

COASTSIDE COUNTY WATER DISTRICT
Operations & Maintenance Budget - FY 2021-2022

(Includes 5% rate increase effective 1/1/2022)

		Approved 10.9.2020 FY2021/22	Approved 6.9.2020 FY2020/21	FY21/22 Budget Vs. FY 20/21 Budget	FY21/22 Budget Vs. FY 20/21 Budget %
Account Number	Description	Budget	Budget	\$ Change	% Change
OPERATING REVENUE					
4120	Water Sales *	\$13,387,000	\$12,368,000	\$1,019,000	8.2%
	Water Sales in MG	603 MG	580 MG		
Total Operating Revenue		\$13,387,000	\$12,368,000	\$1,019,000	8.2%
NON-OPERATING REVENUE					
4170	Hydrant Sales	\$52,000	\$50,000	\$2,000	4.0%
4180	Late Penalty	\$50,000	\$25,000	\$25,000	100.0%
4230	Service Connections	\$10,000	\$10,000	\$0	0.0%
4920	Interest Earned	\$56,250	\$56,250	\$0	0.0%
4930	Property Taxes	\$780,000	\$750,000	\$30,000	4.0%
4950	Miscellaneous	\$7,000	\$7,000	\$0	0.0%
4955	Cell Site Lease Income	\$184,000	\$179,000	\$5,000	2.8%
4965	ERAF Refund	\$400,000	\$375,000	\$25,000	6.7%
Total Non-Operating Revenue		\$1,539,250	\$1,452,250	\$87,000	6.0%
TOTAL REVENUES		\$14,926,250	\$13,820,250	\$1,106,000	8.0%
OPERATING EXPENSES					
5130	Water Purchased	\$ 2,176,101	\$2,114,940	\$61,161	2.9%
5130A	BAWSCA Bond Surcharge	\$145,620	\$226,620	-\$81,000	-35.7%
5230	Electrical Exp. Nunes WTP	\$44,800	\$41,000	\$3,800	9.3%
5231	Electrical Expenses, CSP	\$342,000	\$350,000	-\$8,000	-2.3%
5232	Electrical Expenses/Trans. & Dist.	\$23,000	\$21,000	\$2,000	9.5%
5233	Elec Exp/Pilarcitos Cyn	\$36,000	\$43,000	-\$7,000	-16.3%
5234	Electrical Exp., Denn	\$64,000	\$110,000	-\$46,000	-41.8%
5242	CSP - Operation	\$17,000	\$16,500	\$500	3.0%
5243	CSP - Maintenance	\$38,000	\$37,000	\$1,000	2.7%
5246	Nunes WTP Oper	\$92,500	\$90,000	\$2,500	2.8%
5247	Nunes WTP Maint	\$128,400	\$125,000	\$3,400	2.7%
5248	Denn. WTP Oper.	\$56,500	\$55,000	\$1,500	2.7%
5249	Denn WTP Maint	\$135,600	\$132,000	\$3,600	2.7%
5250	Laboratory Expenses	\$77,000	\$75,000	\$2,000	2.7%
5260	Maintenance Expenses	\$358,000	\$348,500	\$9,500	2.7%
5261	Maintenance, Wells	\$30,800	\$30,000	\$800	2.7%
5263	Uniforms	\$10,300	\$10,000	\$300	3.0%
5318	Studies/Surveys/Consulting	\$154,000	\$150,000	\$4,000	2.7%
5321	Water Resources	\$26,700	\$26,000	\$700	2.7%
5322	Community Outreach	\$60,000	\$58,400	\$1,600	2.7%
5381	Legal	\$100,000	\$100,000	\$0	0.0%
5382	Engineering	\$67,800	\$66,000	\$1,800	2.7%

Operations & Maintenance Budget - FY 2021-2022

		Approved 10.9.2020 FY2021/22	Approved 6.9.2020 FY2020/21	FY21/22 Budget Vs. FY 20/21 Budget	FY21/22 Budget Vs. FY 20/21 Budget %
Account Number	Description	Budget	Budget	\$ Change	% Change
5383	Financial Services	\$22,600	\$22,000	\$600	2.7%
5384	Computer Services	\$217,300	\$211,500	\$5,800	2.7%
5410	Salaries, Admin.	\$1,181,400	\$1,223,311	-\$41,911	-3.4%
5411	Salaries - Field	\$1,666,000	\$1,501,399	\$164,601	11.0%
5420	Payroll Taxes	\$196,900	\$191,701	\$5,199	2.7%
5435	Employee Medical Insurance	\$542,100	\$511,400	\$30,700	6.0%
5436	Retiree Medical Insurance	\$73,700	\$69,562	\$4,138	5.9%
5440	Employee Retirement	\$518,600	\$496,240	\$22,360	4.5%
5445	SIP 401a Plan	\$35,000	\$35,000	\$0	0.0%
5510	Motor Vehicle Exp.	\$77,100	\$75,000	\$2,100	2.8%
5620	Office & Facilities Expenses	\$168,500	\$163,500	\$5,000	3.1%
5620A	Credit Card/bank Fees & Billing Expenses	\$150,000	\$150,000	\$0	0.0%
5620B	Bad Debt Expense	\$10,000	\$50,000	-\$40,000	-80.0%
5625	Meetings/Training/Seminars	\$33,000	\$33,000	\$0	0.0%
5630	Insurance	\$163,300	\$159,000	\$4,300	2.7%
5687	Memberships & Subscriptions	\$87,400	\$85,100	\$2,300	2.7%
5688	Election Expense	\$0	\$30,000	-\$30,000	-100.0%
5689	Labor Relations	\$6,000	\$6,000	\$0	0.0%
5700	County Fees	\$25,700	\$25,000	\$700	2.8%
5705	State Fees	\$37,500	\$36,500	\$1,000	2.7%
Total Operating Expenses		\$9,396,221	\$9,301,174	\$95,047	1.0%
CAPITAL ACCOUNTS					
5712	Existing Bonds - 2006B	\$0	\$0	\$0	#DIV/0!
5715	Existing Bond-CIEDB 11-099	\$335,825	\$335,825	\$0	0.0%
5716	CIEDB 16-111	\$322,895	\$323,357	-\$462	-0.1%
5717	Chase-2018 Loan	\$435,168	\$433,567	\$1,601	
Total Capital Accounts		\$1,093,888	\$1,092,748	\$1,140	0.1%
TOTAL REVENUE LESS TOTAL EXPENSE		\$4,436,141	\$3,426,327	\$1,009,814	29.5%
5713	Cont. to CIP & Reserves	\$4,436,141			

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

Line Item **Amount**

Acct. No. 4120 Description: **Water Sales**

Actual Amount As Of: 30-Jun 2021 13,367,247

PROJECTED ACTIVITY to END of FY: 0

Projected YEAR END TOTAL: 13,367,247

PROPOSED Line Item Amount:	\$13,387,000 *
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	\$12,368,134
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% Change Actual Year End compared to Proposed Line item amount. 0.1%

% Change to Previous Year Budget 8.2%

Dollar difference between proposed budget & current budget 1,018,866

NARRATIVE:

Budget at 603 MG per year

FY2022 budget (created in July 2020) assumes a recovery from COVID levels for visitor serving revenues (hotels, restaurants, etc.)

FY2020/21 Budget \$12,368,134

\$12,986,540 with 5% rate increase

\$13,386,540 with additional water purchases

603 MG vs. 580 MG budget

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4170 Description: Hydrant Sales	
Actual Amount (Prelim) As Of: 30-Jun 2021	68,540
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	68,540
PROPOSED Line Item Amount:	52,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	50,000
% Change Actual Year End compared to Proposed Line item amount.	(24.1%)
% Change to Previous Year Budget	4.0%
Dollar difference between proposed budget & current budget	2,000

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
2021/22**

<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:	30-Jun	2021	0
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PROJECTED ACTIVITY to END of FY:	0
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Projected YEAR END TOTAL:	0
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PROPOSED Line Item Amount:	50,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
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% Change Actual Year End compared to Proposed Line item amount.

% Change to Previous Year Budget	100.0%
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Dollar difference between proposed budget & current budget	25,000
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NARRATIVE:

Reflects drop in late penalty fees due to COVID 19

FY2021/22 reflects recovery of penalty fees post COVID 19

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4230 Description: Service Connections	
Actual Amount As Of: 30-Jun 2021	12,475
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	12,475
PROPOSED Line Item Amount:	10,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,000
% Change Actual Year End compared to Proposed Line item amount.	(19.8%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

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
TOTAL	\$10,000

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4920 Description: Interest Earned	
Actual Amount As Of: 30-Jun 2021	29,777
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	29,777
PROPOSED Line Item Amount:	\$ 56,250

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	56,250
% Change Actual Year End compared to Proposed Line item amount.	88.9%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Interest income is derived from cash on deposit with LAIF.

Budget was created in Summer 2020 -- (when rates were in the 2%+ range.)
Rates at 7.2021 = 0.22%

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2020/2021**

<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:	30-Jun	2021	1,000,314
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PROJECTED ACTIVITY to END of FY:	0
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Projected YEAR END TOTAL:	1,000,314
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PROPOSED Line Item Amount:	780,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	750,000
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% Change Actual Year End compared to Proposed Line item amount.	(22.0%)
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% Change to Previous Year Budget	4.0%
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Dollar difference between proposed budget & current budget	30,000
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NARRATIVE:

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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
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4950 Description: Miscellaneous	
Actual Amount As Of: 30-Jun 2021	429
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	429
PROPOSED Line Item Amount:	7,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
% Change Actual Year End compared to Proposed Line item amount.	1531.7%
% Change to Previous Year Budget	(72.0%)
Dollar difference between proposed budget & current budget	-18,000

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4955 Description: Cell Site Lease Income	
Actual Amount As Of: 30-Jun 2021	183,867
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	183,867
PROPOSED Line Item Amount:	184,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	179,000
% Change Actual Year End compared to Proposed Line item amount.	0.1%
% Change to Previous Year Budget	2.8%
Dollar difference between proposed budget & current budget	5,000

NARRATIVE:

Revenue from Cell Site Leasing

Sub-Account

FY201/22

Crown Castle 147386	\$	34,908
Crown Castle 150104	\$	34,908
T Mobile (SF71943)	\$	38,088
T Mobile (SF71842)	\$	45,612
Verizon (Nunes WTP)	\$	31,812
(actual at 7/2021)	\$	<u>185,328</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>			<u>Amount</u>
Acct. No.	4965	Description:	ERAF Refund
Actual Amount As Of:	30-Jun 2021		514,574
PROJECTED ACTIVITY to END of FY:			0
Projected YEAR END TOTAL:			514,574
PROPOSED Line Item Amount:			400,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	375,000
% Change Actual Year End compared to Proposed Line item amount.	(22.3%)
% Change to Previous Year Budget	6.7%
Dollar difference between proposed budget & current budget	25,000

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.

ERAF may vary from year-to-year given tax receipts and legislation.

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5130 Description: Water Purchased	
Actual Amount As Of: 30-Jun 2021	2,946,485
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	2,946,485
PROPOSED Line Item Amount:	2,321,721

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	2,341,560
% Change Actual Year End compared to Proposed Line item amount.	(21.2%)
% Change to Previous Year Budget	(0.8%)
Dollar difference between proposed budget & current budget	-19,839

NARRATIVE:

See worksheet 5130 A

The information on this sheet relates directly to Account 4120, water sales. (Water Sales = 603 MG)

- San Francisco Wholesale rates: FY2022 Cost per hcf \$3.74 (\$4.10 less \$.36 treated water discount)
FY2021 and FY2022 assumes a 0% increase
- BAWSCA Bond Surcharge FY2022 - \$145620
- SFPUC Base Charge (\$6,782 per month - no increase over prior years)

NOTE: This budget was created in Summer 2020 before the FY2021 - FY2022 drought - and assumes a return to a normal rain year.

Spread:

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

Coastside County Water District - FY2021-22 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		
	FY2020 Actual	FY2021 Actual	FY2022	FY2020 Actual	FY2021 Actual	FY2022	FY2020 Actual	FY2021 Actual	FY2022	FY2020 Actual	FY2021 Actual	FY2022	FY2020 Actual	FY2021 Actual	FY2022	FY2020 Actual	FY2021 Actual	FY2022	FY2020 Actual	FY2021 Actual	FY2022
JUL	1.61	0.02	0.00	24.29	2.54	0.00	0.00	0.00	0.00	22.27	28.80	0.00	20.58	36.06	64.00	42.85	64.86	64.00	68.75	67.42	64.00
AUG	1.44	0.00	0.00	18.68	0.00	0.00	0.00	0.00	0.00	20.20	49.75	0.00	26.36	20.27	63.00	46.56	70.02	63.00	66.68	70.02	63.00
SEPT	1.43	0.00	0.00	16.35	0.00	0.00	0.00	0.00	0.00	19.19	1.31	0.00	30.98	60.84	59.00	50.17	62.15	59.00	67.95	62.15	59.00
OCT	0.27	0.00	0.00	4.66	0.00	0.00	0.00	0.00	0.00	9.91	0.00	22.00	48.70	63.97	40.00	58.61	63.97	62.00	63.54	63.97	62.00
NOV	0.17	0.00	0.00	17.27	0.00	0.00	8.61	3.91	10.00	0.00	14.39	16.00	29.39	29.52	25.00	29.39	43.91	41.00	55.44	47.82	51.00
DEC	0.02	2.26	1.00	17.06	12.69	10.00	13.91	11.17	18.00	0.00	14.25	17.00	4.10	4.16		4.10	18.41	17.00	35.09	44.53	46.00
JAN	0.00	1.73	1.00	19.57	13.04	16.00	14.65	11.06	15.00	0.00	1.99	6.00	1.79	10.86		1.79	12.85	6.00	36.01	38.68	38.00
FEB	1.69	0.78	0.00	22.87	16.51	21.00	12.07	10.87	14.00	1.73	0.00		0.23	9.60		1.96	9.60	0.00	38.59	37.76	35.00
MAR	0.89	1.98	0.00	20.08	17.11	20.00	13.07	10.47	22.00	3.63	0.00		8.30	13.08		11.93	13.08	0.00	45.97	42.64	42.00
APR	0.07	1.40	0.00	18.60	12.72	25.00	0.00	0.00	0.00	14.09	0.00	30.00	10.06	44.48		24.15	44.48	30.00	42.82	58.60	55.00
MAY	0.24	0.88	1.00	16.22	3.90	25.00	0.00	0.00	0.00	0.00	0.00	32.00	41.16	60.44		41.16	60.44	32.00	57.62	65.22	58.00
JUN	1.35	0.00	1.00	6.51	0.00	15.00	0.00	0.00	0.00	0.00	0.00	25.00	58.81	64.08	20.00	58.81	64.08	45.00	66.67	64.08	61.00
TOTAL	9.18	9.05	4.00	202.16	78.51	132.00	62.31	47.48	79.00	91.02	110.49	148.00	280.46	417.36	271.00	371.48	527.85	419.00	645.13	662.89	634.00
% TOTAL	1.4%	1.4%	0.6%	31.3%	11.8%	20.8%	9.7%	7.2%	12.5%	14.1%	16.7%	23.3%	43.5%	63.0%	42.7%	57.6%	79.6%	66.1%	100.0%	100.0%	100.0%

394831.8

Water Sales	1476670.9	613	580	603
Water Loss	2797.52	5.0%	12.5%	4.9%

In CCF																TOTAL SFPUC SOURCES		Volume Charge SFPUC \$/ccf		Total volume + Base Charge
																FY2019	FY2022	FY2022		FY2022
JUL																57,286	85,561	\$ 320,000		\$ 338,917
AUG																62,251	84,225	\$ 315,000		\$ 333,917
SEPT																67,072	78,877	\$ 295,000		\$ 313,917
OCT																78,356	82,888	\$ 310,000		\$ 328,917
NOV																39,291	54,813	\$ 205,000		\$ 223,917
DEC																5,481	22,727	\$ 85,000		\$ 103,917
JAN																2,393	8,021	\$ 30,000		\$ 48,917
FEB																2,620	-	\$ -		\$ 18,917
MAR																15,949	-	\$ -		\$ 18,917
APR																32,286	40,107	\$ 150,000		\$ 168,917
MAY																55,027	42,781	\$ 160,000		\$ 178,917
JUN																78,623	60,160	\$ 225,000		\$ 243,634
TOTAL																496,636	560,160	\$ 2,095,000		\$ 2,321,721
% TOTAL																0.0%	0.0%			

Does not assume an SFPUC rate increase for FY2020/21

Budget - Price per ccf 2020/21 \$ 4.10
Treatment -0.36
\$ 3.74 per unit

SFPUC Base Charge \$ 6,782.00 per month
BAWSCA Bond Surcharge = \$ 12,135.00 per month

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5230 Description: Electrical Exp. Nunes WTP	
Actual Amount As Of: 30-Jun 2021	43,375
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	43,375
PROPOSED Line Item Amount:	44,800

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	41,000
% Change Actual Year End compared to Proposed Line item amount.	3.3%
% Change to Previous Year Budget	9.3%
Dollar difference between proposed budget & current budget	3,800

NARRATIVE:

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

FY 21/22

PG&E \$44,800

(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
2021/22**

Line Item **Amount**

Acct. No. **5231** Description: **Electrical Expenses, CSP**

Actual Amount As Of: 30-Jun 2021 **368,180**

PROJECTED ACTIVITY to END of FY: **0**

Projected YEAR END TOTAL: **368,180**

PROPOSED Line Item Amount: 342,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **350,000**

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

% Change to Previous Year Budget **(2.3%)**

Dollar difference between proposed budget & current budget **-8,000**

NARRATIVE:

Assumes 5% PG&E increase.

The FY21/22 reflects a return to a "normal" year and use of Denniston and local sources (January 2022 forward)

FY 21/22

PG&E

(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
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5232 Description: Electrical Expenses/Trans. & Dist.	
Actual Amount As Of: 30-Jun 2021	23,274
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	23,274
PROPOSED Line Item Amount:	23,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	21,000
% Change Actual Year End compared to Proposed Line item amount.	(1.2%)
% Change to Previous Year Budget	9.5%
Dollar difference between proposed budget & current budget	2,000

NARRATIVE:

	FY 21/22
Granada #1	\$4,500
Granada #2	\$4,500
Granada #3	\$4,500
Alves Pump Station	\$8,500
Miramontes Tank	\$1,000
TOTAL	<u><u>\$23,000</u></u>

Assumes 5% rate increase.

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2020/21**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5233 Description: Elec Exp/Pilarcitos Cyn	
Actual Amount As Of: 30-Jun 2021	33,736
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	33,736
PROPOSED Line Item Amount:	36,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	43,000
% Change Actual Year End compared to Proposed Line item amount.	6.7%
% Change to Previous Year Budget	(16.3%)
Dollar difference between proposed budget & current budget	-7,000

NARRATIVE:

Relects electricity for wells in Pilarcitos Canyon.

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5234 Description: Electrical Exp., Denn	
Actual Amount As Of: 30-Jun 2021	58,185
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	58,185
PROPOSED Line Item Amount:	64,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	110,000
% Change Actual Year End compared to Proposed Line item amount.	10.0%
% Change to Previous Year Budget	(41.8%)
Dollar difference between proposed budget & current budget	-46,000

NARRATIVE:

Includes electricity for Denniston WTP and Booster Pump Station.

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5242 Description: CSP - Operation	
Actual Amount As Of: 30-Jun 2021	4,272
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	4,272
PROPOSED Line Item Amount:	17,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	16,500
% Change Actual Year End compared to Proposed Line item amount.	297.9%
% Change to Previous Year Budget	3.0%
Dollar difference between proposed budget & current budget	500

NARRATIVE:

Includes Bay Alarm, Breach Reporting and High Speed Internet.

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5246 Description: Nunes WTP Oper	
Actual Amount As Of: 30-Jun 2021	75,212
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	75,212
PROPOSED Line Item Amount:	92,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	90,000
% Change Actual Year End compared to Proposed Line item amount.	23.0%
% Change to Previous Year Budget	2.8%
Dollar difference between proposed budget & current budget	2,500

NARRATIVE:

Telephone/DSL	\$16,500
Alarm System	<u>\$5,000</u>
Sub total	\$21,500

Chemicals	
Caustic	\$24,000
Alum	\$30,000
Salt	\$12,000
Other	\$5,000

Sub Total	\$71,000
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FY20/21	<u>\$92,500</u>
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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5247 Description: Nunes WTP Maint	
Actual Amount As Of: 30-Jun 2021	131,367
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	131,367
PROPOSED Line Item Amount:	128,400

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	125,000
% Change Actual Year End compared to Proposed Line item amount.	(2.3%)
% Change to Previous Year Budget	2.7%
Dollar difference between proposed budget & current budget	3,400

NARRATIVE:

FY 21/22

Hach Service & Certification	\$8,000
Generator Service Contract	\$400
Sludge Removal	\$10,000
Electrical	\$7,000
Instrumentation/Controls	\$25,000
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	\$22,000
Misc. Expenses / Office Supplies	\$5,000
	\$128,400

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5248 Description: Denn. WTP Oper.	
Actual Amount As Of: 30-Jun 2021	18,049
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	18,049
PROPOSED Line Item Amount:	56,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	55,000
% Change Actual Year End compared to Proposed Line item amount.	213.0%
% Change to Previous Year Budget	2.7%
Dollar difference between proposed budget & current budget	1,500

NARRATIVE:

ADMIN		CHEMICALS	
Telephone/DSL	\$8,000	Caustic	\$13,500
Alarm System	\$3,500	917	\$13,500
		Salt	\$7,000
		Other	\$11,000

FY20/21 **\$56,500**

Note: For FY20/21 - Denniston WTP was not fully operational due to drought.

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<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:	30-Jun	2021	22,082
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PROJECTED ACTIVITY to END of FY:	0
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Projected YEAR END TOTAL:	22,082
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PROPOSED Line Item Amount:	38,000
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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.	72.1%
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% Change to Previous Year Budget	2.7%
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Dollar difference between proposed budget & current budget	1,000
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NARRATIVE:

	FY 21/22
Electrical Testing (ETI)	\$ 8,000
Electrical Repair	\$ 6,500
Misc. Equipment & Repair	\$ 9,000
Telemetry & Alarms	\$ 4,500
Pump Maintenance	\$ 10,000

<u>\$38,000</u>

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5249 Description: Denn WTP Maint	
Actual Amount As Of: 30-Jun 2021	114,202
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	114,202

PROPOSED Line Item Amount:	135,600
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	132,000
% Change Actual Year End compared to Proposed Line item amount.	18.7%
% Change to Previous Year Budget	2.7%
Dollar difference between proposed budget & current budget	3,600

NARRATIVE:

	FY 20/21
Misc Expenses/Office Supplies	\$ 5,000
Misc. Plumbing & Parts	\$ 17,000
Sludge Removal	\$ 6,600
Filter Surveillance	\$ 10,000
Treework	\$ 15,000
Inst. Controls	\$ 32,000
Dredging	\$ 37,000
Hach Service	\$ 3,000
Other	\$ 10,000
TOTAL	\$ 135,600

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5250 Description: Laboratory Expenses	
Actual Amount As Of: 30-Jun 2021	62,451
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	62,451
PROPOSED Line Item Amount:	77,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	75,000
% Change Actual Year End compared to Proposed Line item amount.	23.3%
% Change to Previous Year Budget	2.7%
Dollar difference between proposed budget & current budget	2,000

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.

FY 21/22	\$ 77,000

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

Line Item **Amount**

Acct. No. **5260** Description: **Maintenance Expenses**

Actual Amount As Of: 30-Jun 2021 **329,034**

PROJECTED ACTIVITY to END of FY: **0**

Projected YEAR END TOTAL: **329,034**

PROPOSED Line Item Amount: **358,000**

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **348,500**

% Change Actual Year End compared to Proposed Line item amount. **8.8%**

% Change to Previous Year Budget **2.7%**

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

NARRATIVE:

<u>ACCT 5260</u>		Equipment Rental	\$2,000
Laundry	\$2,000	Radio Repair/PM	\$2,000
Supplies Shop/Breakroom	\$1,500	Landscape Maint	\$7,500
Service Products	\$2,500	Cathodic Protection	\$10,500
Pump Repair	\$10,000	Misc. tools, etc.	\$10,000
USA	\$500	Calcon - Instrumentation	\$30,000
Backfill	\$5,000	Waste Services	\$3,000
Hydrant Repair	\$3,000	Fence Repairs	\$2,000
Tank Maintenance	\$5,000	Raising Valves (City/County)	\$15,000
Generator services	\$10,000	Building Maintenance	\$10,000
Safety Supplies	\$3,000	ESRI/Cityworks	\$ 25,500
DMV/Pre-employment Physical	\$1,000	<u>Acct 5260-10</u>	
Tree Removal	\$20,000	Emergency ML Repairs	\$85,000
Inventory	\$25,000	<u>Acct 5260-11</u>	
Materials	\$17,000	Paving	\$50,000

FY2020/21	\$358,000

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

Line Item **Amount**

Acct. No. 5261 Description: Maintenance, Wells

Actual Amount As Of: 30-Jun 2021 36,459

PROJECTED ACTIVITY to END of FY:

Projected YEAR END TOTAL: 36,459

PROPOSED Line Item Amount: **30,800**

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 30,000

% Change Actual Year End compared to Proposed Line item amount. (15.5%)

% Change to Previous Year Budget 2.7%

Dollar difference between proposed budget & current budget 800

NARRATIVE:

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

FY 21/22	30800

Reflects repairs only

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

Line Item **Amount**

Acct. No. **5263** Description: **Uniforms**

Actual Amount As Of: 30-Jun 2021 **9,149**

PROJECTED ACTIVITY to END of FY: **0**

Projected YEAR END TOTAL: **9,149**

PROPOSED Line Item Amount: 10,300

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **10,000**

% Change Actual Year End compared to Proposed Line item amount. **12.6%**

% Change to Previous Year Budget **3.0%**

Dollar difference between proposed budget & current budget **300**

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
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5318	Description: Studies/Surveys/Consulting
Actual Amount As Of: 30-Jun 2021	127,065
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	127,065
PROPOSED Line Item Amount:	\$154,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	15,000
% Change Actual Year End compared to Proposed Line item amount.	21.2%
% Change to Previous Year Budget	926.7%
Dollar difference between proposed budget & current budget	139,000

Narrative:

	FY 21/22
<u>Consulting studies to include:</u>	
Rate Study/Cost of Service Analysis	\$ 45,000
Drought Rates	\$ 25,000
Annual Water Loss Audit Validation	\$ 20,000
Making Water Conservation a Way of Life (state mandate)	
Local Source Evaluation	\$ 40,000
ERP	\$ 24,000
Other Studies	
	<hr/>
	\$ 154,000

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

Line Item

Amount

Acct. No. **5321** Description: **Water Resources**

Actual Amount As Of: 30-Jun 2021 **4,474**

PROJECTED ACTIVITY to END of FY: **0**

Projected YEAR END TOTAL: **4,474**

PROPOSED Line Item Amount: 26,700

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **26,000**

% Change Actual Year End compared to Proposed Line item amount. **496.8%**

% Change to Previous Year Budget **2.7%**

Dollar difference between proposed budget & current budget **700**

NARRATIVE:

FY 21/22

Pilarcitos Creek Intergrated Watershed Management Plan Support	\$ 5,000
BAWSCA - Database hosting/Admin Fees	\$ 1,700
Rebate Program	\$ 1,000
High Efficiency Fixture Devices	\$ 1,000
School Education Programs	\$ 8,000
Public Information / Outreach Programs	\$ 10,000
	\$ 26,700

Jul Aug Sep Oct Nov Dec

Jan Feb Mar Apr May Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5322	Description: Community Outreach
Actual Amount As Of: 30-Jun 2021	43,819
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL*:	43,819

PROPOSED Line Item Amount:	60,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	58,400
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% Change Actual Year End compared to Proposed Line item amount.	36.9%
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% Change to Previous Year Budget	2.7%
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Dollar difference between proposed budget & current budget	1,600
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NARRATIVE:

For community outreach between CCWD and our customers. **FY 21/22**

Pacifica Coast Television - Recording meetings(14 @ \$350)	\$ 6,000
File storage for meetings	\$ 3,000
Prop 218/Other Public Notices (Printing/HMB Review/Mailing Services)	\$ 10,000
Postage for Public Outreach	\$ 7,000
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
Direct Mailers	\$ 1,000

75th Anniversary Celebration Planning

Total	\$ 60,000
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* Costs generally occur later in the year - Prop 218 Notices

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5381	Description: Legal
Actual Amount As Of: 30-Jun 2021	124,544
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	124,544

PROPOSED Line Item Amount:	100,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	100,000
% Change Actual Year End compared to Proposed Line item amount.	(19.7%)
% 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

	FY 21/22
HansonBridgett	\$90,000
Bartkiewicz (Water Rights)	\$10,000
Total	\$100,000

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5382	Description:	Engineering
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Actual Amount As Of:	30-Jun	2021	75,121
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PROJECTED ACTIVITY to END of FY:	0
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Projected YEAR END TOTAL:	75,121
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PROPOSED Line Item Amount:	67,800
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	66,000
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% Change Actual Year End compared to Proposed Line item amount.	(9.7%)
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% Change to Previous Year Budget	2.7%
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Dollar difference between proposed budget & current budget	1,800
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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.

Also includes a \$6,000 retainer for James Teter, for District Engineering services.

	FY 21/22
EKI Consulting	\$61,800
James Teter	\$6,000
	<hr/>
	\$67,800

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5383	Description: Financial Services
Actual Amount As Of: 30-Jun 2021	12,156
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	12,156

PROPOSED Line Item Amount:	22,600
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	22,000
% Change Actual Year End compared to Proposed Line item amount.	85.9%
% Change to Previous Year Budget	2.7%
Dollar difference between proposed budget & current budget	600

NARRATIVE:

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

	FY 21/22
Financial Audit Service	\$17,600
Accounting/Actuarial Services (OPEB)	\$5,000
Total	\$22,600

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

Line Item **Amount**

Acct. No. 5384 Description: Computer Services

Actual Amount As Of: 30-Jun 2021 210,161

PROJECTED ACTIVITY to END of FY: 0

Projected YEAR END TOTAL: 210,161

PROPOSED Line Item Amount:	217,300
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	211,500
% Change Actual Year End compared to Proposed Line item amount.	3.4%
% Change to previous year budget:	2.7%
Dollar difference between proposed budget & current budget	5,800

NARRATIVE:

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

FY 21/22

Maintenance/SAAS Agreements

Tyler	\$40,000	New/Upgrades to software/Cust Rpts	\$5,000
Water Smart	\$13,000	Service/Repairs/Parts	\$5,000
Irvine Consulting Srvcs	\$48,000	ESRI related service	\$5,800
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	\$56,600
Subtotal	\$160,700	Grand Total	<u><u>\$217,300</u></u>

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5410	Description: Salaries, Admin.
Actual Amount As Of: 30-Jun 2021	1,008,179
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	1,008,179

PROPOSED Line Item Amount:	1,181,400
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,223,311
% Change Actual Year End compared to Proposed Line item amount.	17.2%
% Change to Previous Year Budget	(3.4%)
Dollar difference between proposed budget & current budget	-41,911

NARRATIVE:

Admin Salaries include:

Reflects 4.5% increase from FY2020/21 budget - to include a 1.8% CPI adjustment (per Teamsters agreement) and step increases.

FY20/2021 included vacant positions not filled

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5411 Description: Salaries - Field	
Actual Amount As Of: 30-Jun 2021	1,451,808
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	1,451,808
PROPOSED Line Item Amount:	1,666,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,501,399
% Change Actual Year End compared to Proposed Line item amount.	14.8%
% Change to Previous Year Budget	11.0%
Dollar difference between proposed budget & current budget	164,601

NARRATIVE:

Reflects 4.5% increase from FY2020/21 budget - to include a CPI adjustment (per Teamsters agreement) and step increases.

FY2020/21 included vacant positions not filled

COASTSIDE COUNTY WATER DISTRICT

**FY 2020/2021 BUDGET WORKSHEET (5411 A)
SALARY INFORMATION - Accounts 5411 & 5410**

EMPLOYEE			Hrly with COLA 7/1/2021 1.8%	Annual Pay	O T Hours	O T Pay	Cert. Pay	TOTAL
FIELD #5411								
Superintendent			\$ 83.4010	173,474			13,200	186,674
Distribution Supervisor			\$ 60.5030	125,846	80	7,260	6,000	139,107
WTP Supervisor			\$ 73.7170	153,331	140	15,481	9,600	178,412
Sr. WTP Oper.			\$ 56.1800	116,854	140	11,798	9,000	137,652
Distribution Operator			\$ 38.4790	80,036	140	8,081	4,800	92,917
Distribution Operator (Senior)			\$ 49.7380	103,455	140	10,445	9,600	123,500
Treatment Operator (WTP)			\$ 41.5410	86,405	140	8,724	4,800	99,929
Distribution Operator			\$ 44.6380	92,847	140	9,374	4,800	110,621
Distribution Operator			\$ 44.6380	92,847	140	9,374	4,800	107,021
Treatment Operator (WTP)			\$ 49.3780	102,706	140	10,369	4,800	121,476
Distribution Operator			\$ 44.6380	92,847	140	9,374	4,800	107,021
Distribution Operator			\$ 40.4320	84,099	140	8,491	4,800	97,389
Maintenance			\$ 36.9430	76,841	140	7,758		84,599
Other - New Certification Pay							55,000	55,000
Standby Pay for On-Call Employees				25,000				25,000
Sub total, Field				1,406,590		116,528	143,200	1,666,318
ADMIN #5410								
Gen Manager			\$ 115.3810	239,992			3,600	243,592
Accounting Manager			\$ 55.9390	116,353			600	116,953
Water Resource Analyst			\$ 62.2270	129,432	100	9,334	2,400	141,166
Office Mgr			\$ 58.7710	122,244	100	8,816		131,059
Admin Assist.			\$ 51.5250	107,172	100	7,729		114,901
Utility Billing Specialist			\$ 49.6270	103,224	100	7,444	600	111,268
Customer Service Specialist II			\$ 40.7560	84,772	50	3,057		87,829
Customer Service Specialist I			\$ 36.9430	76,841	50	2,771		79,612
Customer Service Specialist II			\$ 40.7560	84,772	50	3,057		87,829
Other				-		-		-
Other - Car Allowance				7,200				7,200
Part-Time Help		20.00		40,000				40,000
Directors				20,000				20,000
Sub total, Admin				1,132,004		42,207	7,200	\$1,181,411
TOTAL				2,538,594				\$2,847,729

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5420 Description: Payroll Taxes	
Actual Amount As Of: 30-Jun 2021	163,376
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	163,376
PROPOSED Line Item Amount:	196,900

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	191,701
% Change Actual Year End compared to Proposed Line item amount.	20.5%
% Change to Previous Year Budget	2.7%
Dollar difference between proposed budget & current budget	5,199

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.

(Amount is higher than prior year's actuals due to position vacancies in FY20/21)

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

Line Item

Amount

Acct. No.

5420

Description:

Payroll Taxes

CALCULATION FOR PAYROLL TAXES

		SOCIAL SECURITY 6.20%	MEDICARE 1.45%	TOTAL
TOTAL PAYROLL	\$ 2,847,729			
AMOUNT SUBJECT TO SOCIAL SECURITY	\$ 2,667,450	\$ 165,382		\$ 165,382
AMOUNT SUBJECT TO MEDICARE	\$ 2,847,729		\$ 41,292	\$ 41,292
TOTAL				<u>\$ 206,674</u>
			Budgeted	196900

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5435	Description: Employee Medical Insurance
Actual Amount As Of: 30-Jun 2021	466,766
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	466,766
PROPOSED Line Item Amount:	542,100

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	511,400
% Change Actual Year End compared to Proposed Line item amount.	16.1%
% Change to Previous Year Budget	6.0%
Dollar difference between proposed budget & current budget	30,700

NARRATIVE: Reflects 7% increase effective 1/1/2022 (Medical)
FY20/21 Actual includes multiple vacancies

Active Employees:	FY 21/22
Medical	479,000
Dental	32,000
Vision	5,000
Life/AD&D	15,000
LTD	6,000
EAP	1,000
Other	4,100
	542,100 Total

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5436	Description: Retiree Medical Insurance
Actual Amount As Of: 30-Jun 2021	58,858
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	58,858
PROPOSED Line Item Amount:	73,700

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	69,562
% Change Actual Year End compared to Proposed Line item amount.	25.2%
% Change to Previous Year Budget	5.9%
Dollar difference between proposed budget & current budget	4,138

NARRATIVE: Reflects 7% increase over FY2020/2021

<u>Retirees:</u>	FY 21/22
Medical	69,000
Dental	2,400
Vision	2,300
	73,700 Total

Spread:

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

ACCOUNT No. 5435 / Insurance Benefits for Active Employees - Current Year 2021/22

ACTIVE EMPLOYEES

	Kaiser	Blue Cross	Dental	Vision	Life/AD&D	LTD	EAP
July-21	15,838	22,691	2,602	469	1,191	575	49
August-21	15,838	22,691	2,602	469	1,191	575	49
September-21	15,838	22,691	2,602	469	1,191	575	49
October-21	15,838	22,691	2,602	469	1,191	575	49
November-21	15,838	22,691	2,602	469	1,191	575	49
December-21	15,838	22,691	2,602	469	1,191	575	49
January-22	16,947	24,279	2,732	478	1,215	587	50
February-22	16,947	24,279	2,732	478	1,215	587	50
March-22	16,947	24,279	2,732	478	1,215	587	50
April-22	16,947	24,279	2,732	478	1,215	587	50
May-22	16,947	24,279	2,732	478	1,215	587	50
June-22	16,947	24,279	2,732	478	1,215	587	50

Total Active \$ 196,708 \$ 281,822 \$ 32,005 \$ 5,684 \$ 14,435 \$ 6,394 \$ 594 537,641.86

Budget - \$542100

Rate increase assumption 7% 7% 5% 2% 2% 2% 2%

ACCOUNT No. 5436 / Insurance Benefits for Retirees - Current Year 2021/2022

RETIREEES/COBRA

	Kaiser	Blue Cross	Dental	Vision
July-21	896	3,721	140	171
August-21	896	3,721	140	171
September-21	896	3,721	140	171
October-21	896	3,721	140	171
November-21	896	3,721	140	171
December-21	896	3,721	140	171
January-22	959	3,981	147	174
February-22	959	3,981	147	174
March-22	959	3,981	147	174
April-22	959	3,981	147	174
May-22	959	3,981	147	174
June-22	959	3,981	147	174

Total Retiree \$ 11,128 \$ 46,215 \$ 1,722 \$ 2,073

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5440 Description: Employee Retirement	
Actual Amount As Of: 30-Jun 2021	474,249
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	474,249
PROPOSED Line Item Amount:	518,600

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	496,240
% Change Actual Year End compared to Proposed Line item amount.	9.4%
% Change to Previous Year Budget	4.5%

Dollar difference between proposed budget & current budget **22,360**

Reflects a 4.5% increase applied to FY20/21 budget

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 for FY21/22 = 12.99%. In addition, the amount \$289,604 will be added for our unfunded liability. Employees pay 100% of the employee contribution, or (8%).
2% @ 60 Employer Rate for FY21/22 is 9.3%. In addition \$2,060 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 - PEPRA) Employer rate for FY21/22 is 7.73% . In addition, \$7,327 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
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5445 Description: SIP 401a Plan	
Actual Amount As Of: 30-Jun 2021	36,007
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	36,007
PROPOSED Line Item Amount:	35,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	35,000
% Change Actual Year End compared to Proposed Line item amount.	(2.8%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5510 Description: Motor Vehicle Exp.	
Actual Amount As Of: 30-Jun 2021	69,500
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	69,500
PROPOSED Line Item Amount:	77,100

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	75,000
% Change Actual Year End compared to Proposed Line item amount.	10.9%
% Change to Previous Year Budget	2.8%
Dollar difference between proposed budget & current budget	2,100

NARRATIVE:

	FY 21/22	
Fuel	\$32,100	
Mobile Phones/Radios	\$20,000	
Service & Repairs	\$25,000	

	\$77,100
Total	

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

Budget Worksheet

Fiscal Year
2021/22

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5620 Description: Office & Billing Expenses	
Actual Amount As Of: 30-Jun 2021	434,227
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	434,227
PROPOSED Line Item Amount:	328,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	363,500
% Change Actual Year End compared to Proposed Line item amount.	(24.3%)
% Change to Previous Year Budget	(9.6%)
Dollar difference between proposed budget & current budget	-35,000

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	\$	33,000	
5620-30	Billing & Fulfillment Services	\$	57,000	
5620-31	Payroll	\$	10,000	
5620-32	Equipment Leases/Maint	\$	21,000	
5620-33	Credit Card/Bank Fees	\$	90,000	
5620-34	Office Facilities/Communication	\$	107,500	
5620-35	Bad Debt Expense	\$	10,000	<u>\$ 328,500</u>

Note: FY2020/21 Actual includes \$80,000 Bad Debt Expense writeoff.

Account 5620 - Detail of Account

Acct No	Account Name	Description	Amount
5620-00	General Office	Postage/Printing	\$ 10,000
		Office Supplies	\$ 21,000
		Recruitment/HR Related	\$ 2,000
			\$33,000
5620-30	Billing Fulfillment Services	Dataprose (reflects move to monthly billing)	\$ 57,000
	Monthly Billing		
	Bill package	6,800 \$ 0.16 \$	1,054.00
	Search & Viewbill	7,500 \$ 0.02 \$	112.50
	NCOALink	50 \$ 0.50 \$	25.00
	Additional Impressions	1,400 \$ 0.04 \$	49.00
	Bill suppression	700 \$ 0.05 \$	35.00
	Oversize surcharge	10 \$ 0.20 \$	2.00
		10 \$ 4.00 \$	40.00
	Postage	6,800 \$ 0.55 \$	3,740.00
	Late package - ADDITION - MONTHLY DELIQUENCY NOTICES		\$ 500.00
	Cost adjustments		\$ 250.00
	Total Monthly - Dataprose		<u>\$ 5,807.50</u>
			<u>\$</u>
5620-31	Payroll	Payroll Processing with ADP	\$ 10,000
5620-32	Leases/Equipment Maint	Pitney Bowes	\$ 3,000
		Ricoh Copy Machine	\$ 12,000
		Office Equipment Repairs	\$ 2,000
		Office Alarms and Security Camera	\$ 4,000
			\$ 21,000
5620-33	Credit Card/Bank Fees	Insite Transaction Fees	\$ 10,000
		Bank Fees	\$ 80,000
			\$ 90,000
5620-34	Office Facilities/Communications	Janitorial Service	\$ 16,000
		Pest Control	\$ 4,000
		Office Building	\$ 5,000
		Iron Mountain - Offsite Storage	\$ 9,000
		Phones - Offsite Use	\$ 5,000
		PG&E - District Office	\$ 9,500
		TPX Communications	\$ 24,000
		AT&T	\$ 35,000
			\$ 107,500
5620-35	Bad Debt Expense (increased due to COVID 19)		\$ 10,000
			\$ 328,500

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5625	Description: Meetings/Training/Seminars
Actual Amount As Of: 30-Jun 2021	11,314
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	11,314
PROPOSED Line Item Amount:	33,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	33,000
% Change Actual Year End compared to Proposed Line item amount.	191.7%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

FY 21/22

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	\$ 33,000

Lower training \$ in FY2020 due to COVID 19.

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5630	Description:	Insurance
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Actual Amount As Of:	30-Jun	2021	118,120
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PROJECTED ACTIVITY to END of FY:	0
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Projected YEAR END TOTAL:	118,120
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PROPOSED Line Item Amount:	163,300
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	159,000
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% Change Actual Year End compared to Proposed Line item amount.	38.2%
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% Change to Previous Year Budget	2.7%
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Dollar difference between proposed budget & current budget	4,300
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NARRATIVE: **FY 21/22**

Auto/General Liability	\$66,000
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Property Program	\$25,000
------------------	----------

Workers Compensation	\$72,300
----------------------	----------

TOTAL	\$163,300
--------------	------------------

Note - We received a \$35K credit for savings on our prior years workers comp in FY 2019/20. This was a one time credit.

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5687	Description:	Memberships & Subscriptions
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Actual Amount As Of:	30-Jun	2021	74,501
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PROJECTED ACTIVITY to END of FY:	0
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Projected YEAR END TOTAL:	74,501
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PROPOSED Line Item Amount:	87,400
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	85,100
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% Change Actual Year End compared to Proposed Line item amount.	17.3%
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% Change to Previous Year Budget	2.7%
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Dollar difference between proposed budget & current budget	2,300
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NARRATIVE: See attached worksheet for detail of costs

FY 21/22
\$ 87,400

	A	B	C	D
1	Worksheet 5687A			
2			Budget Detail Worksheet	
3	Line Item: Memberships & Subscriptions			Description
4	Acct. No. 5687		Amount	
5				
6	Alliance for Water Efficiency	\$	500	Annual Membership
7	ACWA	\$	20,000	Membership dues/Delta Sustainability
8	AWWA	\$	3,000	Membership dues and technical publications
9	BAWSCA	\$	35,000	Annual assessment & dues
10	California Emergency Utilities	\$	600	Annual Membership
11	California Special Districts	\$	8,500	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	\$	2,200	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	\$	87,400	
29				
30				

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5688	Description Election Expense
Actual Amount As Of: 30-Jun 2021	9,312
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	9,312

PROPOSED Line Item Amount:	0
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	0
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% Change Actual Year End compared to Proposed Line item amount.	(100.0%)
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% Change to Previous Year Budget

Dollar difference between proposed budget & current budget	0
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NARRATIVE:

Next election is November 2022- County of San Mateo election costs

FY 21/22

\$ -

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

Line Item

Amount

Acct. No. **5689** Description: **Labor Relations**

Actual Amount As Of: 30-Jun 2021 **0**

PROJECTED ACTIVITY to END of FY: **0**

Projected YEAR END TOTAL: **0**

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.

% Change to Previous Year Budget **0.0%**

Dollar difference between proposed budget & current budget **0**

NARRATIVE:

Union Consultation

	FY 21/22
	\$ 6,000
TOTAL	\$ 6,000

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<u>Line Item</u>	<u>Amount</u>
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Acct. No.	5700	Description:	County Fees
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Actual Amount As Of:	30-Jun	2021	29,031
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PROJECTED ACTIVITY to END of FY:	0
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Projected YEAR END TOTAL:	29,031
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PROPOSED Line Item Amount:	25,700
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
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% Change Actual Year End compared to Proposed Line item amount.	(11.5%)
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% Change to Previous Year Budget	2.8%
----------------------------------	------

Dollar difference between proposed budget & current budget	700
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NARRATIVE:

FY 21/22

1. The cost of the LAFCo budget, estimated	\$10,200
2. Hazardous Material Handling (Nunes & Denniston)	\$6,000
3. Property Taxes	\$2,000
4. Annual Encroachment Permit	\$6,000
5. District Digital Mapping - Secured Master Data	\$1,500
	<hr/>
	\$25,700

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

Line Item **Amount**

Acct. No. **5705** Description: **State Fees**

Actual Amount As Of: 30-Jun 2021 **30,095**

PROJECTED ACTIVITY to END of FY: **0**

Projected YEAR END TOTAL: **30,095**

PROPOSED Line Item Amount: **37,500**

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **36,500**

% Change Actual Year End compared to Proposed Line item amount. **24.6%**

% Change to Previous Year Budget **2.7%**

Dollar difference between proposed budget & current budget **1,000**

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 21/22	#1	\$28,000
	#2	\$2,000
	#3	\$2,000
	#4	\$5,500
		\$37,500

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<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:	30-Jun	2021	335,825
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PROJECTED ACTIVITY to END of FY:	0
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Projected YEAR END TOTAL:	335,825
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PROPOSED Line Item Amount:	335,669
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	335,825
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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	-156
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NARRATIVE:

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

FY2020/21

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

FY2021/22

July 2021 Payment	\$ 271,045
January 2022 Payment	\$ 64,624
	<u>\$ 335,669</u>

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<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:	30-Jun	2021	323,357
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PROJECTED ACTIVITY to END of FY:	0
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Projected YEAR END TOTAL:	323,357
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PROPOSED Line Item Amount:	322,895
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	323,357
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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	-462
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NARRATIVE:

Agreement #ISRF16-111 (2016 Ibank Loan)

FY2020/21

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

FY2021/22

July 2021 Payment	\$ 236,795
January 2022 Payment	\$ 86,100
	<u>\$ 322,895</u>

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2021/22**

<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:	30-Jun	2021	433,567
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PROJECTED ACTIVITY to END of FY:	0
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Projected YEAR END TOTAL:	433,567
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PROPOSED Line Item Amount:	435,168
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	433,567
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% Change Actual Year End compared to Proposed Line item amount.	0.4%
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% Change to Previous Year Budget

Dollar difference between proposed budget & current budget	1,601
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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>

FY2021/22

September, 2021 Payment	\$ 376,657
March 2022 Payment	\$ 58,511
	<u>\$ 435,168</u>