TO:

**BOARD OF DIRECTORS** 

FROM:

BRUCE BUEL

DATE:

MAY 22, 2007

AGENDA ITEM D MAY 30, 2007

REVIEW DRAFT FY 2007-2008 BUDGET; AGREE ON EDITS; CONFIRM HEARING FOR PUBLIC INPUT; AND CONFIRM HEARING FOR ADOPTION

#### ITEM

Review Draft FY 2007-2008 Budget; agree on edits, confirm hearing for public input; and confirm hearing for adoption

#### **BUDGET BACKGROUND**

Attached is the draft of the fiscal year 2007-2008 budget.

The Finance, Audit and Personnel Committee (FAPC) met on March 7, 2007, to review the major projects and personnel requests for inclusion in the Fiscal Year 2007-2008 budget. On April 18, 2007, the FAPC met and reviewed the draft budget in detail. The Minutes of the April 18, 2007, FAPC was presented to the Board of Directors for review at the May 9, 2007, Board Meeting. The FAPC unanimously agreed on recommendations to the Draft Budget and directed Staff to make the changes for inclusion in the Draft Budget presented to the Board on May 30, 2007.

The draft of the budget is projecting an overall operation and maintenance surplus of \$80,032. Each Fund has its own impact on the budget – whether positive or negative, therefore, each Fund must be looked at individually.

#### **OPERATIONS AND MAINTENANCE FUNDS**

#### Fund #120 - Town Water

This Fund is budgeted to have a surplus of \$12,812. The rates and charges are adequately covering all of the budgeted costs. The FAPC recommended increasing the Funded Replacement from \$92,000 as originally budgeted to an amount that would cause the Fund to be in a neutral financial position. The Funded Replacement was increased to \$392,000. The FAPC also requested that a footnote be placed on Pages 32 and 33 stating that the potential merger of Town Water Fund #120 and Black Lake Water Fund #140 may require budget modifications during FY 2007-08.

#### Fund #130 - Town Sewer

This Fund is budged to have a deficit of \$288,060. The current rates and charges are not adequate to cover all of the budgeted costs, however, due to the large cash reserves (which are declining) could continue until new rates are implemented. An additional option would be for the Board of Directors to consider suspending the funding of \$351,000 in Funded Replacement. The FAPC recommended maintaining the Funded Replacement of \$351,000 due to adequate cash reserves. The Reed Group has been hired to prepare a rate study to address the status of this Fund

#### Fund #140 - Black Lake Water

This Fund is budgeted to have a deficit of \$20,830. The current rates and charges are not adequate to cover all of the budgeted costs. Funding replacement was suspended in previous years. The FAPC also requested that a footnote be placed on Pages 36 and 37 stating that the potential merger of Town Water Fund #120 and Black Lake Water Fund #140 may require budget modifications during FY 2007-08. The Reed Group has been hired to address the financial impacts of the potential merger.

#### Fund #150 - Black Lake Sewer

This Fund is budgeted to have a deficit of \$51,227. The current rates and charges are not adequate to cover all of budgeted costs. There are enough cash reserves to cover the operating costs for fiscal year 2007-2008. The Reed Group has been hired to prepare a rate study to address the status of this Fund.

#### Fund #160 - Black Lake Street Lighting

This Fund is budged to have a deficit of \$1,964. The current charges do not cover all of the budgeted costs, however, there are adequate reserves in this fund. In addition, there are no large unforeseen expenditures that need to be addressed. In addition, a Prop 218 election would be required to increase the charges.

#### Fund #250 - Street Landscape Maintenance District

This Fund is budgeted to have a surplus of \$4,761. The current charges cover all of the budgeted costs.

#### Fund #300 - Solid Waste

This Fund is budgeted to have a surplus of \$44,485. The current Franchise Fee is funding street sweeping activities, solid waste collection in Olde Towne, community clean up days and projects and a portion of the Water Conservation and Public Outreach Specialist salary and benefits. The FAPC recommended reducing the budgeted Franchise Fee from 10% to 7.3% subject to future Board approval.

#### Fund #400 - Drainage

This Fund is budgeted to have a surplus of \$14,555. The current ad valorem tax covers all of the budgeted costs.

#### Fund #800 - Funded Replacement Town Water

This Fund is budgeted to have a surplus of \$313,500. The revenue is a transfer of \$392,000 from Fund #120 – Town Water and interest income. The expenditures include replacement projects for the water system that can be found on page 58 of the draft budget. The FAPC also requested that a footnote be placed on Page 49 stating that the potential merger of Town Water Fund #120 and Black Lake Water Fund #140 may require budget modifications during FY 2007-08.

#### Fund #810 - Funded Replacement Town Sewer

This Fund is budgeted to have a surplus of \$174,000. The revenue is a transfer of \$351,000 from Fund #130 – Town Sewer and interest income. The expenditures include replacement projects for the sewer system that can be found on page 58 of the draft budget. The FAPC also recommended that this Fund provide an Inter-Fund Loan to Fund #830 – Funded Replacement Black Lake Sewer for the pond liner replacement project. The Inter-Fund Loan would be subject to Board approval and would include a determined rate of interest and a repayment plan.

#### Fund #820 - Funded Replacement Black Lake Water

This Fund is budgeted to have a deficit of \$185,000. The revenue is interest income. Transfers from the Black Lake Water Fund #140 had been suspended in previous years. The expenditures include replacement projects for the water system that can be found on page 58 of the draft budget. The FAPC also requested that a footnote be placed on Page 53 stating that the potential merger of Town Water Fund #120 and Black Lake Water Fund #140 may require budget modifications during FY 2007-08. The Reed Group has been hired to address the financial impacts of the potential merger.

#### Fund #830 - Funded Replacement Black Lake Sewer

This Fund is budgeted to have a surplus of \$63,000 with an ending cash reserve of \$0 as a result of an Inter-Fund Loan. The revenue is a transfer of \$40,000 from Fund #150 — Black Lake Sewer. The expenditures include replacement projects for the sewer system that can be found on page 58 of the draft budget. The FAPC also recommended that this Fund receive an Inter-Fund Loan to Fund #810 — Funded Replacement Town Sewer for the pond liner replacement project. The Inter-Fund Loan would be subject to Board approval and would include a determined rate of interest and a repayment plan.

In order to balance the Operations and Maintenance Funds, or to bring them into a more balanced position, there are some items that could be considered:

- Postpone the purchase of certain fixed assets
- · Postpone Capital Improvement Projects
- Postpone Funded Replacement Projects
- · Postpone hiring additional District Personnel
- Cut back on non-essential expenditures

#### **NON-OPERATING BUDGETS**

#### Fund #700 - Town Water Capacity

This Fund includes budgeted capital improvement projects of \$2,295,000. This fund has adequate reserves to cover the expenditures.

#### Fund #710 - Town Sewer Capacity

This Fund includes budgeted capital improvement projects of \$6,747,000. This fund does not have adequate reserves to cover the expenditures. The Capital Financing Plan found on page 68 includes a Certificates of Participation issue of \$12M to fund the Southland WWTF upgrade.

#### Fund #600 - Property Taxes

This Fund includes budgeted capital improvement projects of \$50,000. This fund has adequate reserves to cover the expenditures as well as the debt service on the Certificates of Participation (COP's). This fund has been "raided" by the State of California numerous times of the past 15 years due to ERAF legislation.

#### Fund #500 - Supplemental Water Fund

This Fund includes budgeted expenditures relating to supplemental water of \$1,041,585. This fund has adequate reserves to cover these current budgeted expenditures. Once a supplemental project is selected, a funding source will need to be determined.

#### RECOMMENDATION

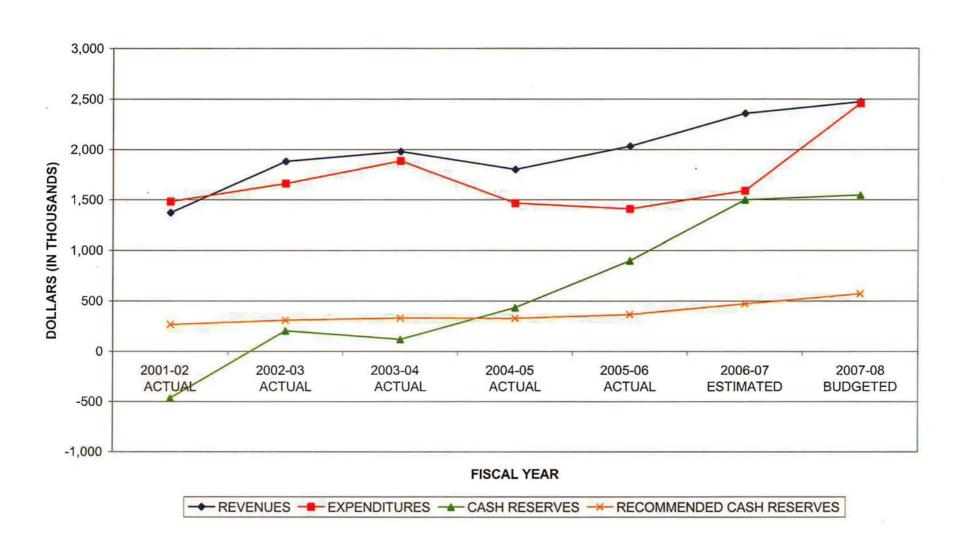
It is recommended that the Board of Directors agree on edits, confirm the Public Hearing on June 13, 2007, and the Public Hearing on June 20, 2007 for adoption.

#### **ATTACHMENTS**

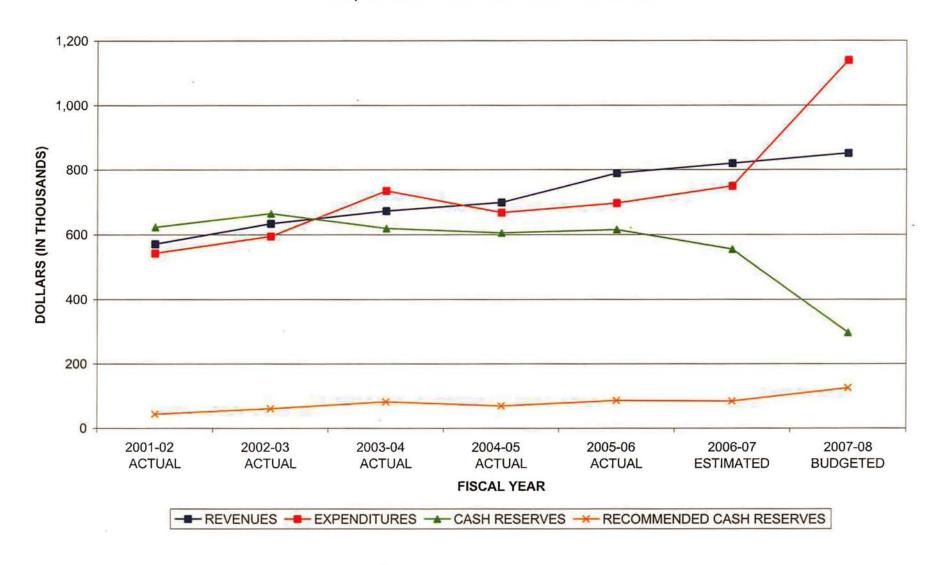
Line Graphs for Fund #120, #130, #140 and #150 (Pages A-1 through A-4 for visual purposes only) Draft Budget for Fiscal Year 2007-2008

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#### NIPOMO COMMUNITY SERVICES DISTRICT TOWN WATER (FUND #120) REVENUE, EXPENDITURES AND CASH RESERVES

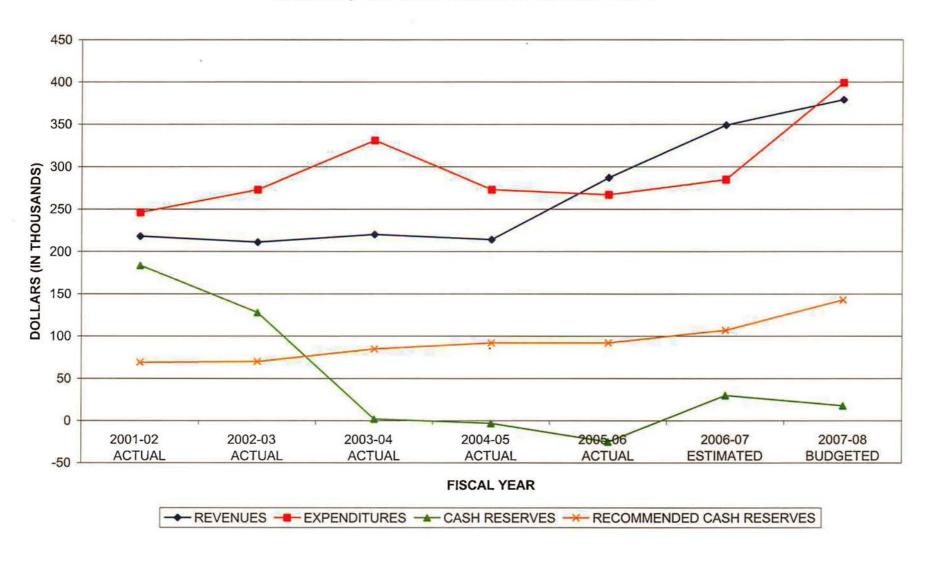


#### NIPOMO COMMUNITY SERVICES DISTRICT TOWN SEWER (FUND #130) REVENUE, EXPENDITURES AND CASH RESERVES



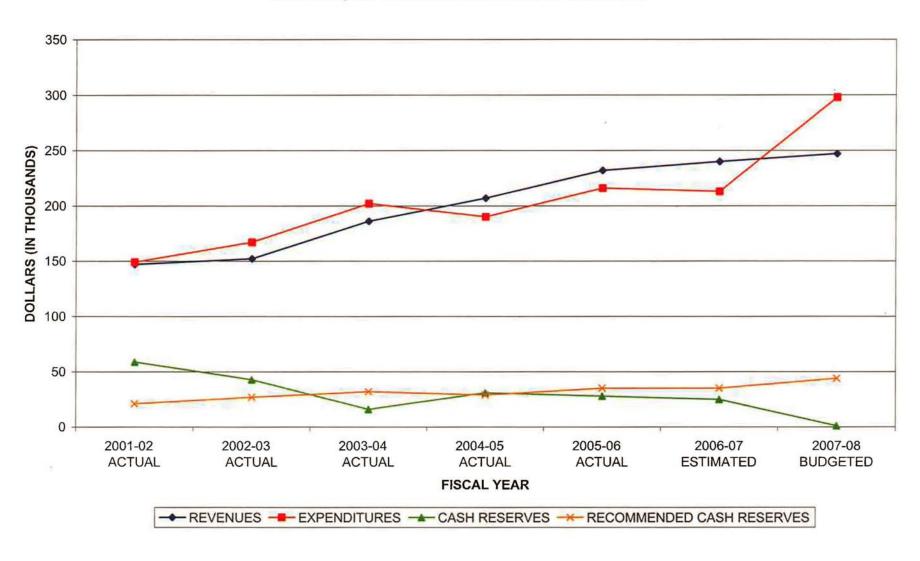


#### NIPOMO COMMUNITY SERVICES DISTRICT BLACKLAKE WATER (FUND #140) REVENUE, EXPENDITURES AND CASH RESERVES





#### NIPOMO COMMUNITY SERVICES DISTRICT BLACKLAKE SEWER (FUND #150) REVENUE, EXPENDITURES AND CASH RESERVES



# \*\*\*\*\*DRAFT\*\*\*\* NIPOMO COMMUNITY SERVICES DISTRICT

# OPERATING AND NON-OPERATING BUDGETS

FISCAL YEAR 2007-2008



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#### INTRODUCTION

The Nipomo Community Services District is a multi-service special district formed on January 28, 1965, under the Community Services District Law, California Government Code Section 61000 et. seq. The Nipomo Community Services District serves the residents and property owners within the limits of its approximately seven square miles service area with water, sewer, solid waste, street lighting to the Black Lake Village, limited drainage and limited street landscape maintenance.

The legislative head of the District is an elected Board of Directors composed of five members. Each member serves a four year term, and elections are held every two years, on even number years. The terms for the Board of Directors are staggered. Regular meetings are held at the District Board Room, 148 South Wilson Street, Nipomo, California at 9:00 a.m. on the second and fourth Wednesdays of each month. The current Directors are:

Michael Winn
Larry Vierheilig
Clifford Trotter
Ed Eby
James Harrison
President
Vice President
Director
Director
Director
Director

The District is currently staffed with eleven full time employees: 1-General Manager; 1-Assistant Administrator; 1-Utility Supervisor; 1-Secretary; 1-Billing Clerk; 1-Conservation/Public Outreach Specialist; 1-Utility Field Foreman; 1-Utility Operator; 2-Utility Workers and 1-Maintenance Worker. The District is represented by the law firm of Shipsey and Seitz.

The District Office is open to the public from 8:00 a.m. to 4:30 p.m. Monday through Friday except holidays. In addition, the District has a 24 hour telephone number, (805) 929-1133. This number is answered by an answering service during non-business hours and service related emergency calls are forwarded to standby personnel. Facsimile transmissions may be made to (805) 929-1932 and web site is <a href="https://www.ncsd.ca.gov">www.ncsd.ca.gov</a>. All other emergency requests are handled through the 911 system and CALFIRE dispatch.

#### **BUDGET PREPARATION**

#### OPERATING AND NON-OPERATING BUDGETS

NCSD's budget is separated into two budgets - the Operating Budget and the Non-Operating Budget. The Operating Budget represents the day-to-day operations and maintenance of the District. The expenditures from the Operating Budget are funded from water and sewer use revenues, solid waste, street lighting and street landscape maintenance charges. The Non-Operating Budget represents the long-term capital financing program of the District. The Non-Operating Budget is funded by capacity charges, general purpose property taxes and certificates of participation.

Each Fund of NCSD has its own budget. The Funds in the Operating Budget are as follows:

#110	Administration Fund
#120	Water Fund-Town Division
#130	Sewer Fund-Town Division
#140	Water Fund-Black Lake Division
#150	Sewer Fund-Black Lake Division
#200	Black Lake Street Lighting Fund
#250	Street Landscape Maintenance District Fund
#300	Solid Waste Fund
#400	Drainage Fund
#800	Funded Replacement-Town Water Fund
#810	Funded Replacement-Town Sewer Fund
#820	Funded Replacement-Black Lake Water Fund
#830	Funded Replacement-Black Lake Sewer Fund

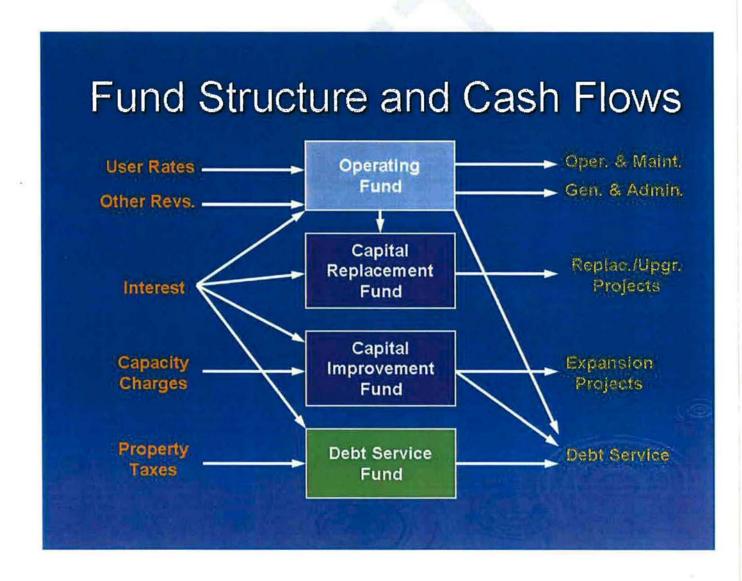
The Funds in the Non-Operating Budget are as follows:

#600 Property Tax Fund	
#700 Water Capacity Charges Fund-Tow	n Division
#710 Sewer Capacity Charges Fund-Tov	vn Division

The Administration Fund accounts for all of the assets and resources used for the general administration of the District. The remaining operating funds are "enterprise funds". The purpose of enterprise funds is to account for operations in a manner similar to private business enterprises. The policy defined by the elected Board of Directors is that the costs of providing service (expenses, including depreciation of providing goods and services) be financed or recovered primarily through user charges.

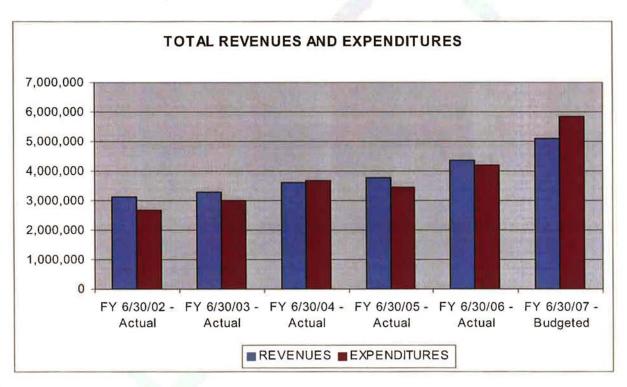
#### 2. FUND AND RESERVE STRUCTURES AND CASH FLOWS

The model below provides a helpful overview of the fund and reserve structure and cash flows of the District. The revenues (sources) of funds include user rates, other revenues, interest income, capacity charges and property taxes. The expenditures (uses) of funds include operations and maintenance, general and administrative costs, replacement and upgrade projects, expansion projects and debt service. In addition, there are transfers into, out of, and between funds and reserves.



#### 3. FINANCIAL OVERVIEW

- Total budgeted Revenues for fiscal year 2007-2008 is \$5,405,567. This is an
  increase of 24% over the budgeted Revenues for fiscal year 2006-2007. A graph
  depicting the revenues can be found on page 20. The increase is attributable to
  increased user rates and charges, higher interest earnings and increase in
  property tax revenues.
- Total budgeted Expenditures for fiscal year 2007-2008 is \$5,325,535. This is an increase of 26% over the budgeted Expenditures for fiscal year 2006-2007. A graph depicting the expenditures can be found on page 21. The increase is attributable to increased costs of operations and maintenance and increase in District staffing including salary and benefits.



As of June 30, 2006, the District's net assets exceeded \$38 million dollars.

Total Assets	\$44,287,362
Total Liabilities	\$5,394,601
Total Net Assets	\$38,892,761

An audit of the District's financial statements is conducted annually by an independent Certified Public Accountant. A copy of the audit report may be found at the District's web site www.ncsd.ca.gov.

#### 4. THE NON-OPERATING BUDGET - CAPITAL IMPROVEMENT PROJECTS

Capital facilities (infrastructure) represent a major investment by Nipomo Community Services District. Supply, treatment, transmission, and distribution facilities are needed to provide water service to the various customers of the District. collection, transmission, treatment and disposal facilities are required for wastewater service. Capital investments are necessary to maintain high-quality service to existing customers and to provide facilities for future growth and economic development.

The magnitude of investment required for the proper management of a utility system mandated the development of an effective long-range capital financing plan. The most important factor affecting capital expansion is growth in demand. As areas are developed or annexed, additional pressure is placed on a utility to provide water and wastewater services. The capital investment required to support this growth should be funded in such a way so that the financial risks relating to growth are minimized for the District. The Capital Financing Plan of the District will be funded with capacity charges. interest earned, property taxes and Certificates of Participation. A summary of the proposed Capital Improvement Projects may be found on page 60 and a description of each project may be found on pages 61-63.

#### NIPOMO COMMUNITY SERVICES DISTRICT ACCOUNT TITLE AND DESCRIPTION **FISCAL YEAR 2007-2008**

#### **OPERATIONS AND MAINTENANCE**

TITLE	DESCRIPTION
Wages	Provides wages for 7 full time and 1 part time employee
Wages – Overtime	Provides for overtime for on-call personnel and overtime for emergency response
Payroll Taxes	Provides for the employer's portion of payroll taxes including Medicare, State Unemployment Tax and Training Tax
Retirement	Provides for the contribution to the Public Employees Retirement system
Medical and Dental	Provides for health, dental and vision insurance for employees and their dependents
Workers Compensation Insurance	Provides for Workman's Compensation Insurance for the maintenance personnel
Electricity	Provides for electricity for offices, well sites, sewer plants and lift stations
Natural Gas	Provides for natural gas for Sundale Well and Southland WWTP
Chemicals	Provides for chlorine used in water and sewer systems
Lab Tests and Sampling	Provides for mandated testing of water supply and wastewater
Operating Supplies	Provides for necessary supplies to operate the water and wastewater systems
Outside Services	Provides for services provided outside the normal operation and function of district personnel
Permits and Operating Fees	Provides for Federal, State and County charges associated with operating the water and wastewater systems
Repairs and Maintenance	Provides for the repair and maintenance of all district facilities including buildings, vehicles, water systems and sewer systems
Engineering	Provides for general district engineering services
Fuel	Provides for district vehicles, backhoes, generators, etc
Paging and Cellular Service	Provides for emergency answering service during non business hours, weekends and holidays and cellular phones for crew
Meters-New Installations	Provides for the purchase of meters for installations in new homes
Meters-Replacement Program	Provides for the purchase of new meters to replace old and failing meters
Uniforms	Provides for uniforms to maintenance personnel
Landscape Maintenance and Water	Provides for landscape maintenance service and water consumption for Tract 2409-Street Landscape Maint District #1
Street Sweeping & Trash Pickup	Provides for Board approved, trash collection along commercial area of Tefft St and street sweeping throughout the District
Water Conservation/ Recycling Program	Provides for Board approved water conservation and recycling programs developed by Water Conservation and Public Outreach Specialist
Operating Transfers Out  - Funded Replacement	Provides for the funding of major refurbishment or replacement of aging water and sewer facilities

#### NIPOMO COMMUNITY SERVICES DISTRICT ACCOUNT TITLE AND DESCRIPTION **FISCAL YEAR 2007-2008**

#### **GENERAL AND ADMINISTRATIVE**

TITLE	DESCRIPTION
Wages	Provides wages for 6 full time employees
Wages - Overtime	Provides for occasional overtime for office staff
Payroll Taxes	Provides for the employer's portion of payroll taxes including Medicare, State Unemployment Tax and Training Tax
Retirement	Provides for the contribution to the Public Employees Retirement system
Medical and Dental	Provides for health, dental and vision insurance for employees and their dependents
Workers Compensation Insurance	Provides for Workman's Compensation Insurance for office staff and board members
Audit	Provides for annual audit based upon contract price
Bank Charges and Fees	Provides for bank charges for returned checks, ACH auto pay and automatic payroll deposit charges
Computer Expense	Provides for billing software technical support, computer consulting, computer upgrades and supplies, etc
Director Fees	Provides for board stipends for meetings, committee meetings attended and other time spent at board approved activities
Dues and Subscriptions	Provides for membership to California Special Districts Association (CSDA), various publications and dues
Education and Training	Provides for registration for personnel and board members to attend training classes, seminars and meetings
Elections	Provides for cost of elections
Insurance – Liability	Provides for fire and general liability insurance, errors and omissions coverage and employee dishonesty bond
LAFCO Funding	Provides for district's portion of funding SLO County Local Agency Formation Commission ( LAFCO) pursuant to new legislation
Landscape and Janitorial	Provides for weekly landscape and janitorial services for the office building and Black Lake Water Treatment Plant
Legal – General Counsel	Provides for monthly retainer of Shipsey & Seitz for routine district legal counsel services plus additional legal services as needed or requested
Legal – Water Counsel	Provides for special water counsel contracted by district for the Santa Maria Valley Water Conservation District (SMVWCD) vs NCSD
Professional Services	Provides for professional services of attorneys, engineers and other professionals for special District matters
Miscellaneous	Provides for occasional minor expenses
Newsletters and Mailers	Provides for the preparation and printing of newsletters/mailers
Office Supplies	Provides for general office supplies and materials
Outside Services	Provides for services provided outside the normal operation and function of district personnel
Postage	Provides for all district correspondence and mailing of all utility related billings

#### NIPOMO COMMUNITY SERVICES DISTRICT ACCOUNT TITLE AND DESCRIPTION **FISCAL YEAR 2007-2008**

TITLE	DESCRIPTION
Public Notices	Provides for the publication of ordinances and all legally required notices
Repairs and Maintenance	Provides for the repair and maintenance of office equipment and building
Property Taxes	Provides for the property tax assessments Sundale Well property
Telephone	Provides for regular phone service, long distance, fax lines and Supervisory Control and Data Acquisition (SCADA) system lines
Travel and Mileage	Provides for travel, meals and lodging for personnel and board members to attend seminars and classes
Utilities – Gas, Electric and Trash	Provides for utilities to operate the district office and shop
Operating Transfer Out  - Funded Administration	Provides for the Enterprise Funds (Water and Sewer) to proportionately share in the general and administrative costs of the district

#### OTHER EXPENDITURES

TITLE	DESCRIPTION
Interest Expense-Debt Service	Provides for interest expense on debt service
Debt Service – Principal Portion	Provides for principal payment on 1978 Water Bond
Inter-Fund Loan To/From	Provides for short-term Inter-Fund Loans with accrued interest at the LAIF rate of interest-subject to Board Approval with an approved repayment plan
Fixed Asset Purchases	Provides for the purchase of new assets used in the day-to-day operations and maintenance of the district
Funded Replacement Projects	Provides for the major refurbishment or replacement of aging water and sewer facilities

#### NIPOMO COMMUNITY SERVICES DISTRICT WATER RATES AND CHARGES BI-MONTHLY AVAILABILITY CHARGES\*

(The bi-monthly availability charge shall take effect August 1, 2005, and future increases shall take effect on January 1, of each succeeding year.)

#### **TOWN DIVISION**

SIZE OF METER	PRIOR	AUGUST 1, 2005	2006	2007	2008	2009
1 Inch or Less	\$14.72	\$16.76	\$18.43	\$20.64	\$22.71	\$24.52
Litigation Charge	\$6.32	\$6.32	\$6.32	\$6.32	\$6.32	\$6.32
1 ½ Inch	\$33.66	\$47.56	\$52.32	\$58.60	\$64.46	\$69.61
Litigation Charge	\$14.36	\$14.36	\$14.36	\$14.36	\$14.36	\$14.36
2 Inch	\$46.76	\$75.33	\$82.86	\$92.81	\$102.09	\$110.25
Litigation Charge	\$19.92	\$19.92	\$19.92	\$19.92	\$19.92	\$14.36
3 Inch	\$65.50	\$140.17	\$154.18	\$172.68	\$189.95	\$205.15
Litigation Charge	\$27.92	\$27.92	\$27.92	\$27.92	\$27.92	\$27.92
4 Inch	\$85.00	\$232.77	\$256.05	\$286.77	\$315.45	\$340.68
Litigation Charge	\$36.00	\$36.00	\$36.00	\$36.00	\$36.00	\$36.00
6 Inch	\$140.08	\$464.07	\$510.48	\$571.73	\$628.91	\$679.22
Litigation Charge	\$59.58	\$59.58	\$59.58	\$59.58	\$59.58	\$59.58
8 Inch	\$160.00	\$741.74	\$815.92	\$913.83	\$1,005.21	\$1,085.63
Litigation Charge	\$68.08	\$68.08	\$68.08	\$68.08	\$68.08	\$68.08

<sup>\*</sup>The above bi-monthly minimum charge reflects the adjusted rate established by Ordinance 2003-95 to meet the District's financial obligations relating to the lawsuit entitled Santa Maria Valley Water Conservation District vs. the City of Santa Maria, the Nipomo Community Services District, et al. When the District's financial obligation regarding this lawsuit have been satisfied, the above litigation charge will be removed.

#### BLACK LAKE DIVISION

SIZE OF METER	PRIOR	AUGUST 1, 2005	2006	2007	2008	2009
1 Inch or Less	\$11.54	\$15.09	\$18.10	\$22.08	\$26.06	\$30.75
Litigation Charge	\$6.32	\$6.32	\$6.32	\$6.32	\$6.32	\$6.32
1 ½ Inch	\$21.94	\$41.73	\$50.07	\$61.09	\$72.08	\$85.06
Litigation Charge	\$14.36	\$14.36	\$14.36	\$14.36	\$14.36	\$14.36
2 Inch	\$30.90	\$65.74	\$78.89	\$96.24	\$113.57	\$134.01
Litigation Charge	\$19.92	\$19.92	\$19.92	\$19.92	\$19.92	\$14.36
3 Inch	\$44.68	\$121.81	\$146.17	\$178.33	\$210.43	\$248.31
Litigation Charge	\$27.92	\$27.92	\$27.92	\$27.92	\$27.92	\$27.92
4 Inch	\$72.90	\$201.90	\$242.28	\$295.58	\$348.78	\$411.56
Litigation Charge	\$36.00	\$36.00	\$36.00	\$36.00	\$36.00	\$36.00
6 Inch	\$121.92	\$401.93	\$482.32	\$588.42	\$694.34	\$819.32
Litigation Charge	\$59.58	\$59.58	\$59.58	\$59.58	\$59.58	\$59.58
8 Inch		\$642.06	\$770.48	\$939.98	\$1,109.18	\$1,308.83
Litigation Charge		\$68.08	\$68.08	\$68.08	\$68.08	\$68.08

<sup>\*</sup>The above bi-monthly minimum charge reflects the adjusted rate established by Ordinance 2003-95 to meet the District's financial obligations relating to the lawsuit entitled Santa Maria Valley Water Conservation District vs. the City of Santa Maria, the Nipomo Community Services District, et al. When the District's financial obligation regarding this lawsuit have been satisfied, the above litigation charge will be removed.

ORDINANCE 2005-103 (Adopted June 8, 2005)

#### NIPOMO COMMUNITY SERVICES DISTRICT WATER RATES AND CHARGES BI-MONTHLY USAGE RATES

#### **TOWN DIVISION**

(The bi-monthly usage rates shall take effect August 1, 2005, and future increases shall take effect on January 1, of each succeeding year.)

#### RESIDENTIAL USAGE RATES

	PRIOR	AUGUST 1, 2005	2006	2007	2008	2009
Tier 1 (0-40 Units)*	\$1.07	\$1.12	\$1.23	\$1.38	\$1.52	\$1.64
Tier 2 (> 40 Units)*	\$1.64	\$1.91	\$2.10	\$2.35	\$2.59	\$2.80

#### NON-RESIDENTIAL USAGE RATES

(Multi-family, Commercial, Irrigation, Agriculture, Industry and Construction)

	PRIOR	AUGUST 1, 2005	2006	2007	2008	2009
All Water Use	Same as above	\$1.41	\$1.55	\$1.74	\$1.91	\$2.06

<sup>\*</sup>One unit equals 748 gallons

#### **BLACK LAKE DIVISION**

(The bi-monthly usage rates shall take effect August 1, 2005, and future increases shall take effect on January 1, of each succeeding year.)

#### RESIDENTIAL USAGE RATES

	PRIOR	AUGUST 1, 2005	2006	2007	2008	2009
Tier 1 (0-40 Units)*	\$0.75	\$0.97	\$1.16	\$1.42	\$1.68	\$1.98
Tier 2 (> 40 Units)*	\$1.15	\$1.70	\$2.04	\$2.49	\$2.94	\$3.47

<sup>\*</sup>One unit equals 748 gallons

#### NON-RESIDENTIAL USAGE RATES

(Multi-family, Commercial, Irrigation, Agriculture, Industry and Construction)

	PRIOR	AUGUST 1, 2005	2006	2007	2008	2009
All Water Use	Same as Residential	\$1.18	\$1.42	\$1.73	\$2.04	\$2.41

ORDINANCE 2005-103 (Adopted June 8, 2005)

#### BI-MONTHLY SEWER SERVICE CHARGES

#### **TOWN DIVISION**

(The bi-monthly sewer service charges shall take effect August 1, 2005, and future increases shall take effect on July 1 of each succeeding year.)

#### RESIDENTIAL (PER DWELLING UNIT)

	PRIOR	AUGUST 1, 2005	2006	2007	2008	2009
Single Family	\$37.22	\$41.60	\$43.27	\$45.00	\$46.80	\$48.67
Multi-Family	\$37.22	\$32.17	\$33.46	\$34.80	\$36.19	\$37.63

#### NON-RESIDENTIAL (1) (2)

SIZE OF METER	PRIOR	AUGUST 1, 2005	2006	2007	2008	2009
1 Inch or Less	N/A	\$16.08	\$16.72	\$17.39	\$18.09	\$18.81
1 ½ Inch	N/A	\$46.01	\$47.85	\$49.77	\$51.76	\$53.83
2 Inch	N/A	\$72.99	\$75.91	\$78.95	\$82.11	\$85.39
3 Inch	N/A	\$135.99	\$141.43	\$147.09	\$152.97	\$159.09
4 Inch	N/A	\$225.97	\$235.01	\$244.41	\$254.19	\$264.36
6 Inch	N/A	\$450.72	\$468.75	\$487.50	\$507.00	\$527.28
8 Inch	N/A	\$720.53	\$749.35	\$779.32	\$810.49	\$842.91

#### NON-RESIDENTIAL (1) (2) COMMODITY RATE

	PRIOR	AUGUST 1, 2005	2006	2007	2008	2009
Low Strength	N/A	\$1.22	\$1.27	\$1.32	\$1.37	\$1.43
Medium Strength	N/A	\$1.35	\$1.40	\$1.46	\$1.52	\$1.58
High Strength	N/A	\$1.75	\$1.82	\$1.89	\$1.97	\$2.05

#### **BLACK LAKE DIVISION**

(The bi-monthly sewer service charges shall take effect August 1, 2005, and future increases shall take effect on July 1, of each succeeding year.)

#### RESIDENTIAL (PER DWELLING UNIT)

	PRIOR (1)	AUGUST 1, 2005	2006	2007	2008	2009
Single Family	\$63.66	\$71.70	\$74.56	\$77.55	\$80.65	\$83.87
Multi-Family	\$63.66	\$38.42	\$39.96	\$41.56	\$43.22	\$44.95

#### NON-RESIDENTIAL (1) (2) BI-MONTHLY SERVICE CHARGE

SIZE OF METER	PRIOR (1)	AUGUST 1, 2005	2006	2007	2008	2009
1 Inch or Less	N/A	\$32.76	\$34.07	\$35.44	\$36.86	\$38.33
1 ½ Inch	N/A	\$94.24	\$98.01	\$101.93	\$106.01	\$110.25
2 Inch	N/A	\$149.66	\$155.64	\$161.87	\$168.34	\$175.08
3 Inch	N/A	\$279.05	\$290.21	\$301.82	\$313.89	\$326.45
4 Inch	N/A	\$463.85	\$482.40	\$501.70	\$521.77	\$542.64
6 Inch	N/A	\$925.45	\$962.46	\$1,000.96	\$1,041.00	\$1,082.64
8 Inch	N/A	\$1,479.58	\$1,538.76	\$1,600.31	\$1,664.33	\$1,730.90

#### NON-RESIDENTIAL (1) (2) COMMODITY RATE

	PRIOR(1)	AUGUST 1, 2005	2006	2007	2008	2009
Low Strength	N/A	\$1.38	\$1.44	\$1.49	\$1.55	\$1.61
Medium Strength	N/A	\$1.88	\$1.96	\$2.03	\$2.11	\$2.20
High Strength	N/A	\$3.00	\$3.12	\$3.24	\$3.37	\$3.51

(1) Sewer rates for non-residential customers include a service charge based on the size of the water meter and a commodity charge based on sewer strength category and metered water usage.

(2) The District has established a category of users to determine strength of wastewater discharge. Said categories of uses are for reference only and establish minimum strength standards. The District retains the discretion to assign a higher strength category to individual discharges.

N/A Not Applicable

ORDINANCE 2005-103 (Adopted June 8, 2005)

#### NIPOMO COMMUNITY SERVICES DISTRICT

#### WATER CAPACITY CHARGES

METER SIZE	Effective date July 1, 2005	Effective date July 1, 2006	Effective date July 1, 2007
1 Inch or less* (1)	\$2,501.00	\$2,599.00	\$2,713.00
Supplemental Water (2)	\$11,121.00	\$11,556.00	\$12,062.00
1 ½ Inch* (1)	\$7,495.00	\$7,788.00	\$8,129.00
Supplemental Water (2)	\$33,331.00	\$34,634.00	\$36,151.00
2 Inch*(1)	\$11,996.00	\$12,465.00	\$13,011.00
Supplemental Water (2)	\$53,350.00	\$55,436.00	\$57,864.00
3 Inch* (1)	\$22,507.00	\$23,387.00	\$24,411.00
Supplemental Water (2)	\$100,093.00	\$104,007.00	\$108,562.00
4 Inch*(1)	\$37,519.00	\$38,986.00	\$40,694.00
Supplemental Water (2)	\$166,855.00	\$173,379.00	\$180,973.00
6 Inch* (1)	\$75,016.00	\$77,949.00	\$81,363.00
Supplemental Water (2)	\$333,610.00	\$346,654.00	\$361,838.00

Standard Schedule for Meter Fees and Account Fees are established as follows:

Meter Size	Meter Fee	Account Fee
1 Inch or Less	\$275.00	\$10.00
1 ½ Inch	\$555.00	\$10.00
2 Inch	\$615.00	\$10.00
3 Inch or larger	At Cost	\$10.00
		12.

<sup>\*</sup>Annual Adjustment. Commencing July 1,2006, and each fiscal year thereafter, the meter portion of the capacity charge shall be increased to reflect the increase in the costs of the construction of District facilities. The determination of whether there has been an increase in costs and the amount of the increase in costs shall be determined by the average of the percentage changes in the Consumer Price Index for all items for San Francisco/Oakland/San Jose and the Consumer Price Index for all items for Los Angeles/Anaheim/Riverside at March 31<sup>st</sup> (or as soon thereafter as the data is available) of the current year over the previous year's index on the same date.

(1) Charges applies to Town Division only

(2) Charge applies to both Town Division and Black Lake Division

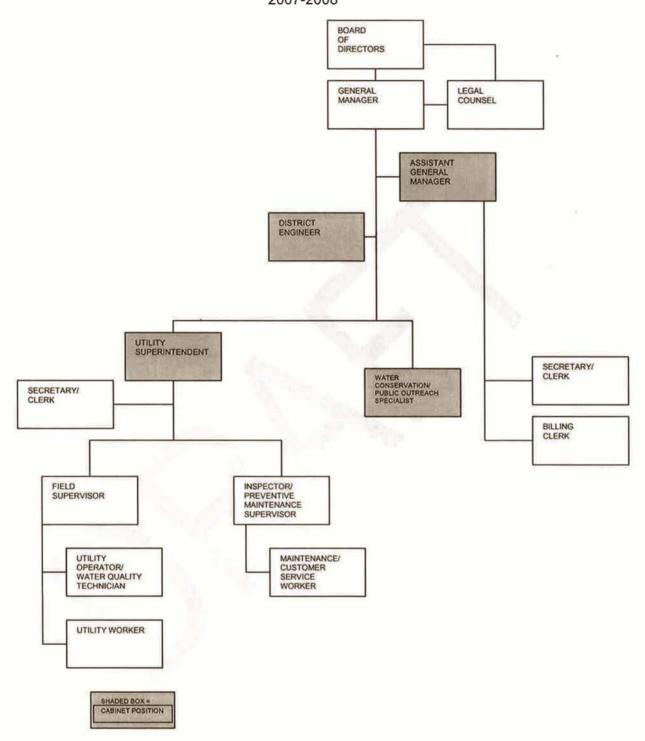
### TOWN DIVISION SEWER CAPACITY CHARGE BASED ON METER SIZE

METER SIZE	Effective date July 1, 2005	Effective date July 1, 2006	Effective date July 1, 2007
1 Inch or less*	\$3,977.00	\$4,133.00	\$4,314.00
1 ½ Inch*	\$11,919.00	\$12,385.00	\$12,927.00
2 Inch*	\$19,078.00	\$19,824.00	\$20,692.00
3 Inch*	\$35,794.00	\$37,194.00	\$38,823.00
4 Inch*	\$59,669.00	\$62,002.00	\$64,718.00
6 Inch*	\$119,302.00	\$123,967.00	\$129,396.00

<sup>\*</sup>Annual Adjustment. Commencing July1, 2006, and each fiscal year thereafter, the meter portion of the capacity charge shall be increased to reflect the increase in the costs of the construction of District facilities. The determination of whether there has been an increase in costs and the amount of the increase in costs shall be determined by the average of the percentage changes in the Consumer Price Index for all items for San Francisco/Oakland/San Jose and the Consumer Price Index for all items for Los Angeles/Anaheim/Riverside at March 31<sup>st</sup> (or as soon thereafter as the data is available) of the current year over the previous year's index on the same date.

**Note:** Volunteers (properties within the Nipomo Sewer Project Assessment District) with existing structures or new construction replacing structures existing prior to 1985 and having no greater DUE will not have a sewer capacity charge. All other construction on volunteer property as zoned in 1985 shall have the option to pay the District sewer capacity charge, as defined above or \$2,100.00 per DUE.

#### NIPOMO COMMUNITY SERVICES DISTRICT ORGANIZATIONAL STRUCTURE 2007-2008



#### NIPOMO COMMUNITY SERVICES DISTRICT DISTRICT PERSONNEL 2007-2008

<u>OFFICE</u>	CURRENT	PROPOSED
General Manager	1	1
District Engineer	0	1
Assistant Administrator	1	_ 1
Secretary	1	1
Billing Clerk	1	1
Water Conservation and Public		
Outreach Specialist	1_	1_
	<u>5</u>	<u>6</u>
MAINTENANCE	CURRENT	PROPOSED
Utility Superintendent	0	1
Utility Field Supervisor	1	1
Utility Field Foreman	1	0
Inspector/Preventive	0	1
Maintenance Supervisor		
Utility Operator	1	1
Utility Worker	2	2
Maintenance/Customer Service Worker	1	1
Secretary-Part-Time	0	1
	<u>Q</u> <u>6</u>	<u>1</u> <u>8</u>
TOTAL	24	
TOTAL	11	14

#### NIPOMO COMMUNITY SERVICES DISTRICT MONTHLY SALARY RANGE

193-403	Monthly Salary Range					Longevity Pay	
NO	Step 1	Step 2	Step 3	Step 4	Step 5	15 Yrs - 2.5%	20 Yrs - 2.5%
1	\$1,675	\$1,758	\$1,846	\$1,939	\$2,036	\$2,087	\$2,137
2	\$1,717	\$1,802	\$1,893	\$1,987	\$2,087	\$2,139	\$2,191
3	\$1,758	\$1,846	\$1,939	\$2,036	\$2,137	\$2,191	\$2,244
4	\$1,802	\$1,893	\$1,987	\$2,087	\$2,191	\$2,246	\$2,300
5	\$1,846	\$1,939	\$2,036	\$2,137	\$2,244	\$2,300	\$2,357
6	\$1,893	\$1,987	\$2,087	\$2,191	\$2,300	\$2,358	\$2,415
7	\$1,939	\$2,036	\$2,137	\$2,244	\$2,357	\$2,415	\$2,474
8	\$1,987	\$2,087	\$2,191	\$2,300	\$2,415	\$2,476	\$2,536
Marin .	200000000000000000000000000000000000000	100			augmant.	The state of	Terral
9	\$2,036	\$2,137	\$2,244	\$2,357	\$2,474	\$2,536	\$2,598
10	\$2,087	\$2,191	\$2,300	\$2,415	\$2,536	\$2,600	\$2,663
11	\$2,137	\$2,244	\$2,357	\$2,474	\$2,598	\$2,663	\$2,728
12	\$2,191	\$2,300	\$2,415	\$2,536	\$2,663	\$2,730	\$2,796
13	\$2,244	\$2,357	\$2,474	\$2,598	\$2,728	\$2,796	\$2,864
14	\$2,300	\$2,415	\$2,536	\$2,663	\$2,796	\$2,866	\$2,936
15	\$2,357	\$2,474	\$2,598	\$2,728	\$2,864	\$2,936	\$3,008
16	\$2,415	\$2,536	\$2,663	\$2,796	\$2,936	\$3,009	\$3,083
THE REAL PROPERTY.	1 5a) C	MANUFACT TO		MARKETERS.	material and a popular		
17	\$2,474	\$2,598	\$2,728	\$2,864	\$3,008	\$3,083	\$3,158
18	\$2,536	\$2,663	\$2,796	\$2,936	\$3,083	\$3,160	\$3,237
19	\$2,598	\$2,728	\$2,864	\$3,008	\$3,158	\$3,237	\$3,316
20	\$2,663	\$2,796	\$2,936 MARRY	\$3,083	\$3,237	\$3,318	\$3,399
21	\$2,728	\$2,864	\$3,008	\$3,158	\$3,316	\$3,399	\$3,482
22	\$2,796	\$2,936	\$3,083	\$3,237	\$3,399	\$3,484	\$3,569
23	\$2,864	\$3,008	\$3,158	\$3,316	\$3,482	\$3,569	\$3,656
24	\$2,936	\$3,083	\$3,237	\$3,399	\$3,569 (CENTAGE)	\$3,658	\$3,747
25	\$3,008	\$3,158	\$3,316	\$3,482	\$3,656	\$3,747	\$3,839
26	\$3,083	\$3,237	\$3,399	\$3,569	\$3,747	\$3,841	\$3,935
27	\$3,158	\$3,316	\$3,482	\$3,656	\$3,839	\$3,935	\$4,030
28	\$3,237	\$3,399	\$3,569	\$3,747	\$3,935	\$4,033	\$4,131
DARKETS STIM	体的程序	EG		119.11934		PUTERS -	<b>建加热的</b>
29	\$3,316	\$3,482	\$3,656	\$3,839	\$4,030	\$4,131	\$4,232
30	\$3,399	\$3,569	\$3,747	\$3,935	\$4,131	\$4,235	\$4,338
31	\$3,482	\$3,656	\$3,839	\$4,030	\$4,232	\$4,338	\$4,444
32	\$3,569	\$3,747	\$3,935	\$4,131	\$4,338	\$4,446	\$4,555

	Monthly Salary Range					Longev	Longevity Pay	
NO	Step 1	Step 2	Step 3	Step 4	Step 5	15 Yrs - 2.5%	20 Yrs - 2.5%	
33	\$3,656	\$3,839	\$4,030	\$4,232	\$4,444	\$4,555	\$4,666	
34	\$3,747	\$3,935	\$4,131	\$4,338	\$4,555	\$4,669	\$4,782	
35	\$3,839	\$4,030	\$4,232	\$4,444	\$4,666	\$4,782	\$4,899	
36	\$3,935	\$4,131	\$4,338	\$4,555	\$4,782	\$4,902	\$5,022	
37	\$4,030	\$4,232	\$4,444	\$4,666	\$4,899	\$5,022	\$5,144	
38	\$4,131	\$4,338	\$4,555	\$4,782	\$5,022	\$5,147	\$5,273	
39	\$4,232	\$4,444	\$4,666	\$4,899	\$5,144	\$5,273	\$5,401	
40	\$4,338	\$4,555	\$4,782	\$5,022	\$5,273	\$5,404	\$5,536	
41	\$4,444	\$4,666	\$4,899	\$5,144	\$5,401	\$5,536	\$5,671	
42	\$4,555	\$4,782	\$5,022	\$5,273	\$5,536	\$5,675	\$5,813	
43	\$4,666	\$4,899	\$5,144	\$5,401	\$5,671	\$5,813	\$5,955	
44	\$4,782	\$5,022	\$5,273	\$5,536	\$5,813	\$5,958	\$6,104	
45	\$4,899	\$5,144	\$5,401	\$5,671	\$5,955	\$6,104	\$6,253	
46	\$5,022	\$5,273	\$5,536	\$5,813	\$6,104	\$6,256	\$6,409	
47	\$5,144	\$5,401	\$5,671	\$5,955	\$6,253	\$6,409	\$6,565	
48	\$5,273	\$5,536	\$5,813	\$6,104	\$6,409	\$6,569	\$6,729	
40	QO,ETO	ψ0,000	\$5,015	\$0,104	Ψ0,403	\$0,505	\$0,725	
49	\$5,401	\$5,671	\$5,955	\$6,253	\$6,565	\$6,729	\$6,894	
50	\$5,536	\$5,813	\$6,104	\$6,409	\$6,729	\$6,898	\$7,066	
51	\$5,671	\$5,955	\$6,253	\$6,565	\$6,894	\$7,066	\$7,238	
52	\$5,813	\$6,104	\$6,409	\$6,729	\$7,066	\$7,242	\$7,419	
53	\$5,955	\$6,253	\$6,565	\$6,894	\$7,238	\$7,419	\$7,600	
54	\$6,104	\$6,409	\$6,729	\$7,066	\$7;419	\$7,605	\$7,790	
55	\$6,253	\$6,565	\$6,894	\$7,238	\$7,600	\$7,790	\$7,980	
56	\$6,409	\$6,729	\$7,066	\$7,419	\$7,790	\$7,985	\$8,180	
57	\$6,565	\$6,894	\$7,238	\$7,600	\$7,980	\$8,180	\$8,379	
58	\$6,729	\$7,066	\$7,419	\$7,790	\$8,180	\$8,384	\$8,589	
59	\$6,894	\$7,238	\$7,600	\$7,980	\$8,379	\$8,589	\$8,798	
60	\$7,066	\$7,419	\$7,790	\$8,180	\$8,589	\$8,803	\$9,018	
61	\$7,238	\$7,600	\$7,980	\$8,379	\$8,798	\$9,018	\$9,238	
62	\$7,419	\$7,790	\$8,180	\$8,589	\$9,018	\$9,243	\$9,469	
63	\$7,600	\$7,980	\$8,379	\$8,798	\$9,238	\$9,469	\$9,700	
64	\$7,790	\$8,180	\$8,589	\$9,018	\$9,469	\$9,706	\$9,942	
65	\$7,980	\$8,379	\$8,798	\$9,238	\$9,700	\$9,942	\$10.100	
66	\$8,180	\$8,589	\$9,018	\$9,469	\$9,700	which was	\$10,185	
67	\$8,379	\$8,798	\$9,018	\$9,700	\$10,185	\$10,191	\$10,439	
68	\$8,589	\$9,018	\$9,469	\$9,700	\$10,185	\$10,439 \$10,700	\$10,694 \$10,961	

Adjusted for 3.53% COLA effective 7/1/07

#### NIPOMO COMMUNITY SERVICES DISTRICT FLEET SCHEDULE 2007-2008

VEHICLES	YEAR	DATE PURCHASED	FISCAL YR PURCHASED	ANTICIPATED YEAR OF REPLACEMENT
CHEVY ¾ TON 4X4 (1)	2000	3/2/00	2000	FY 2007-2008
TOYOTA TACOMA	2002	8/14/02	2003	FY 2008-2009
CHEVY 1 TON UTILITY	2004	12/18/03	2004	FY 2009-2010
FORD PICK UP	2004	7/8/04	2004	FY 2010-2011
FORD PICK UP	2004	7/8/04	2004	FY 2010-2011
FORD PICK UP	2006	6/25/06	2006	FY 2012-2013
FORD F250	2007	8/25/06	2007	FY 2013-2014
FORD ESCAPE	2007	12/1/06	2007	FY 2013-2014

#### (1) Scheduled for replacement

OTHER EQUIPMENT	DATE PURCHASED
FORD TRACTOR	9/2/80
CASE BACKHOE	9/27/90
DUMP TRUCK	5/25/06

#### **RESOLUTION 2007-BUDGET**

#### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT ADOPTING THE 2007-2008 FISCAL YEAR BUDGET

WHEREAS, Section 61110 et seg. of the Government Code establishes procedures for the adoption of budgets for Community Services Districts, including the Nipomo Community District ("District"); and

WHEREAS, pursuant to Government Code Section 61110 et seq. the District elects to adopt a one (1) year budget for Fiscal Year 2007-2008; and

WHEREAS, the District has published notice of this hearing adopting the District's budget pursuant to Government Code Section 61110, et seg.; and

WHEREAS, the District desires to make known its planned activities and associated costs for Fiscal Year 2007-2008, including:

- A. A description of the District's use of water and sewer capacity charges in compliance with Government Code Section 66013; and
- B. The purposes for which reserves designated in the budget may be spent.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Board of Directors of the Nipomo Community Services District, San Luis Obispo County, California, as follows:

- The proposed budget entitled, "2007-2008 Budget, Nipomo Community Services District," is hereby approved and adopted.
- The budget be administered in accordance with generally accepted accounting principals and the past policies and practices established by the District.

3.	The above Recitals are true and correct and incorporated herein by this reference			
Upon motion call vote, to w		seconded by Director	and on the following roll	
AYES: NOES: ABSENT: the foregoing	Resolution is hereby add	opted this 20 <sup>th</sup> day of June 20	07.	
		Michael Winn, Pres Nipomo Community		
ATTE	ST:	APPROVED AS TO	FORM:	
	a K. Johnson etary to the Board	Jon S. Seitz District Legal Coun	sel	

#### **RESOLUTION NO. 2007-APPROP LIMITATION**

## A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT DETERMINING THE APPROPRIATION LIMITATION FOR THE 2007-2008 FISCAL YEAR

WHEREAS, Article XIII B of the California Constitution specifies that appropriations made by governmental entities may increase annually by the change in population and the California per-capita income, and

WHEREAS, it has been determined by the State Department of finance that the California percapita income increase shall be used; and

WHEREAS, the percent change in the California per-capita income is 4.42% and the percent change in the population of the unincorporated area of San Luis Obispo County is 1.47%.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of the Nipomo Community Services District, San Luis Obispo County, California, as follows:

- 1. That the ratio of change is and is determined as follows: 1.0147% x 1.0442% = 1.0595%
- 2. That the 2007-08 appropriation limit is and is determined as follows:

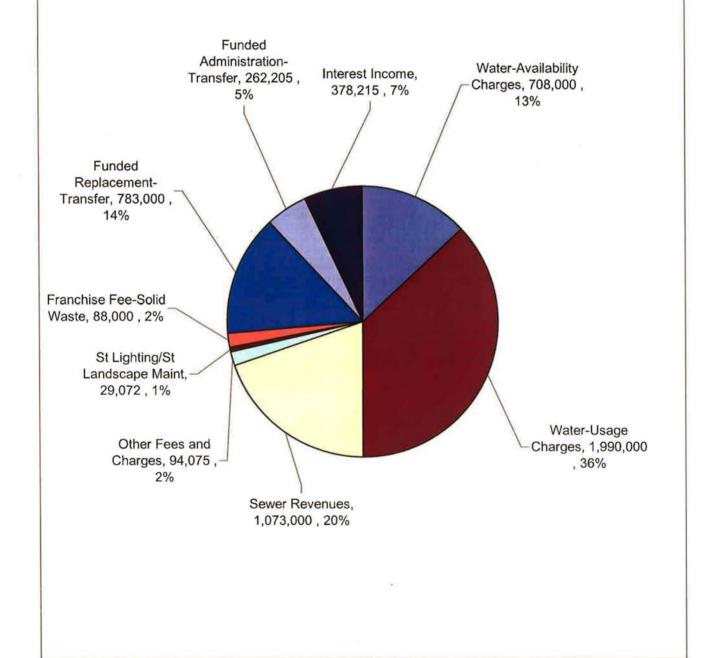
2006-2007 Limitation	\$3,961,230
2007-2008 Ratio of Change	1.0595
2007-2008 Appropriations Limitation	\$4,196,923
Appropriations Limitation Subject to Limitation	(\$265,317)
2007-2008 Appropriations Under Limit	\$3,931,606
	\$3,9

 No further adjustment to the 2007-08 appropriation limitation has been made for mandated costs. However, any new mandated costs or increases in costs would increase the limitation amount by "Proceeds of Taxes" used to finance mandates in Fiscal Year 2007-2008.

On the motion of Director to wit:	, seconded by Director and on the following roll call vote
AYES: NOES: ABSENT:	
the foregoing resolution is hereby a	dopted this 20 <sup>th</sup> day of June 2007.
	Michael Winn, President
	Nipomo Community Services District
ATTEST:	APPROVED AS TO FORM:
Donna K. Johnson	Jon S. Seitz
Secretary to the Board	General Counsel

## OPERATING BUDGET

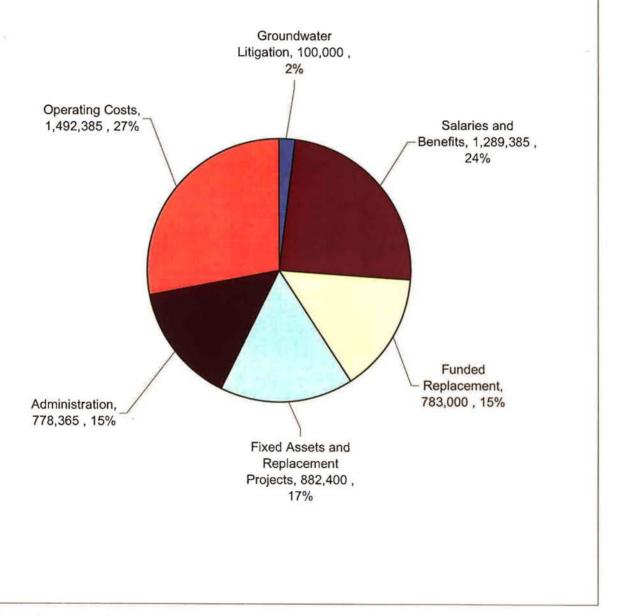




**TOTAL REVENUES** 

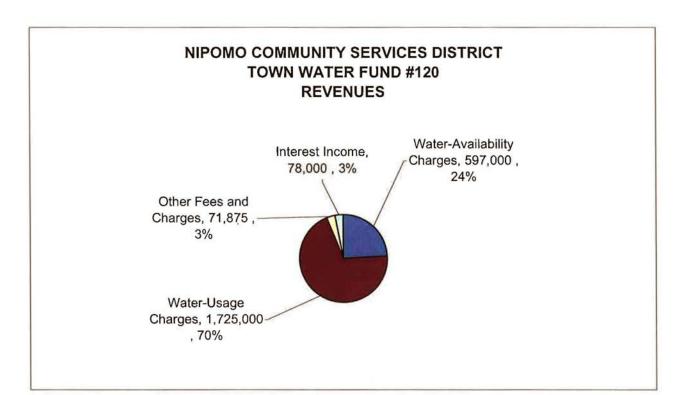
5,405,567





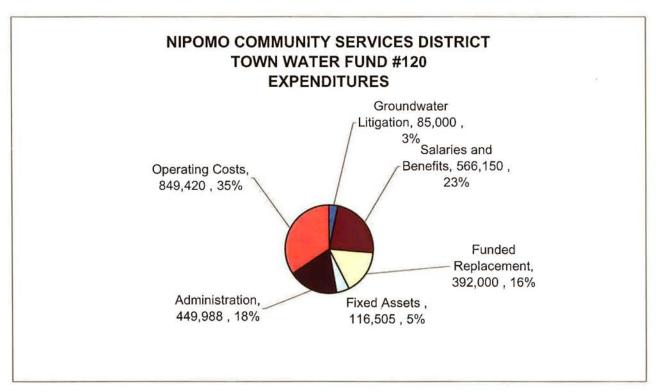
**TOTAL EXPENDITURES** 

5,325,535



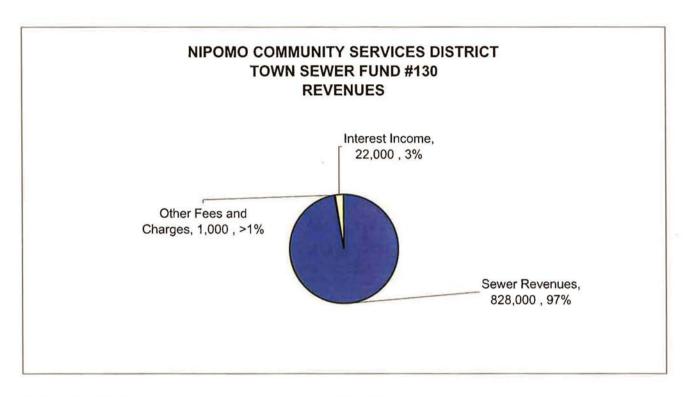
**TOTAL REVENUE** 

2,471,875



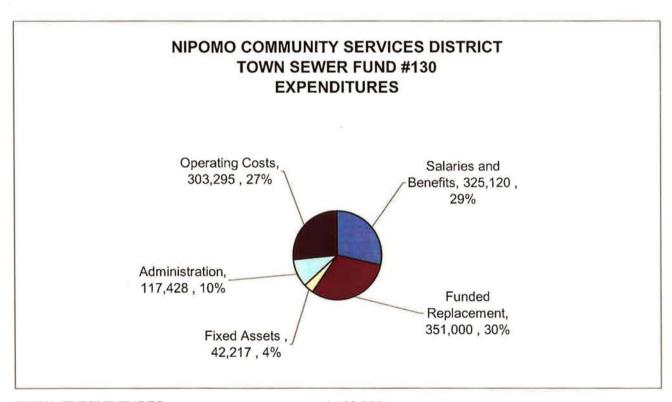
TOTAL EXPENDITURES

2,459,063



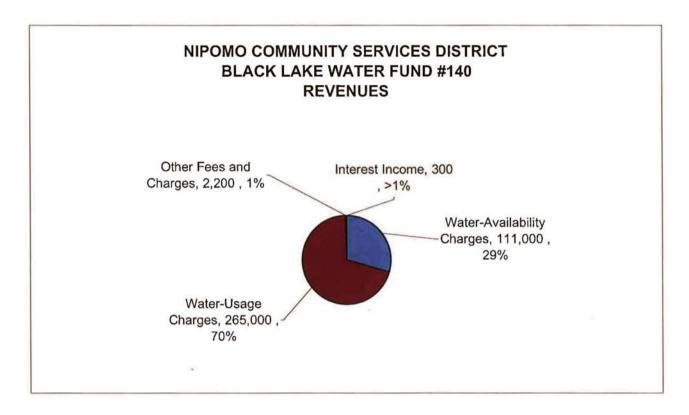
TOTAL REVENUE

851,000



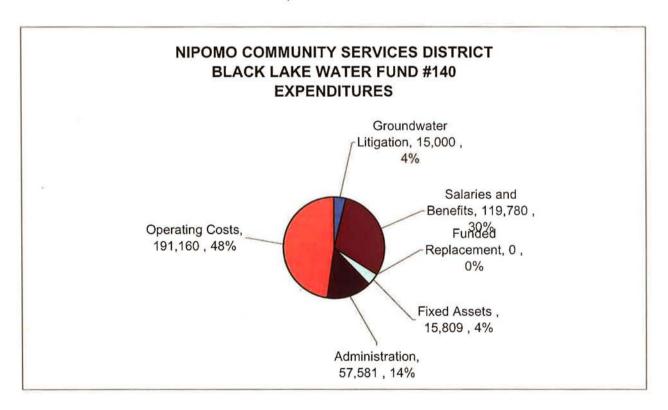
TOTAL EXPENDITURES

1,139,060



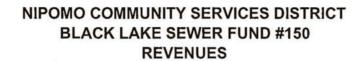
TOTAL REVENUE

378,500



TOTAL EXPENDITURES

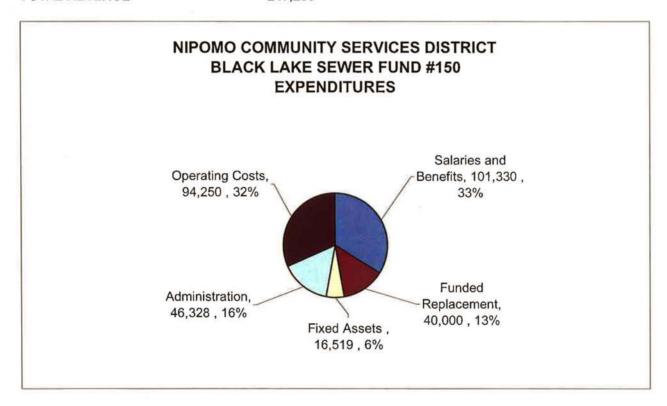
399,330



Sewer Revenues, 245,000, 99% Interest Income, 2,200, 1%

**TOTAL REVENUE** 

247,200



TOTAL EXPENDITURES

298,427