

Albemarle County Service Authority

Serving  Conserving

Operating and Capital Improvement Budget

Fiscal Year 2012



*Conserve today, sustain tomorrow,
and protect water and environmental resources forever.*

Proposed: April 15, 2011

Adopted: June 16, 2011

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Fiscal Year 2012

Budget At A Glance

MISSION STATEMENT

With pride and dedication we serve our customers by providing clean, safe water, exemplary wastewater services and fire protection systems. Together with our community partners, we maintain and improve infrastructure in a timely, cooperative, and financially responsible manner.



BOARD OF DIRECTORS

Mr. Clarence Roberts, Chairman
Rivanna District

Dr. Lizbeth A. Palmer,
Vice-Chairman
White Hall District

Mr. Richard E. Carter
Jack Jouett District

Mr. James E. Colbaugh
Scottsville District

Mr. Bill Kittrell
Samuel Miller District

Mr. David W. Thomas, Esq.
Rio District

VISION STATEMENT

Conserve today, sustain tomorrow, and protect water and environmental resources forever.



GUIDING PRINCIPLES

Value Honesty and Integrity

Maintain the Public Trust

Provide Responsive Customer Service

Recognize Pride and Dedication

Promote Professional Excellence

Foster Mutual Respect and Open Communication

Ensure a Safe Working Environment

Practice Strategic Foresight and Fiscal Responsibility

Collaborate Fully with our Community Partners

Commit to Conservation and Environment Stewardship



BUDGET HIGHLIGHTS

This budget summary presents an overview of the Authority's cost for completing our mission in fiscal year 2012. In light of the area's current economic distress, our goals in the coming fiscal year are:

- To meet anticipated operating and capital improvement expenses **without increasing water and sewer volume charges**, and to ensure that current operating expenses will be paid with current operating revenues;
- To increase new customer buy-in and connection fees due to large systems capital improvements, which maintains our policy of "growth paying for growth;" and
- To maintain, to improve, and to extend system infrastructure.

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Albemarle County Service Authority

Operating and Capital Improvement Budget

Fiscal Year 2012

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April 15, 2011

Board of Directors
Albemarle County Service Authority
Charlottesville, Virginia

Board Members:

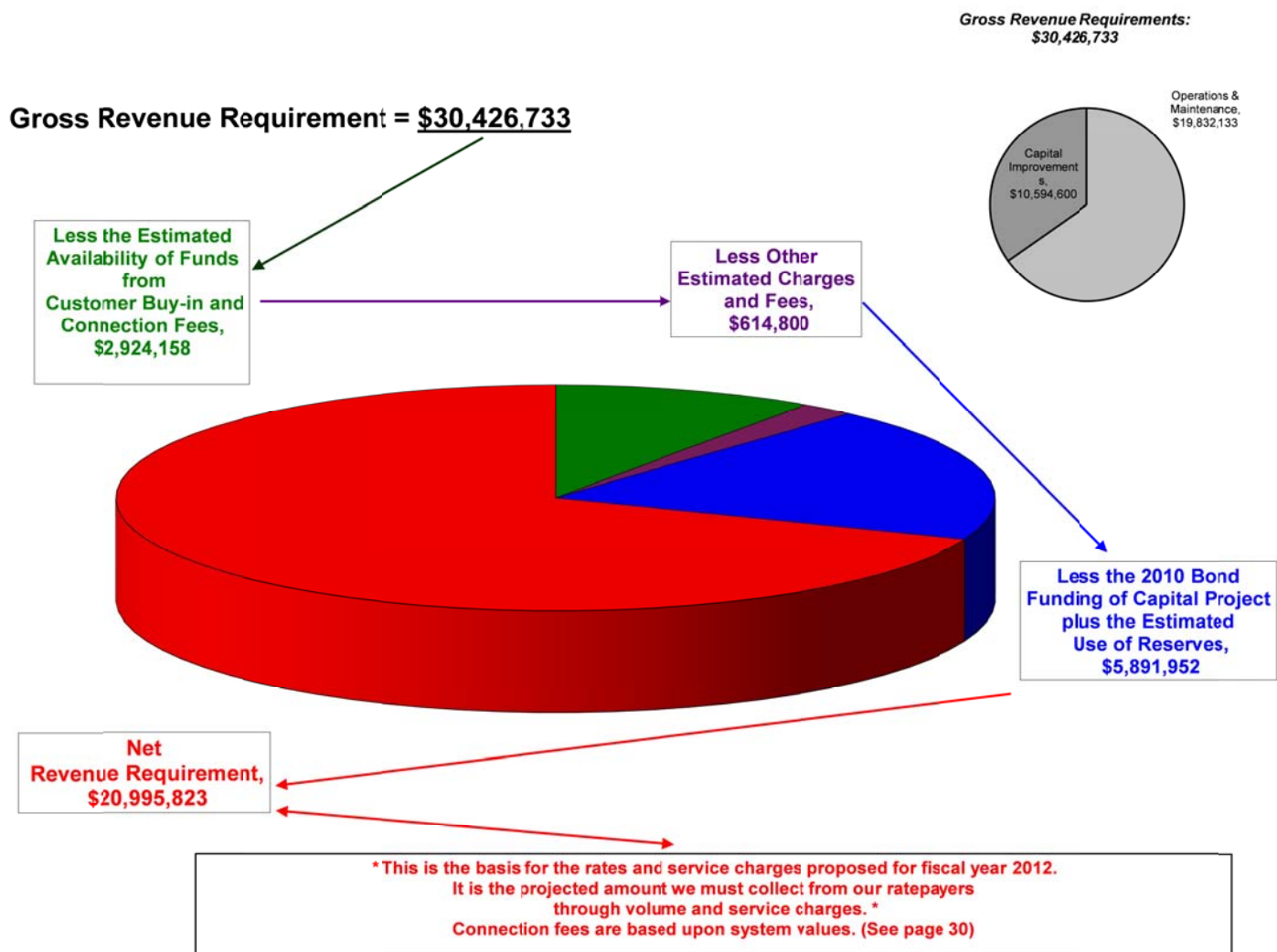
We are pleased to present the Operating and Capital Improvement Budget for Fiscal Year 2012 for your review and approval; it contains good news for our customer in that the water and sewer monthly user rates will remain the same. This budget was prepared in conjunction with historical trends and in anticipation of future events; however, the basis for revenue and expense projections as well as the recommendations for rate stabilization associated with user fees along with calculated increases in connection fees expressed in the budget was provided by the Water & Sewer Rate Model developed in 2004 and updated in 2009 by Municipal and Financial Services Group. Keeping in mind that the rate model is a tool, we used it again to address your concerns and inquiries regarding the budget as proposed.

The budget process is performance and zero based which means that all requests for funding in support of our mission start at zero, are necessary, productive, reasonable, and prudent in nature and practice, and are in keeping with the Authority's vision statement and guiding principles. Our goal in this process is to present a balanced budget meaning that estimated and projected revenues equal estimated and projected expenses.

The Operating and Capital Improvement Budget for Fiscal Year 2012 proposes:

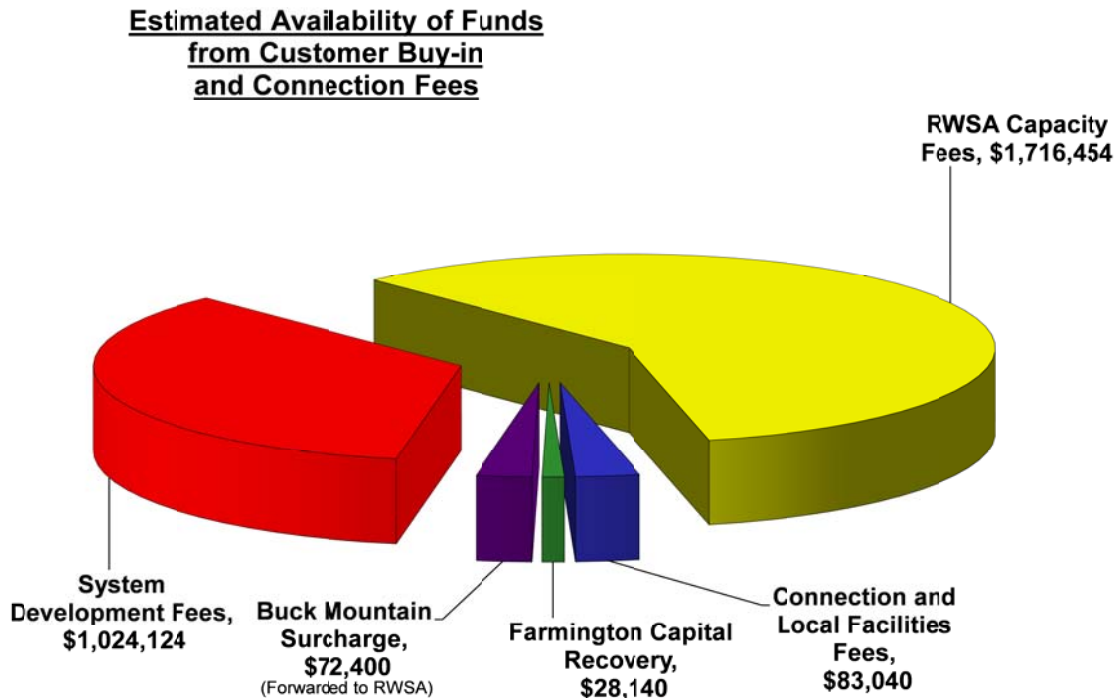
- ◆ no increase in user rates (this is the second year of no monthly user rate increases),
- ◆ continuing major reinvestment in maintaining a quality infrastructure through proactive utility system maintenance and rehabilitation; \$10.6 million capital program,
- ◆ funding to implement our computerized control (SCADA) systems,
- ◆ investing in our employees who are the backbone of our quality customer services, with new emphasis on professional development, training, and career progression,
- ◆ replacing our very outdated financial software,
- ◆ implementing and funding other post-employment benefits (OPEB) according the Governmental Accounting Standards Board (GASB) Statement No. 45,
- ◆ supporting improvements in our water leak detection program and equipment, and
- ◆ continuing to support the implementation of the Authority's Strategic Plan which commits to "conserve today, sustain tomorrow, and protect water and environmental resources forever."

Since many of our expenses are fixed, attention shifted naturally to the revenues required to meet these expenses. The Authority's **gross revenue requirement for fiscal year 2012 is \$30,426,733, including projected capital improvements expenses of \$10,594,600.** In order to meet gross revenue requirements **without increasing water and sewer volume and service charges** in the midst of our community's economic recovery, a strong reliance on other estimated and projected revenues is required. This requirement is met by accurately assessing the value of the entire water and wastewater system and pricing customer buy-in and connection to the system accordingly, by accurately estimating other miscellaneous charges and fees, and, lastly, by applying the conservative use of established reserves and projected debt service. This process is illustrated graphically on this and proceeding pages.



Revenues

The estimated availability of funds from customer buy-in and connection fees is \$2,924,158.



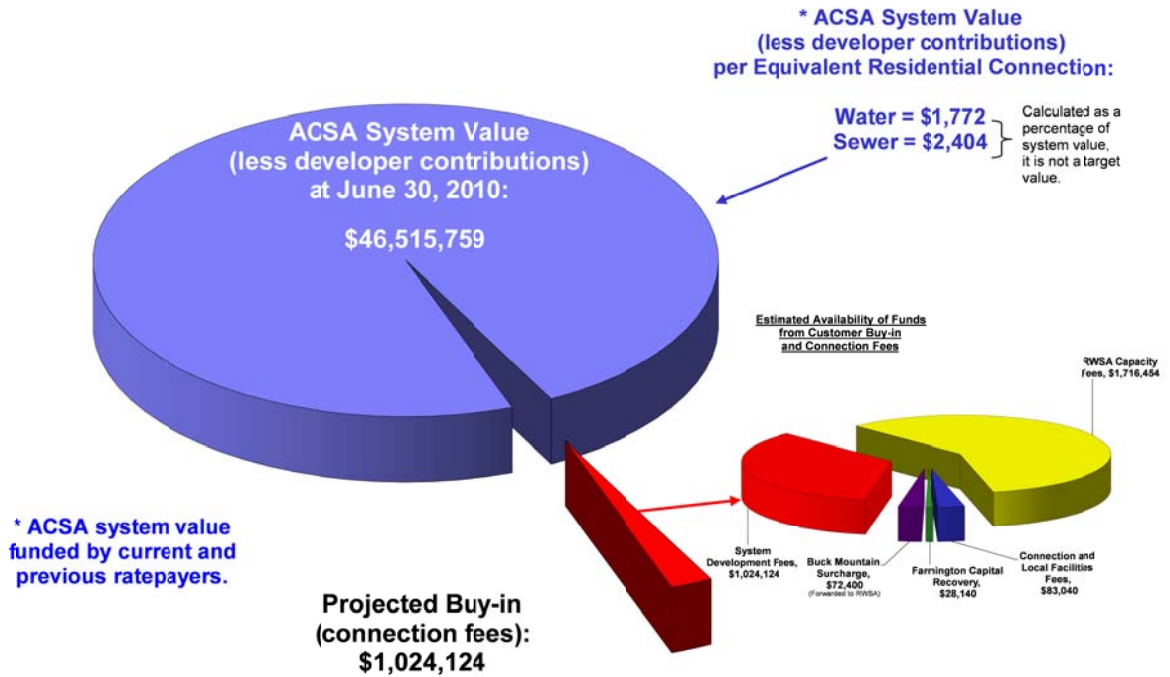
◆ System Connection Charges are based upon an estimated number of Equivalent Residential Connections (ERC) less any applicable off-site credits, as follows:

- ◆ 260 Water System Development connections
- ◆ 255 Sewer System Development connections
- ◆ 260 Water Rivanna Capacity connections
- ◆ 255 Sewer Rivanna Capacity connections
- ◆ One 5/8" meter equals one Equivalent Residential Connection

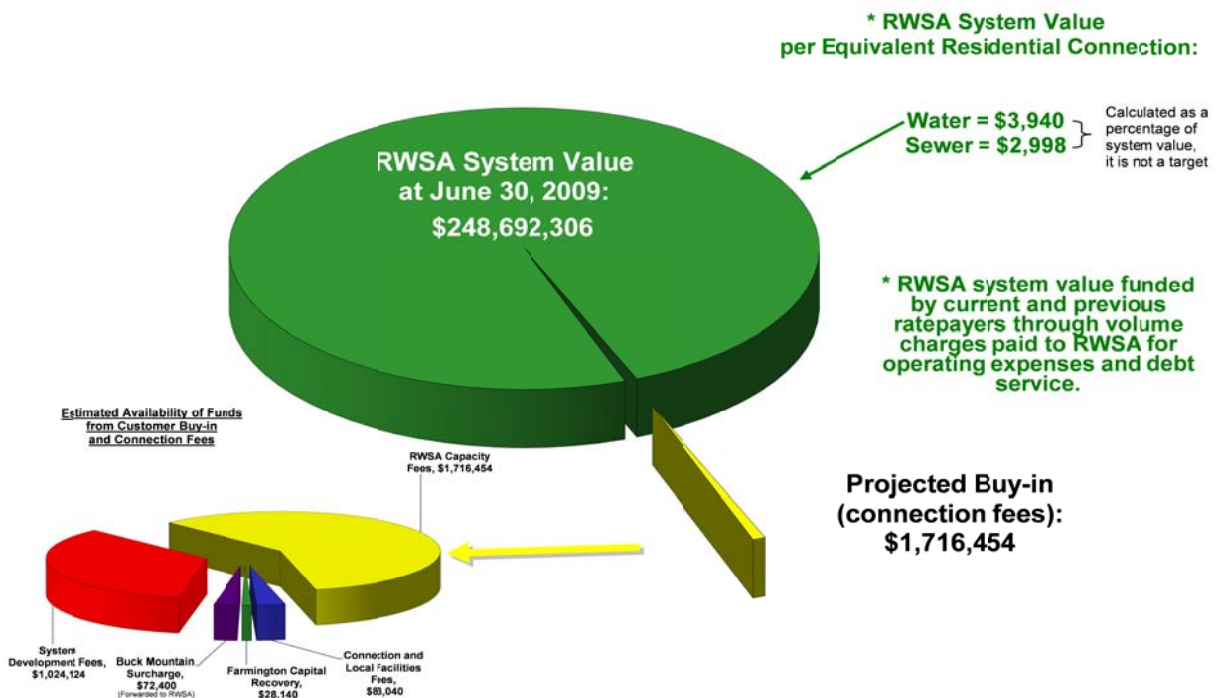
◆ Proposed Increase in System Development and Rivanna Capacity Fees – The following increases are based upon system value as follows:

	<u>2011</u>	<u>2012</u>	<u>% Increase</u>
Water System Development Fees per ERC	\$ 1,772	\$ 1,772	0%
Water Rivanna Capacity Fees per ERC	\$ 3,822	\$ 3,940	3%
Sewer System Development Fees per ERC	\$ 2,155	\$ 2,404	12%
Sewer Rivanna Capacity Fees per ERC	\$ 2,756	\$ 2,998	9%
Total	\$ 10,505	\$ 11,114	6%

ACSA Water & Sewer System Development FY 2012



RWSA Water & Sewer Capacity FY 2011



- ◆ Prepaid Connection Fees – According to current policy, payment of applicable fees will be accepted upon presentation of a current approved building permit. If this policy continues, an increase in connection fees will prompt many local builders/residents to prepay these fees before the new rates go into effect. Based upon anticipated development, more than 75% of the equivalent residential connections eligible for connection in fiscal year 2012 have already been prepaid. (Prior to the last increase in connection fees, we received 53 prepaid connection fees.)

- ◆ Interest Income projections are :
 - ◆ Interest earnings on long-term investments in the first two quarters of this fiscal year totaled \$39,470. For reporting purposes, however, these investments must be stated at fair value. According to GASB (Government Accounting Standards Board), “fair value is the amount the seller would be paid for an investment if it were to be sold currently in a transaction between a willing buyer and a willing seller.” As such, revenue is adjusted accordingly (meaning decreases in fair value reduce current interest earnings).

Annualized earnings at today’s rate and fair value are less than **\$98,644**.

 - ◆ Interest earnings on short-term investments this fiscal year-to-date have totaled \$15,954 and we anticipate \$4,600 more in the remaining months. The Local Government Investment Pool maintains a stable net asset value of \$1 per share so no adjustments to interest revenue are necessary.

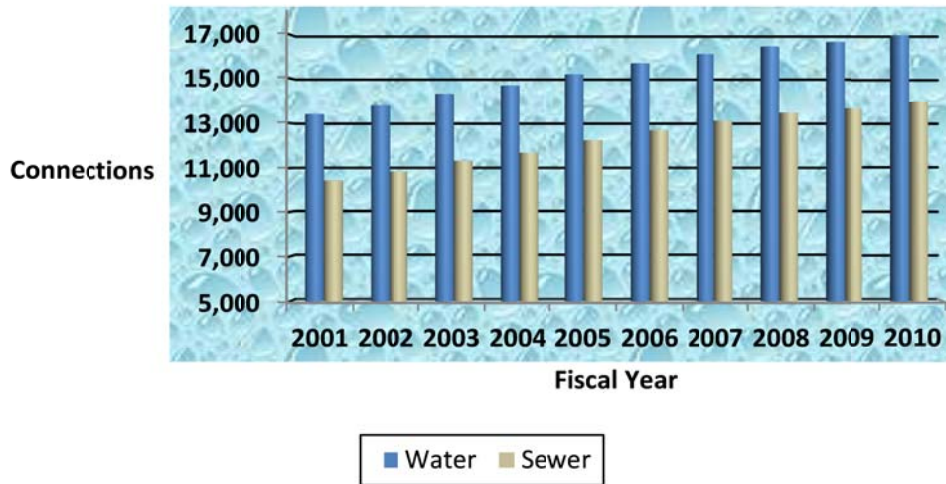
Annualized earnings at today’s rate are over **\$19,356**.

- ◆ Miscellaneous Charges are projected as follows:
 - ◆ Miscellaneous - \$17,974 (customer requested taps, service lines, etc.)
 - ◆ Returned Check Fees, Initial Bill Fees, Reconnection Fees, Interest Charges - \$78,280
 - ◆ Billed Hydrant Usage (Water) - \$77,250
 - ◆ Late Payment Penalties (10%) - \$216,300

- ◆ Use of Established Reserves and Debt Service – In order to stabilize rates while maintaining, improving, and extending infrastructure, the Authority will use approximately \$1.925 million of established 3R reserves. The Authority will confine long-term borrowing to capital improvements or projects, such as the North Fork Regional Pump Station, that cannot be financed with current revenues.

- ◆ Billed Water and Sewer Accounts and Service Charges – Three-year trend information suggests growth in billed water connections and service charges of 1%.

Water & Sewer Connections



- ◆ Water and Sewer Volume is estimated as follows:
 - ◆ Projected Water Volume (in 1,000 gallons) – 1,630,910
 - ◆ Residential (in 1,000 gallons)
 - ◆ Level 1 – 429,765
 - ◆ Level 2 – 184,435
 - ◆ Level 3 – 59,856
 - ◆ Level 4 – 87,306
 - ◆ Non-Residential – 869,548
 - ◆ Projected Sewer Volume (in 1,000 gallons) – 1,303,765

The aforementioned estimates are based upon a comparison of previous years' consumption amounts and changes in user-type usage patterns plus an estimated amount of consumption for new connections. Drought years and unusually wet years (outliers) are filtered out of the projections.

<u>Projected FY 2011</u>	<u>Five-Year Average</u>	<u>Three-Year Average</u>	<u>Projected FY 2012</u>
721,049,000	750,775,623	716,086,928	761,361,755
383,126,837	358,140,478	350,476,664	350,813,339
43,188,000	46,355,237	45,050,761	53,678,017
278,412,000	264,192,053	257,632,011	285,935,119
20,746,000	25,489,140	22,043,433	20,259,993
174,314,163	141,123,327	143,812,678	158,861,885
899,787,000	835,300,234	819,015,548	869,548,353
1,620,836,000	1,586,075,858	1,535,102,475	1,630,910,108

Expenses

- ◆ RWSA. The costs associated with the purchase of water/wastewater (from Rivanna's FY 2011-2012 Budget Proposal) increased by approximately 5.2% and represents 38.6% of all ACSA operating and capital improvement expenses.
- ◆ Departmental. After careful examination of all practices and expenses, direct and indirect, most departmental cost increases have been contained barring the following exceptions:
 - ◆ An overall increase the personal services section of each department. This section includes funds to implement the first year of the career progression plan, increased health and benefit dollar contributions which includes other post-employment benefits (OPEB)+, and continued full funding of life insurance premiums and retirement fund contributions,
 - ◆ One new position – adds a SCADA (computerized control system) Technician in the Administration Department, as delayed last year pending full implementation of the new SCADA system in FY 2012; this is a planned and approved new system implementation,
 - ◆ Replacement of accounting software that has been in use since 1994,
 - ◆ Additional equipment to improve our water leak detection system.
- ◆ Reserve Calculations – Our rate model establishes revenue requirements and subsequent rates based upon a “set” reserve amount per year. The yearly operating reserve is set initially at 2% of current year operating expenses with a target balance equivalent to 90 days worth of operating expenses. The target 3R reserve contribution rate is set at 1% of total system value. In order to minimize rate fluctuations from year to year, this year's 3R reserve contribution amount has been capped at \$439,911. Furthermore, these amounts are adjusted proportionately with the utilization of prior year reserve funds and/or by any excess or shortage of revenue calculations based upon anticipated water and sewer volume.
- ◆ Capital Improvement Program – This year's capital improvement program includes water projects of almost \$3.7 million and wastewater projects of more than \$6.9 million.
- ◆ Future Statement – As we look ahead and beyond the next budget year we face continuing major system investments both at the Authority and, as well, at our wholesaler, the Rivanna Water and Sewer Authority. To provide clean and safe water and wastewater treatment, and to protect our natural environment and streams, we will need to continue making major expenditures in order to meet these capital needs. As the community grows, and as development increases, we will see a continuing reliance

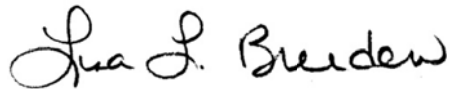
on new connection fees paying for the growth and capacity needed by our water and sewer system.

In summary, we (staff) believe this budget is a reflection of the Authority's vision and is responsive to the Authority's mission. On behalf of the entire staff, we are pleased to present this proposed budget of the Albemarle County Service Authority for fiscal year 2012 to the Board of Directors for your consideration and approval.

Respectfully submitted,

A handwritten signature in black ink that reads "Gary O'Connell". The signature is stylized with a large, sweeping initial "G" and a cursive "O'Connell".

Gary B. O'Connell
Executive Director

A handwritten signature in black ink that reads "Lisa L. Breeden". The signature is written in a cursive style with a large initial "L" and "B".

Lisa L. Breeden
Finance Director

Revenue and Expense Summary FY 2012

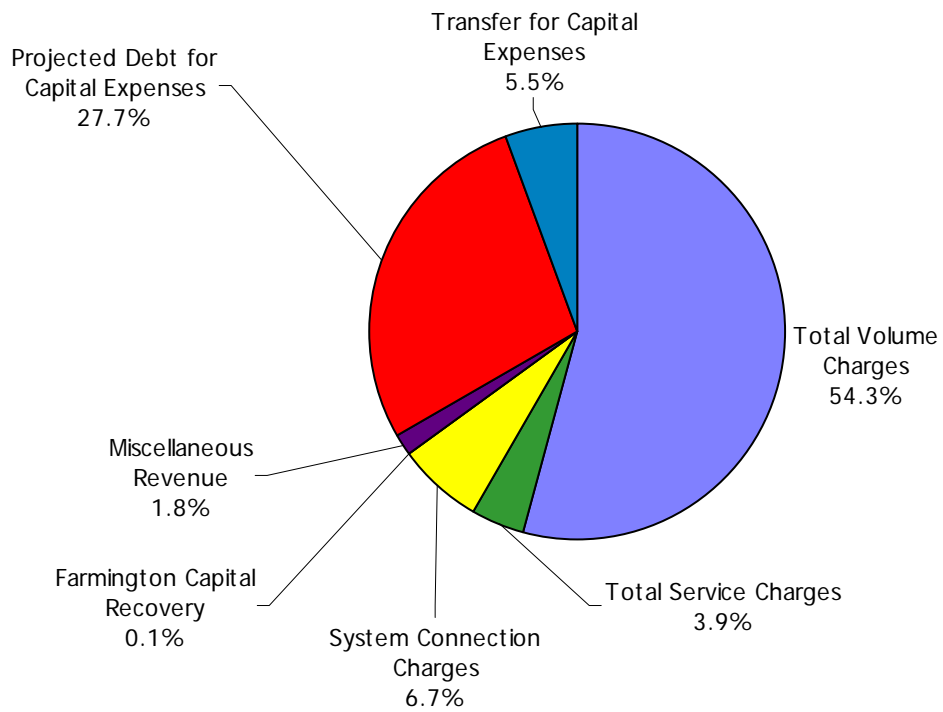
	FY 2011 Approved Budget	FY 2012 Proposed & Adopted Budget	FY 2012 as % of FY 2011
OPERATING REVENUES			
Total Volume Charges	\$ 18,925,356	19,615,506	103.6%
Total Service Charges	1,366,650	1,380,317	101.0%
Total Operating Revenues	\$ 20,292,006	20,995,823	103.5%
NON-OPERATING REVENUES			
System Connection Charges	2,324,218	2,823,618	121.5%
Farmington Capital Recovery	29,000	28,140	97.0%
Rental Income	40,000	40,000	100.0%
Interest Income	81,525	118,000	144.7%
Buck Mountain Surcharge	72,400	72,400	100.0%
Misc. Utility Charges	378,450	389,800	103.0%
Inspection Fees	27,500	12,000	43.6%
Plan Review & FOG Permit Fees	33,000	55,000	166.7%
Total Non-Operating Revenues	\$ 2,986,093	3,538,958	118.5%
Total Operating & Non-Operating Revenues	\$ 23,278,099	24,534,781	105.4%
OPERATING EXPENSES			
Purchase of Water/Wastewater	\$ 11,099,426	11,676,294	105.2%
Administration Department	1,497,150	1,515,830	101.2%
Finance Department	1,374,084	1,450,841	105.6%
Engineering Department	1,295,727	1,322,052	102.0%
Maintenance Department	2,370,146	2,467,105	104.1%
Operating Reserve	355,826	371,350	104.4%
Total Operating Expenses	\$ 17,992,359	18,803,472	104.5%
NON-OPERATING EXPENSES			
800 Code Equipment Expenses	83,000	74,000	89.2%
Repair, Renewal, & Rehabilitation Reserves	377,216	439,911	116.6%
Buck Mountain Surcharge	72,400	72,400	100.0%
Existing Debt Service and Amortization	369,197	442,350	119.8%
Projected Debt Service	121,138	0	0.0%
Transfer for Capital Expenses	4,098,700	4,702,648	114.7%
Total Non-Operating Expenses	\$ 5,121,651	5,731,309	111.9%
Total Operating & Non-Operating Expenses	\$ 23,114,010	24,534,781	106.1%
Operating & Non-Operating Surplus (Deficit)	\$ 164,089	0	
CAPITAL IMPROVEMENTS FUNDING			
Transfer from Operating Revenues	\$ 4,098,700	4,702,648	114.7%
Transfer from 3R Reserves	1,925,000	1,450,000	75.3%
Projected Debt for Capital Expenses	9,650,000	4,441,952	46.0%
Total Capital Improvements Funding	\$ 15,673,700	10,594,600	67.6%
CAPITAL IMPROVEMENTS EXPENSES			
Water - Capital Improvement Projects	\$ 2,499,350	3,683,950	147.4%
Wastewater - Capital Improvement Projects	13,174,350	6,910,650	52.5%
Total Capital Improvements Expenses	\$ 15,673,700	10,594,600	67.6%
Capital Improvements Surplus (Deficit)	\$ 0	0	

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Operating and Capital Improvement Budget

Fiscal Year 2012

REVENUES



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Revenues and Other Sources of Funding

FY 2012

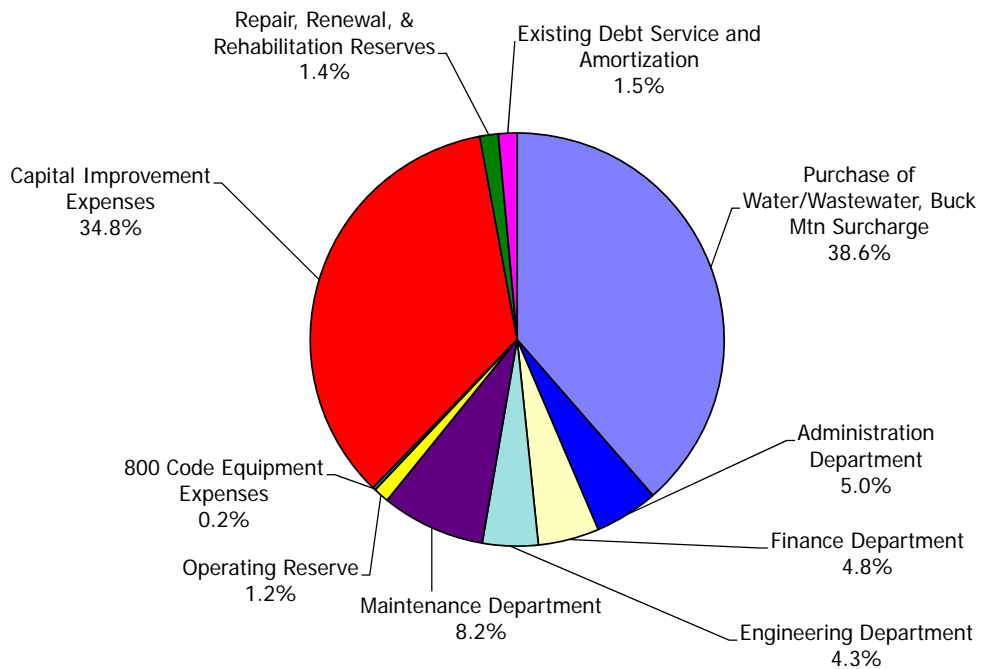
	FY 2011 Approved <u>Budget</u>	FY 2012 Proposed & <u>Adopted Budget</u>	FY 2012 as % of FY 2011
<i>OPERATING REVENUES</i>			
Total Volume Charges	\$ 18,925,356	19,615,506	103.6%
Total Service Charges	1,366,650	1,380,317	101.0%
Total Operating Revenues	\$ 20,292,006	20,995,823	103.5%
<i>NON-OPERATING REVENUES</i>			
System Connection Charges	2,324,218	2,823,618	121.5%
Farmington Capital Recovery	29,000	28,140	97.0%
Rental Income	40,000	40,000	100.0%
Interest Income	81,525	118,000	144.7%
Buck Mountain Surcharge	72,400	72,400	100.0%
Misc. Utility Charges	378,450	389,800	103.0%
Inspection Fees	27,500	12,000	43.6%
Plan Review & FOG Permit Fees	33,000	55,000	166.7%
Total Non-Operating Revenues	\$ 2,986,093	3,538,958	118.5%
Total Operating & Non-Operating Revenues	\$ 23,278,099	24,534,781	105.4%
<i>CAPITAL IMPROVEMENTS FUNDING</i>			
Transfer from Operating Revenues	\$ 4,098,700	4,702,648	114.7%
Transfer from 3R Reserves	1,925,000	1,450,000	75.3%
2010 Bond Proceeds (majority unspent in FY 2011)	9,650,000	4,441,952	46.0%
Total Capital Improvements Funding	\$ 15,673,700	10,594,600	67.6%

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Operating and Capital Improvement Budget

Fiscal Year 2012

EXPENSES



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RWSA Expenses

	<u>FY 2011</u>	<u>FY 2012 Proposed & Adopted</u>	<u>FY 2012 as % of FY 2011</u>
<i>RWSA EXPENSES</i>			
Buck Mountain Surcharge	\$ 72,400	72,400	100.0%
Purchase of Bulk Water	6,220,833	6,346,233	102.0%
Sewer Treatment Expense	4,878,593	5,330,061	109.3%
Subtotal:	\$ 11,171,826	11,748,694	105.2%
<i>RWSA EXPENSES BY SERVICE AREA</i>			
	<u>Rates FY 2011</u>	<u>Rates FY 2012</u>	
WATER			
Urban	\$3.305/TG	\$3.390/TG	\$ 5,218,279 5,236,013 100.3%
Crozet	\$50,712/mo	\$60,853/mo	608,544 730,236 120.0%
Scottsville	\$32,834/mo	\$31,665/mo	394,010 379,984 96.4%
Buck Mountain Surcharge			72,400 72,400 100.0%
Total			\$ 6,293,233 6,418,633 102.0%
WASTEWATER			
Urban	\$3.063/TG	\$3.348/TG	\$ 4,287,358 4,709,924 109.9%
Scottsville	\$25,603/mo	\$26,579/mo	307,232 318,951 103.8%
Stone-Robinson School	Actual	Actual	22,326 22,233 99.6%
Glenmore	\$21,806/mo	\$23,246/mo	261,677 278,953 106.6%
Total			\$ 4,878,593 5,330,061 109.3%

Administration Department

Code	Description	FY 2010 Expended	FY 2011	FY 2011	FY 2011 Budget	FY 2012 Base Budget	Supple- mental Request #1	FY 2012	FY 2012	FY 2012
			Actual Expenses To-Date(Feb)	Anticipated Expenses To-EOFY 2011				Total Proposed	as % of FY 2011	Total Adopted
PERSONAL SERVICES										
503-510-205	Compensation of Board Members	\$ 17,448	8,682	13,023	27,000	27,000	0	27,000	100.0%	27,000
503-510-210	Salaries & Wages	459,767	352,934	529,400	528,523	535,205	40,000	575,205	108.8%	575,205
503-510-220	Overtime	352	77	116	1,000	1,000	0	1,000	100.0%	1,000
503-510-220	Social Security	33,169	26,075	39,113	41,478	41,800	3,060	44,860	108.2%	44,860
503-510-230	Retirement	57,315	42,471	63,706	64,428	66,850	5,060	71,910	111.6%	71,910
503-510-240	Health & Benefit Dollars	67,829	41,827	62,741	73,010	88,770	7,800	96,570	132.3%	96,570
503-510-250	Life Insurance	2,471	940	1,410	5,649	1,480	112	1,592	28.2%	1,592
503-510-260	Workers' Compensation	658	696	1,045	937	941	71	1,012	108.1%	1,012
503-510-270	Meals	324	117	500	500	500	0	500	100.0%	500
503-510-280	Safety Incentive Program	575	375	563	750	1,000	0	1,000	133.3%	1,000
503-510-290	Employee Incentives	10,972	3,445	5,167	19,500	35,000	0	35,000	179.5%	35,000
Subtotal:		\$ 650,879	477,639	716,783	762,773	799,546	56,103	855,649	112.2%	855,649
OPERATING SUPPLIES										
503-510-300	Office Supplies	\$ 11,217	7,113	14,000	14,880	17,000	250	17,250	115.9%	17,250
503-510-305	Copier Supplies	1,383	736	2,844	2,844	2,840	0	2,840	99.9%	2,840
503-510-310	Janitorial Supplies	3,903	1,999	4,487	4,487	4,030	0	4,030	89.8%	4,030
503-510-370	¹ Heating Fuel	3,544	0	0	0	0	0	0		0
503-510-380	Small Tools & Equipment	13,799	7,172	30,000	39,350	33,750	3,000	36,750	93.4%	36,750
Subtotal:		\$ 33,847	17,020	51,331	61,561	57,620	3,250	60,870	98.9%	60,870
REPAIR & MAINTENANCE SUPPLIES										
503-510-425	¹ Building/Grounds Supplies	\$ 6,572	0	0	0	0	0	0		0
Subtotal:		\$ 6,572	0	0	0	0	0	0		0
PROFESSIONAL & CONTRACTUAL SERVICES										
503-510-500	Legal	\$ 54,353	14,754	45,000	46,850	40,850	0	40,850	87.2%	40,850
503-510-510	Audit	30,000	30,000	30,000	30,900	31,500	0	31,500	101.9%	31,500
503-510-520	Fiscal Agent	2,500	0	0	17,500	1,500	0	1,500	8.6%	1,500
503-510-550	Consultants' Fees	10,524	2,099	3,149	36,608	33,132	0	33,132	90.5%	33,132
503-510-560	¹ Service Contracts	55,930	68,537	102,806	117,950	73,155	0	73,155	62.0%	73,155
503-510-561	¹ Building/Grounds Service Contracts	48,946	0	0	0	0	0	0		0
503-510-575	Telephone/Communications	44,606	31,588	47,381	48,309	48,536	255	48,791	101.0%	48,791
503-510-585	Printing and Duplicating	4,782	1,173	1,760	12,650	15,850	0	15,850	125.3%	15,850
503-510-590	¹ Other Contractual Services	7,887	911	1,366	1,025	2,438	0	2,438	237.9%	2,438
Subtotal:		\$ 259,527	149,061	231,461	311,792	246,961	255	247,216	79.3%	247,216
REPAIRS AND MAINTENANCE										
503-510-600	Equipment Repair and Maintenance	\$ 1,338	0	0	2,500	2,650	0	2,650	106.0%	2,650
503-510-620	¹ Building/Grounds Repair & Maintenance	2,806	0	0	0	0	0	0		0
Subtotal:		\$ 4,144	0	0	2,500	2,650	0	2,650	106.0%	2,650

Administration Department

Code	Description	FY 2010 Expended	FY 2011	FY 2011	FY 2011 Budget	FY 2012 Base Budget	Supple- mental Request #1	FY 2012	FY 2012	FY 2012 Total Adopted
			Actual Expenses To-Date(Feb)	Anticipated Expenses To-EOFY 2011				as % of FY 2011		
OTHER SERVICES AND CHARGES										
503-510-705	Software	\$ 11,944	33,546	70,000	79,100	21,040	0	21,040	26.6%	21,040
503-510-710	Insurance	58,827	61,220	68,409	68,409	65,050	0	65,050	95.1%	65,050
503-510-720	Dues and Memberships	5,019	5,834	8,750	10,130	8,505	0	8,505	84.0%	8,505
503-510-730	Books and Periodicals	703	737	2,435	2,435	2,865	0	2,865	117.7%	2,865
503-510-740	Education and Training	20,705	20,278	34,070	34,070	63,850	1,000	64,850	190.3%	64,850
503-510-741	Board Member Education and Training	137	33	2,000	2,000	5,000	0	5,000	250.0%	5,000
503-510-745	Travel	18,087	4,429	24,180	24,180	26,385	150	26,535	109.7%	26,535
503-510-750	Advertising	12,189	6,544	9,816	21,000	21,500	0	21,500	102.4%	21,500
503-510-755	Conservation	60,111	33,517	50,275	45,000	66,000	0	66,000	146.7%	66,000
503-510-777	Electricity - Shop/Office	29,367	18,960	28,440	37,200	33,300	0	33,300	89.5%	33,300
503-510-780	Permits	34,174	26,398	39,596	35,000	34,800	0	34,800	99.4%	34,800
Subtotal:		\$ 251,264	211,493	337,972	358,524	348,295	1,150	349,445	97.5%	349,445
CAPITAL OUTLAYS										
503-510-800	Office Equipment	\$ 0	0	0	0	0	0	0	0.0%	0
503-510-810	Furniture and Fixtures	0	0	0	0	0	0	0	0.0%	0
503-510-830	Machinery and Equipment	0	0	0	0	0	0	0	0.0%	0
Subtotal:		\$ 0	0	0	0	0	0	0	0.0%	0
TOTAL ADMINISTRATION		\$ 1,206,233	855,213	1,337,546	1,497,150	1,455,072	60,758	1,515,830	101.2%	1,515,830

Supplemental Request #1: SCADA Technician, Grade 13

¹ All or most expenses moved to the Maintenance Department. Janitorial services were moved from Maintenance Services Contracts to Administration.

Finance Department

Code	Description	FY 2010 Expended	FY 2011 Actual Expenses To-Date(Feb)	FY 2011 Anticipated Expenses To-EOFY 2011	FY 2011 Budget	FY 2012 Proposed	FY 2012 as % of FY 2011	FY 2012 Adopted
PERSONAL SERVICES								
503-520-210	Salaries & Wages	\$ 607,381	420,651	630,976	612,620	609,450	99.5%	609,450
503-520-220	Overtime Pay	4,749	4,083	6,125	10,000	10,000	100.0%	10,000
503-520-230	Social Security	44,389	28,959	43,438	47,650	47,400	99.5%	47,400
503-520-240	Retirement	79,090	48,075	72,112	75,100	76,887	102.4%	76,887
503-520-250	Health & Benefit Dollars	117,416	67,673	101,509	120,360	144,920	120.4%	144,920
503-520-260	Life Insurance	3,529	1,079	1,618	6,600	1,705	25.8%	1,705
503-520-270	Workers' Compensation	6,632	4,722	7,084	6,700	6,645	99.2%	6,645
	Subtotal:	\$ 863,187	575,241	862,862	879,030	897,007	102.0%	897,007
OPERATING SUPPLIES								
503-520-300	Office Supplies	\$ 10,451	9,922	10,175	10,175	9,924	97.5%	9,924
503-520-330	Personal Protective Equipment	122	480	625	625	825	132.0%	825
503-520-360	Fuel, Oil & Grease	12,479	6,251	11,500	18,000	25,188	139.9%	25,188
503-520-380	Small Tools & Equipment	570	101	1,800	1,800	3,100	172.2%	3,100
	Subtotal:	\$ 23,621	16,755	24,100	30,600	39,037	127.6%	39,037
REPAIR & MAINTENANCE								
503-520-400	Vehicle Supplies	\$ 2,853	3,151	3,500	3,500	4,500	128.6%	4,500
503-520-410	Materials - Water	139,551	69,209	163,000	200,000	244,524	122.3%	244,524
	Subtotal:	\$ 142,404	72,360	166,500	203,500	249,024	122.4%	249,024
PROFESSIONAL & CONTRACTUAL SERVICES								
503-520-535	Uniform Rental	3,064	2,066	3,099	3,503	3,277	93.5%	3,277
503-520-550	Consultants' Fees	0	0	0	500	500	100.0%	500
503-520-560	Service Contracts	38,877	21,730	43,740	43,740	43,800	100.1%	43,800
503-520-580	Postage	84,066	67,933	110,000	126,350	125,100	99.0%	125,100
503-520-585	Printing and Duplicating	14,736	9,563	20,229	20,229	19,468	96.2%	19,468
503-520-590	Other Contractual Services	17,749	8,904	25,975	25,975	27,025	104.0%	27,025
	Subtotal:	\$ 158,492	110,196	203,043	220,297	219,170	99.5%	219,170

Finance Department

Code	Description	FY 2010 Expended	FY 2011 Actual Expenses To-Date(Feb)	FY 2011 Anticipated Expenses To-EOFY 2011	FY 2011 Budget	FY 2012 Proposed	FY 2012 as % of FY 2011	FY 2012 Adopted
REPAIRS AND MAINTENANCE								
503-520-600	Equipment Repair and Maintenance	\$ 2,723	492	1,500	3,797	7,310	192.5%	7,310
503-520-650	Vehicle Repair and Maintenance	4,015	844	3,000	4,000	4,500	112.5%	4,500
	Subtotal:	\$ 6,738	1,336	4,500	7,797	11,810	151.5%	11,810
OTHER SERVICES AND CHARGES								
503-520-700	Rental of Equipment	\$ 1,238	688	1,032	1,320	1,248	94.5%	1,248
503-520-705	Software	3,846	3,598	4,500	4,500	4,500	100.0%	4,500
503-520-720	Dues and Memberships	227	383	375	375	375	100.0%	375
503-520-730	Books and Periodicals	1,476	383	1,625	1,625	1,840	113.2%	1,840
503-520-740	Education and Training	10,534	2,492	15,000	16,700	17,090	102.3%	17,090
503-520-745	Travel	4,777	814	8,000	8,340	9,740	116.8%	9,740
	Subtotal:	\$ 22,099	8,357	30,532	32,860	34,793	105.9%	34,793
CAPITAL OUTLAYS								
503-520-800	Office Equipment	\$ 0	0	0	0	60,000	0.0%	60,000
503-520-810	Furniture and Fixtures	0	0	0	0	0	0.0%	0
503-520-830	Machinery and Equipment	0	0	0	0	0	0.0%	0
	Subtotal:	\$ 0	0	0	0	60,000	0.0%	60,000
	TOTAL FINANCE	\$ 1,216,541	784,245	1,291,536	1,374,084	1,510,841	110.0%	1,510,841

Engineering Department

Code	Description	FY 2010 Expended	FY 2011	FY 2011	FY 2011 Budget	FY 2012	as % of FY 2011	FY 2012
			Actual Expenses To-Date(Feb)	Anticipated Expenses To-EOFY 2011		FY 2012 Proposed		Adopted
PERSONAL SERVICES								
503-540-210	Salaries & Wages	\$ 845,081	599,352	899,028	874,000	868,660	99.4%	868,660
503-540-220	Overtime Pay (will be reimbursed by 3R)	3,977	16,205	24,307	10,000	10,000	100.0%	10,000
503-540-230	Social Security	62,928	43,976	65,964	67,625	67,230	99.4%	67,230
503-540-240	Retirement	108,321	68,383	102,574	102,650	105,675	102.9%	105,675
503-540-250	Health & Benefit Dollars	140,640	78,360	117,540	138,150	166,450	120.5%	166,450
503-540-260	Life Insurance	4,799	1,514	2,271	9,005	2,340	26.0%	2,340
503-540-270	Workers' Compensation	15,475	8,479	12,719	12,600	12,575	99.8%	12,575
Subtotal:		\$ 1,181,221	816,269	1,224,403	1,214,030	1,232,930	101.6%	1,232,930
OPERATING SUPPLIES								
503-540-330	Personal Protective Equipment	1,186	335	700	888	1,050	118.2%	1,050
503-540-360	Fuel, Oil & Grease	12,936	6,883	10,324	19,500	19,250	98.7%	19,250
503-540-380	Small Tools & Equipment	10,872	3,140	10,000	12,380	13,220	106.8%	13,220
Subtotal:		\$ 24,995	10,358	21,024	32,768	33,520	102.3%	33,520
REPAIR & MAINTENANCE SUPPLIES								
503-540-400	Vehicle Supplies	\$ 1,725	1,083	1,800	2,500	2,000	80.0%	2,000
Subtotal:		\$ 1,725	1,083	1,800	2,500	2,000	80.0%	2,000
PROFESSIONAL & CONTRACTUAL SERVICES								
503-540-535	Uniform Rental	\$ 2,777	1,257	1,885	2,354	1,192	50.6%	1,192
503-540-590	Other Contractual Services	12,178	6,277	14,000	16,400	15,560	94.9%	15,560
Subtotal:		\$ 14,955	7,533	15,885	18,754	16,752	89.3%	16,752
REPAIRS AND MAINTENANCE								
503-540-600	Equipment Repair and Maintenance	\$ 2,212	214	1,200	3,450	3,400	98.6%	3,400
503-540-650	Vehicle Repair and Maintenance	949	890	1,336	1,540	1,430	92.9%	1,430
Subtotal:		\$ 3,161	1,105	2,536	4,990	4,830	96.8%	4,830

Engineering Department

Code	Description	FY 2010 Expended	FY 2011	FY 2011	FY 2011 Budget	FY 2012	FY 2012 as % of FY 2011	FY 2012
			Actual Expenses To-Date(Feb)	Anticipated Expenses To-EOFY 2011		FY 2012 Proposed		Adopted
OTHER SERVICES AND CHARGES								
503-540-720	Dues and Memberships	\$ 386	674	764	810	970	119.8%	970
503-540-740	Education and Training	12,554	3,335	9,000	10,950	16,350	149.3%	16,350
503-540-745	Travel	7,450	3,628	8,500	10,925	14,700	134.6%	14,700
Subtotal:		\$ 20,391	7,637	18,264	22,685	32,020	141.2%	32,020
CAPITAL OUTLAYS								
503-540-800	Office Equipment	\$ 0	0	0	0	0	0.0%	0
503-540-810	Furniture and Equipment	0	0	0	0	0	0.0%	0
503-540-830	Machinery and Equipment	0	0	0	0	0	0.0%	0
Subtotal:		\$ 0	0	0	0	0	0.0%	0
TOTAL ENGINEERING		\$ 1,246,447	843,984	1,283,911	1,295,727	1,322,052	102.0%	1,322,052

Maintenance Department

Code	Description	FY 2010 <u>Expended</u>	FY 2011	FY 2011	FY 2011 <u>Budget</u>	FY 2012	FY 2012 as % of <u>FY 2011</u>	FY 2012
			Actual Expenses <u>To-Date(Feb)</u>	Anticipated Expenses <u>To-EOFY 2011</u>		<u>Proposed</u>		<u>Adopted</u>
PERSONAL SERVICES								
503-550-210	Salaries & Wages	\$ 1,042,468	733,280	1,099,919	1,129,354	1,123,155	99.5%	1,123,155
503-550-220	Overtime Pay	39,256	29,647	44,471	57,000	57,000	100.0%	57,000
503-550-225	Standby Pay	3,327	1,466	2,199	4,000	4,000	100.0%	4,000
503-550-225	Social Security	79,954	52,519	78,778	91,065	90,625	99.5%	90,625
503-550-230	Retirement	138,804	83,255	124,883	137,850	141,195	102.4%	141,195
503-550-240	Health & Benefit Dollars	255,721	132,790	199,185	252,250	302,300	119.8%	302,300
503-550-250	Life Insurance	6,128	1,849	2,774	12,100	3,125	25.8%	3,125
503-550-260	Workers' Compensation	35,634	23,791	35,687	35,800	35,610	99.5%	35,610
503-550-270	Meals - Overtime	279	234	351	2,500	2,500	100.0%	2,500
	Subtotal:	\$ 1,601,570	1,058,832	1,588,248	1,721,919	1,759,510	102.2%	1,759,510
OPERATING SUPPLIES								
503-550-320	Shop Supplies	4,566	4,068	6,101	12,805	12,515	97.7%	12,515
503-550-330	Personal Protective Equipment	10,637	6,161	9,241	16,906	16,374	96.9%	16,374
503-550-360	Fuel, Oil & Grease	57,896	31,072	55,000	79,255	82,055	103.5%	82,055
503-550-370	¹ Heating Fuel	0	1,886	2,829	5,250	8,140	155.0%	8,140
503-550-380	Small Tools & Equipment	60,173	26,936	40,404	54,260	48,600	89.6%	48,600
	Subtotal:	\$ 133,273	70,121	113,575	168,476	167,684	99.5%	167,684
REPAIR & MAINTENANCE SUPPLIES								
503-550-400	Vehicle Supplies	\$ 12,401	8,833	13,250	19,670	20,440	103.9%	20,440
503-550-410	Materials - Water	63,357	38,994	62,000	82,000	75,000	91.5%	75,000
503-550-415	Materials - Hydrants	13,178	6,921	10,381	12,500	22,100	176.8%	22,100
503-550-420	Materials - Sewer	8,750	2,695	4,042	12,000	12,000	100.0%	12,000
503-550-425	¹ Building & Grounds Supplies	0	3,371	5,057	11,875	10,975	92.4%	10,975
503-550-430	Equipment Supplies	14,190	10,631	15,947	21,060	17,390	82.6%	17,390
503-550-460	Water Pump Station Supplies	14,967	10,575	15,863	58,250	62,650	107.6%	62,650
503-550-480	Sewer Pump Station Supplies	25,504	11,418	17,127	38,600	32,800	85.0%	32,800
	Subtotal:	\$ 152,347	93,438	143,666	255,955	253,355	99.0%	253,355

¹ All or most expenses moved from the Administration Department to the Maintenance Department

Maintenance Department

Code	Description	FY 2010 <u>Expended</u>	FY 2011	FY 2011	FY 2011 <u>Budget</u>	FY 2012	FY 2012 as % of FY 2011	FY 2012
			Actual Expenses <u>To-Date(Feb)</u>	Anticipated Expenses <u>To-EOFY 2011</u>		<u>Proposed</u>		<u>Adopted</u>
PROFESSIONAL & CONTRACTUAL SERVICES								
503-550-530	Labor - Outside Contract	\$ 8,977	3,564	5,346	29,700	79,630	268.1%	79,630
503-550-535	Uniform Rental	14,527	9,679	14,519	20,025	19,173	95.7%	19,173
503-550-561	¹ Building & Grounds Services	0	2,380	3,570	10,610	40,115	378.1%	40,115
503-550-590	¹ Other Contractual Services	0	2,629	3,943	10,131	9,303	91.8%	9,303
	Subtotal:	\$ 23,504	18,252	27,377	70,466	148,221	210.3%	148,221
REPAIRS AND MAINTENANCE								
503-550-600	Equipment Repair and Maintenance	\$ 2,106	5,623	25,000	26,075	25,655	98.4%	25,655
503-550-620	¹ Building & Grounds Repair and Maintenance	0	915	6,000	6,000	6,000	100.0%	6,000
503-550-650	Vehicle Repair and Maintenance	17,679	13,551	20,326	25,825	24,395	94.5%	24,395
	Subtotal:	\$ 19,785	20,089	51,326	57,900	56,050	96.8%	56,050
OTHER SERVICES AND CHARGES								
503-550-700	Rental of Equipment	\$ 1	565	848	5,000	7,750	155.0%	7,750
503-550-760	Electricity - Water Pump Station	31,910	22,564	33,846	49,920	48,606	97.4%	48,606
503-550-761	Electricity - Sewer Pump Station	11,927	7,461	11,191	37,510	23,329	62.2%	23,329
503-550-780	Permits	700	660	990	3,000	2,600	86.7%	2,600
	Subtotal:	\$ 44,538	31,250	46,875	95,430	82,285	86.2%	82,285
CAPITAL OUTLAYS								
503-550-800	Office Equipment	\$ 0	0	0	0	0	0.0%	0
503-550-810	Furniture and Fixtures	0	0	0	0	0	0.0%	0
503-550-830	Machinery and Equipment	0	9,515	83,000	83,000	14,000	16.9%	14,000
	Subtotal:	\$ 0	9,515	83,000	83,000	14,000	16.9%	14,000
	TOTAL MAINTENANCE	\$ 1,975,018	1,301,497	2,054,067	2,453,146	2,481,105	101.1%	2,481,105

¹ All or most expenses moved from the Administration Department to the Maintenance Department

Operating and Capital Improvement Budget

Fiscal Year 2012

Request for Additional Staffing

Staffing:

- ◆ LAN Technician, Grade 13, Administration Department – As a result of growth in the Authority operations, demands for support and maintenance of computer software and systems have increased. The new programs that have been implemented for Cross Connection, FOG, Hydraulic Modeling, the addition of equipment for CCTV sewer monitoring and GIS Data collection have generated additional help desk as well as recurring daily tasks of updating these systems and security methods. These additional duties are exceeding the amount of time available for staff to maintain Authority systems optimally. It is now necessary to supplement the new systems with additional staff. (Requested by the Manager of Information Systems)

Operating and Capital Improvement Budget

Fiscal Year 2012

CAPITAL IMPROVEMENTS

Proposed and Adopted Capital Improvements Fiscal Years 2012 - 2016

CAPITAL IMPROVEMENT PROJECTS	2011	2012	2013	2014	2015	2016
<u>Water System</u>	Budget	Adopted	Forecast	Forecast	Forecast	Forecast
ACSA Facilities Improvement	43,250	56,000				
ACSA Facilities Paving	51,800		55,500			
Scottsville Street Upgrades	39,000	40,000				
Ragged Mountain Water Phase II & III, I					80,000	
St. George Ave./Buck Rd Water Main Replacement	125,000	540,000	1,800,000			
Ashcroft #1 Water Improvements	162,000	162,000				
West Leigh Drive Water Line Replacement, Phase II		560,000				
Jarman Gap Road Betterment		19,700				
Crozet Streetscape	53,500					
Berwick Road Water Replacement		390,000				
Canterbury Hills Water Main Replacement	500,000					
Glenmore Water Tank Study - Glenmore Tank			521,000	1,696,500		
Hardware St Water Main Extension	434,500	392,800				
Ivy Road - Flordon Water Connection			136,800	409,500		
Buckingham Cl Water	300,000	530,000				
Ashcroft Pump Station	15,000	25,000	250,000			
Key West Water Replacement	40,000	335,000	715,000	715,000	715,000	715,000
Orchard Acres Water Replacement				200,000	1,500,000	
Western Ridge - Foxchase Water Connection		54,700	135,100			
Proffit Rd - Jefferson Village Replacement					137,300	845,700
Rt 785 Water Replacement						185,700
Berkeley Water Replacement				130,000	900,000	
Baker Butler - Forest Lakes Water Connection					186,500	
Hollymeade Water Main Replacement	175,000	160,000	196,000			
Arden Place	24,600					
Jackson St Water Replacement	95,700		95,700			
Shoppers World Water Relocation		126,500				
West Leigh Transite Water Replacement					160,000	160,000
Glenorchy - Viewmont Ct Water Extension						85,000
Ednam Pump Station Upgrade			37,900	58,500		
Kearsarge - Ednam Water Connection						205,000
Automatic Flushing Assemblies		60,000				
SCADA System	190,000	182,250	118,675	134,025		
Large Meter Testing, Random Meter Testing	200,000					
Developer Participation	50,000	50,000	50,000	50,000	50,000	50,000
Total Water Capital Projects	2,499,350	3,683,950	4,111,675	3,393,525	3,728,800	2,246,400

The projects proposed in this capital improvement program reflect the intent of the Albemarle County Service Authority at the date of adoption. Any number of factors could change the viability of any proposed project and, furthermore, projects not included in the program may be undertaken.

Proposed and Adopted Capital Improvements Fiscal Years 2012 - 2016

CAPITAL IMPROVEMENT PROJECTS	2011	2012	2013	2014	2015	2016
<u>Wastewater System</u>	Budget	Adopted	Forecast	Forecast	Forecast	Forecast
ACSA Facilities Improvement	43,250	56,000				
ACSA Facilities Paving	51,800		55,500			
Oak Hill Sewer, Phase I	828,300	185,000				
Oak Hill Sewer, Phase II				605,000		
Scottsville Sewer Phase II	131,300	115,000				
PVCC Drainage Basis SSES					180,200	350,000
North Fork Regional Pump Station Project	9,675,700	5,558,800				
Meadowcreek Drainage Basin Sewer Rehab	1,294,000	283,600				
Ednam Drainage Basin SSES				46,200	150,000	
Northfields Sewer				612,900		612,900
Crozet Drainage Basin SSES		141,000				
Buckingham CI Sewer	730,000					
Brookway Rd Aerial Sewer Crossing		87,000				
Redfields Pump Station	19,000					
Glenmore Pump Station	11,000					
Biscuit Run Drainage Basin SSES	100,000	252,000	350,000			
Scottsville SSES	50,000					
Carrsbrook Collection System					399,300	513,100
Deerwood Sewer						82,800
Hessian Hills Sewer					124,200	
Miscellaneous Sewer Rehabilitation						
Oak Forest Pump Station - Gravity Sewer					413,000	
Woodbrook Drainage Basis SSES			306,400	350,000		
Brookwood Road Sewer Extension						21,000
Buck Rd Sewer Extension						40,000
Cling Lane Sewer Extension						35,700
Orchard Dr Sewer Extension						66,000
Park Rd Sewer Extension						80,400
Greenbrier Dr Sewer Replacement						472,900
SCADA System	190,000	182,250	118,675	134,025		
Developer Participation	50,000	50,000	50,000	50,000	50,000	50,000
Total Wastewater Capital Projects	13,174,350	6,910,650	880,575	1,798,125	1,316,700	2,324,800

The projects proposed in this capital improvement program reflect the intent of the Albemarle County Service Authority at the date of adoption. Any number of factors could change the viability of any proposed project and, furthermore, projects not included in the program may be undertaken.

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Operating and Capital Improvement Budget

Fiscal Year 2012

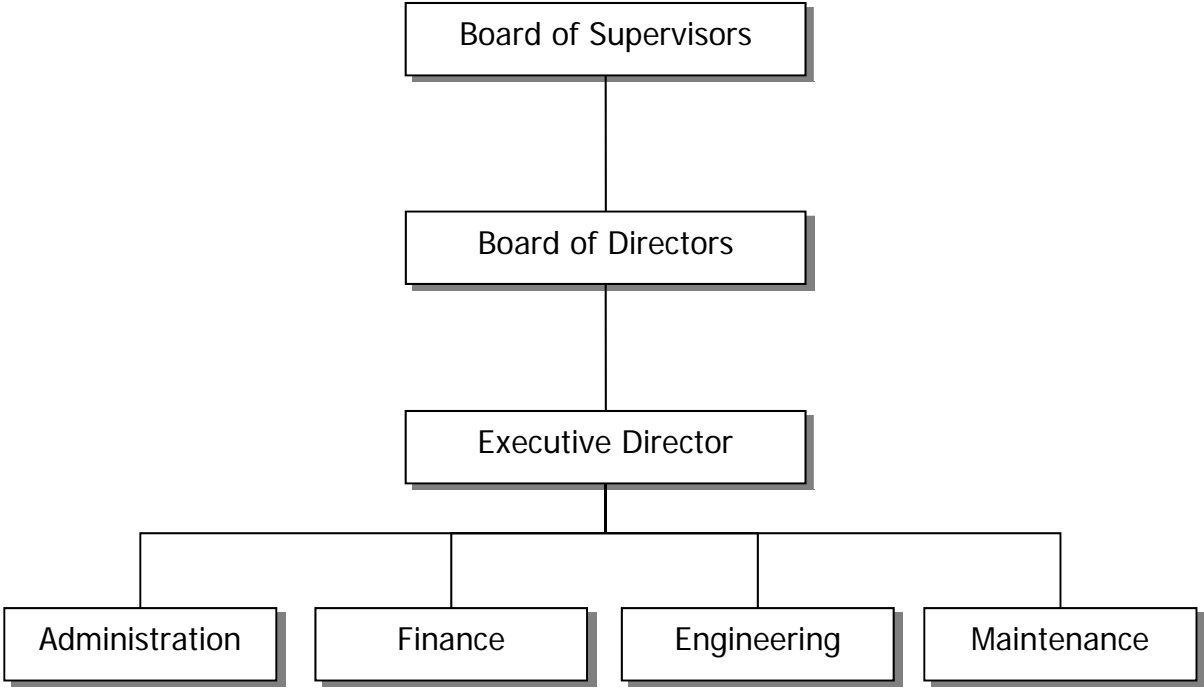
ORGANIZATIONAL CHART

&

STAFFING

Albemarle County Service Authority

Organizational Chart



Departmental Staffing

	<u>Current Number of Positions</u>	<u>Proposed & Adopted Number of Positions</u>
ADMINISTRATION		
Executive Director	1	1
Manager of Information Systems	1	1
Administration Supervisor	1	1
Applications Programmer	1	1
Information Systems Coordinator	1	1
SCADA/LAN Technician (was LAN Technician)	1	1
SCADA Technician	0	1
Administrative Associate	3	3
FINANCE		
Finance Director	1	1
Accountant	1	1
Meter Operations Supervisor	1	1
Customer Service Supervisor	1	1
Accounting Technician	2	2
Customer Service Representative	4	4
Meter Technician	4	4
ENGINEERING		
Engineering Director	1	1
Senior Civil Engineer	2	2
Civil Engineer	1	1
Modeling Engineer	1	1
Environmental Compliance Specialist	1	1
Regulatory Compliance Specialist	1	1
Construction Inspector	5	5
Senior Utility Location Technician	1	1
Utility Location Technician	1	1
Engineering Technician	1.6	1.6
MAINTENANCE		
Operations Manager	1	1
Operations Supervisor	1	1
Facilities Supervisor	1	1
Electrician/Pump Technician	1	1
System Quality Technician	2	2
Crew Leader	4	4
Equipment Operator	7	7
Utility Worker	13	13
TOTAL	68.6	69.6

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Operating and Capital Improvement Budget

Fiscal Year 2012

RATES, FEES, AND RESERVES

Rate Projections

	(in 1,000 gallons)		Projected Increase 1% Per Year (3-year average)			
	2011	2012	2013	2014	2015	2016
Single Family-Residential Water Consumption	721,049	761,362	768,976	776,665	784,432	792,276
Multi-Family Residential Water Consumption	381,907	349,052	352,543	356,068	359,629	363,225
Commercial (Offices) Water Consumption	36,577	43,875	44,314	44,757	45,204	45,657
Commercial (Other) Water Consumption	258,960	252,614	255,140	257,692	260,268	262,871
Industrial Water Consumption	20,746	20,260	20,463	20,667	20,874	21,083
Institutional Water Consumption	164,292	141,322	142,735	144,163	145,604	147,060
Non Single Family-Residential Irrigation	37,305	62,425	63,049	63,680	64,317	64,960
Non Single Family-Residential Water Consumption	899,787	869,548	878,243	887,026	895,896	904,855
Total Water Consumption	1,620,836	1,630,910	1,647,219	1,663,691	1,680,328	1,697,131
Total Sewer Consumption	1,290,856	1,303,765	1,316,803	1,329,971	1,343,270	1,356,703
Net Revenue - Water (Users)	\$ 9,618,284	\$ 10,215,360	\$ 11,032,589	\$ 11,915,196	\$ 12,510,956	\$ 12,886,284
Net Revenue - Sewer (Users)	\$ 9,307,072	\$ 9,400,146	\$ 9,870,153	\$ 10,363,661	\$ 10,881,844	\$ 11,425,936
Service Charges	\$ 1,366,650	\$ 1,380,317	\$ 1,421,727	\$ 1,464,378	\$ 1,508,310	\$ 1,553,559
Potential Surplus (Deficit)	\$ 164,089	\$ -				

			% Increase			
			3%	3%	3%	3%
Billing Service Charge per Month	\$ 3.25	\$ 3.25	\$ 3.35	\$ 3.45	\$ 3.55	\$ 3.66
Meter Service Charge per Month (5/8" Meter) *	\$ 2.90	\$ 2.90	\$ 2.99	\$ 3.08	\$ 3.17	\$ 3.26
Total Service Charge (5/8" Meter) *	\$ 6.15	\$ 6.15	\$ 6.33	\$ 6.52	\$ 6.72	\$ 6.92

* Meter service charges per month vary by meter size

			% Increase			
			8%	8%	5%	3%
Residential Water Rates per 1,000 Gallons						
Level 1: 0 - 3,000 gallons per Month	\$ 3.31	\$ 3.31	\$ 3.57	\$ 3.86	\$ 4.05	\$ 4.18
Level 2: 3,001 - 6,000 gallons per Month	\$ 6.62	\$ 6.62	\$ 7.15	\$ 7.72	\$ 8.11	\$ 8.35
Level 3: Over 6,001 - 9,000 gallons per Month	\$ 9.93	\$ 9.93	\$ 10.72	\$ 11.58	\$ 12.16	\$ 12.53
Level 4: Over 9,000 gallons per Month	\$ 13.24	\$ 13.24	\$ 14.30	\$ 15.44	\$ 16.22	\$ 16.70
Non Single-Family Residential Water Rate - per 1,000 Gallons	\$ 6.19	\$ 6.19	\$ 6.69	\$ 7.22	\$ 7.58	\$ 7.81
Sewer Rate per 1,000 Gallons	\$ 7.21	\$ 7.21	\$ 7.57	\$ 7.95	\$ 8.35	\$ 8.76

Water Rates During Emergency Water Restrictions:

Residential Water Rates per 1,000 Gallons						
Level 1: 0 - 3,000 gallons per Month	\$ 4.15	\$ 4.15	\$ 4.48	\$ 4.84	\$ 5.08	\$ 5.24
Level 2: 3,001 - 6,000 gallons per Month	\$ 9.96	\$ 9.96	\$ 10.76	\$ 11.62	\$ 12.20	\$ 12.56
Level 3: Over 6,000 gallons per Month	\$ 19.92	\$ 19.92	\$ 21.51	\$ 23.23	\$ 24.40	\$ 25.13
Level 4: Over 9,000 gallons per Month	\$ 26.56	\$ 26.56	\$ 28.68	\$ 30.98	\$ 32.53	\$ 33.50
Non Single-Family Residential Water Rate - per 1,000 Gallons	\$ 9.29	\$ 9.29	\$ 10.03	\$ 10.84	\$ 11.38	\$ 11.72

Projected Capacity & Connection Fees

	Projected					
	2011	2012	2013	2014	2015	2016
Water System - Projected CIP Costs	\$ 2,499,350	\$ 3,683,950	\$ 4,111,675	\$ 3,393,525	\$ 3,728,800	\$ 2,246,400
Wastewater System - Projected CIP Costs	\$ 13,174,350	\$ 6,903,650	\$ 880,575	\$ 1,798,125	\$ 1,316,700	\$ 2,324,800

	2011	2012	%	Average Total Increase of 10% per Fiscal Year			
	2011	2012	Increase	2013	2014	2015	2016
Water System Development Fees per ERC	\$ 1,772	\$ 1,772	0%	\$ 1,871	\$ 1,976	\$ 2,087	\$ 2,204
Water Rivanna Capacity Fees per ERC	\$ 3,822	\$ 3,940	3%	\$ 4,431	\$ 4,984	\$ 5,606	\$ 6,305
Sewer System Development Fees per ERC	\$ 2,155	\$ 2,404	12%	\$ 2,539	\$ 2,681	\$ 2,831	\$ 2,990
Sewer Rivanna Capacity Fees per ERC	\$ 2,756	\$ 2,998	9%	\$ 3,372	\$ 3,792	\$ 4,265	\$ 4,797
Total	\$ 10,505	\$ 11,114	6%	\$ 12,213	\$ 13,433	\$ 14,789	\$ 16,295

Projected Service Connection (Tap) Charges

	2011	2012	
Primary Water Meters:			
5/8" Meter and Connection	\$ 710	\$ 1,006	42%
1" Meter and Connection	\$ 836	\$ 1,070	28%
Over 1" Meter and Connection	Actual Cost	Actual Cost	
5/8" Meter Only	\$ 121	\$ 181	50%
1" Meter Only	\$ 195	\$ 272	39%
Over 1" Meter Only	Actual Cost	Actual Cost	
Auxiliary Meters (All)	Actual Cost	Actual Cost	
Wastewater Taps (All)	Actual Cost	Actual Cost	

Last revised: 9/1/2006

Miscellaneous Charges

	2011	2012	
Delinquent Turn Off/On Fee per trip			
Trip During Normal Work Hours	\$ 20	\$ 26	30%
After Work Hours & Weekends	\$ 30	\$ 72	140%
Reconnection Fee:			
5/8" - 1 1/2" Meter	\$ 20	\$ 26	30%
2" - 4" Meter	\$ 25	\$ 33	32%
Larger than 4" Meter	Actual Cost	Actual Cost	
Special Service Fee			
Trip During Normal Work Hours	\$ 20	\$ 26	30%
After Work Hours & Weekends	\$ 30	\$ 72	140%
Construction Plan Review Charge			
As-built Plan Review - Engineer Review	\$40 per hour	\$45 per hour	13%
As-built Plan Review - Inspector Review	\$40 per hour	\$45 per hour	13%
As-built Plan Review - Inspector Review	\$25 per hour	\$30 per hour	13%
Construction Inspection Fees (Water and/or Sewer Lines):			
Lines greater than 400 linear feet	\$.60/linear ft.	\$.72/linear ft.	20%
Lines less than 400 linear feet	Actual Cost	Actual Cost	
Reinspection of New Water/Sewer Lines	\$ 25	\$ 30	20%
Inspection of New Pumping Stations	Actual Cost	Actual Cost	
Irrigation System Application and Processing Fees:			
a. Plan Review and Meter Sizing	\$ 20	\$ 25	25%
b. Cost Estimate Preparation	\$ 80	\$ 100	25%
Line Tapping Fee:			
Type E-4, Tap Size 3/4"-1", Line Size 1.25"-3"	\$ 100	\$ 140	40%
Type B-100, Tap Size 3/4"-1", Line Size 4"-24"	\$ 100	\$ 140	40%
Type A-2, Tap Size 1.5"- 2", Line Size 6"- 24"	\$ 150	\$ 210	40%
Type CL-12, Tap Size 4"-12", Line Size 4"-24"	\$60.00/inch	\$84.00/inch	40%
Installation of Tapping Sleeves & Tapping Valves:			
Stainless Steel instead of Mechanical Joint			
4" - 8"	\$ 400	\$ 350	-13%
10" - 12"	\$ 500	\$ 440	-12%
14" - 24"	\$ 600	\$ 525	-13%

Last revised: 2/1/2005

Last revised: 7/1/2002

Last revised: 7/1/2006

Last revised: 7/1/2000

Operating and 3R Reserves

Anticipated Reserves

	2011	2012	2013	Projected		2016
				2014	2015	
FY 2010 - Beginning Operating & Maintenance Reserve	\$ 3,015,000					
Water Reserves	\$ 202,821	\$ 206,297	\$ 211,608	\$ 217,956	\$ 224,495	\$ 231,230
Sewer Reserves	\$ 153,005	\$ 165,053	\$ 169,358	\$ 174,439	\$ 179,672	\$ 185,062
Accumulated Operating & Maintenance Reserve	\$ 3,370,826	\$ 3,742,176	\$ 4,123,142	\$ 4,515,537	\$ 4,919,704	\$ 5,335,996
FY 2012's % of Target Fund Balance		80.57%				
Equivalent Days		73				

	2011	2012	2013	Projected		2016
				2014	2015	
Beginning 3R Reserve	\$ 7,451,536					
Utilize Reserves for Anticipated Capital Projects	\$ (1,925,000)	\$ (1,450,000)	\$ (1,250,000)	\$ (1,000,000)	\$ (500,000)	\$ (500,000)
3R Reserve	\$ 377,216	\$ 439,911	\$ 486,198	\$ 509,943	\$ 509,943	\$ 600,000
Accumulated 3R Reserve	\$ 5,903,752	\$ 4,893,663	\$ 4,129,861	\$ 3,639,804	\$ 3,649,747	\$ 3,749,747
FY 2012's % of Target Contribution:		46.65%				

Projected Debt Service

Wastewater Capital Project	\$ -	\$ 9,650,000	\$ 4,850,000	\$ -	\$ -	\$ -
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Base Assumptions

Average Cost Increases:	3.0%
Interest Rate on Borrowings:	2.9%
Growth Rate Customer:	1.0%
Consumption Growth Rate:	< 1%
Interest Earned on Investments:	1.0%
Estimated Consumption:	270 gallons per day (1 ERC)
O&M Reserve:	Target 90 Days Operating Expense
Repair, Renewal & Replacement "3R" Reserve:	Target Contribution = 1% of System Assets

Rate & Revenue Comparisons			Revenue Comparison FY 2011			Revenue Comparison FY 2012 with 1% Increase in Projected Consumption		
Customer Type	<u>Projected Usage (1000 gal.)</u>	<u>Rates</u>	<u>Projected Revenue</u>	<u>Projected Usage (1000 gal.)</u>	<u>Rates</u>	<u>Projected Revenue</u>		
Monthly Service Charge		Varies	<u>\$ 1,366,650</u>		Varies	<u>\$ 1,380,317</u>		
All Single-Family Residential Water								
Level 1 Domestic	425,790	\$3.31	\$ 1,409,365	420,855	\$3.31	\$ 1,393,030		
Irrigation	7,887		\$ 26,106	8,910		\$ 29,492		
Level 2 Domestic	171,690	\$6.62	\$ 1,136,588	175,525	\$6.62	\$ 1,161,976		
Irrigation	7,887		\$ 52,212	8,910		\$ 58,984		
Level 3 Domestic	48,073	\$9.93	\$ 477,365	50,945	\$9.93	\$ 505,884		
Irrigation	7,887		\$ 78,318	8,911		\$ 88,486		
Level 4 Domestic	41,205	\$13.24	\$ 545,554	75,297	\$13.24	\$ 996,932		
Irrigation	10,630		\$ 140,741	12,009		\$ 158,999		
Total Single-Family Residential Water	721,049		\$ 3,866,249	761,362		\$ 4,393,783		
Non Single-Family Residential Water (Domestic)	862,482	\$6.19	\$ 5,338,767	807,123	\$6.19	\$ 5,338,767		
Level 1 Irrigation	475	\$3.31	\$ 1,572	1,049	\$3.31	\$ 1,572		
Level 2 Irrigation	388	\$6.62	\$ 2,569	3,690	\$6.62	\$ 2,569		
Level 3 Irrigation	1,155	\$9.93	\$ 11,469	4,713	\$9.93	\$ 11,469		
Level 4 Irrigation	35,287	\$13.24	\$ 333,192	52,973	\$13.24	\$ 467,200		
Total Non-Single-Family Residential Water	899,787		\$ 5,687,568	869,548		\$ 5,821,577		
Total Projected Water Usage & Revenue	1,620,836		\$ 9,553,817	1,630,910		\$ 10,215,360		
Total Projected Sewer Usage & Revenue	1,290,856	\$7.21	\$ 9,306,993	1,303,765	\$7.21	\$ 9,400,146		
Total Operating Revenue			\$ 20,227,460			\$ 20,995,823		

FY 2012 RATES PROPOSED - Comparison of Average Monthly Bills (per unit)

Rates:	<u>Current</u>	<u>Proposed</u>
Service Charge	\$6.15	\$6.15
Water, SFR - Level 1	\$3.32	\$3.31
Water, SFR - Level 2	\$6.64	\$6.62
Water, SFR - Level 3	\$9.96	\$9.93
Water, SFR - Level 4	\$13.28	\$13.24
Water, Non-Residential	\$6.19	\$6.19
All Sewer	\$7.21	\$7.21

Varies, based upon meter size.

Please note:

1) The figures for average monthly usage are based upon end of Fiscal Year 2010 information.

2) The service charge is calculated per meter, not per unit.

Single-Family Residential

Avg. Monthly Usage	<u>Current</u>	<u>Proposed</u>	<u>Increase</u>
3,900			
Service Charge	\$6.15	\$6.15	0.00%
Water - Level 1	\$9.96	\$9.93	-0.30%
Water - Level 2	\$5.98	\$5.96	-0.30%
Water - Level 3	\$0.00	\$0.00	0.00%
Sewer	\$28.12	\$28.12	0.00%
	<u>\$50.21</u>	<u>\$50.16</u>	<u>-0.10%</u>

Commercial (Other)

Avg. Monthly Usage per Unit	<u>Current</u>	<u>Proposed</u>	<u>Increase</u>
18,000			
Service Charge	\$6.15	\$6.15	0.00%
Water	\$111.42	\$111.42	0.00%
Sewer	\$129.78	\$129.78	0.00%
	<u>\$247.36</u>	<u>\$247.36</u>	<u>0.00%</u>

Multi-Family Residential (per unit)

Avg. Monthly Usage per Unit	<u>Current</u>	<u>Proposed</u>	<u>Increase</u>
3,400			
Service Charge	\$6.15	\$6.15	0.00%
Water	\$21.05	\$21.05	0.00%
Sewer	\$24.51	\$24.51	0.00%
	<u>\$51.72</u>	<u>\$51.72</u>	<u>0.00%</u>

Industrial

Avg. Monthly Usage per Unit	<u>Current</u>	<u>Proposed</u>	<u>Increase</u>
83,700			
Service Charge	\$6.15	\$6.15	0.00%
Water	\$518.10	\$518.10	0.00%
Sewer	\$603.48	\$603.48	0.00%
	<u>\$1,127.73</u>	<u>\$1,127.73</u>	<u>0.00%</u>

Commercial (Offices)

Avg. Monthly Usage per Unit	<u>Current</u>	<u>Proposed</u>	<u>Increase</u>
10,100			
Service Charge	\$6.15	\$6.15	0.00%
Water	\$62.52	\$62.52	0.00%
Sewer	\$72.82	\$72.82	0.00%
	<u>\$141.49</u>	<u>\$141.49</u>	<u>0.00%</u>

Institutional

Avg. Monthly Usage per Unit	<u>Current</u>	<u>Proposed</u>	<u>Increase</u>
9,200			
Service Charge	\$6.15	\$6.15	0.00%
Water	\$56.95	\$56.95	0.00%
Sewer	\$66.33	\$66.33	0.00%
	<u>\$129.43</u>	<u>\$129.43</u>	<u>0.00%</u>

Calculation Details

ACSA System Development Fees

	<u>Water System</u>	<u>Sewer System</u>	<u>Total</u>
ACSA Asset Value (FY 2010 Audited Figures + FY 2011 YTD)	\$ 57,979,455	\$ 68,062,839	\$ 126,042,294
Less: Contributed Capital (From Developers + FY 2011 YTD)	<u>(36,582,206)</u>	<u>(42,944,329)</u>	<u>(79,526,535)</u>
ACSA Paid in Equity	\$ 21,397,249	\$ 25,118,510	\$ 46,515,759
Plus Future Planned Improvements Attributable to Growth	\$ 7,486,875	\$ 16,381,500	
Equivalent Number of Customers (Current System)	16,209	13,174	
Newly Served Customers (Future Planned Improvements)	90	4,091	

System Development Fee - Proposed Charge per ERC

	\$ 1,772	\$ 2,404
Current System Development Fee - Charge per ERC	\$ 1,772	\$ 2,155
% Increase	0%	12%

Rivanna Capacity Fees

	<u>Water System</u>	<u>Sewer System</u>	<u>Total</u>
RWSA Capital Asset Value (1)	\$ 59,809,784	\$ 106,585,056	\$ 166,394,840
**Less Construction in Progress (FY 2006 New Debt, Capacity)	(4,725,349)	(742,277)	\$ (5,467,626)
FY 2008 New Debt (Maintain) (2)	<u>11,737,079</u>	<u>38,838,013</u>	\$ 50,575,092 *
Total Capital Assets	\$ 66,821,514	\$ 144,680,792	\$ 211,502,306
New Capacity & Expansion included in CIP	4,725,349	742,277	
Debt less CIP for New Capacity & Expansion (2)	<u>28,000,651</u>	<u>3,721,723</u>	
	\$ 32,726,000	\$ 4,464,000	

Additional ERC's to be served (New ERCs = 6.7 mgd / 270 gpd)	24,815	20,611
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	<u>Water System</u>	<u>Sewer system</u>
ACSA Portion of Rivanna Assets - 56% (4)	\$ 37,420,048	\$ 81,021,244
Total Current and Available ERC's	<u>38,578</u>	<u>32,356</u>
	\$ 970	\$ 2,504

ACSA Portion of Expansion: Water is 65%, Sewer is 46% (3)	\$ 47,905,548	\$ 4,669,414
ACSA Share of Total ERC's	<u>16,130</u>	<u>9,481</u>
	\$ 2,970	\$ 493

Rivanna Capacity Fee - Proposed Charge per ERC

	\$ 3,940	\$ 2,998
Current Rivanna Capacity Fee - Charge per ERC	\$ 3,822	\$ 2,756
% Increase	3%	9%

Notes:

- (1) - From Rivanna 2010 CAFR
- (2) - New Debt figures derived from Cost Allocation Agreement, 03/12/2008
- (3) - Renegotiation of Percentages from the South Rivanna Expansion and Community Water Supply 2003 Agreement
- (4) - Allocation of Assets based upon % of capacity used (56% for ACSA)

* The schedule for Rivanna Capacity fees has been modified (slightly) to account, not for ACSA's share of annual debt service payments, but for ACSA's share of total debt, refunding and new, as an increase in total capital assets.

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Our Vision

Conserve today, sustain tomorrow, and protect water and environmental resources forever.

Our Mission

With pride and dedication, we serve our customers by providing clean, safe water, exemplary wastewater services, and fire protection systems.

Together with our community partners, we maintain and improve our infrastructure in a timely, cooperative, and financially responsible manner.

Our Guiding Principles

Value Honesty and Integrity

Maintain the Public Trust

Provide Responsive Customer Service

Recognize Pride and Dedication

Promote Professional Excellence

Foster Mutual Respect and Open Communication

Ensure a Safe Working Environment

Practice Strategic Foresight and Fiscal Responsibility

Collaborate fully with our Community Partners

Commit to Conservation and Environmental Stewardship