

Admin FY 15/16 and FY 16/17 Budget Worksheet

	Actual Jul - Apr 15	Proposed FY 15/16 Budget	Proposed FY 16/17 Budget	Comments
<b>REVENUE</b>		<b>658</b>		14,852 EDUs @ \$658 - 3.3% Rate Increase
4010.00 · Sewer Service Charge	7,826,660	9,772,616	10,065,794	
4020.00 · Inspection Fees	17,342	36,665	37,765	Based on 4% of \$916,625 - Estimated value of new sewer infrastructure
4030.00 · Plan Check Fees	53,021	18,335	18,885	Based on 2% of \$916,625 - Estimated value of new sewer infrastructure
4040.00 · Connection Fees	124,897	208,800	215,064	150 x \$1,392 (O&M share of connection fee charge)
4060.00 · Sewer Use Charge (New Permits)	39,773	49,350	50,831	150 units @ 658/2 - assumes 6 month average
4070.00 · Capacity Fees				
4070.20 · Plant Capacity Fees	381,533	718,125	739,669	150 new EDUs @ \$4,787.50.
4070.50 · TLC Fees	94,580	138,000	142,140	150 new EDUs @ \$920. FY 14/15 actual includes \$11,143 from City of Brentwood.
Total 4070.00 · Capacity Fees	476,113	856,125	881,809	
4100.00 · Leases and Permits	9,310	3,000	3,000	ABA \$2,330, Misc. \$670 - No Longer \$20K for PGE
4110.00 · Grant Revenue	85,629	284,000		Grant to Purchase JD8370 RT Tractor - 80% of Cost of \$355,000
4210.00 · RD830 Management Reimbursement	30,000	60,000	61,800	Management agreement with RD830 for cost of ISD management working on RD830 activity.
4400.00 · Undercrossing Maintenance		8,500	8,755	Reimbursement of other district share of undercrossing maintenance
4750.00 · Other Fees and Services	9,581	50,000	51,500	CCWD Sludge Removal
4800.00 · Ad Valorem Tax	211,090	219,000	225,570	Based on FY 14/15 Assessed Values (Oakley & B.I)
4990.00 · Miscellaneous Income	128,165	35,000	36,050	CSRMA Dividends and Other
<b>Total Revenue</b>	<b>9,011,581</b>	<b>11,601,391</b>	<b>11,656,823</b>	
<b>EXPENSES</b>				
<b>5200.00 · Administration Expenses</b>				
5203.00 · Bank and Credit Card Fees	1,378	1,700	1,751	Based on actual
5204.00 · Coalitions	25,413	31,400	32,342	Mercury (\$4,200), MERF (\$1,000), IRWMP (\$5,000), WRCW (\$17,200), BACWWE (\$4,000).
5205.00 · County - LAFCO	6,925	7,000	7,210	Based on likely actual
5210.00 · County - Processing Fees	0	13,000	13,390	Assessor processing fees for service charges
5215.00 · Dues and Memberships	21,551	22,200	22,866	CASA (\$13,000), CSDA (\$5,000), CVCWA (\$800), CWEA (\$2,000), USA (\$800), Oakley Chamber (\$500), Costco (\$100)
5220.00 · Election Expenses	19,138	0	21,000	No Election FY 15/16
5225.00 · Employee Events & Appreciation	5,748	6,000	6,180	Xmas party, Morale boosters, GM staff appreciation expenses
5230.00 · Expensed Equip/Furn/Software	3,023	10,000	10,300	Placeholder for various non-capitalized purchases
5235.00 · Licenses/Permits/Certifications	1,266	15,000	15,450	Regional Monitoring Study (\$5,000)
5240.00 · Office Supplies and Expenses	9,016	12,000	12,360	Based on expected actual
5242.00 · Physicals & Exams	0	400	412	
5245.00 · Postage and Delivery	3,353	4,000	4,120	Based on expected actual
5250.00 · Public Education and Outreach	7,769	40,000	41,200	\$15,000 public outreach, open house events, \$5,000 for Delta Science, \$10,000 for 70th Annivesary, \$10,000 Reycyle water pilot
5255.00 · Records Management	1,201	2,000	2,060	ECS Imaging, Shredding and program license fee. Outside storage no longer required - using old WTP
5260.00 · Service Agreements	7,702	10,000	10,300	Lehart Alarm, Sharp, Xerox
5265.00 · Subscriptions and Notices	2,296	3,500	3,605	Based on expected actual
5270.00 · Telecommunications				
5270.10 · Cellular Reimbursement	2,400	2,880	2,966	Employee cell phone reimbursements
5270.20 · Office Line and Internet	28,691	36,000	37,080	Based on FY 14/15 Actual
Total 5270.00 · Telecommunications	31,091	38,880	40,046	

Admin FY 15/16 and FY 16/17 Budget Worksheet

	Actual Jul - Apr 15	Proposed FY 15/16 Budget	Proposed FY 16/17 Budget	Comments
5275.00 · Training and Conferences	15,203	15,000	15,450	Training costs for admin staff, directors and ISD for madatory organizational wide trainings - Tom to Assess
5295.00 · Miscellaneous Administration	247	1,000	1,030	Placeholder for unexpected costs
<b>Total 5200.00 · Administration Expenses</b>	<b>162,320</b>	<b>233,080</b>	<b>261,072</b>	
<b>5300.00 · Insurance</b>				
5310.00 · CSRMA Business Package	130,737	155,000	159,650	Based on expected actual - CSRMA
5320.00 · Fidelity Bond	1,474	1,700	1,751	Based on expected actual - CSRMA
<b>Total 5300.00 · Insurance</b>	<b>132,211</b>	<b>156,700</b>	<b>161,401</b>	
<b>5400.00 · Operations and Maintenance</b>				
5402.00 · Bio-Solids Removal			0	
5408.00 · Encroachment Permits			0	
5410.00 · Equipment Rental			0	
5420.00 · Fuel				
5420.20 · Diesel - On Road			0	
5420.30 · Diesel - Off Road			0	
5420.60 · Gasoline	162	500	515	
Total 5420.00 · Fuel	<b>162</b>	<b>500</b>	<b>515</b>	
5425.00 · Janitorial Service and Supplies	10,617	12,400	12,772	
5430.00 · Jersey Island Trail Expense			0	
5433.00 · Lab Certification			0	
5435.00 · Landscaping Services & Supplies	6,000	7,200	7,416	
5440.00 · Maintenance and Repair				
5440.05 · Building Maintenance			0	
5440.10 · Collection System Repair			0	
5440.20 · Farm and Field Maintenance			0	
5440.25 · Ground Maintenance			0	
5440.30 · Levee Maintenance			0	
5440.40 · Road Repairs			0	
5440.45 · Trouble Spot Repair			0	
5440.50 · Undercrossing Maintenance			0	
5440.55 · Vehicle & Equip. Maintenance			0	
5440.60 · WRF Maintenance & Repair			0	
Total 5440.00 · Maintenance and Repair	<b>0</b>	<b>0</b>	<b>0</b>	
5450.00 · Mosquito Abatement			0	
5455.00 · Nexgen CMMS			0	
5460.00 · Supplies and Materials				
5460.20 · Chemicals			0	
5460.40 · Lab Supplies			0	
5460.60 · Maintenance Supplies			0	
5460.80 · Operating Supplies			0	
Total 5460.00 · Supplies and Materials	<b>0</b>	<b>0</b>	<b>0</b>	
5470.00 · Qrtly Groundwatering Monitoring			0	
5475.00 · Reclamation Assessments	0	7,435	7,435	Assessments from RD799, RD830 Under Jersey Island
5480.00 · Safety Related Expenses	305	500	515	
5482.00 · Salt Reduction Program				
5485.00 · Telemetry System & Calibration			0	
5488.00 · Tools and Expensed Equipment			0	

Admin FY 15/16 and FY 16/17 Budget Worksheet

	Actual Jul - Apr 15	Proposed FY 15/16 Budget	Proposed FY 16/17 Budget	Comments
5490.00 · Uniforms and Servicing			0	
<b>Total 5400.00 · Operations and Maintenance</b>	<b>17,389</b>	<b>35,970</b>	<b>36,603</b>	
<b>5600.00 · Professional Services</b>				
5605.00 · Accounting Services	84,522	108,000	111,240	Michael Welty, CPA - (Includes Travel, Lodging)
5610.00 · Auditing and Tax Services	11,000	16,000	16,480	Annual Audit by CPA Firm
5620.00 · Caretaker Costs			0	
5630.00 · Consulting Services			0	
5630.10 · Connection Rate Studies		40,000	41,200	Connection Rate Study by Consultant
5630.20 · Financial Analysis Projections		13,500	13,905	\$10,000 Bartel Wells 10 year financial projection and \$3,500 OPEB actuarial report
5630.25 · Geotechnical Services		20,000	20,600	Hultgren-Tillis
5630.30 · GIS and Mapping		0	0	
5630.40 · Grant Development	5,208	7,000	7,210	
5630.45 · HR Analysis and Services	26,838	50,000		\$7,000 for essential duty development, \$23,000 job descriptions update
5630.50 · Information Technology	1,930	2,000	2,060	Sue Castle IT Services
5630.55 · Inspection Services				
5630.60 · Permitting and Related Studies			0	
5630.65 · Programming Services				
5630.70 · Public Education Salt Reduction		5,000	5,150	
5630.75 · Renewable Energy				
5630.80 · Planning		40,000	41,200	Jersey Island Management Plan Development, beginning 1/1/16.
5630.85 · Studies and Assessments	64,262			
5630.90 · Other Consulting Services	200	55,000	56,650	Place holder for ISD Assessment items
<b>Total 5630.00 · Consulting Services</b>	<b>98,438</b>	<b>232,500</b>	<b>187,975</b>	
5650.00 · Lab Testing				
5650.10 · Bioassay			0	
5650.20 · General Lab Services			0	
5650.30 · Ground Water			0	
5650.50 · Surface Water			0	
<b>Total 5650.00 · Lab Testing</b>		<b>0</b>	<b>0</b>	
5660.00 · Legal Services				
5660.10 · General Business Issues	119,903	185,000	190,550	Henn, Etzel, Moore
5660.40 · Personnel Related	67,944	5,000	5,150	
5660.70 · Solid Waste		0	0	None expected
<b>Total 5660.00 · Legal Services</b>	<b>187,847</b>	<b>190,000</b>	<b>195,700</b>	
5670.00 · Payroll Processing Fees	8,201	10,200	10,506	ADP Payroll Processing and Timecard System (TCS \$162 per month)
5680.00 · Public Outreach Services	40,310	50,000	51,500	Gelke Promotions - PR Sevices and Newsletter
<b>Total 5600.00 · Professional Services</b>	<b>430,318</b>	<b>606,700</b>	<b>573,401</b>	
<b>5800.00 · Utilities</b>				
5810.00 · Diablo Water District	998	1,500	1,545	
5830.00 · Garbage and Collection Services			0	
5860.00 · PG&E	15,668	30,000	30,900	Incorporates estimated 20% savings for solar
<b>Total 5800.00 · Utilities</b>	<b>16,666</b>	<b>31,500</b>	<b>32,445</b>	
<b>5900.00 · Expansion Related Costs</b>				
5910.00 · Abandonment Costs			0	
<b>Total 5900.00 · Expansion Related Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	
6000.00 · Depreciation Expense	3,166,667	3,800,000	3,914,000	

Admin FY 15/16 and FY 16/17 Budget Worksheet

	Actual Jul - Apr 15	Proposed FY 15/16 Budget	Proposed FY 16/17 Budget	Comments
<b>Total Expense</b>	3,925,571	4,863,950	4,978,922	
Net Ordinary Income	5,086,010	6,737,441	6,677,900	
Other Income/Expense				
Other Income				
7500.00 · Cattle Sales			0	
7600.00 · Gain (Loss) Sale of Assets	8,167	0	0	
7700.00 · Interest Income	16,373	27,000	27,000	
Total Other Income	24,540	27,000	27,000	
Other Expense				
<b>8500.00 · Cattle Operation Expenses</b>				
8510.00 · Salaries and Related Expenses				
8510.10 · Salaries and Wages			0	
8510.15 · Temporary Staff Wages			0	
8510.20 · Health, Life & Disability			0	
8510.30 · Retirement - CalPers			0	
8510.80 · Workers Compensation			0	
8510.90 · Payroll Taxes - Employer			0	
Total 8510.00 · Salaries and Related Expenses	0	0	0	
8520.00 · Dues & Subscriptions			0	
8525.00 · Expensed Equipment				
8530.00 · Feed			0	
8535.00 · Fencing			0	
8540.00 · Fuel				
8540.20 · Diesel - On Road			0	
8540.30 · Diesel - Off Road			0	
8540.60 · Gasoline			0	
Total 8540.00 · Fuel	0	0	0	
8545.00 · Operating Supplies			0	
8550.00 · Replacement Cattle			0	
8553.00 · State Inspection Fees				
8555.00 · Trucking			0	
8560.00 · Vaccination Supplies			0	
8565.00 · Vehicle/Equipment Maintenance			0	
8570.00 · Veterinary Services			0	
8595.00 · Miscellaneous			0	
<b>Total 8500.00 · Cattle Operation Expenses</b>	0	0	0	
8995.00 · Interest Expense		0		
Total Other Expense	0	0	0	
Net Other Income	24,540	27,000	27,000	
<b>Net Income</b>	5,110,550	6,764,441	6,704,900	

Account not Listed Above - Itemize				
			0	
			0	
			0	
			0	
			0	

Admin FY 15/16 and FY 16/17 Budget Worksheet

	Actual Jul - Apr 15	Proposed FY 15/16 Budget	Proposed FY 16/17 Budget	Comments
			0	
			0	
			0	
			0	
	0	0	0	

<b>Capital Expenditures - Itemize (&gt;\$5,000)</b>				
Board Room Audio Visual			70,000	Per CIP Budget
Vehicle			35,000	To Replace the Durango
Vehicle			27,000	To Replace Ford Taurus
	0	0	132,000	