

# 2016 Budget Presentation

*Presentation to the Board of Commissioners*

**November 17, 2015**



# Agenda

- 1. Budget by Objects (Type)**
- 2. Functional Costs of Service**
- 3. Employee Costs**



# 2016 Budget Format

Objects (Types of Cost) ↓ v	Functions ->		Cust Service & Billing	General O&M	Source of Supply & Pumping		Meters & Services		
	Total	Admin				Storage		Dist System	Hydrants
BUSINESS ADMINISTRATION									
PLANNING AND DEVELOPMENT									
PUBLIC AND REGIONAL OUTREACH									
OFFICE AND RECORDS MANAGEMENT									
CUSTOMER SERVICE AND BILLING									
PURCHASED WATER AND POWER									
OPERATIONS AND MAINTENANCE									
TAXES AND FRANCHISE FEES									
PASS-THRU COSTS									
EMPLOYEE COSTS									
<b>Total Operating Costs</b>									



**FUNCTIONS OF WATER SERVICE**



## 2016 Projected Operating Costs

<b>Objects (Types of Cost)</b>						
↓						
BUSINESS ADMINISTRATION	Legal Services Financial Services Insurance Elections Miscellaneous and Other	<i>General</i>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
PLANNING AND DEVELOPMENT		<i>Meetings</i>	\$ 50,013	\$ 20,000	\$ 26,511	\$ 27,000
PUBLIC AND REGIONAL OUTREACH		<i>Interlocal/Regional</i>	\$ 26,529	\$ 20,000	\$ 22,208	\$ 22,000
OFFICE AND RECORDS MANAGEMENT		<i>Personnel</i>	\$ 993	\$ 5,000	\$ 5,922	\$ 6,000
CUSTOMER SERVICE AND BILLING		<i>Public Records Requests</i>	\$ 455	\$ 2,000	\$ 585	\$ 1,000
PURCHASED WATER AND POWER		<b>TOTAL</b>	\$ 2,438	\$ 3,000	\$ -	\$ 2,000
OPERATIONS AND MAINTENANCE			\$ 80,427	\$ 50,000	\$ 55,225	\$ 58,000
TAXES AND FRANCHISE FEES						
PASS-THRU COSTS						
EMPLOYEE COSTS						
CAPITAL COSTS						

# 2016 Projected Operating Costs

Objects (Types of Cost)			<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
BUSINESS ADMINISTRATION	Legal Services	<i>Audit</i>	\$	20,511	\$	17,000
	Financial Services					
	Insurance					
	Elections					
	Miscellaneous and Other					
PLANNING AND DEVELOPMENT						
PUBLIC AND REGIONAL OUTREACH						
OFFICE AND RECORDS MANAGEMENT						
CUSTOMER SERVICE AND BILLING						
PURCHASED WATER AND POWER						
OPERATIONS AND MAINTENANCE						
TAXES AND FRANCHISE FEES						
PASS-THRU COSTS						
EMPLOYEE COSTS						
CAPITAL COSTS						

## 2016 Projected Operating Costs

- Objects (Types of Cost)**  
↓
- BUSINESS ADMINISTRATION
  - PLANNING AND DEVELOPMENT
  - PUBLIC AND REGIONAL OUTREACH
  - OFFICE AND RECORDS MANAGEMENT
  - CUSTOMER SERVICE AND BILLING
  - PURCHASED WATER AND POWER
  - OPERATIONS AND MAINTENANCE
  - TAXES AND FRANCHISE FEES
  - PASS-THRU COSTS
  - EMPLOYEE COSTS
  - CAPITAL COSTS

- Legal Services
- Financial Services
- Insurance
- Elections
- Miscellaneous & Other

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Administrative</i>	\$ 66,920	\$ 48,400	\$ 47,779	\$ 48,000
<i>Operations</i>	\$ 1,000	\$ 23,200	\$ 23,000	\$ 23,000
<b>TOTAL</b>	<b>\$ 67,920</b>	<b>\$ 71,600</b>	<b>\$ 70,779</b>	<b>\$ 71,000</b>

## 2016 Projected Operating Costs

- Objects (Types of Cost)**  
↓
- BUSINESS ADMINISTRATION
  - PLANNING AND DEVELOPMENT
  - PUBLIC AND REGIONAL OUTREACH
  - OFFICE AND RECORDS MANAGEMENT
  - CUSTOMER SERVICE AND BILLING
  - PURCHASED WATER AND POWER
  - OPERATIONS AND MAINTENANCE
  - TAXES AND FRANCHISE FEES
  - PASS-THRU COSTS
  - EMPLOYEE COSTS
  - CAPITAL COSTS

- Legal Services
- Financial Services
- Insurance
- Elections
- Miscellaneous & Other

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Elections</i>	\$ 19,332	\$ -	\$ -	\$ 20,000

## 2016 Projected Operating Costs

### Objects (Types of Cost)



BUSINESS ADMINISTRATION

PLANNING AND DEVELOPMENT

PUBLIC AND REGIONAL OUTREACH

OFFICE AND RECORDS MANAGEMENT

CUSTOMER SERVICE AND BILLING

PURCHASED WATER AND POWER

OPERATIONS AND MAINTENANCE

TAXES AND FRANCHISE FEES

PASS-THRU COSTS

EMPLOYEE COSTS

CAPITAL COSTS

Legal Services  
Financial Services  
Insurance  
Elections  
Miscellaneous & Other

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Miscellaneous</i>	\$ 781	\$ 1,100	\$ 631	\$ 700
<i>Manager's Expense</i>	\$ 227	\$ 400	\$ 200	\$ 200
<i>Commissioner's Expense</i>	\$ 170	\$ 200	\$ 200	\$ 200
<i>Advertising</i>	\$ 724	\$ 700	\$ 900	\$ 2,000
<b>TOTAL</b>	<b>\$ 1,902</b>	<b>\$ 2,400</b>	<b>\$ 1,931</b>	<b>\$ 3,100</b>



## 2016 Projected Operating Costs

Objects <i>(Types of Cost)</i>   V	2014 Actual	2015 Budget	2015 Actual	2016 Budget
BUSINESS ADMINISTRATION	\$ 190,092	\$ 141,000	\$ 145,138	\$ 172,100
PLANNING AND DEVELOPMENT	Special Projects Miscellaneous & Other			
PUBLIC AND REGIONAL OUTREACH				
OFFICE AND RECORDS MANAGEMENT				
CUSTOMER SERVICE AND BILLING				
PURCHASED WATER AND POWER				
OPERATIONS AND MAINTENANCE				
TAXES AND FRANCHISE FEES				
PASS-THRU COSTS				
EMPLOYEE COSTS				
CAPITAL COSTS				

	2014 Actual	2015 Budget	2015 Actual	2016 Budget
<i>Amicas Brief</i>	\$ 7,534	\$ -	\$ -	\$ -
<i>Annexations</i>	\$ 5,790	\$ -	\$ 1,701	\$ 2,000
<i>Boundary Review</i>	\$ 66,696	\$ -	\$ 7,500	\$ -
<i>Code Book</i>	\$ -	\$ 10,000	\$ 16,775	\$ 3,000
<i>Personnel Manual</i>	\$ -	\$ -	\$ -	\$ 10,000
<i>Unspecified Projects</i>	\$ -	\$ 50,000	\$ -	\$ 38,000
<i>Preservation Reserve</i>	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
<b>TOTAL</b>	\$ 80,020	\$ 110,000	\$ 75,975	\$ 103,000
<i>Miscellaneous &amp; Other</i>	\$ -	\$ 1,000	\$ 2,000	\$ 1,000

## 2016 Projected Operating Costs

<b>Objects (Types of Cost)</b>   v	<b>2014 Actual</b>	<b>2015 Budget</b>	<b>2015 Actual</b>	<b>2016 Budget</b>
BUSINESS ADMINISTRATION	\$ 190,092	\$ 141,000	\$ 145,138	\$ 172,100
PLANNING AND DEVELOPMENT	\$ 80,020	\$ 111,000	\$ 77,975	\$ 104,000
PUBLIC AND REGIONAL OUTREACH	<div style="border: 1px solid black; padding: 5px; display: inline-block;">                     Reg. Dues &amp; Memberships                      Newsletter/Website/Events                      Other Public Outreach                 </div>			
OFFICE AND RECORDS MANAGEMENT				
CUSTOMER SERVICE AND BILLING				
PURCHASED WATER AND POWER				
OPERATIONS AND MAINTENANCE				
TAXES AND FRANCHISE FEES				
PASS-THRU COSTS				
EMPLOYEE COSTS				
CAPITAL COSTS				

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Dues/Memberships/Certs.</i>	\$ 16,571	\$ 21,700	\$ 15,214	\$ 19,000
<i>Other</i>	\$ -	\$ 1,000	\$ -	\$ 1,000
<b>TOTAL</b>	<b>\$ 16,571</b>	<b>\$ 22,700</b>	<b>\$ 15,214</b>	<b>\$ 20,000</b>

## 2016 Projected Operating Costs

<b>Objects (Types of Cost)</b>   v	<b>2014 Actual</b>	<b>2015 Budget</b>	<b>2015 Actual</b>	<b>2016 Budget</b>
BUSINESS ADMINISTRATION	\$ 190,092	\$ 141,000	\$ 145,138	\$ 172,100
PLANNING AND DEVELOPMENT	\$ 80,020	\$ 111,000	\$ 77,975	\$ 104,000
PUBLIC AND REGIONAL OUTREACH				
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PURCHASED WATER AND POWER				
OPERATIONS AND MAINTENANCE				
TAXES AND FRANCHISE FEES				
PASS-THRU COSTS				
EMPLOYEE COSTS				
CAPITAL COSTS				

Reg. Dues & Memberships  
Newsletter/Website/Events  
Other Public Outreach

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Newsletter</i>	\$ 21,609	\$ 26,500	\$ 25,594	\$ 25,900
<i>Website</i>	\$ 4,564	\$ 5,600	\$ 7,615	\$ 8,500
<i>Events/Public Service</i>	\$ 7,515	\$ 4,100	\$ 4,000	\$ 4,100
<b>TOTAL</b>	<b>\$ 33,688</b>	<b>\$ 36,200</b>	<b>\$ 37,209</b>	<b>\$ 38,500</b>

## 2016 Projected Operating Costs

Objects <i>(Types of Cost)</i> I V	2014 Actual	2015 Budget	2015 Actual	2016 Budget
BUSINESS ADMINISTRATION	\$ 190,092	\$ 141,000	\$ 145,138	\$ 172,100
PLANNING AND DEVELOPMENT	\$ 80,020	\$ 111,000	\$ 77,975	\$ 104,000
PUBLIC AND REGIONAL OUTREACH	Reg. Dues & Memberships Newsletter/Website/Events Other Public Outreach			
OFFICE AND RECORDS MANAGEMENT				
CUSTOMER SERVICE AND BILLING				
PURCHASED WATER AND POWER				
OPERATIONS AND MAINTENANCE				
TAXES AND FRANCHISE FEES				
PASS-THRU COSTS				
EMPLOYEE COSTS				
CAPITAL COSTS				

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Other Professional Services</i>	\$ 4,500	\$ 4,600	\$ -	\$ -
<i>Misc Public Outreach</i>	\$ 2,459	\$ 2,200	\$ 2,738	\$ 2,800
<b>TOTAL</b>	<b>\$ 6,959</b>	<b>\$ 6,800</b>	<b>\$ 2,738</b>	<b>\$ 2,800</b>

## 2016 Projected Operating Costs

Objects <i>(Types of Cost)</i>   v	2014 Actual	2015 Budget	2015 Actual	2016 Budget
BUSINESS ADMINISTRATION	\$ 190,092	\$ 141,000	\$ 145,138	\$ 172,100
PLANNING AND DEVELOPMENT	\$ 80,020	\$ 111,000	\$ 77,975	\$ 104,000
PUBLIC AND REGIONAL OUTREACH	\$ 57,218	\$ 65,700	\$ 55,160	\$ 61,300
OFFICE AND RECORDS MANAGEMENT	<div style="border: 1px solid white; padding: 5px; display: inline-block;"> <p>General Office Expense Office Supplies &amp; Equip Computer Systems Phones &amp; Internet Building &amp; Grounds</p> </div>			
CUSTOMER SERVICE AND BILLING				
PURCHASED WATER AND POWER				
OPERATIONS AND MAINTENANCE				
TAXES AND FRANCHISE FEES				
PASS-THRU COSTS				
EMPLOYEE COSTS				
CAPITAL COSTS				

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Postage</i>	\$ 1,496	\$ 1,700	\$ 2,932	\$ 3,000
<i>Courier Services</i>	\$ 600	\$ 600	\$ 600	\$ 600
<i>Miscellaneous Office</i>	\$ 1,422	\$ 1,800	\$ 2,983	\$ 3,000
<i>Temp Office Rent</i>	\$ 1,202	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 4,720</b>	<b>\$ 4,100</b>	<b>\$ 6,514</b>	<b>\$ 6,600</b>

## 2016 Projected Operating Costs

<b>Objects (Types of Cost)</b> ↓ v	<b>2014 Actual</b>	<b>2015 Budget</b>	<b>2015 Actual</b>	<b>2016 Budget</b>																																																		
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	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
Office Supplies	\$ 16,651	\$ 15,300	\$ 15,334	\$ 15,500
Equip/Furniture/Tools	\$ 13,663	\$ 5,500	\$ 1,211	\$ 1,800
<b>TOTAL</b>	<b>\$ 30,314</b>	<b>\$ 20,800</b>	<b>\$ 16,545</b>	<b>\$ 17,300</b>

## 2016 Projected Operating Costs

<b>Objects (Types of Cost)</b> ↓ ∨	<b>2014 Actual</b>	<b>2015 Budget</b>	<b>2015 Actual</b>	<b>2016 Budget</b>					
BUSINESS ADMINISTRATION	\$ 190,092	\$ 141,000	\$ 145,138	\$ 172,100					
PLANNING AND DEVELOPMENT	\$ 80,020	\$ 111,000	\$ 77,975	\$ 104,000					
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General Office Expense									
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Computer Systems									
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OPERATIONS AND MAINTENANCE									
TAXES AND FRANCHISE FEES									
PASS-THRU COSTS									
EMPLOYEE COSTS									
CAPITAL COSTS									

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Computer Supplies</i>	\$ 1,748	\$ 2,400	\$ 1,691	\$ 3,000
<i>Computers &amp; Printers</i>	\$ 10,445	\$ -	\$ (0)	\$ -
<i>Software</i>	\$ 5,320	\$ 5,900	\$ 8,684	\$ 6,800
<i>Maint Agreements</i>	\$ 12,913	\$ 15,000	\$ 15,419	\$ 15,000
<i>Professional Services</i>	\$ 92,881	\$ 65,000	\$ 69,991	\$ 70,000
<b>TOTAL</b>	<b>\$ 123,308</b>	<b>\$ 88,300</b>	<b>\$ 95,785</b>	<b>\$ 94,800</b>

## 2016 Projected Operating Costs

<b>Objects (Types of Cost)</b>   v	<b>2014 Actual</b>	<b>2015 Budget</b>	<b>2015 Actual</b>	<b>2016 Budget</b>
BUSINESS ADMINISTRATION	\$ 190,092	\$ 141,000	\$ 145,138	\$ 172,100
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OFFICE AND RECORDS MANAGEMENT				
CUSTOMER SERVICE AND BILLING				
PURCHASED WATER AND POWER				
OPERATIONS AND MAINTENANCE				
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PASS-THRU COSTS				
EMPLOYEE COSTS				
CAPITAL COSTS				

General Office Expense  
Office Supplies & Equip  
Computer Systems  
Phones & Internet  
Building & Grounds

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
Cell Phones	\$ 3,463	\$ 3,000	\$ 5,706	\$ 6,000
Alarm Monitoring	\$ 4,517	\$ 3,500	\$ 2,895	\$ 3,000
Phone System & Internet	\$ 7,912	\$ 7,900	\$ 9,953	\$ 10,000
<b>TOTAL</b>	<b>\$ 15,891</b>	<b>\$ 14,400</b>	<b>\$ 18,553</b>	<b>\$ 19,000</b>



## 2016 Projected Operating Costs

<b>Objects (Types of Cost)</b> I V	<b>2014 Actual</b>	<b>2015 Budget</b>	<b>2015 Actual</b>	<b>2016 Budget</b>
BUSINESS ADMINISTRATION	\$ 190,092	\$ 141,000	\$ 145,138	\$ 172,100
PLANNING AND DEVELOPMENT	\$ 80,020	\$ 111,000	\$ 77,975	\$ 104,000
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OFFICE AND RECORDS MANAGEMENT	<p>General Office Expense Office Supplies &amp; Equip Computer Systems Phones &amp; Internet Building &amp; Grounds</p>			
CUSTOMER SERVICE AND BILLING				
PURCHASED WATER AND POWER				
OPERATIONS AND MAINTENANCE				
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PASS-THRU COSTS				
EMPLOYEE COSTS				
CAPITAL COSTS				

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Custodial Supplies</i>	\$ 8,967	\$ 5,000	\$ 4,200	\$ 4,500
<i>Custodial Services</i>	\$ 6,857	\$ 6,300	\$ 8,185	\$ 8,000
<i>Electricity</i>	\$ 21,544	\$ 16,500	\$ 21,652	\$ 20,000
<i>Garbage</i>	\$ 4,718	\$ 4,400	\$ 4,776	\$ 5,000
<i>Sewer</i>	\$ 1,905	\$ 2,000	\$ 2,783	\$ 3,000
<i>Gas</i>	\$ 4,264	\$ 4,300	\$ 1,057	\$ 3,000
<i>Building Maintenance</i>	\$ 3,653	\$ 3,200	\$ 1,261	\$ 1,500
<i>Grounds Maintenance</i>	\$ 7,521	\$ 9,100	\$ 6,070	\$ 6,000
<i>General Repairs &amp; Maint</i>	\$ 440	\$ 300	\$ 990	\$ 1,000
<b>TOTAL</b>	<b>\$ 59,867</b>	<b>\$ 51,100</b>	<b>\$ 50,973</b>	<b>\$ 52,000</b>

## 2016 Projected Operating Costs

Objects (Types of Cost) I V	2014	2015	2015	2016																				
	Actual	Budget	Actual	Budget																				
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PLANNING AND DEVELOPMENT	\$ 80,020	\$ 111,000	\$ 77,975	\$ 104,000																				
PUBLIC AND REGIONAL OUTREACH	\$ 57,218	\$ 65,700	\$ 55,160	\$ 61,300																				
OFFICE AND RECORDS MANAGEMENT	\$ 234,101	\$ 178,700	\$ 188,371	\$ 189,700																				
CUSTOMER SERVICE AND BILLING	<div style="border: 1px solid black; padding: 5px; display: inline-block;">Billing Reporting</div>																							
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## 2016 Projected Operating Costs

<b>Objects (Types of Cost)</b> I V	<b>2014 Actual</b>	<b>2015 Budget</b>	<b>2015 Actual</b>	<b>2016 Budget</b>
BUSINESS ADMINISTRATION	\$ 190,092	\$ 141,000	\$ 145,138	\$ 172,100
PLANNING AND DEVELOPMENT	\$ 80,020	\$ 111,000	\$ 77,975	\$ 104,000
PUBLIC AND REGIONAL OUTREACH	\$ 57,218	\$ 65,700	\$ 55,160	\$ 61,300
OFFICE AND RECORDS MANAGEMENT	\$ 234,101	\$ 178,700	\$ 188,371	\$ 189,700
CUSTOMER SERVICE AND BILLING	\$ 45,996	\$ 45,200	\$ 44,983	\$ 46,100
PURCHASED WATER AND POWER	<div style="border: 1px solid black; padding: 5px; display: inline-block;">                     Purchased Water Purchased Power                 </div>			
OPERATIONS AND MAINTENANCE				
TAXES AND FRANCHISE FEES				
PASS-THRU COSTS				
EMPLOYEE COSTS				
CAPITAL COSTS				

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
Seattle Public Utilities	\$ 1,547,687	\$ 1,446,194	\$ 1,490,236	\$ 1,430,200
Seattle City Light	\$ 33,020	\$ 20,000	\$ 22,064	\$ 22,000
<b>TOTAL</b>	<b>\$ 1,580,707</b>	<b>\$ 1,466,194</b>	<b>\$ 1,512,300</b>	<b>\$ 1,452,200</b>

## 2016 Projected Operating Costs

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Supplies & Materials  
Equipment/Tools  
Telemetry  
Field Vehicle Expense  
Miscellaneous

Engineering Services  
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Other Outside Services  
**TOTAL**

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Outside Services  
Supplies & Materials  
Equipment/Tools  
Telemetry  
Field Vehicle Expense  
Miscellaneous

General O&M

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TAXES AND FRANCHISE FEES				
PASS-THRU COSTS				
EMPLOYEE COSTS				
CAPITAL COSTS				

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Telemetry</i>	\$ 13,576	\$ 13,600	\$ 13,810	\$ 14,000
<i>Miscellaneous</i>				
<i>Locates/Inspections</i>	\$ 6,528	\$ 5,300	\$ 5,102	\$ 5,100
<i>Annual Operating Permit</i>	\$ 12,323	\$ 8,000	\$ 11,558	\$ 12,000
<b>TOTAL</b>	<b>\$ 32,427</b>	<b>\$ 26,900</b>	<b>\$ 30,469</b>	<b>\$ 31,100</b>

## 2016 Projected Operating Costs

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TAXES AND FRANCHISE FEES				
PASS-THRU COSTS				
EMPLOYEE COSTS				
CAPITAL COSTS				

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Fuel and Oil</i>	\$ 18,784	\$ 19,000	\$ 14,745	\$ 15,200
<i>Repair and Maintenance</i>	\$ 12,100	\$ 10,100	\$ 43,871	\$ 36,000
<b>TOTAL</b>	<b>\$ 30,884</b>	<b>\$ 29,100</b>	<b>\$ 58,616</b>	<b>\$ 51,200</b>



## 2016 Projected Operating Costs

<b>Objects (Types of Cost)</b> ↓ ∨	<b>2014 Actual</b>	<b>2015 Budget</b>	<b>2015 Actual</b>	<b>2016 Budget</b>																									
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EMPLOYEE COSTS				
CAPITAL COSTS				

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Street Lights</i>	\$ 10,853	\$ 9,300	\$ 7,802	\$ 7,900

## 2016 Projected Operating Costs

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EMPLOYEE COSTS				
CAPITAL COSTS				

Travel & Training  
Temp Employee Costs  
Other Employee Costs

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Travel &amp; Training</i>	\$ 45,687	\$ 47,986	\$ 35,643	\$ 48,905
<i>Temp Employee Costs</i>	\$ 17,143	\$ -	\$ 2,216	\$ -
<i>Tests and Miscellaneous</i>	\$ 1,569	\$ 1,700	\$ 2,331	\$ 2,500
<i>Uniforms</i>	\$ 4,900	\$ 4,800	\$ 8,914	\$ 5,000
<b>TOTAL</b>	<b>\$ 69,300</b>	<b>\$ 54,486</b>	<b>\$ 49,104</b>	<b>\$ 56,405</b>

## 2016 Projected Operating Costs

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EMPLOYEE COSTS

CAPITAL COSTS

Direct Payroll Costs  
Employee Benefits  
Less Capitalized Labor

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Direct Payroll</i>	\$ 1,020,482	\$ 1,196,250	\$ 1,192,826	\$ 1,210,616
<i>Employee Benefits</i>	\$ 442,078	\$ 482,641	\$ 500,394	\$ 543,317
<b>SUBTOTAL</b>	\$ 1,462,560	\$ 1,678,892	\$ 1,693,221	\$ 1,753,933
<i>Less Capitalized Labor Costs</i>	\$ -	\$ (228,239)	\$ (151,796)	\$ (151,573)
<b>TOTAL</b>	\$ 1,462,560	\$ 1,450,653	\$ 1,541,424	\$ 1,602,360

## 2016 Projected Operating Costs

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PURCHASED WATER AND POWER	\$ 1,580,707	\$ 1,466,194	\$ 1,512,300	\$ 1,452,200
OPERATIONS AND MAINTENANCE	\$ 229,074	\$ 220,900	\$ 264,015	\$ 237,300
TAXES AND FRANCHISE FEES	\$ 672,828	\$ 686,453	\$ 705,322	\$ 706,000
PASS-THRU COSTS	\$ 10,853	\$ 9,300	\$ 7,802	\$ 7,900
EMPLOYEE COSTS	\$ 1,531,860	\$ 1,505,139	\$ 1,590,528	\$ 1,658,765

CAPITAL COSTS

Debt Service  
Capital & CIC Transfers  
Vehicle Repl Funding

	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<i>Debt Service</i>	\$ 816,280	\$ 816,280	\$ 798,742	\$ 996,145
<i>Interest Alloc. to Capital</i>	\$ (147,739)	\$ (165,000)	\$ (130,000)	\$ (130,000)
<i>Capital &amp; CIC Transfers</i>	\$ 837,492	\$ 991,453	\$ 1,142,712	\$ 949,994
<i>Vehicle Repl Funding</i>	\$ 120,000	\$ 120,000	\$ 122,000	\$ 125,000
<b>TOTAL</b>	<b>\$ 1,626,032</b>	<b>\$ 1,762,734</b>	<b>\$ 1,933,454</b>	<b>\$ 1,941,139</b>

## 2016 Projected Operating Costs

<b>Objects</b> <i>(Types of Cost)</i>	<b>2014 Actual</b>	<b>2015 Budget</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>Chg 2016 Budget to 2015 Actual</b>	<b>Percent Change</b>
BUSINESS ADMINISTRATION	\$ 190,092	\$ 141,000	\$ 145,138	\$ 172,100	\$ 26,962	19%
PLANNING AND DEVELOPMENT	\$ 80,020	\$ 111,000	\$ 77,975	\$ 104,000	\$ 26,024	33%
PUBLIC AND REGIONAL OUTREACH	\$ 57,218	\$ 65,700	\$ 55,160	\$ 61,300	\$ 6,139	11%
OFFICE AND RECORDS MANAGEMENT	\$ 234,101	\$ 178,700	\$ 188,371	\$ 189,700	\$ 1,329	1%
CUSTOMER SERVICE AND BILLING	\$ 45,996	\$ 45,200	\$ 44,983	\$ 46,100	\$ 1,117	2%
PURCHASED WATER AND POWER	\$ 1,580,707	\$ 1,466,194	\$ 1,512,300	\$ 1,452,200	\$ (60,100)	-4%
OPERATIONS AND MAINTENANCE	\$ 229,074	\$ 220,900	\$ 264,015	\$ 237,300	\$ (26,715)	-10%
TAXES AND FRANCHISE FEES	\$ 672,828	\$ 686,453	\$ 705,322	\$ 706,000	\$ 678	0%
PASS-THRU COSTS	\$ 10,853	\$ 9,300	\$ 7,802	\$ 7,900	\$ 97	1%
EMPLOYEE COSTS	\$ 1,531,860	\$ 1,505,139	\$ 1,590,528	\$ 1,658,765	\$ 68,237	4%
<b>Total Operating Costs</b>	<b><u>\$ 4,632,750</u></b>	<b><u>\$ 4,429,587</u></b>	<b><u>\$ 4,591,595</u></b>	<b><u>\$ 4,635,363</u></b>	<b><u>\$ 43,768</u></b>	<b><u>1%</u></b>
CAPITAL COSTS	\$ 1,626,032	\$ 1,762,734	\$ 1,933,454	\$ 1,941,139	\$ 7,685	0%
<b>Total Revenue Requirement</b>	<b><u>\$ 6,258,782</u></b>	<b><u>\$ 6,192,320</u></b>	<b><u>\$ 6,525,049</u></b>	<b><u>\$ 6,576,502</u></b>	<b><u>\$ 42,235</u></b>	<b><u>1%</u></b>

# 2016 Operating Costs by Function



Objects (Types of Cost) ↓ v	Functions ->								
	Total	Admin	Cust Service & Billing	General O&M	Source of Supply & Pumping	Storage	Meters & Services	Dist System	Hydrants
BUSINESS ADMINISTRATION	\$ 172,100	\$ 172,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PLANNING AND DEVELOPMENT	104,000	104,000	-	-	-	-	-	-	-
PUBLIC AND REGIONAL OUTREACH	61,300	61,300	-	-	-	-	-	-	-
OFFICE AND RECORDS MANAGEMENT	189,700	154,300	-	35,400	-	-	-	-	-
CUSTOMER SERVICE AND BILLING	46,100	-	46,100	-	-	-	-	-	-
PURCHASED WATER AND POWER	1,452,200	-	-	-	1,452,200	-	-	-	-
OPERATIONS AND MAINTENANCE	237,300	-	-	126,700	17,000	1,000	19,600	61,000	12,000
TAXES AND FRANCHISE FEES	706,000	700,400	-	5,600	-	-	-	-	-
PASS-THRU COSTS	7,900	7,900	-	-	-	-	-	-	-
EMPLOYEE COSTS	1,658,664	641,170	211,295	601,259	19,908	16,577	37,221	73,077	58,158
<b>Total Operating Costs</b>	<b>\$ 4,635,262</b>	<b>\$ 1,841,169</b>	<b>\$ 257,395</b>	<b>\$ 768,959</b>	<b>\$ 1,489,107</b>	<b>\$ 17,577</b>	<b>\$ 56,821</b>	<b>\$ 134,077</b>	<b>\$ 70,158</b>



## FUNCTIONS OF WATER SERVICE



## **What's Next?**

**December 1, 2015 board meeting:**

**Final budget presentation for Capital, revenues,  
rates and long-term forecast**

**December 15, 2015 board meeting Pass:**

**Budget**

**New Water Service Rates**

**Wage matrix**





**End**

