

CITY OF SHAVANO PARK
WATER ADVISORY COMMITTEE MEETING
900 SADDLETREE COURT, SHAVANO PARK, TX 78231
MONDAY, JULY 7, 2022
5:00 PM
AGENDA

The meeting agenda and agenda packet are posted online at www.shavanopark.org.

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. Pursuant to Resolution No. R-2019-011 citizens are given three (3) minutes to speak during Citizens to be heard. Members of the public may only speak once and cannot pass the individual's allotted time 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 20, 2022

5. REPORTS - Public Works Director Update

- a. Water system
 - i. Water System Infrastructure Updates
 - ii. Water Meters
- b. May 2022 Financial Report

6. REGULAR BUSINESS

- a. Discussion - Water Goals and Objectives for FY 2022-23 Budget - PW Director
- b. Discussion / review - FY 2022-23 Budget - PW Director/Finance Director

7. FUTURE ITEMS

- a. Adding and updating the water fee schedule
- b. Consideration for Well #1: place back into operation or plug the Well to meet TCEQ requirements
- c. Sanitary Sewer Easements around well sites
- d. Increase the resilience of the water system

e. ADJOURNMENT

Accessibility Statement. The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-581-1116 or TDD 1-800-735-2989.

CERTIFICATE:

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 2022 at 3:50 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Bill Hill
City Manager

1. CALL MEETING TO ORDER

Chairman Walea called the meeting to order at 4:07 p.m.

2. ROLL CALL

PRESENT:
Al Walea, Chairman
Tommy Peyton
Matt Trippy
Mike Colemere
Sam Bakke
Steve Fleming

ABSENT:
None

3. CITIZENS TO BE HEARD

No one signed up to address the Water Advisory Committee at this time.

4. CONSENT AGENDA

a. Approval of Water Advisory Committee Meeting Minutes from May 9, 2022

Member Bakke made a motion to approve the May 9, 2022 meeting minutes.
Member Peyton seconded the motion.
The motion carried with a unanimous vote.

5. REPORTS

a. Water System Update
i. Water System Infrastructure Update

PW Director Peterson gave a report with details of the water main break that occurred on May 10, 2022.

PW Director Peterson reported that three chlorine leak detectors malfunctioned and are being replaced.

PW Director Peterson reported that Well #6 is currently off-line due to needing the chlorine leak detector to keep Well 7 operational.

ii. Water Meters

PW Director Peterson reported that the remaining 200 cellular meters are still on backorder with no estimated time of delivery available from the vendor.

b. April 2022 Financial Report

Finance Director Morey presented the April 2022 Financial Report.

Member Peyton made a motion to approve the April 2022 Financial Report.
Member Trippy seconded the motion.
The motion carried with a unanimous vote.

6. REGULAR BUSINESS

a. Discussion – FY 2022-2023 Water Goals and Objectives

PW Director Peterson presented the revised FY 2022-2023 Water Goals and Objectives including the three objectives that were added/modified by city council.

Chairman Walea discussed the desire to keep the water shut off valve marking as a priority objective for FY 2022-2023.

Member Colemere made a motion to approve the FY 2022-2023 Water Goals and Objectives as presented.

Member Peyton seconded the motion.

The motion carried with a unanimous vote.

b. Discussion / Action – Report of water quality on Wagon Trail

PW Director Peterson discussed the discovery of rusty fixtures and water taps during the water line relocation project. PW Director stated that this discovery coincides with the complaints received from Wagon Trail residents regarding undesirable water quality.

City Manager Hill reported the addition of an objective to FY 2022-23 Goals and Objectives that will begin allocating funds for the Capital Replacement Fund allowing for repairs to waterlines servicing Wagon Trail within the next five years.

No action was taken on this item.

c. Discussion/review – FY 2022-23 Expenses Budget

Finance Director Morey presented the proposed Water Fund Revenue for FY 2022-23 Budget.

Committee member Colemere suggested the City Council make a resolution that specifies how much of the \$10 Million Bond that was recently passed can be allocated to the expenses incurred from the re-location of the water lines.

Member Colemere made a motion to approve the Water Fund Revenue for FY 2022-23 as presented.

Member Bakke seconded the motion.

The motion carried with a unanimous vote.

7. FUTURE ITEMS

a. Updating the water fee schedule

- b. **Well #1: Place back into operation or plug as per TCEQ requirements**
- c. **Increase the resilience of the water system**

8. ADJOURNMENT

Member Colemere made a motion to adjourn this meeting.

Member Bakke seconded the motion.

Chairman Walea adjourned the meeting at 5:23 pm.

Al Walea, Chairman

Jessica Chinski, Office Manager

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2022

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>1,042,662.00</u> | <u>95,519.85</u> | <u>626,902.34</u> | <u>415,759.66</u> | <u>60.13</u> |
| TOTAL REVENUES | <u>1,042,662.00</u> | <u>95,519.85</u> | <u>626,902.34</u> | <u>415,759.66</u> | <u>60.13</u> |
| <u>EXPENDITURE SUMMARY</u> | | | | | |
| WATER DEPARTMENT | 827,859.00 | 100,778.77 | 601,670.45 | 226,188.55 | 72.68 |
| DEBT SERVICE | <u>214,803.00</u> | <u>0.00</u> | <u>151,710.79</u> | <u>63,092.21</u> | <u>70.63</u> |
| TOTAL EXPENDITURES | <u>1,042,662.00</u> | <u>100,778.77</u> | <u>753,381.24</u> | <u>289,280.76</u> | <u>72.26</u> |
| REVENUES OVER/(UNDER) EXPENDITURES | 0.00 | (5,258.92) | (126,478.90) | 126,478.90 | 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 | 640,000.00 | 58,647.59 | 357,090.30 | 282,909.70 | 55.80 |
| 20-599-5016 LATE CHARGES | 6,000.00 | 965.81 | 6,349.41 (| 349.41) | 105.82 |
| 20-599-5018 DEBT SERVICE | 189,900.00 | 15,828.58 | 126,493.16 | 63,406.84 | 66.61 |
| 20-599-5019 WATER SERVICE FEE | 58,800.00 | 5,146.84 | 39,849.22 | 18,950.78 | 67.77 |
| 20-599-5036 EAA PASS THRU CHARGE | <u>84,700.00</u> | <u>7,992.50</u> | <u>48,639.86</u> | <u>36,060.14</u> | <u>57.43</u> |
| TOTAL WATER SALES | 979,400.00 | 88,581.32 | 578,421.95 | 400,978.05 | 59.06 |
| <u>MISC./GRANTS/INTEREST</u> | | | | | |
| 20-599-7000 INTEREST INCOME | 1,000.00 | 131.41 | 939.19 | 60.81 | 93.92 |
| 20-599-7011 OTHER INCOME | 20,000.00 | 8.90 | 1,022.09 | 18,977.91 | 5.11 |
| 20-599-7012 LEASE OF WATER RIGHTS | 15,000.00 | 0.00 | 19,000.00 (| 4,000.00) | 126.67 |
| 20-599-7060 CC SERVICE FEES | 4,000.00 | 739.49 | 4,558.58 (| 558.58) | 113.96 |
| 20-599-7075 SITE/TOWER LEASE REVENUE | 23,262.00 | 1,930.43 | 18,284.23 | 4,977.77 | 78.60 |
| 20-599-7090 SALE OF FIXED ASSETS | <u>0.00</u> | <u>4,128.30</u> | <u>4,676.30</u> (| <u>4,676.30</u>) | <u>0.00</u> |
| TOTAL MISC./GRANTS/INTEREST | 63,262.00 | 6,938.53 | 48,480.39 | 14,781.61 | 76.63 |
| <u>TRANSFERS IN</u> | | | | | |
| TOTAL NON-DEPARTMENTAL | 1,042,662.00 | 95,519.85 | 626,902.34 | 415,759.66 | 60.13 |
| TOTAL REVENUES | <u>1,042,662.00</u> | <u>95,519.85</u> | <u>626,902.34</u> | <u>415,759.66</u> | <u>60.13</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 | 224,560.00 | 17,472.05 | 155,435.09 | 69,124.91 | 69.22 |
| 20-606-1015 OVERTIME | 15,000.00 | 1,414.40 | 7,423.58 | 7,576.42 | 49.49 |
| 20-606-1020 MEDICARE | 3,400.00 | 279.87 | 2,417.68 | 982.32 | 71.11 |
| 20-606-1025 TWC (SUI) | 1,080.00 | 0.00 | 18.00 | 1,062.00 | 1.67 |
| 20-606-1030 HEALTH INSURANCE | 29,088.00 | 2,424.00 | 19,392.00 | 9,696.00 | 66.67 |
| 20-606-1031 HSA | 178.00 | 14.80 | 111.00 | 67.00 | 62.36 |
| 20-606-1033 DENTAL INSURANCE | 1,535.00 | 125.65 | 1,000.41 | 534.59 | 65.17 |
| 20-606-1035 VISION CARE INSURANCE | 330.00 | 27.88 | 223.08 | 106.92 | 67.60 |
| 20-606-1036 LIFE INSURANCE | 281.00 | 23.40 | 187.20 | 93.80 | 66.62 |
| 20-606-1037 WORKERS' COMP INSURANCE | 6,450.00 | 0.00 | 2,882.75 | 3,567.25 | 44.69 |
| 20-606-1040 TMRS RETIREMENT | 33,210.00 | 2,808.33 | 24,037.87 | 9,172.13 | 72.38 |
| 20-606-1070 SPECIAL ALLOWANCES | <u>13,200.00</u> | <u>934.64</u> | <u>7,811.81</u> | <u>5,388.19</u> | <u>59.18</u> |
| TOTAL PERSONNEL | 328,312.00 | 25,525.02 | 220,940.47 | 107,371.53 | 67.30 |
| SUPPLIES | | | | | |
| 20-606-2020 OFFICE SUPPLIES | 1,700.00 | 0.00 | 123.95 | 1,576.05 | 7.29 |
| 20-606-2030 POSTAGE | 3,160.00 | 268.00 | 2,407.94 | 752.06 | 76.20 |
| 20-606-2035 EMPLOYEE APPRECIATION | 150.00 | 0.00 | 0.00 | 150.00 | 0.00 |
| 20-606-2050 PRINTING & COPYING | 600.00 | 0.00 | 232.39 | 367.61 | 38.73 |
| 20-606-2060 MED EXAMS/SCREENING/TESTING | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 20-606-2070 JANITORIAL SUPPLIES | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 20-606-2075 BANK/CREDITCARD FEES | 8,000.00 | 778.18 | 5,419.51 | 2,580.49 | 67.74 |
| 20-606-2080 UNIFORMS | 1,795.00 | 0.00 | 599.90 | 1,195.10 | 33.42 |
| 20-606-2090 SMALL TOOLS | 2,500.00 | 44.82 | 2,188.46 | 311.54 | 87.54 |
| 20-606-2091 SAFETY SUPPLIES/EQUIPMENT | <u>1,900.00</u> | <u>0.00</u> | <u>321.97</u> | <u>1,578.03</u> | <u>16.95</u> |
| TOTAL SUPPLIES | 20,005.00 | 1,091.00 | 11,294.12 | 8,710.88 | 56.46 |
| SERVICES | | | | | |
| 20-606-3012 ENGINEERING SERVICES | 10,000.00 | 0.00 | 7,936.92 | 2,063.08 | 79.37 |
| 20-606-3013 PROFESSIONAL SERVICES | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 20-606-3020 ASSOCIATION DUES & Pubs | 2,115.00 | 551.00 | 1,567.75 | 547.25 | 74.13 |
| 20-606-3030 TRAINING/EDUCATION | 3,750.00 | 114.00 | 1,725.50 | 2,024.50 | 46.01 |
| 20-606-3040 TRAVEL/MILEAGE/LODGING/PERD | 1,000.00 | 0.00 | 288.64 | 711.36 | 28.86 |
| 20-606-3050 INSURANCE - LIABILITY | 4,830.00 | 0.00 | 4,785.06 | 44.94 | 99.07 |
| 20-606-3060 UNIFORM SERVICES | 3,000.00 | 253.54 | 2,220.59 | 779.41 | 74.02 |
| 20-606-3070 INSURANCE - PROPERTY | 2,250.00 | 0.00 | 2,229.07 | 20.93 | 99.07 |
| 20-606-3075 CONSERV. ED./REBATES | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 20-606-3080 SPECIAL SERVICES | 1,300.00 | 0.00 | 2,061.99 | (761.99) | 158.61 |
| 20-606-3082 WATER ANALYSIS FEES | 7,000.00 | 361.00 | 4,450.01 | 2,549.99 | 63.57 |
| 20-606-3090 COMMUNICATIONS SERVICES | <u>0.00</u> | <u>90.00</u> | <u>620.18</u> | <u>(620.18)</u> | <u>0.00</u> |
| TOTAL SERVICES | 37,345.00 | 1,369.54 | 27,885.71 | 9,459.29 | 74.67 |

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 66.67

| EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | BUDGET BALANCE | % OF BUDGET |
|---|------------------|------------------|---------------------|--------------------|---------------|
| CONTRACTUAL | | | | | |
| 20-606-4075 COMPUTER SOFTWARE/INCODE | 13,168.00 | 609.29 | 7,222.30 | 5,945.70 | 54.85 |
| 20-606-4085 EAA -WATER MANAGEMENT FEES | <u>84,084.00</u> | <u>6,306.53</u> | <u>50,452.21</u> | <u>33,631.79</u> | <u>60.00</u> |
| TOTAL CONTRACTUAL | 97,252.00 | 6,915.82 | 57,674.51 | 39,577.49 | 59.30 |
| MAINTENANCE | | | | | |
| 20-606-5005 EQUIPMENT LEASES | 5,000.00 | 0.00 | 1,037.40 | 3,962.60 | 20.75 |
| 20-606-5010 EQUIPMENT MAINT & REPAIR | 5,000.00 | 0.00 | 7,264.05 (| 2,264.05) | 145.28 |
| 20-606-5015 ELECTRONIC EQPT MAINTENANCE | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 20-606-5020 VEHICLE MAINTENANCE | 3,000.00 | 35.04 | 3,021.66 (| 21.66) | 100.72 |
| 20-606-5030 BUILDING MAINTENANCE | 2,500.00 | 0.00 | 4,285.31 (| 1,785.31) | 171.41 |
| 20-606-5060 VEHICLE & EQPT FUELS | <u>4,000.00</u> | <u>291.14</u> | <u>6,719.24</u> (| <u>2,719.24</u>) | <u>167.98</u> |
| TOTAL MAINTENANCE | 20,000.00 | 326.18 | 22,327.66 (| 2,327.66) | 111.64 |
| DEPT MATERIALS-SERVICES | | | | | |
| 20-606-6011 CHEMICALS | 10,000.00 | 0.00 | 3,467.00 | 6,533.00 | 34.67 |
| 20-606-6050 WATER METERS & BOXES | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 20-606-6055 FIRE HYDRANTS & VALVES | 10,000.00 | 0.00 | 7,945.47 | 2,054.53 | 79.45 |
| 20-606-6060 HUEBNER STORAGE TANK | 5,000.00 | 1,831.90 | 3,150.65 | 1,849.35 | 63.01 |
| 20-606-6061 WELL SITE #1 | 8,750.00 | 0.00 | 24,108.33 (| 15,358.33) | 275.52 |
| 20-606-6062 WELL SITE #2-EAA MONITORED | 1,300.00 | 0.00 | 0.00 | 1,300.00 | 0.00 |
| 20-606-6063 WELL SITE #3-NOT OPERATION | 1,800.00 | 0.00 | 18,725.43 (| 16,925.43) | 1,040.30 |
| 20-606-6064 WELL SITE #4-NOT OPERATION | 1,800.00 | 0.00 | 30,867.94 (| 29,067.94) | 1,714.89 |
| 20-606-6065 WELL SITE #5-EDWARDS BLENDI | 1,000.00 | 0.00 | 8,030.01 (| 7,030.01) | 803.00 |
| 20-606-6066 WELL SITE #6-MUNI TRACT | 4,000.00 | 2,672.00 | 6,870.76 (| 2,870.76) | 171.77 |
| 20-606-6067 WELL SITE #7 | 4,000.00 | 0.00 | 4,813.54 (| 813.54) | 120.34 |
| 20-606-6068 WELL SITE #8 | 4,000.00 | 0.00 | 6,344.52 (| 2,344.52) | 158.61 |
| 20-606-6069 WELL SITE #9-TRINITY | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 20-606-6070 SCADA SYSTEM MAINTENANCE | 7,000.00 | 0.00 | 81.18 | 6,918.82 | 1.16 |
| 20-606-6071 SHAVANO DRIVE PUMP STATION | 15,000.00 | 976.90 | 1,926.90 | 13,073.10 | 12.85 |
| 20-606-6072 WATER SYSTEM MAINTENANCE | 30,000.00 | 2,815.58 | 24,068.20 | 5,931.80 | 80.23 |
| 20-606-6080 STREET MAINT SUPPLIES | <u>4,000.00</u> | <u>0.00</u> | <u>2,106.00</u> | <u>1,894.00</u> | <u>52.65</u> |
| TOTAL DEPT MATERIALS-SERVICES | 113,650.00 | 8,296.38 | 142,505.93 (| 28,855.93) | 125.39 |
| UTILITIES | | | | | |
| 20-606-7040 UTILITIES - ELECTRIC | 72,000.00 | 7,282.30 | 37,411.11 | 34,588.89 | 51.96 |
| 20-606-7042 UTILITIES - PHONE/CELL | 1,350.00 | 0.00 | 229.49 | 1,120.51 | 17.00 |
| 20-606-7044 UTILITIES - WATER | <u>400.00</u> | <u>45.10</u> | <u>305.40</u> | <u>94.60</u> | <u>76.35</u> |
| TOTAL UTILITIES | 73,750.00 | 7,327.40 | 37,946.00 | 35,804.00 | 51.45 |
| CAPITAL OUTLAY | | | | | |
| 20-606-8015 NON-CAPITAL - COMPUTERS | 700.00 | 0.00 | 0.00 | 700.00 | 0.00 |
| 20-606-8020 NON-CAPITAL MAINTENANCE EQU | 4,820.00 | 0.00 | 1,519.94 | 3,300.06 | 31.53 |
| 20-606-8080 WATER SYSTEM IMPROVEMENTS | <u>43,050.00</u> | <u>49,927.43</u> | <u>79,576.11</u> (| <u>36,526.11</u>) | <u>184.85</u> |
| TOTAL CAPITAL OUTLAY | 48,570.00 | 49,927.43 | 81,096.05 (| 32,526.05) | 166.97 |

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2022

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> | | | | | |
| 20-606-9010 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 | <u>66,925.00</u> | <u>0.00</u> | <u>0.00</u> | <u>66,925.00</u> | <u>0.00</u> |
| TOTAL INTERFUND TRANSFERS | 88,975.00 | 0.00 | 0.00 | 88,975.00 | 0.00 |
| <hr/> | | | | | |
| TOTAL WATER DEPARTMENT | 827,859.00 | 100,778.77 | 601,670.45 | 226,188.55 | 72.68 |

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> | | | | | |
| 20-607-8016 2017 GO REFUNDING (2009) PR | 70,000.00 | 0.00 | 70,000.00 | 0.00 | 100.00 |
| 20-607-8017 2017 GO REFUNDING (2009) IN | 63,600.00 | 0.00 | 32,150.00 | 31,450.00 | 50.55 |
| 20-607-8030 BOND AGENT FEES | 400.00 | 0.00 | 200.00 | 200.00 | 50.00 |
| 20-607-8056 2018 GO REFUNDING (2009) PR | 46,238.00 | 0.00 | 46,237.50 | 0.50 | 100.00 |
| 20-607-8057 2018 GO REFUNDING (2009) IN | 5,625.00 | 0.00 | 3,123.29 | 2,501.71 | 55.53 |
| 20-607-8060 SIB LOAN - PRINCIPAL | <u>28,940.00</u> | <u>0.00</u> | <u>0.00</u> | <u>28,940.00</u> | <u>0.00</u> |
| TOTAL CAPITAL OUTLAY | 214,803.00 | 0.00 | 151,710.79 | 63,092.21 | 70.63 |
| <hr/> | | | | | |
| TOTAL DEBT SERVICE | 214,803.00 | 0.00 | 151,710.79 | 63,092.21 | 70.63 |
| <hr/> | | | | | |
| TOTAL EXPENDITURES | 1,042,662.00 | 100,778.77 | 753,381.24 | 289,280.76 | 72.26 |
| <hr/> | | | | | |
| REVENUES OVER/(UNDER) EXPENDITURES | 0.00 | (5,258.92) | (126,478.90) | 126,478.90 | 0.00 |

WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: July 7, 2022

Agenda item: 5.b.

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Presentation of May 2022 Financial Report



Attachments for Reference:

1) May 2022 Revenue and Expense Report

BACKGROUND / HISTORY:

The information provided in the attachment is for the FY 2021-22 budget period, month ending May 31, 2022. The “Current Budget” column contains the original adopted budget. This summary highlights a number of points related to the current month’s activity.

DISCUSSION:

As of May 31, 2022, the Water Fund total revenues are \$626,902 or 60.13% of the total annual budgeted amount. Water Fund (Water Department & Debt Service) expenses total \$753,381 or 72.26% of the authorized budget.

Revenues:

- Water consumption (5015) billed in May 2022 for the month of April 2022 is \$58,648, with 55.80% of annual budget recognized to date. This is \$13,570 less revenue recognized as compared to the same month prior year.
- The Debt Service (5018) and Water Service Fee (5019) are on target with annual budgeted amounts as these are flat fees and are not related to volume charges recognized, at 66.61% and 67.77% respectively.
- The EAA Pass Thru (5036) fees are charged to customers based on usage, \$7,993 was recorded for the month and 57.43% of the annual budgeted amount has been recognized to date.
- Sale of Fixed Assets (7090) – sale of scrap metal from dismantled well sites, old meters, etc.

Expenses:

Water Department (606) expenses for the day-to-day operations are ahead of budget with a total of \$100,779 incurred this month, 72.68% of the annual budget utilized to date. Larger expenses this month include: higher fuel prices reflected in Vehicle & Eqpt Fuels (5060), \$1,710 for the annual cathodic protection inspection of the Huebner Storage Tank (6060), \$2,672 for chlorine pump at Well Site #6 – Muni Tract (6066), Water System Maint (6072) reflects restocking of parts/supplies, Water System Improvements (8080) includes parts and materials for relocating the long services in advance of the street reconstruction project (ultimate funding source TBD).

The next debt payments are scheduled for August and total \$62,892, including \$28,940 for the first SIB loan payment, which is all principal.

Payroll:

The City is on a bi-weekly payroll; there have been 18 pay periods out of 26 so approximately 69.23% should be expensed in the line items directly related to salaries and the Utility is on budget for that line item. Salaries line is right on budget. Overtime budgeted aggressively due to the NW Military project. Workers Comp Insurance (1037) is expensed quarterly, is at 44.69% with the next expense recognition at the end of June. TMRS (1040) expenditure is at approximately 72.38%, in line with the related salaries and overtime accounts. Health insurance related line items are at 66.67%, right on target with budget as that line is not dependent on compensation. There have been no position vacancies this fiscal year to date.

COURSES OF ACTION: None related to the Report – informational.

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: N/A

Water Utility Department – 606

Color Code [Light Blue](#)

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 and investigate and research requirements to obtain an Outstanding Water System rating
- Ensure State requirements are met by having a minimum of 2 Class C groundwater operators within the Water Department
- Educate the public while implementing the backflow prevention program approved by Council in accordance with an appropriate strategy
- Maintain accurate records of Reduced Pressure Backflow Prevention Device testing per residence / connection for compliance with City ordinance and TCEQ requirements
- Develop Pre-Scripted Public Info Messages

Resource and maintain appropriate equipment and assets

- Maintain sufficient money in reserve to handle emergencies, and provide a cushion for low water consumption years
- Annually re-evaluate adequacy of Edwards water rights and resources
- Continue to implement Winter Storm Uri infrastructure recommendations as appropriate

- Evaluate Water Infrastructure for Emergencies and create a minimum of 3 EOPs (Emergency Operating Procedures)
- Actively apply for grants/funding for other equipment that would make crews more efficient
- Continue working with City Engineer to initiate a geographic information system (GIS) program to include utilities, streets, and drainage information
- Continue preparing a schedule based on priority/classification to replace all undersized water mains within the system; and apply for grants
- 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 water facilities
- Assess all wooden well houses (chlorine buildings), develop a plan to incrementally rebuild, to enclose (weatherize) all well pumps and chemical feeds – rebuild a minimum 1 building per year
- Consider a water rate study to determine if the tiered water rates / water service fee should be restructured/increased
- Assess all 6 ft well site security fences, continue to incrementally replace as needed with 8ft chain link – rebuild a minimum 1 building per year
- [Replace small dump truck with a stake body truck \(split 50/50\)](#)

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
- Improve the preventative maintenance program

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

- Continue with corrective action on dead end main issues to lessen flushing and reduce loss ratio rate
- Work with TxDOT during construction of NW Military to avoid any additional issues or concerns with the water system infrastructure
- Identify cul-de-sac dead end mains, including gross cost estimate for each and prioritization for addressing. Complete 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 7%
- Respond to all water system complaints within one service day. Provide summary of complaints and resolutions to Water Advisory Committee

- Create a communication plan to help disperse information to residents, to lessen the number of calls (Road Runner Articles, Frequently Asked Questions on website)
- Provide adequate maintenance for all fire hydrants to include installation of valves if necessary and/or raise to proper height for Fire Department access
- Consider outsourcing printing water utility bills
- Initiate assessments of sanitary sewer easements or obtain variance for all active wells (#5, 6, 7, 8)

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
- Reactive Well #1 adding additional support to the ground storage tank at Shavano to efficiently run both booster pumps
- Replace all long services on the old Shavano Park side in preparation for the street bond program
- Extend and reroute water mains and services in cul de sacs to prepare for street bond program
- Continue to evaluate water system isolation valves and develop recommendations

WATER UTILITY FUND PERFORMANCE MEASURES:

| Description: | Actual FY19-20 | Actual FY20-21 | Projected FY21-22 | Target FY22-23 |
|--|-------------------|-------------------|----------------------|-------------------|
| <i>Strategic Goal - Maintain excellent infrastructure.</i> | | | | |
| <i>Department Goal - Resource and maintain appropriate equipment and assets.</i> | | | | |
| <i>Department Goal - Improve water system functions to achieve an efficient operation level & meet state requirements.</i> | | | | |
| Number of Cellular Water Meters: | | | | |
| Installed | 67 | 188 | 457 | 0 |
| Repaired | N/A | N/A | 6 | <10 |
| Number of Fire Hydrants not in Compliance | N/A | 10 | 4 | 8 |
| Percentage of Backflow Devices in Compliance | N/A | 3% | 3% | 5% |
| Number of Main Valves Exercised | N/A | 30 | 40 | 45 |
| Lost Water Ratio | 4.03% | 8.91% | 9.10% | 5.00% |

The Shavano Park Water Utility has approximately 713 customers and provides water service only, no sanitary sewer.

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: MAY 31ST, 2022

20 -WATER FUND

| REVENUES | 2018-2019 ACTUAL | 2019-2020 ACTUAL | 2020-2021 ACTUAL | 2021-2022 | | 2022-2023 | | PROPOSED BUDGET |
|---|---------------------|---------------------|---------------------|-------------------|-----------------|-----------------------|---------------------|--------------------|
| | | | | CURRENT BUDGET | Y-T-D ACTUAL | PROJECTED YEAR END | REQUESTED BUDGET | |
| <u>NON-DEPARTMENTAL</u> | | | | | | | | |
| <u>WATER SALES</u> | | | | | | | | |
| 20-599-5015 WATER CONSUMPTION | 586,511 | 709,130 | 661,861 | 640,000 | 357,090 | 625,000 | 656,000 | |
| 20-599-5016 LATE CHARGES | 7,401 | 505 | 2,183 | 6,000 | 6,349 | 9,500 | 8,000 | |
| 20-599-5018 DEBT SERVICE | 87,465 | 189,198 | 189,830 | 189,900 | 126,493 | 189,800 | 189,900 | |
| 20-599-5019 WATER SERVICE FEE | 59,270 | 58,764 | 59,038 | 58,800 | 39,849 | 60,400 | 64,000 | |
| 20-599-5036 EAA PASS THRU CHARGE | 76,975 | 91,813 | 88,264 | 84,700 | 48,640 | 77,500 | 85,700 | |
| 20-599-5040 TAPPING FEES | <u>1,800</u> | <u>0</u> | <u>2,800</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | |
| TOTAL WATER SALES | 819,421 | 1,049,409 | 1,003,976 | 979,400 | 578,422 | 962,200 | 1,003,600 | |
| <u>MISC./GRANTS/INTEREST</u> | | | | | | | | |
| 20-599-7000 INTEREST INCOME | 15,964 | 9,295 | 3,092 | 1,000 | 939 | 1,400 | 1,100 | |
| 20-599-7011 OTHER INCOME | 1,181 | 93 | 182 | 20,000 | 1,022 | 1,100 | 0 | |
| 20-599-7012 LEASE OF WATER RIGHTS | 10,000 | 10,500 | 15,750 | 15,000 | 19,000 | 21,000 | 23,000 | |
| LEASE FOR 100 ACRE FT | 0 | 0.00 | | | | | 15,000 | |
| DENTIST LEASE | 0 | 0.00 | | | | | 8,000 | |
| 20-599-7028 TCEQ GRANT | 0 | 42,335 | 0 | 0 | 0 | 0 | 0 | |
| 20-599-7060 CC SERVICE FEES | 1,404 | 1,958 | 5,275 | 4,000 | 4,559 | 6,000 | 6,000 | |
| 20-599-7075 SITE/TOWER LEASE REVENUE | 15,647 | 37,244 | 38,784 | 23,262 | 18,284 | 26,000 | 24,424 | |
| T-MOBILE | 0 | 0.00 | | | | | 24,424 | |
| 20-599-7090 SALE OF FIXED ASSETS | 641 | (10,551) | 9,033 | 0 | 4,676 | 5,000 | 0 | |
| 20-599-7097 INSURANCE PROCEEDS | <u>0</u> | <u>0</u> | <u>60,199</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | |
| TOTAL MISC./GRANTS/INTEREST | 44,837 | 90,874 | 132,315 | 63,262 | 48,480 | 60,500 | 54,524 | |
| <u>TRANSFERS IN</u> | | | | | | | | |
| 20-599-8010 TRANSFER FROM GENERAL (NWM) | 0 | 28,900 | 0 | 0 | 0 | 0 | 0 | |
| 20-599-8072 TRF IN-CAPITAL REPLACEMENT | 58,645 | 52,644 | 636,387 | 0 | 0 | 0 | 42,500 | |
| 50/50 TRUCK REPLACEMENT | <u>0</u> | <u>0.00</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>42,500</u> | |
| TOTAL TRANSFERS IN | 58,645 | 81,544 | 636,387 | 0 | 0 | 0 | 42,500 | |
| TOTAL NON-DEPARTMENTAL | 922,903 | 1,221,827 | 1,772,677 | 1,042,662 | 626,902 | 1,022,700 | 1,100,624 | |
| TOTAL REVENUES | <u>922,903</u> | <u>1,221,827</u> | <u>1,772,677</u> | <u>1,042,662</u> | <u>626,902</u> | <u>1,022,700</u> | <u>1,100,624</u> | |

CITY OF SHAVANO PARK
 PROPOSED BUDGET WORKSHEET
 AS OF: MAY 31ST, 2022

20 -WATER FUND
 WATER DEPARTMENT

| EXPENDITURES | 2020-2021 | | | 2021-2022 | | | 2022-2023 | |
|--------------------------------------|---------------------|---------------------|---------------------|-------------------|-----------------|-----------------------|---------------------|--------------------|
| | 2018-2019 ACTUAL | 2019-2020 ACTUAL | 2020-2021 ACTUAL | CURRENT BUDGET | Y-T-D ACTUAL | PROJECTED YEAR END | REQUESTED BUDGET | PROPOSED BUDGET |
| PERSONNEL | | | | | | | | |
| 606-1010 SALARIES | 175,518 | 191,971 | 205,261 | 224,560 | 155,435 | 224,500 | 236,600 | |
| 606-1015 OVERTIME | 11,405 | 12,132 | 17,155 | 15,000 | 7,424 | 13,500 | 15,000 | |
| 606-1020 MEDICARE | 2,737 | 2,932 | 3,227 | 3,400 | 2,418 | 3,400 | 3,800 | |
| 606-1025 TWC (SUI) | 27 | 432 | 737 | 1,080 | 18 | 36 | 900 | |
| 606-1030 HEALTH INSURANCE | 25,086 | 26,026 | 28,482 | 29,088 | 19,392 | 29,088 | 32,400 | |
| 606-1031 HSA | 147 | 168 | 174 | 178 | 111 | 170 | 135 | |
| 606-1033 DENTAL INSURANCE | 1,371 | 1,379 | 1,489 | 1,535 | 1,000 | 1,500 | 1,480 | |
| 606-1035 VISION CARE INSURANCE | 326 | 340 | 399 | 330 | 223 | 335 | 330 | |
| 606-1036 LIFE INSURANCE | 301 | 256 | 270 | 281 | 187 | 280 | 562 | |
| 606-1037 WORKERS' COMP INSURANCE | 4,684 | 6,393 | 5,314 | 6,450 | 2,883 | 5,800 | 5,800 | |
| 606-1040 TMRS RETIREMENT | 26,867 | 28,804 | 31,766 | 33,210 | 24,038 | 33,500 | 38,600 | |
| 606-1070 SPECIAL ALLOWANCES | <u>7,604</u> | <u>6,277</u> | <u>8,233</u> | <u>13,200</u> | <u>7,812</u> | <u>11,800</u> | <u>12,000</u> | |
| TOTAL PERSONNEL | 256,071 | 277,111 | 302,506 | 328,312 | 220,940 | 323,909 | 347,607 | |
| SUPPLIES | | | | | | | | |
| 606-2020 OFFICE SUPPLIES | 1,601 | 1,886 | 1,313 | 1,700 | 124 | 1,200 | 1,200 | |
| 606-2030 POSTAGE | 3,124 | 3,868 | 3,070 | 3,160 | 2,408 | 3,465 | 3,895 | |
| POSTAGE 12 | 300.00 | | | | | | | 3,600 |
| ANNUAL BULK MAIL PERMIT 0 | 0.00 | | | | | | | 295 |
| 606-2035 EMPLOYEE APPRECIATION | 0 | 22 | 39 | 150 | 0 | 150 | 370 | |
| 606-2050 PRINTING & COPYING | 971 | 426 | 848 | 600 | 232 | 500 | 600 | |
| 606-2060 MED EXAMS/SCREENING/TESTING | 45 | 0 | 0 | 100 | 0 | 0 | 100 | |
| 606-2070 JANITORIAL SUPPLIES | 0 | 70 | 100 | 100 | 0 | 100 | 100 | |
| 606-2075 BANK/CREDITCARD FEES | 5,820 | 9,624 | 9,107 | 8,000 | 5,420 | 9,400 | 8,500 | |
| ELAVON - 2 ACCOUNTS 0 | 0.00 | | | | | | | 8,500 |
| 606-2080 UNIFORMS | 864 | 622 | 1,349 | 1,795 | 600 | 1,400 | 1,600 | |
| BOOTS - ANNUAL ALLOWANC 4 | 200.00 | | | | | | | 800 |
| RAINWARE/ WINTER COATS/ 0 | 0.00 | | | | | | | 400 |
| OTHER 0 | 0.00 | | | | | | | 400 |
| 606-2090 SMALL TOOLS | 2,901 | 2,137 | 2,250 | 2,500 | 2,188 | 2,600 | 3,000 | |
| 606-2091 SAFETY SUPPLIES/EQUIPMENT | <u>1,213</u> | <u>796</u> | <u>1,036</u> | <u>1,900</u> | <u>322</u> | <u>1,200</u> | <u>1,400</u> | |
| TOTAL SUPPLIES | 16,540 | 19,451 | 19,113 | 20,005 | 11,294 | 20,015 | 20,765 | |
| SERVICES | | | | | | | | |
| 606-3012 ENGINEERING SERVICES | 4,635 | 38,670 | 16,578 | 10,000 | 7,937 | 10,000 | 10,000 | |
| BASIC MISC SERVICES 0 | 0.00 | | | | | | | 5,000 |
| NM MILITARY 0 | 0.00 | | | | | | | 5,000 |
| 606-3013 PROFESSIONAL SERVICES | 0 | 0 | 0 | 2,000 | 0 | 0 | 2,000 | |
| WATER BILL PRINT-OUTSOU 0 | 0.00 | | | | | | | 2,000 |
| 606-3020 ASSOCIATION DUES & PUBS | 1,057 | 1,510 | 2,169 | 2,115 | 1,568 | 2,000 | 2,115 | |
| 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 |

CITY OF SHAVANO PARK
 PROPOSED BUDGET WORKSHEET
 AS OF: MAY 31ST, 2022

20 -WATER FUND
 WATER DEPARTMENT

| EXPENDITURES | 2021-2022 | | | 2022-2023 | | | | |
|--------------------------------------|---------------------|---------------------|---------------------|-------------------|-----------------|-----------------------|---------------------|--------------------|
| | 2018-2019 ACTUAL | 2019-2020 ACTUAL | 2020-2021 ACTUAL | CURRENT BUDGET | Y-T-D ACTUAL | PROJECTED YEAR END | REQUESTED BUDGET | PROPOSED BUDGET |
| TRWA - TX RURAL WATER A | 0 | 0.00 | | | | | | 325 |
| WATER LICENSE RENEWALS | 5 | 111.00 | | | | | | 555 |
| TX MUNI UTILITIES ASSN | 0 | 0.00 | | | | | | 75 |
| 606-3030 TRAINING/EDUCATION | | 2,251 | 2,631 | 4,433 | 3,750 | 1,726 | 3,600 | 3,750 |
| 606-3040 TRAVEL/MILEAGE/LODGING/PERD | | 1,557 | 1,609 | 99 | 1,000 | 289 | 500 | 1,000 |
| 606-3050 INSURANCE - LIABILITY | | 3,870 | 3,798 | 4,198 | 4,830 | 4,785 | 4,785 | 5,100 |
| 606-3060 UNIFORM SERVICES | | 1,728 | 2,832 | 3,127 | 3,000 | 2,221 | 3,100 | 3,000 |
| 606-3070 INSURANCE - PROPERTY | | 1,887 | 1,850 | 2,045 | 2,250 | 2,229 | 2,229 | 2,600 |
| 606-3075 CONSERV. ED./REBATES | | 0 | 0 | 0 | 100 | 0 | 0 | 100 |
| 606-3080 SPECIAL SERVICES | | 248 | 598 | 293 | 1,300 | 2,062 | 3,100 | 2,300 |
| SA HAZARDOUS MAT'L PERM | 0 | 0.00 | | | | | | 300 |
| ONE CALL LOCATES/PAINT | 0 | 0.00 | | | | | | 2,000 |
| 606-3082 WATER ANALYSIS FEES | | 4,741 | 7,408 | 5,894 | 7,000 | 4,450 | 7,000 | 7,000 |
| WATER ANALYSIS FEES | 0 | 0.00 | | | | | | 2,145 |
| TCEQ ANNUAL WATER TESTI | 0 | 0.00 | | | | | | 3,000 |
| DSHS CENTRAL LAB - TCEQ | 0 | 0.00 | | | | | | 1,805 |
| TIER II REPORT FEES - A | 0 | 0.00 | | | | | | 50 |
| 606-3090 COMMUNICATIONS SERVICES | | 0 | 0 | 0 | 620 | 980 | 0 | 0 |
| TOTAL SERVICES | | 21,974 | 60,906 | 38,835 | 37,345 | 27,886 | 37,294 | 38,965 |
| CONTRACTUAL | | | | | | | | |
| 606-4075 COMPUTER SOFTWARE/INCODE | | 7,086 | 7,022 | 9,250 | 13,168 | 7,222 | 10,800 | 12,130 |
| INCODE-UTILITYSOFTWARE | 0 | 0.00 | | | | | | 3,419 |
| INCODE-BILLPAY WEB HOST | 0 | 0.00 | | | | | | 1,200 |
| INCODE-BILL PAY ONLINE | 0 | 0.00 | | | | | | 336 |
| BEACON SERVICE AGREEMEN | 0 | 0.00 | | | | | | 900 |
| BEACON METER FEE | 0 | 0.00 | | | | | | 6,000 |
| SCADA ANTIVIRUS - 2 COM | 0 | 0.00 | | | | | | 75 |
| SOFTWARE LICENSE | 1 | 200.00 | | | | | | 200 |
| 606-4085 EAA -WATER MANAGEMENT FEES | | 79,878 | 80,298 | 76,518 | 84,084 | 50,452 | 75,680 | 84,084 |
| MONTHLY EAA FEES | 1,001 | 40.00 | | | | | | 40,040 |
| MONTHLY HABITAT FEE | 1,001 | 44.00 | | | | | | 44,044 |
| 606-4086 CONTRACT LABOR | | 0 | 0 | 1,301 | 0 | 0 | 0 | 0 |
| 606-4099 WATER RIGHTS/LEASE PAYMENTS | | 12,282 | 0 | 0 | 0 | 0 | 0 | 0 |
| PURCHASE 13 AC/FT | 5,000 | 0.00 | | | | | | 0 |
| TOTAL CONTRACTUAL | | 99,245 | 87,321 | 87,069 | 97,252 | 57,675 | 86,480 | 96,214 |
| MAINTENANCE | | | | | | | | |
| 606-5005 EQUIPMENT LEASES | | 600 | 6,055 | 4,563 | 5,000 | 1,037 | 3,500 | 5,000 |
| 606-5010 EQUIPMENT MAINT & REPAIR | | 1,042 | 4,193 | 4,438 | 5,000 | 7,264 | 8,000 | 7,000 |
| 606-5015 ELECTRONIC EQPT MAINTENANCE | | 150 | 177 | 0 | 500 | 0 | 200 | 500 |
| 606-5020 VEHICLE MAINTENANCE | | 5,117 | 4,310 | 5,841 | 3,000 | 3,022 | 3,750 | 3,000 |
| 606-5030 BUILDING MAINTENANCE | | 1,265 | 942 | 1,913 | 2,500 | 4,285 | 4,900 | 2,500 |
| GENERAL | 0 | 0.00 | | | | | | 2,500 |
| 606-5060 VEHICLE & EQPT FUELS | | 4,712 | 3,360 | 5,079 | 4,000 | 6,719 | 8,400 | 6,500 |
| TOTAL MAINTENANCE | | 12,887 | 19,037 | 21,835 | 20,000 | 22,328 | 28,750 | 24,500 |

20 -WATER FUND
 WATER DEPARTMENT

| EXPENDITURES | 2021-2022 | | | 2022-2023 | | | | |
|--------------------------------------|---------------------|---------------------|---------------------|-------------------|-----------------|-----------------------|---------------------|--------------------|
| | 2018-2019 ACTUAL | 2019-2020 ACTUAL | 2020-2021 ACTUAL | CURRENT BUDGET | Y-T-D ACTUAL | PROJECTED YEAR END | REQUESTED BUDGET | PROPOSED BUDGET |
| DEPT MATERIALS-SERVICES | | | | | | | | |
| 606-6011 CHEMICALS | 15,439 | 10,033 | 5,813 | 10,000 | 3,467 | 6,500 | 9,000 | |
| 606-6050 WATER METERS & BOXES | 4,693 | 4,349 | 4,189 | 5,000 | 0 | 0 | 2,000 | |
| METER BOX REPLACEMENT | 0 | 0.00 | | | | | 2,000 | |
| 606-6055 FIRE HYDRANTS & VALVES | 11,951 | 8,941 | 1,056 | 10,000 | 7,945 | 7,945 | 10,000 | |
| HYDRANTS AND VALVES | 0 | 0.00 | | | | | 10,000 | |
| 606-6060 HUEBNER STORAGE TANK | 3,060 | 12,587 | 13,181 | 5,000 | 3,151 | 5,000 | 5,000 | |
| GENERAL | 0 | 0.00 | | | | | 5,000 | |
| 606-6061 WELL SITE #1 | 4,641 | 1,689 | 1,941 | 8,750 | 24,108 | 25,000 | 8,750 | |
| WELL SITE | 0 | 0.00 | | | | | 6,750 | |
| ELEVATED STORAGE TANK | 0 | 0.00 | | | | | 2,000 | |
| 606-6062 WELL SITE #2-EAA MONITORED | 0 | 0 | 0 | 1,300 | 0 | 0 | 500 | |
| 606-6063 WELL SITE #3-NOT OPERATION | 0 | 0 | 3,865 | 1,800 | 18,725 | 18,725 | 0 | |
| 606-6064 WELL SITE #4-NOT OPERATION | 0 | 910 | 8,262 | 1,800 | 30,868 | 30,868 | 1,000 | |
| 606-6065 WELL SITE #5-EDWARDS BLENDI | 627 | 8,328 | 3,187 | 1,000 | 8,030 | 9,000 | 1,000 | |
| 606-6066 WELL SITE #6-MUNI TRACT | 3,720 | 22,476 | 11,224 | 4,000 | 6,871 | 7,500 | 8,500 | |
| 606-6067 WELL SITE #7 | 3,802 | 6,389 | 25,419 | 4,000 | 4,814 | 5,500 | 4,000 | |
| GENERAL | 0 | 0.00 | | | | | 4,000 | |
| 606-6068 WELL SITE #8 | 2,544 | 5,339 | 23,797 | 4,000 | 6,345 | 7,000 | 4,000 | |
| GENERAL | 0 | 0.00 | | | | | 4,000 | |
| 606-6069 WELL SITE #9-TRINITY | 279 | 10,712 | 325 | 1,000 | 0 | 0 | 500 | |
| 606-6070 SCADA SYSTEM MAINTENANCE | 2,339 | 12,651 | 10,155 | 7,000 | 81 | 6,000 | 5,000 | |
| ANNUAL MAINTENANCE CONT | 0 | 0.00 | | | | | 3,000 | |
| | 0 | 0.00 | | | | | 2,000 | |
| 606-6071 SHAVANO DRIVE PUMP STATION | 22,257 | 10,979 | 1,273 | 15,000 | 1,927 | 2,000 | 15,000 | |
| 606-6072 WATER SYSTEM MAINTENANCE | 34,720 | 25,459 | 33,026 | 30,000 | 24,068 | 29,000 | 30,000 | |
| USUAL & CUSTOMARY | 0 | 0.00 | | | | | 30,000 | |
| NWM RELATED | 0 | 0.00 | | | | | 0 | |
| 606-6080 STREET MAINT SUPPLIES | 254 | 2,454 | 1,975 | 4,000 | 2,106 | 3,800 | 4,000 | |
| TOTAL DEPT MATERIALS-SERVICES | 110,325 | 143,295 | 148,688 | 113,650 | 142,506 | 163,838 | 108,250 | |
| UTILITIES | | | | | | | | |
| 606-7040 UTILITIES - ELECTRIC | 59,353 | 72,583 | 69,518 | 72,000 | 37,411 | 70,000 | 74,700 | |
| 606-7042 UTILITIES - PHONE/CELL | 696 | 1,986 | 587 | 1,350 | 229 | 229 | 1,350 | |
| 606-7044 UTILITIES - WATER | 255 | 505 | 491 | 400 | 305 | 475 | 400 | |
| TOTAL UTILITIES | 60,303 | 75,074 | 70,596 | 73,750 | 37,946 | 70,704 | 76,450 | |
| CAPITAL OUTLAY | | | | | | | | |
| 606-8015 NON-CAPITAL - COMPUTERS | 0 | 724 | 589 | 700 | 0 | 0 | 700 | |
| 606-8020 NON-CAPITAL MAINTENANCE EQU | 0 | 1,078 | 4,718 | 4,820 | 1,520 | 3,000 | 2,320 | |
| RESPIRATORS (MASK-CARTR | 1 | 320.00 | | | | | 320 | |
| CHLORINE GAS MONITOR | 1 | 1,000.00 | | | | | 1,000 | |
| AIRPACKS | 0 | 0.00 | | | | | 1,000 | |
| 606-8050 CAPITAL - VEHICLES | 0 | 42,335 | 0 | 0 | 0 | 0 | 42,500 | |
| 50/50 TRUCK REPLACEMENT | 0 | 0.00 | | | | | 42,500 | |
| 606-8060 CAPITAL- EQUIPMENT | 31,175 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 606-8080 WATER SYSTEM IMPROVEMENTS | 52,760 | 0 | 0 | 43,050 | 79,576 | 85,000 | 37,647 | |

CITY OF SHAVANO PARK
 PROPOSED BUDGET WORKSHEET
 AS OF: MAY 31ST, 2022

20 -WATER FUND
 WATER DEPARTMENT

| EXPENDITURES | 2018-2019 ACTUAL | 2019-2020 ACTUAL | 2020-2021 ACTUAL | 2021-2022 | | | 2022-2023 | |
|--------------------------------------|---------------------|---------------------|---------------------|-------------------|-----------------|-----------------------|---------------------|--------------------|
| | | | | CURRENT BUDGET | Y-T-D ACTUAL | PROJECTED YEAR END | REQUESTED BUDGET | PROPOSED BUDGET |
| REPL SPIDERS IN CUL DE | 0 | 0.00 | | | | | | 37,647 |
| 606-8087 WATER METER REPLACEMENT | 3,185 | 29,144 | 62,582 | 0 | 0 | 0 | 3,000 | |
| METERS/ENDPOINTS | 0 | 0.00 | | | | | | 3,000 |
| 606-8090 CAPITAL - HUEBNER PLANT | 0 | 0 | 19,609 | 0 | 0 | 0 | 0 | |
| 606-8091 CAPITAL - WELL #1 | 0 | 23,857 | 14,980 | 0 | 0 | 0 | 0 | |
| 606-8095 CAPITAL - WELL #5 | 0 | 17,157 | 0 | 0 | 0 | 0 | 0 | |
| 606-8097 CAPITAL - WELL #7 | 0 | 0 | 78,394 | 0 | 0 | 0 | 0 | |
| 606-8098 CAPITAL - WELL #8 | 0 | 0 | 92,807 | 0 | 0 | 0 | 0 | |
| TOTAL CAPITAL OUTLAY | 87,120 | 114,294 | 273,678 | 48,570 | 81,096 | 88,000 | 86,167 | |
| INTERFUND TRANSFERS | | | | | | | | |
| 606-9000 EOY ASSET RECLASS | (77,914) | (149,094) | (294,172) | 0 | 0 | 0 | 0 | |
| 606-9010 TRF TO GENERAL FUND | 22,050 | 22,050 | 22,050 | 22,050 | 0 | 22,050 | 22,050 | |
| 606-9020 TRF TO CAPITAL REP. FUND 72 | 71,946 | 124,020 | 121,255 | 66,925 | 0 | 66,925 | 66,484 | |
| INFRASTRUCTURE | 0 | 0.00 | | | | | | 30,750 |
| VEHICLES/EQUIPMENT | 0 | 0.00 | | | | | | 25,734 |
| METER REPLACEMENT | 0 | 0.00 | | | | | | 10,000 |
| 606-9050 BAD DEBT EXPENSE | 0 | 860 | 0 | 0 | 0 | 0 | 0 | |
| 606-9090 DEPRECIATION EXPENSE | 205,401 | 209,091 | 214,268 | 0 | 0 | 0 | 0 | |
| 606-9095 PENSION EXPENSE | 14,100 | 4,727 | (1,056) | 0 | 0 | 0 | 0 | |
| TOTAL INTERFUND TRANSFERS | 235,583 | 211,654 | 62,345 | 88,975 | 0 | 88,975 | 88,534 | |
| TOTAL WATER DEPARTMENT | 900,047 | 1,008,144 | 1,024,666 | 827,859 | 601,670 | 907,965 | 887,452 | |

CITY OF SHAVANO PARK
 PROPOSED BUDGET WORKSHEET
 AS OF: MAY 31ST, 2022

20 -WATER FUND
 DEBT SERVICE

| EXPENDITURES | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | | | 2022-2023 | |
|--------------------------------------|------------|------------|------------|----------------|--------------|--------------------|------------------|-----------------|
| | ACTUAL | ACTUAL | ACTUAL | CURRENT BUDGET | Y-T-D ACTUAL | PROJECTED YEAR END | REQUESTED BUDGET | PROPOSED BUDGET |
| CAPITAL OUTLAY | | | | | | | | |
| 607-8000 BOND PRINCIPAL EOY | (110,210) | (113,155) | (114,183) | 0 | 0 | 0 | 0 | |
| 607-8011 ACCRUED BOND INTEREST | (954) | (386) | (324) | 0 | 0 | 0 | 0 | |
| 607-8014 2009 GO REFUND - PRINCIPAL | 40,073 | 40,073 | 0 | 0 | 0 | 0 | 0 | |
| 607-8015 2009 GO REFUND - INTEREST | 4,432 | 795 | 0 | 0 | 0 | 0 | 0 | |
| 607-8016 2017 GO REFUNDING (2009) PR | 65,000 | 70,000 | 70,000 | 70,000 | 70,000 | 70,000 | 70,000 | |
| 607-8017 2017 GO REFUNDING (2009) IN | 68,163 | 66,400 | 65,000 | 63,600 | 32,150 | 63,600 | 62,200 | |
| 607-8020 BOND UNAMORTIZED LOSS | 1,730 | 1,720 | (918) | 0 | 0 | 0 | 0 | |
| 607-8030 BOND AGENT FEES | 400 | 400 | 400 | 400 | 200 | 400 | 400 | |
| 607-8035 BOND ISSUANCE COSTS | 7,470 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 607-8056 2018 GO REFUNDING (2009) PR | 5,138 | 3,083 | 44,183 | 46,238 | 46,238 | 46,238 | 47,265 | |
| 607-8057 2018 GO REFUNDING (2009) IN | 5,567 | 7,477 | 6,841 | 5,625 | 3,123 | 5,625 | 4,367 | |
| 607-8060 SIB LOAN - PRINCIPAL | 0 | 0 | 0 | 28,940 | 0 | 28,940 | 28,940 | |
| SIB LOAN, ONE HALF PMT | 0 | 0.00 | | | | | | 28,940 |
| TOTAL CAPITAL OUTLAY | 86,807 | 76,406 | 70,999 | 214,803 | 151,711 | 214,803 | 213,172 | |
| TOTAL DEBT SERVICE | 86,807 | 76,406 | 70,999 | 214,803 | 151,711 | 214,803 | 213,172 | |
| TOTAL EXPENDITURES | 986,854 | 1,084,550 | 1,095,665 | 1,042,662 | 753,381 | 1,122,768 | 1,100,624 | |
| REVENUE OVER/(UNDER) EXPENDITURES | (63,951) | 137,277 | 677,012 | 0 | (126,479) | (100,068) | 0 | |

CITY OF SHAVANO PARK
 PROPOSED BUDGET WORKSHEET
 AS OF: MAY 31ST, 2022

72 -WATER CAPITAL REPLACEMENT
 WATER DEPARTMENT

| EXPENDITURES | 2018-2019 ACTUAL | 2019-2020 ACTUAL | 2020-2021 ACTUAL | 2021-2022 | | 2022-2023 | | |
|------------------------------------|---------------------|---------------------|---------------------|-------------------|-----------------|-----------------------|---------------------|--------------------|
| | | | | CURRENT BUDGET | Y-T-D ACTUAL | PROJECTED YEAR END | REQUESTED BUDGET | PROPOSED BUDGET |
| <u>CAPITAL OUTLAY</u> | | | | | | | | |
| 606-8080 WATER SYSTEM IMPROVEMENTS | <u>0</u> | <u>0</u> | <u>0</u> | <u>110,000</u> | <u>0</u> | <u>110,000</u> | <u>0</u> | <u>0</u> |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 110,000 | 0 | 110,000 | 0 | 0 |
| <u>INTERFUND TRANSFERS</u> | | | | | | | | |
| 606-9020 TRANSFER TO WATER UTILITY | 58,645 | 52,644 | 636,387 | 0 | 0 | 0 | 42,500 | |
| 50/50 TRUCK REPLACEMENT 0 | <u>0.00</u> | | | | | | | <u>42,500</u> |
| TOTAL INTERFUND TRANSFERS | 58,645 | 52,644 | 636,387 | 0 | 0 | 0 | 42,500 | |
| TOTAL WATER DEPARTMENT | 58,645 | 52,644 | 636,387 | 110,000 | 0 | 110,000 | 42,500 | |

CITY OF SHAVANO PARK
 PROPOSED BUDGET WORKSHEET
 AS OF: MAY 31ST, 2022

72 -WATER CAPITAL REPLACEMENT
 DEBT SERVICE

| EXPENDITURES | 2018-2019 ACTUAL | 2019-2020 ACTUAL | 2020-2021 ACTUAL | (----- 2021-2022 -----) | | (----- 2022-2023 -----) | | |
|-----------------------------------|---------------------|---------------------|---------------------|-------------------------|-----------------|-------------------------|---------------------|--------------------|
| | | | | CURRENT BUDGET | Y-T-D ACTUAL | PROJECTED YEAR END | REQUESTED BUDGET | PROPOSED BUDGET |
| <u>CAPITAL OUTLAY</u> | | | | | | | | |
| 607-8055 DEBT ISSUE COSTS | <u>0</u> | <u>0</u> | <u>7,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 7,000 | 0 | 0 | 0 | 0 | 0 |
| <hr/> | | | | | | | | |
| TOTAL DEBT SERVICE | 0 | 0 | 7,000 | 0 | 0 | 0 | 0 | 0 |
| <hr/> | | | | | | | | |
| TOTAL EXPENDITURES | <u>58,645</u> | <u>52,644</u> | <u>643,387</u> | <u>110,000</u> | <u>0</u> | <u>110,000</u> | <u>42,500</u> | <u>0</u> |
| <hr/> | | | | | | | | |
| REVENUE OVER/(UNDER) EXPENDITURES | <u>13,301</u> | <u>71,376</u> | <u>(59,632)</u> | <u>(43,075)</u> | <u>0</u> | <u>(43,075)</u> | <u>23,984</u> | <u>0</u> |

CITY OF SHAVANO PARK

FY 2022 - 23 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

| | Year | Estimated Replacement Cost | Estimated FY To Replace | Total Life (yrs) | Committed Balance at 9/30/2021 | Adopted Funding 9/30/2022 | FY22 Utilization/ Transfers | Committed Balance at 9/30/2022 | Projected Funding 9/30/2023 | Committed Additional Future Yrs Funding | Total Committed Balance |
|--|-----------|----------------------------------|-------------------------------|------------------------|--------------------------------------|---------------------------------|-----------------------------------|--------------------------------------|-----------------------------------|--|-------------------------------|
| Meter Replacement Program | | | | | | | | | | | |
| 713 meters at \$292 per brass meter | various | \$ 208,196 | various | 10 | \$ 27,000 | \$ 12,000 | \$ - | \$ 39,000 | \$ 10,000 | \$ 159,196 | \$ 208,196 |
| Water Distribution System | | | | | | | | | | | |
| | various | TBD | unknown | | \$ 32,500 | \$ 4,000 | \$ - | \$ 36,500 | \$ 3,000 | \$ - | \$ 39,500 |
| Raw Water Supply System (Wells to Tanks) | | | | | | | | | | | |
| | various | TBD | unknown | | \$ 9,000 | \$ 1,000 | \$ - | \$ 10,000 | \$ 1,000 | \$ - | \$ 11,000 |
| Water Line Relocation | | | | | | | | | | | |
| | | TBD | TBD | | \$ 40,000 | \$ 2,500 | \$ - | \$ 42,500 | \$ 2,500 | \$ - | \$ 45,000 |
| Vehicles/Equipment | | | | | | | | | | | |
| Case Bobcat skid loader (one third-W/two thirds-PW) | 2019 | 20,000 | 2034 | 15 | \$ 2,250 | \$ 750 | \$ - | \$ 3,000 | \$ 750 | \$ 16,250 | \$ 20,000 |
| Mini excavator (50/50) | 2018 | 20,000 | 2034 | 15 | 2,250 | 750 | - | 3,000 | 750 | 16,250 | 20,000 |
| Case Backhoe (\$66,100 - 50/50) | 2017 | 33,050 | 2042 | 25 | 4,080 | 750 | - | 4,830 | 750 | 27,470 | 33,050 |
| Public Works Director Truck (\$40,000 - 50/50) | Future | 20,000 | 2024 | 15 | 14,500 | 825 | - | 15,325 | 2,332 | 2,343 | 20,000 |
| Vactron | 2017 | 60,000 | 2047 | 30 | 6,972 | 1,000 | - | 7,972 | 1,000 | 51,028 | 60,000 |
| F250 Ford Utility Truck #1 | 2014 | 40,000 | 2029 | 15 | 11,375 | 1,500 | - | 12,875 | 1,500 | 25,625 | 40,000 |
| Ford F350 Flatbed/Tilt Bed '08 (3492) (\$72,000 - 50/50) | 2001 | 36,000 | 2023 | 15 | 25,000 | 5,000 | - | 30,000 | 6,000 | - | 36,000 |
| Chevrolet Silverado HD3500 (2283) (\$45,000 50/50) | 2013 | 22,500 | 2028 | 15 | 8,739 | 1,000 | - | 9,739 | 1,500 | 11,261 | 22,500 |
| Dump truck, 50/50 (Grant funded) | 2020 | 45,000 | 2040 | 20 | 2,500 | 1,000 | - | 3,500 | 1,000 | 40,500 | 45,000 |
| Trailer Mounted Ingersol Rand Air Compressor (50/50) | 2006 | 4,000 | 2026 | 20 | 2,389 | 100 | - | 2,489 | 152 | 1,359 | 4,000 |
| SCADA System Main | 2017 | 235,000 | 2037 | 20 | 60,000 | 10,000 | - | 70,000 | 10,000 | 155,000 | 235,000 |
| Vehicle/Equipment Sub Totals | | \$ 535,550 | | | \$ 140,055 | \$ 22,675 | \$ - | \$ 162,730 | \$ 25,734 | \$ 347,086 | \$ 535,550 |
| General Buildings | | | | | | | | | | | |
| PW/W Shop (50/50) | UNK | \$ 75,000 | | | | | | | | \$ 75,000 | \$ 75,000 |
| Vehicle Covered Parking (50/50) | 2017/2018 | \$ 15,000 | | | | | | | | 15,000 | \$ 15,000 |
| 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 | 2021 | 18,000 | 2031 | 10 | | | | | | | |
| 60 HP Booster Pump/motor #2 | 2021 | 18,000 | 2031 | 10 | | | | | | | |
| 125 HP Booster Pump/motor (refurbished) | 2018 | 20,000 | 2028 | 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) - replacing w/generator | 1992 | 50,000 | TBD | 25 | | | | | | | |
| Huebner Plant- Equipment subtotal | | \$ 247,000 | | | \$ 100,025 | \$ 2,500 | \$ - | \$ 102,525 | \$ 2,000 | \$ 142,475 | \$ 247,000 |
| VFD Building | 2013 | 10,000 | 2043 | 30 | | | | | - | 10,000 | 10,000 |
| Fence | 1992 | 15,000 | 2025 | 30 | | | | | - | 15,000 | 15,000 |
| Huebner Plant- total | | \$ 272,000 | | | \$ 100,025 | \$ 2,500 | \$ - | \$ 102,525 | \$ 2,000 | \$ 167,475 | \$ 272,000 |
| Well #1 | | | | | | | | | | | |
| Elevated Storage Tank (150K Gallons) (new \$450,000) | | | | | | | | | | | |
| Repaint, cost saving to paint vs replace | 2016 | \$ 200,000 | 2046 | 30 | | | | | | | |
| Cathodic Protection | 2016 | 15,000 | 2046 | 30 | | | | | | | |
| Ground Storage Tank (110K Gallons) (new \$110,000) | | | | | | | | | | | |
| Repaint, cost saving to paint vs replace | 2010 | 50,000 | 2030 | 20 | | | | | | | |
| Cathodic Protection | 2017 | 12,000 | 2047 | 30 | | | | | | | |
| 20 HP Goulds booster pump/motor - #1 | 2019 | 12,000 | 2029 | 10 | | | | | | | |
| 20 HP Goulds booster pump/motor - #2 | 2019 | 12,000 | 2029 | 10 | | | | | | | |

CITY OF SHAVANO PARK

FY 2022 - 23 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

| | Year | Estimated Replacement Cost | Estimated FY To Replace | Total Life (yrs) | Committed Balance at 9/30/2021 | Adopted Funding 9/30/2022 | FY22 Utilization/ Transfers | Committed Balance at 9/30/2022 | Projected Funding 9/30/2023 | Committed Additional Future Yrs Funding | Total Committed Balance |
|---|-------|----------------------------------|-------------------------------|------------------------|--------------------------------------|---------------------------------|-----------------------------------|--------------------------------------|-----------------------------------|--|-------------------------------|
| VFD Yaskawa iQ1000 #1 | 2016 | 8,000 | 2026 | 10 | | | | | | | |
| VFD Yaskawa iQ1000 #2 | 2016 | 8,000 | 2026 | 10 | | | | | | | |
| Electric Panel | 2013 | 15,000 | 2028 | 15 | | | | | | | |
| Mioxx System: | | | | | | | | | | | |
| Filtration system | 2013 | 45,000 | 2033 | 20 | | | | | | | |
| mioxx - cells and all cabinet components | 2019 | 80,000 | 2029 | 10 | | | | | | | |
| Chlorine tank | 2013 | 500 | 2028 | 15 | | | | | | | |
| Air compressor to actuate the sand filter valves | 2018 | 500 | 2028 | 10 | | | | | | | |
| chlorine pump #1 - New | 2017 | 5,500 | 2027 | 10 | | | | | | | |
| Chlorine Pump #2 - refurbished | 2017 | 5,500 | 2027 | 10 | | | | | | | |
| Kinetico water softener | 2013 | 3,000 | TBD | 10 | | | | | | | |
| Chiller | 2013 | 1,500 | TBD | 5 | | | | | | | |
| Turbidity Meter | 2013 | 1,500 | TBD | 5 | | | | | | | |
| Sand Filters (piping needs repairs) | 2013 | 100,000 | 2033 | 20 | | | | | | | |
| Sand Filters - media | Empty | 12,000 | TBD | 3 | | | | | | | |
| Back Wash Filters | Empty | 5,000 | TBD | 20 | | | | | | | |
| Back Wash Tank | 2013 | 25,000 | 2053 | 40 | | | | | | | |
| Well #1 - Open hole | | 15,000 | | | | | | | | | |
| Well #1 Equipment subtotal | | \$ 632,000 | | | \$ 72,587 | \$ 5,000 | \$ - | \$ 77,587 | \$ 5,000 | \$ 549,413 | \$ 632,000 |
| Mioxx Building | 2013 | \$ 20,000 | 2113 | 100 | | | | | | 20,000 | 20,000 |
| Chlorine Bulk storage building | 2017 | 10,000 | 2117 | 100 | | | | | | 10,000 | 10,000 |
| Drying Beds | 2017 | 8,000 | 2117 | 100 | | | | | | 8,000 | 8,000 |
| Verizon Building | 1990 | 20,000 | 2090 | 100 | | | | | | 20,000 | 20,000 |
| Fence | 2018 | 16,000 | 2048 | 30 | | | | | | 16,000 | 16,000 |
| Well #1 total | | \$ 706,000 | | | \$ 72,587 | \$ 5,000 | \$ - | \$ 77,587 | \$ 5,000 | \$ 623,413 | \$ 706,000 |
| Well #5 | | | | | | | | | | | |
| Electric Panel | 2005 | \$ 15,000 | 2025 | 20 | | | | | | | |
| Pump and Motor (All components in the well) | 2019 | 35,000 | 2028 | 10 | | | | | | | |
| Chlorine Equipment | | | | | | | | | | | |
| Scales | 2020 | 2,200 | 2025 | 5 | | | | | | | |
| Regulator | 2022 | 1,600 | 2024 | 2 | | | | | | | |
| Injector | 2022 | 500 | 2023 | 1 | | | | | | | |
| Pump | 2014 | 2,300 | 2024 | 10 | | | | | | | |
| Leak Detector | 2022 | 500 | 2032 | 10 | | | | | | | |
| Meter (interior replaced) | 2020 | 1,500 | 2030 | 10 | | | | | | | |
| Well #5 Equipment subtotal | | \$ 58,600 | | | \$ 12,237 | \$ 2,000 | \$ - | \$ 14,237 | \$ 2,000 | \$ 42,363 | \$ 58,600 |
| Chlorine Building | 2014 | 5,000 | 2029 | 15 | | | | | | 5,000 | 5,000 |
| Fence (extended) | 2016 | 3,000 | 2046 | 30 | | | | | | 3,000 | 3,000 |
| Well #5 total | | \$ 66,600 | | | \$ 12,237 | \$ 2,000 | \$ - | \$ 14,237 | \$ 2,000 | \$ 50,363 | \$ 66,600 |
| 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 | 2021 | 2,200 | 2026 | 5 | | | | | | | |
| Regulator | 2022 | 1,600 | 2024 | 2 | | | | | | | |
| Injector | 2022 | 500 | 2023 | 1 | | | | | | | |
| Pump | 2021 | 2,300 | 2031 | 10 | | | | | | | |
| Leak Detector | 2022 | 500 | 2032 | 10 | | | | | | | |
| Meter | 2017 | 1,500 | 2027 | 10 | | | | | | | |
| Well #6 Equipment subtotal | | \$ 58,600 | | | \$ 21,940 | \$ 1,250 | \$ - | \$ 23,190 | \$ 1,250 | \$ 34,160 | \$ 58,600 |
| Chlorine Building (relocated to other side of site) | 2017 | 5,000 | 2032 | 15 | | | | | | 5,000 | 5,000 |
| Fence (repaired and relocated gate) | 2019 | 500 | 2049 | 30 | | | | | | 500 | 500 |

CITY OF SHAVANO PARK

FY 2022 - 23 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

| | Year | Estimated Replacement Cost | Estimated FY To Replace | Total Life (yrs) | Committed Balance at 9/30/2021 | Adopted Funding 9/30/2022 | FY22 Utilization/ Transfers | Committed Balance at 9/30/2022 | Projected Funding 9/30/2023 | Committed Additional Future Yrs Funding | Total Committed Balance |
|---|------|----------------------------|-------------------------|------------------|--------------------------------|---------------------------|-----------------------------|--------------------------------|-----------------------------|---|-------------------------|
| Well #6 total | | \$ 64,100 | | | \$ 21,940 | \$ 1,250 | \$ - | \$ 23,190 | \$ 1,250 | \$ 39,660 | \$ 64,100 |
| Well #7 | | | | | | | | | | | |
| Electric Panel | 1983 | \$ 15,000 | TBD | 20 | | | | | | | |
| Pump and Motor (All components in the well) | | | | | | | | | | | |
| Pump | 2021 | 20,000 | 2041 | 20 | | | | | | | |
| 250 HP Motor (refurbished) | 2021 | 65,000 | 2041 | 20 | | | | | | | |
| Misc components | 2021 | 20,000 | 2041 | 20 | | | | | | | |
| Chlorine Equipment | | | | | | | | | | | |
| Scales | 2022 | 2,200 | 2027 | 5 | | | | | | | |
| Regulator | 2022 | 1,600 | 2024 | 2 | | | | | | | |
| Injector | 2022 | 500 | 2023 | 1 | | | | | | | |
| Pump | 2018 | 1,800 | 2028 | 10 | | | | | | | |
| Leak Detector | 2022 | 500 | 2032 | 10 | | | | | | | |
| Meter | UNK | 5,000 | | 10 | | | | | | | |
| Well #7 Equipment subtotal | | \$ 131,600 | | | \$ 2,974 | \$ 8,000 | \$ - | \$ 10,974 | \$ 8,000 | \$ 112,626 | \$ 131,600 |
| Well House | 1983 | 10,000 | 1998 | 15 | | | | | | 10,000 | 10,000 |
| Chlorine Building | 2007 | 5,000 | 2024 | 15 | | | | | | 5,000 | 5,000 |
| Fence | 1983 | 5,000 | 2013 | 30 | | | | | | 5,000 | 5,000 |
| Well #7 total | | \$ 151,600 | | | \$ 2,974 | \$ 8,000 | \$ - | \$ 10,974 | \$ 8,000 | \$ 132,626 | \$ 151,600 |
| Well #8 | | | | | | | | | | | |
| Electric Panel | 2007 | \$ 15,000 | 2027 | 20 | | | | | | | |
| VFD | 2007 | 15,000 | 2024 | 15 | | | | | | | |
| VFD AC unit | 2019 | 9,500 | 2029 | 10 | | | | | | | |
| Pump and Motor (All components in the well) | | | | | | | | | | | |
| Pump | 2020 | 55,000 | TBD | 20 | | | | | | | |
| 250 HP Motor (refurbished) | 2021 | 25,000 | 2041 | 20 | | | | | | | |
| Misc Components | 2020 | 20,000 | TBD | 20 | | | | | | | |
| Chlorine Equipment | | | | | | | | | | | |
| Scales | 2020 | 2,200 | 2025 | 5 | | | | | | | |
| Regulator | 2022 | 1,600 | 2024 | 2 | | | | | | | |
| Injector | 2022 | 500 | 2023 | 1 | | | | | | | |
| Pump | 2021 | 1,800 | 2031 | 10 | | | | | | | |
| Leak Detector | 2022 | 500 | 2032 | 10 | | | | | | | |
| Meter (new interior) | 2020 | 5,000 | 2030 | 10 | | | | | | | |
| Drive Shaft Motor (John Deere) - replacing w/ generator | 2010 | 50,000 | 2030 | 20 | | | | | | | |
| Well #8 Equipment subtotal | | \$ 201,100 | | | \$ 2,975 | \$ 6,000 | \$ - | \$ 8,975 | \$ 6,000 | \$ 186,125 | \$ 201,100 |
| Well House | 1983 | 10,000 | 1998 | 15 | | | | | | 10,000 | 10,000 |
| Chlorine Building | 2007 | 5,000 | 2022 | 15 | | | | | | 5,000 | 5,000 |
| Fence | 1983 | 16,000 | 2013 | 30 | | | | | | 16,000 | 16,000 |
| Well #8 total | | \$ 232,100 | | | \$ 2,975 | \$ 6,000 | \$ - | \$ 8,975 | \$ 6,000 | \$ 217,125 | \$ 232,100 |
| 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 | | | \$ 20,000 | \$ - | \$ - | \$ 20,000 | \$ - | \$ 68,000 | \$ 88,000 |
| Fence | 2014 | 20,000 | 2044 | 30 | | | | | | 20,000 | 20,000 |
| Well #9 total | | \$ 108,000 | | | \$ 20,000 | \$ - | \$ - | \$ 20,000 | \$ - | \$ 88,000 | \$ 108,000 |
| TOTAL | | \$ 2,509,146 | | | \$ 481,293 | \$ 66,925 | \$ - | \$ 548,218 | \$ 66,484 | \$ 1,989,944 | \$ 2,604,646 |

Water Prioritized List



Together We Can!

| Priority | Description | Cost | Funded In Capital Replacement | Additional Required | Included in CM 22/23 Budget |
|----------|--|-----------|-------------------------------|---------------------|-----------------------------|
| 1 | Street Bond – Long Service replacement | \$120,000 | No | \$120,000 | Yes |
| 2 | Replace dead ends in cul-de-sac (4) | \$ 60,000 | No | \$ 30,000 | Yes |
| 3 | GPS Mains and meters across system | \$ 15,000 | No | \$ 15,000 | TBD'ed |
| 4 | Place Well #1 back into operation | \$80,000 | \$ 15,000 | \$ 65,000 | ARPA |
| 5 | Build shade structure over the drive shaft motor at Well #8 to preserve and extend life of the motor | \$ 6,500 | No | \$ 6,500 | TBD'ed |
| 6 | Enclose / improve Chlorine building (Well #6) | \$15,000 | No | \$ 15,000 | ??? |
| 7 | Installation of emergency power supply for Well #7 (Generator, VFD, AC, move power etc) | \$80,000 | No | \$80,000 | ARPA? |
| 8 | Installation of emergency power supply (Huebner/mobile unit) | \$35,000 | No | \$35,000 | ARPA? |
| 9 | Replace small dump truck with stake body (Split 50/50) | \$85,000 | Yes | \$42,500 | Yes |
| 10 | Repaint the Huebner ground storage tank roof | \$ 20,000 | Yes | ??? | No |

\$

American Rescue Plan Act Funding

Updated

Water Fund

Water Advisory Committee Agenda Form

Meeting Date: July 7, 2022

Agenda item: 6.b.

Prepared by: Brandon Peterson/Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion – FY 2022-23 Proposed Budget
Revenue & Expenses

X

Attachments for Reference:

- 1) Draft FY 2022-23 Proposed Budget Worksheet
- 2) Draft FY 2022-23 Water Capital Replacement

BACKGROUND / HISTORY: This is the **second** draft of the Proposed FY 2022-23 Water Utility Budget. Updates from the summary presented at the June 20th meeting are highlighted in **yellow**.

DISCUSSION: Attached is a **second** draft of the FY 2022-23 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, amendment #1 is pending. The “Y-T-D Actual” column is all revenues and expenses posted as of **May 31**, 2022. 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 2022-23 amounts.

As of this writing, the City is still waiting to hear from Bexar County on the funding of our ARPA allocation request. **At this time, the City is not expecting the grant award to occur in FY22.**

Revenue

Proposed budgeted revenues from water sales and miscellaneous/interest are **\$1,100,624** (**previously** \$1,058,124), as detailed below, based on assumptions discussed at the May 9, 2022.

Water Consumption (5015) \$656,000 based on prior 5-year average of actual revenues beginning with FY2016-2017.

Late Charges (20-599-5016) – The Utility had put a hold on charging late fees from April 2020 to August 2021, like many other utilities. Proposing budget of \$8,000 based on review of account history.

Debt Service (5018) \$189,900 based on 701 active meters with the current flat fee of \$22.58 a month.

Water Service Fee (5019) \$64,000, which is a flat/monthly fee based on the size of the meter. Old 5/8" meters, with a monthly service fee of \$5.10, are being replaced with cellular read 3/4" meters, with a monthly service fee of \$7.34. Once all the old meters are replaced, there will be no more 5/8" meters in the system.

EAA Pass Thru Charge (5036) \$85,700 proposed based on the prior 5-year average of actual gallons sold as determined for the Water Consumption (5015) revenues.

Interest Income (20-599-7000) - Interest paid on City investment accounts have been slow to rebound from the coronavirus effect or to react to the Federal Reserve rate increases. While the City continues to explore investment opportunities, proposing budget of \$1,100 for this line item.

Lease of Water Rights (20-599-7012) – The Utility has a lease for 100-acre feet of water to a laundry and a second lease with an area dentist for 40-acre feet. The laundry has expressed interest in continuing to lease water rights from the Utility and the dentist has returned to the Water Utility after utilizing another source for a year.

Credit Card Service Fees (20-599-7060) – Proposing \$6,000 for this revenue line.

Site/Tower Lease (20-599-7075) \$24,424 proposed revenue. Small scheduled increase in the lease terms from T-Mobile.

Transfer In – Capital Replacement (20-599-8072) proposed \$42,500 for replacement of 50/50 truck, which represents the Water Utility's share of the purchase.

Expenses

Total proposed expenses are \$1,100,624 (previously \$1,058,124) and are summarized by category below.

The **Personnel (1000's)**: Proposed budget increase of \$19,295 (was \$20,142), 5.88%. These amounts are pending Council guidance but reflect a 4.0% COLA and a 2.5% step (previously a 5.3% COLA + 1.5% merit) increase in compensation for all Water Utility staff. TML-IRP reported no change in the worker's compensation insurance rates. Estimating a 2.50% state unemployment tax rate for calendar year 2023. TML Health reported an 18% increase in the City's existing health insurance plans. This budget draft provides for an 11.3% (previously a 9.0%) increase in the

Utility's share of health insurance. TMRS reported a contribution rate increase of just under 3%, due to a combination of higher compensation and increased death benefits paid out. Total proposed expenses of \$347,607 (previously \$348,454).

The **Supplies (2000's)** category reflects an overall increase of \$760 (3.8%) with the proposed budget total of \$20,765, mainly an increase in postage and credit card fees offset by decreases in office supplies, uniforms and safety supplies/equipment.

The **Services (3000's)** category has been increased by \$1,645 (4.3%) from the FY22 budget. Engineering Services (3012) is budgeted at \$5,000 each for the basic services and Northwest Military. Liability insurance (3050) budgeted to increase \$315, over FY22 actual as TML-IRP indicated rates were going up 5%. Property Insurance (3070) expected to increase \$371 as TML-IRP indicated this rate was going up a minimum of 15%. Special services (3080) proposed increase of \$1,000 as NWM will need to be re-located every two weeks, and this line item includes the paint supplies which have greatly increased in price. The overall proposed total for the category is \$38,965.

The **Contractual (4000's)** category shows a decrease of \$1,038, with total for the category of \$96,214. Decrease is due to discontinuing the meter reading equipment annual fee for the old meters.

The **Maintenance (5000's)** category proposes an increase of \$4,500, with \$2,000 added to Equipment Maintenance & Repairs (5010) and \$2,500 added to Vehicle & Equipment Fuels (5060) with all other lines unchanged. Budget total of \$24,500 (previously \$24,000). Note that the FY22 year to date actual for the Fuel account includes the Utility's share of the fuel monitoring system, approximately \$2,450.

The **Department Materials-Services (6000's)** category reflects a decrease of \$5,400 from FY22's budget. Proposed expenses reflect a decrease of \$1,000 in Chemicals (6050), decrease of \$3,000 in Water Meters & Boxes (6050), decrease of \$1,800 in Well site #3 (6063) as it has been permanently capped, increase of \$4,500 in Well Site #6 – Muni tract to harden the well house, decrease of \$2,000 in SCADA system maintenance (6070) – computer updates completed last year. The proposed total for this category is \$108,250.

The **Utilities (7000's)** category proposes an increase of \$2,700 to reflect the 3.85% CPS rate increase in the 7040 Electric account. Total category budget of \$76,450 (previously \$73,750).

The **Capital Outlay (8000's)** proposed requests total \$86,167 (previously \$46,020), and includes \$37,647 (was \$40,00) for replacing spider water lines in cul-de-sacs/projects, \$42,500 for the

Utility's share of replacing a 50/50 service truck, \$3,000 for replacing meters and \$2,320 for non-capital maintenance equipment.

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 \$66,484 for a category total of \$88,534.

The **Debt Service Department (607)** has a decrease of \$1,631 for the principal/interest payments. The total proposed expense is \$213,172. Budget includes one half of the SIB loan payment for the water line relocation related to the NW Military expansion project.

COURSES OF ACTION:

1. Make recommendation to staff to present additional information and bring back to committee for further review.
2. Approve to present to Council with changes as provided, if any.

FINANCIAL IMPACT: Varies

STAFF RECOMMENDATION: Committee discuss and provide recommendations and guidance.