

COASTAL WATER AUTHORITY
RED BLUFF WATER TREATMENT PLANT PROJECT
2024 ANNUAL BUDGET

COASTAL WATER AUTHORITY
RED BLUFF WATER TREATMENT FUNDS
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2024 ANNUAL BUDGET

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COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 BUDGET SUMMARY
 2024 ANNUAL BUDGET

<u>APPLICATION OF FUNDS</u>	2023 BUDGET	2023 PROJECTED	2024 BUDGET
Expenditures (1)	\$2,532,900	\$2,427,500	\$2,432,600
Capital Outlay (2)	0	0	0
Debt Service	0	0	0
Comparative Subtotal	<u>2,532,900</u>	<u>2,427,500</u>	<u>2,432,600</u>
Total Expenditures	2,532,900	2,427,500	2,432,600
Ending Fund Balances	<u>621,384</u>	<u>426,100</u>	<u>405,389</u>
Total Applications	<u>3,154,284</u>	<u>2,853,600</u>	<u>2,837,989</u>
 <u>SOURCE OF FUNDS</u>			
Beginning Fund Balances	370,768	850,000	792,189
Investment Income	9,400	35,000	18,800
CWA Special Project Equity Fund	0	0	0
Subtotal Sources	<u>380,168</u>	<u>885,000</u>	<u>810,989</u>
System Revenue	<u>\$2,099,600</u>	<u>\$1,968,600</u>	<u>\$2,027,000</u>

(1) Includes assets purchased.

COASTAL WATER AUTHORITY
RED BLUFF WATER TREATMENT FUNDS
FACTS AND ASSUMPTIONS
2024 ANNUAL BUDGET

FACTS

1. The 2024 budget is prepared on a cash basis.
2. Water Treatment Plant books and records consist of two funds, which are the Operating Fund and the Special Projects Emergency Reserve.
3. The required fund balances have been reflected at the minimum operating balances.
4. Water Treatment Plant is charged with direct salary and costs as well as an allocation of certain general items based upon an overall payroll allocation of 9.0%.

ASSUMPTIONS

1. Salaries anticipates funding the employee benefits of one field retiree.
2. Assumes timely payment of billings by Pasadena Refinery Systems, Inc. and Sekisui Special Chemicals America, LLC.
3. The Operating Fund should be maintained adequate to provide funding for two months expenditures. Such amount is \$405,515 for 2024.

COASTAL WATER AUTHORITY
RED BLUFF WATER TREATMENT FUNDS
RECONCILIATION OF 2023 BUDGET TO 2024 BUDGET

	2023 to 2024 Budget
2023 Budget	<u>\$2,532,900</u>
Field Salaries	26,000
Materials & Supplies	(1,000)
Contract Labor & Equipment	(212,500)
Utilities	19,700
Administrative Expense (Includes Pension, Social Security Costs)	31,500
General Operating Expenses (Insurance)	11,500
Engineering, Legal & Professional	<u>24,500</u>
	Subtotal <u>(100,300)</u>
2024 Budget	<u><u>\$2,432,600</u></u>

COASTAL WATER AUTHORITY
RED BLUFF WATER TREATMENT FUNDS
STATEMENT OF REVENUES AND EXPENDITURES
2024 ANNUAL BUDGET

	2023 BUDGET	2023 PROJECTED	2024 BUDGET
REVENUES & LOAN PROCEEDS:			
Interest on Investments	\$9,400	\$35,000	\$18,800
Service Revenues	2,099,600	1,968,600	2,027,000
Total Revenue	2,109,000	2,003,600	2,045,800
Total Revenues :	2,109,000	2,003,600	2,045,800
 EXPENDITURES			
Field Salaries	674,000	620,000	700,000
Materials & Supplies	539,700	531,000	538,700
Contract Labor & Equipment (1)	600,500	550,000	388,000
Utilities	107,600	120,000	127,300
Administrative Expenses (1)	306,200	295,000	337,700
General Operating Expenses	239,200	252,000	250,700
Engineering, Legal & Professional	65,700	59,500	90,200
Subtotal	2,532,900	2,427,500	2,432,600
Total Expenditures	2,532,900	2,427,500	2,432,600
Net Increase (Decrease) in Operating Fund Balances	(2) (\$423,900)	(\$423,900)	(3) (\$386,800)

(1) Includes assets purchased.

(2) Net of decrease in Operating Fund and increase in Special Projects Emergency Reserve.

(3) Net of decrease in Operating Fund and increase in Special Projects Emergency Reserve.

COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 RECONCILIATION OF FUND ACTIVITY
 2024 ANNUAL BUDGET

	OPERATING FUND	SPECIAL PROJECTS EMERGENCY RESERVE	TOTAL WATER TREATMENT PLANT
Beginning Balance	\$800,000	\$195,284	\$995,284
Service Revenue	2,027,000	0	2,027,000
Interest Earnings	10,989	7,811	18,800
Expenses	(2,432,600)	0	(2,432,600)
Net Activity	<u>(394,611)</u>	<u>7,811</u>	<u>(386,800)</u>
Ending Balance	<u><u>\$405,389</u></u>	<u><u>\$203,095</u></u>	<u><u>\$608,484</u></u>

COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 REVENUES AND BILLING RATES
 2024 ANNUAL BUDGET

	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>	
Gallons (in thousands)	1,350,500	1,265,980	1,197,500	
Rate/1000 gallons	\$1.555	\$1.555	\$1.693	(1)
Revenue	<u>\$2,099,600</u>	<u>\$1,968,600</u>	<u>\$2,027,000</u>	

- (1) Budget rate for 2024 assumes average daily water volume demand of 2.1 MGD for Pasadena Refinery Systems and 1.2 MGD for Sekisui Special Chemicals America, LLC. Any changes to this assumption will impact the rate per 1000 gallons

COASTAL WATER AUTHORITY
RED BLUFF WATER TREATMENT FUNDS
INVESTMENT AND OTHER INCOME
2024 ANNUAL BUDGET

INVESTMENT INCOME

Average Operating Cash and Investments	\$470,000
Average Effective Interest Rate	4.00%
Total	<u><u>\$18,800</u></u>

OTHER INCOME

Water Treatment Plant does not anticipate any miscellaneous income.

COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 SUMMARY OF GENERAL AND ADMINISTRATIVE EXPENDITURES
 2024 ANNUAL BUDGET

<u>GENERAL AND ADMINISTRATIVE EXPENDITURES</u>	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
ADMINISTRATIVE	\$306,200	\$295,000	\$337,700
GENERAL OPERATING (Insurance)	239,200	252,000	250,700
ENGINEERING, LEGAL & PROFESSIONAL	<u>65,700</u>	<u>59,500</u>	<u>90,200</u>
Total	<u>\$611,100</u>	<u>\$606,500</u>	<u>\$678,600</u>

COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 ADMINISTRATIVE EXPENSES
 2024 ANNUAL BUDGET

Administrative Salaries	\$117,900 (1)
Pension Plan Contribution (11.8% of total compensation)	96,512
Payroll Taxes (7.65% of total compensation)	62,569
Office Lease and Utilities	36,000 (1)
Office Supplies	3,600 (1)
Travel, Meetings and Parking	2,250 (1)
Directors Compensation	4,050 (1)
Printing and Reproduction	2,250 (1)
Telephone/ Data Maintenance	4,050 (1)
Vehicle: Gas & Maintenance	1,800 (1)
Payroll / Employee Processing Services	3,150 (1)
Miscellaneous	3,600 (1)
	\$337,731

(1) Allocated based upon payroll estimate of 9%.

COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 OFFICE SALARY ALLOCATION
 2024 ANNUAL BUDGET

Executive Director

Chief Financial Officer

Chief Accountant

Senior Accountant

Senior Accountant

Senior Accountant

Senior Accountant

Executive Secretary

Financial Analyst

	Base Office Salaries	1,310,000
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	Office Allocation Factor (1)	9.0%
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	Red Bluff Water Treatment Office Salaries	\$117,900
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(1) Based upon payroll estimate allocation of 9.0%.

COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 GENERAL OPERATING EXPENSES
 2024 ANNUAL BUDGET

INSURANCE PREMIUM DESCRIPTION

Property Insurance	\$	15,600	(1)	(6)
Texas Commercial Policy (General Liability)		2,430	(3)	(5)
Public Official & Employees Liability		990	(3)	(4) (7)
Pension - Fidelity Bond		32	(3)	(4)
Pension - Fiduciary Responsibility		630	(3)	(5)
Medical Insurance		198,000	(3)	(6) (7)
Public Official Position (Director Fidelity)		90	(3)	(4)
Automobile Insurance		3,420	(3)	(5)
Workers Compensation		11,520	(3)	(5) (7)
Dental Insurance		7,650	(3)	(5) (7)
Vision Insurance		2,250	(3)	(5) (7)
Combined Group Life/Short Term & Long Term Disability		8,100	(3)	(5) (7)
	<u>\$</u>	<u>250,712</u>		

- (1) Allocated based upon total insurable value of 2%.
- (3) Allocated based upon total payroll estimate of 9.0%.
- (4) Assumes no rate increase.
- (5) Assumes 5% rate increase.
- (6) Assumes 12% rate increase.
- (7) Assumes full employment.

COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 ENGINEERING, LEGAL AND PROFESSIONAL EXPENSES
 2024 ANNUAL BUDGET

Engineering Services - (M&O)	50,000	(1)
Legal Services	10,000	(3)
Accounting & Auditing	8,100	(2)
Computer Support services	7,200	(2)
Website Development & Maintenance	3,600	(2)
Hardware, Software Upgrades and Maintenance	6,300	(2)
Miscellaneous Bank Fees	5,000	(3)
	\$90,200	

- (1) Based upon specific services
- (2) Allocated based upon total payroll estimate of 9.0%.
- (3) Based upon specific and allocated services

COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 SUMMARY OF FIELD EXPENDITURES
 2024 ANNUAL BUDGET

<u>FIELD EXPENDITURES</u>	<u>2023 BUDGET</u>	<u>2023 PROJECTED</u>	<u>2024 BUDGET</u>
SALARIES	\$674,000	\$620,000	\$700,000
MATERIALS & SUPPLIES	539,700	531,000	538,700
CONTRACT LABOR AND EQUIPMENT			
Contracted	561,900	512,000	322,300
Purchased	38,600	38,000	65,700
Subtotal	<u>600,500</u>	<u>550,000</u>	<u>388,000</u>
UTILITIES	107,600	120,000	127,300
Total	<u><u>\$1,921,800</u></u>	<u><u>\$1,821,000</u></u>	<u><u>\$1,754,000</u></u>

COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 SUMMARY OF FIELD SALARIES BY LOCATION
 2024 ANNUAL BUDGET

<u>LOCATION</u>	<u>BASE COMPENSATION</u>	<u>RETIREE PAY (1)</u>	<u>5% OVERTIME (2)</u>	<u>TOTAL</u>
Water Treatment Plant	<u>\$619,002</u>	<u>\$50,000</u>	<u>\$30,950</u>	<u>\$699,952</u>

- (1) Allows for employee benefit payments to retirees.
 (2) Provides for minimum overtime.

COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 ANALYSIS OF BASE FIELD SALARIES BY FUNCTION AND LOCATION
 2024 ANNUAL BUDGET

<u>LOCATION AND FUNCTION</u>	<u># OF EMPLOYEES</u>	<u>MAN HOURS (4)</u>	<u>AVG. RATE PER HOUR</u>	<u>BASE SALARIES</u>
<u>MANAGEMENT (1)</u>				
Water Treatment Plant	0.11	229	\$72.00	\$16,488
<u>SUPERVISORY PERSONNEL (2)</u>				
Water Treatment Plant	0.65	1,352	68.00	91,936
<u>ALL OTHER PERSONNEL (3)</u>				
Water Treatment Plant	7.22	15,017	34.00	510,578
Total Base Salaries	<u>7.98</u>	<u>16,598</u>	<u>\$37.29</u>	<u>\$619,002</u>

- (1) Includes Manager of Operations, Manager of Security & General Superintendent.
- (2) Includes Superintendents, Master Electrician, Administrator OPM, and Purchasing Agent.
- (3) Includes Foremen, Electricians and Operators for construction, electrical, maintenance, and all routine operating functions.
- (4) Estimated number of employees at 2,080 hours per year.

COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 ANALYSIS OF MATERIALS AND SUPPLIES BY LOCATION
 2024 ANNUAL BUDGET

DESCRIPTION (1)

Air Conditioning Repair Parts	\$1,200
Automotive / Equipment Repair Parts	1,500
Building / Grounds Maintenance	4,700
CHEMICALS:	
-- Lime	291,750
-- Ferric Sulfate	108,000
-- Polymer	14,700
Diesel Fuel	1,537
Electrical / Instrument	7,200
Gasoline	1,537
Herbicides / Insecticides	3,000
Lab Test Equip&Supplies	1,500
Mechanical, Plumbing, Valves, etc.	27,000
Miscellaneous Supplies	29,735
Office / Administrative	13,475
Oils and Lubricants	12,000
Power Tools, Hand Tools & Equip.	4,400
Road Base, Sand, Rock, Rip Rap, etc.	1,500
Tires & Batteries	1,000
Welding Equipment & Supplies	3,000
Personal Protective Equipment	10,000
Total	<u><u>\$538,734</u></u>

(1) Water Treatment Plant is the only location.

COASTAL WATER AUTHORITY
RED BLUFF WATER TREATMENT FUNDS
ANALYSIS OF CONTRACT LABOR AND EQUIPMENT BY LOCATION
2024 ANNUAL BUDGET

DESCRIPTION (1)	
Major Motor Repair, 1 each	20,400
Major Pump Repair, 1 each	14,400
Training: Safety (1st Aid, CPR, AED, CSE, etc.)	13,000
Training: RMP, Hazwop, Dam, AirPk, etc.	2,000
Trucking Services	30,000
Replace 24 inch Inlet Pipe w/ Valve	145,000
Hydro Blast Clarifier Interior	25,000
Building Upgrades/Improvements Master Plan	31,250
SCADA System Master Plan and Replacement/Upgrade	33,758
Annual Service Contracts:	
Pest Control Service	385
Uniform Service	3,000
Generator Load Testing	880
Asset Management Software	3,250
Purchase Equipment:	
Portable Light Plant	1,000
45KW Mobil Generator	5,000
Security Camera Purchase and Installation	23,600
WTP Alkalinity Analyzer	36,125
Total	\$ 388,048

(1) Water Treatment Plant is the only location.

COASTAL WATER AUTHORITY
 RED BLUFF WATER TREATMENT FUNDS
 ANALYSIS OF UTILITIES BY LOCATION
 2024 ANNUAL BUDGET

ELECTRICITY					
LOCATION	KW HOURS	AVG. RATE PER HOUR (1)	AMOUNT	ALL OTHER (2)	TOTAL
Red Bluff Water Treatment Plant	<u>1,700,000</u>	<u>\$0.06900</u>	<u>\$117,300</u>	<u>\$10,000</u>	<u>\$127,300</u>

- (1) Reflects rate accomplished through contract for electricity beginning July, 2015
- (2) Includes telephone, water and waste disposal services.