

Notes on Water Division Budget

- 1) The primary goal was to flat fund most line items and continue to increase use water use revenues rather than real estate taxes.
- 2) VDE Commissioners voted to adopt for 2018 a flat fee for all residential water customers. The rate will be \$1 per 100 gallons, or 1 cent per gallon.
- 3) The total budget of the Water Division increases by 3.2 %.
- 4) But there will only be a 2.0 % increase in the real estate taxes, less than current inflation.
- 5) There will be a \$20,000 transfer of funds, accumulated during prior years, into the 2018 budget in order to reduce the required tax increase.

2018 Annual Budget - Potable Water - Administration

VDE Acct	Line Item	2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Budget	Budget Change %
4331.00	Wages (88% of VDE Total)	\$174,909	\$173,327	\$175,032	\$175,726	\$180,400	3.1%
4331.05	Health Insurance (88% of VDE Total)	\$74,800	\$76,892	\$85,600	\$75,566	\$70,400	-17.8%
4331.06	NHRS Retirement (88% of VDE Total)	\$19,030	\$18,882	\$19,300	\$19,930	\$20,064	4.0%
4331.10	Payroll Taxes (88% of VDE Total)	\$13,380	\$14,863	\$13,390	\$12,411	\$14,000	4.6%
4331.06	Clothing Allowance (75% of VDE Total)	\$1,584	\$1,463	\$1,200	\$853	\$1,200	0.0%
4331.15	Contracted Labor	\$12,000	\$17,946	\$12,000	\$23,358	\$20,000	66.7%
4331.25	Office Equipment (75% of VDE Total)	\$6,160	\$2,929	\$3,750	\$2,548	\$3,409	-9.1%
4331.30	Office Cleaning (75% of VDE Total)	\$7,000	\$7,535	\$1,500	\$450	\$1,050	-30.0%
4331.35	Office Supplies	\$4,600	\$3,994	\$4,500	\$2,299	\$3,000	-33.3%
4331.37	Computers/Software (75% of VDE Total)	\$2,640	\$2,634	\$2,250	\$2,166	\$1,875	-16.7%
4331.40	Postage	\$3,120	\$3,205	\$3,400	\$2,771	\$3,400	0.0%
4331.45	Audit	\$6,000	\$8,437	\$9,000	\$8,438	\$9,000	0.0%
4331.50	Consulting Engineering	\$0	\$0	\$10,000	\$6,661	\$20,000	100.0%
4331.55	Legal (75% of VDE Total)	\$5,000	\$1,883	\$2,000	\$1,481	\$2,000	0.0%
	ADMINISTRATION SUB TOTAL	\$330,223	\$333,990	\$342,922	\$334,658	\$349,798	2.0%

2018 Annual Budget - Potable Water Division - Supply & Distribution

VDE Acct	Line Item	2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Budget	Budget Change %
4332.00	Auxiliary Equipment Maintenance	\$5,000	\$5,705	\$5,000	\$7,574	\$5,000	0.0%
4332.05	Backhoe Maintenance	\$2,000	\$1,037	\$2,000	\$0	\$1,000	-50.0%
4332.15	Generator Maintenance	\$3,000	\$2,173	\$3,000	\$0	\$3,500	16.7%
4332.20	Pump Maintenance	\$0	\$0	\$0	\$101	\$0	0.0%
4332.25	Truck Maintenance	\$1,000	\$1,031	\$1,000	\$2,320	\$1,000	0.0%
4332.30	Vehicle Fuel (75% of VDE Total)	\$5,280	\$3,573	\$3,375	\$2,795	\$3,000	-11.1%
4332.40	General Operating Supplies	\$5,000	\$6,036	\$5,000	\$6,610	\$5,500	10.0%
4332.45	Distribution Mains - Small Repairs	\$0	\$0	\$0	\$0	\$0	0.0%
4332.50	Distribution System Meters	\$0	\$974	\$0	\$0	\$0	0.0%
4332.55	Sand/Gravel/Paving for Leak Repairs	\$2,640	\$825	\$1,000	\$2,929	\$1,500	50.0%
4332.60	Blow Offs, Curb Stops, & Gate Valve Repairs	\$0	\$1,061	\$1,000	\$1,035	\$1,000	0.0%
4332.62	Grounds Maintenance	\$1,000	\$540	\$1,000	\$220	\$500	-50.0%
4332.65	Building Maintenance	\$500	\$0	\$0	\$0	\$19,000	0.0%
4332.70	Storage Tank Maintenance	\$0	\$0	\$0	\$0	\$0	0.0%
4332.72	Safety Equipment	\$1,000	\$221	\$1,500	\$908	\$3,000	100.0%
4332.75	Minor Well Maintenance	\$500	\$0	\$0	\$0	\$0	0.0%

2018 Annual Budget - Potable Water Division - Supply/Treatment/Distribution

VDE Acct	Line Item	2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Budget	Budget Change %
4332.81	Minor Booster Station Maintenance	\$500	\$0	\$0	\$0	\$0	0.0%
4332.84	Security Systems Maintenance	\$1,500	\$672	\$1,000	\$3,826	\$3,000	200.0%
4332.85	Electric Power	\$70,000	\$73,171	\$70,000	\$81,822	\$80,000	14.3%
4332.90	Communications	\$15,000	\$17,530	\$15,000	\$20,603	\$15,000	0.0%
4332.95	Propane	\$16,000	\$10,424	\$14,000	\$13,421	\$12,800	-8.6%
	SUPPLY & DISTRIBUTION SUB TOTAL	\$129,920	\$124,973	\$123,875	\$144,164	\$154,800	25.0%
4335.00	Sodium Hydroxide	\$8,600	\$9,102	\$8,600	\$7,723	\$10,000	16.3%
4335.05	Potassium Permanganate	\$1,000	\$0	\$5,000	\$2,903	\$5,000	0.0%
4335.10	Sodium Hypochlorite	\$3,000	\$3,154	\$4,000	\$3,487	\$4,000	0.0%
4335.15	Equipment	\$3,000	\$1,056	\$2,000	\$130	\$2,000	0.0%
4335.17	Instrumentation	\$2,000	\$2,021	\$2,500	\$1,013	\$2,500	0.0%
4335.20	Laboratory Supplies	\$2,000	\$1,097	\$2,000	\$1,367	\$1,500	-25.0%
4335.25	Laboratory Services	\$2,000	\$1,185	\$2,000	\$1,243	\$2,000	0.0%
	WATER TREATMENT SUB TOTAL	\$21,600	\$17,615	\$26,100	\$17,866	\$27,000	3.4%

2018 Annual Budget - Potable Water Division - Conservation/Insurance/Education

VDE Acct	Line Item	2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Budget	Budget Change %
4338.00	Wellhead Protection	\$500	\$0	\$500	\$0	\$500	0.0%
4338.05	Conservation Activities	\$2,000	\$0	\$2,000	\$2,245	\$1,000	-50.0%
	WATER CONSERVATION SUB TOTAL	\$2,500	\$0	\$2,500	\$2,245	\$1,500	-40.0%
4339.00	Insurance (75% of VDE Total)	\$7,480	\$8,930	\$10,131	\$9,878	\$10,125	-0.1%
4339.05	Annual Report & Meeting (75% of VDE)	\$3,520	\$1,700	\$1,500	\$1,954	\$1,500	0.0%
4339.08	Staff Education/Training/Travel Expenses (75% of VDE Total)	\$2,200	\$4,897	\$3,000	\$3,395	\$3,000	0.0%
4339.09	Refunds	\$0	\$0	\$0	\$137	\$0	0.0%
4339.10	Miscellaneous/Contingency for Unknowns	\$3,000	\$1,549	\$3,000	\$857	\$3,000	0.0%
4339.11	Payment in Lieu of Taxes	\$200	\$0	\$100	\$2,121	\$500	400.0%
	INSURANCE, EDUC & MISC SUB TOTAL	\$16,400	\$17,076	\$17,731	\$18,342	\$18,125	2.2%
	TOTAL ADMINISTRATION & OPERATIONS	\$500,643	\$493,654	\$513,128	\$517,275	\$551,223	7.4%
2310.00	Principal - 2005 Wellfield Project	\$127,441	\$127,376	\$130,497	\$130,497	\$133,611	2.4%
2310.00	Principal - 2012 Source 1 Project	\$35,105	\$35,107	\$36,014	\$36,014	\$36,920	2.5%
2310.05	Interest - 2005 Wellfield Project	\$33,008	\$33,073	\$29,952	\$29,952	\$26,838	-10.4%
2310.05	Interest - 2012 Source 1 Project	\$9,100	\$9,098	\$8,191	\$8,191	\$7,285	-11.1%
2310.10	Principal - New Office Loan (75% of VDE)	--	\$0	\$10,069	\$10,069	\$10,350	2.8%
2310.10	Interest - New Office Loan (75% of VDE)	\$9,000	\$5,620	\$4,603	\$4,603	\$4,350	-5.5%
	TOTAL DEBT SERVICE	\$213,654	\$210,274	\$219,326	\$219,326	\$219,354	0.0%
	TOTAL OPERATING BUDGET & DEBT SERVICE	\$714,297	\$703,928	\$732,454	\$736,601	\$770,577	5.2%

2018 Annual Budget - Potable Water Division - Reserve Funds

VDE Acct	Line Item	2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Budget	Budget Change %
1800.00	Office Equipment Reserve Fund	\$0	\$0	\$0	\$0	\$0	0.0%
1800.00	Security Reserve Fund	\$0	\$0	\$2,500	\$2,500	\$2,500	0.0%
1800.00	Vehicle & Equip Replacement Reserve Fund	\$0	\$0	\$5,000	\$5,000	\$20,000	300.0%
1800.00	Filter Media Replacement Reserve Fund	\$10,000	\$10,000	\$10,000	\$10,000	\$12,500	25.0%
1800.00	Meter Replacement Reserve Fund	\$30,000	\$30,000	\$10,000	\$10,000	\$10,000	0.0%
1800.00	Well Renovation Reserve Fund	\$12,000	\$12,000	\$10,000	\$10,000	\$10,000	0.0%
1800.00	Generator and Pump Station Reserve Fund	\$0	\$0	\$0	\$0	\$3,000	100 % +
1800.00	Water Mains & Valves Trust Fund	\$120,000	\$120,000	\$120,000	\$120,000	\$85,000	-29.2%
1800.00	Well Exploration & Devel. Reserve Fund	\$0	\$0	\$0	\$0	\$5,000	100 % +
1800.00	Office Building Reserve Fund	\$0	\$0	\$0	\$0	\$0	0.0%
1800.00	Buildings & Grounds Maint Reserve Fund	\$20,000	\$20,000	\$0	\$0	\$0	0.0%
1800.00	Energy Audit/Study/Alternatives Res Fund	\$0	\$0	\$0	\$0	\$0	0.0%
1800.00	Storage Tank Repair & Maint Reserve Fund	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	0.0%
	TOTAL RESERVE FUND FUNDING	\$202,000	\$202,000	\$167,500	\$167,500	\$158,000	-5.7%
	TOTAL EXPENDITURES	\$916,297	\$905,928	\$899,954	\$904,101	\$928,577	3.2%

2018 Annual Budget - Potable Water Division - Revenue

VDE Acct	Line Item	2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Budget	Budget Change %
3110.00	Real Estate Taxes	\$518,764	\$519,720	\$543,704	\$542,288	\$554,577	2.0%
3402.00	Usage Fees	\$342,000	\$303,571	\$320,000	\$353,949	\$350,000	9.4%
3402.05	Turn Off/Turn On/Service Fees	\$2,500	\$2,519	\$2,500	\$3,550	\$2,500	0.0%
3402.10	New Connection Fee	\$3,000	\$0	\$7,000	\$3,500	\$0	-100.0%
3501.00	Revenue from Equipment Disposal	\$0	\$0	\$0	\$0	\$0	0.0%
3509.00	Insurance Claim Reimbursement & Misc	\$1,000	\$159	\$0	\$0	\$0	0.0%
3502.00	Late Payment Fees	\$1,000	\$2,058	\$1,000	\$712	\$500	-50.0%
3502.05	Interest from Bank Accounts	\$250	\$1,621	\$750	\$1,891	\$1,000	33.3%
3915.00	Transfer from Reserves	\$17,783	\$17,783	\$0	\$0	\$0	0.0%
3916.00	Transfer from Prior Year Savings	\$30,000	\$30,000	\$25,000	\$25,000	\$20,000	-20.0%
	Total Non-Tax Revenues	\$397,533	\$357,711	\$356,250	\$388,602	\$374,000	5.0%
	TOTAL REVENUES	\$916,297	\$877,431	\$899,954	\$930,890	\$928,577	3.2%
	TOTAL OPERATING BUDGET & DEBT SERVICE	\$714,297	\$703,928	\$732,454	\$736,601	\$770,577	5.2%
	TOTAL RESERVE FUNDING	\$202,000	\$202,000	\$167,500	\$167,500	\$158,000	-5.7%
	TOTAL EXPENDITURES	\$916,297	\$905,928	\$899,954	\$904,101	\$928,577	3.2%