

**YEAR 1 Operations & Maintenance Budget - FY 2020-2021**

Account Number	Description	Proposed FY2020/21 Budget	Approved FY 2019/20 Budget	FY20/21 Budget Vs. FY 19/20 Budget \$ Change	FY20/21 Budget Vs. FY 19/20 Budget % % Change	Proj Year End FY19/20	FY 20/21 Budget Vs. FY 19/20 Projected Actual \$ Change	FY 20/21 Budget Vs. FY 19/20 Projected Actual % % Change	YTD Actual FY 19/20 as of December 31, 2019
<b>OPERATING REVENUE</b>									
4120	Water Sales *	\$12,270,000	\$12,300,000	-\$30,000	-0.2%	\$12,300,000	-\$30,000	-0.2%	\$6,982,306
	Water Sales in MG	590 MG	598 MG						
<b>Total Operating Revenue</b>		<b>\$12,270,000</b>	<b>\$12,300,000</b>	<b>-\$30,000</b>	<b>-0.2%</b>	<b>\$12,300,000</b>	<b>-\$30,000</b>	<b>-0.2%</b>	<b>\$6,982,306</b>
<b>NON-OPERATING REVENUE</b>									
4170	Hydrant Sales	\$50,000	\$50,000	\$0	0.0%	\$50,000	\$0	0.0%	\$37,328
4180	Late Penalty	\$60,000	\$60,000	\$0	0.0%	\$60,000	\$0	0.0%	\$46,803
4230	Service Connections	\$10,000	\$10,000	\$0	0.0%	\$10,000	\$0	0.0%	\$8,708
4920	Interest Earned	\$56,000	\$6,270	\$49,730	793.1%	\$90,000	-\$34,000	-37.8%	\$61,632
4930	Property Taxes	\$850,000	\$725,000	\$125,000	17.2%	\$850,000	\$0	0.0%	\$494,671
4950	Miscellaneous	\$7,000	\$25,000	-\$18,000	-72.0%	\$7,000	\$0	0.0%	\$1,951
4955	Cell Site Lease Income	\$179,000	\$171,300	\$7,700	4.5%	\$171,300	\$7,700	4.5%	\$91,418
4965	ERAF Refund	\$425,000	\$338,000	\$87,000	25.7%	\$450,000	-\$25,000	-5.6%	\$236,976
<b>Total Non-Operating Revenue</b>		<b>\$1,637,000</b>	<b>\$1,385,570</b>	<b>\$251,430</b>	<b>18.1%</b>	<b>\$1,688,300</b>	<b>-\$51,300</b>	<b>-3.0%</b>	<b>\$979,487</b>
<b>TOTAL REVENUES</b>		<b>\$13,907,000</b>	<b>\$13,685,570</b>	<b>\$221,430</b>	<b>1.6%</b>	<b>\$13,988,300</b>	<b>-\$81,300</b>	<b>-0.6%</b>	<b>\$7,961,793</b>
<b>OPERATING EXPENSES</b>									
5130	Water Purchased	\$ 1,956,224	\$1,771,945	\$184,279	10.4%	\$1,771,945	\$184,279	10.4%	\$1,192,697
5130A	BAWSCA Bond Surcharge	\$226,620	\$170,003	\$56,617	33.3%	\$107,280	\$119,340	111.2%	\$53,640
5230	Electrical Exp. Nunes WTP	\$47,500	\$45,259	\$2,241	5.0%	\$45,259	\$2,241	5.0%	\$20,021
5231	Electrical Expenses, CSP	\$275,000	\$357,305	-\$82,305	-23.0%	\$357,305	-\$82,305	-23.0%	\$200,281
5232	Electrical	\$23,000	\$28,584	-\$5,584	-19.5%	\$22,000	\$1,000	4.5%	\$8,373
5233	Elec Exp/Pilarcitos Cyn	\$43,000	\$42,000	\$1,000	2.4%	\$42,000	\$1,000	2.4%	\$8,836
5234	Electrical Exp., Denn	\$145,000	\$137,800	\$7,200	5.2%	\$137,800	\$7,200	5.2%	\$63,135
5242	CSP - Operation	\$16,200	\$11,128	\$5,072	45.6%	\$16,000	\$200	1.3%	\$9,648
5243	CSP - Maintenance	\$42,000	\$37,000	\$5,000	13.5%	\$37,000	\$5,000	13.5%	\$23,589
5246	Nunes WTP Oper	\$80,000	\$80,964	-\$964	-1.2%	\$80,964	-\$964	-1.2%	\$41,958
5247	Nunes WTP Maint	\$132,000	\$122,500	\$9,500	7.8%	\$115,250	\$16,750	14.5%	\$43,472
5248	Denn. WTP Oper.	\$49,000	\$49,000	\$0	0.0%	\$49,000	\$0	0.0%	\$25,562
5249	Denn WTP Maint	\$120,000	\$104,000	\$16,000	15.4%	\$155,000	-\$35,000	-22.6%	\$99,567
5250	Laboratory Expenses	\$75,000	\$75,000	\$0	0.0%	\$75,000	\$0	0.0%	\$28,385
5260	Maintenance Expenses	\$348,000	\$300,000	\$48,000	16.0%	\$340,000	\$8,000	2.4%	\$183,343
5261	Maintenance, Wells	\$20,000	\$40,000	-\$20,000	-50.0%	\$23,000	-\$3,000	-13.0%	\$40,359
5263	Uniforms	\$10,000	\$12,500	-\$2,500	-20.0%	\$12,500	-\$2,500	-20.0%	\$5,230
5318	Studies/Surveys/Consulting	\$140,000	\$160,000	-\$20,000	-12.5%	\$130,000	\$10,000	7.7%	\$26,601
5321	Water Resources	\$26,000	\$26,200	-\$200	-0.8%	\$26,000	\$0	0.0%	\$2,796
5322	Community Outreach	\$58,400	\$56,900	\$1,500	2.6%	\$56,900	\$1,500	2.6%	\$5,778
5381	Legal	\$100,000	\$100,000	\$0	0.0%	\$150,000	-\$50,000	-33.3%	\$49,977
5382	Engineering	\$66,000	\$62,000	\$4,000	6.5%	\$120,000	-\$54,000	-45.0%	\$87,321
5383	Financial Services	\$22,000	\$22,000	\$0	0.0%	\$22,000	\$0	0.0%	\$7,810
5384	Computer Services	\$211,500	\$167,600	\$43,900	26.2%	\$195,000	\$16,500	8.5%	\$85,173

**YEAR 1 Operations & Maintenance Budget - FY 2020-2021**

Account Number	Description	Proposed FY2020/21 Budget	Approved FY 2019/20 Budget	FY20/21 Budget Vs. FY 19/20 Budget \$ Change	FY20/21 Budget Vs. FY 19/20 Budget % % Change	Proj Year End FY19/20	FY 20/21 Budget Vs. FY 19/20 Projected Actual \$ Change	FY 20/21 Budget Vs. FY 19/20 Projected Actual % % Change	YTD Actual FY 19/20 as of December 31, 2019
5410	Salaries, Admin.	\$1,226,135	\$1,179,832	\$46,302	3.9%	\$1,050,000	\$176,135	16.8%	\$502,999
5411	Salaries - Field	\$1,510,350	\$1,461,020	\$49,330	3.4%	\$1,461,020	\$49,330	3.4%	\$709,605
5420	Payroll Taxes	\$192,290	\$183,582	\$8,708	4.7%	\$183,982	\$8,308	4.5%	\$88,917
5435	Employee Medical Insurance	\$487,559	\$481,419	\$6,140	1.3%	\$481,419	\$6,140	1.3%	\$230,982
5436	Retiree Medical Insurance	\$59,205	\$55,274	\$3,931	7.1%	\$55,274	\$3,931	7.1%	\$23,193
5440	Employee Retirement	\$481,216	\$619,321	-\$138,105	-22.3%	\$500,000	-\$18,784	-3.8%	\$226,021
5445	SIP 401a Plan	\$35,000	\$35,000	\$0	0.0%	\$35,000	\$0	0.0%	\$0
5510	Motor Vehicle Exp.	\$65,000	\$63,000	\$2,000	3.2%	\$90,000	-\$25,000	-27.8%	\$63,656
5620	Office & Facilities Expenses	\$158,500	\$156,219	\$2,281	1.5%	\$145,000	\$13,500	9.3%	\$76,579
5620A	Credit Card/bank Fees & Billing Expenses	\$155,000	\$107,000	\$48,000	44.9%	\$150,000	\$5,000	3.3%	\$65,000
5625	Meetings/Training/Seminars	\$33,000	\$27,000	\$6,000	22.2%	\$30,000	\$3,000	10.0%	\$13,255
5630	Insurance	\$159,000	\$137,000	\$22,000	16.1%	\$155,000	\$4,000	2.6%	\$81,069
5687	Memberships & Subscriptions	\$85,100	\$78,970	\$6,130	7.8%	\$82,000	\$3,100	3.8%	\$50,440
5688	Election Expense	\$25,000	\$0	\$25,000		\$0	\$25,000		\$0
5689	Labor Relations	\$6,000	\$6,000	\$0	0.0%	\$6,000	\$0	0.0%	\$0
5700	County Fees	\$24,000	\$24,000	\$0	0.0%	\$24,000	\$0	0.0%	\$7,580
5705	State Fees	\$36,500	\$36,500	\$0	0.0%	\$36,500	\$0	0.0%	\$27,484
<b>Total Operating Expenses</b>		<b>\$8,971,298</b>	<b>\$8,630,824</b>	<b>\$340,475</b>	<b>3.9%</b>	<b>\$8,572,398</b>	<b>\$398,900</b>	<b>4.7%</b>	<b>\$4,480,332</b>
<b>CAPITAL ACCOUNTS</b>									
5712	Existing Bonds - 2006B	\$0	\$484,831	-\$484,831	-100.0%	\$0	\$0	#DIV/0!	\$0
5715	Existing Bond-CIEDB 11-099	\$335,825	\$335,977	-\$152	0.0%	\$335,977	-\$152	0.0%	\$266,638
5716	CIEDB 16-111	\$323,357	\$323,803	-\$446	-0.1%	\$323,803	-\$446		\$233,204
5717	Chase-2018 Loan	\$433,567		\$433,567		\$433,567	\$0		\$369,096
<b>Total Capital Accounts</b>		<b>\$1,092,748</b>	<b>\$1,144,611</b>	<b>-\$51,863</b>	<b>-4.5%</b>	<b>\$1,093,347</b>	<b>-\$598</b>	<b>-0.1%</b>	<b>\$868,938</b>
<b>TOTAL REVENUE LESS TOTAL EXPENSE</b>		<b>\$3,842,953</b>	<b>\$3,910,135</b>	<b>-\$67,182</b>	<b>-1.7%</b>	<b>\$4,322,555</b>	<b>-\$479,602</b>	<b>-11.1%</b>	<b>\$2,612,523</b>
5713	Cont. to CIP & Reserves	\$3,842,953							

\* Note that the Draft FY2020/21 budget does not reflect a rate adjustment - still to be determined.

**YEAR 2 Operations & Maintenance Budget - FY 2021-2022**

		<b>Proposed FY2021/22</b>	<b>Proposed FY2020/21</b>	<b>FY20/21 Budget Vs. FY 19/20 Budget</b>	<b>FY20/21 Budget Vs. FY 19/20 Budget %</b>	
<b>Account Number</b>	<b>Description</b>	<b>Budget</b>	<b>Budget</b>	<b>\$ Change</b>	<b>% Change</b>	
<b>OPERATING REVENUE</b>						
4120	Water Sales *	\$12,270,000	\$12,270,000	\$0	0.0%	
	Water Sales in MG	590 MG	590 MG			
<b>Total Operating Revenue</b>		<b>\$12,270,000</b>	<b>\$12,270,000</b>	<b>\$0</b>	<b>0.0%</b>	
<b>NON-OPERATING REVENUE</b>						
4170	Hydrant Sales	\$50,000	\$50,000	\$0	0.0%	
4180	Late Penalty	\$60,000	\$60,000	\$0	0.0%	
4230	Service Connections	\$10,000	\$10,000	\$0	0.0%	
4920	Interest Earned	\$57,000	\$56,000	\$1,000	1.8%	
4930	Property Taxes	\$860,000	\$850,000	\$10,000	1.2%	
4950	Miscellaneous	\$7,000	\$7,000	\$0	0.0%	
4955	Cell Site Lease Income	\$186,000	\$179,000	\$7,000	3.9%	
4965	ERAF Refund	\$425,000	\$425,000	\$0	0.0%	
<b>Total Non-Operating Revenue</b>		<b>\$1,655,000</b>	<b>\$1,637,000</b>	<b>\$18,000</b>	<b>1.1%</b>	
<b>TOTAL REVENUES</b>		<b>\$13,925,000</b>	<b>\$13,907,000</b>	<b>\$18,000</b>	<b>0.1%</b>	
<b>OPERATING EXPENSES</b>						
5130	Water Purchased	\$2,000,000	\$1,956,224	\$43,776	2.2%	
5130A	BAWSCA Bond Surcharge	\$233,000	\$226,620	\$6,380	2.8%	
5230	Electrical Exp. Nunes WTP	\$50,000	\$47,500	\$2,500	5.3%	
5231	Electrical Expenses, CSP	\$289,000	\$275,000	\$14,000	5.1%	
5232	Electrical Expenses/Trans. &	\$24,000	\$23,000	\$1,000	4.3%	
5233	Elec Exp/Pilarcitos Cyn	\$45,000	\$43,000	\$2,000	4.7%	
5234	Electrical Exp., Denn	\$153,000	\$145,000	\$8,000	5.5%	
5242	CSP - Operation	\$17,000	\$16,200	\$800	4.9%	
5243	CSP - Maintenance	\$44,000	\$42,000	\$2,000	4.8%	
5246	Nunes WTP Oper	\$82,500	\$80,000	\$2,500	3.1%	
5247	Nunes WTP Maint	\$135,600	\$132,000	\$3,600	2.7%	
5248	Denn. WTP Oper.	\$50,300	\$49,000	\$1,300	2.7%	
5249	Denn WTP Maint	\$123,300	\$120,000	\$3,300	2.8%	
5250	Laboratory Expenses	\$77,000	\$75,000	\$2,000	2.7%	
5260	Maintenance Expenses	\$362,000	\$348,000	\$14,000	4.0%	
5261	Maintenance, Wells	\$21,000	\$20,000	\$1,000	5.0%	
5263	Uniforms	\$10,300	\$10,000	\$300	3.0%	
5318	Studies/Surveys/Consulting	\$145,000	\$140,000	\$5,000	3.6%	
5321	Water Resources	\$27,000	\$26,000	\$1,000	3.8%	
5322	Community Outreach	\$60,000	\$58,400	\$1,600	2.7%	
5381	Legal	\$100,000	\$100,000	\$0	0.0%	
5382	Engineering	\$68,000	\$66,000	\$2,000	3.0%	
5383	Financial Services	\$22,600	\$22,000	\$600	2.7%	
5384	Computer Services	\$225,000	\$211,500	\$13,500	6.4%	
5410	Salaries, Admin.	\$1,281,311	\$1,226,135	\$55,176	4.5%	
5411	Salaries - Field	\$1,578,315	\$1,510,350	\$67,965	4.5%	

**YEAR 2 Operations & Maintenance Budget - FY 2021-2022**

		<b>Proposed FY2021/22</b>	<b>Proposed FY2020/21</b>	<b>FY20/21 Budget Vs. FY 19/20 Budget</b>	<b>FY20/21 Budget Vs. FY 19/20 Budget %</b>	
<b>Account Number</b>	<b>Description</b>	<b>Budget</b>	<b>Budget</b>	<b>\$ Change</b>	<b>% Change</b>	
5420	Payroll Taxes	\$201,000	\$192,290	\$8,710	4.5%	
5435	Employee Medical Insurance	\$516,800	\$487,559	\$29,241	6.0%	
5436	Retiree Medical Insurance	\$62,800	\$59,205	\$3,595	6.1%	
5440	Employee Retirement	\$510,100	\$481,216	\$28,884	6.0%	
5445	SIP 401a Plan	\$37,100	\$35,000	\$2,100	6.0%	
5510	Motor Vehicle Exp.	\$66,800	\$65,000	\$1,800	2.8%	
5620	Office & Facilities Expenses	\$162,800	\$158,500	\$4,300	2.7%	
5620A	Credit Card/bank Fees & Billing Expenses	\$159,300	\$155,000	\$4,300	2.8%	
5625	Meetings/Training/Seminars	\$33,900	\$33,000	\$900	2.7%	
5630	Insurance	\$163,300	\$159,000	\$4,300	2.7%	
5687	Memberships & Subscriptions	\$87,400	\$85,100	\$2,300	2.7%	
5688	Election Expense	\$26,000	\$25,000	\$1,000	4.0%	
5689	Labor Relations	\$6,000	\$6,000	\$0	0.0%	
5700	County Fees	\$24,000	\$24,000	\$0	0.0%	
5705	State Fees	\$38,000	\$36,500	\$1,500	4.1%	
<b>Total Operating Expenses</b>		<b>\$9,319,526</b>	<b>\$8,971,299</b>	<b>\$348,227</b>	<b>3.9%</b>	
<b>CAPITAL ACCOUNTS</b>						
5712	Existing Bonds - 2006B	\$0	\$0	\$0	#DIV/0!	
5715	Existing Bond-CIEDB 11-099	\$335,669	\$335,825	-\$156	0.0%	
5716	CIEDB 16-111	\$322,895	\$323,357	-\$462	-0.1%	
5717	Chase-2018 Loan	\$435,168	\$433,567	\$1,601		
<b>Total Capital Accounts</b>		<b>\$1,093,732</b>	<b>\$1,092,749</b>	<b>\$983</b>	<b>0.1%</b>	
<b>TOTAL REVENUE LESS TOTAL EXPENSE</b>		<b>\$3,511,742</b>	<b>\$3,842,952</b>	<b>-\$331,210</b>	<b>-8.6%</b>	
5713	Cont. to CIP & Reserves	\$3,511,742				

\* Note that the Draft FY2020/21 and FY2021/22 do not reflect a rate adjustment - still to be determined.

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>4120</b>	Description: <b>Water Sales</b>
Actual Amount As Of: 31-Dec 2019	<b>6,982,306</b>
PROJECTED ACTIVITY to END of FY:	<b>5,317,694</b>
Projected YEAR END TOTAL:	<b>12,300,000</b>
<b>PROPOSED Line Item Amount:</b>	<b>\$12,270,000 *</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **\$12,300,000**

% Change Actual Year End compared to Proposed Line item amount.	<b>(0.2%)</b>
% Change to Previous Year Budget	<b>(0.2%)</b>
Dollar difference between proposed budget & current budget	<b>-30,000</b>

### NARRATIVE:

Budget at 590 MG per year

Bay City Flowers closed its doors in November 2019 - and represented 27 MG of business.

With Bay City Flowers, as of 12.2019, run rate was 606MG. As of 1.2020, Bay City has a tenant for a section of the property - so budget reflects a 50% drop off of revenue for the Bay City address.

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4170 Description: Hydrant Sales	
Actual Amount As Of: 31-Dec 2019	37,328
PROJECTED ACTIVITY to END of FY:	12,672
Projected YEAR END TOTAL:	50,000
<b>PROPOSED Line Item Amount:</b>	<b>50,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	50,000
% Change Actual Year End compared to Proposed Line item amount.	0.0%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

### NARRATIVE:

Water is taken from designated fire hydrants through portable meters for a variety of reasons. The most common use of this water is for new construction (dust control, earth compaction, etc.). Other uses of water through portable meters result in use for temporary irrigation, failed wells, temporary livestock watering, dust control for non construction purposes, festivals, etc. Water can only be supplied to areas within the District Boundary.

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year**  
**2020/21**

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	4180	Description:	Late Penalty
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Actual Amount As Of:	31-Dec	2019	46,803
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PROJECTED ACTIVITY to END of FY:	13,197
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Projected YEAR END TOTAL:	60,000
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<b>PROPOSED Line Item Amount:</b>	<b>60,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	60,000
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% Change Actual Year End compared to Proposed Line item amount.	0.0%
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% Change to Previous Year Budget	100.0%
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Dollar difference between proposed budget & current budget	0
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**NARRATIVE:**

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	4230	Description:	Service Connections
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Actual Amount As Of:	31-Dec	2019	8,708
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PROJECTED ACTIVITY to END of FY:	1,292
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Projected YEAR END TOTAL:	10,000
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<b>PROPOSED Line Item Amount:</b>	<b>10,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,000
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% Change Actual Year End compared to Proposed Line item amount.	0.0%
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% Change to Previous Year Budget	0.0%
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Dollar difference between proposed budget & current budget	0
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### NARRATIVE:

The amounts in the account show the labor cost charged to a customer for the installation of a new water service connection. The costs vary with each new installation depending upon the size of the service and how far it is from the distribution pipeline under the street. Cost of materials are not included in this category.

Labor	\$10,000
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<b>TOTAL</b>	<b>\$10,000</b>
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# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	4920	Description:	Interest Earned
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Actual Amount As Of:	31-Dec	2019	61,632
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PROJECTED ACTIVITY to END of FY:	28,368
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Projected YEAR END TOTAL:	90,000
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<b>PROPOSED Line Item Amount:</b>	<b>\$ 56,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	6,270
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% Change Actual Year End compared to Proposed Line item amount.	(37.8%)
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% Change to Previous Year Budget	793.1%
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Dollar difference between proposed budget & current budget	49,730
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### NARRATIVE:

Interest income is derived from cash on deposit with LAIF.

	Balance						
Cash on	3,500,000	0	3,500,000	x	1.60%	=	\$ 56,000
Deposit							

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year  
2017/2018**

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	4930	Description:	Property Taxes
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Actual Amount As Of:	31-Dec	2019	494,671
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PROJECTED ACTIVITY to END of FY:	355,329
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Projected YEAR END TOTAL:	850,000
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<b>PROPOSED Line Item Amount:</b>	<b>850,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	725,000
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% Change Actual Year End compared to Proposed Line item amount.	0.0%
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% Change to Previous Year Budget	17.2%
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Dollar difference between proposed budget & current budget	125,000
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### NARRATIVE:

Projected CCWD portion of unsecured/secured Property Tax	\$850,000
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TOTAL	<u><u>\$850,000</u></u>
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### Spread:

Jul	Aug	Sep	Oct	Nov	Dec
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Jan	Feb	Mar	Apr	May	Jun
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# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>4950</b> Description: <b>Miscellaneous</b>	
Actual Amount As Of: 31-Dec 2019	<b>1,951</b>
PROJECTED ACTIVITY to END of FY:	<b>5,049</b>
Projected YEAR END TOTAL:	<b>7,000</b>
<b>PROPOSED Line Item Amount:</b>	<b>7,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>25,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>0.0%</b>
% Change to Previous Year Budget	<b>(72.0%)</b>
Dollar difference between proposed budget & current budget	<b>-18,000</b>

### NARRATIVE:

Revenue from disposal of excess equipment, vehicles and reimbursement of expense line items, in addition to the identified sources, are entered into the Miscellaneous Sales account line item, such as: returned check fees, re-connect fees, copies of documents, reimbursement of repairs., etc...)

### Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>4955</b> Description: <b>Cell Site Lease Income</b>	
Actual Amount As Of: 31-Dec 2019	91,417
PROJECTED ACTIVITY to END of FY:	79,883
Projected YEAR END TOTAL:	171,300
<b>PROPOSED Line Item Amount:</b>	<b>179,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	171,300
% Change Actual Year End compared to Proposed Line item amount.	4.5%
% Change to Previous Year Budget	4.5%
Dollar difference between proposed budget & current budget	7,700

### NARRATIVE:

Revenue from Cell Site Leasing - added 4% inflationary increase

### Sub-Account

### FY20/21

Crown Castle 147386	\$ 33,396
Crown Castle 150104	\$ 33,396
T Mobile (SF71943)	\$ 36,624
T Mobile (SF71842)	\$ 43,860
Verizon (Nunes WTP)	\$ 31,488

178,764

### Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>				<u>Amount</u>
Acct. No.	4965	Description:	ERAF Refund	
Actual Amount As Of:	31-Dec	2019		236,976
PROJECTED ACTIVITY to END of FY:				188,024
Projected YEAR END TOTAL:				425,000
<b>PROPOSED Line Item Amount:</b>				<b>425,000</b>
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				338,000
% Change Actual Year End compared to Proposed Line item amount.				0.0%
% Change to Previous Year Budget				25.7%
Dollar difference between proposed budget & current budget				87,000

### NARRATIVE:

Educational Revenue Augmentation Fund (ERAF). ERAF was established in 1992 to redirect property tax revenues from cities, counties and special districts to public education programs. Once the school districts & programs are paid the maximum allowable under law, the law requires the excess to be refunded to the local taxing jurisdiction that contributed to ERAF.

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year  
2020/21**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5130</b> Description: <b>Water Purchased</b>	
Actual Amount As Of: 31-Dec 2019	1,246,337
PROJECTED ACTIVITY to END of FY:	853,663
Projected YEAR END TOTAL:	2,100,000
<b>PROPOSED Line Item Amount:</b>	<b>2,182,844</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,941,948
% Change Actual Year End compared to Proposed Line item amount.	3.9%
% Change to Previous Year Budget	12.4%
Dollar difference between proposed budget & current budget	240,896

### NARRATIVE:

See worksheet 5130 A

The information on this sheet relates directly to Account 4120, water sales. (Water Sales = 596 MG)

- San Francisco Wholesale rates: FY2019 Cost per hcf \$3.71 (\$4.10 less \$.39 treated water discount)  
FY2021 and FY2022 assumes a 0% increase
- BAWSCA Bond Surcharge (\$226,620 - up from \$107,280 in FY2019/20. Change is due to prior year true up.)
- SFPUC Base Charge (\$6,782 per month - no increase over prior years)

Budget includes 1% increase in water sales/production over FY2019 levels.

### Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

Coastside County Water District - FY2020-21 Budget  
Production

In Million Gallons	CCWD Sources									SFPUC Sources											
	DENNISTON WELLS			DENNISTON RESERVOIR			PILARCITOS WELLS			PILARCITOS LAKE			CRYSTAL SPRINGS RESERVOIR			TOTAL SFPUC SOURCES			TOTAL PRODUCTION		
	FY2019 Actual	FY2020	FY2021	FY2019 Actual	FY2020	FY2021	FY2019 Actual	FY2020	FY2021	FY2019	FY2020	FY2021	FY2019	FY2020	FY2021	FY2019	FY2020	FY2021	FY2019	FY2020	FY2021
JUL	2.36	1.61	2.00	13.98	28.25	15.00	0.00	0.00	0.00	37.74	22.27	45.00	30.90	20.58	20.00	68.64	42.85	65.00	84.98	72.71	82.00
AUG	0.62	1.44	2.00	3.36	22.18	20.00	0.00	0.00	0.00	27.20	20.20	40.00	36.80	26.36	5.00	64.00	46.56	45.00	67.98	70.18	67.00
SEPT	0.00	1.43	2.00	0.00	19.67	20.00	0.00	0.00	0.00	30.48	19.19	40.00	39.24	30.98	5.00	69.72	50.17	45.00	69.72	71.27	67.00
OCT	0.00	0.27	1.00	0.00	5.45	5.00	0.00	0.00	0.00	22.98	9.91	44.00	37.51	48.70	10.00	60.49	58.61	54.00	60.49	64.33	60.00
NOV	0.00	0.17	0.00	0.00	19.16	5.00	5.78	8.61	6.00	0.00	0.00	27.00	44.10	29.39	0.00	44.10	29.39	27.00	49.88	57.33	38.00
DEC	1.31	0.02	0.00	11.50	18.87	10.00	14.35	13.91	15.00	7.12	0.00	10.00	2.78	4.10	0.00	9.90	4.10	10.00	37.06	36.90	35.00
JAN	1.97	0.00	1.00	16.07	18.92	10.00	15.84	14.65	15.00	5.30	0.00	17.00	5.57	1.79	0.00	10.87	1.79	17.00	44.75	35.36	43.00
FEB	0.00		0.00	7.73		5.00	16.1		15.00	8.89		12.00	0.10		0.00	8.99		12.00	32.82		32.00
MAR	0.15		0.00	6.77		10.00	22.27		15.00	12.27		15.00	0.09		0.00	12.36		15.00	41.55		40.00
APR	0.14		0.00	33.31		25.00	0.00		0.00	14.02		15.00	2.83		10.00	16.85		25.00	50.30		50.00
MAY	0.00		1.00	32.51		25.00	0.00		0.00	13.26		25.00	5.35		0.00	18.61		25.00	51.12		51.00
JUN	1.31		1.00	35.61		23.00	0.00		0.00	19.50		38.00	5.77		0.00	25.27		38.00	62.19		62.00
TOTAL	7.86	4.94	10.00	160.84	132.50	173.00	74.34	37.17	66.00	198.76	71.57	328.00	211.04	161.90	50.00	409.79	233.47	378.00	652.83	408.08	627.00
% TOTAL	1.2%		1.6%	24.6%		27.6%	11.4%		10.5%	30.4%		52.3%	32.3%		8.0%	62.8%		60.3%	100.0%		100.0%

Water Sales	600	590
Water Loss	8%	6%

In CCF																TOTAL SFPUC SOURCES			Volume Charge SFPUC \$/ccf	Total volume + Base Charge
																FY2019	FY2021	FY2021		FY2021
JUL																91,765	86,898	\$ 322,998		\$ 348,060
AUG																85,561	60,160	\$ 223,195		\$ 248,862
SEPT																93,209	60,160	\$ 223,195		\$ 248,862
OCT																80,869	72,193	\$ 267,834		\$ 293,501
NOV																58,957	36,096	\$ 133,917		\$ 159,584
DEC																13,235	13,369	\$ 49,599		\$ 75,266
JAN																14,528	22,727	\$ 84,318		\$ 109,985
FEB																12,019	16,043	\$ 59,519		\$ 85,186
MAR																16,519	20,053	\$ 74,398		\$ 100,065
APR																22,527	33,422	\$ 123,997		\$ 149,664
MAY																24,880	33,422	\$ 123,997		\$ 149,664
JUN																33,783	50,802	\$ 188,476		\$ 214,148
TOTAL																547,851	505,348	\$ 1,874,840		\$ 2,182,844
% TOTAL																0.0%	0.0%			

Does not assume an SFPUC rate increase for FY2020/21

Budget - Price per ccf 2020/21 \$ 4.10  
Treatment -0.39  
\$ 3.71 per unit

SFPUC Base Charge \$ 6,782.00 per month  
BAWSCA Bond Surcharge = \$ 18,885.00 per month

Reflects 9K/month increase in the BAWSCA Bond Surcharge from FY2019/20



# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year**  
**2020/21**

### Line Item

### Amount

Acct. No. **5230** Description: **Electrical Exp. Nunes WTP**

Actual Amount As Of: 31-Dec 2019 **20,021**

PROJECTED ACTIVITY to END of FY: **25,238**

Projected YEAR END TOTAL: **45,259**

<b>PROPOSED Line Item Amount:</b>	<b>47,500</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>45,259</b>
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% Change Actual Year End compared to Proposed Line item amount.	<b>5.0%</b>
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% Change to Previous Year Budget	<b>5.0%</b>
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Dollar difference between proposed budget & current budget	<b>2,241</b>
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### **NARRATIVE:**

The costs shown for this line item are for electrical costs for operating the water treatment plant.

**FY 20/21**

PG&E \$47,500

(assumes 5% rate increase)

### **Spread:**

Jul Aug Sep Oct Nov Dec

Jan Feb Mar Apr May Jun



# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5231	Description:	Electrical Expenses, CSP
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Actual Amount As Of:	31-Dec	2019	200,281
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PROJECTED ACTIVITY to END of FY:	139,719
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Projected YEAR END TOTAL:	340,000
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<b>PROPOSED Line Item Amount:</b>	<b>275,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	357,305
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% Change Actual Year End compared to Proposed Line item amount.	(19.1%)
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% Change to Previous Year Budget	(23.0%)
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Dollar difference between proposed budget & current budget	-82,305
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### NARRATIVE:

Assumes 5% PG&E increase.

Reflects reduction in CSP use - given the Stone Dam pipeline replacement that occurred in FY2019/2020

FY 20/21

PG&E

(assumes 5% rate increase)

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5232 Description: Electrical Expenses/Trans. & Dist.	
Actual Amount As Of: 31-Dec 2019	8,373
PROJECTED ACTIVITY to END of FY:	13,627
Projected YEAR END TOTAL:	22,000
<b>PROPOSED Line Item Amount:</b>	<b>23,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	28,584
% Change Actual Year End compared to Proposed Line item amount.	4.5%
% Change to Previous Year Budget	(19.5%)
Dollar difference between proposed budget & current budget	-5,584

### NARRATIVE:

	FY 20/21
Granada #1	\$6,000
Granada #2	\$4,000
Granada #3	\$4,000
Alves Pump Station	\$8,000
Miramontes Tank	\$1,000
TOTAL	<u>\$23,000</u>

Assumes 5% rate increase.

FY2020/2021 budget has been adjusted to reflect recent historical use

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
TRUE

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5233 Description: Elec Exp/Pilarcitos Cyn	
Actual Amount As Of: 31-Dec 2019	8,836
PROJECTED ACTIVITY to END of FY:	33,164
Projected YEAR END TOTAL:	42,000
<b>PROPOSED Line Item Amount:</b>	<b>43,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	42,000
% Change Actual Year End compared to Proposed Line Item amount.	2.4%
% Change to Previous Year Budget	2.4%
Dollar difference between proposed budget & current budget	1,000

### NARRATIVE:

Assumes that we will focus on well production more so than in the past. Assumes a 5% rate increase.

### FY 20/21

Well #1	\$ 7,000	Well #4	\$ 3,000
Well #3	\$ 2,000	Well #4A	\$ 11,000
Well #3A	\$ 11,000	Well #5	\$ 7,000
Carter Hill	\$ 1,000	Telemetry	\$ 1,000
<b>TOTAL</b>		<b>Total</b>	<b>\$ 43,000</b>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year**  
**2020/21**

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5234	Description:	Electrical Exp., Denn
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Actual Amount As Of:	31-Dec	2019	63,135
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PROJECTED ACTIVITY to END of FY:	74,665
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Projected YEAR END TOTAL:	137,800
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<b>PROPOSED Line Item Amount:</b>	<b>145,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	137,800
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% Change Actual Year End compared to Proposed Line item amount.	5.2%
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% Change to Previous Year Budget	5.2%
----------------------------------	------

Dollar difference between proposed budget & current budget	7,200
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### NARRATIVE:

Reflects increased electrical costs due to new booster pump station being on line and higher WTP electricity to increase production levels from the plant.  
Includes 5% rate increase from PG&E.

	<b>FY 20/21</b>
Denn Pump Station/Booster Station	\$112,000
Denniston Wells	\$8,000
Denn WTP	\$25,000
<b>TOTAL</b>	<b>\$145,000</b>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5242	Description: CSP - Operation
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Actual Amount As Of:	31-Dec 2019	9,648
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PROJECTED ACTIVITY to END of FY:	6,352
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Projected YEAR END TOTAL:	16,000
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<b>PROPOSED Line Item Amount:</b>	<b>16,200</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	11,128
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% Change Actual Year End compared to Proposed Line item amount.	1.3%
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% Change to Previous Year Budget	45.6%
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Dollar difference between proposed budget & current budget	5,072
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**NARRATIVE:** FY 20/21

Telephone & Telemetry/IT	\$14,500
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Alarm Co. (Bay Alarm)	\$1,700
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TOTAL	<u>\$16,200</u>
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# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year  
2020/21**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5246</b> Description: <b>Nunes WTP Oper</b>	
Actual Amount As Of: 31-Dec 2019	<b>41,957</b>
PROJECTED ACTIVITY to END of FY:	<b>39,007</b>
Projected YEAR END TOTAL:	<b>80,964</b>
<b>PROPOSED Line Item Amount:</b>	<b>80,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>80,964</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>(1.2%)</b>
% Change to Previous Year Budget	<b>(1.2%)</b>
Dollar difference between proposed budget & current budget	<b>-964</b>

### NARRATIVE:

Telephone/DSL	\$12,500	<b>Chemicals</b>	
Alarm System	\$4,500	Caustic	\$23,000
Sub total	\$17,000	Alum	\$28,500
		Salt	\$9,000
		Other	\$2,500
		Sub Total	\$63,000
		<b>FY20/21</b>	<b>\$80,000</b>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5247</b> Description: <b>Nunes WTP Maint</b>	
Actual Amount As Of: 31-Dec 2019	<b>43,472</b>
PROJECTED ACTIVITY to END of FY:	<b>79,028</b>
Projected YEAR END TOTAL:	<b>122,500</b>
<b>PROPOSED Line Item Amount:</b>	<b>132,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **122,500**

% Change Actual Year End compared to Proposed Line item amount. **7.8%**

% Change to Previous Year Budget **7.8%**

Dollar difference between proposed budget & current budget **9,500**

### NARRATIVE:

	FY 20/21
Hach Service & Certification	\$7,000
Generator Service Contract	\$3,000
Sludge Removal	\$10,000
Electrical	\$7,000
Instrumentation/Controls	\$20,000
Tools	\$8,000
Motor & Pump Replacement	\$5,000
Filter Surveillance	\$10,000
Filter Rehab/Media	\$0
Pump Service	\$8,000
Paving Repairs	\$20,000
Trees / Landscape	\$24,000
Misc. Expenses / Office Supplies	\$10,000
	<b>\$132,000</b>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5248</b> Description: <b>Denn. WTP Oper.</b>	
Actual Amount As Of: 31-Dec 2019	25,562
PROJECTED ACTIVITY to END of FY:	23,438
Projected YEAR END TOTAL:	49,000
<b>PROPOSED Line Item Amount:</b>	<b>49,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	49,000
% Change Actual Year End compared to Proposed Line item amount.	0.0%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

### NARRATIVE:

ADMIN	CHEMICALS	
Telephone/DSL	\$5,500 Caustic	\$12,500
Alarm System	\$2,500 917	\$13,500
	Salt	\$6,500
	Other	\$8,500

FY20/21	<u><u>\$49,000</u></u>
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# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year  
2020/21**

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5243	Description:	CSP - Maintenance
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Actual Amount As Of:	31-Dec	2019	23,589
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PROJECTED ACTIVITY to END of FY:	13,411
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Projected YEAR END TOTAL:	37,000
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<b>PROPOSED Line Item Amount:</b>	<b>42,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	37,000
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% Change Actual Year End compared to Proposed Line item amount.	13.5%
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% Change to Previous Year Budget	13.5%
----------------------------------	-------

Dollar difference between proposed budget & current budget	5,000
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### NARRATIVE:

	<b>FY 20/21</b>
Electrical Testing (ETI)	\$ 7,500
Electrical Repair	\$ 6,000
Misc. Equipment & Repair	\$ 9,000
Telemetry & Alarms	\$ 4,500
Pump Maintenance	\$ 15,000

<b>\$42,000</b>
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# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year  
2020/21**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5249</b> Description: <b>Denn WTP Maint</b>	
Actual Amount As Of: 31-Dec 2019	<b>99,567</b>
PROJECTED ACTIVITY to END of FY:	<b>55,433</b>
Projected YEAR END TOTAL:	<b>155,000</b>

<b>PROPOSED Line Item Amount:</b>	<b>120,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>104,000</b>
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% Change Actual Year End compared to Proposed Line item amount.	<b>(22.6%)</b>
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% Change to Previous Year Budget	<b>15.4%</b>
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Dollar difference between proposed budget & current budget	<b>16,000</b>
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### **NARRATIVE:**

FY2020/21 reflects increased flows from Denniston vs. other sources.

	<b>FY 20/21</b>
Misc Expenses/Office Supplies	\$ 5,000
Misc. Plumbing & Parts	\$ 16,000
Sludge Removal	\$ 6,500
Filter Surveillance	\$ 10,000
Treework	\$ 15,000
Inst. Controls	\$ 25,000
Dredging	\$ 36,500
Hach Service	\$ 3,000
Other	\$ 3,000
<b>TOTAL</b>	<b>\$ 120,000</b>

### **Spread:**

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

Line Item Amount

Acct. No. 5250 Description: Laboratory Expenses

Actual Amount As Of: 31-Dec 2019 28,385

PROJECTED ACTIVITY to END of FY: 46,615

Projected YEAR END TOTAL: 75,000

<b>PROPOSED Line Item Amount:</b>	<b>75,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	75,000
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% Change Actual Year End compared to Proposed Line item amount.	0.0%
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% Change to Previous Year Budget	0.0%
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Dollar difference between proposed budget & current budget	0
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### NARRATIVE:

Laboratory Costs associated with water sampling throughout distribution system, source waters and Treatment Plants.

Laboratory Costs associated with water sampling throughout distribution system, source waters and Treatment Plants.

FY20/21	\$	75,000

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year  
2020/21**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5260</b> Description: <b>Maintenance Expenses</b>	
Actual Amount As Of: 31-Dec 2019	<b>183,343</b>
PROJECTED ACTIVITY to END of FY:	<b>156,657</b>
Projected YEAR END TOTAL:	<b>340,000</b>
<b>PROPOSED Line Item Amount:</b>	<b>348,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>300,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>2.4%</b>
% Change to Previous Year Budget	<b>16.0%</b>
Dollar difference between proposed budget & current budget	<b>48,000</b>

### **NARRATIVE:**

<b><u>ACCT 5260</u></b>		Equipment Rental	\$2,000
Laundry	\$1,500	Radio Repair/PM	\$2,000
Supplies Shop/Breakroom	\$1,250	Landscape Maint	\$7,500
Service Products	\$2,500	Cathodic Protection	\$10,500
Pump Repair	\$10,000	Misc. tools, etc.	\$10,000
USA	\$500	Calcon - Insurmentation	\$30,000
Backfill	\$5,000	Waste Services	\$3,000
Hydrant Repair	\$2,800	Fence Repairs	\$2,000
Tank Maintenance	\$4,000	Raising Valves (City/County)	\$15,000
Generator services	\$8,950	Building Maintenance	\$10,000
Safety Supplies	\$2,500		25000
DMV/Pre-employment Physical	\$1,000	<b><u>Acct 5260-10</u></b>	
Tree Removal	\$20,000	Emergency ML Repairs	\$85,000
Inventory	\$20,000	<b><u>Acct 5260-11</u></b>	
Materials	\$16,000	Paving	\$50,000

<b>FY2020/21</b>	<b>\$348,000</b>
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# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5261	Description:	Maintenance, Wells
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Actual Amount As Of: 31-Dec 2019

PROJECTED ACTIVITY to END of FY:

Projected YEAR END TOTAL:	23,000
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PROPOSED Line Item Amount:	20,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	40,000
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% Change Actual Year End compared to Proposed Line item amount.	(13.0%)
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% Change to Previous Year Budget	(50.0%)
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Dollar difference between proposed budget & current budget	-20,000
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### NARRATIVE:

Ongoing maintenance of Pilarcitos and Denniston Wells including pump equipment, parts, electrical.

FY20/21	20000
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Reflects repairs only

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5263 Description: Uniforms	
Actual Amount As Of: 31-Dec 2019	5,230
PROJECTED ACTIVITY to END of FY:	7,270
Projected YEAR END TOTAL:	12,500
<b>PROPOSED Line Item Amount:</b>	<b>10,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	12,500
% Change Actual Year End compared to Proposed Line item amount.	(20.0%)
% Change to Previous Year Budget	(20.0%)
Dollar difference between proposed budget & current budget	-2,500

### NARRATIVE:

Field Operation Uniforms (8 pants, 12 shirts, 1 Winter & 1 Summer Jacket)

### Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year**  
**2020/21**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5318</b> Description: <b>Studies/Surveys/Consulting</b>	
Actual Amount As Of: 31-Dec 2019	26,600
PROJECTED ACTIVITY to END of FY:	103,400
Projected YEAR END TOTAL:	130,000
<b>PROPOSED Line Item Amount:</b>	<b>\$140,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	160,000
% Change Actual Year End compared to Proposed Line item amount.	7.7%
% Change to Previous Year Budget	(12.5%)
Dollar difference between proposed budget & current budget	-20,000

### Narrative:

	FY 20/21
<u>Consulting studies to include:</u>	
Rate Study/Cost of Service Analysis	
Annual Water Loss Audit Validation	\$ 10,000
Making Water Conservation a Way of Life (state mandate)	
2020 Urban Water Management Plan	\$ 60,000
Seismic Risk Assessment (CWC\$10632.5) 2020 UWMP	\$ 20,000
2020 Update for Water Shortage Contingency Plan	\$ 10,000
Update to Regulations for PUDs and SubDivision	
Risk & Resiliency Assessment/ERP	\$ 30,000
Other Studies	\$ 10,000
	<hr/>
	\$ 140,000

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5321</b>	Description: <b>Water Resources</b>
Actual Amount As Of: 31-Dec 2019	<b>2,796</b>
PROJECTED ACTIVITY to END of FY:	<b>23,204</b>
Projected YEAR END TOTAL:	<b>26,000</b>
<b>PROPOSED Line Item Amount:</b>	<b>26,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>26,200</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>0.0%</b>
% Change to Previous Year Budget	<b>(0.8%)</b>
Dollar difference between proposed budget & current budget	<b>200</b>

<b>NARRATIVE:</b>	<b>FY 20/21</b>
Pilarcitos Creek Intergrated Watershed Management Plan Support	\$ 6,000.00
BAWSCA - Database hosting/Admin Fees	\$ 1,000.00
Rebate Program	\$ -
High Efficiency Fixture Devices	\$ 1,000.00
School Education Programs	\$ 8,000.00
Public Information / Outreach Programs	\$ 10,000.00
	<b>\$ 26,000.00</b>

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun



# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5322 Description: Community Outreach	
Actual Amount As Of: 31-Dec 2019	5,778
PROJECTED ACTIVITY to END of FY:	51,122
Projected YEAR END TOTAL*:	56,900
<b>PROPOSED Line Item Amount:</b>	<b>58,400</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	56,900
% Change Actual Year End compared to Proposed Line item amount.	2.6%
% Change to Previous Year Budget	2.6%
Dollar difference between proposed budget & current budget	1,500

### NARRATIVE:

For community outreach between CCWD and our customers.

FY20/21

Pacifica Coast Television - Recording meetings(14 @ \$300)	\$ 4,200
Montara Fog - Darin Boville (14 @ \$300)	\$ 4,200
Prop 218/Other Public Notices (Printing/HMB Review/Mailing Services)	\$ 10,000
Postage for Public Outreach	\$ 6,000
Design/Printing Annual Reports (Consumer Confidence Report; Translation & Postage Fees)	\$ 28,000
Graphic Artist/Photography	\$ 2,000
Pumpkin Festival	\$ 500
Pens for Give Away	\$ 1,500
Advertisements HMB Review	\$ 1,000
<b>Direct Mailers</b>	\$ 1,000
75th Anniversary Celebration Planning	

Total \$ 58,400

\* Costs generally occur later in the year - Prop 218 Notices

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5381 Description: Legal	
Actual Amount As Of: 31-Dec 2019	49,977
PROJECTED ACTIVITY to END of FY:	100,023
Projected YEAR END TOTAL:	150,000

<b>PROPOSED Line Item Amount:</b>	<b>100,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	100,000
% Change Actual Year End compared to Proposed Line item amount.	(33.3%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

### NARRATIVE:

This account is for the Legal Counsel General District business that is not included in capital projects or reimbursable projects. The legal costs for capital projects and reimbursable projects whether the work is performed by District Counsel or other counsel

	FY20/21
HansonBridgett	\$90,000
Bartkiewicz (Water Rights)	\$10,000
<b>Total</b>	<b>\$100,000</b>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5382	Description:	Engineering
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Actual Amount As Of:	31-Dec	2019	87,322
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PROJECTED ACTIVITY to END of FY:	32,678
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Projected YEAR END TOTAL:	120,000
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<b>PROPOSED Line Item Amount:</b>	<b>66,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	62,000
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% Change Actual Year End compared to Proposed Line item amount.	(45.0%)
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% Change to Previous Year Budget	6.5%
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Dollar difference between proposed budget & current budget	4,000
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### NARRATIVE:

This account is to cover the costs of an outside engineering firm (EKI Environmental) to project manage the District's Capital Improvement Program as well as maintaining the District's hydraulic model. (\$180,000/year)  
Also includes a \$6,000 retainer for James Teter, for District Engineering services.

	FY20/21
EKI Consulting	\$60,000
James Teter	\$6,000
	<hr/>
	\$66,000

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year**  
**2020/21**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5383</b> Description: <b>Financial Services</b>	
Actual Amount As Of: 31-Dec 2019	<b>8,430</b>
PROJECTED ACTIVITY to END of FY:	<b>13,570</b>
Projected YEAR END TOTAL:	<b>22,000</b>
<b>PROPOSED Line Item Amount:</b>	<b>22,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>22,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>0.0%</b>
% Change to Previous Year Budget	<b>0.0%</b>
Dollar difference between proposed budget & current budget	<b>0</b>

### NARRATIVE:

Annual auditing services performed by Fedak & Brown, CPA (per proposal) and  
Other misc services

	<b>FY 20/21</b>
Financial Audit Service	\$17,000
Accounting/Actuarial Services (OPEB)	\$5,000
Total	<b>\$22,000</b>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5384</b> Description: <b>Computer Services</b>	
Actual Amount As Of: 31-Dec 2019	<b>85,174</b>
PROJECTED ACTIVITY to END of FY:	<b>109,826</b>
Projected YEAR END TOTAL:	<b>195,000</b>
<b>PROPOSED Line Item Amount:</b>	<b>211,500</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>167,600</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>8.5%</b>
% Change to previous year budget:	<b>26.2%</b>
Dollar difference between proposed budget & current budget	<b>43,900</b>

### NARRATIVE:

Includes new licenses for ESRI, Citiworks, Accela Planning; AT&T Internet (redundant) Service

FY 20/21			
<b>Maintenance/SAAS Agreements</b>			
Tyler	\$40,000	New/Upgrades to software/Cust Rpts	\$5,000
Water Smart	\$13,000	Service/Repairs/Parts	\$5,000
Irvine Consulting Svcs	\$48,000		
Badger	800		
Aclara	\$44,000	Accela License	\$10,000
XC2 Software	\$2,500	AT&T Internet	\$9,000
Remit Plus/Ck Scanner)	\$2,000	Coastside Net	\$1,500
GIS License (CalCAD)	\$5,000	Rogue Web Works (Website Maint.)	\$6,000
Web Filtering (Barracuda)	\$1,400	DCU location rental	\$2,400
CalCad Assessor Update	\$4,000	Spam Filtering	\$900
		Comcast Internet	\$3,000
		CalCAD Annual Application Maint.	\$3,000
		CalCAD Updates	\$5,000
		Subtotal	\$50,800
Subtotal	\$160,700	Grand Total	<b>\$211,500</b>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5410</b> Description: <b>Salaries, Admin.</b>	
Actual Amount As Of: 31-Dec 2019	<b>502,999</b>
PROJECTED ACTIVITY to END of FY:	<b>547,001</b>
Projected YEAR END TOTAL:	<b>1,050,000</b>

<b>PROPOSED Line Item Amount:</b>	<b>1,226,135</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>1,179,832</b>
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% Change Actual Year End compared to Proposed Line item amount.	<b>16.8%</b>
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% Change to Previous Year Budget	<b>3.9%</b>
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Dollar difference between proposed budget & current budget	<b>46,303</b>
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### NARRATIVE:

Admin Salaries include:

\* Reflects an estimated 3.0% COLA adjustment (TBD-COLA is based upon the Department of Labor Statistics information for February to February timeframe.) Also includes step increases effective 7/1/2020.

FY2019-2020 Actual reflects half time General Manager from July-October 2019; plus vacancies

*(See Spreadsheet of Account #5411A for Admin and Board of Directors Salaries)*

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5411 Description: Salaries - Field	
Actual Amount As Of: 31-Dec 2019	709,605
PROJECTED ACTIVITY to END of FY:	751,415
Projected YEAR END TOTAL:	1,461,020
<b>PROPOSED Line Item Amount:</b>	<b>1,510,350</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,461,020
% Change Actual Year End compared to Proposed Line item amount.	3.4%
% Change to Previous Year Budget	3.4%
Dollar difference between proposed budget & current budget	49,330

### NARRATIVE:

\* Reflects an estimated 3.8% COLA adjustment (TBD-COLA is based upon the Department of Labor Statistics information for February to February timeframe.) Also includes step increases effective 7/1/2019.

Salaries reflect addition of (1) operator position partially offset by the elimination of temporary staff.

COASTSIDE COUNTY WATER DISTRICT  
7/1/2019  
FY 2019/2020 BUDGET WORKSHEET (5411 A)  
SALARY INFORMATION - Accounts 5411 & 5410

EMPLOYEE	Current Hrly Rate	With Step Due 7/1/2019**	COLA 3.00%	Annual Pay	O T Hours	O T Pay	Cert. Pay	TOTAL
<b>FIELD #5411</b>								
Superintendent	79.928	79.93	82.33	171,238			13,200	184,438
Distribution Supervisor	55.190	56.57	58.27	121,195	80	6,992	4,800	132,987
WTP Supervisor	70.647	70.65	72.77	151,354	140	15,281	9,600	176,235
Sr. WTP Oper.	51.247	52.53	54.10	112,536	140	11,362	7,800	131,698
Distribution Operator	36.881	37.80	38.94	80,989	140	8,177	4,800	93,966
Distribution Operator (Senior)	45.371	46.51	47.90	99,633	140	10,059	9,600	119,292
Treatment Operator (WTP)	42.868	43.94	45.26	94,136	140	9,504	8,400	112,041
Distribution Operator	42.779	42.78	44.06	91,650	140	9,253	8,400	109,303
Distribution Operator	42.779	42.78	44.06	91,650	140	9,253	4,800	105,703
Treatment Operator (WTP)	47.322	47.32	48.74	101,383	140	10,236	8,400	120,018
Distribution Operator	41.885	42.779	44.06	91,650	140	9,253	4,800	105,703
Distribution Operator	36.881	37.80	38.94	80,989	140	8,177	4,800	93,966
Other (Superintendent relocation)								-
Standby Pay for On-Call Employees				25,000				25,000
<b>Sub total, Field</b>				<b>1,313,403</b>		<b>107,547</b>	<b>89,400</b>	<b>1,510,350</b>
<b>ADMIN #5410</b>								
Gen Manager	110.577	110.58	113.89	236,900			3,600	240,500
Asst. General Manager	91.710	91.71	94.46	196,480			3,600	200,080
Water Resource Analyst	59.636	59.64	61.43	127,764	100	9,214	1,200	138,178
Office Mgr	56.324	56.32	58.01	120,669	100	8,702		129,371
Admin Assist.	51.957	51.96	53.52	111,313	100	8,027	1,200	120,540
Utility Billing Specialist	47.560	46.04	47.42	98,636	100	7,113	600	106,349
Customer Service Specialist II	39.058	37.81	38.94	81,004	50	2,921		83,925
Customer Service Specialist I	35.405	34.27	35.30	73,420	50	2,647		76,067
Customer Service Specialist II	39.058	37.81	38.94	81,004	50	2,921		83,925
Water Cons/Outreach				-		-		-
Other - Car Allowance				7,200				7,200
Part-Time Help	20.00			20,000				20,000
Directors				20,000				20,000
<b>Sub total, Admin</b>				<b>1,174,389</b>		<b>41,545</b>	<b>10,200</b>	<b>\$1,226,135</b>
<b>TOTAL</b>				<b>2,487,792</b>				<b>\$2,736,484</b>

General Manager is budgeted at full time.

\*\* Step increases are given annually - 1X per year at 7/1/2018.



# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5420</b>	Description: <b>Payroll Taxes</b>
Actual Amount As Of: 31-Dec 2019	<b>88,917</b>
PROJECTED ACTIVITY to END of FY:	<b>95,065</b>
Projected YEAR END TOTAL:	<b>183,982</b>

<b>PROPOSED Line Item Amount:</b>	<b>192,290</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>183,582</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>4.5%</b>
% Change to Previous Year Budget	<b>4.7%</b>
Dollar difference between proposed budget & current budget	<b>8,708</b>

### NARRATIVE:

Payroll taxes, i.e. Social Security is a function of salaries. It is applied at a total rate of 7.65% of gross payroll. The final amount will be determined when salaries and employee complement is finalized by the Board.

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year  
2020/21**

### Line Item

### Amount

Acct. No.

**5420**

Description:

Payroll Taxes

### CALCULATION FOR PAYROLL TAXES

TOTAL PAYROLL

**\$ 2,736,484**

AMOUNT SUBJECT TO SOCIAL SECURITY

**\$ 2,461,467**

AMOUNT SUBJECT TO MEDICARE

**\$ 2,736,484**

TOTAL

SOCIAL SECURITY 6.20%	MEDICARE 1.45%	TOTAL
\$ 152,611		\$ 152,611
	\$ 39,679	\$ 39,679
		<u>\$ 192,290</u>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5435</b>	Description: <b>Employee Medical Insurance</b>
Actual Amount As Of: 31-Dec 2019	<b>230,982</b>
PROJECTED ACTIVITY to END of FY:	<b>250,437</b>
Projected YEAR END TOTAL:	<b>481,419</b>
<b>PROPOSED Line Item Amount:</b>	<b>487,559</b>
Approved Line Item Amount:	
PREVIOUS YEAR BUDGET:	<b>481,419</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>1.3%</b>
% Change to Previous Year Budget	<b>1.3%</b>
Dollar difference between proposed budget & current budget	<b>6,140</b>

**NARRATIVE:** Reflects active employees only. Assumes rate increases effective 1/1/2021  
7% Kaiser and 7% Anthem.

<b>Active Employees:</b>	<b>FY 20/21</b>
Medical	432,825
Dental	27,840
Vision	5,430
Life/AD&D	14,071
LTD	6,799
EAP	594
	<b>487,559 Total</b>

### Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year**  
**2020/21**

### Line Item

### Amount

Acct. No. **5436** Description: **Retiree Medical Insurance**

Actual Amount As Of: 31-Dec 2019 **23,193**

PROJECTED ACTIVITY to END of FY: **32,081**

Projected YEAR END TOTAL: **55,274**

**PROPOSED Line Item Amount: 59,205**

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **55,274**

% Change Actual Year End compared to Proposed Line item amount. **7.1%**

% Change to Previous Year Budget **7.1%**

Dollar difference between proposed budget & current budget **3,931**

**NARRATIVE:** Retiree Medical Insurance (see insurance breakdown for more detail)  
Assumes 5% rate increase - Kaiser; 5% Anthem ---- effective 1/1/2021.

<u>Retirees:</u>	<u>FY 19/20</u>
Medical	55,436
Dental	1,697
Vision	2,073
	<b>59,205 Total</b>

### **Spread:**

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

**ACCOUNT No. 5435 / Insurance Benefits for Active Employees - Current Year 2019/2020**

**ACTIVE EMPLOYEES**

	Kaiser	Blue Cross	Dental	Vision	Life/AD&D	LTD	EAP
July-20	17,105	18,084	2,297	448	1,161	561	49
August-20	17,105	18,084	2,297	448	1,161	561	49
September-20	17,105	18,084	2,297	448	1,161	561	49
October-20	17,105	18,084	2,297	448	1,161	561	49
November-20	17,105	18,084	2,297	448	1,161	561	49
December-20	17,105	18,084	2,297	448	1,161	561	49
January-21	17,960	18,988	2,343	457	1,184	572	50
February-21	17,960	18,988	2,343	457	1,184	572	50
March-21	17,960	18,988	2,343	457	1,184	572	50
April-21	17,960	18,988	2,343	457	1,184	572	50
May-21	17,960	18,988	2,343	457	1,184	572	50
June-21	17,960	18,988	2,343	457	1,184	572	50
Total Active	\$ 210,392	\$ 222,433	\$ 27,840	\$ 5,430	\$ 14,071	\$ 6,799	\$ 594

Rate increase assumption                      5%                      5%                      2%                      2%                      2%                      2%                      2%

**ACCOUNT No. 5436 / Insurance Benefits for Retirees - Current Year 2019/2020**

**RETIREES/COBRA**

	Kaiser	Blue Cross	Dental	Vision
July-20	330	4,177	140	171
August-20	330	4,177	140	171
September-20	330	4,177	140	171
October-20	330	4,177	140	171
November-20	330	4,177	140	171
December-20	330	4,177	140	171
January-21	347	4,386	143	174
February-21	347	4,386	143	174
March-21	347	4,386	143	174
April-21	347	4,386	143	174
May-21	347	4,386	143	174
June-21	347	4,386	143	174
Total Retiree	\$ 4,059	\$ 51,377	\$ 1,697	\$ 2,073

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year  
2020/21**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5440</b> Description: <b>Employee Retirement</b>	
Actual Amount As Of: 31-Dec 2019	<b>226,021</b>
PROJECTED ACTIVITY to END of FY:	<b>273,979</b>
Projected YEAR END TOTAL:	<b>500,000</b>
<b>PROPOSED Line Item Amount:</b>	<b>481,216</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>619,321</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>(3.8%)</b>
% Change to Previous Year Budget	<b>(22.3%)</b>

Dollar difference between proposed budget & current budget -138,105

### **NARRATIVE:**

This line item is a function of salaries and will be determined when salaries and employee complement is set by the Board

#### **2.5% @ 55**

Employer Rate increased from 12% for FY19/20 to 13.146% in FY20/21. In addition, the amount \$256930 will be added for our unfunded liability.

Employees pay 100% of the employee contribution, or (8%).

#### **2% @ 60**

Employer Rate increased from 8.346% in FY19/20 to 9.332% FY20/21.) In addition \$2,013 will be added to cover this year's contribution to the unfunded liability. Employees pay 100% of the employee contribution, or (7%).

#### **2% @ 62 - New Tier - Effective January 1, 2013 (PERS Pension Reform Act 2013 - PEPR)**

Employer rate increase from 7.3% in FY 19/20 to 7.874% in FY20/21. In addition, \$7,344 will be added to cover our unfunded liability. Member Contribution (7.25%) 100% paid by Employee

**Spread:**

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5445	Description: SIP 401a Plan
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Actual Amount As Of:	31-Dec 2019	0
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PROJECTED ACTIVITY to END of FY:	35,000
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Projected YEAR END TOTAL:	35,000
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<b>PROPOSED Line Item Amount:</b>	<b>35,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	35,000
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% Change Actual Year End compared to Proposed Line item amount.	0.0%
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% Change to Previous Year Budget	0.0%
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Dollar difference between proposed budget & current budget	0
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NARRATIVE:

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5510 Description: Motor Vehicle Exp.	
Actual Amount As Of: 31-Dec 2019	63,656
PROJECTED ACTIVITY to END of FY:	26,344
Projected YEAR END TOTAL:	90,000
<b>PROPOSED Line Item Amount:</b>	<b>65,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	63,000
% Change Actual Year End compared to Proposed Line item amount.	(27.8%)
% Change to Previous Year Budget	3.2%
Dollar difference between proposed budget & current budget	2,000

### NARRATIVE:

	FY 20/21	FY21/22
Fuel	\$32,000	\$32,000
Mobile Phones/Radios	\$15,000	\$16,000
Service & Repairs	\$18,000	\$20,000

	\$65,000	\$68,000
Total		

Jul Aug Sept Oct Nov Dec

Jan Feb Mar Apr May Jun



## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>			<u>Amount</u>
Acct. No.	5620	Description:	Office & Billing Expenses
Actual Amount As Of:	31-Dec 2019		141,579
PROJECTED ACTIVITY to END of FY:			153,421
Projected YEAR END TOTAL:			295,000
<b>PROPOSED Line Item Amount:</b>			<b>313,500</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	263,219
% Change Actual Year End compared to Proposed Line item amount.	6.3%
% Change to Previous Year Budget	19.1%
Dollar difference between proposed budget & current budget	50,281

### NARRATIVE:

See Sheet 5620 A which details the cost items comprising this line item  
Category was underbudgeted in prior years given recent historical activity.

5620-00	General Office	\$	30,000	
5620-30	Billing & Fulfillment Services	\$	55,000	
5620-31	Payroll	\$	10,000	
5620-32	Equipment Leases/Maint	\$	21,000	
5620-33	Credit Card/Bank Fees	\$	85,000	
5620-34	Office Facilities/Communication	\$	102,500	
5620-35	Bad Debt Expense	\$	10,000	\$ 313,500

**Account 5620 - Detail of Account**

<b>Acct No</b>	<b>Account Name</b>	<b>Description</b>	<b>Amount</b>
5620-00	<b>General Office</b>	Postage/Printing	\$ 10,000
		Office Supplies	\$ 18,000
		Recruitment/HR Related	\$ 2,000
			<b>\$ 30,000</b>
5620-30	<b>Billing Fulfillment Services</b>	Dataprose (reflects move to monthly billing)	<b>\$ 55,000</b>
	Monthly Billing		
	Bill package	\$ 6,800.00 \$ 0.16 \$	1,054.00
	Search & Viewbill	\$ 7,500.00 \$ 0.02 \$	112.50
	NCOALink	\$ 50.00 \$ 0.50 \$	25.00
	Additional Impressions	\$ 1,400.00 \$ 0.04 \$	49.00
	Bill suppression	\$ 700.00 \$ 0.05 \$	35.00
	Oversize surcharge	\$ 10.00 \$ 0.20 \$	2.00
		\$ 10.00 \$ 4.00 \$	40.00
	Postage	\$ 6,800.00 \$ 0.40 \$	2,720.00
	Late package		\$ 300.00
	Cost adjustments		\$ 250.00
	Total Monthly - Dataprose		<u>\$ 4,587.50</u>
	Annual		<u><b>\$ 55,050.00</b></u>
5620-31	<b>Payroll</b>	Payroll Processing with ADP	<b>\$ 10,000</b>
5620-32	<b>Leases/Equipment Maint</b>	Pitney Bowes	\$ 3,000
		Ricoh Copy Machine	\$ 12,000
		Office Equipment Repairs	\$ 2,000
		Office Alarms and Security Camera	\$ 4,000
			<b>\$ 21,000</b>
5620-33	<b>Credit Card/Bank Fees</b>	Insite Transaction Fees	\$ 10,000
		Bank Fees	\$ 75,000
			<b>\$ 85,000</b>
5620-34	<b>Office Facilities/Communications</b>	Janitorial Service	\$ 16,000
		Pest Control	\$ 4,000
		Office Building	\$ 5,000
		Iron Mountain - Offsite Storage	\$ 9,000
		PG&E - District Office	\$ 9,500
		TPX Communications	\$ 24,000
		AT&T	\$ 35,000
			<b>\$ 102,500</b>
5620-35	<b>Bad Debt Expense</b>		<b>\$ 10,000</b>
			<b>\$ 313,500</b>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5625</b>	Description: <b>Meetings/Training/Seminars</b>
Actual Amount As Of: 31-Dec 2019	<b>13,254</b>
PROJECTED ACTIVITY to END of FY:	<b>16,746</b>
Projected YEAR END TOTAL:	<b>30,000</b>
<b>PROPOSED Line Item Amount:</b>	<b>33,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>27,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>10.0%</b>
% Change to Previous Year Budget	<b>22.2%</b>
Dollar difference between proposed budget & current budget	<b>6,000</b>

FY 19/20

### NARRATIVE:

	<u>Amount</u>
Conferences (District Employees)	\$ 12,000
Conferences/Seminars (Board of Directors)	\$ 3,000
Staff Training/Seminars/Continuing Education	\$ 5,000
Safety Training	\$ 7,000
WTO/WDO Renewal/Application Fees	\$ 2,000
Water Resource Meetings, Training, Seminars	\$ 4,000
TOTAL	<u>\$ 33,000</u>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5630	Description:	Insurance
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Actual Amount As Of:	31-Dec	2019	81,069
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PROJECTED ACTIVITY to END of FY:	73,931
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Projected YEAR END TOTAL:	155,000
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<b>PROPOSED Line Item Amount:</b>	<b>159,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	137,000
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% Change Actual Year End compared to Proposed Line item amount.	2.6%
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% Change to Previous Year Budget	16.1%
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Dollar difference between proposed budget & current budget	22,000
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### NARRATIVE: FY 19/20

Auto/General Liability	\$65,000
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Property Program	\$24,000
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Workers Compensation	\$70,000
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TOTAL	<u>\$159,000</u>
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### Spread:

Jul	Aug	Sep	Oct	Nov	Dec
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Jan	Feb	Mar	Apr	May	Jun
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# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

### Line Item

### Amount

Acct. No. 5687 Description: Memberships & Subscriptions

Actual Amount As Of: 31-Dec 2019 50,440

PROJECTED ACTIVITY to END of FY: 31,560

Projected YEAR END TOTAL: 82,000

**PROPOSED Line Item Amount: 85,100**

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 78,970

% Change Actual Year End compared to Proposed Line item amount. 3.8%

% Change to Previous Year Budget 7.8%

Dollar difference between proposed budget & current budget 6,130

**NARRATIVE:** See attached worksheet for detail of costs

**FY 20/21**

\$ 85,100

	A	B	C	D
1	Worksheet 5687A			
2			Budget Detail Worksheet	
3	<b>Line Item: Memberships &amp; Subscriptions</b>			<b>Description</b>
4	<b>Acct. No. 5687</b>		<b>Amount</b>	
5				
6	Alliance for Water Efficiency	\$	500	Annual Membership
7	ACWA	\$	19,500	Membership dues/Delta Sustainability
8	AWWA	\$	3,000	Membership dues and technical publications
9	BAWSCA	\$	34,000	Annual assessment & dues
10	California Emergency Utilities	\$	500	Annual Membership
11	California Special Districts	\$	8,000	Annual membership
12	California Water Efficiency Partnership (CalWEP)	\$	3,300	Annual Membership
13	Chamber of Commerce	\$	600	Membership dues
14	Costco	\$	100	Annual Membership
15	Half Moon Bay Review	\$	100	Annual Subscription
16	IAMPO	\$	100	Subscription for Backflow Prevention Magazine
17	IAPMO	\$	200	Subscription for Plumbing and Mechanical Codes
18	Miscellaneous	\$	4,000	Miscellaneous Dues/Memberships/Subscriptions
19	Tyler User Groups	\$	2,000	Tyler Software
20	Underground Service Alert	\$	2,500	Annual Membership
21	Water Education Foundation	\$	1,200	Membership dues and technical publications
22	Water Net	\$	250	Publication & Membership
23	Water Research Foundation	\$	1,200	Annual Membership Dues
24	Water ReUse	\$	700	Annual Association Dues
25	Wellness Program	\$	2,100	Wellness Program
26	West Group (Formally Barclays)	\$	600	Updates on California Code of Regulations regarding construction laws
27	Wienhoff & Associates	\$	650	Consortia Fee
28	TOTAL	\$	<u>85,100</u>	
29				
30				

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

**Fiscal Year  
2020/21**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5688</b>	Descript <b>Election Expense</b>
Actual Amount As Of: 31-Dec 2019	<b>0</b>
PROJECTED ACTIVITY to END of FY:	<b>0</b>
Projected YEAR END TOTAL:	<b>0</b>
<b>PROPOSED Line Item Amount:</b>	<b>25,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **0**

% Change Actual Year End compared to Proposed Line item amount.

% Change to Previous Year Budget

Dollar difference between proposed budget & current budget 25,000

### NARRATIVE:

Next election is November 2020- County of San Mateo election costs

<b>FY 20/21</b>	<b>FY21/22</b>
<b>\$ 25,000</b>	<b>\$ -</b>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

### Line Item

### Amount

Acct. No. 5689 Description: Labor Relations

Actual Amount As Of: 31-Dec 2019 0

PROJECTED ACTIVITY to END of FY: 6,000

Projected YEAR END TOTAL: 6,000

**PROPOSED Line Item Amount: 6,000**

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 6,000

% Change Actual Year End compared to Proposed Line item amount. 0.0%

% Change to Previous Year Budget 0.0%

Dollar difference between proposed budget & current budget 0

### **NARRATIVE:**

Union Consultation

	FY 20/21
	\$ 6,000
TOTAL	\$ 6,000



# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5700 Description: County Fees	
Actual Amount As Of: 31-Dec 2019	7,580
PROJECTED ACTIVITY to END of FY:	16,420
Projected YEAR END TOTAL:	24,000
<b>PROPOSED Line Item Amount:</b>	<b>24,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	24,000
% Change Actual Year End compared to Proposed Line item amount.	0.0%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

### NARRATIVE:

FY 20/21

1. The cost of the LAFCo budget, estimated .....	\$9,000.00
2. Hazardous Material Handling (Nunes & Denniston ) ....	\$6,000.00
3. Property Taxes	\$1,500.00
4. Annual Encroachment Permit	\$6,000.00
5. District Digital Mapping - Secured Master Data	\$1,500.00
	<hr/>
	\$24,000.00

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

Line Item Amount

Acct. No. 5705 Description: State Fees

Actual Amount As Of: 31-Dec 2019 27,484

PROJECTED ACTIVITY to END of FY: 9,016

Projected YEAR END TOTAL: 36,500

**PROPOSED Line Item Amount: 36,500**

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 36,500

% Change Actual Year End compared to Proposed Line item amount. 0.0%

% Change to Previous Year Budget 0.0%

Dollar difference between proposed budget & current budget 0

### NARRATIVE:

# Large water systems fee - State Water Resource Control Board; plus applications and annual permits/reports on operation of the Nunes & Denniston Water Treatment Plants

#2 Water Rights (initialized by SWRCB) for both Pilarcitos & San Vicente

#3 RWQCB NPDES Annual Fee

#4 Bay Area Air Quality Management Dist - Permits to Operate

FY 20/21	#1	\$27,000
	#2	\$2,000
	#3	\$2,000
	#4	\$5,500
		<u>\$36,500</u>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5715	Description:	Existing Bond-CIEDB 11-099
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Actual Amount As Of:	31-Dec	2019	266,638
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PROJECTED ACTIVITY to END of FY:	69,339
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Projected YEAR END TOTAL:	335,977
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<b>PROPOSED Line Item Amount:</b>	<b>335,825</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	335,977
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% Change Actual Year End compared to Proposed Line item amount.	(0.0%)
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% Change to Previous Year Budget	(0.0%)
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Dollar difference between proposed budget & current budget	-152
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### NARRATIVE:

California Infrastructure & Economic Development Bank (I-Bank) - CIEDB-11-099

**FY2020/21**

July 2020 Payment	\$268,811
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January 2021 Payment	\$67,014
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<u>\$335,825</u>
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<u>_____</u>
<u>_____</u>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5716	Description:	CIEDB 16-111
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Actual Amount As Of:	31-Dec	2019	233,204
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PROJECTED ACTIVITY to END of FY:	90,599
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Projected YEAR END TOTAL:	323,803
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<b>PROPOSED Line Item Amount:</b>	<b>323,357</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	323,803
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% Change Actual Year End compared to Proposed Line item amount.	(0.1%)
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% Change to Previous Year Budget	(0.1%)
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Dollar difference between proposed budget & current budget	-446
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### NARRATIVE:

Agreement #ISRF 16-111 (2016 Ibank Loan)

### FY2020/21

July 2020 Payment	\$234,969
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January 2021 Payment	\$88,388
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	<u>\$323,357</u>
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	<u>_____</u>
	<u>_____</u>

# COASTSIDE COUNTY WATER DISTRICT

## Budget Worksheet

Fiscal Year  
2020/21

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5717	Description:	Chase 2018
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Actual Amount As Of:	31-Dec	2019	369,096
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PROJECTED ACTIVITY to END of FY:	21,190
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Projected YEAR END TOTAL:	390,286
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<b>PROPOSED Line Item Amount:</b>	<b>433,567</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:

% Change Actual Year End compared to Proposed Line item amount.	11.1%
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% Change to Previous Year Budget	#DIV/0!
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Dollar difference between proposed budget & current budget	433,567
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### NARRATIVE:

Reflects new Ibank loan per loan schedule

### FY2020/21

September, 2020 Payment	\$370,586
March 2021 Payment	\$62,980
	<u>\$433,567</u>