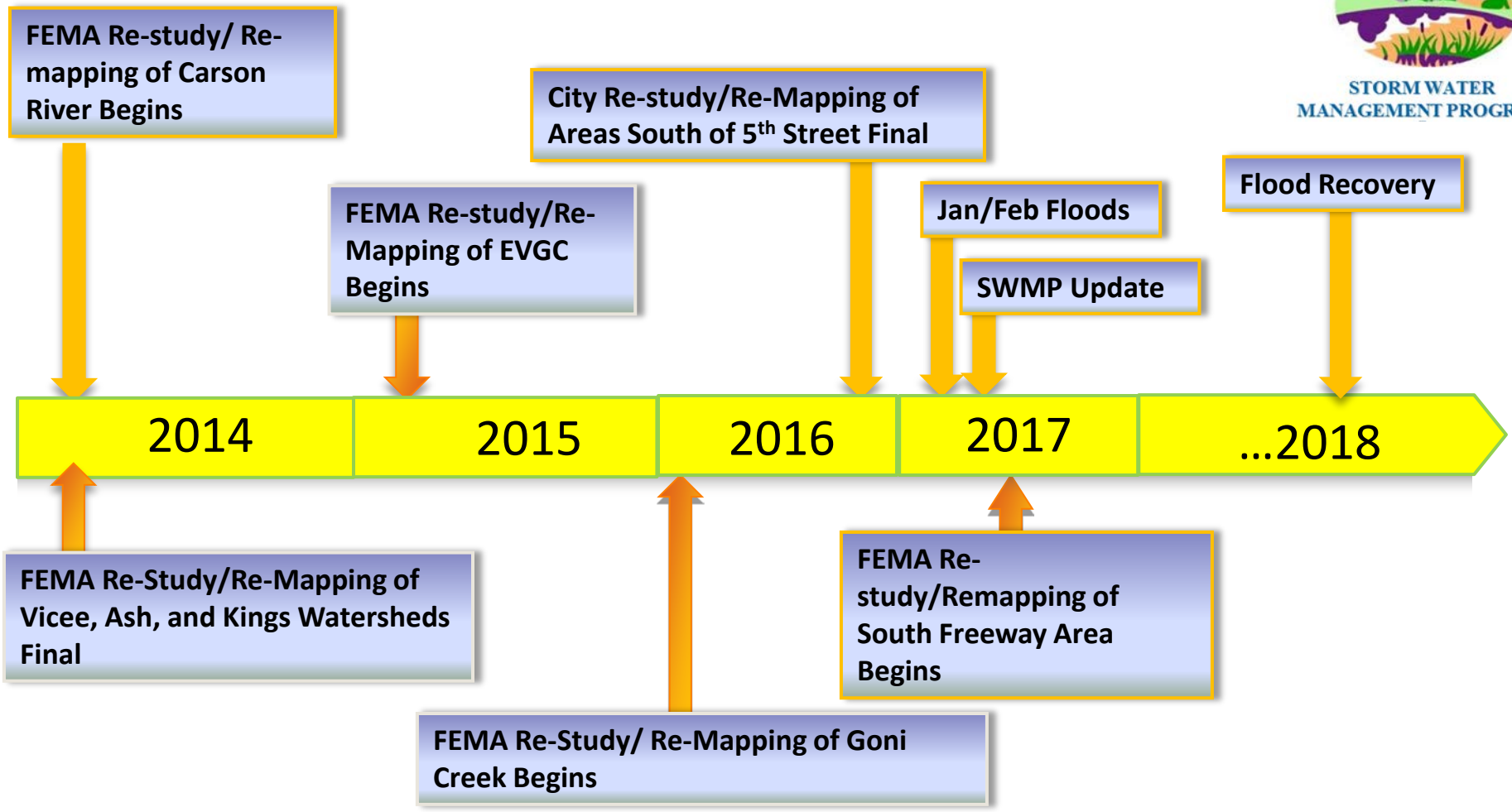
FEMA Re-Study/Re-Mapping of Vice,
Ash, and Kings Watersheds Begins



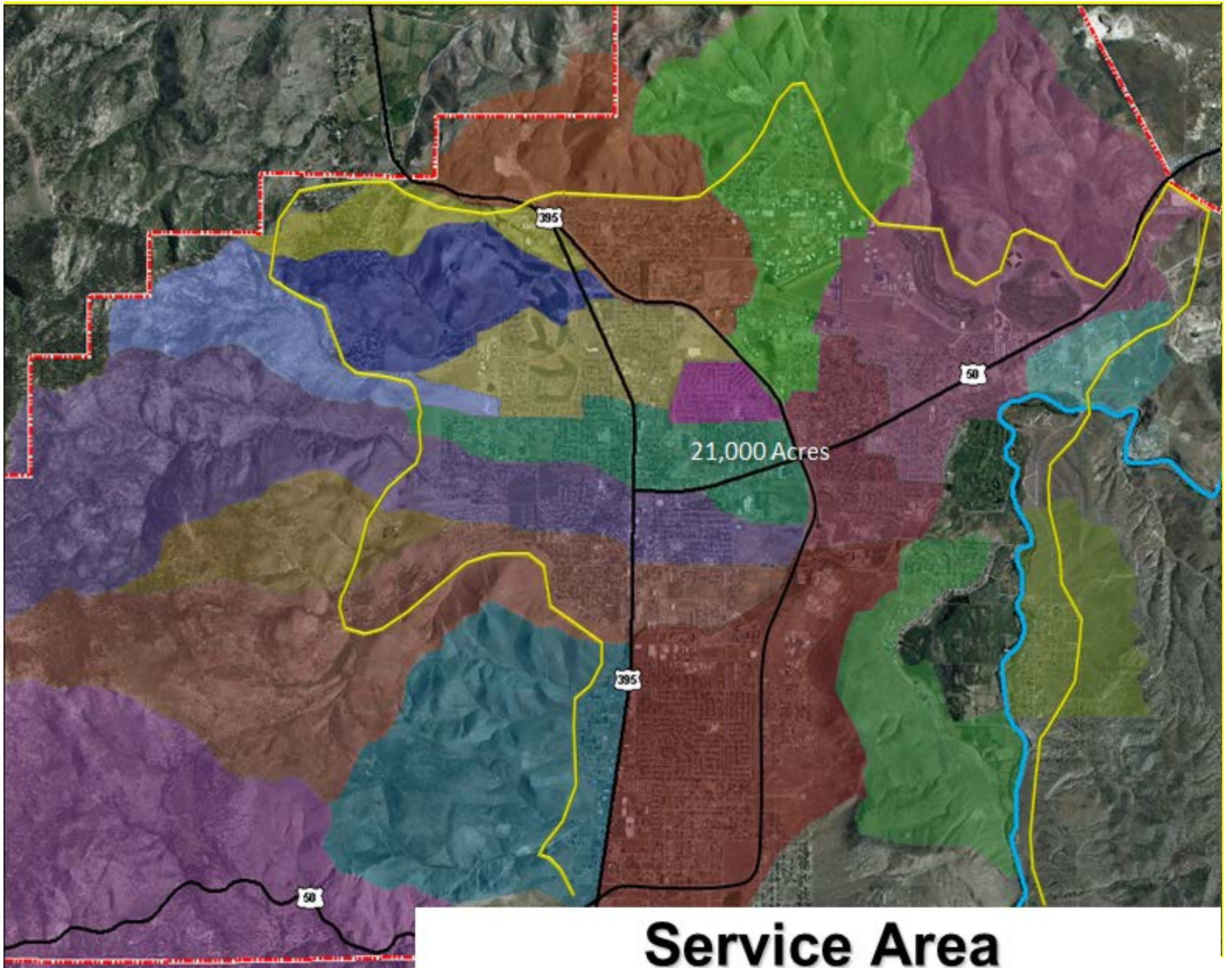
FEMA: Federal Emergency Management Agency
CRS: Community Rating System



DFIRM: Digital Flood Insurance Rate Map **MS4:** Municipal Separate Storm Sewer System
FIRMs: Flood Insurance Rate Maps
Risk MAP: Risk Mapping, Assessment and Planning



DFIRM: Digital Flood Insurance Rate Map **EVGC:** Eagle Valley Golf Course
FIRMs: Flood Insurance Rate Maps **SWMP:** Storm Water Management Program
Risk MAP: Risk Mapping, Assessment and Planning **LID:** Low Impact Development



Service Area

Management Program Components



Storm Water Quality

- MS4 permit requirements (Federal & State laws)
- 7 Best Management Practices with multiple activities

Floodplain Management

- NFIP / CRS (Federal requirements)
- 10 minimum requirements – 16 activities

Debt Service

- Bonds

Operations & Maintenance

- Salary, benefits (2.3FTE)
- Services & supplies, depreciation

Capital Improvements

- System improvements (new and upgrades)
- Culverts, detention basins, ditches, etc.

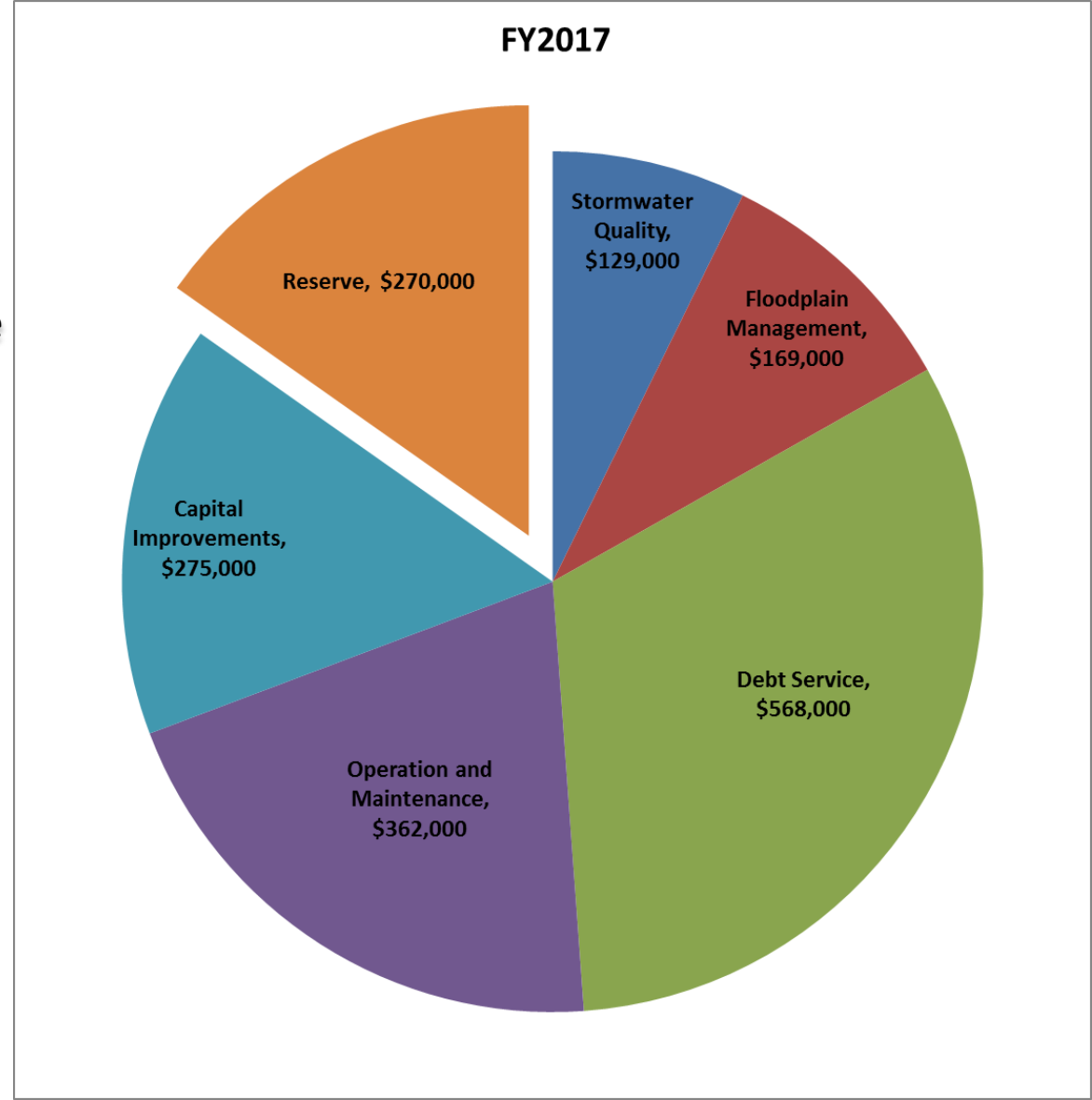




Fiscal Expenditures by Program Components

Program Components

- Storm Water Quality
- Floodplain Management
- Debt Service
- Operations & Maintenance
- Capital Improvements



Expenses: \$ 1,503,000

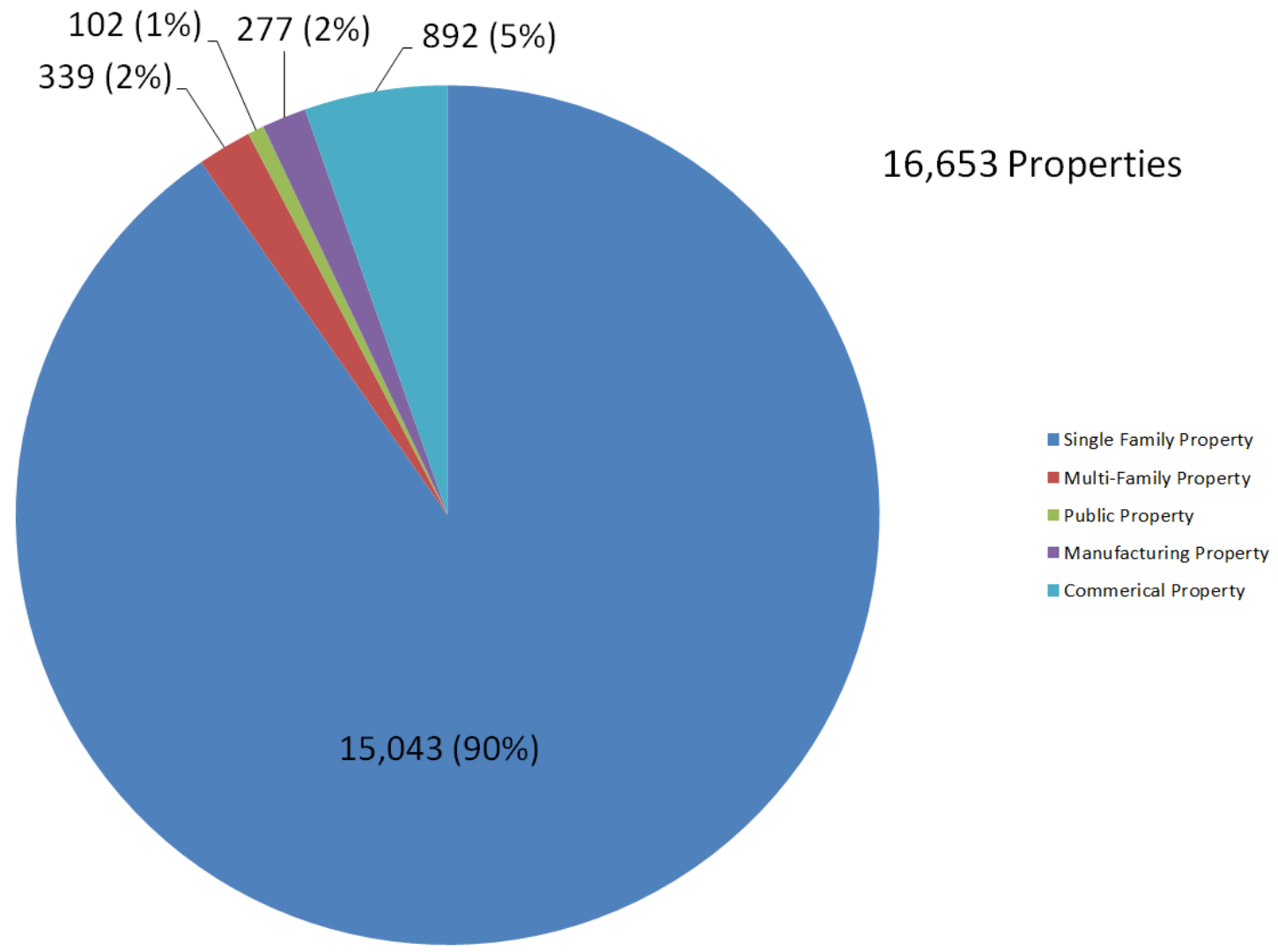
Reserve: \$ 270,000

Total: \$ 1,773,000





Number of Properties by Classification





Rate Review



Why



OUR STRATEGIC PLAN

Strategic Goals

Economic Development

Cultivate a vibrant, diverse, and dynamic economy that attracts and retains businesses and a skilled workforce.

Efficient Government

Provide our community with efficient services in a transparent and financially responsible manner.

Organizational Culture

Foster innovation, productivity, and professional growth through a cohesive, ethical, and positive work environment.

Quality of Life and Community

Promote educational, cultural, and recreational opportunities that contribute to the health and well-being of our community.

Safety

Ensure a safe community through proactive and responsive protection of life and property.

Sustainable Infrastructure

Develop and maintain a sustainable public infrastructure to meet the current and future needs of our community.

STRATEGIC DIRECTION

Sustainable Infrastructure

Develop and maintain a sustainable public infrastructure to meet the current and future needs of our community.

OBJECTIVES & STRATEGIES

Maximize City Asset Life and Utility

- Manage the City's assets and capital investments in a way that maximizes their productivity and value.
- Create an executable funding plan for City capital, including equipment, facilities, fleet, infrastructure, and other City assets.

Meet Community Infrastructure Needs

- Seek to maintain the street system at the established level of service (LOS).
- Encourage growth within existing urban boundaries and infill in existing developed areas to prevent "sprawl" and higher infrastructure maintenance costs.
- Ensure a safe and adequate infrastructure that meets current and future community needs.
- Construct, staff, and equip one new fire station to serve the north and west portions of Carson City as soon as economically feasible.
- Provide a conveyance and drainage system to maintain a controlled flow of storm water and clean potable water and treatment of wastewater, including required maintenance and replacement of equipment and facilities.



Typical Cost of Storm Water Management Programs

(\$/acre)

Beginning (\$27/acre)
2004

Current (\$64/acre)

Proposed (\$126/acre)



- Regulations
- Reactive maintenance

- Add:
- Maintenance
 - Inspection
 - Staff
 - Erosion control

- Add:
- Maintenance
 - Levels of service
 - Inspection
 - Planning
 - Minor capital
 - Capability upgrades

- Add:
- System maintenance
 - Master planning
 - Regional treatment
 - Water quality
 - Data collection
 - Planning
 - Program control

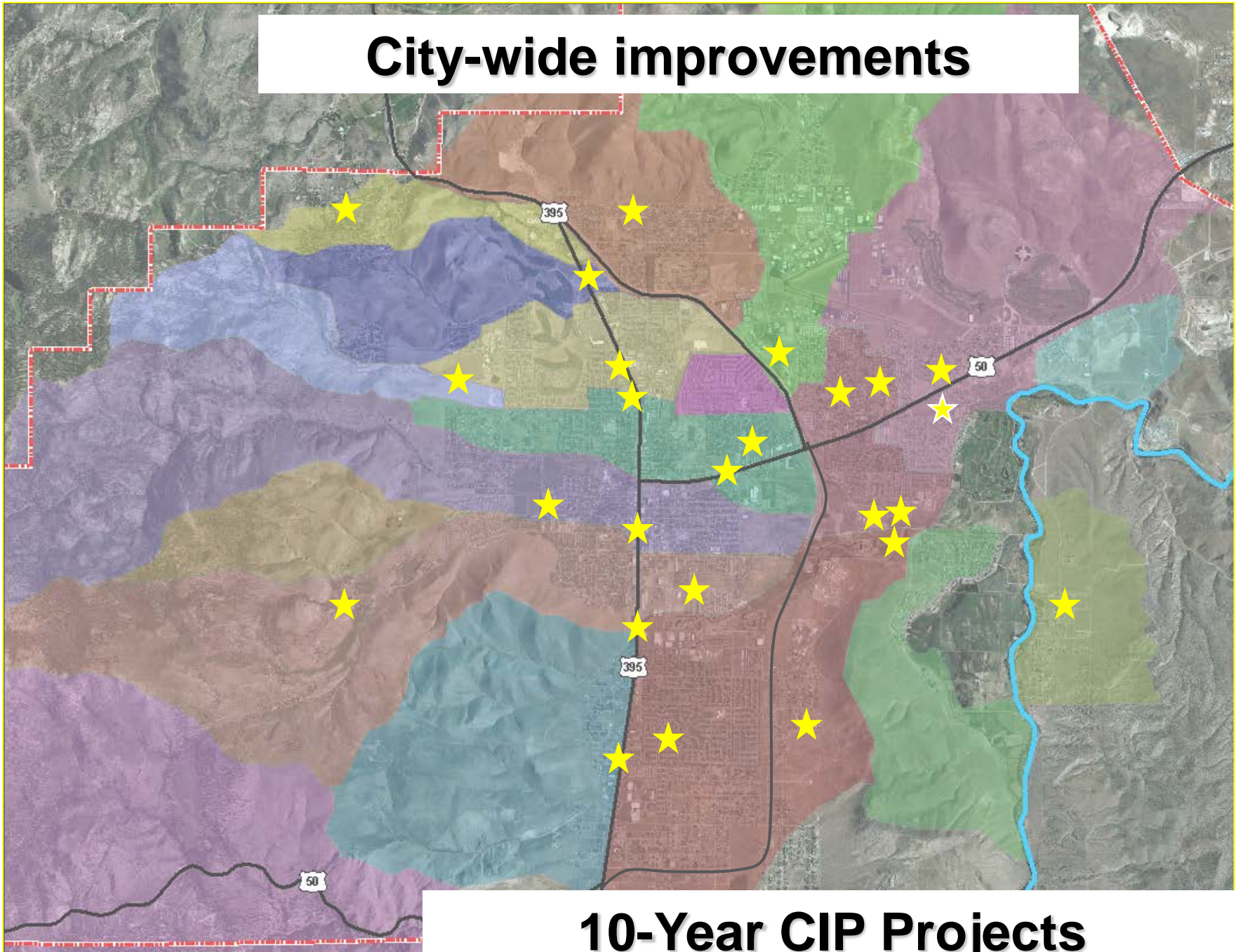
- Add:
- Advanced system maintenance
 - Quality facilities
 - Advanced flood control
 - Advanced levels of service for maintenance
 - Aesthetics
 - Public programs



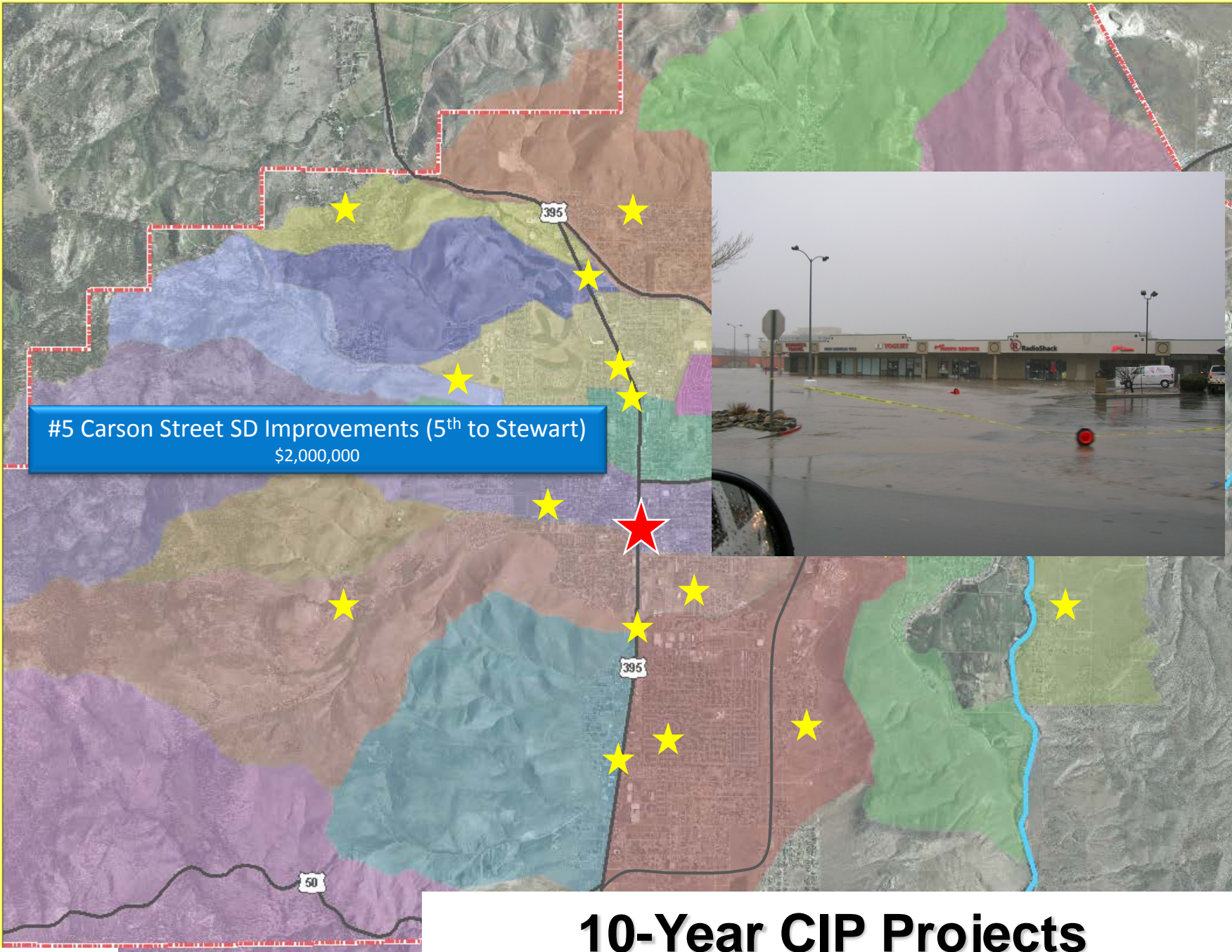
10 year Capital Improvement Plan (with proposed rate increase)

| | Project Name | Estimated Expense |
|----|--|---------------------|
| 1 | Lakeview SD Improvements | \$ 250,000 |
| 2 | Kings Canyon Channel Maintenance Project (Roop to Saliman) | 110,000 |
| 3 | Kings Canyon Road Culvert Upgrade (at Creek Crossing) | 90,000 |
| 4 | Carson Street SD Improvements (Fairview to Clearview) | 450,000 |
| 5 | Carson Street SD Improvements (5th to Stewart) | 2,000,000 |
| 6 | Minor SD Improvements | 500,000 |
| 7 | Nye/N. Carson Steet Channel Berms | 85,000 |
| 8 | Flood Emergency Equipment | 450,000 |
| 9 | Anderson Ranch Access and SD Improvements | 100,000 |
| 10 | SD Fleet | 1,089,000 |
| 11 | Lower Kings Canyon Channel Restoration Project | 400,000 |
| 12 | Lower Goni Wash SD Improvements | 115,000 |
| 13 | Airport Road SD Improvements (HWY 50 to Sherman) | 350,000 |
| 14 | Rand Avenue SD Improvements (William to Rand Ct) | 200,000 |
| 15 | Vicee Watershed Access Management | 150,000 |
| 16 | Carson Street SD Improvements (Stewart to Rhodes) | 950,000 |
| 17 | Carmine Street SD Improvements (N. Lompa to Bunch Way) | 600,000 |
| 18 | Panamint & Merrimac SD Improvements | 150,000 |
| 19 | Sean Drive SD Improvements (Baker to Gillis Way) | 120,000 |
| 20 | Carson Street SD Improvements (N. Carson Street to Nye) | 450,000 |
| 21 | Empire System SD Improvements (Gordon Street to Morgan Mill) | 1,100,000 |
| | | |
| | Totals | \$ 9,709,000 |

City-wide improvements

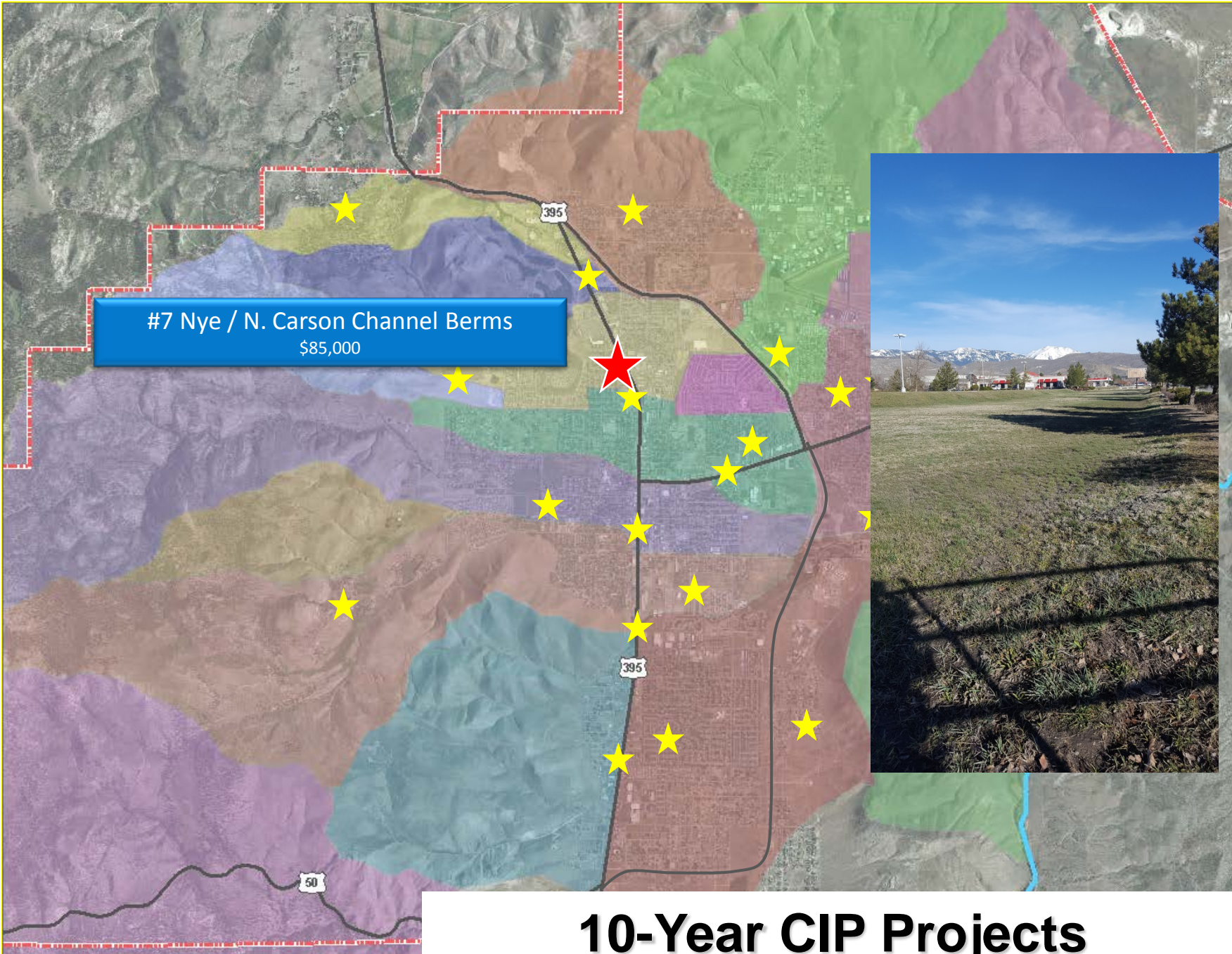


10-Year CIP Projects

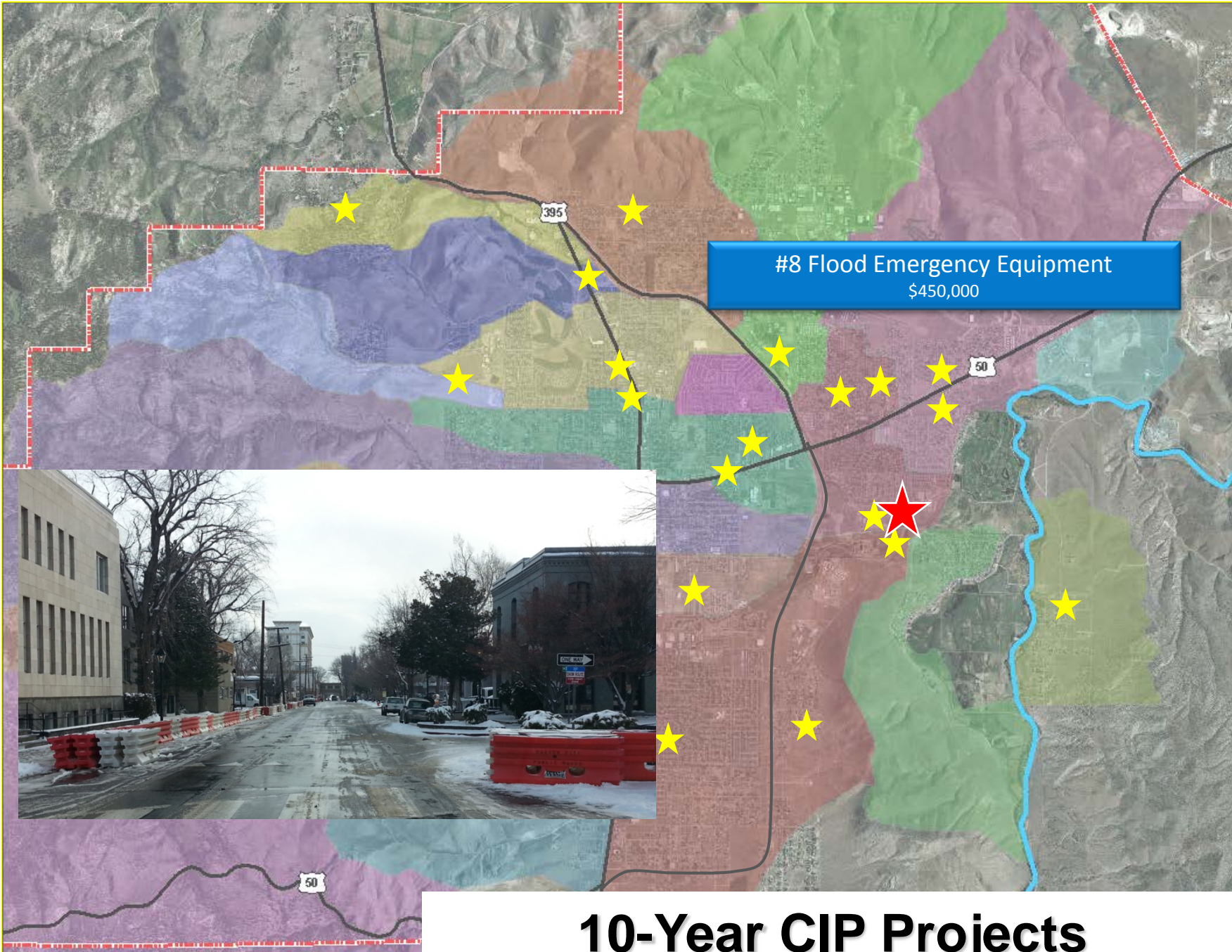


#5 Carson Street SD Improvements (5th to Stewart)
\$2,000,000

10-Year CIP Projects

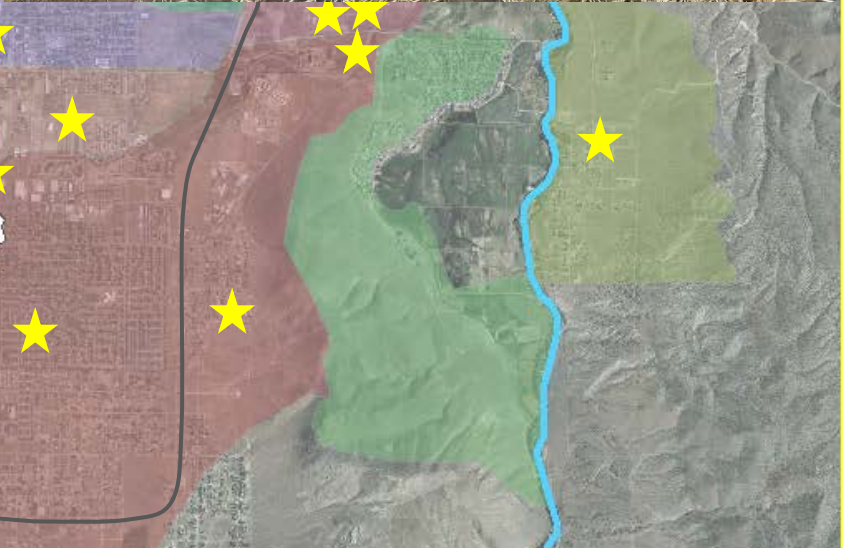
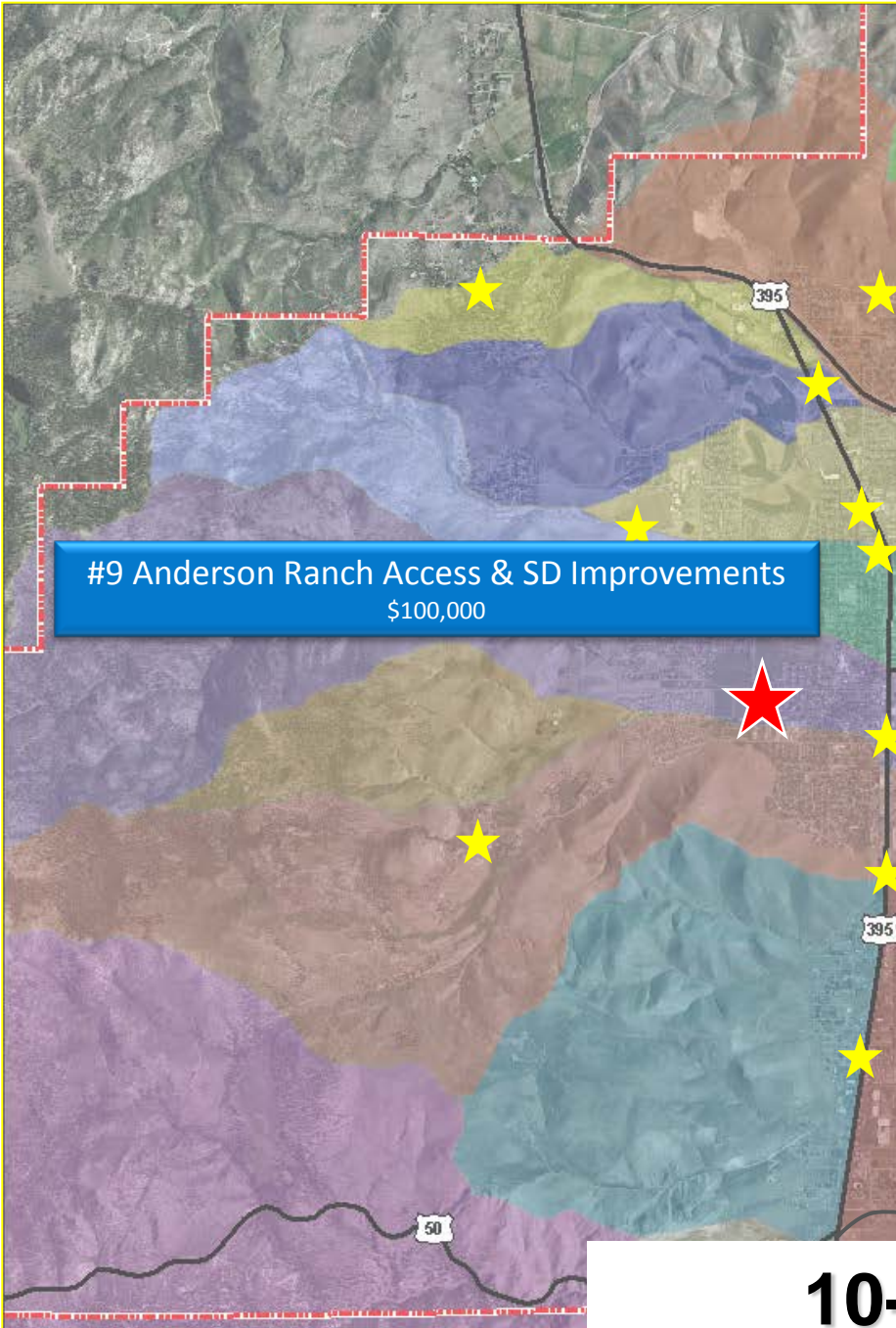


10-Year CIP Projects

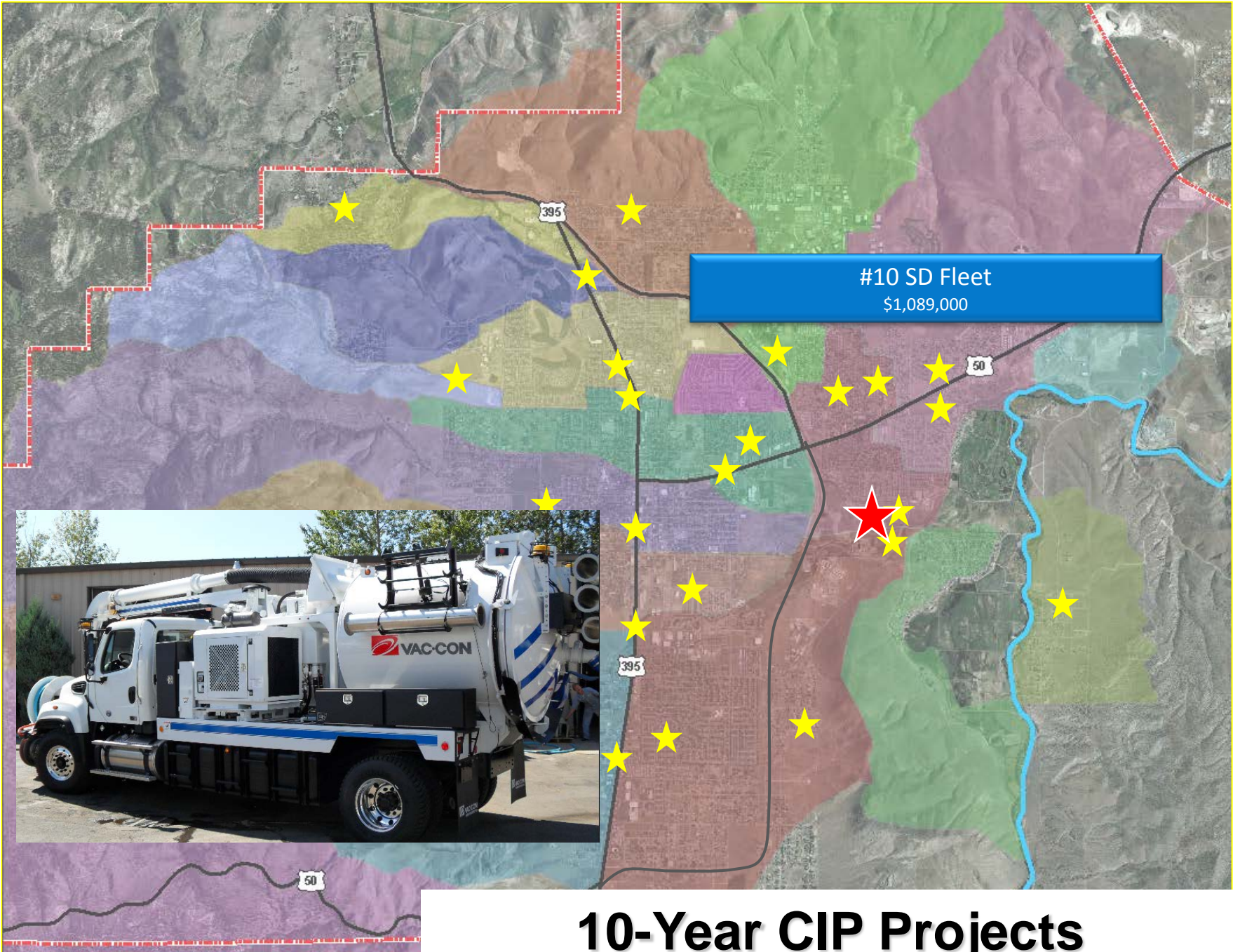


#8 Flood Emergency Equipment
\$450,000

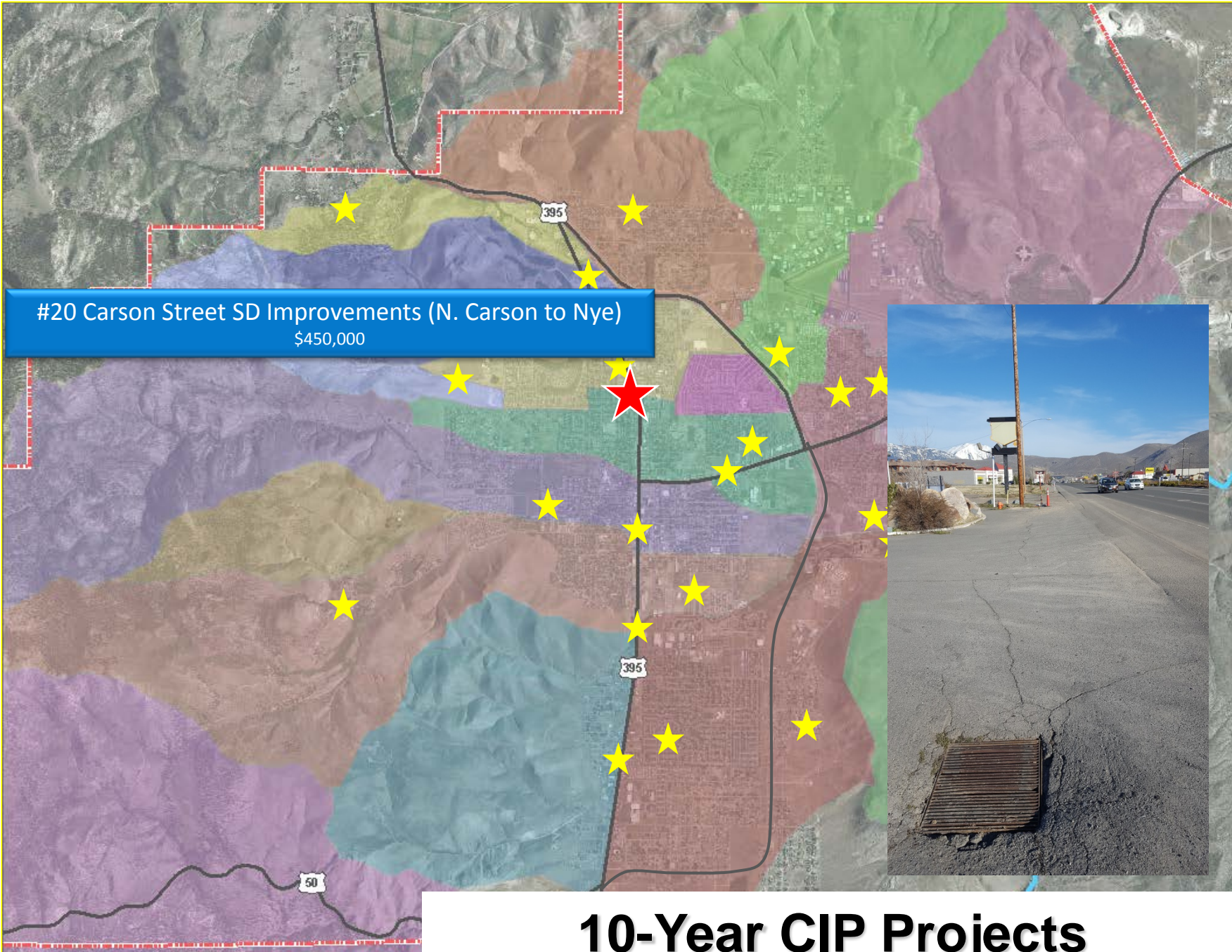
10-Year CIP Projects



10-Year CIP Projects



10-Year CIP Projects



#20 Carson Street SD Improvements (N. Carson to Nye)
\$450,000

10-Year CIP Projects



Proposed Rate Plan

| Monthly Rates | | | |
|------------------------|-----------------|-----------------|-----------------|
| | | Proposed | Proposed |
| Classification | Current | FY18 | FY19 |
| Single Family Property | \$ 4.38 | \$ 6.13 | \$ 8.58 |
| Multi-Family Property | \$ 22.56 | \$ 31.58 | \$ 44.21 |
| Public Property | \$ 24.64 | \$ 34.50 | \$ 48.30 |
| Manufacturing Property | \$ 29.38 | \$ 41.13 | \$ 57.58 |
| Commercial Property | \$ 31.51 | \$ 44.11 | \$ 61.75 |
| Annual revenue | \$ 1,396,316.00 | \$ 1,954,842.00 | \$ 2,736,779.00 |



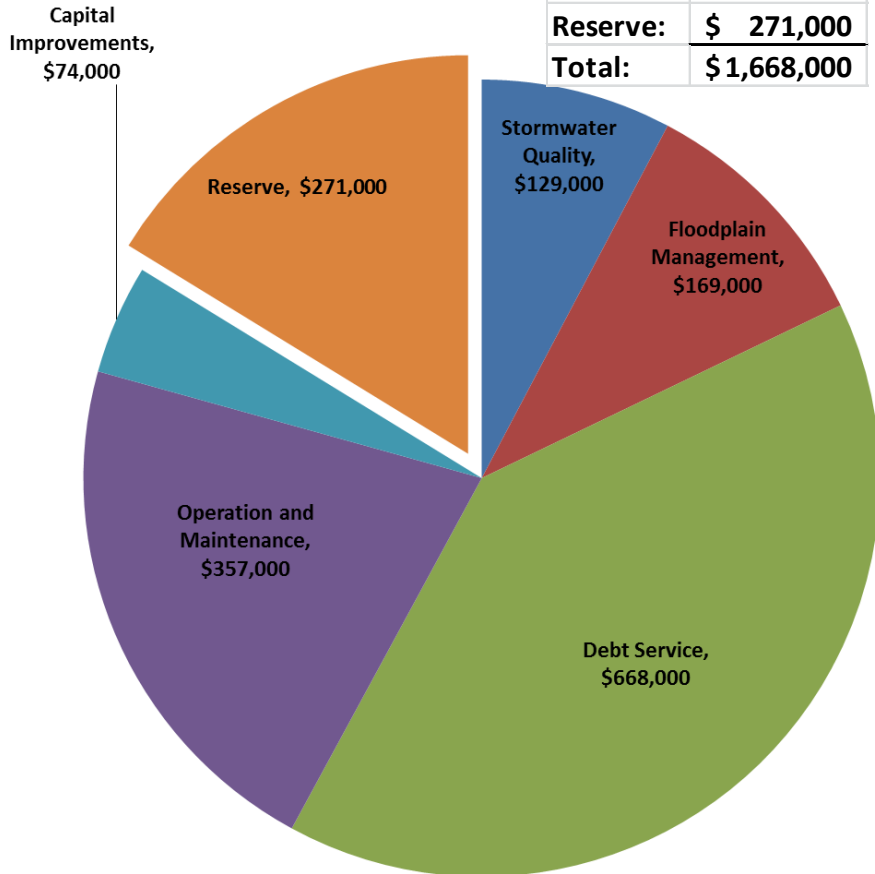
FY: Fiscal Year
Fiscal Year: July 1 – June 30



Proposed Expenditures by Program Component FY18

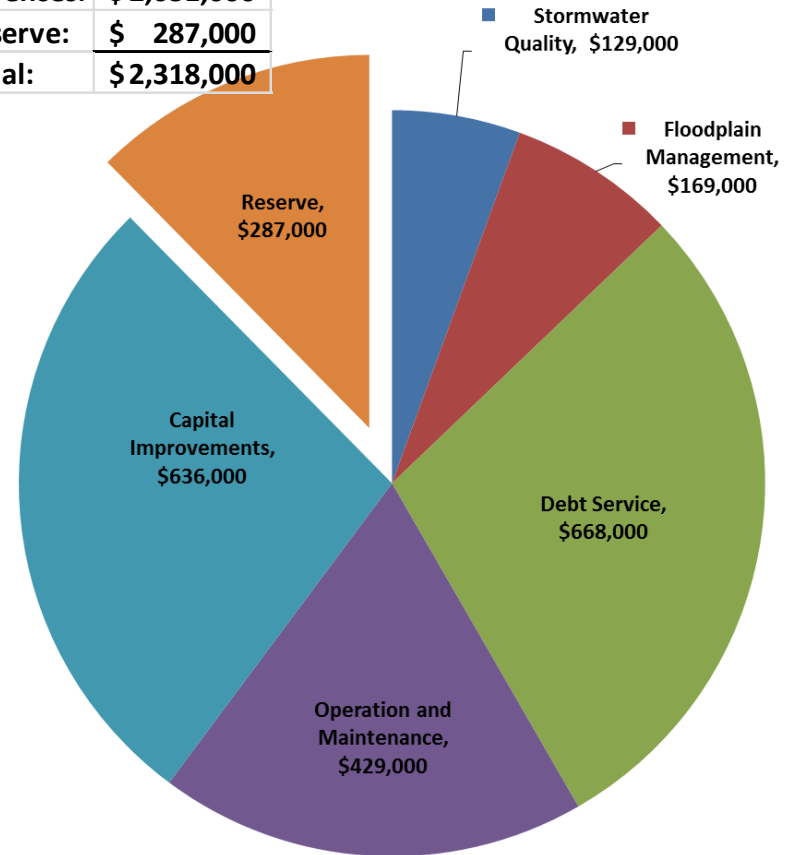
Proposed FY 2018 without Rate Increase

| | |
|---------------|---------------------|
| Expenses: | \$ 1,397,000 |
| Reserve: | \$ 271,000 |
| Total: | \$ 1,668,000 |



Proposed FY 2018 with Rate Increase

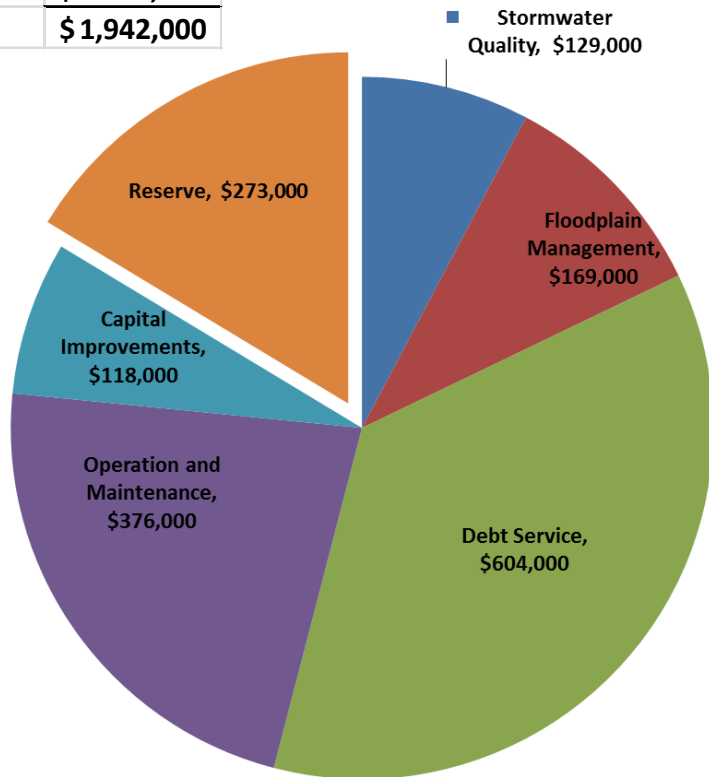
| | |
|---------------|---------------------|
| Expenses: | \$ 2,031,000 |
| Reserve: | \$ 287,000 |
| Total: | \$ 2,318,000 |



Proposed Expenditures by Program Component FY19

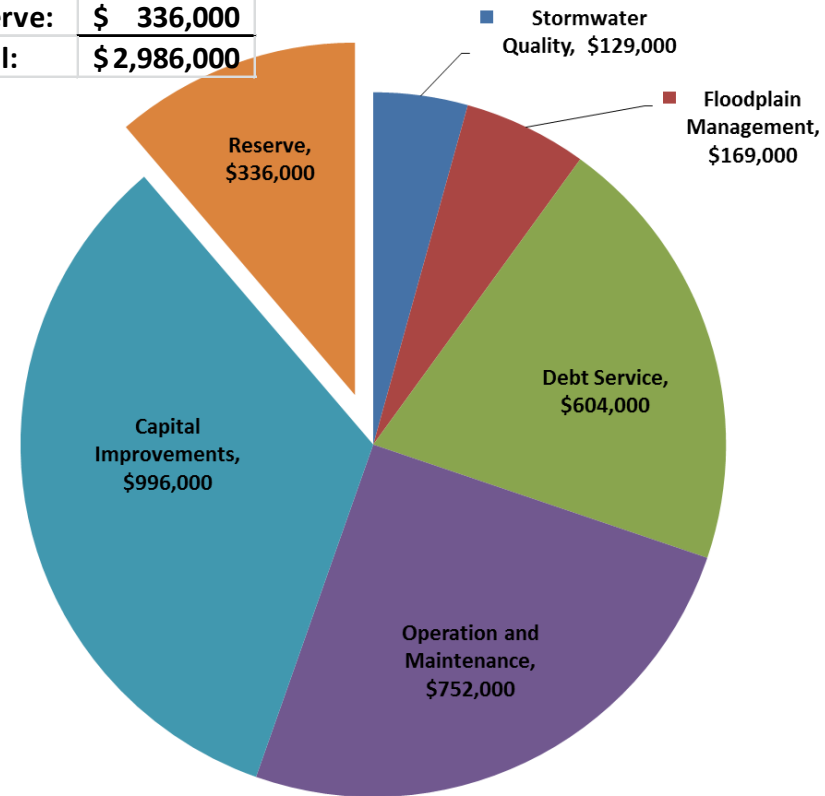
Proposed FY 2019 without Rate Increase

| | |
|---------------|---------------------|
| Expenses: | \$ 1,669,000 |
| Reserve: | \$ 273,000 |
| Total: | \$ 1,942,000 |



Proposed FY 2019 with Rate Increase

| | |
|---------------|---------------------|
| Expenses: | \$ 2,650,000 |
| Reserve: | \$ 336,000 |
| Total: | \$ 2,986,000 |





Summary of Proposed Rate Plan

Existing Rate Plan

- ~\$1.4M annually
- Supports “moderate program”
- No capital improvements
- Not self sustaining enterprise fund

Proposed Rate Plan

- ~\$1.3M additional after phase in
- Supports “improved program”
- Supports 10 yr CIP and operations
- Supports city wide improvements
- Pay-as-you-go plan – doesn’t rely on bonds





QUESTIONS ?

