

**CITY OF SHAVANO PARK
WATER ADVISORY COMMITTEE MEETING
900 SADDLETREE COURT, SHAVANO PARK, TX 78231
MONDAY, JULY 8, 2019
6:30 PM
AGENDA**

1. CALL TO ORDER

2. ROLL CALL

3. CITIZENS TO BE HEARD

The Water Advisory Committee welcomes Citizens to be heard, we request that if you wish to speak that you follow these guidelines – Resolution No. 04-11 residents are given three (3) minutes to speak during Citizens to be heard. Citizens are only allowed to speak once and cannot pass their time allotment to someone else. In compliance with the Texas Open Meetings Act, the Water Advisory Committee may not deliberate on comments (Attorney General Opinion – JC0169)

4. CONSENT AGENDA

- a. Approval – Water Advisory Committee Meeting Minutes, June 10, 2019

5. REPORTS - Public Works Director Update

- a. Water system
 - a. Water System Infrastructure Updates
- b. Financial Report
 - a. May Report

6. REGULAR BUSINESS


- a. Discussion / presentation - Goals and Objectives for FY 2019-20 with Council Comments – PW Director
- b. Discussion – FY 2019-20 Proposed Budget Revenues and Expenses – Finance Director / PW Director

7. FUTURE ITEMS

- a. N.W. Military Hwy. Expansion – Water Main Relocation

8. ADJOURNMENT

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named City of Shavano Park Water Advisory Committee is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on this the 1st day of July 2019 at 9:35 a.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.


Zina Tedford
City Secretary

Accessibility Statement

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

**CITY OF SHAVANO PARK
WATER ADVISORY COMMITTEE MEETING
900 SADDLETREE CT., SHAVANO PARK, TX 78231
MONDAY, JUNE 10, 2019**

**6:30 P.M.
MINUTES**

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chairman Walea

2. ROLL CALL:

PRESENT:

Al Walea
Matt Trippy
Tommy Peyton
Tomas Palmer

ABSENT:

Steve Fleming
Sam Bakke

3. CITIZENS TO BE HEARD

No one addressed the committee at this time

4. CONSENT AGENDA

a. Approval – WAC Minutes of May 6, 2019

Member Peyton moved to accept the minutes as submitted, Member Trippy seconded. Motion passed.

5. REPORTS - Public Works Director Update

a. Water System

a. Water System Infrastructure Update

Director Peterson reviewed the activities on the system: Well # 5 is up and running, # 6's injector pump failed on June 6th during the storm and was replaced. Wells # 7 & # 8 are working fine. Well # 8's new A/C was installed and cooling. The Miox has been down since March. Other options for chlorine are being looked into for disinfecting the water. ~~Trinity~~ Well # 9 (Trinity) ~~are~~is currently offline until ~~the Mmiox can be repaired or replaced~~a solution has been found and ~~can be placed~~put back into service. On June 6th – 7th a major storm took out power to Shavano Park ~~wells plants (Huebner and Shavano) and Well's # 7 & 8.~~ Crews ~~were~~needed to be called back to assist in keeping the system pressurized and in service manually. All 3 ~~pressure~~ transducers ~~at h~~Huebner went out and had to be replaced. ~~And t~~The small generator ~~at Shavano running radios and a small portion of SCADA;~~ ran out of propane at 4:00 a.m. Some crew ~~members~~ were sent home about 1:00 a.m. ~~and~~ came back at 9:00 a.m. on Friday. Other members were sent home at 9:30 a.m.

Crews stayed until 4:30 pm Friday when Shavano Drive received power. A second storm came in on Sunday/Monday but caused no issues. So far the 3 options for the Miox are:

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- 1) repair existing Mmiox vault - cost \$ 23K - \$26K.
- 2) replace to a 30 – 40 lb generator - \$ 40K - \$ 60K or
- 3) buy bulk chlorine and remove unnecessary equipment– cost \$ ~~16K-23K~~ - \$ ~~1825K~~ includes engineering/plan approval with TCEQ

Option 3 would mean removing the current Miox treatment, ~~buying pumps for the drums or totes~~ and getting this has to be pre-approved by TCEQ before we can change any method of treatment. Chairman Walea suggested that we consult with a chemical and a water engineer to analyze our system and recommend solutions. Director Peterson to contact URS – Grant Snyder and Leonard Young – engineers who originally worked on design.

- b. Financial Report
 - a. April Report

Finance Director Morey reviewed both the revenues and expenditures for the month of April and indicated that consumption was still low. Expenditures were running close to the expected budget figures, and feels comfortable that everything is on track within budget guidelines for the rest of fiscal year. Member Palmer moved to approve the Financial Report, Member Peyton seconded. Motion passed.

6. REGULAR BUSINESS

- a. Discussion – review – FY 2019 – 20 Budget Revenues – Finance Director
Finance Director indicated the first round of budget numbers will be presented at the July 8th WAC meeting to go over with the committee members and there is a meeting the end of July so they can be presented to City Council at the August 8th Council meeting.
- b. Review – Goals and Objectives for FY 2019 – 20 – Director Peterson
Director Peterson went over the Objectives that were accomplished this year and changes to the Objectives for the upcoming budget year since the Goals will remain the same.
- c. Discussion – Irrigation System Backflow Prevention Requirements – City Manager/PW
City Manager Hill reviewed the differences between version 1 and version 2 of the proposed ordinances/policies. ~~w~~Which would be removing wording about an OSSF

(septic system) being a health hazard and removing the wording of having the backflow tested annually. Member Palmer moved that version 2 be adopted and Member Trippy seconded. Motion passed.

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7. FUTURE ITEMS:

- a. NW Military expansion progress
- b. Delinquent Account Procedures
- c. Water Adjustment Procedure clarification - Policy # 12
- d. TCEQ – Decision on what to do about inactive wells
- e. Emergency Interconnect Agreement with SAWS
- f. Franchise Fees with SAWS expires June 2019

8. ADJOURNMENT

Member Palmer made a motion to adjourn, member Trippy seconded. Motion passed. Meeting adjourned at 7:55 p.m.

Peggy Stone
PW/Water Utility
Office Manager

Al Walea, Chairman

Date: _____

WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: July 8, 2019

Agenda item: 5.b.

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Presentation of May 2019 Monthly Reports

Attachments for Reference: 1) May 2019 Revenue and Expense Report

BACKGROUND / HISTORY:

The information provided in the attachment is for the FY 2018-19 budget period, month ending May 31, 2019. The “Current Budget” column contains the amended budget, with one amendment approved to date. This summary highlights a number of points related to the current month’s activity.

DISCUSSION:

As of May 31, 2019, the Water Fund total revenues are \$393,911 or 43.58% of the total annual budgeted amount. Water Fund (Water Department & Debt Service) expenses total \$586,605 or 64.90% of budget.

Revenues:

- Water consumption (5015) billed in May for the month of April is \$39,499. Total consumption for the month is approximately 3,789,000 gallons less than the previous year or \$13,529 of revenue.
- The Debt Service (5018) and Water Service Fee (5019) remain on target with annual budgeted amounts as these are flat fees and are not related to volume charges recognized, at 66.85% and 67.91% respectively.
- The EAA Pass Thru (5036) fees are charged to customers based on usage, \$5,509 was recorded for the month and 37.56% of the annual budgeted amount has been recognized to date.
- Transfer in – Capital Replacement – reflects transfer from the Water Capital Replacement Fund for the Water Utility’s share of the skid steer \$5,614, Well #8 VFD AC unit \$9,460, and meter replacement \$3,185.

Expenses:

Water department (606) expenses for the day-to-day operations are on budget with a total of \$69,103 for the month or 61.15% of the budget utilized. Larger expenses this month include the skid steer purchase (shared with PW) in Capital – Equipment (8060) and the Well #8 VFD AC unit replacement in Water System improvements (8080).

The next debt service payments are scheduled for August, interest only.

Payroll:

The City is on a bi-weekly payroll; there have been 18 pay periods out of 26 so 69.23% of the budget should be expensed in the line items directly related to personnel. The Utility is below budget in the Salaries (1010) due to the vacancy in the superintendent position since January, which is charged 50/50 between Public Works and the Water Utility. This position was filled in June. Overtime has exceeded its budget for the year and is offset by the salaries budget variance. TMRS (1040) expense is at approximately 72.55%, over budget but on track with the related compensation accounts. Expense for Workers' Comp Insurance (1037) is recognized quarterly. It is currently at 40% of budget due to a more favorable experience factor than what was anticipated and used for budget development and the superintendent vacancy. Special allowances also below budget due to superintendent vacancy – this account records certificate pay and cell phone allowances.

COURSES OF ACTION: None related to the Report.

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: N/A

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

20 -WATER FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>903,799.00</u>	<u>75,922.40</u>	<u>393,911.47</u>	<u>509,887.53</u>	<u>43.58</u>
TOTAL REVENUES	<u>903,799.00</u>	<u>75,922.40</u>	<u>393,911.47</u>	<u>509,887.53</u>	<u>43.58</u>
<u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	716,584.00	69,103.28	438,172.02	278,411.98	61.15
DEBT SERVICE	<u>187,215.00</u>	<u>0.00</u>	<u>148,433.12</u>	<u>38,781.88</u>	<u>79.28</u>
TOTAL EXPENDITURES	<u>903,799.00</u>	<u>69,103.28</u>	<u>586,605.14</u>	<u>317,193.86</u>	<u>64.90</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	6,819.12	(192,693.67)	192,693.67	0.00

20 -WATER FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>WATER SALES</u>					
20-599-5015 WATER CONSUMPTION	621,347.00	39,499.20	216,612.89	404,734.11	34.86
20-599-5016 LATE CHARGES	6,000.00	697.40	3,942.48	2,057.52	65.71
20-599-5018 DEBT SERVICE	53,453.00	4,454.40	35,731.20	17,721.80	66.85
20-599-5019 WATER SERVICE FEE	58,092.00	4,939.96	39,448.48	18,643.52	67.91
20-599-5036 EAA PASS THRU CHARGE	83,319.00	5,508.50	31,292.75	52,026.25	37.56
20-599-5037 CONNECTION/DISCONNECT FEE	0.00	0.00	0.00	0.00	0.00
20-599-5040 TAPPING FEES	<u>0.00</u>	<u>0.00</u>	<u>1,800.00</u>	<u>(1,800.00)</u>	<u>0.00</u>
TOTAL WATER SALES	822,211.00	55,099.46	328,827.80	493,383.20	39.99
<u>MISC./GRANTS/INTEREST</u>					
20-599-7000 INTEREST INCOME	9,500.00	1,157.66	10,003.65	(503.65)	105.30
20-599-7011 OTHER INCOME	0.00	25.36	840.82	(840.82)	0.00
20-599-7012 LEASE OF WATER RIGHTS	17,108.00	0.00	5,000.00	12,108.00	29.23
20-599-7040 ASR LEASE PROGRAM	0.00	0.00	0.00	0.00	0.00
20-599-7060 CC SERVICE FEES	1,200.00	76.15	685.74	514.26	57.15
20-599-7075 SITE/TOWER LEASE REVENUE	15,500.00	1,304.77	10,428.36	5,071.64	67.28
20-599-7090 SALE OF FIXED ASSETS	0.00	0.00	480.10	(480.10)	0.00
20-599-7097 INSURANCE PROCEEDS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL MISC./GRANTS/INTEREST	43,308.00	2,563.94	27,438.67	15,869.33	63.36
<u>TRANSFERS IN</u>					
20-599-8072 TRF IN-CAPITAL REPLACEMENT	38,280.00	18,259.00	37,645.00	635.00	98.34
20-599-8090 PRIOR PERIOD ADJUSTMENT	0.00	0.00	0.00	0.00	0.00
20-599-8099 TRF IN - RESERVES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	38,280.00	18,259.00	37,645.00	635.00	98.34
TOTAL NON-DEPARTMENTAL	903,799.00	75,922.40	393,911.47	509,887.53	43.58
TOTAL REVENUES	<u>903,799.00</u>	<u>75,922.40</u>	<u>393,911.47</u>	<u>509,887.53</u>	<u>43.58</u>

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 66.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
20-606-1010 SALARIES	185,260.00	18,255.43	118,131.94	67,128.06	63.77
20-606-1015 OVERTIME	7,000.00	1,188.67	7,937.97 (937.97)	113.40
20-606-1020 MEDICARE	2,615.00	287.60	1,862.90	752.10	71.24
20-606-1025 TWC (SUI)	828.00	0.00	26.53	801.47	3.20
20-606-1030 HEALTH INSURANCE	25,991.00	1,925.47	16,571.13	9,419.87	63.76
20-606-1031 HSA	178.00	11.12	96.82	81.18	54.39
20-606-1033 DENTAL INSURANCE	1,480.00	105.84	906.75	573.25	61.27
20-606-1035 VISION CARE INSURANCE	325.00	25.16	215.57	109.43	66.33
20-606-1036 LIFE INSURANCE	318.00	23.12	199.05	118.95	62.59
20-606-1037 WORKERS' COMP INSURANCE	6,551.00	0.00	2,620.23	3,930.77	40.00
20-606-1040 TMRS RETIREMENT	25,157.00	2,819.54	18,250.20	6,906.80	72.55
20-606-1070 SPECIAL ALLOWANCES	<u>11,400.00</u>	<u>767.35</u>	<u>5,619.54</u>	<u>5,780.46</u>	<u>49.29</u>
TOTAL PERSONNEL	267,103.00	25,409.30	172,438.63	94,664.37	64.56
SUPPLIES					
20-606-2020 OFFICE SUPPLIES	1,400.00	195.62	1,166.78	233.22	83.34
20-606-2030 POSTAGE	2,500.00	271.99	2,004.74	495.26	80.19
20-606-2050 PRINTING & COPYING	600.00	0.00	444.92	155.08	74.15
20-606-2060 MED EXAMS/SCREENING/TESTING	0.00	0.00	0.00	0.00	0.00
20-606-2070 JANITORIAL SUPPLIES	100.00	0.00	0.00	100.00	0.00
20-606-2075 BANK/CREDITCARD FEES	5,100.00	579.96	3,474.98	1,625.02	68.14
20-606-2080 UNIFORMS	1,200.00	0.00	494.22	705.78	41.19
20-606-2090 SMALL TOOLS	2,000.00	0.00	392.92	1,607.08	19.65
20-606-2091 SAFETY SUPPLIES/EQUIPMENT	<u>1,200.00</u>	<u>0.00</u>	<u>29.91</u>	<u>1,170.09</u>	<u>2.49</u>
TOTAL SUPPLIES	14,100.00	1,047.57	8,008.47	6,091.53	56.80
SERVICES					
20-606-3012 ENGINEERING SERVICES	0.00	510.00	4,635.00 (4,635.00)	0.00
20-606-3013 PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
20-606-3020 ASSOCIATION DUES & PUBS	2,215.00	111.00	982.00	1,233.00	44.33
20-606-3030 TRAINING/EDUCATION	3,000.00	0.00	1,790.00	1,210.00	59.67
20-606-3040 TRAVEL/MILEAGE/LODGING/PERD	1,438.00	632.54	1,498.57 (60.57)	104.21
20-606-3050 INSURANCE - LIABILITY	3,795.00	0.00	3,870.13 (75.13)	101.98
20-606-3060 UNIFORM SERVICES	3,000.00	126.96	1,180.83	1,819.17	39.36
20-606-3070 INSURANCE - PROPERTY	1,850.00	0.00	1,886.62 (36.62)	101.98
20-606-3075 WATER CONSERVATION EDUCATIO	100.00	0.00	0.00	100.00	0.00
20-606-3080 SPECIAL SERVICES	300.00	12.50	155.00	145.00	51.67
20-606-3082 WATER ANALYSIS FEES	<u>6,500.00</u>	<u>131.91</u>	<u>3,125.82</u>	<u>3,374.18</u>	<u>48.09</u>
TOTAL SERVICES	22,198.00	1,524.91	19,123.97	3,074.03	86.15
CONTRACTUAL					
20-606-4075 COMPUTER SOFTWARE/INCODE	10,292.00	776.98	6,402.24	3,889.76	62.21
20-606-4085 EAA -WATER MANAGEMENT FEES	84,084.00	7,006.53	51,852.17	32,231.83	61.67
20-606-4086 CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00
20-606-4099 WATER RIGHTS/LEASE PAYMENTS	<u>10,851.00</u>	<u>0.00</u>	<u>12,281.50</u> (<u>1,430.50)</u>	<u>113.18</u>
TOTAL CONTRACTUAL	105,227.00	7,783.51	70,535.91	34,691.09	67.03

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 66.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MAINTENANCE					
20-606-5005 EQUIPMENT LEASES	1,500.00	0.00	0.00	1,500.00	0.00
20-606-5010 EQUIPMENT MAINT & REPAIR	6,500.00	0.00	7.00	6,493.00	0.11
20-606-5015 ELECTRONIC EQPT MAINTENANCE	500.00	149.99	149.99	350.01	30.00
20-606-5020 VEHICLE MAINTENANCE	2,000.00	250.42	2,803.73 (803.73)	140.19
20-606-5030 BUILDING MAINTENANCE	2,000.00	0.00	1,265.42	734.58	63.27
20-606-5060 VEHICLE & EQPT FUELS	<u>3,000.00</u>	<u>464.81</u>	<u>3,128.12</u> (<u>128.12)</u>	<u>104.27</u>
TOTAL MAINTENANCE	15,500.00	865.22	7,354.26	8,145.74	47.45
DEPT MATERIALS-SERVICES					
20-606-6011 CHEMICALS	17,000.00	680.17	12,547.78	4,452.22	73.81
20-606-6050 WATER METERS & BOXES	4,500.00	0.00	4,692.94 (192.94)	104.29
20-606-6055 FIRE HYDRANTS	3,000.00	413.28	11,951.42 (8,951.42)	398.38
20-606-6060 HUEBNER STORAGE TANK	6,000.00	0.00	1,247.32	4,752.68	20.79
20-606-6061 ELEVATED STORAGE TANK- #1 W	3,000.00	0.00	3,846.00 (846.00)	128.20
20-606-6062 WELL SITE #2-EAA MONITORED	100.00	0.00	0.00	100.00	0.00
20-606-6063 WELL SITE #3-NOT OPERATION	0.00	0.00	0.00	0.00	0.00
20-606-6064 WELL SITE #4-NOT OPERATION	0.00	0.00	0.00	0.00	0.00
20-606-6065 WELL SITE #5-EDWARDS BLENDI	3,000.00	225.00	307.06	2,692.94	10.24
20-606-6066 WELL SITE #6-MUNI TRACT	1,000.00	227.33	3,399.59 (2,399.59)	339.96
20-606-6067 WELL SITE #7	5,000.00	225.00	307.07	4,692.93	6.14
20-606-6068 WELL SITE #8	3,500.00	525.00	1,756.06	1,743.94	50.17
20-606-6069 WELL SITE #9-TRINITY	2,000.00	278.72	278.72	1,721.28	13.94
20-606-6070 SCADA SYSTEM MAINTENANCE	2,000.00	0.00	2,339.25 (339.25)	116.96
20-606-6071 SHAVANO DRIVE PUMP STATION	7,000.00	0.00	9,257.36 (2,257.36)	132.25
20-606-6072 WATER SYSTEM MAINTENANCE	13,305.00	1,359.85	18,805.13 (5,500.13)	141.34
20-606-6080 STREET MAINT SUPPLIES	<u>1,500.00</u>	<u>0.00</u>	<u>57.50</u>	<u>1,442.50</u>	<u>3.83</u>
TOTAL DEPT MATERIALS-SERVICES	71,905.00	3,934.35	70,793.20	1,111.80	98.45
UTILITIES					
20-606-7040 UTILITIES - ELECTRIC	70,000.00	4,021.15	28,486.93	41,513.07	40.70
20-606-7042 UTILITIES - PHONE/CELL	800.00	72.00	251.70	548.30	31.46
20-606-7044 UTILITIES - WATER	<u>300.00</u>	<u>12.09</u>	<u>94.94</u>	<u>205.06</u>	<u>31.65</u>
TOTAL UTILITIES	71,100.00	4,105.24	28,833.57	42,266.43	40.55
CAPITAL OUTLAY					
20-606-8010 NON-CAP ELECTRONIC EQUIPMEN	0.00	0.00	0.00	0.00	0.00
20-606-8015 NON-CAPITAL - COMPUTERS	0.00	0.00	0.00	0.00	0.00
20-606-8020 NON-CAPITAL MAINTENANCE EQU	1,000.00	0.00	0.00	1,000.00	0.00
20-606-8045 CAPITAL-COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
20-606-8050 CAPITAL - VEHICLES	0.00	0.00	0.00	0.00	0.00
20-606-8060 CAPITAL- EQUIPMENT	31,175.00	11,789.00	31,175.00	0.00	100.00
20-606-8080 WATER SYSTEM IMPROVEMENTS	19,500.00	9,459.18	26,724.01 (7,224.01)	137.05
20-606-8081 CAPITAL - BUILDING	0.00	0.00	0.00	0.00	0.00
20-606-8085 CAPITAL-WATER TOWER/STORAGE	0.00	0.00	0.00	0.00	0.00
20-606-8087 WATER METER REPLACEMENT	<u>3,780.00</u>	<u>3,185.00</u>	<u>3,185.00</u>	<u>595.00</u>	<u>84.26</u>
TOTAL CAPITAL OUTLAY	55,455.00	24,433.18	61,084.01 (5,629.01)	110.15

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 66.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>INTERFUND TRANSFERS</u>					
20-606-9000 EOY ASSET RECLASS	0.00	0.00	0.00	0.00	0.00
20-606-9010 TRF TO GENERAL FUND	22,050.00	0.00	0.00	22,050.00	0.00
20-606-9020 TRF TO CAPITAL REP. FUND 72	71,946.00	0.00	0.00	71,946.00	0.00
20-606-9050 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
20-606-9090 DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00
20-606-9095 PENSION EXPENSE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	93,996.00	0.00	0.00	93,996.00	0.00
<hr/>					
TOTAL WATER DEPARTMENT	716,584.00	69,103.28	438,172.02	278,411.98	61.15

20 -WATER FUND
 DEBT SERVICE

% OF YEAR COMPLETED: 66.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLAY</u>					
20-607-8000 BOND PRINCIPAL EOY	0.00	0.00	0.00	0.00	0.00
20-607-8011 ACCRUED BOND INTEREST	0.00	0.00	0.00	0.00	0.00
20-607-8012 2009 CO - PRINCIPAL	0.00	0.00	0.00	0.00	0.00
20-607-8013 2009 CO - INTEREST	0.00	0.00	0.00	0.00	0.00
20-607-8014 2009 GO REFUND - PRINCIPAL	40,072.50	0.00	40,072.50	0.00	100.00
20-607-8015 2009 GO REFUND - INTEREST	13,830.00	0.00	1,602.90	12,227.10	11.59
20-607-8016 2017 GO REFUNDING (2009) PR	65,000.00	0.00	65,000.00	0.00	100.00
20-607-8017 2017 GO REFUNDING (2009) IN	68,162.50	0.00	34,612.50	33,550.00	50.78
20-607-8020 BOND UNAMORTIZED LOSS	0.00	0.00	0.00	0.00	0.00
20-607-8030 BOND AGENT FEES	150.00	0.00	200.00 (50.00)	133.33
20-607-8035 BOND ISSUANCE COSTS	0.00	0.00	0.00	0.00	0.00
20-607-8056 2018 GO REFUNDING (2009) PR	0.00	0.00	5,137.50 (5,137.50)	0.00
20-607-8057 2018 GO REFUNDING (2009) IN	<u>0.00</u>	<u>0.00</u>	<u>1,807.72</u> (<u>1,807.72</u>)	<u>0.00</u>
TOTAL CAPITAL OUTLAY	187,215.00	0.00	148,433.12	38,781.88	79.28
<hr/>					
TOTAL DEBT SERVICE	187,215.00	0.00	148,433.12	38,781.88	79.28
<hr/>					
TOTAL EXPENDITURES	903,799.00	69,103.28	586,605.14	317,193.86	64.90
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	6,819.12	(192,693.67)	192,693.67	0.00
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WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: July 8, 2019

Agenda item: 6.a

Prepared by: Brandon Peterson

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Water Department Budget Goals and Objectives for FY 2019-20 Proposed Budget



Attachments for Reference:

- 1) Water Department Proposed Goals and Objectives

BACKGROUND / HISTORY: Water Utility Department is bringing the goals and objectives for FY 2019-20 to the Water Advisory Committee (WAC) for their review and comments.

DISCUSSION: This is the **second** review of the goals and objectives for FY 2019-20 presented to the Water Advisory Committee. **Goals and Objectives were presented to Council on June 12. No additional Goals and Objectives were added or subtracted. This will be the last round for discussion, July 30th** will be the final presentation before presenting it to City Council as the final from the WAC.

COURSES OF ACTION: Discuss the goals and objectives for FY 2019-20 and provide any revisions and recommendations as to what the Water Advisory Committee would like to see accomplished over the next year.

FINANCIAL IMPACT: Varies depending on the proposed studies and projects accepted.

STAFF RECOMMENDATION: Provide input for goals and objectives for FY 2019-20 Budget

Water Utility Department - 606

Mission Statement

The City of Shavano Park Water Utility Department continuously provides safe and reliable drinking water and maintains essential public water infrastructure for the service connections within Shavano Park in order to provide long-term first-class water utility support to our citizens.

Goals:

- Continually provide safe and reliable drinking water through efficient treatment and delivery of water, meet or exceed environmental and public health standards
- Resource and maintain appropriate equipment and assets
- Improve employee proficiency to include educational training and development opportunities
- Improve water system functions to achieve an efficient operation level while meeting State requirements
- Provide and maintain essential public water infrastructure services while anticipating future requirements

Objectives:

Continually provide safe and reliable drinking water through efficient treatment and delivery of water, exceeding environmental and public health standards

- Maintain 100% compliance of all State and Federal regulations and laws associated with a water system
- Maintain a Superior Water System rating
- Ensure State requirements are met by having all employees of the Water Department certified and licensed in groundwater operations
- Educate the public while implementing the backflow prevention program approved by Council in accordance with an appropriate strategy
- [Inventory all backflow devices within the water system](#)

Resource and maintain appropriate equipment and assets

- Maintain enough money in reserve to handle emergencies, and cushion for low water consumption years (approx. \$500K)
- Annually re-evaluate adequacy of Edwards water rights and Trinity resources
- Continue to replace meters that have registered approximately 2 million gallons
- Actively apply for grants/funding for other equipment that would make crews more efficient
- Continue working with KFW (City Engineer) to initiate a geographic information system (GIS) program to include utilities, streets, and drainage information
- Continue preparing a schedule based on needs to replace all undersized water mains within the system
- Based on power supply needs, initiate applying for grants to pay a portion of or all costs for installation of emergency power supply (generators) for City buildings
- [Actively support a water rate study to determine if the tiered water rates should be restructured](#)

Improve employee quality to include educational training and development opportunities.

- Provide additional quality educational opportunities and send crews to classes to earn credits to upgrade and improve knowledge of water systems
- Continue to have a safe working environment and maintain the safety and training program on all equipment and water system functions
- Maintain a safe working environment and a zero (0) lost time accident rate, initiate lost accident tally board.
- Improve the preventative maintenance program by establishing a tracking schedule for each piece of equipment/vehicle and when they should be replaced

Improve water system functions to achieve an efficient operation level and meet State requirements

- Investigate alternatives to increase productivity and life expectancy of the Trinity Well pump, motor, and ground storage tank
- Continue to take corrective action on dead end main issues to lessen flushing and reduce loss ratio rate
- Work with TxDOT on preliminary reports for relocating portions of the water mains on NW Military prior to job bid for MPO project
- Identify cul-de-sac dead end mains, including gross cost estimate for each and prioritization for addressing. Complete at remediation of at least one such dead end main each year until all resolved
- Stay current on new and proposed TCEQ water system requirements.
- Propose updates for Shavano Park Ordinances to meet all TCEQ and pertinent Edwards Aquifer Authority requirements
- Achieve annual water loss of less than 5%
- Respond to all water system complaints within one service day. Provide summary of complaints and resolutions to Water Advisory Committee
- Raise/install 5 fire hydrants with valves to proper height for Fire Department access per year
- Prepare drainage culvert to install boxes for crossing the creek to Well site # 8
- Consider outsourcing printing water utility bills
- Televisé and investigate options of some or all wells not in production, evaluate possibilities to place back in production or plug. (Wells #1, #2, #3, and #4)

Provide and Maintain essential public water infrastructure and services while anticipating future requirements.

- Develop and execute a fiscally responsible budget that meets mission requirements
- Update the capital equipment replacement schedule. (Water system, pumps, motors, VFD's, water mains, and hydrants)
- Maintain quality of new SCADA system and entire water system as changes and repairs are accomplished; [update computers operating systems to Windows 10.](#)

Water Advisory Committee Agenda Form

Meeting Date: July 8, 2019

Agenda item: 6.b.

Prepared by: Brandon Peterson/Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion – FY 2019-20 Proposed Budget Revenue & Expenses

Attachments for Reference:

- 1) Draft FY 2019-20 Water Major Expenses
- 2) Draft FY 2019-20 Proposed Budget Worksheet
- 3) Draft FY 2019-20 Water Capital Replacement

BACKGROUND / HISTORY: This is the first draft of the Proposed FY 2019-20 Water Utility Budget.

DISCUSSION: Attached is a first draft of the FY 2019-20 Water Utility budget. The “Proposed Budget Worksheet” (1) includes all revenue and expense lines for the Water Utility Fund. The first column is the line item number and the description. The next three columns are the three previous fiscal years, amounts after audit. The “Current Budget” column is the Original budget plus any amendments that have been approved to date. The “Y-T-D Actual” column is all revenues and expenses posted as of May 31, 2019 (as June is not yet closed). The “Projected Year End” column represents the PW Director and Finance Director estimates for the full fiscal year amounts. The “Requested Budget” column is the draft proposed FY 2019-20 amounts.

Revenue

Proposed revenues from water sales and miscellaneous/interest are \$1,032,130, as detailed below, based on assumptions discussed at the June 10, 2019 meeting.

Water Consumption (5015) \$627,000 based on prior 4 year average of actual revenues.

Debt Service (5018) \$188,317 based on 695 active meters with the current flat fee of \$22.58 a month (new fee began with July consumption).

Water Service Fee (5019) \$58,092 based on an average of \$4,841 collected monthly. This revenue is a flat/monthly fee based on the size of the meter.

EAA Pass Thru Charge (5036) \$83,681 based on the prior 4 year average of actual gallons sold as determined for the Water Consumption (5015) revenues.

Site/Tower Lease (7075) \$37,200, requesting all lease payments for equipment on the elevated storage tank be receipted into the Water Utility. The lease payments from Sprint are currently recorded in the Water Utility while the payments from T-Mobile have been reflected in the General Fund. (Pending Council)

The remaining revenues from late charges, interest, lease of water rights, etc. are \$29,200.

Capital replacement transfer-in is proposed at \$8,640, which includes 30 meter replacements.

Expenses

Total proposed draft expenses are \$972,930 and are summarized by category below.

The **Personnel (1000's)**: Proposed budget increase of \$26,117. At the June 24, 2019 budget workshop, Council provided initial guidance for a 3.25% raise as well as consensus for pay grade increases for the servicemen, public works/water office manager, the water crew leader and the public works/water superintendent. Additional guidance included 3.5% increase for the defined contribution amount for employee medical insurance, with no changes in the dental, vision contribution amounts and a small decrease in the life insurance contribution. Estimated a 5% increase for worker's compensation insurance. Total proposed expenses of \$293,220.

The **Supplies (2000's)** category reflects an overall increase of \$930 including postage (\$880) and small increases in other accounts. The proposed budget in total for the category is \$15,030.

The **Services (3000's)** category has been increased by \$6,877. Engineering services increased \$5,000 for general engineering, outsourcing water bill printing increased \$2,000 as the Utility looks to outsource this task. The overall proposed total for the category is \$29,075.

The **Contractual (4000's)** category shows a decrease of \$12,077, mainly due to the decrease of \$10,851 in water rights/lease payments as the final lease has ended. The total for the category is \$93,150.

The **Maintenance (5000's)** category is increased \$1,000. Total for this category is \$16,500.

The **Department Materials-Services (6000's)** category includes an increase of \$43,495 over prior year's original adopted budget. Proposed expenses include an additional \$4,000 for fire hydrants/valves, additional \$4,000 for SCADA computer updates, assessment of Well #1, #2, #3 and #4 viability to return to service, installation of fall protection in the storage tanks, and addressing orange water along Wagon Trail. The proposed total for this category is \$115,650.

The **Utilities (7000's)** category reflects a \$5,000 increase in electricity, which is the average expense for the three most recently completed fiscal years. The proposed total for this category is remains at \$76,125.

The **Capital Outlay (8000's)** proposed requests totals \$22,390, and includes \$12,000 for replacing spider water line services in the Elm Spring cul de sac, 30 meter replacements totaling \$8,640, a computer replacement and maintenance equipment. Of the above capital requests, the amount to come from the Water Capital Replacement Fund (72) is initially projected at \$8,640 for the meter replacement program.

The **Interfund Transfers (9000's)** Staff has maintained the transfer to the General Fund at \$22,050 and estimated a transfer to the Capital Replacement Fund at \$113,706 for a category total of \$135,756.

The **Debt Service Department (607)** has an increase of \$819 for the principal/interest payment on the 2017 General Obligation Refunding (2009 CO) and 2018 General Obligation Refunding. The total proposed expense is \$188,034. Debt service is fully funded by the debt service fee on the water bills.

COURSES OF ACTION:

1. Make recommendation to staff to present additional information and bring back to committee for further review at the July 30, 2019 meeting.
2. Make changes as directed and bring back at the July 30, 2019 meeting.

FINANCIAL IMPACT: Varies

STAFF RECOMMENDATION: Committee discuss and provide recommendations and guidance.



City of Shavano Park



Together We Can!

FY 2019-20 Budget July 8, 2019

Water Utility - Capital / Major Purchases

Water Prioritized List



Together We Can!

Priority	Description	Cost	Funded In Capital Replacement	Additional Required	Included in CM 19/20 Budget
1	Update SCADA computers – Windows 7 end of life	\$ 4,000	No	\$ 4,000	Yes
2	Replace dead ends in cul-de-sac and repave (1x)	\$ 12,000	No	\$ 12,000	Yes
3	Replace 30 water meters	\$ 8,640	Yes	\$ -	Yes
4	Determine viability – Wells #1, #2, #3 & #4	\$ 7,400	No	\$ 7,400	Yes
5	Raise/install valves - fire hydrants x 5	\$ 7,000	No	\$ 7,000	Yes
6	Replace Well site #7 pump, motor, water column, drive shaft (entire system)	\$ 60,000	\$29,857 current + \$16,300 proposed	TBD	TBD
7	VFDs on Well #5 and #9	\$ 25,000	Partial	TBD	TBD
8	Build shade structures over the drive shaft motors to preserve and extend life of the motors	\$ 6,500	No	\$ 6,500	TBD
9	Installation of emergency power supply (generators at well sites)	TBD	No	TBD	No

Water Prioritized List pg 2



Together We Can!

Priority	Description	Cost	Funded In Capital Replacement	Additional Required	Included in CM 19/20 Budget
10	Install fall protection in all three water storage tanks (2x GST and EST)	\$ 5,400	No	\$ 5,400	TBD
11	Prepare drainage culvert to install boxes for crossing the creek to Well site #8	TBD	No	TBD	TBD
12	GPS valves and meters across system	\$ 22,500	No	\$ 22,500	TBD
13	Purchase and install a pipe storage rack	\$ 1,000	No	\$ 1,000	TBD
14	Repaint the Huebner ground storage tank roof	\$ 20,000	Yes	TBD	TBD
15	Shavano ground storage tank capacity	\$ 75,000	No	\$ 75,000	No
16	Outsourcing water bills printing	TBD	No	TBD	TBD



Take Aways

- **Funding decisions based upon priority and available revenue**
- **Purposely budgeted for revenues from lease on water rights and site leases to remain unspent and add to reserves at year end**
- **Capital replacement schedule updated**
- **Any additional comments or suggestions?**

20 -WATER FUND

REVENUES	2015-2016			2018-2019			2019-2020	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
NON-DEPARTMENTAL								
=====								
WATER SALES								
20-599-5015 WATER CONSUMPTION	585,411	658,287	661,864	621,347	216,613	540,000	627,000	_____
20-599-5016 LATE CHARGES	8,357	4,412	6,010	6,000	3,942	5,900	6,000	_____
20-599-5018 DEBT SERVICE	53,382	53,555	53,530	53,453	35,731	76,000	188,317	_____
20-599-5019 WATER SERVICE FEE	57,980	58,605	58,646	58,092	39,448	58,092	58,092	_____
20-599-5036 EAA PASS THRU CHARGE	79,313	87,732	89,139	83,319	31,293	72,000	83,681	_____
20-599-5037 CONNECTION/DISCONNECT FEE	0	2,800	0	0	0	0	0	_____
20-599-5040 TAPPING FEES	0	750	0	0	1,800	1,800	0	_____
TOTAL WATER SALES	784,443	866,141	869,190	822,211	328,828	753,792	963,090	=====
MISC./GRANTS/INTEREST								
20-599-7000 INTEREST INCOME	3,139	6,852	11,822	9,500	10,004	15,000	12,000	_____
20-599-7011 OTHER INCOME	3,406	40	49	0	841	900	0	_____
20-599-7012 LEASE OF WATER RIGHTS	7,043	7,000	10,000	17,108	5,000	10,000	10,000	_____
20-599-7040 ASR LEASE PROGRAM	36,000	24,000	24,000	0	0	0	0	_____
20-599-7060 CC SERVICE FEES	0	337	788	1,200	686	1,000	1,200	_____
20-599-7075 SITE/TOWER LEASE REVENUE	14,320	14,749	15,491	15,500	10,428	15,650	37,200	_____
SPRINT	0	0.00					16,100	_____
T-MOBILE (FROM GF)	0	0.00					21,100	_____
20-599-7090 SALE OF FIXED ASSETS	0	(18,787)	4,705	0	480	500	0	_____
20-599-7097 INSURANCE PROCEEDS	2,390	45,707	9,838	0	0	0	0	_____
TOTAL MISC./GRANTS/INTEREST	66,297	79,897	76,693	43,308	27,439	43,050	60,400	=====
TRANSFERS IN								
20-599-8072 TRF IN-CAPITAL REPLACEMENT	0	0	37,048	38,280	37,645	37,645	8,640	_____
WATER METER REPLACEMENT 30	288.00						8,640	_____
20-599-8090 PRIOR PERIOD ADJUSTMENT	0	0	(4,839)	0	0	0	0	_____
20-599-8099 TRF IN - RESERVES	0	0	0	0	0	0	0	_____
TOTAL TRANSFERS IN	0	0	32,209	38,280	37,645	37,645	8,640	=====
TOTAL NON-DEPARTMENTAL	850,740	946,038	978,092	903,799	393,911	834,487	1,032,130	=====
TOTAL REVENUES	850,740	946,038	978,092	903,799	393,911	834,487	1,032,130	=====

20 -WATER FUND
 WATER DEPARTMENT

EXPENDITURES	2015-2016			2018-2019			2019-2020	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
606-1010 SALARIES	150,066	148,231	169,239	185,260	118,132	180,000	206,130	
606-1015 OVERTIME	17,067	8,280	8,741	7,000	7,938	9,000	7,500	
606-1020 MEDICARE	2,485	2,398	2,617	2,615	1,863	2,800	2,990	
606-1025 TWC (SUI)	684	55	508	828	27	36	720	
606-1030 HEALTH INSURANCE	22,530	19,442	22,453	25,991	16,571	25,200	27,450	
606-1031 HSA	161	142	135	178	97	178	170	
606-1033 DENTAL INSURANCE	1,377	1,361	1,284	1,480	907	1,400	1,360	
606-1035 VISION CARE INSURANCE	357	319	309	325	216	365	330	
606-1036 LIFE INSURANCE	322	301	298	318	199	318	280	
606-1037 WORKERS' COMP INSURANCE	4,528	4,398	5,218	6,551	2,620	5,500	6,890	
606-1040 TMRS RETIREMENT	0	22,423	25,154	25,157	18,250	26,300	28,750	
606-1070 SPECIAL ALLOWANCES	8,285	6,658	8,666	11,400	5,620	9,100	10,650	
TOTAL PERSONNEL	207,863	214,007	244,619	267,103	172,439	260,197	293,220	
SUPPLIES								
606-2020 OFFICE SUPPLIES	1,596	1,724	1,463	1,400	1,167	1,400	1,500	
606-2030 POSTAGE	3,043	3,018	2,776	2,500	2,005	2,800	3,130	
POSTAGE 12	240.00							2,880
ANNUAL BULK MAIL PERMIT 0	0.00							250
606-2035 EMPLOYEE APPRECIATION	0	0	0	0	0	0	100	
606-2050 PRINTING & COPYING	931	722	459	600	445	600	600	
606-2060 MED EXAMS/SCREENING/TESTING	39	544	147	0	0	150	100	
606-2070 JANITORIAL SUPPLIES	0	0	384	100	0	100	100	
606-2075 BANK/CREDITCARD FEES	5,950	5,485	7,001	5,100	3,475	6,200	5,100	
MONTHLY 12	425.00							5,100
606-2080 UNIFORMS	843	1,102	743	1,200	494	1,200	1,200	
BOOTS - ANNUAL ALLOWANC 4	200.00							800
RAINWARE/ WINTER COATS/ 0	0.00							400
606-2090 SMALL TOOLS	1,060	1,314	1,929	2,000	393	2,000	2,000	
606-2091 SAFETY SUPPLIES/EQUIPMENT	993	1,818	1,212	1,200	30	1,200	1,200	
TOTAL SUPPLIES	14,456	15,727	16,113	14,100	8,008	15,650	15,030	
SERVICES								
606-3012 ENGINEERING SERVICES	3,710	6,000	191	0	4,635	5,000	5,000	
BASIC MISC SERVICES 0	0.00							5,000
606-3013 PROFESSIONAL SERVICES	0	0	0	0	0	0	2,000	
WATER BILL PRINT-OUTSOU 0	0.00							2,000
606-3020 ASSOCIATION DUES & PUBS	716	895	996	2,215	982	2,000	2,215	
TWUA 0	0.00							360
S.A.R.A. ANNUAL FEE 0	0.00							200
S.A.R.A DUES - SEPARATE 0	0.00							200
REG WTR RES DEV (RWRD) 0	0.00							300
AWWA - AMER WTR WKS ASS 0	0.00							100
Stormwater Impact Fee 0	0.00							100
TRWA - TX RURAL WATER A 0	0.00							325

20 -WATER FUND
 WATER DEPARTMENT

EXPENDITURES	2015-2016			2016-2017			2017-2018			2018-2019			2019-2020	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET						
WATER LICENSE RENEWALS	5	111.00						555						
TX MUNI UTILITIES ASSN	0	0.00						75						
606-3030 TRAINING/EDUCATION		4,655	2,859	2,583	3,000	1,790	2,700	2,700						
606-3040 TRAVEL/MILEAGE/LODGING/PERD		1,678	1,387	1,779	1,438	1,499	1,499	1,500						
606-3050 INSURANCE - LIABILITY		2,880	3,022	6,183	3,795	3,870	3,870	4,075						
606-3060 UNIFORM SERVICES		1,383	1,533	1,556	3,000	1,181	1,750	2,500						
606-3070 INSURANCE - PROPERTY		1,432	1,503	1,832	1,850	1,887	1,887	1,985						
606-3075 WATER CONSERVATION EDUCATIO		0	0	0	100	0	0	100						
606-3080 SPECIAL SERVICES		10	0	138	300	155	200	500						
SA HAZARDOUS MAT'L PERM	0	0.00						300						
ONE CALL LOCATES	0	0.00						200						
606-3082 WATER ANALYSIS FEES		3,949	7,421	5,074	6,500	3,126	5,800	6,500						
WATER ANALYSIS FEES	0	0.00						2,145						
TCEQ ANNUAL WATER TESTI	0	0.00						2,500						
DSHS CENTRAL LAB - TCEQ	0	0.00						1,805						
TIER II REPORT FEES - A	0	0.00						50						
TOTAL SERVICES		20,413	24,620	20,332	22,198	19,124	24,706	29,075						
CONTRACTUAL														
606-4075 COMPUTER SOFTWARE/INCODE		5,138	7,597	6,083	10,292	6,402	7,300	9,066						
INCODE-UTILITYSOFTWARE	0	0.00						2,960						
INCODE-METER READER INT	0	0.00						640						
INCODE-BILLPAY WEB HOST	0	0.00						1,200						
INCODE-BILL PAY ONLINE	0	0.00						340						
INCODE - HAND HELD METE	0	0.00						606						
BEACON SERVICE AGREEMEN	0	0.00						900						
BEACON MOBILE READER	2	360.00						720						
BEACON METER SOFTWARE	0	0.00						525						
SCADA ANTIVIRUS - 2 COM	0	0.00						75						
GIS LICENSE	0	0.00						500						
WIN 10 LICENSES (6 w/PW	3	200.00						600						
606-4085 EAA -WATER MANAGEMENT FEES		75,735	75,726	69,765	84,084	51,852	72,900	84,084						
MONTHLY EAA FEES	1,001	40.00						40,040						
MONTHLY HABITAT FEE	1,001	44.00						44,044						
606-4086 CONTRACT LABOR		5,513	100	0	0	0	0	0						
606-4099 WATER RIGHTS/LEASE PAYMENTS		47,969	33,292	78,227	10,851	12,282	12,282	0						
PURCHASE 13 AC/FT	5,000	0.00						0						
TOTAL CONTRACTUAL		134,355	116,715	154,074	105,227	70,536	92,482	93,150						
MAINTENANCE														
606-5005 EQUIPMENT LEASES		1,647	1,883	1,954	1,500	0	1,500	1,500						
606-5010 EQUIPMENT MAINT & REPAIR		6,862	8,937	3,492	6,500	7	3,500	5,000						
606-5015 ELECTRONIC EQPT MAINTENANCE		370	89	0	500	150	150	500						
606-5020 VEHICLE MAINTENANCE		5,441	1,914	4,039	2,000	2,804	4,000	3,000						
606-5030 BUILDING MAINTENANCE		1,118	2,962	2,170	2,000	1,265	2,500	2,500						
GENERAL	0	0.00						2,500						
606-5060 VEHICLE & EQPT FUELS		3,833	4,282	3,340	3,000	3,128	4,300	4,000						
TOTAL MAINTENANCE		19,271	20,067	14,995	15,500	7,354	15,950	16,500						

20 -WATER FUND
 WATER DEPARTMENT

EXPENDITURES	(------ 2018-2019 -----) (------ 2019-2020 -----)							
	2015-2016 ACTUAL	2016-2017 ACTUAL	2017-2018 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
DEPT MATERIALS-SERVICES								
606-6011 CHEMICALS	19,678	17,163	19,295	17,000	12,548	17,000	16,500	
606-6050 WATER METERS & BOXES MAINTENANCE-METER/BOX R	(5,967) 0	2,193	5,224	4,500	4,693	4,900	4,500	4,500
606-6055 FIRE HYDRANTS & VALVES HYDRANTS AND VALVES	2,918 0	1,691	3,367	3,000	11,951	12,500	7,000	7,000
606-6060 HUEBNER STORAGE TANK GENERAL	10,922 0	20,988	15,232	6,000	1,247	3,500	5,000	5,000
606-6061 ELEVATED STORAGE TANK- #1 W GENERAL	5,076 0	11,598	3,286	3,000	3,846	5,000	4,750	4,750
606-6062 WELL SITE #2-EAA MONITORED	432	75	0	100	0	0	1,300	
606-6063 WELL SITE #3-NOT OPERATION	0	0	0	0	0	0	1,800	
606-6064 WELL SITE #4-NOT OPERATION	0	0	0	0	0	0	1,300	
606-6065 WELL SITE #5-EDWARDS BLENDI	1,400	4,214	26,282	3,000	307	400	4,000	
606-6066 WELL SITE #6-MUNI TRACT	2,040	9,299	8,887	1,000	3,400	4,000	4,000	
606-6067 WELL SITE #7 GENERAL	1,006 0	6,873	5,907	5,000	307	5,000	4,000	4,000
606-6068 WELL SITE #8 GENERAL	2,209 0	9,092	2,132	3,500	1,756	3,500	4,000	4,000
606-6069 WELL SITE #9-TRINITY	40,087	182,801	2,408	2,000	279	2,000	4,000	
606-6070 SCADA SYSTEM MAINTENANCE SCADA COMPUTER UPDATES ANNUAL MAINTENANCE CONT	9,224 0 0	1,233	4,967	2,000	2,339	3,000	7,000	4,000 3,000
606-6071 SHAVANO DRIVE PUMP STATION	56,681	21,239	33,710	7,000	9,257	11,000	22,500	
606-6072 WATER SYSTEM MAINTENANCE	21,181	20,101	(34,398)	13,305	18,805	20,000	22,500	
606-6080 STREET MAINT SUPPLIES	187	3,294	1,099	1,500	58	1,200	1,500	
TOTAL DEPT MATERIALS-SERVICES	167,074	311,854	97,398	71,905	70,793	93,000	115,650	
UTILITIES								
606-7040 UTILITIES - ELECTRIC	66,188	79,063	78,782	70,000	28,487	70,000	75,000	
606-7042 UTILITIES - PHONE/CELL	0	814	810	800	252	800	825	
606-7044 UTILITIES - WATER	320	348	254	300	95	300	300	
TOTAL UTILITIES	66,508	80,225	79,847	71,100	28,834	71,100	76,125	
CAPITAL OUTLAY								
606-8010 NON-CAP ELECTRONIC EQUIPMEN	0	6,091	0	0	0	0	0	
606-8015 NON-CAPITAL - COMPUTERS COMPUTER AT CH OFFICE 1	0 750.00	0	0	0	0	0	750	750
606-8020 NON-CAPITAL MAINTENANCE EQU RESPIRATORS (MASK-CARTR PARTS/TOOL BOX - VEHICL	8,214 1 1	2,408	6,210	1,000	0	1,000	1,000	500 500
606-8045 CAPITAL-COMPUTER EQUIPMENT	0	11,000	0	0	0	0	0	
606-8050 CAPITAL - VEHICLES	0	0	0	0	0	0	0	
606-8060 CAPITAL- EQUIPMENT	0	30,000	4,906	31,175	31,175	31,175	0	
606-8080 WATER SYSTEM IMPROVEMENTS REPL SPIDERS IN CUL DE	0 0	253,149	44,674	19,500	26,724	26,724	12,000	12,000
606-8081 CAPITAL - BUILDING	0	15,237	0	0	0	0	0	

CITY OF SHAVANO PARK
 PROPOSED BUDGET WORKSHEET
 AS OF: MAY 31ST, 2019

20 -WATER FUND
 WATER DEPARTMENT

EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019			2019-2020	
				CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
606-8085 CAPITAL-WATER TOWER/STORAGE	192,258	11,976	0	0	0	0	0	
606-8087 WATER METER REPLACEMENT	0	2,575	5,748	3,780	3,185	3,185	8,640	
METERS 30	<u>288.00</u>							<u>8,640</u>
TOTAL CAPITAL OUTLAY	200,472	332,434	61,537	55,455	61,084	62,084	22,390	
INTERFUND TRANSFERS								
606-9000 EOY ASSET RECLASS	(192,258)	(316,938)	(138,963)	0	0	0	0	
606-9010 TRF TO GENERAL FUND	22,050	79,312	22,050	22,050	0	22,050	22,050	
606-9020 TRF TO CAPITAL REP. FUND 72	0	0	109,487	71,946	0	71,946	113,706	
INFRASTRUCTURE	0	0.00						73,000
VEHICLES/EQUIPMENT	0	0.00						32,706
METER REPLACEMENT	0	0.00						8,000
606-9050 BAD DEBT EXPENSE	0	0	0	0	0	0	0	
606-9090 DEPRECIATION EXPENSE	195,206	203,800	190,805	0	0	0	0	
606-9095 PENSION EXPENSE	<u>21,989</u>	<u>6,066</u>	<u>2,883</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL INTERFUND TRANSFERS	46,987	(27,760)	186,262	93,996	0	93,996	135,756	
TOTAL WATER DEPARTMENT	877,401	1,087,891	875,177	716,584	438,172	729,165	796,896	

20 -WATER FUND
 DEBT SERVICE

EXPENDITURES	2015-2016			2018-2019			2019-2020	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>CAPITAL OUTLAY</u>								
607-8000 BOND PRINCIPAL EOY	(85,963)	(120,963)	(101,990)	0	0	0	0	
607-8011 ACCRUED BOND INTEREST	0	(3,571)	(427)	0	0	0	0	
607-8012 2009 CO - PRINCIPAL	50,000	55,000	0	0	0	0	0	
607-8013 2009 CO - INTEREST	96,830	72,883	0	0	0	0	0	
607-8014 2009 GO REFUND - PRINCIPAL	35,963	35,963	36,990	40,073	40,073	40,073	40,073	
607-8015 2009 GO REFUND - INTEREST	17,724	16,556	15,279	13,830	1,603	2,405	801	
607-8016 2017 GO REFUNDING (2009) PR	0	30,000	65,000	65,000	65,000	65,000	70,000	
607-8017 2017 GO REFUNDING (2009) IN	0	10,215	70,288	68,163	34,613	68,163	66,400	
607-8020 BOND UNAMORTIZED LOSS	2,693	2,027	(1,702)	0	0	0	0	
607-8030 BOND AGENT FEES	150	150	200	150	200	200	200	
607-8035 BOND ISSUANCE COSTS	0	76,349	0	0	0	0	0	
607-8056 2018 GO REFUNDING (2009) PR	0	0	0	0	5,138	5,138	3,083	
607-8057 2018 GO REFUNDING (2009) IN	0	0	0	0	1,808	5,567	7,477	
TOTAL CAPITAL OUTLAY	117,397	174,609	83,637	187,215	148,433	186,546	188,034	
TOTAL DEBT SERVICE	117,397	174,609	83,637	187,215	148,433	186,546	188,034	
TOTAL EXPENDITURES	994,798	1,262,499	958,814	903,799	586,605	915,711	984,930	
REVENUE OVER/(UNDER) EXPENDITURES	(144,058)	(316,462)	19,278	0	(192,694)	(81,224)	47,200	

CITY OF SHAVANO PARK

FY 2019 - 20 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated FY To Replace	Total Life (yrs)	Committed Balance 09/30/2018	Adopted Funding FY19	Utilization FY19	Committed Balance 09/30/2019	Proposed Funding 09/30/2020	Committed Additional Future Yrs Funding	Total Committed Balance
Meter Replacement Program											
706 meters at \$288 per brass meter	various	\$ 203,328	various	10	\$ 92,718	\$ 5,724	\$ (3,185)	\$ 95,257	\$ 8,000	\$ 100,071	\$ 203,328
Water Distribution System											
	various	TBD	unknown		\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000
Raw Water Supply System (Wells to Tanks)											
	various	TBD	unknown		\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
Vehicles/Equipment											
Bobcat Skid Steer Loader (\$50,000 – 50/50)	1999	\$ -	2019	15	\$ 25,000	\$ -	\$ (25,000)	\$ -	\$ -	\$ -	\$ -
Case Bobcat skid loader (one third-W/two thirds-PW)	2019	\$ 20,000	2034	15	-	-	-	-	1,202	18,798	20,000
Mini excavator (50/50)	2018	20,000	2034	15	-	-	-	-	1,202	18,798	20,000
Case Backhoe (\$66,100 - 50/50)	2017	33,050	2042	25	473	1,357	-	1,830	1,202	30,018	33,050
Public Works Director Truck (\$40,000 - 50/50)	Future	20,000	2021	15	473	7,527	-	8,000	6,000	6,000	20,000
Vactron	2017	60,000	2047	30	2,473	959	-	3,432	1,800	54,768	60,000
F250 Ford Utility Truck #1	2014	40,000	2029	15	1,473	3,502	-	4,975	3,300	31,725	40,000
Ford F350 Flatbed/Tilt Bed '08 (3492) (\$60,000 - 50/50)	2001	30,000	2026	25	1,973	2,156	-	4,129	3,500	22,371	30,000
Chevrolet Silverado HD3500 (2283) (\$45,000 50/50)	2013	22,500	2028	15	2,766	1,973	-	4,739	1,800	15,961	22,500
5 yd International Dump Truck (\$80,000, 50/50)	2006	40,000	2031	25	4,473	2,733	-	7,206	2,500	30,294	40,000
Ingersol Rand Air Compressor (50/50)	2006	4,000	2026	20	1,473	816	-	2,289	200	1,511	4,000
SCADA System Main	2017	235,000	2037	20	27,930	10,354	-	38,284	10,000	186,716	235,000
Vehicle/Equipment Sub Totals		\$ 524,550			\$ 68,507	\$ 31,377	\$ (25,000)	\$ 74,884	\$ 32,706	\$ 416,960	\$ 524,550
General Buildings											
PW/W Shop (50/50)	UNK	\$ 75,000								75,000	75,000
Vehicle Covered Parking (50/50)	2017	\$ 10,000								10,000	10,000
PW/W Administration Building (50/50)	2015	\$ 75,000								75,000	75,000
Huebner Plant											
Electric Panel	2013	\$ 20,000	2028	15							
500K Gallon Ground Storage Tank											
Repaint	2013	65,000	2023	10							
New construction \$750,000	1992										
Cathodic Protection	UNK	15,000	TBD	30							
60 HP Booster Pump/motor #1	2013	18,000	2023	10							
60 HP Booster Pump/motor #2	2013	18,000	2023	10							
125 HP Booster Pump/motor	2013	20,000	2023	10							
VFD Yaskawa P7 #1	2013	12,000	2028	15							
VFD Yaskawa P7 #2	2013	12,000	2028	15							
VFD Yaskawa P7 #3	2013	12,000	2028	15							
AC Unit	2013	5,000	2023	10							
Drive Shaft Motor (Detroit)	1992	40,000	TBD	25							
Huebner Plant- Equipment subtotal		\$ 237,000			\$ 125,914	\$ 3,754	\$ -	\$ 129,668	\$ 4,600	\$ 102,732	\$ 237,000
VFD Building	2013	\$ 10,000	2063	50	-	-	-	-	-	10,000	10,000
Fence	1992	10,000	2042	50	-	-	-	-	-	10,000	10,000
Huebner Plant- total		\$ 257,000			\$ 125,914	\$ 3,754	\$ -	\$ 129,668	\$ 4,600	\$ 122,732	\$ 257,000

CITY OF SHAVANO PARK

FY 2019 - 20 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year	Estimated Replacement Cost	Estimated FY To Replace	Total Life (yrs)	Committed Balance 09/30/2018	Adopted Funding FY19	Utilization FY19	Committed Balance 09/30/2019	Proposed Funding 09/30/2020	Committed Additional Future Yrs Funding	Total Committed Balance
Well #1											
Elevated Storage Tank (150K Gallons) (new \$450,000)											
	2016	\$ 200,000	2046	30							
	2016	15,000	2046	30							
Ground Storage Tank (110K Gallons) (new \$110,000)											
	2010	50,000	2030	20							
	2017	12,000	2047	30							
	2017	6,000	2027	10							
	2018	6,000	2028	10							
	2016	8,000	2026	10							
	2016	8,000	2026	10							
	2013	15,000	2028	15							
Mioxx System											
	2013	45,000	2033	20							
	2013	80,000	2023	10							
	2013	500	2028	15							
	2018	500	2028	10							
	2017	5,500	2027	10							
	2017	5,500	2027	10							
	2013	3,000	2023	10							
	2013	1,500	TBD	5							
	2013	1,500	TBD	5							
	2013	100,000	2033	20							
	2019	12,000	2022	3							
	2013	5,000	2033	20							
	2013	25,000	2053	40							
		15,000									
Well #1 Equipment subtotal		\$ 620,000			\$ 112,110	\$ 13,463	\$ -	\$ 125,573	\$ 15,000	\$ 479,427	\$ 620,000
	2013	\$ 20,000	2113	100						\$ 20,000	\$ 20,000
	2017	10,000	2117	100						10,000	10,000
	2017	8,000	2117	100						8,000	8,000
	1990	20,000	2090	100						20,000	20,000
	1980	10,000	2080	100						10,000	10,000
	2018	16,000	2048	30						16,000	16,000
Well #1 total		\$ 704,000			\$ 112,110	\$ 13,463	\$ -	\$ 125,573	\$ 15,000	\$ 563,427	\$ 704,000
Well #5											
	2005	\$ 15,000	2025	20							
	2018	35,000	2028	10							
Chlorine Equipment											
	2014	2,200	2024	10							
	2018	1,600	2028	10							

CITY OF SHAVANO PARK
FY 2019 - 20 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year	Estimated Replacement Cost	Estimated FY To Replace	Total Life (yrs)	Committed Balance 09/30/2018	Adopted Funding FY19	Utilization FY19	Committed Balance 09/30/2019	Proposed Funding 09/30/2020	Committed Additional Future Yrs Funding	Total Committed Balance
Injector	2018	500	2028	10							
Pump	2014	1,800	2024	10							
Leak Detector	2014	500	2024	10							
Meter	2017	1,500	2027	10							
Well #5 Equipment subtotal		\$ 58,100			\$ 4,340	\$ 1,897	\$ -	\$ 6,237	\$ 2,200	\$ 49,663	\$ 58,100
Chlorine Building	2014	5,000	2064	50						5,000	5,000
Fence	1990	3,000	2040	50						3,000	3,000
Well #5 total		\$ 66,100			\$ 4,340	\$ 1,897	\$ -	\$ 6,237	\$ 2,200	\$ 57,663	\$ 66,100
Well #6											
Electric Panel	2005	15,000	2025	20							
Pump and Motor (All components in the well)	2018	35,000	2028	10							
Chlorine Equipment											
Scales	2014	2,200	2024	10							
Regulator	2014	1,600	2024	10							
Injector	2014	500	2024	10							
Pump	2014	1,800	2024	10							
Leak Detector	2014	500	2024	10							
Meter	2017	1,500	2027	10							
Well #6 Equipment subtotal		\$ 58,100			\$ 16,095	\$ 1,845	\$ -	\$ 17,940	\$ 1,700	\$ 38,460	\$ 58,100
Chlorine Building	2006	5,000	2056	50						5,000	5,000
Fence	1995	500	2045	50						500	500
Well #6 total		\$ 63,600			\$ 16,095	\$ 1,845	\$ -	\$ 17,940	\$ 1,700	\$ 43,960	\$ 63,600
Well #7											
Electric Panel	1983	15,000	TBD	20							
Pump and Motor (All components in the well)											
Pump	1999	55,000	TBD	20							
250 HP Motor	1999	25,000	TBD	20							
Misc components	1999	20,000	TBD	20							
Chlorine Equipment											
Scales	2018	2,200	2028	10							
Regulator	2017	1,600	2027	10							
Injector	2017	500	2027	10							
Pump	2018	1,800	2028	10							
Leak Detector	2013	500	2023	10							
Meter	UNK	5,000		10							
Well #7 Equipment subtotal		\$ 126,600			\$ 24,828	\$ 5,029	\$ -	\$ 29,857	\$ 16,300	\$ 80,443	\$ 126,600
Well House	1983	10,000	2033	50						10,000	10,000
Chlorine Building	2007	5,000	2057	50						5,000	5,000
Fence	1983	5,000	2033	50						5,000	5,000
Well #7 total		\$ 146,600			\$ 24,828	\$ 5,029	\$ -	\$ 29,857	\$ 16,300	\$ 100,443	\$ 146,600
Well #8											

CITY OF SHAVANO PARK
FY 2019 - 20 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year	Estimated Replacement Cost	Estimated FY To Replace	Total Life (yrs)	Committed Balance 09/30/2018	Adopted Funding FY19	Utilization FY19	Committed Balance 09/30/2019	Proposed Funding 09/30/2020	Committed Additional Future Yrs Funding	Total Committed Balance
Electric Panel	2007	\$ 15,000	2027	20							
VFD	2007	15,000	2022	15							
VFD AC unit	2019	9,500	2029	10							
Pump and Motor (All components in the well)											
Pump	1983	55,000	TBD	20							
250 HP Motor	2010	25,000	2030	20							
Misc Components	1983	20,000	TBD	20							
Chlorine Equipment											
Scales	2017	2,200	2027	10							
Regulator	2013	1,600	2023	10							
Injector	2013	500	2023	10							
Pump	2018	1,800	2028	10							
Leak Detector	2013	500	2023	10							
Meter	2017	5,000	2027	10							
Drive Shaft Motor (John Deere)	2010	25,000	2030	20							
Well #8 Equipment subtotal		\$ 176,100			\$ 52,965	\$ 5,622	\$ (9,459)	\$ 49,128	\$ 5,600	\$ 121,372	\$ 176,100
Well House	1983	\$ 10,000	2033	50						10,000	10,000
Chlorine Building	2007	5,000	2057	50						5,000	5,000
Fence	1983	16,000	2033	50						16,000	16,000
Well #8 total		\$ 207,100			\$ 52,965	\$ 5,622	\$ (9,459)	\$ 49,128	\$ 5,600	\$ 152,372	\$ 207,100
Well #9											
Electric Panel	2013	\$ 20,000	2033	20							
Pump and Motor (All components in the well)	2017	65,000	2027	10							
Meter	2017	3,000	2027	10							
Well #9 Equipment subtotal		\$ 88,000			\$ 23,292	\$ 3,235		\$ 26,527	\$ 2,600	\$ 55,063	\$ 88,000
Fence	2014	20,000	2064	50						20,000	20,000
Well #9 total		\$ 108,000			\$ 23,292	\$ 3,235	\$ -	\$ 26,527	\$ 2,600	\$ 75,063	\$ 108,000
TOTAL		\$ 2,440,278			\$ 520,769	\$ 71,946	\$ (37,644)	\$ 555,071	\$ 113,706	\$ 1,792,691	\$ 2,440,278