



Memo

To: Board of Directors
From: Jordan W. Dietz, Steven Wood and Larrie Ann Davis
Date: April 20, 2021
Subject: 2021-22 Proposed Cash Budget

Attached is the Revised Proposed Cash Budget for fiscal year 2021-22. Following are some discussion points about the revised proposed budget:

1. Purchased Water: The total current year purchases are expected to be \$386,925. With current drought conditions and CLAWA's 2022 rate increase we have increased the figure for purchased water to 475,000.
2. The major Discretionary Appropriations for the coming year are as follows:
 - Mainline Extension - Chateau Drive: Complete 600LF at \$67.00 per linear foot. Estimated cost \$40,000.
 - Well Development: We have budgeted \$150,000 for the completion of Electra Well, Site Preparation and Treatment. Another \$5,000 has been budgeted for future well exploration
 - Vehicle Replacement: Purchase on Ford F150 4x4 service vehicle. Estimated Cost: \$44,500.
 - Metering: As part of the State Water Resources Control Board water monitoring program the District still needs to replace one source meter. A source meter will also need to be installed at the new Electra Well. Estimate Cost: \$5,000.
 - Office & Maintenance Facility: A total of \$25,000 has been budgeted for improvements in this area, which includes energy updates and Emergency Preparedness supplies.
 - Office Equipment: A total of \$15,000 was budgeted for enhancements and purchases of any necessary computer equipment throughout the year.

- The total District reserves are estimated to be \$2,723,711 or 73.7% of the Operating Budget and are broken down as follows:
 - Reserve for Purchased Water estimated to be \$700,000 or 18.9%
 - Reserve for Future Improvements estimated to be \$272,446 or 7.4%
 - Contingency estimated to be \$1,451,265 or 39.3%
 - Minimum Emergency Reserve estimated to be \$300,000 or 8.1%

G/L ACCT NO.	DESCRIPTION	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2017-18	2018-19	2019-20	2020-2021			2021-2022	
		Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Budget	11 Months Totals	Projected Totals	Proposed Budget
	REVENUES																
	OPERATING REVENUES																
	WATER SALES																
411000	RESIDENTIAL WATER SALES	2,377,403.24	2,308,939.84	2,226,536.00	2,167,089.88	2,217,972.04	2,079,554.94	1,990,872.16	1,901,010.15	2,098,026.90	2,478,573.00	2,515,338.12	3,378,407.80	3,018,707.95	3,293,135.95	*	3,517,193.00
412000	BUSINESS WATER SALES	257,338.13	252,836.97	246,798.00	243,550.69	276,990.26	255,992.47	243,484.53	191,592.75	213,197.54	246,280.00	226,409.36				*	
417000	OTHER WATER SALES	14,638.96	14,391.32	4,979.00	503.40	2,152.00	2,656.08	4,214.65	1,624.32	12,418.62	8,000.00	10,623.72	15,000.00	2,363.05	2,577.87		7,500.00
	TOTAL WATER SALES	2,649,380.33	2,576,168.13	2,478,313.00	2,411,143.97	2,497,114.30	2,338,203.49	2,238,571.34	2,094,227.22	2,323,643.06	2,732,853.00	2,732,853.00	2,829,953.00	3,021,071.00	3,295,713.82		3,524,693.00
	WATER SERVICES																
423100	TAPS & CONNECTION CHARGES	21,072.83	21,292.65	0.00	4,765.00	2,080.00	9,530.00	11,410.00	7,175.00	4,634.00	5,000.00	5,000.00	5,000.00	5,027.86	5,484.94		5,000.00
423200	SHUT-OFF & TURN-ON CHARGES	98,653.64	93,303.44	93,541.00	86,240.67	84,737.89	80,696.19	75,323.26	72,799.69	76,338.28	85,136.00	76,047.48	68,018.00	67,179.26	73,286.47	*	66,951.00
	TOTAL WATER SERVICES	119,726.47	114,596.09	93,541.00	91,005.67	86,817.89	90,226.19	86,733.26	79,974.69	80,972.28	90,136.00	90,136.00	75,626.00	72,207.12	78,771.40		71,951.00
	TOTAL OPERATING REVENUES	2,769,106.80	2,690,764.22	2,571,854.00	2,502,149.64	2,583,932.19	2,428,429.68	2,325,304.60	2,174,201.91	2,404,615.34	2,822,989.00	2,822,989.00	2,905,579.00	3,093,278.12	3,374,485.22		3,596,644.00
	NON-OPERATING REVENUES																
491000	REVENUE FROM LEASES	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	2,000.00	0.00	2,000.00	0.00	0.00	0.00	0.00		0.00
492000	INTEREST REVENUES	70,775.08	28,241.33	14,643.00	8,125.62	6,893.07	7,392.50	5,971.17	6,779.86	10,278.00	21,000.00	43,352.97	46,000.00	15,640.11	20,853.48		20,000.00
492015	FAIR MARKET VALUE ADJUSTMENT											15,788.45	0.00	(15,788.45)			
493100	TAXES REVENUE	240,907.37	221,320.14	213,389.00	206,638.91	206,340.09	208,087.35	211,898.39	218,781.02	221,720.62	230,014.00	252,342.41	253,733.00	267,715.97	267,715.97	*	281,102.00
493200	AVAILABILITY ASSESSMENTS	150,005.66	149,236.25	148,434.00	149,005.19	147,479.23	147,594.72	148,634.63	152,777.50	141,197.25	142,000.00	138,549.90	142,000.00	140,052.17	140,052.17		141,000.00
495100	GAIN - DISPOSAL OF ASSETS											11,217.55					
495250	CONTRIBUTIONS IN AID RECEIVED	19,149.83	18,240.00	11,557.00	21,596.25	3,010.00	4,560.00	10,640.00	6,080.00	3,040.00	3,000.00	3,040.00	3,000.00	3,040.00	3,316.36		3,500.00
495900	MISCELLANEOUS REVENUES	8,157.74	2,187.49	3,728.00	5,471.43	8,398.22	19,460.61	10,058.55	5,927.58	17,793.07	8,000.00	17,000.35	13,500.00	23,278.70	25,394.95		15,000.00
	TOTAL NON-OPERATING REVENUES	488,995.68	419,225.21	391,751.00	390,837.40	372,120.61	388,095.18	387,202.74	392,345.96	394,028.94	406,014.00	406,014.00	446,234.00	433,938.50	457,332.93		460,602.00
	TOTAL REVENUES	3,258,102.48	3,109,989.43	2,963,605.00	2,892,987.04	2,956,052.80	2,816,524.86	2,712,507.34	2,566,547.87	2,798,644.28	3,229,003.00	3,229,003.00	3,351,813.00	3,527,216.62	3,831,818.15		4,057,246.00

G/L ACCT NO.	DESCRIPTION	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2017-18	2018-19	2019-20	2020-2021			2021-2022	
		Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Budget	11 Months Totals	Projected Totals	Proposed Budget
	EXPENSES																
511000	SOURCE OF SUPPLY EXPENSES																
512000	SUPERVISION, LABOR & EXPENSE	66,672.45	66,721.90	101,472.00	62,218.82	68,692.27	66,918.23	62,802.21	66,775.96	77,190.40	69,375.00	66,152.67	68,192.00	65,579.77	71,541.57	*	75,834.00
513000	MAINT. OF STRUCTURES & IMPROVE.	2,528.18	10,952.66	8,352.00	8,948.79	8,429.00	3,687.84	6,218.05	5,078.29	9,771.52	11,545.00	48,886.47	55,962.00	26,785.38	29,220.41	*	30,974.00
	PURCHASED WATER	360,719.61	385,747.89	230,366.00	156,244.10	269,691.70	430,221.15	453,319.66	418,871.86	467,625.74	375,000.00	204,336.47	325,593.00	354,680.93	386,924.65	*	475,000.00
	TOTAL SOURCE OF SUPPLY	429,920.24	463,422.45	340,190.00	227,411.71	346,812.97	500,827.22	522,339.92	490,726.11	554,587.66	455,920.00	455,920.00	447,180.00	447,046.08	487,686.63		581,808.00
	PUMPING EXPENSES																
522100	MAINT & REPAIRS TO EQUIPMENT	12,740.94	9,831.66	7,520.33	4,343.33	12,034.06	3,054.36	5,737.40	2,879.84	4,723.58	7,672.00	11,038.21	12,764.00	327.74	357.53		10,000.00
522200	MAINT & REPAIRS/STRUCT & IMPROV	1,994.94	3,716.96	6,665.67	4,322.18	14,236.51	3,912.81	8,682.74	7,048.11	18,632.44	7,266.00	5,651.24	6,193.00	34,462.55	37,595.51	*	25,000.00
523000	FUEL OR POWER PURCHASED	64,987.54	60,946.84	71,904.00	70,644.29	67,048.48	59,257.30	52,075.99	44,359.39	40,933.92	46,000.00	57,948.77	70,000.00	61,100.48	66,655.07		70,000.00
	TOTAL PUMPING EXPENSES	79,723.42	74,495.46	86,090.00	79,309.80	93,319.05	66,224.47	66,496.13	54,287.34	64,289.94	60,938.00	60,938.00	87,207.00	95,890.77	104,608.11		105,000.00
	WATER TREATMENT EXPENSES																
531000	SUPERVISION, LABOR & EXPENSE	12,198.56	17,022.06	21,907.00	26,704.81	18,908.17	14,320.27	14,325.22	15,144.53	6,388.08	8,500.00	16,027.72	16,000.00	14,650.66	15,982.54		18,000.00
532100	MAINT & REPAIRS/BLDGS & GROUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	6,860.00	3,000.00	925.12	1,009.22		3,000.00
532200	MAINT & REPAIRS/FIXTURES,EQUIPT	3,497.20	3,443.38	7,097.00	2,805.42	3,611.37	4,808.79	2,849.00	5,112.13	6,152.36	5,000.00	9,978.51	10,000.00	7,259.09	7,919.01		10,000.00
	TOTAL WATER TREATMENT EXPENSES	15,695.76	20,465.44	29,004.00	29,510.23	22,519.54	19,129.06	17,174.22	20,256.66	12,540.44	16,500.00	16,500.00	16,500.00	22,834.87	24,910.77		31,000.00
	TRANSMISSION & DISTRIB EXPENSES																
542100	STREET & ROAD MAINTENANCE	10,334.21	13,138.76	13,138.76	5,194.89	19,792.60	8,656.19	13,498.26	6,860.90	12,509.91	28,761.00	29,535.41	30,559.00	21,410.64	23,357.06	*	30,559.00
542200	MAINT & REPAIRS TO T&D MAINS	30,181.41	49,497.84	49,497.84	32,256.46	42,317.76	57,768.71	41,294.38	31,645.72	22,520.61	43,206.00	103,808.99	88,575.00	62,817.01	68,527.65	*	88,575.00
542300	LOCATING MAINS	5,770.32	5,707.45	5,707.45	8,893.93	8,689.62	9,294.20	15,645.11	11,889.68	17,156.11	14,569.00	24,602.36	25,038.00	21,423.17	23,370.73	*	25,915.00
542400	MAINT & REPAIRS TO RES & TANKS	40,990.74	42,803.48	42,803.48	21,670.02	23,660.06	31,863.79	33,135.89	33,162.79	34,087.29	33,944.00	41,543.03	47,279.00	37,632.51	41,053.65	*	50,000.00
542500	MAINT & REPAIRS TO SERVICES	37,043.35	34,058.18	34,058.18	63,245.80	32,299.38	29,356.38	49,722.83	46,103.84	35,563.72	37,827.00	68,069.66	65,952.00	39,534.20	43,128.22	*	45,716.00
542600	MAINT & REPAIRS TO HYDRANTS	30,752.04	14,603.94	14,603.94	3,047.65	43,392.89	34,274.12	30,844.20	33,737.97	16,289.17	18,654.00	12,532.50	18,654.00	13,827.33	15,084.36		20,000.00
542700	MAINT & REPAIRS TO METERS, SHOP	954.27	2,966.45	2,966.45	222.65	60.99	479.59	2,580.28	119.18	1,178.23	5,000.00	3,836.59	5,000.00	1,183.79	5,000.00		5,000.00
542800	MAINT & REPAIRS TO METERS,FIELD	14,074.71	18,726.08	18,726.08	10,072.92	(337.78)	23,886.84	18,348.53	48,416.02	33,058.47	26,706.00	61,502.20	75,000.00	226,259.37	246,828.40		20,000.00
	TRANSMISSION & DISTRIB. EXP.	170,101.05	181,502.18	181,502.18	144,604.32	169,875.52	195,579.82	205,069.48	211,936.10	172,363.51	208,667.00	208,667.00	298,792.00	424,088.02	466,350.07		285,765.00
	CUSTOMER ACCOUNTS EXPENSES																
551000	METER READING	25,771.97	29,248.17	17,040.24	10,136.42	1,085.93	832.11	686.63	1,188.89	10,613.13	8,500.00	10,135.47	20,000.00	9,811.96	10,703.96		15,000.00
552000	SERVICE CALLS	34,880.55	32,314.96	36,361.76	34,389.98	40,104.91	32,179.36	32,657.61	30,983.46	33,758.57	29,420.00	30,256.55	32,395.00	28,700.84	31,310.01	*	33,189.00
558000	UNCOLLECTIBLE ACCOUNTS W/O	0.00	0.00	0.00	0.00	0.00	40.79	0.00	0.00	0.00	3,000.00	0.00	0.00	0.00	0.00		3,000.00
	CUSTOMER ACCOUNTS EXPENSES	60,652.52	61,563.13	53,402.00	44,526.40	41,190.84	33,052.26	33,344.24	32,172.35	44,371.70	40,920.00	40,920.00	45,467.00	38,512.80	42,013.96		51,189.00
	ADMINISTRATIVE & GENERAL EXP.																
561000	ADMIN & GENERAL WAGES	240,103.39	230,529.89	247,597.72	253,029.87	270,951.01	267,871.79	276,608.23	294,137.94	414,095.32	444,734.00	389,849.56	450,000.00	389,481.00	421,937.75	*	447,254.02
561500	ADMIN & GENERAL WAGES - FIELD	103,569.29	105,537.95	112,438.13	121,107.65	103,091.83	105,305.27	108,546.83	106,451.20	109,140.98	117,342.00	115,517.19	142,000.00	122,166.59	132,347.14	*	180,287.97
	ADMIN WAGES	343,672.68	336,067.84	360,035.85	374,137.52	374,042.84	373,177.06	385,155.06	400,589.14	523,236.30	562,076.00	562,076.00	560,797.00	511,647.59	554,284.89		627,541.98

Crestline Village Water District
Budget Worksheet

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G/L ACCT NO.	DESCRIPTION	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2017-18	2018-19	2019-20	2020-2021			2021-2022	
		Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Budget	11 Months Totals	Projected Totals	Proposed Budget
568100	OTHER ADMIN & GENERAL EXPENSES																
	DIRECTORS' FEES	6,400.00	6,300.00	8,000.00	9,000.00	7,600.00	7,100.00	6,600.00	7,400.00	8,900.00	8,000.00	7,500.00	9,000.00	5,400.00	5,900.00		18,000.00
568200	COLLECTION & HANDLING CHARGES	2,585.19	428.67	538.70	5,656.35	2,498.54	2,323.87	2,387.08	2,465.77	1,053.77	1,000.00	647.67	1,000.00	1,008.35	1,100.02		1,200.00
	TOTAL OTHER ADMIN & GEN EXP	8,985.19	6,728.67	8,538.70	14,656.35	10,098.54	9,423.87	8,987.08	9,865.77	9,953.77	9,000.00	9,000.00	10,000.00	6,408.35	7,000.02		19,200.00
	TOTAL OPERATING EXPENSES	2,230,600.03	2,344,762.23	2,228,093.10	2,223,497.32	2,293,588.68	2,489,949.81	2,514,514.89	2,191,668.88	2,451,334.32	2,822,145.00	3,276,988.19	3,453,084.30	3,114,323.90	3,391,428.07		3,695,991.98
	NET INCOME (LOSS) FROM OPER	538,506.77	346,001.99	343,760.90	278,652.32	290,343.51	(61,520.13)	(189,210.29)	(17,466.97)	(46,718.98)	844.00	(47,985.19)	3,924,658.80	(21,045.78)	(16,942.85)		(99,347.98)
	NET INCOME (LOSS)	1,027,502.45	765,227.20	735,511.90	669,489.72	662,464.12	326,575.05	197,992.45	374,878.99	347,309.96	406,858.00	406,858.00	471,574.50	412,892.72	440,390.08		361,254.02

* Standard Increase applied to Proposed budget

Crestline Village Water District**DRAFT****Cash Budget****Fiscal Year 2021-2022**

Reserve Carryover from Prior Year			\$2,711,957
Operating Revenues		\$3,596,644	
Operating Expenses		<u>3,695,992</u>	
Net Income from Operations		<u>(99,348)</u>	
Non-Operating Income		<u>460,602</u>	
Cash Reserves from Current Year			<u>361,254</u>
Available Cash Reserves			\$3,073,211
Discretionary Appropriations			
Inventory		30,000	
Mainline Extension		40,000	
Chateau Approx.600 LF @ \$67.00			
Well Development			
Electra Vertical			
Site Preparation		50,000	
Treatment		100,000	
Well Exploration		5,000	
Other Improvements		20,000	
Field Equipment			
Vehicle Replacement			
F150 4x4		44,500	
Source Meters (2)		5,000	
General		15,000	
Office & Maintenance Facility			
Energy Upgrades		5,000	
Emergency Preparedness		15,000	
General		5,000	
Office Equipment			
General		5,000	
Office Computer Equipment		<u>10,000</u>	<u>349,500</u>
Reserves (% of Operating Exp.)	73.7%		\$2,723,711
Committed Reserves (% of Operating Expenses)			
Reserve for Purchased Water	18.9%	700,000	
Reserve for Future Improvements	7.4%	272,446	
Contingency	39.3%	1,451,265	
Minimum Emergency Reserve	8.1%	<u>300,000</u>	<u>2,723,711</u>
Unallocated Reserve			<u><u>\$0</u></u>

Crestline Village Water District
Calculations for Reserve for Purchased Water and
Target Net Income from Operations
Fiscal Year 2021-2022

Reserve for Purchased Water			
Reserve Carryover from Prior Year			\$686,665
Base Annual Target Cost for Purchased Water	400,000		
Less: Estimated Excess/Overage Current Year	210,060	189,940	
Calculated Change to Reserve for Purchased Water		189,940	
Increase/(Decrease) to Reserve for Purchased Water			13,335
Projected Reserve for Purchased Water (Maximum \$700,000)			\$700,000

Target Net Income from Operations (Including Non-Cash Items)			
Estimated Depreciation for Fiscal Year		658,995	
Increase/(Decrease) to Reserve for Purchased Water		13,335	
Target Net Income from Operations for Fiscal Year			672,330
Projected Net Income from Operations with NO Rate Increase			(99,348)
Amount to Achieve Target Net Income from Operations			771,678
Amount Available from Non-Operating Income to Meet Target			
Non-Operating Income		460,602	
Less: Debt Service		0	
Net Available from Non-Operating Income			460,602
Amount to Achieve Target Income (Negative exceeds target)			311,076
Change in Monthly Water Bill to Achieve Increase		Services	
All Accounts		4,950	\$5.24

Reserve for Purchased Water	Beginning Balance	Change	Ending Balance
2004-05	0	100,000	100,000
2005-06	100,000	50,000	150,000
2006-07	150,000	575,000	725,000
2007-08	725,000	(26,134)	698,866
2008-09	698,866	1,134	700,000
2009-10	700,000	0	700,000
2010-11	700,000	0	700,000
2011-12	700,000	0	700,000
2012-13	700,000	0	700,000
2013-14	700,000	(30,221)	669,779
2014-15	669,779	(53,320)	616,459
2015-16	616,459	(18,872)	597,587
2016-17	597,587	(55,900)	541,687
2017-18	541,687	58,260	599,947
2018-19	599,947	86,718	686,665
2019-20	686,665	13,335	700,000
2020-21	700,000		