

WATER & SEWER BUDGET

Fiscal Year 2014

October 1, 2013 – September 30, 2014



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ADOPTED

**NORTH SPRINGS
IMPROVEMENT DISTRICT**
Water / Sewer FY 2014 Adopted Budget

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North Springs Improvement District
Water & Sewer
Adopted Budget FY 2014

Account Description	Adopted Budget FY 2013	Actuals as of 05/31/2013	Projected June- Sept 2013	Total Projected 9/30/2013	Adopted Budget FY 2014
Operating Revenue					
Water Revenue	9,305,057.00	4,093,575.25	2,046,787.63	6,140,362.88	6,380,000.00
Sewer Revenue	-	2,938,612.51	1,469,306.26	4,407,918.77	4,620,000.00
Permits, Fees, & Licenses	-	90,331.39	45,165.70	135,497.09	200,000.00
Standby Fees	163,000.00	91,631.44	45,815.72	137,447.16	150,000.00
Water Rev-Irrigation	-	239,817.01	119,908.51	359,725.52	360,000.00
Nsf Check Fees	-	3,300.00	-	3,300.00	5,000.00
Processing Fee	31,000.00	22,237.95	11,118.98	33,356.93	31,000.00
Lien Information Fee	18,500.00	16,125.00	8,062.50	24,187.50	18,500.00
Delinquent Fee	70,000.00	38,080.00	19,040.00	57,120.00	60,000.00
Turn On Fees	-	4,100.00	2,050.00	6,150.00	6,150.00
Meter Fees	43,000.00	119,725.00	59,862.50	179,587.50	200,000.00
Connection Fees-W/S	246,500.00	602,475.00	301,237.50	903,712.50	500,000.00
Interest-Investments	1,942.00	3,212.84	1,606.42	4,819.26	1,942.00
Miscellaneous Revenues	23,000.00	80,297.29	40,148.65	120,445.94	23,000.00
Contract Service-Field Mgt..Frm 003	13,250.00	7,400.00	3,700.00	11,100.00	10,000.00
Compliance Monitoring-Hbc	12,600.00	8,000.00	4,000.00	12,000.00	12,000.00
Total Operating Revenue	9,927,849.00	8,358,920.68	4,177,810.34	12,536,731.02	12,577,592.00
Operating Expenses					
Personnel & Administration					
Payroll-Salaried	252,422.00	209,991.40	104,995.70	314,987.10	404,998.00
Payroll-Special Pay	1,200.00	-	1,200.00	1,200.00	1,200.00
Fica Expense	19,962.00	15,322.11	7,661.06	22,983.17	30,982.00
Pension Expense	22,631.00	13,538.90	6,769.45	20,308.35	36,451.00
Health & Life Insurance	55,799.00	51,586.26	25,793.13	77,379.39	80,000.00
Workers Comp Insurance	1,461.00	606.69	303.35	910.04	2,268.00
Unemployment Compensation	3,150.00	1,861.36	930.68	2,792.04	3,200.00
Prof Serv-Engineering	80,000.00	81,534.13	40,767.07	122,301.20	110,000.00
Prof Serv-Arbitrage Rebate	-	700.00	350.00	1,050.00	1,000.00
Prof Serv-Dissemination Agent	1,000.00	-	1,000.00	1,000.00	1,000.00
Prof Serv-Trustee	9,700.00	12,120.00	-	12,120.00	12,120.00
Prof Serv-Legal Services	40,000.00	111,552.41	55,776.21	167,328.62	300,000.00
Prof Serv-Civil Engineer	-	14,700.00	7,350.00	22,050.00	100,000.00
Actuarial Computation Fee-Opeb	500.00	-	500.00	500.00	500.00
Prof Serv-Mgt Consulting Serv	-	15,314.99	7,657.50	22,972.49	20,500.00
Prof Serv-Accounting	-	2,151.37	1,075.69	3,227.06	30,000.00
Prof Serv-Info Technology	-	24,341.88	12,170.94	36,512.82	37,000.00
Prof Serv-Web Site Develop	1,250.00	994.60	497.30	1,491.90	1,350.00
Prof Serv-Utility Billing	148,695.00	99,133.08	49,566.54	148,699.62	148,695.00
Prof Serv-Human Resources	6,000.00	4,801.84	2,400.92	7,202.76	6,000.00
Annual Audit	10,730.00	11,250.00	5,625.00	16,875.00	15,000.00
Communication-Telephone	400.00	4,919.82	2,459.91	7,379.73	1,000.00
Postage And Freight	44,900.00	29,792.89	14,896.45	44,689.34	45,000.00
Printing And Binding	8,000.00	2,598.41	1,299.21	3,897.62	8,000.00
Rentals-General..Record Storage	600.00	592.13	296.07	888.20	800.00
RENTAL/LEASE-VEHICLE/EQUIP	-	1,324.36	662.18	1,986.54	1,800.00
Rental - Office Space	45,000.00	29,674.09	14,837.05	44,511.14	45,000.00
Insurance-General Liability	14,000.00	11,032.21	5,516.11	16,548.32	15,000.00
Legal Advertising	2,300.00	1,057.23	528.62	1,585.85	2,300.00
Office Supplies	500.00	6,679.75	3,339.88	10,019.63	5,000.00
Misc-Licenses & Permits	2,000.00	5,503.01	2,751.51	8,254.52	100,000.00
Misc-Merchant Fees	53,400.00	49,147.32	16,382.44	65,529.76	60,000.00
Misc-Services	360.00	7,696.39	2,565.46	10,261.85	15,000.00
Misc-Contingency	360.00	15,544.96	5,181.65	20,726.61	25,000.00
Capital Outlay - Equipment	10,000.00	3,006.66	1,503.33	4,509.99	10,000.00
Interest Exp-Customer Deposits	-	1,182.95	591.48	1,774.43	1,600.00
Total Personnel & Administration	836,320.00	841,253.20	405,201.82	1,246,455.02	1,677,764.00

Account Description	Adopted Budget FY 2013	Actuals as of 05/31/2013	Projected June- Sept 2013	Total Projected 9.30.13	Adopted Budget FY 2014
Operation & Maintenance Plant					
Payroll-Salaried	699,291.00	477,404.18	238,702.09	716,106.27	760,298.00
Payroll Contingency	10,000.00	-	10,000.00	10,000.00	10,000.00
Payroll-Special Pay	1,400.00	-	1,400.00	1,400.00	1,400.00
Fica Expense	53,500.00	36,204.28	18,102.14	54,306.42	58,161.00
Pension Expense	62,936.00	29,802.72	14,901.36	44,704.08	68,428.00
Health & Life Insurance	165,750.00	119,244.93	59,622.47	178,867.40	165,000.00
Worker'S Comp. Insurance	10,400.00	18,272.95	9,136.48	27,409.43	28,056.00
Unemployment Taxes	-	774.12	387.06	1,161.18	1,000.00
Water Quality Testing	29,000.00	25,226.67	12,613.34	37,840.01	40,000.00
Contracts-Landscape	70,000.00	23,260.00	11,630.00	34,890.00	36,000.00
Contracts-Meter Expense	5,729.00	29.90	14.95	44.85	5,000.00
Contracts-Generator Maint	7,150.00	4,917.19	2,458.60	7,375.79	7,500.00
Contracts-Lime Sludge Rmvl	115,000.00	44,427.00	22,213.50	66,640.50	115,000.00
Communication-Telephone	38,160.00	37,758.97	18,879.49	56,638.46	57,000.00
Electric Expense	280,000.00	164,513.02	82,256.51	246,769.53	250,000.00
Utility-Wastewater Treatment	2,000,000.00	1,040,491.90	520,245.95	1,560,737.85	1,700,000.00
Rental-General	1,000.00	1,091.79	545.90	1,637.69	1,650.00
Rental/Lease-Vehicle/Equip	17,500.00	19,969.96	9,984.98	29,954.94	30,000.00
Insurance-General Liability	72,000.00	61,325.72	30,662.86	91,988.58	92,000.00
R&M-General	109,000.00	57,921.84	19,307.28	77,229.12	109,000.00
R&M-Electrical	16,900.00	11,400.09	5,700.05	17,100.14	17,200.00
R&M-Slaker Repairs	3,100.00	2,001.06	1,000.53	3,001.59	3,100.00
R&M-Air Conditioning	6,200.00	3,484.73	1,742.37	5,227.10	6,200.00
R&M-Vehicles	2,000.00	5,057.51	2,528.76	7,586.27	7,500.00
R&M-Well Maintenance	54,600.00	44,888.09	22,444.05	67,332.14	60,000.00
R&M-Painting	6,500.00	11,516.93	5,758.47	17,275.40	17,500.00
Office Supplies	2,600.00	7,124.77	3,562.39	10,687.16	3,000.00
Op Supplies-General	3,000.00	13,063.39	6,531.70	19,595.09	15,000.00
Op Supplies-Chemicals	480,000.00	354,779.25	177,389.63	532,168.88	540,000.00
Op Supplies-Lab Chemicals	11,200.00	10,912.90	5,456.45	16,369.35	16,500.00
Op Supplies-Lab Equipment	1,000.00	100.93	50.47	151.40	1,000.00
Op Supplies-Uniforms	9,000.00	5,794.95	2,897.48	8,692.43	9,000.00
Op Supplies-Fuel, Oil	10,000.00	6,697.98	3,348.99	10,046.97	10,000.00
Misc-Licenses & Permits	28,000.00	22,527.76	11,263.88	33,791.64	35,000.00
Misc-Contingency	22,600.00	11,957.31	5,978.66	17,935.97	22,600.00
Cap Outlay-Other	-	90,510.01	-	90,510.01	100,000.00
Cap Outlay-Equipment	4,000.00	-	4,000.00	4,000.00	4,000.00
Cap Outlay-Vehicles	2,500.00	-	2,500.00	2,500.00	2,500.00
Total Plant	4,411,016.00	2,764,454.80	1,345,218.76	4,109,673.56	4,405,593.00
Other Operating Expenses Field					
Payroll-Salaried	530,300.00	342,544.69	171,272.35	513,817.04	532,266.00
Payroll Contingency	10,000.00	-	10,000.00	10,000.00	10,000.00
Payroll-Special Pay	2,020.00	-	2,020.00	2,020.00	2,020.00
Fica Expense	41,000.00	26,037.16	13,018.58	39,055.74	40,718.00
Pension Expense	47,250.00	24,930.63	12,465.32	37,395.95	47,904.00
Health & Life Insurance	158,000.00	103,993.95	51,996.98	155,990.93	158,000.00
Worker'S Comp. Insurance	27,200.00	13,730.26	6,865.13	20,595.39	27,358.00
Unemployment Taxes	-	524.34	262.17	786.51	1,000.00
Contracts-Generator Maint	4,200.00	434.41	217.21	651.62	4,200.00
Communication-Telephone	11,900.00	9,884.20	4,942.10	14,826.30	13,200.00
Electric Expense	46,000.00	56,639.55	28,319.78	84,959.33	85,000.00
Rental/Lease - Vehicle/Equip	-	577.94	288.97	866.91	1,000.00
Insurance-General Liability	13,100.00	11,271.99	5,636.00	16,907.99	15,100.00
R&M-General	41,150.00	33,218.14	16,609.07	49,827.21	50,000.00
R&M-Vehicle Repairs	12,000.00	12,985.61	6,492.81	19,478.42	19,500.00
R&M-Roads & Alleyways	3,300.00	12,146.00	6,073.00	18,219.00	18,300.00
R&M-Lift Stations	63,000.00	28,160.34	14,080.17	42,240.51	63,000.00
R&M-Painting	350.00	228.49	114.25	342.74	350.00

Account Description	Adopted Budget FY 2013	Actuals as of 05/31/2013	Projected June- Sept 2013	Total Projected 9.30.13	Adopted Budget FY 2014
R&M-Valve Replacement	700.00	698.40	349.20	1,047.60	950.00
Utility-Meter Replacemt Prog	80,000.00	184,675.83	92,337.92	277,013.75	300,000.00
Utility Backflow Preventors	500.00	-	500.00	500.00	500.00
Office Supplies	930.00	3,282.67	1,641.34	4,924.01	2,000.00
Op Supplies-General	4,040.00	5,177.81	2,588.91	7,766.72	7,000.00
Op Supplies-Uniforms	5,040.00	3,954.72	1,977.36	5,932.08	5,500.00
Op Supplies-Fuel, Oil	40,000.00	27,664.55	13,832.28	41,496.83	42,000.00
Op Supplies-Hand Tools	2,000.00	316.34	158.17	474.51	2,000.00
Op Supplies-Meter Supplies	14,000.00	133,824.00	66,912.00	200,736.00	201,000.00
Misc-Licenses & Permits	8,000.00	821.22	410.61	1,231.83	8,000.00
Misc-Contingency	1,950.00	238.23	119.12	357.35	1,950.00
Road Supplies-Other	800.00	102.83	51.42	154.25	800.00
Cap Outlay-Other	2,000.00	-	2,000.00	2,000.00	30,000.00
Total Field	1,170,730.00	1,038,064.30	533,552.15	1,571,616.45	1,690,616.00
Total Operating Expenses	6,418,066.00	4,643,772.30	2,283,972.73	6,927,745.03	7,773,973.00
Net Income Before Debt Services	3,509,783.00	3,715,148.38	1,893,837.61	5,608,985.99	4,803,619.00
Debt Services					
Debt Service Series 2011	1,275,000.00	850,000.00	425,000.00	1,275,000.00	1,300,000.00
Interest Expense Series 2011	672,109.00	448,072.68	224,036.32	672,109.00	646,504.69
Total Debt Service	1,947,109.00	1,298,072.68	649,036.32	1,947,109.00	1,946,504.69
Projected Manual Income (Loss)	1,562,674.00	2,417,075.70	1,244,801.29	3,661,876.99	2,857,114.31
Coverage Calculation	1.80			2.88	2.47
Budgeted Reserves					
Renewal and Replacement	100,000.00	-	100,000.00	100,000.00	100,000.00
Rate Stabilization	50,000.00	-	50,000.00	50,000.00	50,000.00
Total Capital Outlay & Reserves	150,000.00	-	150,000.00	150,000.00	150,000.00
	1,412,674.00	2,417,075.70	1,094,801.29	3,511,876.99	2,707,114.31

	Total Interest Payment	Less: Portion Capitalized (1)	Net Interest Expense
Interest 4-1-2012	449,194	(260,222)	188,972
Interest 10-1-2012	822,026	(461,809)	360,216
Total Fiscal Year 2012	1,271,220	(722,032)	549,188
Interest 4-1-2013	791,651	(461,809)	329,842
Interest 10-1-2013	796,001	(453,734)	342,267
Total Fiscal Year 2013	1,587,653	(915,544)	672,109
Interest 4-1-2014	770,831	(453,734)	317,097
Interest 10-1-2014	775,067	(445,659)	329,408
Total Fiscal Year 2014	1,545,898	(899,394)	646,505
Interest 4-1-2015	749,603	(32,300)	717,303
Interest 10-1-2015	753,722	-	753,722
Total Fiscal Year 2015	1,503,325	(32,300)	1,471,025
		(2,569,269)	

Total Capitalized Interest (1)

(1) Issuance of Series 2011, Water and Sewer Revenue Refunding Bonds capitalized interest on "New Money" portion of bond issue through January 1, 2015.

REVENUES:

Water - Sewer Combination Revenue

The projected revenue is based upon the current approved rate structure for both water and sewer utilizing projections of consumption for the upcoming year. The rate structure provides for a base rate and per thousand gallon rate. There are differing rate structures for residential and commercial derived from the last rate study and approved by the Board of Supervisors.

	Current Rates	Adopted Rates
Water Minimum Charge	FY 2013	FY 2014
Water Availability Minimum	\$31.96	\$34.20
Minimum Water Residential, Multi Family, Ranches/Magic	\$19.68	\$21.06
Minimum Water 3" Meter	\$250.63	\$268.18
Water Commercial 1" Minimum	\$49.20	\$52.65
Water Commercial 1.5" Minimum	\$98.41	\$105.30
Water Commercial 2"	\$157.45	\$168.47
Water Commercial 3" Minimum	\$295.22	\$315.89
Water Commercial 4" Minimum	\$492.04	\$526.48
Water Commercial 6 & 8" Minimum	\$984.07	\$1,052.96
	Current Rates	Adopted Rates
Sewer Minimum Charge	FY 2013	FY 2014
Minimum Sewer Residential & Multi Family, & Ranches/Magic	\$15.62	\$16.48
Minimum Sewer 3" Meter	\$224.86	\$240.37
Commercial Sewer 1" Minimum	\$34.06	\$36.21
Commercial Sewer 1.5" Minimum	\$64.76	\$69.05
Commercial Sewer 2" Minimum	\$101.61	\$108.48
Commercial Sewer 3" Minimum	\$187.59	\$200.48
Commercial Sewer 4" Minimum	\$310.42	\$331.91
Commercial Sewer 6 & 8" Minimum	\$617.50	\$660.49
Sewer 0100725002 Minimum	\$694.55	\$743.80
Sewer 0100730002 Minimum	\$741.75	\$793.44

**NORTH SPRINGS
IMPROVEMENT DISTRICT**
Water / Sewer FY 2014 Adopted Budget

	Current Rates	Adopted Rates
Irrigation Minimum Charge	FY 2013	FY 2014
Residential Irrigation Minimum	\$19.68	\$21.06
Commercial 1.5" Irrigation Minimum	\$98.41	\$105.30
Residential 2" Irrigation Minimum	\$157.45	\$168.47

	Current Rates	Adopted Rates
Water Volume Charge	FY 2013	FY 2014
Water Residential, Commercial 1", 1.5", 2", 3", 4", 6", & 8", Ranches/Magic		
0-12,600 gals	\$1.90	\$2.04
12,601-25,200 gals	\$3.81	\$4.07
25,201 gals and over	\$5.71	\$6.11
Water Med/High Density Consumption		
0-7,600 gals	\$1.90	\$2.04
7,601-15,200 gals	\$3.81	\$4.07
15,201 gals and over	\$5.71	\$6.11
Water Magnolia Shop		
All Consumption	\$1.90	\$2.04
	Current Rates	Adopted Rates
Sewer Volume Charge	Current FY 2013	FY 2014
Residential & Ranches/Magic Sewer Consumption		
0-9,875 gals	\$1.90	\$2.04
Commercial 1", 1.5", 2", 3", 4", 6" & 8" Sewer Consumption		
All Consumption	\$1.90	\$2.04
Sewer Med Density Consumption		
0-7,750 gals	\$1.90	\$2.04

**NORTH SPRINGS
IMPROVEMENT DISTRICT**
Water / Sewer FY 2014 Adopted Budget

	Current Rates	Adopted Rates
Sewer 0100730002		
0-7,600 gals	\$1.90	\$2.04
7,601-15,200 gals	\$3.81	\$4.07
15,201 gals and over	\$5.71	\$6.11
Sewer No Chg at all		
0-12,600 gals	\$1.90	\$2.04
12,601-25,200 gals	\$3.81	\$4.07
25,201 gals and over	\$5.71	\$6.11
	Current Rates	Adopted Rates
Irrigation Volume Charge	FY 2013	FY 2014
Irrigation Residential and Commercial 1.5" & 2" Consumption		
0-12,600 gals	\$1.90	\$2.04
12,601-25,200 gals	\$3.81	\$4.07
25,201 gals and over	\$5.71	\$6.11

Permits, Fees, & Licenses

The District charges a 2.5% permit fee for water and sewer projects undertaken by contractors within the District. This fee offsets inspections and plan reviews for these projects conducted by the District.

Standby Fees

Platted and unplatted residential & commercial parcels and tracts are charged \$25 per parcel or tract.

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Water Revenue Irrigation

The projected revenue is based upon the current approved rate structure for irrigation water charges utilizing projections of consumption for the upcoming year. The rate structure provides a per thousand gallon rate for irrigation water only and in the future will include the Districts re-use projects.

NSF Check Fees

Fees charged to customers related to non-sufficient funds.

Processing Fee Revenue

The Board of Supervisors at the March 2004 meeting adopted a \$20 processing fee for new accounts.

Lien Information Fee

The Board at the March 2004 meeting adopted a \$25 charge for an estoppel letter.

Delinquent Fee Revenue

The Board of Supervisors at a public meeting held in March of 2004 adopted a \$20 late fee to customers who receive a delinquent notice on their account and /or a termination date is hand delivered.

Turn On Fees

Fees charged to customers who have had their service shutoff for lack of payment and service is restored after payment.

Meter Fees

Represents the amount collected for meter Fees based on the size of the meter:

<u>Meter Size</u>	<u>Amount</u>
5/8" Meter	\$500.00
1" Meter	\$600.00
1 1/2" Meter	\$750.00
2" Meter (\$150 per unit (ERC) plus cost of meter	
3" Meter (\$150 per unit (ERC) plus cost of meter	

The amount budget is based on prior year's meters.

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Connection Fees - W/S

Represents the amount collected for new connections based on the following:

User Class	Amount
Single Family	\$3,025
Medium Density	\$1,432
High Density	\$1,432
Commercial	\$3,161
Irrigation	\$ 900

The revenue is based on prior year's fees.

Interest - Investments

The District earns Interest Income on the checking account with Wells Fargo Bank, various CD's, and debt services trust accounts with US Bank.

Contract Field Management Revenue

The District receives reimbursement of \$ 18,000 dollars from the Parkland Isles fund. This reimbursement is for field management services performed by District staff to include acting as a liaison between the home owner association (HOA), oversight of contractors, and compliance.

Miscellaneous Revenues

Represents miscellaneous fees charged for repairs and other services provided to the customer by the district.

Compliance Monitoring - HBC

Represents cost recovery for monitoring issues pertaining to the Heron Bay Commons facility.

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EXPENDITURES: OPERATING EXPENSES

Personnel and Administration:

Payroll - Salaried

This includes payroll, workers comp, FUTA/SUTA taxes and payroll charges for the admin. personnel based upon current rate plus an increase. Each employee will be evaluated in September to determine their actual increase. The District employs the following under this category:

- District Manager
- District Clerk
- Admin. Asst. / Human Resources
- Customer Service
- Customer Service
- Accounting Manager
- Admin. Assistant Accounting
- Admin. Assistant Accounting
- PT Treasurer

Payroll - Special Pay

Special Pay is a holiday bonus based upon number of years of service.

FICA Taxes

Payroll taxes for the Administrative personnel.

Pension Benefits

The District's pension plan was established whereby the employer contributes 9% of each employee's annual salary into a defined pension plan (401A), which is currently administered by ICMA-RA Corporation.

Life and Health Insurance

The District offers the employees' health, life, dental and disability insurance as part of their benefits plan while employed by the District.

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Worker's Compensation

Payments required by law to be made to an employee who is injured or disabled in connection with work. The District's policy is with Preferred Governmental Insurance Trust.

Professional Services - Arbitrage Rebate

The District will contract with an independent certified public accountant to annually calculate the District's arbitrage rebate liability on its revenue bonds. The amount is based on standard fees charged for this service.

Professional Services - Dissemination Agent

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b) (5), which relates to additional reporting requirements for unrelated bond issues. The District has contracted for this service and the amount is based on the contracted amount.

Professional Services - Engineering

The District has a continuous services contract with CH2M Hill to provide engineering services to the District. Also the district contracts with other engineering firms for services of electrical engineering, consulting, and surveying services.

Professional Services - Legal Services

The District has a contract with Billing, Cochran, Lyles, Mauro & Ramsey, P.A. as legal counsel for the District. This contract includes preparation for monthly board meetings, contract review, etc.

Professional Services - Trustee

In 2011 The District issued the 2011 Series of Revenue Refunding Bonds and are deposited with a Trustee to handle all trustee matters. The annual trustee fee is based on standard fees charged plus any out of pocket expenses.

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Professional Service Website Development

The District has contracted Watt Media Corp. to maintain its website www.nsidfl.gov. The District has been granted permission by the Federal Government to use the .gov domain, which is consistent with government agencies.

Professional Services - Utility Billing

Through the inter-local agreement between the North Springs Improvement District (NSID) and the Coral Springs Improvement District (CSID), NSID outsources its utility billing operations to CSID. NSID pays a fee to CSID to handle the billing operations of NSID. This also includes Personnel, computer software, equipment, maintenance, and supplies purchased by Coral Springs Improvement District for the purpose of Utility Billing for the District

Professional Services – Payroll / HR

The District has contracted with COMPUPAY CORP. to handle payroll and other HR related matters.

Auditing Services

The District is required by Florida Statutes to arrange for an Independent Audit of its financial records on an annual basis. This expense is based on existing year engagement letter plus anticipated increase for this year's engagement letter.

Financial and Accounting Services

The District has contracted GMS (Government Management Services) to perform financial consulting services, Assessments for Non Ad Valorem taxes, and coordinate with our in house accountants.

Communication - Telephone

Telephone and fax machine expenditure estimates are based on prior years cost.

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Postage and Freight

Mailing of agenda packages, overnight deliveries, correspondence, utility bills etc.

Utility Billing	\$38,500
<u>Mailings</u>	<u>\$ 6,500</u>
Total	\$45,000

Insurance - General Liability

The District uses an Insurance Agent, who on an annual basis, arranges the placement of the District insurance coverage requirements

Printing and Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, photocopies, etc.

Legal Advertising

Advertising of monthly board meetings, public hearings, requests for bids and any other legal advertising that may be required.

Office Supplies

Any supplies that may need to be purchased during the Fiscal Year, i.e., paper, minute books, file folders, labels, paper clips, etc.

Miscellaneous Services

This is for any miscellaneous services that are necessary for office equipment.

Misc. Merchant Fees

The District gets charged 2.3% on all credit card payments we receive plus a monthly payment of \$35.

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Misc Contingency

This represents any unexpected expenses that may arise in the District.

Rental Office Space

The District is leasing office space for storage of records and admin. functions

Capital Outlay

Periodic replacement of office equipment as needed.

OPERATIONS AND MAINTENANCE:

Field Operations:

Payroll - Salaried

This includes Payroll, Workers Comp, FUTA/SUTA Taxes and payroll charges for the Field personnel based upon current rate plus an increase. Each employee is evaluated in September to determine their actual increase. The following personnel are budgeted in this line item:

- Field Manager
- “9” Field Distribution Operators
- “3” Meter Readers

Payroll Contingency

This is for unseen overtime to District personnel for contingency situations, or to fill operational shifts to continue operations as needed.

Payroll - Special Pay

Special Pay is a holiday bonus based upon number of years of service.

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FICA Taxes

Payroll taxes for the Field personnel.

Pension Benefits

The District's pension plan was established whereby the employer contributes 9% of each employee's annual salary into a defined pension plan.

Life and Health Insurance

The District offers the employees Health, Life, Dental, and Disability Insurance.

Workers Compensation

Payments required by law to be made to an employee who is injured or disabled in connection with work.

Contracts - Generator Maintenance

This is for the quarterly and yearly maintenance of seven (7) generators.

Communication - Telephone - Field

The District provides cellular telephones for all field employees. This also includes service from Sunshine State One Call.

Electricity - General

The District has utility accounts with Florida Power & Light for the field lift stations.

Utility - Meter Replacement Program

This expense represents the replacement of customer utility billing meters, which have a limited operational life and must be replaced approximately every 10 years.

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Utility Backflow Preventers

This expense is for installation or replacement of backflow preventers at our customer's utility meters as required by Florida law. This prevents cross connections and unsafe backflow hazards into our potable water distribution system.

Insurance - General Liability

The District has an the Insurance Agent, who on an annual basis, arranges the placement of the District insurance coverage requirements.

R & M - General

This expense is for repairs and maintenance on the Districts equipment, which is necessary to maintain the District in an operational condition.

R & M - Lift Station

This expense includes pump repairs and cleaning for the lift stations..

R & M - Road & Alleyways

This expense includes street and driveway paving and repairs.

R & M - Vehicles

This is for the monthly maintenance on the District's vehicles plus any repairs.

R & M - Valve Replacement

This is for the valve replacement program for the District

R & M - Painting

This expense is for the painting of misc. items such as lift stations, fire hydrants, etc.

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Licenses & Permits

This expense includes costs for permits, employee license renewals, subscriptions, licensing, books, and schooling required to maintain compliance with employee licensing requirements.

Misc. Contingency

This is for any unforeseen expenses that may occur in the Field during the year.

Office Supplies

Any office supplies that may need to be purchased during the Fiscal Year, i.e., paper, minute books, file folders, labels, paper clips, etc.

Operating Supplies - General

This is for any miscellaneous contingencies that may arise in the District.

Operating Supplies - Uniforms

This is for uniform rental at \$60 weekly plus an annual shoe allowance at \$90/employee.

Operating Supplies - Fuel / Oil

This is for Diesel fuel and Gasoline purchased by the district.

Operating Supplies - Meter Supplies

This expense includes Meter installation supplies.

Operating Supplies - Hand Tools

This expense includes hand and power tools that may be needed for the job.

Road Supplies - Other

This is reserved for the purchase of road supplies

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Capital Outlay - Equipment

This is for the purchase of new equipment for the District as needed to maintain operations.

Capital Outlay - Vehicles

This is reserved for the purchase of a new Ford F-350 with Crane and Utility Body.

PLANT OPERATIONS:

Payroll - Salaried

This includes Payroll, Workers Comp, FUTA/SUTA Taxes and payroll charges for the Field personnel based upon current rate plus an increase. Each employee is evaluated in September to determine their actual increase. The following personnel are budgeted in this line item:

- Director of Operations
- “9” Water Plant Operators
- Plant Maintenance Supervisor
- Maintenance Technician,
- Master Electrician.

Payroll Contingency

Overtime payroll for contingency operations.

Payroll - Special Pay

Special Pay is a holiday bonus based upon the number of years of service.

FICA Taxes

Payroll taxes for the Plant Operations personnel.

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Pension Benefits

The District's pension plan was established whereby the employer contributes 6% of each employee's annual salary into a defined pension plan. The District is proposing a 3% increase.

Life and Health Insurance

The District offers the employees Health, Life, Dental, and Disability Insurance.

Workers Compensation

Payments required by law to be made to an employee who is injured or disabled in connection with work.

Contracts - Meter Expense

This is for the meter calibration every two (2) years.

Contracts - Water Quality

Water Quality Testing is done for the following tests that include Monthly Test (BCHD), Standard Plate Count, UCMR2 EPA testing, Quarterly Water Samples, and Annual Water Analysis.

Contracts - Landscape

This is for the monthly landscaping that is done for the water plant and several offsite locations such as wells and right of ways for water plant operations.

Contracts - Generator Maintenance

This is for the contract to repair and maintain the generators plus clean fuels testing and tank cleaning of the Districts generators.

Contracts - Lime Sludge Removal

This is for the contract for lime sludge removal that is necessary for the District.

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Communication - Telephone - Field

The District provides Sprint telephones for all Plant Operations employees. this also includes the monthly telephone service and the fee to connect to CSID office lines.

Electricity - General

The electric requirements for the water plant and wells based upon operating history.

Utility - Wastewater Treatment

The District transmits all of its wastewater for transmission, treatment, and disposal to Broward County through its Large User Agreement to the County's 2A regional facility.

Rentals - General

This is for the rental of miscellaneous equipment that is needed for the district.
Examples include: heavy equipment; jack hammers; cranes, etc.

Insurance - General Liability

The District uses an Insurance Agent, who on an annual basis, arranges the placement of the Districts insurance coverage requirements.

R & M - General

This expense is for repairs and maintenance on the Districts equipment, which is necessary to maintain the District in an operational condition, which also includes trash pick services.

R & M - Air Conditioning

This is for any repairs and maintenance to the air conditioning system.

R & M - Electrical

This is for the electrical maintenance supplies that may be needed by the District.

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R & M - Vehicles

This is for the monthly maintenance on the District's vehicles plus any repairs.

R & M - Slaker Repairs

This is for the repair and maintenance on the District's slaker(s), which is a piece of equipment used in the water treatment process at the District's water treatment plant.

R & M - Well Maintenance

This is for the repair and maintenance on the District's wells.

R & M - Painting

This is for the painting of the facility and storage tanks in the District.

Licenses & Permits

This expense represents the cost for facility license renewals, subscriptions and employee licensing, books and schooling required to maintain their license to operate.

Contingency

This is for any unforeseen expenses that may occur for the Plant Operations during the year.

Office Supplies

Any office supplies that may need to be purchased during the Fiscal Year, i.e., paper, minute books, file folders, labels, paper clips, etc. A new printer will need to be purchased this year to replace an older model.

Operating Supplies - General

This expense is for general operating supplies such as janitorial, lab supplies, etc. to operate the District's water treatment plant.

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Operating Supplies - Uniforms

This is for uniform rental at \$60.00 weekly plus an annual shoe allowance at \$90/employee.

Operating Supplies - Fuel/Oil

This is for Diesel Fuel and Gasoline purchased by the District.

Operating Supplies - Chemicals

This is for chemicals for Plant treatment purchased by the District.

Operating Supplies - Lab Chemicals

This is for Lab chemicals purchased by the District.

Operating Supplies - Lab Equipment

This is for the purchase of Lab equipment for the water plant for compliance testing required by regulatory agencies.

Capital Outlay - Equipment

This is reserved for the purchase of miscellaneous tools for the District and for the purchase of a new computer for the water treatment plant.

Capital Outlay - Vehicles

There are no vehicles under this category to be purchased in the 2013 FY.

Reserve - Renewal & Replacement

This is for the reserves for the renewal & replacement. There is no R&R allotment for the 2013 FY under this category. It is under the new line item "Budgeted Reserves"

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DEBT SERVICE:

Debt Retirement

The District has refinanced all of its water and sewer tax exempt bonds into a new series 2011, Water & Sewer Revenue Refunding / Revenue Bond. These bonds have a principal and interest payment due October 1 each year and are based on amortization schedules

Interest Expense

The District has refinanced all of its water and sewer tax exempt bonds into a new 2011 series Water & Sewer Revenue Refunding / Revenue Bond. These bonds have a principal and interest payment due April 1 & October 1, each year and are based on amortization schedules.

Projected Annual Income (Loss)

This is the total income received or total income loss after all expenses has been paid by the District to include operational expenses and debt service.

Coverage Calculation

The District is required to maintain 110% debt coverage as required by the series 2011 bond documents. This means that the District's operating income needs to equal or exceed its annual debt service payments by 110%.

Budgeted Reserves

- **Renewal & Replacement:** The District has developed a reserve program for its operational equipment to be replaced after it has exceeded its life expectancy, or is no longer operational.
- **Rate Stabilization:** This expense is to stabilize the Water & Sewer bond rates in the 2011 series.