

# TWAIN HARTE COMMUNITY SERVICES DISTRICT

## Water & Sewer Committee Meeting

**Chair:** *Eileen Mannix*

**Co-Chair:** *Richard Knudson*

**VIDEO TELECONFERENCE**  
**May 5, 2021 8:00 a.m.**

### **IMPORTANT NOTICE:**

To help slow the spread of COVID-19, the District's board room is closed to the public. Under the Governor's Executive Order N-25-20, this meeting will be held remotely by teleconference using Zoom:

- Videoconference Link: <https://us02web.zoom.us/j/83541311877>
- Meeting ID: 835 4131 1877
- Telephone: (669) 900-6833

**ANYONE CAN PARTICIPATE IN THIS MEETING:** see details at the end of this agenda.

### **AGENDA**

1. Operations report.
2. Review/discuss draft 20-Year Equipment/Vehicle Replacement Plan for Fiscal Year 2021-22.
3. Review/discuss draft Fiscal Year 2021-22 Water Fund Budget, Capital Outlay Plan and projected capital reserve levels.
4. Review/discuss draft 5-year Water Fund revenue and expense projections.
5. Review/discuss draft Fiscal Year 2021-22 Sewer Fund Budget, Capital Outlay Plan and projected capital reserve levels.
6. Review/discuss draft 5-year Sewer Fund revenue and expense projections.
7. Discuss potential waterline intertie with Tuolumne Utilities District.
8. Adjourn.

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**HOW TO OBSERVE THIS MEETING:**

The public can observe and participate in a meeting as follows:

- **Computer:** Join the videoconference by clicking the videoconference link located at the top of this agenda or on our website. You may be prompted to enter your name and email. Your email will remain private and you may enter “anonymous” for your name.
- **Smart Phone/Tablet:** Join the videoconference by clicking the videoconference link located at the top of this agenda OR log in through the Zoom mobile app and enter the Meeting ID# and Password found at the top of this agenda. You may be prompted to enter your name and email. Your email will remain private and you may enter “anonymous” for your name.
- **Telephone:** Listen to the meeting by calling Zoom at (4669) 900-6833. Enter the Meeting ID# listed at the top of this agenda, followed by the pound (#) key.

\* NOTE: your personal video will be disabled and your microphone will be automatically muted.

FOR MORE DETAILED INSTRUCTIONS, CLICK [HERE](#)

### HOW TO SUBMIT PUBLIC COMMENTS:

The public will have an opportunity to comment before and after the meeting as follows:

- **Before the Meeting:** If you cannot attend the meeting, you may:
  - Email comments to [ksilva@twainhartecsd.com](mailto:ksilva@twainhartecsd.com), 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.
  - Mail comments to THCSD Board Secretary: P.O. Box 649, Twain Harte, CA 95383
- **During the Meeting:** The public will have opportunity to provide comment before and after the meeting as follows:
  - Computer/Tablet/Smartphone: Click the “Raise Hand” icon and the host will unmute your audio when it is time to receive public comment. If you would rather make a comment in writing, you may click on the “Q&A” icon and type your comment. You may need to tap your screen or click on “View Participants” to make icons visible.



- Telephone: The host will provide a time during each public comment period where telephone participants will be unmuted and enabled to share comments.

\* NOTE: If you wish to speak on an item on the agenda, you are welcome to do so during consideration of the agenda item itself. If you wish to speak on a matter that does not appear on the agenda, you may do so during the Public Comment period. Persons speaking during the Public Comment will be limited to five minutes, or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board. Except as otherwise provided by law, no action or discussion shall be taken/conducted on any item not appearing on the agenda. Public comments must be addressed to the board as a whole through the President. Comments to individuals or staff are not permitted.

### ACCESSIBILITY:

Board meetings are accessible to people with disabilities. In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the District office 48 hours prior to the meeting at (209) 586-3172.

**WRITTEN MEETING MATERIALS:**

If written materials relating to items on this Agenda are distributed to Board members prior to the meeting, such materials will be made available for public inspection on the District's website:

[www.twainhartecsd.com](http://www.twainhartecsd.com)



**TWAIN HARTE COMMUNITY SERVICES DISTRICT  
20-YR VEHICLE/EQUIPMENT REPLACEMENT PLAN**

Adopted: **DRAFT**

	Life Left	Life New	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36	FY 36-37	FY 37-38	FY 38-39	FY 39-40	FY 40-41
<b>Water/Sewer (65%/35%)</b>																						
Truck #1 (Ops Mgr) - 2019 Jeep Grand Cherokee	15	15	9,000															54,500				
Truck #2 (Utility/Goose/Plow) - 2015 Ford F350	9	15										78,200										
Truck #3 (Utility) - 2006 GMC 2500	0	15	60,000																93,500			
Truck #4 (Utility) - 2006 GMC 2500	2	15			58,000																90,300	
Truck #5 (Utility) - 2019 Ford F350	13	15														85,200						
Truck #6 (Utility/Goose) - 2018 Chevy 3500	11	15												83,050								
Mini-Excavator - 2016	21	25																				
Backhoe - 2005	14	30															135,000					
<b>Water/Sewer (50%/50%)</b>																						
Mobile Generator*	5	25						35,000														
Forklift*	16	25																	43,000			
<b>Sewer (100%)</b>																						
Flush Trailer (Trixie) - 1998 Shamrock	0	25	92,000																			
Vacuum Trailer - 2015 Pipe Hunter	19	25																				\$ 273,000
<b>Fire (100%)</b>																						
C720 (Chief) - 2016 Ford Explorer	10	15											64,500									
C720A (Chief Coverage) - 2008 Chevy C15*	7	15	8,500								16,000											
U721 (Utility) - 2006 GMC Sierra 2500 Diesel	6	15							79,000													
E721 (Primary Engine) - 2005 HME SEO 1871	9	25										740,000										
E722 (Reserve Engine) - 1986 Sparton Pumper*	2	30			100,000																	
E723 (Primary Engine) - 2014 International	14	20															904,400					
WT721 (Tactical Tender) - 2016 Pierce Intl.	21	25																				
CERT FF Rehab - 2007 Intl. 4300 Ambulance*	8	20								18,300												
<b>Administration (W 47%/S 25%/ F 18%/ P 10%)</b>																						
None	0	15																				
<b>Vehicles not to be Replaced</b>																						
None	0	15																				
<b>TOTAL Water</b>			\$ 44,850	\$ -	\$ 37,700	\$ -	\$ -	\$ 17,500	\$ -	\$ -	\$ -	\$ 50,830	\$ -	\$ 53,983	\$ -	\$ 55,380	\$ 87,750	\$ 35,425	\$ 82,275	\$ -	\$ 58,695	\$ -
<b>TOTAL Sewer</b>			\$ 116,150	\$ -	\$ 20,300	\$ -	\$ -	\$ 17,500	\$ -	\$ -	\$ -	\$ 27,370	\$ -	\$ 29,068	\$ -	\$ 29,820	\$ 47,250	\$ 19,075	\$ 54,225	\$ -	\$ 31,605	\$ 273,000
<b>TOTAL Fire</b>			\$ 8,500	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 79,000	\$ -	\$ 34,300	\$ 740,000	\$ 64,500	\$ -	\$ -	\$ -	\$ 904,400	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL Park</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>DISTRICT GRAND TOTAL</b>			\$ 169,500	\$ -	\$ 158,000	\$ -	\$ -	\$ 35,000	\$ 79,000	\$ -	\$ 34,300	\$ 818,200	\$ 64,500	\$ 83,050	\$ -	\$ 85,200	\$ 1,039,400	\$ 54,500	\$ 136,500	\$ -	\$ 90,300	\$ 273,000

**NOTES:**

- All future vehicle purchases are assumed to be new vehicles, unless noted otherwise.
- Vehicle values are based on current year values with an added inflation factor of 3% per year.
- All new vehicles (excluding fire engines) are planned to be replaced every 15 years and/or 100,000 miles.
- Remaining life of existing vehicles/equipment is based on staff evaluation and will be re-evaluated each year.
- Vehicles needing consecutive years of excessive repair work may need to be replaced earlier than planned.
- Vehicles that reach their estimated useful life will be evaluated by staff to determine whether they need replacement prior to purchase of a new vehicle.

\* Vehicle/equipment anticipated to be replaced with a used vehicle.

Twain Harte Community Services District  
2021/2022 ANNUAL BUDGET

	WATER			SEWER			FIRE			PARK			ADMIN			TOTAL
	Approved	Requested	% Diff	Approved	Requested	% Diff	Approved	Requested	% Diff	Approved	Requested	% Diff	Approved	Requested	% Diff	PROJECTED
<b>Revenue</b>																
Service Charges	\$ 1,470,488	\$ 1,480,003	1%	\$ 1,136,732	\$ 1,138,433	0%	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ 2,618,436
Fees	14,530	18,520	27%	10,335	14,820	43%	-	-	0%	11,180	3,500	-69%	-	-	0%	36,840
Taxes & Assessments	107,825	113,046	5%	-	-	0%	1,135,367	1,179,845	4%	134,556	139,091	3%	-	-	0%	1,431,982
Grants & Donations	6,821	-	-100%	329,378	135,000	-59%	34,545	235,000	580%	104,390	384,000	268%	-	-	0%	754,000
Other Revenue	13,775	8,000	-42%	8,725	7,500	-14%	104,374	37,600	-64%	2,250	1,600	-29%	1,000	1,000	0%	55,700
<b>Total Program Revenue</b>	<b>\$ 1,613,438</b>	<b>\$ 1,619,569</b>	<b>0%</b>	<b>\$ 1,485,170</b>	<b>\$ 1,295,753</b>	<b>-13%</b>	<b>\$ 1,274,286</b>	<b>\$ 1,452,445</b>	<b>14%</b>	<b>\$ 252,376</b>	<b>\$ 528,191</b>	<b>109%</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>0%</b>	<b>\$ 4,896,959</b>
Admin Revenue Allocation	470	470	0%	250	250	0%	180	180	0%	100	100	0%	(1,000)	(1,000)	0%	-
<b>GRAND TOTAL REVENUE</b>	<b>\$ 1,613,908</b>	<b>\$ 1,620,039</b>	<b>0%</b>	<b>\$ 1,485,420</b>	<b>\$ 1,296,003</b>	<b>-13%</b>	<b>\$ 1,274,466</b>	<b>\$ 1,452,625</b>	<b>14%</b>	<b>\$ 252,476</b>	<b>\$ 528,291</b>	<b>109%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 4,896,959</b>
<b>Operating Expenses</b>																
Salaries	\$ 314,797	\$ 315,826	0%	\$ 188,650	\$ 182,393	-3%	\$ 529,464	\$ 480,223	-9%	\$ 9,345	\$ 6,291	-33%	\$ 338,551	\$ 362,571	7%	\$ 1,347,304
Benefits	165,858	157,396	-5%	94,617	89,431	-5%	229,306	237,921	4%	5,425	3,009	-45%	155,760	169,595	9%	657,353
Equip, Auto, Maint, & Repairs	110,400	140,000	27%	46,100	73,000	58%	108,550	103,900	-4%	47,850	43,450	-9%	19,700	18,600	-6%	378,950
Materials & Supplies	41,750	46,000	10%	5,200	5,800	12%	12,100	12,350	2%	1,600	1,600	0%	5,250	4,750	-10%	70,500
Outside Services	91,900	28,800	-69%	347,628	153,200	-56%	27,400	25,300	-8%	4,250	4,400	4%	21,900	25,900	18%	237,600
Other (Utilities, Prop/Liab Ins, TUD)	156,050	160,450	3%	508,652	516,700	2%	83,500	91,350	9%	23,500	23,900	2%	57,200	66,300	16%	858,700
Debt Service	188,912	188,769	0%	17,011	16,994	0%	42,365	42,365	0%	-	-	0%	-	-	0%	248,128
<b>Total Program Expenses</b>	<b>\$ 1,069,667</b>	<b>\$ 1,037,242</b>	<b>-3%</b>	<b>\$ 1,207,858</b>	<b>\$ 1,037,518</b>	<b>-14%</b>	<b>\$ 1,032,685</b>	<b>\$ 993,409</b>	<b>-4%</b>	<b>\$ 91,970</b>	<b>\$ 82,650</b>	<b>-10%</b>	<b>\$ 598,361</b>	<b>\$ 647,716</b>	<b>8%</b>	<b>\$ 3,798,535</b>
Administrative Cost Allocation	281,230	304,426	8%	149,590	161,929	8%	107,705	116,589	8%	59,836	64,772	8%	(598,361)	(647,716)	8%	-
<b>GRAND TOTAL OPERATING EXPENSES</b>	<b>\$ 1,350,897</b>	<b>\$ 1,341,668</b>	<b>-1%</b>	<b>\$ 1,357,448</b>	<b>\$ 1,199,447</b>	<b>-12%</b>	<b>\$ 1,140,390</b>	<b>\$ 1,109,998</b>	<b>-3%</b>	<b>\$ 151,806</b>	<b>\$ 147,422</b>	<b>-3%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 3,798,535</b>
<b>TOTAL OPERATING BALANCE</b>	<b>\$ 263,012</b>	<b>\$ 278,372</b>		<b>\$ 127,972</b>	<b>\$ 96,556</b>		<b>\$ 134,075</b>	<b>\$ 342,627</b>		<b>\$ 100,670</b>	<b>\$ 380,869</b>		<b>\$ -</b>	<b>\$ -</b>		
<b>Capital Expenses</b>																
Capital Outlay	381,220	808,850	112%	339,900	365,150	7%	219,230	492,500	125%	170,240	368,000	116%	-	-	0%	2,034,500
Adminstrative Capital Allocation	-	-	0%	-	-	0%	-	-	0%	-	-	0%	-	-	0%	-
<b>Total Capital Expenses</b>	<b>\$ 381,220</b>	<b>\$ 808,850</b>	<b>112%</b>	<b>\$ 339,900</b>	<b>\$ 365,150</b>	<b>7%</b>	<b>\$ 219,230</b>	<b>\$ 492,500</b>	<b>125%</b>	<b>\$ 170,240</b>	<b>\$ 368,000</b>	<b>116%</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 2,034,500</b>
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 1,732,117</b>	<b>\$ 2,150,518</b>	<b>24%</b>	<b>\$ 1,697,348</b>	<b>\$ 1,564,597</b>	<b>-8%</b>	<b>\$ 1,359,620</b>	<b>\$ 1,602,498</b>	<b>18%</b>	<b>\$ 322,046</b>	<b>\$ 515,422</b>	<b>60%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 5,833,035</b>
<b>Transfer To/(From) Reserve</b>	<b>\$ (118,208)</b>	<b>\$ (530,478)</b>		<b>\$ (211,928)</b>	<b>\$ (268,594)</b>		<b>\$ (85,155)</b>	<b>\$ (149,873)</b>		<b>\$ (69,570)</b>	<b>\$ 12,869</b>		<b>\$ -</b>	<b>\$ -</b>		

Twain Harte Community Services District  
2021-2022 ANNUAL BUDGET  
WATER - REVENUE

BUDGET ITEM	BUDGET		CHANGE		REASON FOR CHANGE
	20/21 Approved	21/22 Requested	\$	%	
<b>Service Charges</b>					
Water Service Charge	\$ 1,470,488	\$ 1,480,003	\$ 9,515	1%	
<b>TOTAL SERVICE CHARGES</b>	<b>\$ 1,470,488</b>	<b>\$ 1,480,003</b>	<b>\$ 9,515</b>	<b>1%</b>	
<b>Fees</b>					
Late Fee	\$ -	\$ 9,000	\$ 9,000	9000%	Four Year Historical Average
Door Notice Fee	-	2,000	2,000	2000%	Four Year Historical Average
Hookup Fees	13,560	5,800	(7,760)	-57%	Five Year Historical Average
Reconnection Fees	-	800	800	800%	Four Year Historical Average
Property Transfer Fee	850	800	(50)	-6%	
Returned Check Fee	120	120	-	0%	
<b>TOTAL FEES</b>	<b>\$ 14,530</b>	<b>\$ 18,520</b>	<b>\$ 3,990</b>	<b>27%</b>	
<b>Taxes &amp; Assessments</b>					
Secured & Unsecured Taxes	\$ 33,660	\$ 35,233	\$ 1,573	5%	
Davis Grunsky Assessment	74,165	77,813	3,648	5%	
<b>TOTAL TAXES &amp; ASSESSMENTS</b>	<b>\$ 107,825</b>	<b>\$ 113,046</b>	<b>\$ 5,221</b>	<b>5%</b>	
<b>Grants &amp; Donations</b>					
Grant Revenue - Misc	\$ 6,821		\$ (6,821)	-100%	
Grant Revenue - Wells			\$ -	0%	
<b>TOTAL GRANTS &amp; DONATIONS</b>	<b>\$ 6,821</b>	<b>\$ -</b>	<b>\$ (6,821)</b>	<b>-100%</b>	
<b>Other Revenue</b>					
Miscellaneous Revenue	\$ -		\$ -	0%	
Interest Revenue	11,500	8,000	(3,500)	-30%	
Lease Revenue	-		-	0%	
Sale of Assets	2,275	-	(2,275)	-100%	
<b>TOTAL OTHER REVENUE</b>	<b>\$ 13,775</b>	<b>\$ 8,000</b>	<b>\$ (5,775)</b>	<b>-42%</b>	
<b>GRAND TOTAL REVENUE</b>	<b>\$ 1,613,438</b>	<b>\$ 1,619,569</b>	<b>\$ 6,131</b>	<b>0%</b>	
Admin Transfer Out	\$ 470	\$ 470	\$ -		
<b>GRAND TOTAL WITH ADMIN</b>	<b>\$ 1,613,908</b>	<b>\$ 1,620,039</b>	<b>\$ 6,131</b>	<b>0%</b>	

Twain Harte Community Services District  
2021-2022 ANNUAL BUDGET

WATER - EXPENSES

BUDGET ITEM	BUDGET		CHANGE		REASON FOR CHANGE
	20/21 Approved	21/22 Requested	\$	%	
<b>Salaries - 51XXX</b>					
Regular Time	\$ 266,955	\$ 273,365	6,411	2%	
Standby Pay	17,605	17,605	-	0%	
Overtime	9,550	12,500	2,950	31%	
Sick Leave/Vacation Pay	6,300	6,300	-	0%	
Intern Stipend	9,600	1,560	(8,040)	-84%	
Uniform Allowance	3,981	3,420	(561)	-14%	
Cell Phone Stipend	807	1,076	269	33%	
<b>TOTAL SALARIES</b>	<b>\$ 314,797</b>	<b>\$ 315,826</b>	<b>\$ 1,028</b>	<b>0%</b>	
<b>Benefits - 52XXX</b>					
Health & Vision Insurance	\$ 62,019	\$ 59,526	(2,493)	-4%	
HRA Reimbursement	25,190	23,070	(2,120)	-8%	
CALPERS Retirement	43,052	40,698	(2,355)	-5%	
FICA	19,517	19,581	64	0%	
Medicare	4,565	4,579	15	0%	
Workers Comp	10,210	8,800	(1,410)	-14%	
Unemployment Ins/ETT	1,304	1,142	(162)	-12%	
<b>TOTAL BENEFITS</b>	<b>\$ 165,858</b>	<b>\$ 157,396</b>	<b>\$ (8,461)</b>	<b>-5%</b>	
<b>Equipment, Automotive, Maintenance &amp; Repairs</b>					
Equipment Maintenance & Repair	\$ 5,700	\$ 6,000	300	5%	
Facilities Maintenance & Repair					
Source of Supply	8,400	8,500	100	1%	
Pumping	5,400	5,900	500	9%	Added Weed abatement
Water Treatment	14,700	25,400	10,700	73%	One-time WTP per condition assessment
Transmission & Distribution	31,500	35,500	4,000	13%	Extra pavement patching required
General & Administrative	1,500	1,500	-	0%	
Vehicle Maintenance & Repair	8,400	10,500	2,100	25%	Winter tires needed for all trucks
Janitorial Cleaning Fees	2,000	1,900	(100)	-5%	
Fuel	11,400	12,800	1,400	12%	Increases + Additional Staff
Equipment Under \$5,000	19,900	29,300	9,400	47%	Need to replace obsolete turbidimeters
Personal Protective Equipment	1,500	2,700	1,200	80%	COVID-related price increases
<b>TOTAL EQUIP, AUTO, MAINT &amp; REPAIRS</b>	<b>\$ 110,400</b>	<b>\$ 140,000</b>	<b>\$ 29,600</b>	<b>27%</b>	

## Twain Harte Community Services District

2021-2022 ANNUAL BUDGET

## WATER - EXPENSES

BUDGET ITEM	BUDGET		CHANGE		REASON FOR CHANGE
	20/21 Approved	21/22 Requested	\$	%	
<b>Materials &amp; Supplies - 54XXX</b>					
Office Supplies	\$ 1,000	\$ 1,200	200	20%	
Postage	5,000	5,000	-	0%	
Food Supplies	400	400	-	0%	
Chemical Supplies	35,000	39,000	4,000	11%	Increased chemical costs
Janitorial Supplies	350	400	50	14%	
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 41,750</b>	<b>\$ 46,000</b>	<b>\$ 4,250</b>	<b>10%</b>	
<b>Outside Services - 55XXX</b>					
Legal Fees	4,000	4,000	-	0%	
IT Services	1,900	1,900	-	0%	
Engineering Services	82,000	19,000	(63,000)	-77%	Hydraulic Model Study Complete
Medical Exams	900	800	(100)	-11%	
Other Professional Services	3,100	3,100	-	0%	
Other Professional Services-Tree Mortality			-	0%	
<b>TOTAL OUTSIDE SERVICES</b>	<b>\$ 91,900</b>	<b>\$ 28,800</b>	<b>\$ (63,100)</b>	<b>-69%</b>	
<b>Other - 56XXX</b>					
Utilities	\$ 32,100	\$ 31,700	(400)	-1%	
Phone/Communications	6,400	6,700	300	5%	
Computer Licenses & Maintenance	11,500	13,900	2,400	21%	Paperless Billing Addition
Property/Liability Insurance	22,500	27,600	5,100	23%	Projected SDRMA Increase
Property Tax	450	450	-	0%	
Memberships/Publications/Subscriptions	10,900	11,300	400	4%	
Licenses & Certifications	800	1,100	300	38%	
Training, Conferences & Travel	4,800	5,600	800	17%	Additional training for new employees
Uncollectable accounts	1,500	1,500	-	0%	
Advertising & Public Education	1,000	700	(300)	-30%	
Laboratory Fees	22,700	19,700	(3,000)	-13%	New Lab is cheaper
Regulatory Fees	8,000	8,200	200	3%	
Purchased Water	29,400	27,500	(1,900)	-6%	Wells used more
Bank & Credit Card Fees	4,000	4,500	500	13%	Increased credit card usage
<b>TOTAL OTHER</b>	<b>\$ 156,050</b>	<b>\$ 160,450</b>	<b>\$ 4,400</b>	<b>3%</b>	
<b>Debt Service - 58XXX</b>					
Interest on Long Term Debt	\$ 35,268	\$ 30,171	(5,097)	-14%	
Principal on Long Term Debt	153,644	158,598	4,954	3%	
<b>TOTAL DEBT SERVICE</b>	<b>\$ 188,912</b>	<b>\$ 188,769</b>	<b>\$ (143)</b>	<b>0%</b>	
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 1,069,667</b>	<b>\$ 1,037,242</b>	<b>\$ (32,425)</b>	<b>-3%</b>	
Admin Transfer Out	\$ 281,230	\$ 304,426	\$ 23,196		
<b>GRAND TOTAL WITH ADMIN</b>	<b>\$ 1,350,897</b>	<b>\$ 1,341,668</b>	<b>\$ (9,229)</b>	<b>-1%</b>	



Twain Harte Community Services District  
2021-2022 ANNUAL BUDGET

WATER - EXPENSES

BUDGET ITEM	BUDGET		CHANGE		REASON FOR CHANGE
	20/21 Approved	21/22 Requested	\$	%	
<b>Capital Outlay - 57XXX</b>					
FH Improvements	15,000	15,000	-	0%	
Water Sewer Material Bins*	6,000	-	(6,000)	-100%	Complete in FY 20/21
Well 3 - Sherwood Forest*	7,000	-	(7,000)	-100%	Complete in FY 20/21
SCADA Upgrade	285,000	285,000	-	0%	Rollover
Vantage Pt. Equipment Strucure	9,000	10,000	1,000	11%	Rollover
Training/Admin Parking Lot*	5,900	0	(5,900)	-100%	Moved to Fire
GM Vehicle Replace	16,160	0	(16,160)	-100%	Complete in FY 20/21
Surface Scatter 7 for SWTP	7,160	0	(7,160)	-100%	Complete in FY 20/21
Well #1 Generator	30,000	0	(30,000)	-100%	Complete in FY 20/21
Cedar Pines Pressure Zone Upgrades	0	350,000	350,000	350000%	
Truck #1 Replacement	0	5,850	5,850	5850%	Split 65/35 with Sewer
Truck #3 Replacement	0	39,000	39,000	39000%	Split 65/35 with Sewer
Snow Plow	0	4,000	4,000	4000%	Back-up plow (split 50/50 with sewer)
WTP Motor Control Center Upgrade	0	100,000	100,000	100000%	Per WTP condition Assessment
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 381,220</b>	<b>\$ 808,850</b>	<b>\$ 427,630</b>	<b>112%</b>	

**GRAND TOTAL WITH CAPITAL      \$ 1,732,117    \$ 2,150,518    \$ 418,401      24%**

\*Entire project was budgeted in previous fiscal year. New budget requests represent anticipated unspent funds and will be adjusted to reflect actuals at mid-year.

**5-YEAR CAPITAL OUTLAY PLAN**

**Water Fund - FY 21/22**

	Previously Expended	Projected FY 20-21	Requested FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Out Years 6 to 10	TOTAL
Vantage Pointe Materials Bins	\$ 1,000	\$ 5,956							\$ 6,956
GM Vehicle Replace (Admin Split)		\$ 16,159							\$ 16,159
SWTP Scatter 7 Turbidimeter		\$ 7,154							\$ 7,154
Well #1 Generator		\$ 27,000							\$ 27,000
Well #3 - Sherwood Forest	\$ 335,654	\$ 7,000							\$ 342,654
FH Improvements	\$ 4,150	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000	\$ 154,150
Cedar Pines Pressure Zone Upgrades		\$ -	\$ 350,000						\$ 350,000
SCADA Upgrade <sup>4</sup>		\$ -	\$ 285,000						\$ 285,000
Vantage Pt. Equipment Structure <sup>4,5</sup>		\$ -	\$ 10,000						\$ 10,000
Truck #1 Replace (35% Sewer)			\$ 5,850						\$ 5,850
Truck #3 Replace (35% Sewer)			\$ 39,000						\$ 39,000
Snow Plow (35% Sewer)			\$ 4,000						\$ 4,000
WTP Motor Control Center Upgrade			\$ 100,000						\$ 100,000
Golf Club Dr. Line Extension				\$ 75,000					\$ 75,000
Cedar Drive Main Extension				\$ 35,000					\$ 35,000
Emergency Response Trailer				\$ 5,000					\$ 5,000
Truck #4 Replace (35% Sewer)					\$ 37,700				\$ 37,700
Recoat Black Oak Tank					\$ 75,000				\$ 75,000
Million Gallon Tank #2 Rehab/Recoat						\$ 850,000			\$ 850,000
Rebed Treatment Filters						\$ 85,000			\$ 85,000
Sherwood Forest Water System							\$ 140,000	\$ 1,700,000	\$ 1,840,000
Shadybrook Dredging/Bypass							\$ 300,000		\$ 300,000
Recoat Sherwood Tank							\$ 75,000		\$ 75,000
Vehicle/Equipment Replacement								\$ 68,330	\$ 68,330
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 340,804</b>	<b>\$ 63,269</b>	<b>\$ 808,850</b>	<b>\$ 130,000</b>	<b>\$ 127,700</b>	<b>\$ 950,000</b>	<b>\$ 530,000</b>	<b>\$ 1,843,330</b>	<b>\$ 4,793,953</b>

**NOTES:**

- 1 Vehicle/Equipment replacement items match the THCS D Vehicle/Equipment Replacement Plan.
- 2 An inflation factor of 3% per year has been applied to future capital costs.
- 3 Project completed or anticipated to be completed in previous fiscal year.
- 4 Entire project was budgeted in previous fiscal year. New budget requests represent anticipated unspent funds and will be adjusted to reflect actuals at mid-year.
- 5 Water fund portion of shared \$60,000 project

**FY 21-22 Water Fund Capital Reserves Analysis**

FY 20-21 Starting Capital Reserve	\$ 926,157
FY 20-21 Anticipated Operational Surplus	\$ 293,012
FY20-21 Anticipated Capital Outlay	\$ (63,269)
FY 21-22 Operating Surplus (Est. 4/30)	\$ 278,372
<u>FY 21-22 Capital Outlay</u>	<u>\$ (808,850)</u>
Capital Reserve Balance	\$ 625,422

Twain Harte Community Services District

WATER

5 Year Projections

	19/20	20/21	21/22	22/23	23/24	24/25	25/26
	Actuals	Budget	Estimate	Estimate	Estimate	Estimate	Estimate
<b>Current Revenue</b>							
Service Charges	\$ 1,446,545	\$ 1,470,487	\$ 1,480,003	\$ 1,480,003	\$ 1,480,003	\$ 1,480,003	\$ 1,480,003
Fees	11,263	14,530	18,520	13,320	13,320	13,320	13,320
Taxes & Assessments	115,411	107,825	113,046	113,750	36,605	37,337	38,083
Grants & Donations	68,884	36,821	-	-	-	-	-
Other Revenue	27,732	13,775	8,000	8,000	8,000	8,000	8,000
<b>Total Program Revenue</b>	<b>\$ 1,669,835</b>	<b>\$ 1,643,438</b>	<b>\$ 1,619,569</b>	<b>\$ 1,615,073</b>	<b>\$ 1,537,928</b>	<b>\$ 1,538,660</b>	<b>\$ 1,539,407</b>
Administrative Cost Allocation	383	470	470	484	499	514	529
<b>GRAND TOTAL REVENUE</b>	<b>\$ 1,670,218</b>	<b>\$ 1,643,908</b>	<b>\$ 1,620,039</b>	<b>\$ 1,615,557</b>	<b>\$ 1,538,427</b>	<b>\$ 1,539,174</b>	<b>\$ 1,539,936</b>
<b>Expenses</b>							
Salaries	\$ 304,461	\$ 314,798	\$ 315,826	\$ 332,134	\$ 343,502	\$ 352,100	\$ 364,874
Benefits	154,978	165,857	157,396	163,361	168,101	172,237	176,739
Equip, Auto, Maint, & Repairs	82,614	110,400	140,000	144,200	148,526	152,982	157,571
Materials & Supplies	34,617	41,750	46,000	47,380	48,801	50,265	51,773
Outside Services	16,122	91,900	28,800	29,664	30,554	31,471	32,415
Other	135,164	156,050	160,450	165,264	170,221	175,328	180,588
Debt Service	186,169	188,912	188,769	186,169	114,297	114,297	114,297
<b>Total Program Expenses</b>	<b>\$ 914,125</b>	<b>\$ 1,069,667</b>	<b>\$ 1,037,242</b>	<b>\$ 1,068,172</b>	<b>\$ 1,024,002</b>	<b>\$ 1,048,679</b>	<b>\$ 1,078,257</b>
Administrative Cost Allocation	237,654	281,230	304,426	315,150	315,696	326,952	338,326
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,151,779</b>	<b>\$ 1,350,897</b>	<b>\$ 1,341,668</b>	<b>\$ 1,383,322</b>	<b>\$ 1,339,698</b>	<b>\$ 1,375,631</b>	<b>\$ 1,416,583</b>
<b>Total Operating Balance</b>	<b>\$ 518,439</b>	<b>\$ 293,011</b>	<b>\$ 278,372</b>	<b>\$ 232,235</b>	<b>\$ 198,729</b>	<b>\$ 163,543</b>	<b>\$ 123,352</b>
<b>Capital Expenses</b>							
Capital Outlay	600,244	63,269	808,850	130,000	127,700	950,000	530,000
<b>Total Capital Expenses</b>	<b>600,244</b>	<b>63,269</b>	<b>808,850</b>	<b>130,000</b>	<b>127,700</b>	<b>950,000</b>	<b>530,000</b>
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 1,752,023</b>	<b>\$ 1,414,166</b>	<b>\$ 2,150,518</b>	<b>\$ 1,513,322</b>	<b>\$ 1,467,398</b>	<b>\$ 2,325,631</b>	<b>\$ 1,946,583</b>
<b>TRANSFER TO/(FROM) RESERVE</b>	<b>\$ (81,805)</b>	<b>\$ 229,742</b>	<b>\$ (530,478)</b>	<b>\$ 102,235</b>	<b>\$ 71,029</b>	<b>\$ (786,457)</b>	<b>\$ (406,648)</b>
<b>Capital Reserve Balance</b>	<b>\$ 926,156</b>	<b>\$ 1,156,815</b>	<b>\$ 615,923</b>	<b>\$ 729,064</b>	<b>\$ 800,093</b>	<b>\$ 4,652</b>	<b>\$ (412,234)</b>

Twain Harte Community Services District  
2021/2022 ANNUAL BUDGET

	WATER			SEWER			FIRE			PARK			ADMIN			TOTAL
	Approved	Requested	% Diff	Approved	Requested	% Diff	Approved	Requested	% Diff	Approved	Requested	% Diff	Approved	Requested	% Diff	PROJECTED
<b>Revenue</b>																
Service Charges	\$ 1,470,488	\$ 1,480,003	1%	\$ 1,136,732	\$ 1,138,433	0%	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ 2,618,436
Fees	14,530	18,520	27%	10,335	14,820	43%	-	-	0%	11,180	3,500	-69%	-	-	0%	36,840
Taxes & Assessments	107,825	113,046	5%	-	-	0%	1,135,367	1,179,845	4%	134,556	139,091	3%	-	-	0%	1,431,982
Grants & Donations	6,821	-	-100%	329,378	135,000	-59%	34,545	235,000	580%	104,390	384,000	268%	-	-	0%	754,000
Other Revenue	13,775	8,000	-42%	8,725	7,500	-14%	104,374	37,600	-64%	2,250	1,600	-29%	1,000	1,000	0%	55,700
<b>Total Program Revenue</b>	<b>\$ 1,613,438</b>	<b>\$ 1,619,569</b>	<b>0%</b>	<b>\$ 1,485,170</b>	<b>\$ 1,295,753</b>	<b>-13%</b>	<b>\$ 1,274,286</b>	<b>\$ 1,452,445</b>	<b>14%</b>	<b>\$ 252,376</b>	<b>\$ 528,191</b>	<b>109%</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>0%</b>	<b>\$ 4,896,959</b>
Admin Revenue Allocation	470	470	0%	250	250	0%	180	180	0%	100	100	0%	(1,000)	(1,000)	0%	-
<b>GRAND TOTAL REVENUE</b>	<b>\$ 1,613,908</b>	<b>\$ 1,620,039</b>	<b>0%</b>	<b>\$ 1,485,420</b>	<b>\$ 1,296,003</b>	<b>-13%</b>	<b>\$ 1,274,466</b>	<b>\$ 1,452,625</b>	<b>14%</b>	<b>\$ 252,476</b>	<b>\$ 528,291</b>	<b>109%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 4,896,959</b>
<b>Operating Expenses</b>																
Salaries	\$ 314,797	\$ 315,826	0%	\$ 188,650	\$ 182,393	-3%	\$ 529,464	\$ 480,223	-9%	\$ 9,345	\$ 6,291	-33%	\$ 338,551	\$ 362,571	7%	\$ 1,347,304
Benefits	165,858	157,396	-5%	94,617	89,431	-5%	229,306	237,921	4%	5,425	3,009	-45%	155,760	169,595	9%	657,353
Equip, Auto, Maint, & Repairs	110,400	140,000	27%	46,100	73,000	58%	108,550	103,900	-4%	47,850	43,450	-9%	19,700	18,600	-6%	378,950
Materials & Supplies	41,750	46,000	10%	5,200	5,800	12%	12,100	12,350	2%	1,600	1,600	0%	5,250	4,750	-10%	70,500
Outside Services	91,900	28,800	-69%	347,628	153,200	-56%	27,400	25,300	-8%	4,250	4,400	4%	21,900	25,900	18%	237,600
Other (Utilities, Prop/Liab Ins, TUD)	156,050	160,450	3%	508,652	516,700	2%	83,500	91,350	9%	23,500	23,900	2%	57,200	66,300	16%	858,700
Debt Service	188,912	188,769	0%	17,011	16,994	0%	42,365	42,365	0%	-	-	0%	-	-	0%	248,128
<b>Total Program Expenses</b>	<b>\$ 1,069,667</b>	<b>\$ 1,037,242</b>	<b>-3%</b>	<b>\$ 1,207,858</b>	<b>\$ 1,037,518</b>	<b>-14%</b>	<b>\$ 1,032,685</b>	<b>\$ 993,409</b>	<b>-4%</b>	<b>\$ 91,970</b>	<b>\$ 82,650</b>	<b>-10%</b>	<b>\$ 598,361</b>	<b>\$ 647,716</b>	<b>8%</b>	<b>\$ 3,798,535</b>
Administrative Cost Allocation	281,230	304,426	8%	149,590	161,929	8%	107,705	116,589	8%	59,836	64,772	8%	(598,361)	(647,716)	8%	-
<b>GRAND TOTAL OPERATING EXPENSES</b>	<b>\$ 1,350,897</b>	<b>\$ 1,341,668</b>	<b>-1%</b>	<b>\$ 1,357,448</b>	<b>\$ 1,199,447</b>	<b>-12%</b>	<b>\$ 1,140,390</b>	<b>\$ 1,109,998</b>	<b>-3%</b>	<b>\$ 151,806</b>	<b>\$ 147,422</b>	<b>-3%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 3,798,535</b>
<b>TOTAL OPERATING BALANCE</b>	<b>\$ 263,012</b>	<b>\$ 278,372</b>		<b>\$ 127,972</b>	<b>\$ 96,556</b>		<b>\$ 134,075</b>	<b>\$ 342,627</b>		<b>\$ 100,670</b>	<b>\$ 380,869</b>		<b>\$ -</b>	<b>\$ -</b>		
<b>Capital Expenses</b>																
Capital Outlay	381,220	808,850	112%	339,900	365,150	7%	219,230	492,500	125%	170,240	368,000	116%	-	-	0%	2,034,500
Adminstrative Capital Allocation	-	-	0%	-	-	0%	-	-	0%	-	-	0%	-	-	0%	-
<b>Total Capital Expenses</b>	<b>\$ 381,220</b>	<b>\$ 808,850</b>	<b>112%</b>	<b>\$ 339,900</b>	<b>\$ 365,150</b>	<b>7%</b>	<b>\$ 219,230</b>	<b>\$ 492,500</b>	<b>125%</b>	<b>\$ 170,240</b>	<b>\$ 368,000</b>	<b>116%</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 2,034,500</b>
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 1,732,117</b>	<b>\$ 2,150,518</b>	<b>24%</b>	<b>\$ 1,697,348</b>	<b>\$ 1,564,597</b>	<b>-8%</b>	<b>\$ 1,359,620</b>	<b>\$ 1,602,498</b>	<b>18%</b>	<b>\$ 322,046</b>	<b>\$ 515,422</b>	<b>60%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 5,833,035</b>
<b>Transfer To/(From) Reserve</b>	<b>\$ (118,208)</b>	<b>\$ (530,478)</b>		<b>\$ (211,928)</b>	<b>\$ (268,594)</b>		<b>\$ (85,155)</b>	<b>\$ (149,873)</b>		<b>\$ (69,570)</b>	<b>\$ 12,869</b>		<b>\$ -</b>	<b>\$ -</b>		

Twain Harte Community Services District  
2021-2022 ANNUAL BUDGET  
**SEWER - REVENUE**

BUDGET ITEM	BUDGET		CHANGE		REASON FOR CHANGE
	20/21 Approved	21/22 Requested	\$	%	
<b>Service Charges</b>					
Sewer Service Charge	1,136,732	1,138,433	1,702	0%	
<b>TOTAL SERVICE CHARGES</b>	<b>\$ 1,136,732</b>	<b>\$ 1,138,433</b>	<b>\$ 1,702</b>	<b>0%</b>	
<b>Fees</b>					
Late Fee	\$ -	\$ 6,300	\$ 6,300	6300%	Four Year Historical Average
Door Notice Fee	-	2,000	2,000	2000%	Four Year Historical Average
Hookup Fees	9,400	4,500	(4,900)	-52%	Five Year Historical Average
Reconnection Fees		800	800	800%	Four Year Historical Average
Inspection Fees	200	200	-	0%	
Property Transfer Fee	615	900	285	46%	Five Year Historical Average
Returned Check Fee	120	120	-	0%	
<b>TOTAL FEES</b>	<b>\$ 10,335</b>	<b>\$ 14,820</b>	<b>\$ 4,485</b>	<b>43%</b>	
<b>Grants &amp; Donations</b>					
Grant Revenue-Sewer Planning Grant	329,378	135,000	\$ (194,378)	-59%	Estimated remaining sewer planning grant
Donation Revenue			-	0%	
<b>TOTAL GRANTS &amp; DONATIONS</b>	<b>\$ 329,378</b>	<b>\$ 135,000</b>	<b>\$ (194,378)</b>	<b>-59%</b>	
<b>Other Revenue</b>					
Interest Revenue	7,500	7,500	-	0%	
Sale of Assets	1,225	-	(1,225)	-100%	
Other	-	-	-	0%	
<b>TOTAL OTHER REVENUE</b>	<b>\$ 8,725</b>	<b>\$ 7,500</b>	<b>\$ (1,225)</b>	<b>-14%</b>	
<b>GRAND TOTAL REVENUE</b>	<b>\$ 1,485,170</b>	<b>\$ 1,295,753</b>	<b>\$ (189,416)</b>	<b>-13%</b>	
Admin Transfer Out	\$ 250	\$ 250	\$ -		
<b>GRAND TOTAL WITH ADMIN</b>	<b>\$ 1,485,420</b>	<b>\$ 1,296,003</b>	<b>\$ (189,416)</b>		

Twain Harte Community Services District  
2021-2022 ANNUAL BUDGET

**SEWER - EXPENSES**

BUDGET ITEM	BUDGET		CHANGE		REASON FOR CHANGE
	20/21 Approved	21/22 Requested	\$	%	
<b>Salaries - 51XXX</b>					
Regular Time	\$ 148,299	\$ 150,736	2,438	2%	
Standby Pay	17,605	17,605	0	0%	
Overtime	7,000	6,000	(1,000)	-14%	
Sick Leave/Vacation Pay	3,500	3,500	0	0%	
Intern Stipend	9,600	1,560	(8,040)	-84%	
Uniform Allowance	2,205	2,403	198	9%	
Cell Phone Stipend	441	588	147	33%	
<b>TOTAL SALARIES</b>	<b>\$ 188,650</b>	<b>\$ 182,393</b>	<b>\$ (6,257)</b>	<b>-3%</b>	
<b>Benefits - 52XXX</b>					
Health & Vision Insurance	\$ 34,112	\$ 32,800	(1,312)	-4%	Staffing restructure
HRA Reimbursement	13,913	12,703	(1,210)	-9%	Staffing restructure
CALPERS Retirement	23,974	22,540	(1,434)	-6%	
FICA	11,696	11,308	(388)	-3%	Staffing restructure
Medicare	2,735	2,645	(91)	-3%	Staffing restructure
Workers Comp	7,365	6,700	(665)	-9%	
Unemployment Ins/ETT	821	735	(86)	-10%	Reduction in Unemployment Insurance Rates
<b>TOTAL BENEFITS</b>	<b>\$ 94,617</b>	<b>\$ 89,431</b>	<b>\$ (5,186)</b>	<b>-5%</b>	
<b>Equipment, Automotive, Maintenance &amp; Repairs</b>					
Equipment Maintenance & Repair	\$ 6,800	\$ 7,100	300	4%	
Facilities Maintenance & Repair					
Lift Station	8,500	7,900	(600)	-7%	
Collections	6,850	30,900	24,050	351%	Line repairs and maintenance per condition assessment
General & Administrative	1,100	900	(200)	-18%	
Vehicle Maintenance & Repair	5,650	7,600	1,950	35%	Snow tires needed for all trucks
Janitorial/Cleaning Fees	1,100	1,100	0	0%	
Fuel	6,700	7,300	600	9%	Price increases + Extra staff
Equipment Under \$5,000	7,600	7,200	(400)	-5%	
Personal Protective Equipment	1,800	3,000	1,200	67%	COVID-related cost increases
<b>TOTAL EQUIP, AUTO, MAINT &amp; REPAIRS</b>	<b>\$ 46,100</b>	<b>\$ 73,000</b>	<b>\$ 26,900</b>	<b>58%</b>	

Twain Harte Community Services District  
2021-2022 ANNUAL BUDGET

**SEWER - EXPENSES**

BUDGET ITEM	BUDGET		CHANGE		REASON FOR CHANGE
	20/21 Approved	21/22 Requested	\$	%	
<b>Materials &amp; Supplies - 54XXX</b>					
Office Supplies	\$ 500	\$ 900	\$ 400	80%	
Postage	4,100	4,200	100	2%	
Food Supplies	300	300	0	0%	
Janitorial Supplies	300	400	100	33%	
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 5,200</b>	<b>\$ 5,800</b>	<b>\$ 600</b>	<b>12%</b>	
<b>Outside Services - 55XXX</b>					
Legal Fees	\$ 1,500	\$ 1,500	\$ -	0%	
IT Services	1,300	1,300	0	0%	
Engineering Services	12,000	12,000	0	0%	
Medical Exams	450	400	(50)	-11%	
Other Professional Services	332,378	138,000	(194,378)	-58%	Estimated remaining sewer planning grant expenses
Other Professional Services-Tree Mortality			0	0%	
<b>TOTAL OUTSIDE SERVICES</b>	<b>\$ 347,628</b>	<b>\$ 153,200</b>	<b>\$ (194,428)</b>	<b>-56%</b>	
<b>Other - 56XXX</b>					
Utilities	\$ 4,700	\$ 5,000	\$ 300	6%	
Phone/Communications	2,887	3,000	113	4%	
Computer Licenses & Maintenance	9,365	12,500	3,135	33%	Paperless Billing initial setup + Smart Covers
Property/Liability Insurance	17,600	21,300	3,700	21%	Projected SDRMA Increase
Property Tax			0	0%	
Dues & Memberships	5,500	5,700	200	4%	
Licenses & Certifications	1,900	2,000	100	5%	
Training, Conferences & Travel	4,300	4,300	0	0%	
Uncollectable accounts	1,500	1,500	0	0%	
Advertising & Public Education	1,200	700	(500)	-42%	
Regulatory Fees	400	500	100	25%	
Sewer Service Charge	455,300	456,000	700	0%	
Bank & Credit Card Fees	4,000	4,200	200	5%	
<b>TOTAL OTHER</b>	<b>\$ 508,652</b>	<b>\$ 516,700</b>	<b>\$ 8,048</b>	<b>2%</b>	
<b>Debt Service - 58XXX</b>					
Interest on Long Term Debt	\$ 2,403	\$ 1,853	\$ (551)	-23%	
Principal on Long Term Debt	14,608	15,141	534	4%	
<b>TOTAL DEBT SERVICE</b>	<b>\$ 17,011</b>	<b>\$ 16,994</b>	<b>\$ (17)</b>	<b>0%</b>	
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 1,207,858</b>	<b>\$ 1,037,518</b>	<b>\$ (170,340)</b>	<b>-14%</b>	
Admin Transfer Out	\$ 149,590	\$ 161,929	\$ 12,339	8%	
<b>GRAND TOTAL WITH ADMIN</b>	<b>\$ 1,357,448</b>	<b>\$ 1,199,447</b>	<b>\$ (158,001)</b>	<b>-12%</b>	



Twain Harte Community Services District  
2021-2022 ANNUAL BUDGET

**SEWER - EXPENSES**

BUDGET ITEM	BUDGET		CHANGE		REASON FOR CHANGE
	20/21 Approved	21/22 Requested	\$	%	
<b>Capital Outlay - 57XXX</b>					
SCADA Upgrade*	\$ 85,000	\$ 85,000	\$ -	0%	Rollover
Vantage Pt. Equip Structure*	\$ 37,000	\$ 40,000	\$ 3,000	8%	Increased steel prices
GM Vehicle Replace	8,600	0	(8,600)	-100%	Complete in FY 20/21
Sewer Main Re-Lining	75,000	0	(75,000)	-100%	Focus on repairs this year
TH School Sewer Re-Alignment*	125,000	15,000	(110,000)	-88%	Rollover
Training Admin Parking Lot	3,300	0	(3,300)	-100%	Shift to Fire
Water Sewer Material Bins	6,000	0	(6,000)	-100%	Complete in FY 20/21
Manhole Smart Covers	0	10,000	10,000	10000%	Monitor I&I Flows
Snow Plow	0	4,000	4,000	4000%	Back-up plow (50/50 split w/sewer)
Truck #1 Replacement	0	3,150	3,150	3150%	Split 65/35 with Sewer
Truck #3 Replacement	0	21,000	21,000	21000%	Split 65/35 with Sewer
Sewer Jetter Replacement	0	92,000	92,000	92000%	
I&I Manhole Repair/Replacement	0	60,000	60,000	60000%	Based on condition assessment
Mono Sewer Line Replacement	0	35,000	35,000	35000%	Reduce Sewer Spills
<b>TOTAL CAPITAL OUTLAY*</b>	<b>\$ 339,900</b>	<b>\$ 365,150</b>	<b>\$ 25,250</b>	<b>7%</b>	
<b>GRAND TOTAL WITH CAPITAL</b>	<b>\$ 1,697,348</b>	<b>\$ 1,564,597</b>	<b>\$ (132,751)</b>	<b>-8%</b>	

\*Entire project was budgeted in previous fiscal year. New budget requests represent anticipated unspent funds and will be adjusted to reflect actuals at mid-year.

**5-YEAR CAPITAL OUTLAY PLAN**

**Sewer Fund - FY 21-22**

	Previously Expended	Projected FY 20-21	Requested FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Out Years 6 to 10	TOTAL
Redwing Lift Station Generator	\$ 20,136	\$ 1,527							\$ 21,663
Mark Twain Lift Station Generator	\$ 22,476	\$ 1,391							\$ 23,867
Vantage Pointe Materials Bins	\$ 1,000	\$ 5,811							\$ 6,811
GM Vehicle Replace (Admin Split)		\$ 8,595							\$ 8,595
TH School Sewer Re-alignment <sup>4</sup>		\$ 15,000	\$ 15,000						\$ 30,000
Sewer Main Re-Lining	\$ 5,265	\$ 43,000	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000	\$ 723,265
SCADA Upgrade <sup>4</sup>		\$ -	\$ 85,000						\$ 85,000
Vantage Pointe Equipment Structure <sup>5</sup>		\$ -	\$ 40,000						\$ 40,000
Mono Sewer Line Replacement			\$ 35,000						
Manhole Smart Covers			\$ 10,000						
I&I Manhole Repair/Replacement			\$ 60,000						\$ 60,000
Truck #1 Replace (65% W)			\$ 3,150						\$ 3,150
Truck #3 Replace (65% W)			\$ 21,000						\$ 21,000
Snow Plow (50/50 split w/water)			\$ 4,000						\$ 4,000
New Sewer Jetter			\$ 92,000						\$ 92,000
Emergency Response Trailer				\$ 5,000					\$ 5,000
Truck #4 Replace					\$ 20,300				\$ 20,300
Sherwood Forest Sewer					\$ 150,000	\$ 200,000	\$ 2,700,000		\$ 3,050,000
Vehicle/Equipment Replace								\$ 44,870	\$ 44,870
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 48,877</b>	<b>\$ 75,324</b>	<b>\$ 365,150</b>	<b>\$ 80,000</b>	<b>\$ 245,300</b>	<b>\$ 275,000</b>	<b>\$ 2,775,000</b>	<b>\$ 419,870</b>	<b>\$ 4,239,521</b>

**NOTES:**

- 1 Vehicle/Equipment replacement items match the THCSO Vehicle/Equipment Replacement Plan.
- 2 An inflation factor of 3% per year has been applied to future capital costs.
- 3 Project completed or anticipated to be completed in previous fiscal year.
- 4 Entire project was budgeted in previous fiscal year. New budget requests represent anticipated unspent funds and will be adjusted to reflect actuals at mid-year.
- 5 Sewer fund portion of shared \$60,000 project

**FY 21-22 Sewer Fund Capital Reserves Analysis**

FY 20-21 Starting Capital Reserve	\$	904,634
FY 20-21 Anticipated Operational Surplus	\$	127,972
FY 20-21 Anticipated Capital Outlay	\$	(75,324)
FY 21-22 Operating Surplus (Est. 4/30)	\$	96,556
<u>FY 21-22 Capital Outlay</u>	<u>\$</u>	<u>(365,150)</u>
Capital Reserve Balance	\$	688,688

Assumes no additional operational savings

Twain Harte Community Services District  
SEWER  
5 Year Projections

	19/20	20/21	21/22	22/23	23/24	24/25	25/26
	Actuals	Budget	Projections	Projections	Projections	Projections	Projections
<b>Revenue</b>							
Service Charges	\$ 1,132,278	\$ 1,136,731	\$ 1,138,433	\$ 1,138,433	\$ 1,138,433	\$ 1,138,433	\$ 1,138,433
Fees	9,563	10,335	14,820	13,380	13,380	13,380	13,380
Taxes & Assessments	-	-	-	-	-	-	-
Grants & Donations	156,160	329,378	135,000	-	-	-	-
Other Operating Revenue	21,151	8,725	7,500	7,500	7,500	7,500	7,500
<b>Total Program Revenue</b>	<b>\$ 1,319,152</b>	<b>\$ 1,485,169</b>	<b>\$ 1,295,753</b>	<b>\$ 1,159,313</b>	<b>\$ 1,159,313</b>	<b>\$ 1,159,313</b>	<b>\$ 1,159,313</b>
Administrative Cost Allocation	204	250	250	258	265	273	281
<b>GRAND TOTAL REVENUE</b>	<b>\$ 1,319,356</b>	<b>\$ 1,485,419</b>	<b>\$ 1,296,003</b>	<b>\$ 1,159,571</b>	<b>\$ 1,159,578</b>	<b>\$ 1,159,586</b>	<b>\$ 1,159,594</b>
<b>Expenses</b>							
Salaries	\$ 164,504	\$ 188,650	\$ 182,393	\$ 191,412	\$ 197,664	\$ 201,705	\$ 207,937
Benefits	87,459	94,616	89,431	92,735	95,350	97,527	99,886
Equip, Auto, Maint, & Repairs	33,815	46,100	73,000	59,740	61,532	63,378	65,280
Materials & Supplies	4,575	5,200	5,800	5,974	6,153	6,338	6,528
Outside Services	175,224	347,628	153,200	18,746	19,308	19,888	20,484
Other	485,956	508,652	516,700	532,201	548,167	564,612	581,550
Debt Service	17,028	17,011	16,994	17,478	17,478	17,478	17,478
<b>Total Program Expenses</b>	<b>\$ 968,561</b>	<b>\$ 1,207,857</b>	<b>\$ 1,037,518</b>	<b>\$ 918,286</b>	<b>\$ 945,653</b>	<b>\$ 970,926</b>	<b>\$ 999,143</b>
Administrative Cost Allocation	126,412	149,590	161,929	167,633	167,923	173,911	179,961
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,094,973</b>	<b>\$ 1,357,447</b>	<b>\$ 1,199,447</b>	<b>\$ 1,085,919</b>	<b>\$ 1,113,576</b>	<b>\$ 1,144,837</b>	<b>\$ 1,179,104</b>
<b>Total Operating Balance</b>	<b>\$ 224,383</b>	<b>\$ 127,972</b>	<b>\$ 96,556</b>	<b>\$ 73,652</b>	<b>\$ 46,003</b>	<b>\$ 14,750</b>	<b>\$ (19,510)</b>
<b>Capital Expenses</b>							
Capital Outlay	69,211	75,324	365,150	80,000	245,300	275,000	2,775,000
Admin Capital Transfer							
<b>Total Capital Expenses</b>	<b>69,211</b>	<b>75,324</b>	<b>365,150</b>	<b>80,000</b>	<b>245,300</b>	<b>275,000</b>	<b>2,775,000</b>
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 1,164,184</b>	<b>\$ 1,432,771</b>	<b>\$ 1,564,597</b>	<b>\$ 1,165,919</b>	<b>\$ 1,358,876</b>	<b>\$ 1,419,837</b>	<b>\$ 3,954,104</b>
<b>TRANSFER TO/(FROM) RESERVE</b>	<b>\$ 155,172</b>	<b>\$ 52,648</b>	<b>\$ (268,594)</b>	<b>\$ (6,348)</b>	<b>\$ (199,297)</b>	<b>\$ (260,250)</b>	<b>\$ (2,794,510)</b>
<b>Capital Reserve Balance</b>	<b>\$ 904,634</b>	<b>\$ 914,738</b>	<b>\$ 674,526</b>	<b>\$ 661,265</b>	<b>\$ 461,968</b>	<b>\$ 193,902</b>	<b>\$ (2,609,175)</b>



# Twain Harte Dr.

THCSD/TUD Intertie

**Legend**  
High Rd

Meter and PRV Station. Connect to THCSD.

Connect to TUD

Mono Dr

Ponderosa Dr

Lava Rd

108

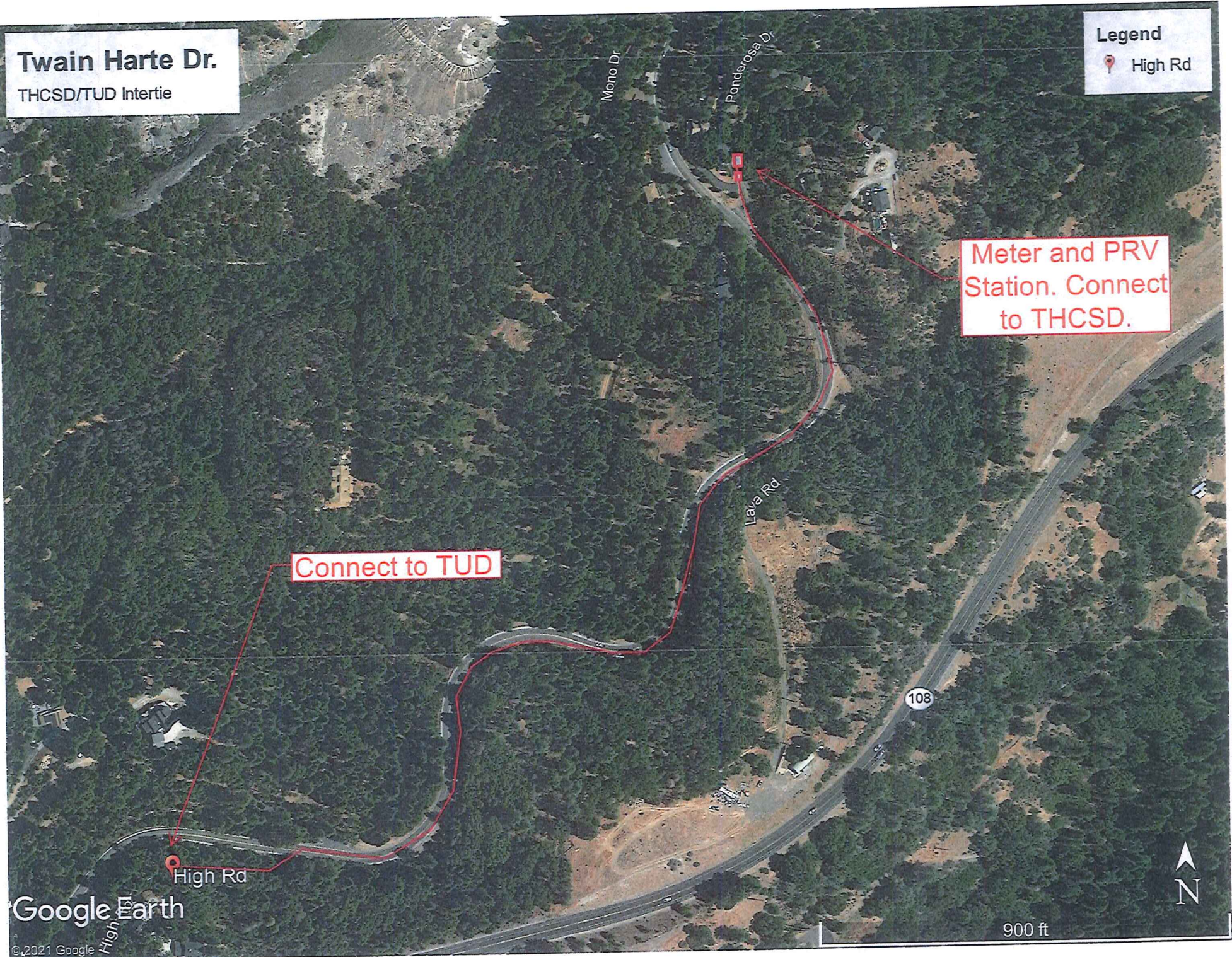
High Rd

Google Earth

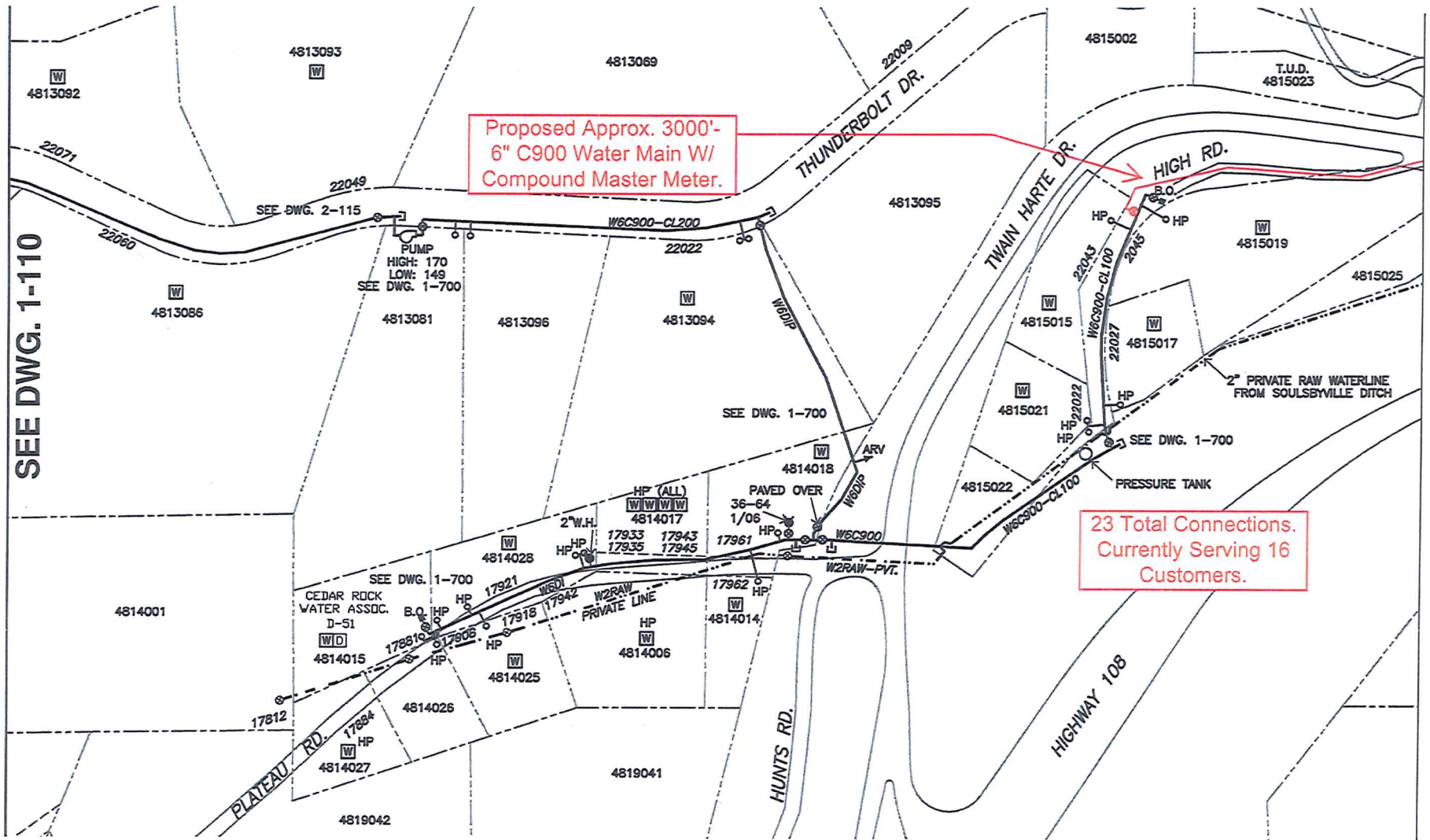
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900 ft







Proposed Approx. 3000'-  
6" C900 Water Main W/  
Compound Master Meter.

23 Total Connections.  
Currently Serving 16  
Customers.

SEE DWG. 1-110

SEE DWG. 2-115  
PUMP  
HIGH: 170  
LOW: 149  
SEE DWG. 1-700

SEE DWG. 1-700

SEE DWG. 1-700

SEE DWG. 1-700  
CEDAR ROCK  
WATER ASSOC.  
D-51

2" PRIVATE RAW WATERLINE  
FROM SOULSBYVILLE DITCH

PRESSURE TANK

HP (ALL)  
W/W/W/W  
4814017  
17933 17943  
17935 17945

PAVED OVER  
36-64  
1/06

B.O. HP

W2RAW  
PRIVATE LINE

T.U.D.  
4815023

AGREEMENT REGARDING MASTER METER WATER SERVICE FROM  
MI WUK VILLAGE MUTUAL WATER COMPANY TO SERVE 22 PROPERTIES  
WITHIN THE TUOLUMNE UTILITIES DISTRICT'S SERVICE AREA

This AGREEMENT is made and entered into as of FEB 18, 2020, by and between the TUOLUMNE UTILITIES DISTRICT, a county water District formed under the California Water Code in Tuolumne County, hereinafter referred to as "DISTRICT", and the MI WUK VILLAGE MUTUAL WATER COMPANY, hereinafter referred to as "MWVMWC".

WITNESSETH:

**WHEREAS**, the TUOLUMNE UTILITIES DISTRICT, provides treated water service to portions of the Sugar Pine and Mi Wuk Village communities; and

**WHEREAS**, more particularly, the DISTRICT owns and operates water distribution facilities within the Yellow Pine Road, Hekeke Lane and Cedar Hill Lane rights-of-way from which the DISTRICT currently provides water service to 17 properties, with the potential to serve an additional 5 vacant properties within the area; and

**WHEREAS**, a map showing said facilities and properties is attached hereto as Exhibit A; and

**WHEREAS**, due to topography, the DISTRICT must utilize a booster pump system to deliver suitable water service pressure to several properties; and

**WHEREAS**, the DISTRICT currently does not have a standby power source at the site to ensure customers do not experience water service interruptions during a power outage; and

**WHEREAS**, the DISTRICT desires to improve the reliability of water service to its customers while reducing on-going operational costs and future capital expenses associated with the tank and booster pump system; and

**WHEREAS**, the DISTRICT has requested water service from Mi Wuk Village Mutual Water Company through a Master Meter; and

**WHEREAS**, The MWVMWC'S service area and distribution facilities are adjacent to the DISTRICT'S and are capable of providing gravity service at a more favorable service pressure than TUD'S existing system; and

**WHEREAS**, MWVMWC'S Rules, Regulations and Procedures provide for the delivery of water to its customers through a master meter where the water is privately distributed to individual consumers who are not direct customers of the MWVMWC ("Resale"), pursuant to agreements authorized by the Board of Directors of the MWVMWC; and

**WHEREAS**, this Agreement describes and sets forth the conditions upon which master metered treated water service will henceforth be provided by MWVMWC to DISTRICT through a master water meter; and

**NOW THEREFORE**, in consideration of the mutual covenants and conditions contained herein, it is hereby agreed that master metered treated water service shall be provided by MWVMWC to the DISTRICT on the following terms and conditions:

1. **District Responsibility.** DISTRICT shall be responsible for installation and perpetual operation and maintenance of DISTRICT'S facilities, which consist of a 6-inch water meter located at the right-of-way of Hekeke Lane and approximately 370-feet of pipeline to connect to the DISTRICT'S existing distribution system. Ownership and responsibility of said facilities shall remain with DISTRICT. The 6-inch master meter shall be owned, operated, and maintained by the DISTRICT and shall be used by MWVMWC to provide bulk water to the DISTRICT'S water system in a manner consistent with accepted industry standards.

2. Service Rates. The quantity of water delivered to the DISTRICT for use in the DISTRICT'S service area shall be determined by readings of the 6-inch master meter conducted by the MWVMWC on approximately a calendar monthly or bi-monthly basis, as determined by the MWVMWC. For all water delivered to DISTRICT under this Agreement, DISTRICT shall pay MWVMWC the current monthly water charges set forth in MWVMWC'S Rules, Regulations and Procedures, and as those rates may be amended by the MWVMWC from time to time. The base charge shall be determined by multiplying MWVMWC'S base charge by the number of active water services (currently 17) receiving water through the 6-inch master meter. The current rates and charges being set forth are as follows:

MWVMWC Minimum Water Base Charge per Residence per Month	\$ 30.00
Number of active water services by master meter (currently 17)	x 17
<b>Total Monthly Base Service Charge</b>	<b>\$ 510.00</b>
MWVMWC Charge per Vacant Parcel per Year	\$ 70.00
Number of active water services by master meter (currently 17)	x 5
<b>Total Annual Charge</b>	<b>\$ 350.00</b>
<b>MWVMWC Volumetric Charge per 100 gallons</b>	<b>\$ 0.50</b>

Billings for water delivered to DISTRICT shall be on a calendar monthly or bi-monthly basis. Said billings shall be paid monthly or bi-monthly by DISTRICT as designated by MWVMWC. Such rates and charges shall be adjusted by the MWVMWC in accordance with any future adjustment to the rates and charges of the MWVMWC's own customers.

3. Notice of New Connections. The DISTRICT shall notify MWVMWC within 30 days of any new service connection to the DISTRICT through the master meter. Upon notification of a new connection the MWVMWC shall adjust the monthly service base charge as set forth in Section 2. The DISTRICT agrees that MWVMWC shall have the right of inspection of DISTRICT'S records upon reasonable advance request. New connections shall only be allowed at properties within the DISTRICT'S service area attached hereto as Attachment A.

4. Water Supply. MWVMWC shall deliver to DISTRICT treated water in quantities as DISTRICT may require to meet the reasonable needs of the DISTRICT's existing service area, as shown on the map attached hereto as Attachment A, subject to the provisions of Section 8 hereof regarding outages, etc. within MWVMWC's system.

5. Water Quality. The quality of water which MWVMWC shall supply to DISTRICT shall not be less than the quality of the treated water that is delivered to MWVMWC's own service connections in compliance with federal and state safe drinking water standards.

6. Water Sampling. The DISTRICT shall be responsible for any and all water quality sampling sites located on the DISTRICT's distribution system downstream of the 6-inch master meter.

7. Service Interruption. If the performance of this Agreement or the supply of water is prevented or interrupted by reason or acts of God, acts or requirements of public authorities, war, flood, fire, explosion, accident, strikes, lockouts, breakdown of equipment or facilities, or for any other cause, whether similar or dissimilar, beyond the reasonable control of the parties hereto, performance under this Agreement shall be excused while and to the extent that the parties are prevented or interrupted from so performing hereunder, but performance hereunder shall be resumed as soon as practicable after the cause of such prevention or interruption is removed.

8. Fire Protection. This agreement does not warrant a specific flowrate, pressure, or duration of flow to the master meter. The provision of fire protection is not subject to this agreement.



9. Failure to Perform. The failure of either party hereto to insist, in any one or more instances, upon performance of any of the terms, covenants or conditions of this Agreement, shall not be construed as a waiver or a relinquishment of the right or duty of future performance of any such terms, covenants or conditions of the other party, but the obligation of such party with respect to such future performance shall continue in full force and effect.

10. Communications. All notices, bills, demands or communication from one party to the other hereunder shall be deemed sufficiently served, given or made, by depositing the same in the United States mail and at any main or branch post office in the State of California, registered or certified, postage prepaid, addressed as follows:

To DISTRICT:  
General Manager  
Tuolumne Utilities District  
18885 Nugget Blvd  
Sonora, CA 95370

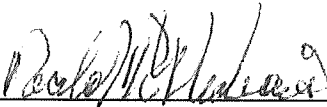
To MWVMWC:  
General Manager  
Mi Wuk Village Mutual Water Company  
P.O. Box 61  
Mi Wuk Village, CA 95346

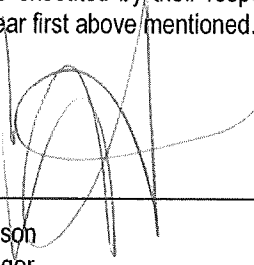
11. Cooperation. Each of the parties will cooperate with the other upon request, to the extent reasonably practicable in accommodating the respective needs of and demands upon the other party with respect to the delivery, quality, and quantity obligations here in provided for, and shall work and cooperate with the other party in good faith to mitigate any major impacts upon the other party that result from emergency conditions or unforeseeable events, including without limitation fire events and the refilling of reservoirs following outages.


12. Successors and Assigns. This Agreement, and all of the rights and obligations herein contained, shall bind and inure to the benefit of the respective successors and assigns of the parties hereto.

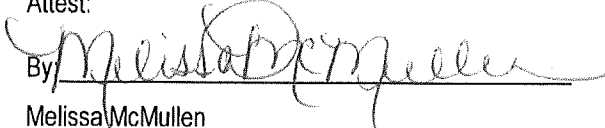
13. Term of Agreement. The term of this Agreement shall remain permanent after the date hereof, until such time that both parties mutually agree to its termination.

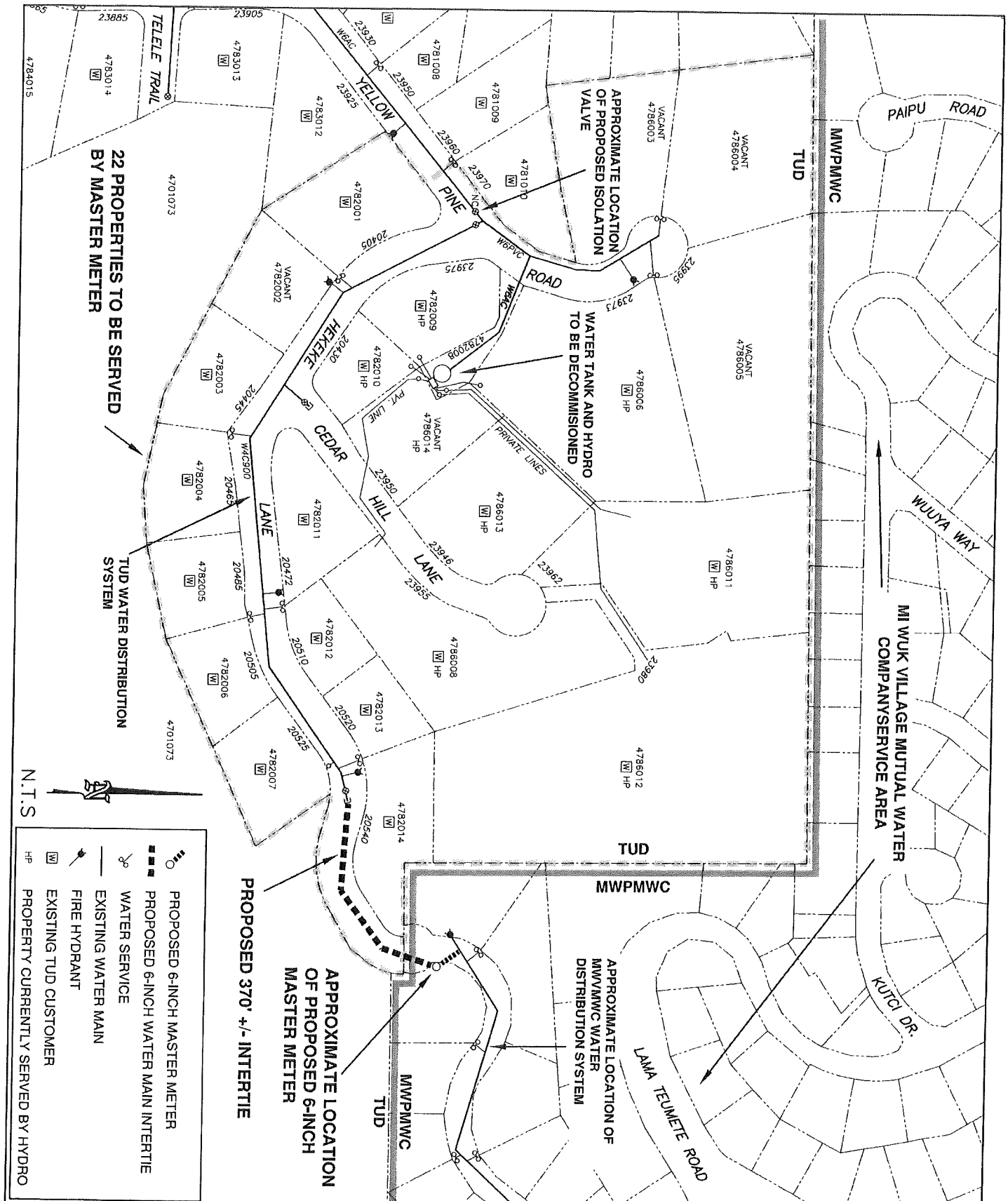
**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, and their respective seals to be here unto affixed, as of the day and year first above mentioned.

By:   
\_\_\_\_\_  
Ron Medearis  
General Manager  
MWVMWC

By:   
\_\_\_\_\_  
Edwin R. Pattison  
General Manager  
TUOLUMNE UTILITIES DISTRICT

Attest:  
By:   
\_\_\_\_\_  
William Sarkisian  
Board Secretary

Attest:  
By:   
\_\_\_\_\_  
Melissa McMullen  
Executive Secretary/Board Clerk



22 PROPERTIES TO BE SERVED BY MASTER METER

TUD WATER DISTRIBUTION SYSTEM

APPROXIMATE LOCATION OF PROPOSED ISOLATION VALVE

WATER TANK AND HYDRO TO BE DECOMMISSIONED

PROPOSED 370' +/- INTERTIE

APPROXIMATE LOCATION OF PROPOSED 6-INCH MASTER METER

MI WUK VILLAGE MUTUAL WATER COMPANY SERVICE AREA

APPROXIMATE LOCATION OF MWPMWC WATER DISTRIBUTION SYSTEM

N.T.S.

	PROPOSED 6-INCH MASTER METER
	PROPOSED 6-INCH WATER MAIN INTERTIE
	WATER SERVICE
	EXISTING WATER MAIN
	FIRE HYDRANT
	EXISTING TUD CUSTOMER
	PROPERTY CURRENTLY SERVED BY HYDRO

DATE: 1/30/2019

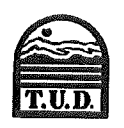
SCALE: NOT TO SCALE

DRAWN BY: AJR

# EXHIBIT A

## MASTER METER SERVICE FROM MWPMWC TO 22 PROPERTIES IN TUD SERVICE AREA

TUOLUMNE UTILITIES DISTRICT  
 18885 NUGGET BLVD.  
 SONORA, CALIFORNIA 95370  
 (209) 532-5536



Avg DEMAND = 946,080 gallons

IF 6" METER @ \$838/mo = \$13,560 / yr  
(2.45 x 8")

IF 2X TREATED WATER = \$7,011 / yr

IF 23X BASE RATE = \$19,761 / yr

### Base Charge (Fixed Monthly)

(Charge by user class & meter size)

<b>Residential</b>	<b>ALL</b>	\$ 61.50
<b>Non-Residential</b>	<b>3/4"</b>	\$ 61.50
	<b>1"</b>	\$ 80.85
	<b>1.5"</b>	\$ 129.23
	<b>2"</b>	\$ 187.29
	<b>3"</b>	\$ 342.09

This charge covers most of the District's fixed water system costs - those needed to ensure delivery of clean, pressurized water to any customer at any given time. A customer's base charge is based on (1) the proportionate demand their type/size of connection can place on the system (covers costs related to capital projects and system maintenance) and (2) their proportionate customer cost (covers costs related to billing, customer service, etc.).

### Consumption Charge (Variable)

(Charge per 1,000 gallons used)

<b>0-2,000 Gallons</b>	\$ 2.38
<b>2,001+ Gallons</b>	\$ 3.74

This charge covers the variable costs to deliver water (i.e. purchase, pump, treat, etc.) as well as a small portion of fixed system costs. A customer's charge is based on the actual number of gallons used.