

CROCKETT SANITARY COMMISSION

Special Business Meeting Agenda for Monday, May 24, 2021

TIME: 3:00 PM

PLACE: ** TELECONFERENCE - SEE BELOW **

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:

Based on the mandates by the Governor in *Executive Order 33-20* and the County Public Health Officer to shelter in place and the guidance from the CDC, to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District offices are not open to the public at this time. (See Resolution No. 19/20-18)
- The meeting will be conducted via teleconference using Zoom.
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below. See end of agenda for information on How to Submit Public Comments.

HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting live by calling Zoom at +1 669 900 9128.

Enter the Meeting ID# 828 6907 9210 followed by the pound (#) key.

More phone numbers can be found on Zoom's website at <https://zoom.us/u/aeON0A5qL>.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/82869079210> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

Mobile: Login through the Zoom mobile app on a smartphone and enter Meeting ID# 828 6907 9210.

CALL TO ORDER:

PUBLIC COMMENTS:

ITEMS FOR CONSIDERATION:

1. Discuss 10-month budget report and preliminary FY 21-22 budget, form recommendations.
2. General discussion on other financial issues including but not limited to long-term funding, anticipated future sewer use charges, and other financial concerns which may affect the Crockett Sanitary Department.

ADJOURNMENT:

HOW TO SUBMIT PUBLIC COMMENTS:

Written/ Read Aloud: Please email your comments to manager@town.crockett.ca.us, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (*not to exceed three minutes at staff's cadence*), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before 3:00 PM the day of the meeting will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Directors at the meeting. Comments received after this time will be treated as telephonic/electronic comments.

Telephonic / Electronic Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments and identify the cut off time for submission. The public can speak up at that time or use the Zoom chat feature to indicate they want to make a public comment. If needed, a short recess (generally less than 10 minutes) will take place during the time public comment is open to allow the comments to be collected. Use Zoom chat or email your comments to manager@town.crockett.ca.us, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. Once the public comment period is closed, all submitted comments timely received will be read aloud. Comments received after the close of the public comment period will be added to the record after the meeting.

You will find the Minutes of this meeting posted on our website at www.town.crockett.ca.us. Visit our website for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa.

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or if you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the Administrative Services Manager at (510) 787-2992. Notification of at least 48 hours prior to the meeting or time when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection. The Board has designated the District's website located at <https://www.town.crockett.ca.us/meetings> as the place for making those public records available for inspection. The documents may also be obtained by calling the District Manager, at the Crockett Community Services District Office in Crockett. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California 94525.

JAG

FY 2021-22 CROCKETT SANITARY DEPARTMENT BUDGET - FUND 3426 PROPOSED

	PY 2019-20 Actual	FY 2020-21 Approved	FY 2020-21 Year End	FY 2021-22 Proposed
Collection System				
Loan Principal	\$ 78,545	\$ 81,525	\$ 82,425	\$ 112,500
Gas, Fuel, Vehicle (District owned)	\$ 786	\$ 1,376	\$ 914	\$ 1,000
Insurance	\$ 34,900	\$ 37,611	\$ 38,130	\$ 60,000
West County O&M Pump Station	\$ 39,541	\$ 41,519	\$ 33,362	\$ 45,243
Prof. Services (Collection Sys) Non WCWD	\$ 3,897	\$ 6,000	\$ 20,289	\$ 25,000
Rent/Lease Easements	\$ 2,485	\$ 2,500	\$ 2,522	\$ 3,000
Maintenance (CSO) Paulsell & WCWD	\$ 85,420	\$ 102,841	\$ 128,164	\$ 157,436
Utilities	\$ 33,456	\$ 33,602	\$ 38,142	\$ 45,000
Cap. Replacement (O&M) Pump Station	\$ 0	\$ 28,000	\$ 9,535	\$ 40,000
Other	\$ 9,570	\$ 3,140	\$ 3,879	\$ 4,640
Total Collection System	\$ 288,600	\$ 338,114	\$ 357,361	\$ 493,819
Treatment Plant				
JTP Operations & Maint - C&H	\$ 610,504	\$ 710,754	\$ 657,997	\$ 691,107
Capital Replacement (O&M) JTP	\$ 6,285	\$ 11,893	\$ 200	\$ 11,893
Total Treatment Plant	\$ 616,789	\$ 722,647	\$ 658,197	\$ 703,000
Administrative				
Elections	\$ 0	\$ 1,060	\$ 300	\$ 1,000
Membership	\$ 4,726	\$ 4,800	\$ 2,844	\$ 4,800
Office - Supplies/Postal/Misc.	\$ 4,156	\$ 5,466	\$ 6,683	\$ 5,217
Professional Services (Admin)	\$ 37,189	\$ 45,374	\$ 26,308	\$ 37,333
Printing / Publishing	\$ 2,345	\$ 1,800	\$ 1,685	\$ 1,800
Rents/Leases - Office Space	\$ 3,000	\$ 30,000	\$ 7,200	\$ 5,000
Capital Replacement (Admin Bldg.)	\$ 0	\$ 46,000	\$ 20,933	\$ 46,000
Admin Bldg Office Operating	\$ 0	\$ 13,236	\$ 16,254	\$ 13,236
Travel/Meetings/Vehicle	\$ 620	\$ 800	\$ 130	\$ 500
Telephone and Internet	\$ 3,658	\$ 3,600	\$ 4,057	\$ 4,000
Software subscriptions	\$ 26,323	\$ 14,056	\$ 16,635	\$ 15,000
County & State Charges	\$ 6,917	\$ 7,400	\$ 20,950	\$ 10,000
Recoverable Expenses / Other Misc.	\$ 16,435	\$ 9,000	\$ 4,672	\$ 6,000
Training and Conferences	\$ 1,416	\$ 1,500	\$ 0	\$ 1,500
Sub-Total Administrative	\$ 106,786	\$ 184,092	\$ 128,651	\$ 151,386
Salaries and Benefits (O&M)	\$ 141,120	\$ 180,309	\$ 444,587	\$ 265,000
Other Payroll Exp. (WC liab, LTD, etc.)	\$ 7,798	\$ 8,408	\$ 6,080	\$ 8,408
Total Administrative	\$ 255,703	\$ 372,809	\$ 579,319	\$ 424,794
Fixed Assets				
Capital Projects Allocation	\$ 811,953	\$ 700,974	\$ 238,160	\$ 52,000
423 Other Non-Op Interfund trsfr to 3427	\$ 4,850	\$ 7,275	\$ 0	\$ 0
Total Fixed Assets	\$ 816,803	\$ 708,249	238,160	52,000
Interfund loan to Port Costa	\$ 150,000	\$ 0	\$ 0	\$ 0
Non-operation expenses	\$ 61,770	\$ 20,563	\$ 25,911	\$ 43,000
Contingency Expense 10%	\$ 0	\$ 143,357	\$ 0	\$ 162,161
Payroll Liability G/L Adjustment	\$ 684	\$ 0	\$ 684	\$ 0
Total Expenditures	\$ 2,190,349	\$ 2,305,739	\$ 1,859,632	\$ 1,878,774
TOTAL APPROPRIATIONS	\$	\$ 2,305,739	\$	\$ 1,878,774
TOTAL REVENUES				
Property Tax	\$ 333,813	\$ 310,887	\$ 304,887	\$ 310,985
Sewer Use Charges	\$ 1,332,213	\$ 1,423,521	\$ 1,376,363	\$ 1,376,363
Sewer Use Charges - C&H	\$ 143,225	\$ 196,696	\$ 96,916	\$ 200,000
Permit fees	\$ 1,692	\$ 3,000	\$ 1,050	\$ 3,000
Capacity charges	\$ 4,850	\$ 7,275	\$ 0	\$ 9,700
Building Rental Revenue	\$ 0	\$ 8,000	\$ 0	\$ 16,800
Interest (non-op)	\$ 66,428	\$ 28,414	\$ 48,789	\$ 30,000
Cost Recovery including payroll	\$ 13,827	\$ 2,000	\$ 30,000	\$ 2,000
Grants - RTS (non-op) and others	\$ 42,968	\$ 32,226	\$ 0	\$ 25,977
Interfund transfer 3427	\$ 16,862	\$ 106,387	\$ 250,387	\$ 450,000
Loan repayment from Port Costa	\$ 0	\$ 73,977	\$ 73,977	\$ 40,000
Other - Penalties, pass thru, bonds, etc.	\$ 50,874	\$ 12,221	\$ 38,822	\$ 49,221
Allocation from Rate Stabilization Reserve	\$ 0	\$ 0	\$ 0	\$ 0

**CROCKETT SANITARY DEPARTMENT
PROPOSED BUDGET FY 2021/22**

	<u>PY Actual</u>	<u>Estimated</u>	<u>Draft Budget</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>
GENERAL FUND 3426: CASH BUDGET DETAIL *****			
Opening Cash Balance			
Contingency Fund roll-over *	-	-	-
Capital Account Balance Carryover	1,171,649.18	936,029.63	1,398,843.63
Rate Stabilization Reserve	2,023,036.24	2,058,197.90	1,706,556.12
TOTAL OPENING CASH BALANCE	3,194,685.42	2,994,227.53	3,105,399.75
ESTIMATED REVENUES (excl. PCSan Repay & 3427 Trns)	1,989,891.17	1,896,827.36	2,024,045.76
Interdepartment receivable Port Costa Loans	0.00	73,976.87	40,000.00
Const. Fund 3427 Transfer for projects	16,862.03	250,387.00	450,000.00
ESTIMATED O&M OUTLAY EXPENSE	-1,161,091.91	-1,594,877.18	-1,621,612.80
Interdepartment loan to Port Costa (#3)	-150,000.00	0.00	0.00
ESTIMATED CAPITAL OUTLAY EXPENSE	-779,952.85	-206,160.00	-1,117,972.00
Contingency Expense 10% *	0.00	0.00	-162,160.98
Non-Op Expense / Cash Bond Refunds	-61,770.44	-25,910.97	-43,000.00
Transfer to Capital Construction Fund # 3427 **	-36,850.00	-32,000.00	-32,000.00
Transfer from Capital Reserve Fund # 3429	0.00	0.00	0.00
Payroll Liability G/L Adjustment	-683.86	-683.86	0.00
TOTAL PROJECTED CLOSING YEAR-END CASH BALANCE			
Capital Account Balance in Fund #3426	936,029.63	1,398,843.63	101,005.48
Rate Stabilization Reserve	2,058,197.90	1,706,556.12	2,541,694.25
TOTAL PROJECTED CLOSING YEAR-END CASH BALANCE ***	3,011,089.56	3,355,786.75	2,642,699.73

* Any unused contingency at year-end allocated to Rate Stabilization Reserve

** Includes Clarifier Reserve and Capacity Charges collected

*** Total excluding taxes held in 3240

INVESTMENT ASSETS OUTSIDE FUND 3426 *****

Accrued Debt PCSan Beginning Balance	392,128.36	302,196.85	378,219.98
Interdepartment Loan #3 from CVSAN	0.00	150,000.00	0.00
Loan Prinipal Payments	-89,931.51	-73,976.87	-40,000.00
Accrued Debt PCSan Ending Balance	302,196.85	378,219.98	338,219.98

CSD GENERAL FUND 3240: CASH BUDGET DETAIL *****

Property Taxes Held in 3240 Beginning Balance	47,055.22	39,996.19	30,084.10
Property Taxes Held in 3240 Ending Balance	39,996.19	30,084.10	40,000.00
Difference (increase / decrease)	-7,059.03	-9,912.09	9,915.90

CROCKETT SANITARY DEPARTMENT
ADOPTED BUDGET FY 2020/21 (6/24/2020)

	<u>PY Actual</u>	<u>Budgeted</u>	<u>10-month</u> <u>Actuals</u>	<u>Est. Year End</u>	<u>Proposed</u> <u>Budget</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 21/22</u>
GENERAL FUND 3426 - Revenue					
3426i · FUND 3426 CVSAN. Revenue*****					
300 · OPERATING REVENUE					
301.1 · SEWER USE CHARGES - CY **	1,332,213.27	1,423,521.00	1,376,362.91	1,376,362.91	1,376,362.91
301.2 · SEWER USE CHARGES - PY	0.00	0.00	0.00	0.00	0.00
301.3 · SEWER USE CHARGES - C&H **	143,225.20	196,696.00	96,915.74	96,915.74	200,000.00
302 & 306 · PERMIT FEES & MISC. SERVICE F	1,692.20	3,000.00	1,050.00	1,050.00	3,000.00
303 · CONNECTION / CAPACITY CHARGES	4,850.00	7,275.00	0.00	0.00	9,700.00
304 · BUILDING RENTAL REVENUE	0.00	8,000.00	0.00	0.00	16,800.00
307 · PENALTIES AND FINES COLLECTED	74.88	1,000.00	0.00	0.00	1,000.00
318 · COST RECOVERY					
318.2 · Abatement Costs	0.00	1,000.00	0.00	0.00	1,000.00
318.1 .3 .6 · C&H reimburse and Other	13,827.22	1,000.00	30,000.00	30,000.00	1,000.00
Total 318 · COST RECOVERY	13,827.22	2,000.00	30,000.00	30,000.00	2,000.00
Total 300 · OPERATING REVENUE	1,495,882.77	1,641,492.00	1,504,328.65	1,504,328.65	1,608,862.91
325 · NON-OPERATING REVENUE					
311 · INTEREST	66,428.18	28,414.00	19,202.69	48,789.11	30,000.00
314 · PROPERTY TAX-transfer from 3240	333,812.98	310,887.00	145,882.11	304,887.11	310,984.85
316 · PAYMENTS PRIVATE SEWER AGRMT	7,662.84	6,221.00	0.00	0.00	7,221.00
319 · GRANTS / RTS	42,968.00	32,226.00	0.00	0.00	25,977.00
320 · OTHER NON-OP INCOME / PASSTHRU	41,136.40	2,000.00	32,822.49	32,822.49	35,000.00
322 · INTERFUND TRANSFER FROM 3427	16,862.03	106,387.00	0.00	250,387.00	450,000.00
325.8 · CONTRACTOR BONDS	2,000.00	3,000.00	5,000.00	6,000.00	6,000.00
325.9 · INTERFUND LOAN PRINCIPAL PCSAN	0.00	73,977.00	0.00	73,976.87	40,000.00
Total 325 · NON-OPERATING REVENUE	510,870.43	563,112.00	202,907.29	716,862.58	905,182.85
Allocation from Rate Stabilization Reserve	0.00	0.00	0.00	0.00	0.00
Interfund G/L non-operating income adj.	0.00	0.00	0.00	0.00	0.00
Total 3426i · FUND 3426 CVSAN. Revenue *****	2,006,753.20	2,204,604.00	1,707,235.94	2,221,191.23	2,514,045.76

CROCKETT SANITARY DEPARTMENT
ADOPTED BUDGET FY 2020/21 (6/24/2020)

	PY Actual	Budgeted	10-month Actuals	Est. Year End	Proposed Budget
	FY 19/20	FY 20/21	FY 20/21	FY 20/21	FY 21/22
GENERAL FUND 3426 - Expense					
3426e · FUND 3426 CVSAN. Expense*****					
410 · COLLECTION SYSTEM *****			***** COLLECTION SYSTEM *****		
410.211 · LOAN PRINCIPAL	78,545.40	81,525.00	82,425.38	82,425.38	112,500.00
410.25 · GAS, FUEL, OIL, MAINT (DIST. VEHIC	786.46	1,376.00	533.71	913.71	1,000.00
410.30 · INSURANCE	34,899.80	37,611.00	38,129.72	38,129.72	60,000.00
410.50 · WEST COUNTY O&M (PS)	39,541.02	41,519.00	33,362.14	33,362.14	45,243.00
410.55 · PROF. SVCS. (Coll.)	3,896.50	6,000.00	16,288.87	20,288.87	25,000.00
410.65 · RENT/LEASE EASEMENTS	2,484.70	2,500.00	2,521.96	2,521.96	3,000.00
410.70 · MAINTENANCE			0.00		
70.1 · Sewers - preventive maint.	84,927.62	98,341.00	111,985.80	121,985.80	150,435.80
70.2 70.3 70.4 · Weeds, Hardware, & Repairs	492.02	4,500.00	3,738.00	6,178.00	7,000.00
Total 410.70 · MAINTENANCE	85,419.64	102,841.00	115,723.80	128,163.80	157,435.80
410.90 · UTILITIES					
90.6 · Autodialer Alarm	1,978.22	717.00	489.35	529.35	1,000.00
90.1 · Electricity	29,487.80	30,962.00	29,513.29	34,682.63	40,000.00
90.2 · Water	1,990.36	1,923.00	2,540.72	2,929.72	4,000.00
Total 410.90 · UTILITIES	33,456.38	33,602.00	32,543.36	38,141.70	45,000.00
410.95 · OTHER OPERATING (Coll.)					
95.1 · Capital Repl. - Pump Station	0.00	28,000.00	8,535.46	9,535.46	40,000.00
95.2 · Other Operating Costs + HHW	9,570.00	3,140.00	3,233.72	3,878.72	4,640.00
Total 410.95 · OTHER OPERATING (Coll.)	9,570.00	31,140.00	11,769.18	13,414.18	44,640.00
Total 410 · COLLECTION SYSTEM *****	288,599.90	338,114.00	333,298.12	357,361.46	493,818.80
411 · TREATMENT PLANT *****			***** TREATMENT PLANT *****		
411.50 · C&H - JTP O&M	610,504.02	710,754.00	527,997.14	657,997.14	691,107.00
411.95 · CAPITAL REPLACEMENT (Treat)	6,285.37	11,893.00	0.00	200.00	11,893.00
Total 411 · TREATMENT PLANT *****	616,789.39	722,647.00	527,997.14	658,197.14	703,000.00
414 · ADMINISTRATIVE *****			***** ADMINSTRATIVE *****		
414.20 · ELECTIONS	0.00	1,060.00	300.00	300.00	1,000.00
414.35 · MEMBERSHIPS	4,725.89	4,800.00	2,744.10	2,844.10	4,800.00
414.40 · OFFICE					
40.1 · Postal	915.55	1,400.00	210.30	310.29	1,400.00
40.2 · Supplies	2,375.88	2,266.00	3,234.42	3,738.66	2,017.00
40.3 · Miscellany	864.95	1,800.00	2,333.84	2,633.84	1,800.00
Total 414.40 · OFFICE	4,156.38	5,466.00	5,778.56	6,682.79	5,217.00
414.55 · PROF. SVCS. (Admin.)					
55.7 · Consultants (Appraisal / Financial / RG	7,557.73	3,008.00	4,185.31	5,385.31	2,500.00
55.4 · Attorney	16,373.35	13,515.00	9,973.13	10,273.13	11,333.00
55.5 · Auditor	6,524.92	6,851.00	6,585.29	6,585.29	8,500.00
55.6 · Engineer / Consultants (non-Capl)	6,732.75	22,000.00	2,964.00	4,064.00	15,000.00
Total 414.55 · PROF. SVCS. (Admin.)	37,188.75	45,374.00	23,707.73	26,307.73	37,333.00
414.60 · PRINTING/PUBLISHING	2,344.56	1,800.00	1,485.00	1,685.00	1,800.00

CROCKETT SANITARY DEPARTMENT
ADOPTED BUDGET FY 2020/21 (6/24/2020)

	PY Actual	Budgeted	10-month	Est. Year End	Proposed
	FY 19/20	FY 20/21	Actuals FY 20/21	FY 20/21	Budget FY 21/22
414.65 · RENTS & LEASES	3,000.00	30,000.00	7,200.00	7,200.00	5,000.00
414.70 · CAPITAL REPL. (Admin Bld.)	0.00	46,000.00	20,933.15	20,933.15	46,000.00
414.75 · ADMIN BLDG OFFICE OPERATING	0.00	13,236.00	15,929.40	16,254.40	13,236.00
414.80 · VEHICLE / TRAVEL REIMBURSE	620.07	800.00	74.92	130.22	500.00
414.90 · TELEPHONE / INTERNET / CELL	3,658.25	3,600.00	3,473.79	4,057.13	4,000.00
414.94 · SOFTWARE SUBSCRIPTIONS	26,322.51	14,056.00	3,675.14	16,635.14	15,000.00
414.95 · OTHER ADMIN			610.00		
95.3 · County & State Charges	6,917.22	7,400.00	20,349.73	20,949.73	10,000.00
95.x · Recoverable exp. (excl. Payroll)	14,322.83	8,000.00	86.76	636.76	5,000.00
95.9 · Training and Conferences	1,416.48	1,500.00	0.00	0.00	1,500.00
95 · SUC Refund, COVID-19, and Other Misc	2,112.63	1,000.00	4,034.76	4,034.76	1,000.00
Total 414.95 · OTHER ADMIN	24,769.16	17,900.00	25,081.25	25,621.25	17,500.00
Total 414 · ADMINISTRATIVE *****	106,785.57	184,092.00	110,383.04	128,650.91	151,386.00
Total 3426e · SUB-TOTAL O&M Expense*****	1,012,174.86	1,244,853.00	971,678.30	1,144,209.51	1,348,204.80
6560 · PAYROLL EXPENSES *****			179,890.78	207,890.78	
CVSan - O&M SALARY/BENEFITS					
General Manager / Dept. Manager	64,298.50	69,442.00	11,797.35	11,797.35	120,000.00
Asst. Department Manager	54,982.42	56,632.00	12,472.60	12,472.60	70,000.00
Assistant District Secretary	15,438.73	16,675.00	3,035.78	4,535.78	15,000.00
Other hourly employees	6,399.87	37,560.00	0.00	0.00	60,000.00
Total CVSan O&M SALARY/BENEFITS	141,119.52	180,309.00	207,196.51	236,696.51	265,000.00
Other Payroll (CalPER Unfnd/LTD/WC prem)	7,797.53	8,408.00	5,680.38	6,080.38	8,408.00
Total 6560 · PAYROLL O&M EXPENSES *****	148,917.05	188,717.00	392,767.67	450,667.67	273,408.00
Total O&M Expense	1,161,091.91	1,433,570.00	1,364,445.97	1,594,877.18	1,621,612.80
Net Ordinary O&M Revenue	334,790.86	207,922.00	139,882.68	-90,548.53	-12,749.89
411.99 Other Non-Op Interfund trsfr to 3427	4,850.00	7,275.00	0.00	0.00	
423.1 Loan Interest Non-Op Expense	20,544.04	17,563.00	25,910.97	25,910.97	40,000.00
423 Non-Op Expense Other / Cash Bond Refund	41,226.40	3,000.00	0.00	0.00	3,000.00
Contingency Expense 10%		143,357.00			162,160.98
111 Capital Project Funding Additional Allocation		700,974.00			52,000.00
Actual spent on Capital Projects	779,952.85	0.00	43,275.00	206,160.00	
411.98 Trnsfr to 3427 for 3rd-clarifier capx reser	32,000.00	0.00	0.00	32,000.00	
Interdepartment loan to Port Costa (#3)	150,000.00	0.00	0.00	0.00	
Payroll Liability G/L Adjustment	683.86	0.00	683.86	683.86	0.00
TOTAL EXPENSE (w/ Capital Alloc. & Contingency)	2,190,349.06	2,305,739.00	1,434,315.80	1,859,632.01	1,878,773.78

CROCKETT SANITARY DEPARTMENT
OPERATING BUDGET FY 2020/21 ADOPTED (6/24/2020)

	PY Actual	Budgeted	Forecasted Yearly Totals	Proposed Budget
	FY 19/20	FY 20/21	FY 20/21	FY 21/22
CONSTRUCTION FUND 3427: BUDGET DETAIL *****				
Opening Cash Balance	913,864.84	954,343.24	954,343.24	992,910.24
Interest (non-operating)	20,560.43	10,280.00	6,591.00	3,295.28
Connection Fees / Capacity Charges *	4,850.00	7,275.00	0.00	7,275.00
Misc. Fees	0.00	0.00	0.00	0.00
Annexation Fees	0.00	0.00	0.00	0.00
Investment Fees	-70.00	-80.00	-24.00	-80.00
Transfer for JTP Plant Cap Impr.	-16,862.03	-106,387.00	0.00	-106,387.00
Transfer for PS & collec sewer Cap Impr.	0.00	0.00	0.00	0.00
Interfund Transfers - to JTP CapX Reserves *	32,000.00	32,000.00	32,000.00	32,000.00
YEAR-END BALANCE	954,343.24	897,431.24	992,910.24	929,013.52

CAPITAL RESERVE FUND 3429: BUDGET DETAIL *****

Opening Cash Balance	69,450.66	71,070.52	71,070.52	71,584.38
Loans	0.00	0.00	0.00	0.00
Interfund Transfers	0.00	0.00	0.00	0.00
Interest (non-operating)	1,627.86	1,465.00	521.86	469.60
Cost Recovery	0.00	0.00	0.00	0.00
Investment Fees	-8.00	-8.00	-8.00	-8.00
Interfund Transfers	0.00	0.00	0.00	0.00
YEAR-END BALANCE	71,070.52	72,527.52	71,584.38	72,045.98

* JTP Capital Improvement Reserve Breakdown

	Balance Carried Forward	Allocated in FY 20/21	Ending Reserve Balance June 30, 2021	Est. District Share of Project Costs
Third Clarifier (Polishing) Reserve	288,000.00	0.00	288,000.00	324,363.00
Diffuser Membranes #1, #2, #3	96,000.00	32,000.00	128,000.00	141,596.00
TOTAL	384,000.00		416,000.00	465,959.00

**CROCKETT SANITARY DEPARTMENT
OPERATING BUDGET FY 2020/21 ADOPTED (6/24/2020)**

	<u>Funding Carryover</u>	<u>Funded</u>	<u>Actual Spending</u>	<u>Actual Balance</u>
	FY 19/20	FY 20/21	FY 20/21	June 30, 2021
CAPITAL BUDGET DETAIL *****				
Capital Project Cost Centers	+	+	-	=
Sewers (collection system)	256,024.43	575,969.00	186,160.00	645,833.43
Pump Station	586,615.10	0.00	0.00	586,615.10
Treatment Plant	90,018.44	18,005.00	0.00	108,023.44
JTP Cap Reserve to Fund 3427	0.00	32,000.00	32,000.00	0.00
Equipment	3,371.66	0.00	0.00	3,371.66
Other	0.00	75,000.00	20,000.00	55,000.00
TOTAL	936,029.63	700,974.00	238,160.00	1,398,843.63

* Interest on long-term project loans must be counted as No-Operating Expense per SCO.

	<u>Funding Carryover</u>	<u>Capital Improvements Identified</u>		<u>Proposed Budget Allocation</u>
	FY 21/22	FY 21/22		FY 21/22
Capital Projects Cost Centers	-	+	<i>Contingency **</i>	=
Sewer Projects	645,833.43	771,785.00	10%	138,546.73
Pump Station	586,615.10	162,800.00	10%	0.00
Treatment Plant	108,023.44	106,387.00	10%	0.00
JTP Cap Reserve *	0.00	32,000.00		32,000.00
Equipment	3,371.66	2,000.00		0.00
Admin Bldg.	55,000.00	75,000.00		20,000.00
TOTAL	1,398,843.63	1,149,972.00		190,546.73

* \$32K allocation to JTP large cap reserve for projects such as CapX Clarifier, Polishing Clarifier, Diffuser Membranes

** Capital Replacements are included in O&M Budget and not Capital Budget, 10% contingency on allocation

*** State Revolving Fund (SFR) Loan identified as funding source for collection system projects

Capital Projects for FY 2020/21*ADOPTED (6/24/20)*

CROCKETT SANITARY DEPARTMENT

		CAPITAL IMPROVEMENTS FIXED ASSET	CAP. IMP. FUNDING SOURCE
SEWER PROJECTS			
Planned projects funding		\$253,860.00	#3426
Prior uncompleted projects		\$331,500.00	Reserves
Emergency projects / unidentified		\$95,000.00	Reserves
TV inspection program		\$23,000.00	#3426
Flow metering		\$1,500.00	#3426
Staff salary & benefits		\$12,939.00	#3426
Capital project contracted oversight		\$53,986.00	#3426
	TOTAL	<u>\$771,785.00</u>	
EQUIPMENT			
		CAPITAL IMPROVEMENTS	CAP. IMP. FUNDING SOURCE
Safety equipment and tools		\$1,000.00	#3426
Office equipment		\$1,000.00	#3426
	TOTAL	<u>\$2,000.00</u>	
ADMINISTRATION BUILDING			
		CAPITAL REPLACEMENTS O&M	CAP. IMP. FUNDING SOURCE
Flat roof and gutter repair	\$21,000.00		#3426
Moisture damage mitigation and drainage imp		\$45,000.00	#3426
Apartment cosmetic - flooring, paint, misc.	\$20,000.00		#3426
Garage Roof Replacement and rails		\$30,000.00	#3426
Admin office prep	\$5,000.00		#3426
	TOTAL	<u>\$46,000.00</u>	<u>\$75,000.00</u>

Capital Projects for FY 2020/21 ADOPTED (6/24/2020)

CROCKETT SANITARY DEPARTMENT

PUMP STATION	CAPITAL REPLACEMENTS O&M	CAPITAL IMPROVEMENTS FIXED ASSET	CAP. IMP. FUNDING SOURCE
MCC Phase 1 - Parts, Phase 2 install in Jul-Aug 2021		\$150,000.00	#3426/Reserve
Improve ventilation of wet well (additional. vent fans)		\$3,300.00	Reserve
Loring Power Generator Package		\$9,500.00	Reserve
Rebuild Air Compressor and motor 1 & 2	\$12,000.00		
Rebuild of Grit Pump No. 1	\$13,000.00		
Rebuild/replace/modify Pump No. 5 air vent system	\$3,000.00		
TOTAL	\$28,000.00	\$162,800.00	

TREATMENT PLANT

	CAPITAL REPLACEMENTS	CAPITAL IMPROVEMENTS	CAP. IMP. FUNDING
Replace DAF air compressor	\$3,370.00		
Install french drain south of reactors	\$5,055.00		
New wires from control room to reactor pump	\$940.00		
Miscellaneous projects - cap replacement	\$2,528.00		
Replace influent pumps, impellers, etc.		\$8,425.00	Fund 3427 *
Replace sewer liner		\$13,712.00	Fund 3427
Overhaul DAF #1		\$84,250.00	Fund 3427
Trns to JTP Cap. Reserve - diffusers/3rd clarifier		\$32,000.00	#3426
TOTAL	\$11,893	\$138,387.00	