

**CITY OF SHAVANO PARK
WATER ADVISORY COMMITTEE MEETING
900 SADDLETREE COURT, SHAVANO PARK, TX 78231
MONDAY, JANUARY 9, 2022
5:30 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, December 19, 2022

5. REPORTS - Public Works Director Update

- a. Water system
 - i. Water System Infrastructure Updates
 - ii. NW Military update
- b. Accept - November 2022 Financial Report
- c. Accept - FY 2021-22 Year End Financial Summary

6. REGULAR BUSINESS

- a. Discussion / Update – Relocation of water service lines and water main crossings in preparation for Street Bond – PW Director
- b. Discussion / Update - Exploration of utilities along Dezavala - PW Director

7. FUTURE ITEMS

- a. Sanitary Sewer Easements around well sites
- b. Adding and updating the water fee schedule
- c. Sanitary Sewer Easements around well sites
- d. Increase the resilience of the water system

c. 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 6th day of January 2023 at 2:14 pm and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Trish Nichols
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.

1. CALL MEETING TO ORDER

Chairman Walea called the meeting to order at 5:11 p.m.

2. ROLL CALL

PRESENT:
Al Walea, Chairman
Matt Trippy
Tommy Peyton
Jason Beck

ABSENT:
Sam Bakke
Steve Fleming

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 October 10, 2022

Member Peyton made a motion to approve the October 10, 2022 meeting minutes.
Member Beck seconded the motion.
The motion carried with a unanimous vote.

5. REPORTS

a. Water System Update
i. Water System Infrastructure Update

PW Director Peterson reported that we have not yet received the two booster pumps that were ordered for Shavano Dr. No ETA has been given to us by the manufacturer.

ii. NW Military update

PW Director Peterson reported that the upgrades made of the water lines along Northwest Military Drive have caused a drop in water pressure in a number of resident's homes. PW Director Peterson will investigate further to determine if action is required of the construction company to resolve the issue in water pressure.

City Manager Hill requested that PW Director Peterson provide a color-coded map that shows which lines running parallel to Northwest Military Highway are PVC and which lines are A/C.

b. October 2022 Financial Report

Public Works Director Peterson presented the October 2022 Financial Report.

Chairman Walea requested an estimate of year end financials. PW Director Peterson will provide an update on year end financials and provide an estimate to Chairman Walea in an email.

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

6. REGULAR BUSINESS

a. Discussion / Update – Relocation of water service lines and crossings.

PW Director Peterson reported that the water line relocation project will resume the first week in January on Saddletree and Cliffside, affecting 14 homes. There will be a balance of 43 more services to be relocated.

b. Discussion – Monthly pumping and status update.

PW Director Peterson reported that the City has 56.34 AF of water rights left for remainder of the calendar year.

Chairman Walea would like to discuss the leasing of future water rights and lease prices in a WAC meeting in the near future to determine if leasing water will still benefit to the City.

c. Discussion – Use of Bexar County ARPA/SLFRF Grant funds.

City Manager Hill reported that although the application for the \$750,000 grant has been approved, the ILA remains under negotiation with the Bexar County Court. City Manager Hill stated that he and City staff will continue to communicate with Bexar County staff and work towards approval of the ILA.

7. FUTURE ITEMS

- a. Updating the water fee schedule**
- b. Sanitary Sewer Easements around well sites**
- c. Increase the resilience of the water system**

8. ADJOURNMENT

Member Peyton made a motion to adjourn this meeting.
Member Beck seconded the motion.
Chairman Walea adjourned the meeting at 6:18 pm.

Al Walea, Chairman

Jessica Chinski, Office Manager

Water Advisory Committee Meeting Minutes December 19, 2022

WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: January 9, 2023

Agenda item: 5.b.

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Presentation of November 2022 Financial Report

X

Attachments for Reference:

1) November 2022 Revenue and Expense Report

BACKGROUND / HISTORY:

The information provided in the attachment is for the FY 2022-23 budget period, month ending November 30, 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 November 30, 2022, the Water Fund total revenues are \$251,004 or 23.35% of the total annual budgeted amount. Water Fund (Water Department & Debt Service) expenses total \$170,494 or 15.86% of budget.

Revenues:

Water consumption (5015) billed in November for the month of October use is \$87,842, with 25.62% of annual budget recognized to date. This is \$41,182 more revenue recognized than for 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 16.65% and 17.11% respectively.

-The EAA Pass Thru (5036) fees are charged to customers based on usage, \$10,911 was recorded for the month and 24.66% of the annual budgeted amount has been recognized to date.

-Interest Income (7000) – the Utility is seeing the effect of higher rates and we’ve moved more funds into the pools to take advantage. Also, this line item was very conservatively budgeted.

Expenses:

Water Department (606) expenses for the day-to-day operations are over budget with a total of \$73,882 incurred this month, 19.78% of the annual budget utilized. Expenses include annual TCEQ water system fee of \$1,690 in Water Analysis Fees (3082), the EAA assessed the full year’s water management fees for the additional 200AF of water rights, FY23’s share of this fee is \$4,200 above the regular monthly payment of \$6,300. Also, after discussion with the City’s auditors, the \$25,000 lease payment for the additional 200AF of water has been allocated between FY22 at 75% and FY23 at 25% due to the lease agreement being for the calendar year. Water Rights/Lease Payments (4099) has been adjusted to reflect this re-allocation. Water System Maintenance (6072) includes approx. \$3,600 for pipe and Water System Improvements includes \$12,750 for the rock

saw and operator rental for End Gate and Fawn Dr projects as well as \$2,100 for flowable fill for Fawn Dr project and approx. \$2,600 for parts/materials for the Fawn Dr project.

Debt service payments, principal of \$117,265 and interest of \$33,951, are due in February 2023.

Payroll:

The City is on a bi-weekly payroll; there have been 4 pay periods out of 26 so approximately 15.38% should be expensed in the line items directly related to salaries and that line item is on budget. Workers Comp Insurance (1037) is at 0% which is expensed quarterly, and will be calculated at the end of December. TMRS (1040) expenditures is at approximately 15.41%, in line with budget. Health insurance related line items are at approximately 16.67%, on target with budget as this line is not compensation driven. There have been no position vacancies this fiscal year to date.

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: NOVEMBER 30TH, 2022

20 -WATER FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,075,124.00</u>	<u>127,187.98</u>	<u>251,004.03</u>	<u>824,119.97</u>	<u>23.35</u>
TOTAL REVENUES	<u>1,075,124.00</u>	<u>127,187.98</u>	<u>251,004.03</u>	<u>824,119.97</u>	<u>23.35</u>
<u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	861,952.00	73,882.07	170,494.02	691,457.98	19.78
DEBT SERVICE	<u>213,172.00</u>	<u>0.00</u>	<u>0.00</u>	<u>213,172.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,075,124.00</u>	<u>73,882.07</u>	<u>170,494.02</u>	<u>904,629.98</u>	<u>15.86</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	53,305.91	80,510.01 (80,510.01)	0.00

20 -WATER FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

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	656,000.00	87,841.86	168,046.48	487,953.52	25.62
20-599-5016 LATE CHARGES	8,000.00	1,230.97	3,005.11	4,994.89	37.56
20-599-5018 DEBT SERVICE	189,900.00	15,783.42	31,612.00	158,288.00	16.65
20-599-5019 WATER SERVICE FEE	64,000.00	5,472.52	10,952.38	53,047.62	17.11
20-599-5036 EAA PASS THRU CHARGE	85,700.00	10,910.50	21,133.00	64,567.00	24.66
20-599-5037 CONNECTION/DISCONNECT FEE	0.00	0.00	0.00	0.00	0.00
20-599-5040 TAPPING FEES	0.00	0.00	0.00	0.00	0.00
TOTAL WATER SALES	1,003,600.00	121,239.27	234,748.97	768,851.03	23.39
<u>MISC./GRANTS/INTEREST</u>					
20-599-7000 INTEREST INCOME	1,100.00	2,926.03	4,616.85 (3,516.85)	419.71
20-599-7005 INTEREST - LEASE RECEIVABLE	0.00	0.00	0.00	0.00	0.00
20-599-7011 OTHER INCOME	0.00	8.90	42.80 (42.80)	0.00
20-599-7012 LEASE OF WATER RIGHTS	23,000.00	0.00	5,750.00	17,250.00	25.00
20-599-7028 TCEQ GRANT	0.00	0.00	0.00	0.00	0.00
20-599-7060 CC SERVICE FEES	6,000.00	986.83	1,791.51	4,208.49	29.86
20-599-7075 SITE/TOWER LEASE REVENUE	24,424.00	2,026.95	4,053.90	20,370.10	16.60
20-599-7076 SITE LEASE REVENUE - CONTRA	0.00	0.00	0.00	0.00	0.00
20-599-7077 AMORT - DEF INFLOW - LEASES	0.00	0.00	0.00	0.00	0.00
20-599-7090 SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
20-599-7095 WATER SYSTEM DAMAGE BILLING	0.00	0.00	0.00	0.00	0.00
20-599-7097 INSURANCE PROCEEDS	0.00	0.00	0.00	0.00	0.00
TOTAL MISC./GRANTS/INTEREST	54,524.00	5,948.71	16,255.06	38,268.94	29.81
<u>TRANSFERS IN</u>					
20-599-8010 TRANSFER FROM GENERAL (NWM)	0.00	0.00	0.00	0.00	0.00
20-599-8058 TRANSFER FROM ARPA FUND	0.00	0.00	0.00	0.00	0.00
20-599-8072 TRF IN-CAPITAL REPLACEMENT	17,000.00	0.00	0.00	17,000.00	0.00
20-599-8090 PRIOR PERIOD ADJUSTMENT	0.00	0.00	0.00	0.00	0.00
20-599-8099 TRF IN - RESERVES	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS IN	17,000.00	0.00	0.00	17,000.00	0.00
TOTAL NON-DEPARTMENTAL	1,075,124.00	127,187.98	251,004.03	824,119.97	23.35
TOTAL REVENUES	1,075,124.00	127,187.98	251,004.03	824,119.97	23.35

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 16.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
20-606-1010 SALARIES	238,000.00	18,272.80	35,963.85	202,036.15	15.11
20-606-1015 OVERTIME	15,000.00	983.71	1,650.73	13,349.27	11.00
20-606-1020 MEDICARE	3,673.00	283.41	553.64	3,119.36	15.07
20-606-1025 TWC (SUI)	900.00	0.00	0.00	900.00	0.00
20-606-1030 HEALTH INSURANCE	32,400.00	2,700.00	5,400.00	27,000.00	16.67
20-606-1031 HSA	133.00	11.10	22.20	110.80	16.69
20-606-1033 DENTAL INSURANCE	1,480.00	125.65	251.30	1,228.70	16.98
20-606-1035 VISION CARE INSURANCE	330.00	27.88	55.76	274.24	16.90
20-606-1036 LIFE INSURANCE	562.00	46.80	93.60	468.40	16.65
20-606-1037 WORKERS' COMP INSURANCE	5,830.00	0.00	0.00	5,830.00	0.00
20-606-1040 TMRS RETIREMENT	36,299.00	2,860.39	5,592.38	30,706.62	15.41
20-606-1070 SPECIAL ALLOWANCES	<u>13,000.00</u>	<u>934.64</u>	<u>1,869.28</u>	<u>11,130.72</u>	<u>14.38</u>
TOTAL PERSONNEL	347,607.00	26,246.38	51,452.74	296,154.26	14.80
<u>SUPPLIES</u>					
20-606-2020 OFFICE SUPPLIES	1,200.00	0.00	0.00	1,200.00	0.00
20-606-2030 POSTAGE	3,895.00	296.56	591.36	3,303.64	15.18
20-606-2035 EMPLOYEE APPRECIATION	370.00	0.00	0.00	370.00	0.00
20-606-2050 PRINTING & COPYING	600.00	0.00	120.00	480.00	20.00
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	8,500.00	953.93	2,190.72	6,309.28	25.77
20-606-2080 UNIFORMS	1,600.00	0.00	395.38	1,204.62	24.71
20-606-2090 SMALL TOOLS	3,000.00	453.10	803.10	2,196.90	26.77
20-606-2091 SAFETY SUPPLIES/EQUIPMENT	<u>1,400.00</u>	<u>111.36</u>	<u>111.36</u>	<u>1,288.64</u>	<u>7.95</u>
TOTAL SUPPLIES	20,765.00	1,814.95	4,211.92	16,553.08	20.28
<u>SERVICES</u>					
20-606-3012 ENGINEERING SERVICES	10,000.00	0.00	0.00	10,000.00	0.00
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	0.00	975.00	1,140.00	46.10
20-606-3030 TRAINING/EDUCATION	3,750.00	0.00	0.00	3,750.00	0.00
20-606-3040 TRAVEL/MILEAGE/LODGING/PERD	1,000.00	0.00	0.00	1,000.00	0.00
20-606-3050 INSURANCE - LIABILITY	5,100.00	0.00	4,577.58	522.42	89.76
20-606-3060 UNIFORM SERVICES	3,000.00	292.35	527.43	2,472.57	17.58
20-606-3070 INSURANCE - PROPERTY	2,600.00	0.00	2,333.67	266.33	89.76
20-606-3075 CONSERV. ED./REBATES	100.00	0.00	0.00	100.00	0.00
20-606-3080 SPECIAL SERVICES	2,300.00	57.95	119.70	2,180.30	5.20
20-606-3082 WATER ANALYSIS FEES	7,000.00	2,170.07	2,407.07	4,592.93	34.39
20-606-3090 COMMUNICATIONS SERVICES	<u>0.00</u>	<u>45.02</u>	<u>90.04</u>	<u>(90.04)</u>	<u>0.00</u>
TOTAL SERVICES	38,965.00	2,565.39	11,030.49	27,934.51	28.31

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 16.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CONTRACTUAL</u>					
20-606-4075 COMPUTER SOFTWARE/INCODE	12,130.00	581.96	6,118.60	6,011.40	50.44
20-606-4085 EAA -WATER MANAGEMENT FEES	84,084.00	10,506.53	16,813.06	67,270.94	20.00
20-606-4086 CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00
20-606-4099 WATER RIGHTS/LEASE PAYMENTS	<u>0.00</u>	<u>0.00</u>	<u>6,250.00</u>	<u>(6,250.00)</u>	<u>0.00</u>
TOTAL CONTRACTUAL	96,214.00	11,088.49	29,181.66	67,032.34	30.33
<u>MAINTENANCE</u>					
20-606-5005 EQUIPMENT LEASES	5,000.00	78.00	78.00	4,922.00	1.56
20-606-5010 EQUIPMENT MAINT & REPAIR	7,000.00	0.00	0.00	7,000.00	0.00
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	70.08	2,929.92	2.34
20-606-5030 BUILDING MAINTENANCE	2,500.00	0.00	0.00	2,500.00	0.00
20-606-5060 VEHICLE & EQPT FUELS	<u>6,500.00</u>	<u>640.09</u>	<u>2,022.50</u>	<u>4,477.50</u>	<u>31.12</u>
TOTAL MAINTENANCE	24,500.00	753.13	2,170.58	22,329.42	8.86
<u>DEPT MATERIALS-SERVICES</u>					
20-606-6011 CHEMICALS	9,000.00	1,860.93	2,070.93	6,929.07	23.01
20-606-6050 WATER METERS & BOXES	2,000.00	0.00	945.37	1,054.63	47.27
20-606-6055 FIRE HYDRANTS & VALVES	10,000.00	0.00	0.00	10,000.00	0.00
20-606-6060 HUEBNER STORAGE TANK	5,000.00	0.00	0.00	5,000.00	0.00
20-606-6061 WELL SITE #1	8,750.00	50.94	50.94	8,699.06	0.58
20-606-6062 WELL SITE #2-EAA MONITORED	500.00	0.00	0.00	500.00	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	1,000.00	0.00	0.00	1,000.00	0.00
20-606-6065 WELL SITE #5-EDWARDS BLENDI	1,000.00	75.40	3,369.40	(2,369.40)	336.94
20-606-6066 WELL SITE #6-MUNI TRACT	8,500.00	37.84	37.84	8,462.16	0.45
20-606-6067 WELL SITE #7	4,000.00	115.72	115.72	3,884.28	2.89
20-606-6068 WELL SITE #8	4,000.00	162.62	162.62	3,837.38	4.07
20-606-6069 WELL SITE #9-TRINITY	500.00	0.00	0.00	500.00	0.00
20-606-6070 SCADA SYSTEM MAINTENANCE	5,000.00	0.00	0.00	5,000.00	0.00
20-606-6071 SHAVANO DRIVE PUMP STATION	2,000.00	0.00	0.00	2,000.00	0.00
20-606-6072 WATER SYSTEM MAINTENANCE	30,000.00	7,303.09	12,708.71	17,291.29	42.36
20-606-6080 STREET MAINT SUPPLIES	<u>4,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,000.00</u>	<u>0.00</u>
TOTAL DEPT MATERIALS-SERVICES	95,250.00	9,606.54	19,461.53	75,788.47	20.43
<u>UTILITIES</u>					
20-606-7040 UTILITIES - ELECTRIC	74,700.00	4,275.04	12,626.18	62,073.82	16.90
20-606-7042 UTILITIES - PHONE/CELL	1,350.00	0.00	0.00	1,350.00	0.00
20-606-7044 UTILITIES - WATER	<u>400.00</u>	<u>39.51</u>	<u>83.57</u>	<u>316.43</u>	<u>20.89</u>
TOTAL UTILITIES	76,450.00	4,314.55	12,709.75	63,740.25	16.62
<u>CAPITAL OUTLAY</u>					
20-606-8010 NON-CAP ELECTRONIC EQUIPMEN	0.00	0.00	0.00	0.00	0.00
20-606-8015 NON-CAPITAL - COMPUTERS	700.00	0.00	0.00	700.00	0.00
20-606-8020 NON-CAPITAL MAINTENANCE EQU	2,320.00	0.00	0.00	2,320.00	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	0.00	0.00	0.00	0.00	0.00

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 16.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
20-606-8080 WATER SYSTEM IMPROVEMENTS	37,647.00	17,492.64	40,275.35 (2,628.35)	106.98
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	3,000.00	0.00	0.00	3,000.00	0.00
20-606-8090 CAPITAL - HUEBNER PLANT	0.00	0.00	0.00	0.00	0.00
20-606-8091 CAPITAL - WELL #1	0.00	0.00	0.00	0.00	0.00
20-606-8093 CAPITAL - SHAV DR PUMP STA	30,000.00	0.00	0.00	30,000.00	0.00
20-606-8094 WATER CROSSINGS	0.00	0.00	0.00	0.00	0.00
20-606-8095 CAPITAL - WELL #5	0.00	0.00	0.00	0.00	0.00
20-606-8096 CAPITAL - WELL #6	0.00	0.00	0.00	0.00	0.00
20-606-8097 CAPITAL - WELL #7	0.00	0.00	0.00	0.00	0.00
20-606-8098 CAPITAL - WELL #8	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	73,667.00	17,492.64	40,275.35	33,391.65	54.67
<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	66,484.00	0.00	0.00	66,484.00	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	0.00	0.00	0.00	0.00	0.00
TOTAL INTERFUND TRANSFERS	88,534.00	0.00	0.00	88,534.00	0.00
TOTAL WATER DEPARTMENT	861,952.00	73,882.07	170,494.02	691,457.98	19.78

20 -WATER FUND
 DEBT SERVICE

% OF YEAR COMPLETED: 16.67

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 INTEREST EXPENSE	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	0.00	0.00	0.00	0.00	0.00
20-607-8015 2009 GO REFUND - INTEREST	0.00	0.00	0.00	0.00	0.00
20-607-8016 2017 GO REFUNDING (2009) PR	70,000.00	0.00	0.00	70,000.00	0.00
20-607-8017 2017 GO REFUNDING (2009) IN	62,200.00	0.00	0.00	62,200.00	0.00
20-607-8020 BOND AMORT - PREM/LOSS/DISC	0.00	0.00	0.00	0.00	0.00
20-607-8030 BOND AGENT FEES	400.00	0.00	0.00	400.00	0.00
20-607-8035 BOND ISSUANCE COSTS	0.00	0.00	0.00	0.00	0.00
20-607-8056 2018 GO REFUNDING (2009) PR	47,265.00	0.00	0.00	47,265.00	0.00
20-607-8057 2018 GO REFUNDING (2009) IN	4,367.00	0.00	0.00	4,367.00	0.00
20-607-8060 SIB LOAN - PRINCIPAL	28,940.00	0.00	0.00	28,940.00	0.00
20-607-8061 SIB LOAN - INTEREST	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	213,172.00	0.00	0.00	213,172.00	0.00
<hr/>					
TOTAL DEBT SERVICE	213,172.00	0.00	0.00	213,172.00	0.00
<hr/>					
TOTAL EXPENDITURES	1,075,124.00	73,882.07	170,494.02	904,629.98	15.86
<hr/>					
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	53,305.91	80,510.01	(80,510.01)	0.00

WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: January 9, 2023

Agenda item: 5.c.

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Presentation of Fiscal Year 2022 Overview



Attachments for Reference:

BACKGROUND / HISTORY:

The independent accountants completed their FY22 audit fieldwork on December 22, and have provided a draft report dated January 6, 2023. The lead auditor will be presenting the report to City Council at the regular January 23, 2023 meeting.

Staff will present the Water Utility sections of the audit report at the February 2023 Water Advisory Committee meeting as well as discussing the year-end adjustments that are necessary for financial reporting purposes.

This summary is to provide an overview of the FY22 results.

DISCUSSION:

For the fiscal year, the Water Utility pumped 727.09 AF of water, selling 653.634 AF. This results in a 10.1 loss percentage. The eight water main events caused by NWM contractors had a significant impact on this year's loss percentage.

Revenues:

Total Utility revenues, excluding transfers in, for FY22 were \$1,324,540. This amount exceeded the amended budget of \$1,213,688 by \$110,852 and exceeded the FY21 actual of \$1,136,291 by \$188,249.

Water consumption revenues (5015) finished the year at \$853,178, almost \$76,000 above the amended budgeted amount of \$777,426 and \$191,000 above FY21 consumption revenues of \$661,861.

The Debt Service fee (5018) was right on budget at \$189,875 actual vs \$189,900 budget (this budget was not amended) and is comparable with FY21 revenue of \$189,830.

The Water Service fee (5019) exceeded budget by approximately \$2,900 with an actual revenue of \$61,712 vs budget of \$58,800 (this budget also was not amended). This revenue line exceeded the FY21 actual of \$59,038 as the old 5/8" meters were replaced with new 3/4" meters which have a higher meter fee (\$7.34 vs \$5.10 a month).

The EAA Pass Thru Charge (5036) actual revenue of \$106,600 exceeded the amended budget of \$99,700 by \$6,900 and also exceeds the FY21 actual of \$88,264 by \$18,336.

Other revenue items of note: Other income (7011) reflects payment for multiple water main events caused by the NWM water utility subcontractor. All invoices have been paid as of September 30, so no amounts are outstanding.

Expenses:

The Water Department ended FY22 with total expenses of \$1,093,284 (which does not take into account the year-end entries to capitalize fixed assets, record depreciation expense, year-end inventory adjustment, etc). This amount exceeds the amended budget of \$1,032,017 by \$61,267.

Due to the heavy pumping volume combined with drought restrictions, the Utility leased an additional 200AF from the EAA for calendar year 2022. The lease itself was \$25,000 and the related water management fees were \$16,800. These expenses were pro-rated between the two fiscal years with 75% recorded in FY22 and 25% recorded in FY23, increasing FY22 expenses by \$31,350. Note: estimated revenues from the additional 200AF, assuming Tier 2 consumption billing rates, calculates to approximately \$222,000 of gross revenues. Each acre foot of water contains 325,850 gallons. The Utility bills consumption at 1,000-gallon increments. Tier 2 consumption is \$3.40/1,000 gallons. 325,850 gallons per AF / 1,000-gallon billing increment * 200 AF * \$3.40/1,000 gallon consumption .

The Utilities category was \$11,500 over budget – due to the electrical demands needed by the wells to keep up with the pumping.

Water System Improvements (8080) account actual expense was \$136,047 (prior to the year end inventory adjustment of \$88,682) was over the amended budget of \$103,500, a difference of \$32,547. Prices, especially for brass, increased dramatically during the year.

Water Debt Service expenses totaled \$214,764 (before year end reporting entries), right on budget of \$214,803.

From operations on a budget basis, the Water Utility had a net revenue of \$16,453 (\$1,324,540 operating revenues less Water Department Expenses of \$1,093,284 less Debt Service of \$214,803). This amount is significantly less than the net operating results that will be noted in the audit report due to the year-end adjustments necessary for financial reporting purposes.

COURSES OF ACTION: None related to the Report.

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: N/A