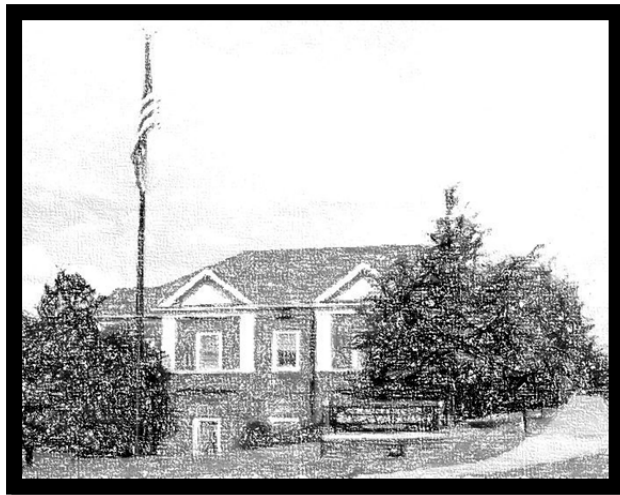


# Albemarle County Service Authority

Serving  Conserving

## Operating and Capital Improvement Budget

Fiscal Year 2013



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

**Proposed: April 19, 2012**

**Adopted: June 21, 2012**

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*Fiscal Year 2013*  
*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
  
- Ms. Holly Hueston  
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 2013. Our goals in the coming fiscal year are:

- To meet anticipated operating and capital improvement expenses, 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 in order to meet the water and sewer needs of the County's jurisdictional area.

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# Albemarle County Service Authority

## Operating and Capital Improvement Budget

Fiscal Year 2013

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April 19, 2012

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 2013 for your review and approval; it contains good news for our customers in that water and sewer monthly user rates will see an increase of less than 4%. In fact, the average single-family residential bill is proposed to increase by 3.33%. It is very important to note that these rates help support double digit increases from our wholesale provider, the Rivanna Water and Sewer Authority (RWSA), in order to fund major investment in capital improvement projects. Two-thirds of our proposed operating budget is used to pay the RWSA for the purchase of bulk water and wastewater treatment.

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.

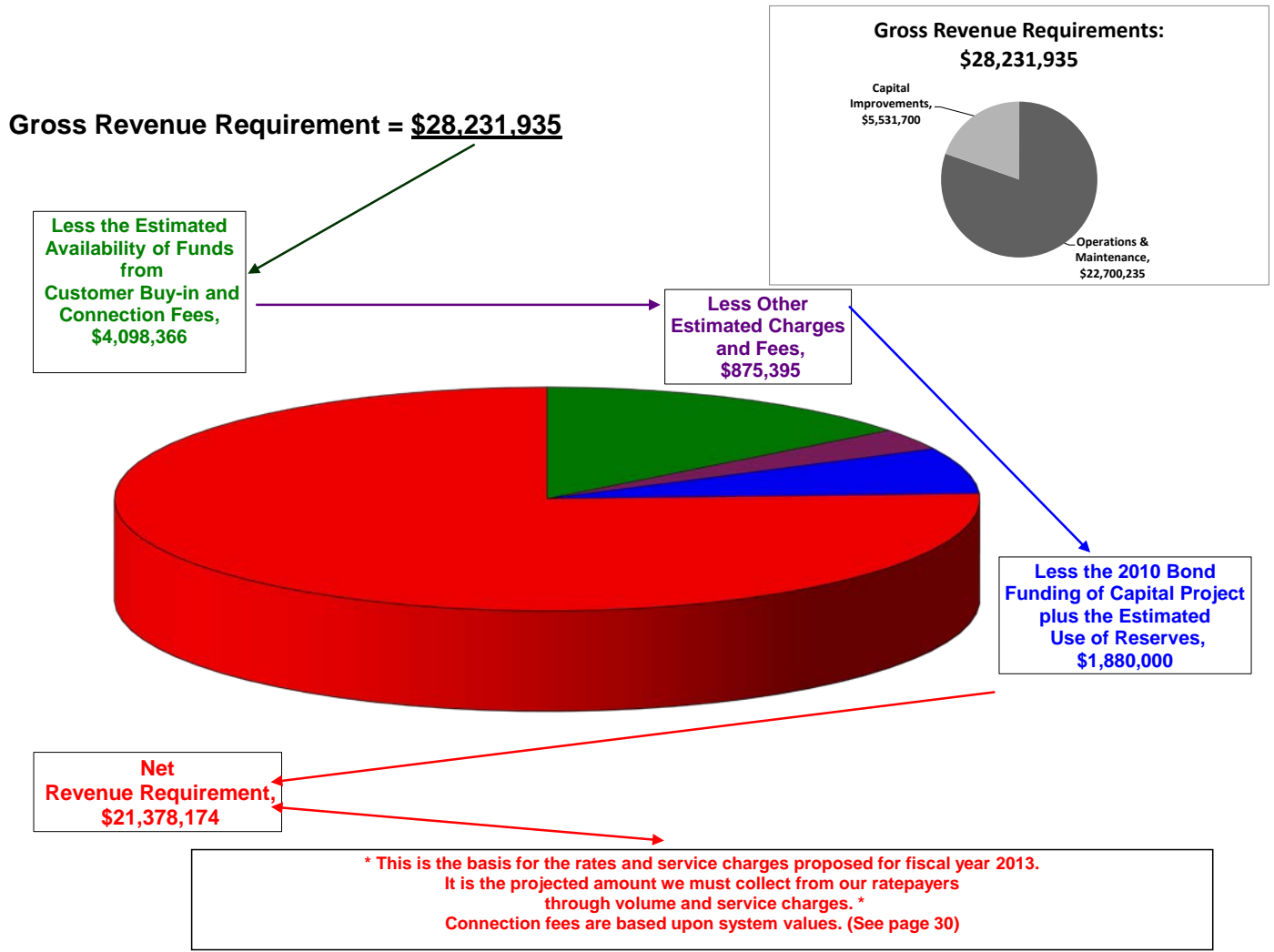
The budget process is performance and zero based which means that all requests for funding in support of our mission start at zero, are necessary, productive, reasonable, and prudent in nature and practice, and are in keeping with the Authority's vision statement and guiding principles. Our goal in this 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 2013 proposes:

- ◆ increasing user rates by less than 4% (after two years of no monthly user rate increases),
- ◆ continuing major reinvestment (\$5.5 million) in maintaining a quality infrastructure through proactive utility system maintenance and rehabilitation, including several new, major water line replacement projects,
- ◆ funding to implement our computerized control (SCADA) systems,
- ◆ investing in our employees who are the backbone of our quality customer services and system maintenance, with continued emphasis on professional development, training, and career progression, 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."

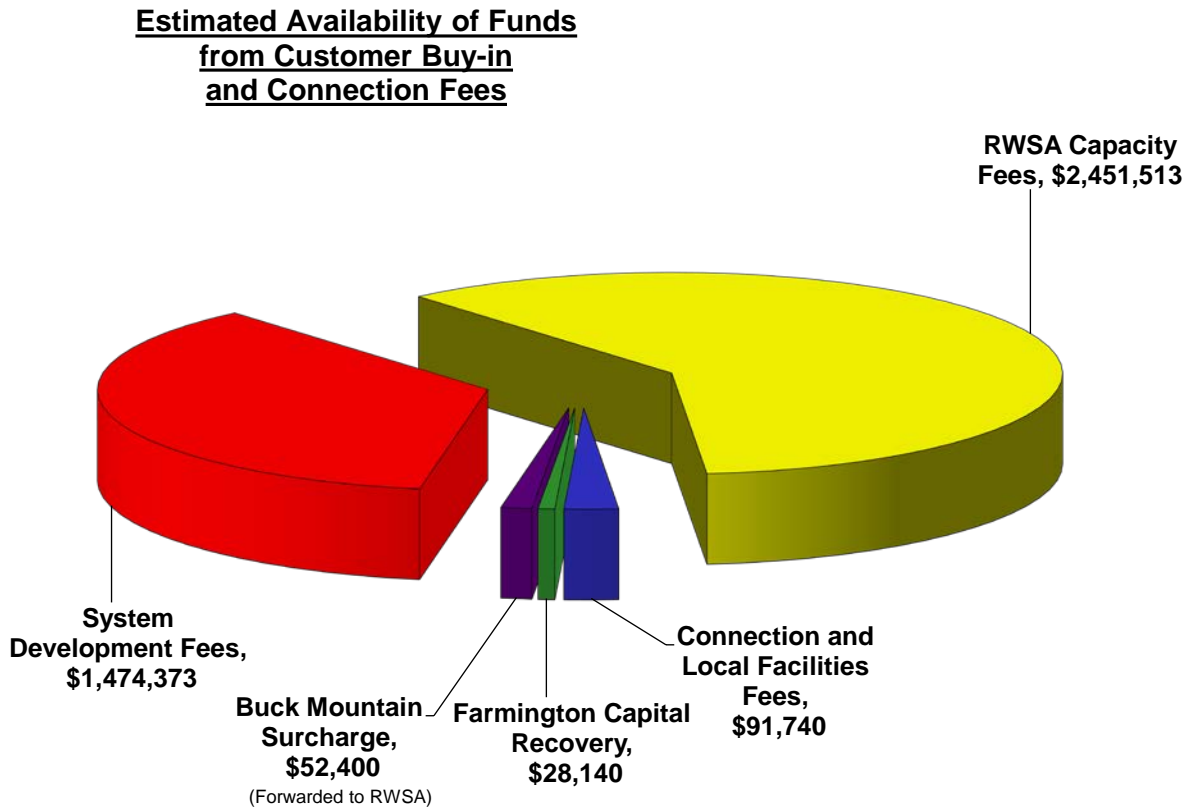
Since many of our expenses are fixed, attention shifted naturally to the revenues required to meet these expenses. The Authority's **gross revenue requirement for fiscal year 2013 is \$28,231,935, including projected capital improvements expenses of \$5,531,700.** In order to meet gross revenue requirements with minimal increases to user rates and fees, 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 \$4,098,366.

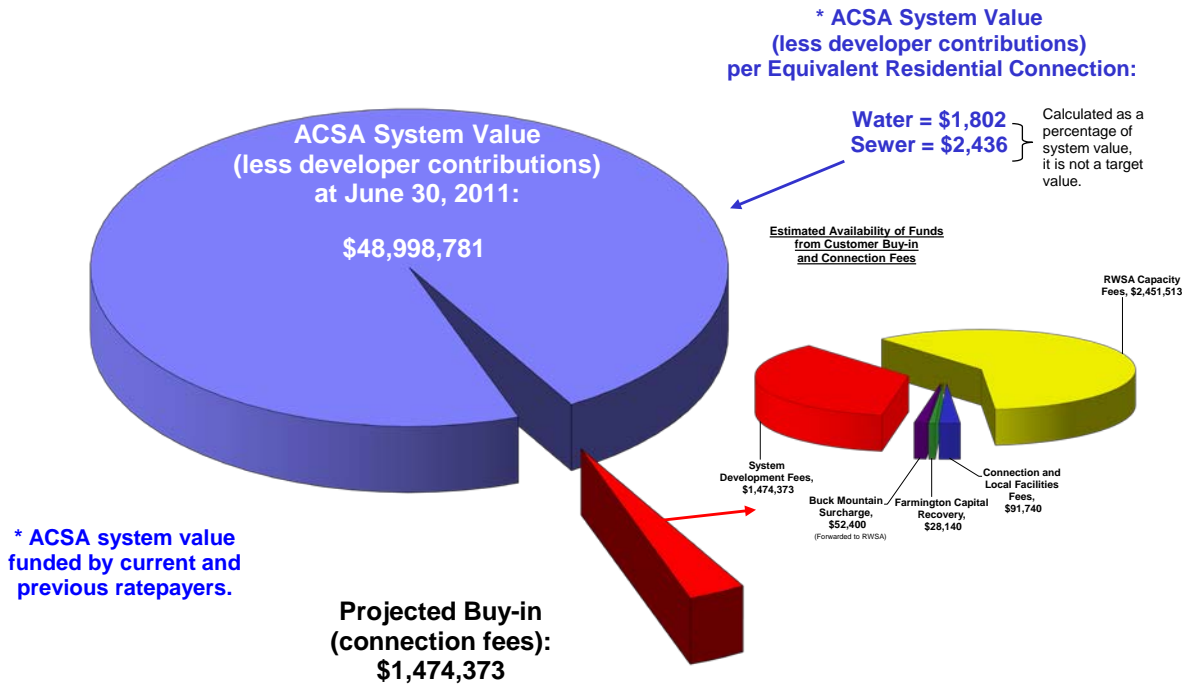


- ◆ System Connection Charges are based upon an estimated number of Equivalent Residential Connections (ERC) less any applicable off-site credits, as follows:
  - ◆ 354 Water System Development connections
  - ◆ 352 Sewer System Development connections
  - ◆ 354 Water Rivanna Capacity connections
  - ◆ 352 Sewer Rivanna Capacity connections
  - ◆ One 5/8" meter equals one Equivalent Residential Connection

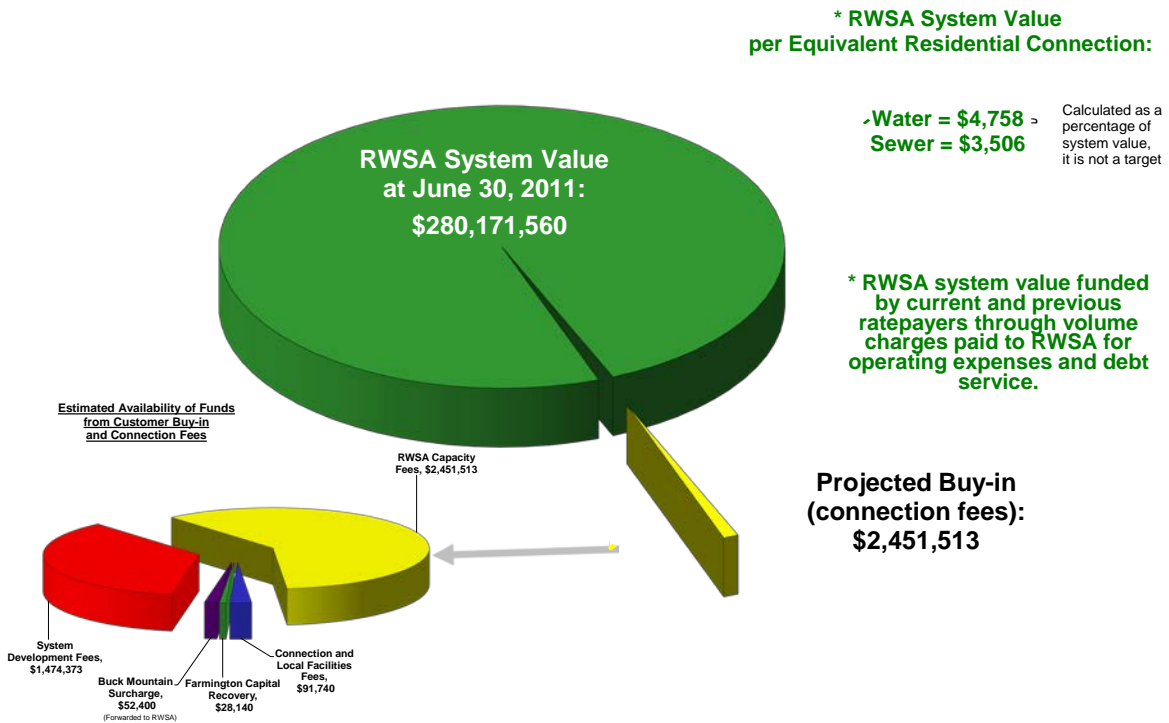
- ◆ Proposed Increase in System Development and Rivanna Capacity Fees – The following increases are based upon system value as follows:

	<u>2012</u>	<u>2013</u>	<u>% Increase</u>
Water System Development Fees per ERC	\$ 1,772	\$ 1,802	2%
Water Rivanna Capacity Fees per ERC	\$ 3,940	\$ 4,758	21%
Sewer System Development Fees per ERC	\$ 2,404	\$ 2,436	1%
Sewer Rivanna Capacity Fees per ERC	\$ 2,998	\$ 3,506	17%
<b>Total</b>	<b>\$ 11,114</b>	<b>\$ 12,502</b>	<b>12%</b>

### ACSA Water & Sewer System Development FY 2013



### RWSA Water & Sewer Capacity FY 2013



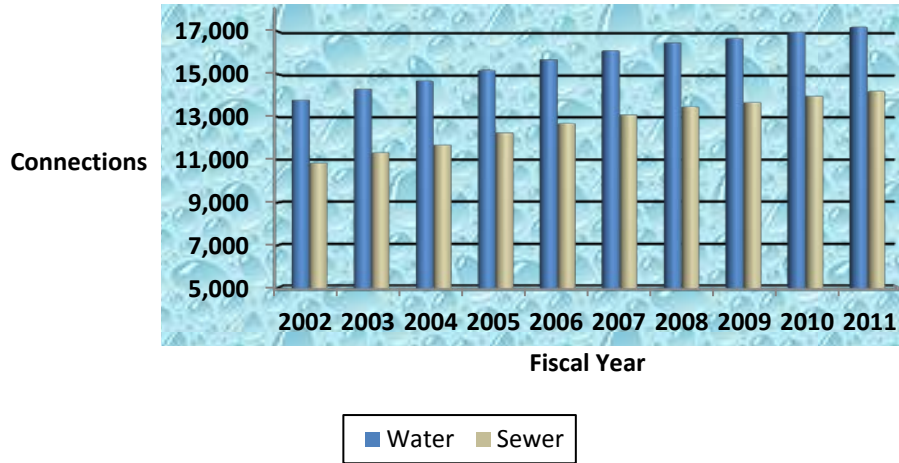
- ◆ Prepaid Connection Fees – According to current policy, payment of applicable fees will be accepted upon presentation of a current approved building permit. If this policy continues, an increase in connection fees will prompt many local builders/residents to prepay these fees before the new rates go into effect. Based upon anticipated development, more than 95% of the equivalent residential connections eligible for connection in fiscal year 2013 have already been prepaid.
  
- ◆ Interest Income projections are :
  - ◆ Interest earnings on long-term investments in the first two quarters of this fiscal year totaled \$40,000. 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 **\$101,000**.
  - ◆ Interest earnings on short-term investments this fiscal year-to-date have totaled \$9,299 and we anticipate \$5,372 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 **\$17,347**.
  
- ◆ Miscellaneous Charges are projected as follows:
  - ◆ Miscellaneous - \$91,740 (customer requested taps, service lines, etc.)
  - ◆ Returned Check Fees, Initial Bill Fees, Reconnection Fees, Interest Charges - \$95,000
  - ◆ Billed Hydrant Usage (Water) - \$80,000
  - ◆ Late Payment Penalties (10%) - \$250,000
  
- ◆ Use of Established Reserves and Debt Service – In order to stabilize rates while maintaining, improving, and extending infrastructure, the Authority will use approximately \$1.5 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) – 1,617,003
    - Residential (in 1,000 gallons)
      - ◆ Level 1 – 459,959
      - ◆ Level 2 – 176,673
      - ◆ Level 3 – 43,588
      - ◆ Level 4 – 45,039
    - Non-Residential – 891,745
  - ◆ Projected Sewer Volume (in 1,000 gallons) – 1,305,917

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 2012</u>	<u>Five-Year Average</u>	<u>Three-Year Average</u>	<u>Projected FY 2013</u>
<b>761,362,000</b>	<b>720,149,205</b>	<b>718,077,060</b>	<b>725,257,831</b>
349,052,000	351,542,531	351,217,252	354,729,424
43,875,000	48,443,277	50,784,133	51,291,975
252,614,000	257,556,300	256,968,111	259,537,792
20,260,000	32,936,033	31,959,922	32,279,521
233,986,000	183,680,411	191,986,752	193,906,619
<b>899,787,000</b>	<b>874,158,552</b>	<b>882,916,170</b>	<b>891,745,332</b>
<b>1,661,149,000</b>	<b>1,594,307,757</b>	<b>1,600,993,230</b>	<b>1,617,003,163</b>

## Expenses

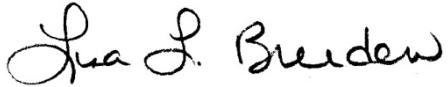
- ◆ RWSA. The costs associated with the purchase of water/wastewater (from Rivanna's FY 2012-2013 Budget Proposal) increased by approximately 11.6% and represents 49% of all ACSA operating and capital improvement expenses.
- ◆ Departmental. After careful examination of all practices and expenses, direct and indirect, most departmental cost increases have been contained barring the following exceptions:
  - ◆ An overall increase in the personal services section of each department. This section includes funds for a 3% increase in salaries according to our career progression plan, a mandated increase in salaries to correspond to the Commonwealth's mandated decrease in employer retirement contributions, and continued funding of life insurance premiums,
  - ◆ Two new positions – adds another Accountant in the Finance Department and another Engineering Technician in the Engineering Department, both corresponding to the growing needs of Authority operations and capital improvements,
  - ◆ Additional equipment to improve operational efficiency and system reliability.
- ◆ 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 \$920,895. 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 \$3.6 million and wastewater projects of more than \$1.9 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 2013 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 written in a cursive, flowing style with a large initial 'G'.

Gary B. O'Connell  
Executive Director

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

Lisa L. Breeden  
Finance Director

# Revenue and Expense Summary

## FY 2013

	FY 2012	FY 2013	
	Approved Budget	Proposed & Adopted Budget	FY 2013 as % of FY 2012
<b>OPERATING REVENUES</b>			
Total Volume Charges	\$ 19,615,506	19,731,857	100.6%
Total Service Charges	1,380,317	1,646,317	119.3%
<b>Total Operating Revenues</b>	<b>\$ 20,995,823</b>	<b>21,378,174</b>	<b>101.8%</b>
<b>NON-OPERATING REVENUES</b>			
System Connection Charges	2,823,618	4,017,626	142.3%
Farmington Capital Recovery	28,140	28,340	100.7%
Rental Income	40,000	30,000	75.0%
Interest Income	118,000	118,000	100.0%
Buck Mountain Surcharge	72,400	52,400	72.4%
Misc. Utility Charges	389,800	516,740	132.6%
Inspection Fees	12,000	16,300	135.8%
Plan Review & FOG Permit Fees	55,000	33,000	60.0%
Build America Bond Subsidy	0	161,354	0.0%
<b>Total Non-Operating Revenues</b>	<b>\$ 3,538,958</b>	<b>4,973,760</b>	<b>140.5%</b>
<b>Total Operating &amp; Non-Operating Revenues</b>	<b>\$ 24,534,781</b>	<b>26,351,934</b>	<b>107.4%</b>
<b>OPERATING EXPENSES</b>			
Purchase of Water/Wastewater	\$ 11,676,294	13,031,214	111.6%
Administration Department	1,515,830	1,520,773	100.3%
Finance Department	1,450,841	1,550,500	106.9%
Engineering Department	1,322,052	1,404,106	106.2%
Maintenance Department	2,467,105	2,772,170	112.4%
Operating Reserve	371,350	460,737	124.1%
<b>Total Operating Expenses</b>	<b>\$ 18,803,472</b>	<b>20,739,500</b>	<b>110.3%</b>
<b>NON-OPERATING EXPENSES</b>			
800 Code Equipment Expenses	74,000	127,427	172.2%
Repair, Renewal, & Rehabilitation Reserves	439,911	920,895	209.3%
Buck Mountain Surcharge	72,400	52,400	72.4%
Existing Debt Service and Amortization	442,350	860,012	194.4%
Transfer for Capital Expenses	4,702,648	3,651,700	77.7%
<b>Total Non-Operating Expenses</b>	<b>\$ 5,731,309</b>	<b>5,612,434</b>	<b>97.9%</b>
<b>Total Operating &amp; Non-Operating Expenses</b>	<b>\$ 24,534,781</b>	<b>26,351,934</b>	<b>107.4%</b>
<b>Operating &amp; Non-Operating Surplus (Deficit)</b>	<b>\$ 0</b>	<b>0</b>	
<b>CAPITAL IMPROVEMENTS FUNDING</b>			
Transfer from Operating Revenues	\$ 4,702,648	3,651,700	77.7%
Transfer from 3R Reserves	1,450,000	1,500,000	103.4%
Build America Bond Funding	4,441,952	380,000	8.6%
<b>Total Capital Improvements Funding</b>	<b>\$ 10,594,600</b>	<b>5,531,700</b>	<b>52.2%</b>
<b>CAPITAL IMPROVEMENTS EXPENSES</b>			
Water - Capital Improvement Projects	\$ 3,683,950	3,596,800	97.6%
Wastewater - Capital Improvement Projects	6,910,650	1,934,900	28.0%
<b>Total Capital Improvements Expenses</b>	<b>\$ 10,594,600</b>	<b>5,531,700</b>	<b>52.2%</b>
<b>Capital Improvements Surplus (Deficit)</b>	<b>\$ 0</b>	<b>0</b>	

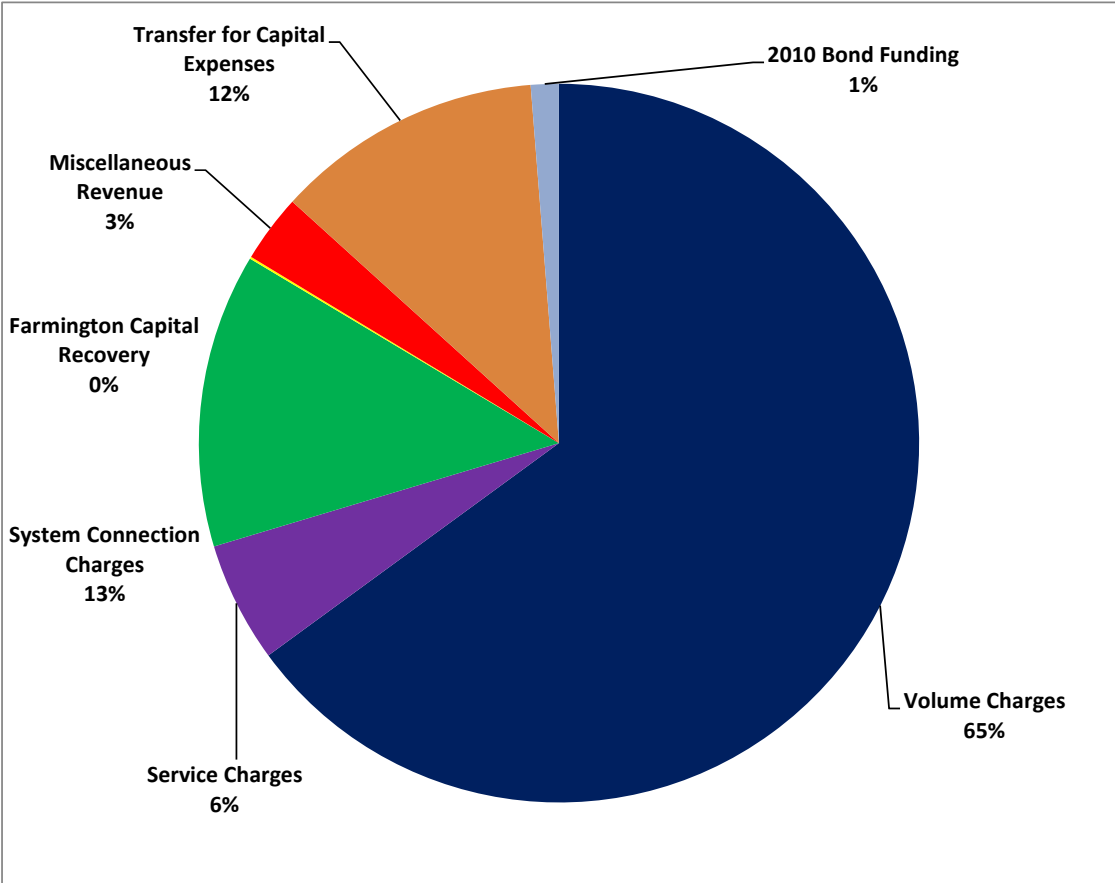
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# Operating and Capital Improvement Budget

Fiscal Year 2013

## REVENUES



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# Revenues and Other Sources of Funding

## FY 2013

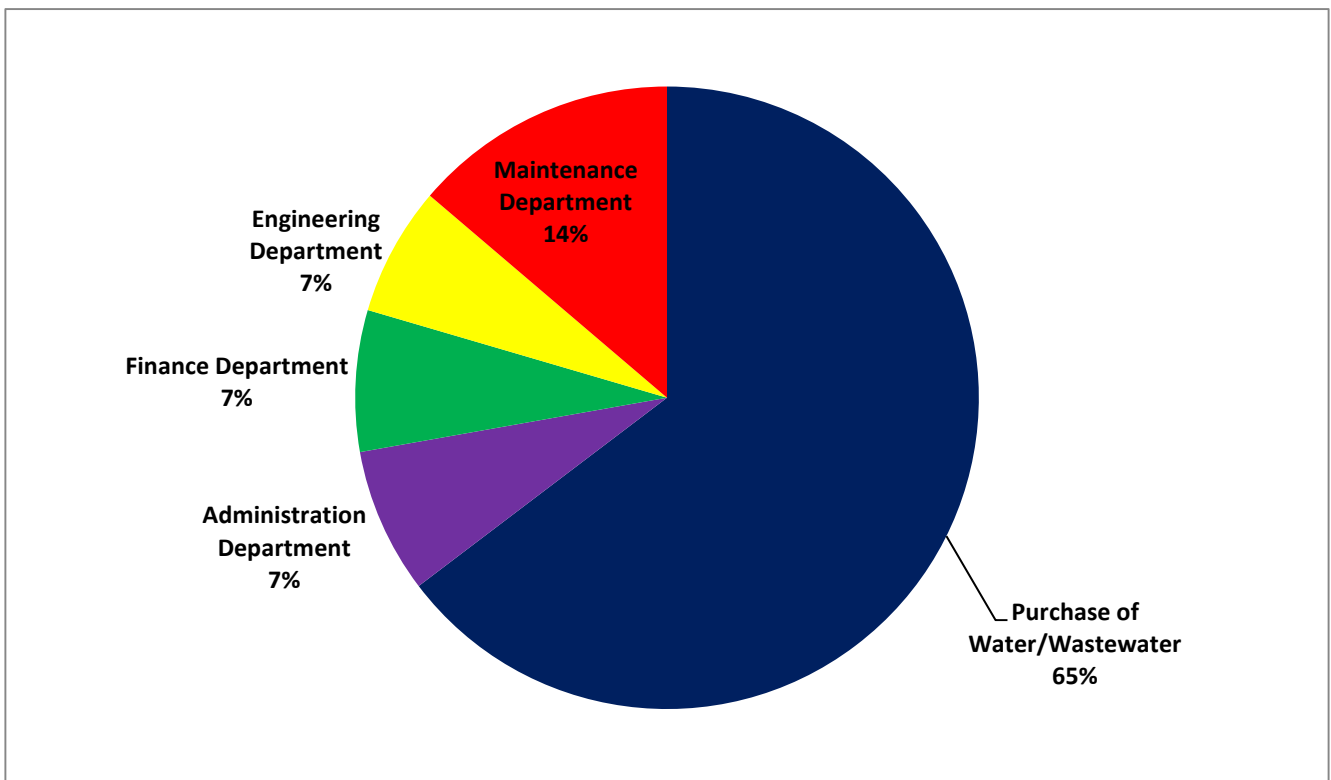
	FY 2012	FY 2013	
	Approved Budget	Proposed & Adopted Budget	FY 2013 as % of FY 2012
<b><i>OPERATING REVENUES</i></b>			
Total Volume Charges	\$ 19,615,506	19,731,857	100.6%
Total Service Charges	1,380,317	1,646,317	119.3%
<b>Total Operating Revenues</b>	<b>\$ 20,995,823</b>	<b>21,378,174</b>	<b>101.8%</b>
<b><i>NON-OPERATING REVENUES</i></b>			
System Connection Charges	2,823,618	4,017,626	142.3%
Farmington Capital Recovery	28,140	28,340	100.7%
Rental Income	40,000	30,000	75.0%
Interest Income	118,000	118,000	100.0%
Buck Mountain Surcharge	72,400	52,400	72.4%
Misc. Utility Charges	389,800	516,740	132.6%
Inspection Fees	12,000	16,300	135.8%
Plan Review & FOG Permit Fees	55,000	33,000	60.0%
Build America Bond Subsidy	0	161,354	0.0%
<b>Total Non-Operating Revenues</b>	<b>\$ 3,538,958</b>	<b>4,973,760</b>	<b>140.5%</b>
<b>Total Operating &amp; Non-Operating Revenues</b>	<b>\$ 24,534,781</b>	<b>26,351,934</b>	<b>107.4%</b>
<b><i>CAPITAL IMPROVEMENTS FUNDING</i></b>			
Transfer from Operating Revenues	\$ 4,702,648	3,651,700	77.7%
Transfer from 3R Reserves	1,450,000	1,500,000	103.4%
2010 Bond Proceeds (majority unspent in FY 2011)	4,441,952	380,000	8.6%
<b>Total Capital Improvements Funding</b>	<b>\$ 10,594,600</b>	<b>5,531,700</b>	<b>52.2%</b>

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# Operating and Capital Improvement Budget

Fiscal Year 2013

## EXPENSES



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## RWSA Expenses

<b>RWSA EXPENSES</b>	<b>FY 2012</b>	<b>FY 2013 Proposed &amp; Adopted</b>	<b>FY 2013 as % of FY 2012</b>
Buck Mountain Surcharge	\$ 72,400	52,400	72.4%
Purchase of Bulk Water	6,346,233	6,899,939	108.7%
Sewer Treatment Expense	5,330,061	6,131,275	115.0%
<b>Subtotal:</b>	<b>\$ 11,748,694</b>	<b>13,083,614</b>	<b>111.4%</b>
<b>RWSA EXPENSES BY SERVICE AREA</b>	<b>Rates FY 2012</b>	<b>Rates FY 2013</b>	
<b>WATER</b>			
Urban	\$3.390/TG	\$3.460/TG	104.5%
Crozet	\$60,853/mo	\$82,916/mo	136.3%
Scottsville	\$31,665/mo	\$36,280/mo	114.6%
Buck Mountain Surcharge		72,400	72.4%
<b>Total</b>		<b>\$ 6,418,633</b>	<b>6,952,339</b> <b>108.3%</b>
 <b>WASTEWATER</b>			
Urban	\$3.348/TG	\$3.732/TG	116.7%
Scottsville	\$26,579/mo	\$27,619/mo	103.9%
Stone-Robinson School	Actual	Actual	107.4%
Glenmore	\$23,246/mo	\$23,436/mo	100.8%
<b>Total</b>		<b>\$ 5,330,061</b>	<b>6,131,275</b> <b>115.0%</b>

# Administration Department

Code	Description	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	
		Expended	Actual Expenses To-Date(Feb)	Anticipated Expenses To-EOFY 2012	Budget	Total Proposed	as % of FY 2012	Total Adopted
<b>PERSONAL SERVICES</b>								
503-510-205	Compensation of Board Members	\$ 12,968	9,297	13,945	27,000	29,160	108.0%	29,160
503-510-210	Salaries & Wages	525,692	377,276	565,914	575,205	586,000	101.9%	586,000
503-510-220	Overtime	77	57	85	1,000	1,000	100.0%	1,000
503-510-220	Social Security	39,572	26,306	39,459	44,860	45,800	102.1%	45,800
503-510-230	Retirement	64,099	45,917	68,876	71,910	55,200	76.8%	55,200
503-510-240	Health & Benefit Dollars	73,420	45,550	68,325	96,570	90,300	93.5%	90,300
503-510-250	Life Insurance	1,418	1,016	1,524	1,592	7,650	480.5%	7,650
503-510-260	Workers' Compensation	696	620	930	1,012	900	88.9%	900
503-510-270	Meals	162	109	200	500	600	120.0%	600
503-510-280	Safety Incentive Program	575	375	850	1,000	2,000	200.0%	2,000
503-510-290	Employee Incentives	8,081	11,813	17,720	35,000	35,000	100.0%	35,000
	<b>Subtotal:</b>	<b>\$ 726,761</b>	<b>518,336</b>	<b>777,828</b>	<b>855,649</b>	<b>853,610</b>	<b>99.8%</b>	<b>853,610</b>
<b>OPERATING SUPPLIES</b>								
503-510-300	Office Supplies	\$ 11,171	9,051	13,050	17,250	18,000	104.3%	18,000
503-510-305	Copier Supplies	1,906	692	1,000	2,840	2,848	100.3%	2,848
503-510-310	Janitorial Supplies	3,019	1,447	1,950	4,030	3,899	96.7%	3,899
503-510-380	Small Tools & Equipment	28,571	12,021	36,089	36,750	22,750	61.9%	22,750
	<b>Subtotal:</b>	<b>\$ 44,667</b>	<b>23,210</b>	<b>52,089</b>	<b>60,870</b>	<b>47,497</b>	<b>78.0%</b>	<b>47,497</b>
<b>PROFESSIONAL &amp; CONTRACTUAL SERVICES</b>								
503-510-500	Legal	\$ 35,084	46,988	59,000	40,850	63,000	154.2%	63,000
503-510-510	Audit	30,000	30,000	30,000	31,500	35,000	111.1%	35,000
503-510-520	Fiscal Agent	0	1,500	1,500	1,500	2,000	133.3%	2,000
503-510-550	Consultants' Fees	10,679	12,564	21,632	33,132	37,681	113.7%	37,681
503-510-560	<sup>1</sup> Service Contracts	93,415	51,286	73,155	73,155	78,589	107.4%	78,589
503-510-575	Telephone/Communications	47,878	32,886	48,791	48,791	47,466	97.3%	47,466
503-510-585	Printing and Duplicating	3,670	2,487	5,642	15,850	8,150	51.4%	8,150
503-510-590	<sup>1</sup> Other Contractual Services	971	576	864	2,438	5,000	205.1%	5,000
	<b>Subtotal:</b>	<b>\$ 221,697</b>	<b>178,287</b>	<b>240,584</b>	<b>247,216</b>	<b>276,885</b>	<b>112.0%</b>	<b>276,885</b>
<b>REPAIRS AND MAINTENANCE</b>								
503-510-600	Equipment Repair and Maintenance	\$		0	2,650	1,650	62.3%	1,650
	<b>Subtotal:</b>	<b>\$ 0</b>	<b>0</b>	<b>0</b>	<b>2,650</b>	<b>1,650</b>	<b>62.3%</b>	<b>1,650</b>



# Administration Department

Code	Description	FY 2011 <u>Expended</u>	FY 2012	FY 2012	FY 2012 <u>Budget</u>	FY 2013	FY 2013	FY 2013
			Actual Expenses <u>To-Date(Feb)</u>	Anticipated Expenses <u>To-EOFY 2012</u>		Total <u>Proposed</u>	as % of <u>FY 2012</u>	Total <u>Adopted</u>
<b>OTHER SERVICES AND CHARGES</b>								
503-510-705	Software	\$ 33,861	13,790	29,130	21,040	14,000	66.5%	14,000
503-510-710	Insurance	61,220	53,959	53,959	65,050	58,000	89.2%	58,000
503-510-720	Dues and Memberships	7,854	6,956	8,505	8,505	8,175	96.1%	8,175
503-510-730	Books and Periodicals	1,486	1,869	3,000	2,865	2,090	72.9%	2,090
503-510-740	Education and Training	48,640	23,188	55,000	64,850	58,795	90.7%	58,795
503-510-741	Board Member Education and Training	614	22	22	5,000	5,000	100.0%	5,000
503-510-745	Travel	12,867	5,338	22,035	26,535	37,350	140.8%	37,350
503-510-750	Advertising	9,819	4,780	7,170	21,500	18,100	84.2%	18,100
503-510-755	Conservation	56,335	28,416	40,000	66,000	88,000	133.3%	88,000
503-510-777	<sup>1</sup> Electricity - Shop/Office	33,161	22,385	34,500	33,300	0	0.0%	0
503-510-780	Permits	35,097	26,456	35,275	34,800	51,621	148.3%	51,621
<b>Subtotal:</b>		<b>\$ 300,953</b>	<b>187,158</b>	<b>288,596</b>	<b>349,445</b>	<b>341,131</b>	<b>97.6%</b>	<b>341,131</b>
<b>CAPITAL OUTLAYS</b>								
503-510-800	Office Equipment	\$ 0	0	0	0	0	0.0%	0
503-510-810	Furniture and Fixtures	0	0	0	0	0	0.0%	0
503-510-830	Machinery and Equipment	0	0	0	0	0	0.0%	0
<b>Subtotal:</b>		<b>\$ 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>TOTAL ADMINISTRATION</b>		<b>\$ 1,294,078</b>	<b>906,991</b>	<b>1,359,097</b>	<b>1,515,830</b>	<b>1,520,773</b>	<b>100.3%</b>	<b>1,520,773</b>

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

# Finance Department

Code	Description	FY 2011 Expended	FY 2012 Actual Expenses To-Date(Feb)	FY 2012 Anticipated Expenses To-EOFY 2012	FY 2012 Budget	FY 2013 Base Budget	Supple- mental Request #1	FY 2013 Total Proposed	FY 2013 as % of FY 2012	FY 2013 Adopted
<b>PERSONAL SERVICES</b>										
503-520-210	Salaries & Wages	\$ 600,933	423,518	610,871	609,450	655,000	48,615	703,615	115.5%	703,615
503-520-220	Overtime Pay	4,980	11,596	13,256	10,000	15,000	0	15,000	150.0%	15,000
503-520-230	Social Security	42,798	30,030	44,760	47,400	51,950	3,719	55,669	117.4%	55,669
503-520-240	Retirement	72,172	51,242	76,895	76,887	62,700	4,638	67,338	87.6%	67,338
503-520-250	Health & Benefit Dollars	117,855	67,518	101,494	144,920	136,420	7,200	143,620	99.1%	143,620
503-520-260	Life Insurance	1,629	1,134	1,702	1,705	8,700	642	9,342	547.9%	9,342
503-520-270	Workers' Compensation	4,722	4,042	4,042	6,645	6,200	73	6,273	94.4%	6,273
	<b>Subtotal:</b>	<b>\$ 845,089</b>	<b>589,079</b>	<b>853,020</b>	<b>897,007</b>	<b>935,970</b>	<b>64,887</b>	<b>1,000,857</b>	<b>111.6%</b>	<b>1,000,857</b>
<b>OPERATING SUPPLIES</b>										
503-520-300	Office Supplies	\$ 9,382	5,926	9,500	9,924	8,539	500	9,039	91.1%	9,039
503-520-330	Personal Protective Equipment	480	0	420	825	200	0	200	24.2%	200
503-520-360	Fuel, Oil & Grease	14,334	4,705	19,821	25,188	22,728	0	22,728	90.2%	22,728
503-520-380	Small Tools & Equipment	101	803	2,500	3,100	2,510	6,100	8,610	277.7%	8,610
	<b>Subtotal:</b>	<b>\$ 24,297</b>	<b>11,434</b>	<b>32,241</b>	<b>39,037</b>	<b>33,977</b>	<b>6,600</b>	<b>40,577</b>	<b>103.9%</b>	<b>40,577</b>
<b>REPAIR &amp; MAINTENANCE</b>										
503-520-400	Vehicle Supplies	\$ 4,393	1,961	3,281	4,500	4,500	0	4,500	100.0%	4,500
503-520-410	Materials - Water	203,391	136,181	174,120	244,524	228,467	0	228,467	93.4%	228,467
	<b>Subtotal:</b>	<b>\$ 207,784</b>	<b>138,142</b>	<b>177,401</b>	<b>249,024</b>	<b>232,967</b>	<b>0</b>	<b>232,967</b>	<b>93.6%</b>	<b>232,967</b>
<b>PROFESSIONAL &amp; CONTRACTUAL SERVICES</b>										
503-520-535	Uniform Rental	3,076	1,668	2,694	3,277	3,131	0	3,131	95.5%	3,131
503-520-550	Consultants' Fees	0	75	250	500	500	0	500	100.0%	500
503-520-560	Service Contracts	35,215	22,281	43,800	43,800	43,800	0	43,800	100.0%	43,800
503-520-580	Postage	86,136	66,515	100,000	125,100	127,460	0	127,460	101.9%	127,460
503-520-585	Printing and Duplicating	19,228	12,079	20,579	19,468	25,365	0	25,365	130.3%	25,365
503-520-590	Other Contractual Services	16,760	7,779	25,000	27,025	26,525	0	26,525	98.1%	26,525
	<b>Subtotal:</b>	<b>\$ 160,415</b>	<b>110,397</b>	<b>192,323</b>	<b>219,170</b>	<b>226,781</b>	<b>0</b>	<b>226,781</b>	<b>103.5%</b>	<b>226,781</b>

Supplemental Request: Additional Staffing

## Finance Department

Code	Description	FY 2011 Expended	FY 2012 Actual Expenses To-Date(Feb)	FY 2012 Anticipated Expenses To-EOFY 2012	FY 2012 Budget	FY 2013 Base Budget	Supple- mental Request #1	FY 2013 Total Proposed	FY 2013 as % of FY 2012	FY 2013 Adopted
<b>REPAIRS AND MAINTENANCE</b>										
503-520-600	Equipment Repair and Maintenance	\$ 1,524	613	2,762	7,310	5,330	0	5,330	72.9%	5,330
503-520-650	Vehicle Repair and Maintenance	2,431	1,992	2,560	4,500	4,500	0	4,500	100.0%	4,500
	<b>Subtotal:</b>	<b>\$ 3,955</b>	<b>2,604</b>	<b>5,322</b>	<b>11,810</b>	<b>9,830</b>	<b>0</b>	<b>9,830</b>	<b>83.2%</b>	<b>9,830</b>
<b>OTHER SERVICES AND CHARGES</b>										
503-520-700	Rental of Equipment	\$ 1,198	714	1,326	1,248	1,248	0	1,248	100.0%	1,248
503-520-705	Software	3,598	3,801	3,801	4,500	5,615	0	5,615	124.8%	5,615
503-520-720	Dues and Memberships	453	335	335	375	480	35	515	137.3%	515
503-520-730	Books and Periodicals	1,241	290	1,840	1,840	1,970	0	1,970	107.1%	1,970
503-520-740	Education and Training	7,036	4,360	17,000	17,090	17,640	0	17,640	103.2%	17,640
503-520-745	Travel	6,764	2,826	9,740	9,740	12,500	0	12,500	128.3%	12,500
	<b>Subtotal:</b>	<b>\$ 20,290</b>	<b>12,326</b>	<b>34,042</b>	<b>34,793</b>	<b>39,453</b>	<b>35</b>	<b>39,488</b>	<b>113.5%</b>	<b>39,488</b>
<b>CAPITAL OUTLAYS</b>										
503-520-800	Office Equipment	\$ 0	0	60,000	60,000	0	0	0	0.0%	0
503-520-810	Furniture and Fixtures	0	0	0	0	0	0	0	0.0%	0
503-520-830	Machinery and Equipment	0	0	0	0	0	0	0	0.0%	0
	<b>Subtotal:</b>	<b>\$ 0</b>	<b>0</b>	<b>60,000</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
	<b>TOTAL FINANCE</b>	<b>\$ 1,261,830</b>	<b>863,983</b>	<b>1,354,349</b>	<b>1,510,841</b>	<b>1,478,978</b>	<b>71,522</b>	<b>1,550,500</b>	<b>102.6%</b>	<b>1,550,500</b>

Supplemental Request: Additional Staffing

# Engineering Department

Code	Description	FY 2011 Expended	FY 2012 Actual Expenses To-Date(Feb)	FY 2012 Anticipated Expenses To-EOFY 2012	FY 2012 Budget	FY 2013 Base Budget	Supple- mental Request #1	FY 2013 Total Proposed	FY 2013 as % of FY 2012	FY 2013 Adopted
<b>PERSONAL SERVICES</b>										
503-540-210	Salaries & Wages	\$ 876,335	603,001	904,501	868,660	913,500	36,435	949,935	109.4%	949,935
503-540-220	Overtime Pay (will be reimbursed by 3R)	531	9,926	1,500	10,000	10,000	0	10,000	100.0%	10,000
503-540-230	Social Security	65,570	44,004	66,005	67,230	71,500	2,787	74,287	110.5%	74,287
503-540-240	Retirement	102,069	69,910	104,866	105,675	86,000	3,476	89,476	84.7%	89,476
503-540-250	Health & Benefit Dollars	133,899	78,560	117,840	166,450	146,200	7,200	153,400	92.2%	153,400
503-540-260	Life Insurance	2,278	1,547	2,321	2,340	12,000	481	12,481	533.4%	12,481
503-540-270	Workers' Compensation	8,479	7,654	11,480	12,575	8,500	1,013	9,513	75.6%	9,513
<b>Subtotal:</b>		<b>\$ 1,189,161</b>	<b>814,602</b>	<b>1,208,514</b>	<b>1,232,930</b>	<b>1,247,700</b>	<b>51,392</b>	<b>1,299,092</b>	<b>105.4%</b>	<b>1,299,092</b>
<b>OPERATING SUPPLIES</b>										
503-540-330	Personal Protective Equipment	605	577	840	1,050	1,025	175	1,200	114.3%	1,200
503-540-360	Fuel, Oil & Grease	16,676	5,710	17,130	19,250	25,911	0	25,911	134.6%	25,911
503-540-380	Small Tools & Equipment	7,583	12,002	13,200	13,220	10,110	950	11,060	83.7%	11,060
<b>Subtotal:</b>		<b>\$ 24,864</b>	<b>18,289</b>	<b>31,170</b>	<b>33,520</b>	<b>37,046</b>	<b>1,125</b>	<b>38,171</b>	<b>113.9%</b>	<b>38,171</b>
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>										
503-540-400	Vehicle Supplies	\$ 2,799	2,186	2,480	2,000	2,500	0	2,500	125.0%	2,500
<b>Subtotal:</b>		<b>\$ 2,799</b>	<b>2,186</b>	<b>2,480</b>	<b>2,000</b>	<b>2,500</b>	<b>0</b>	<b>2,500</b>	<b>125.0%</b>	<b>2,500</b>
<b>PROFESSIONAL &amp; CONTRACTUAL SERVICES</b>										
503-540-535	Uniform Rental	\$ 1,566	562	844	1,192	1,153	0	1,153	96.7%	1,153
503-540-590	Other Contractual Services	11,710	9,124	14,725	15,560	21,365	0	21,365	137.3%	21,365
<b>Subtotal:</b>		<b>\$ 13,277</b>	<b>9,686</b>	<b>15,569</b>	<b>16,752</b>	<b>22,518</b>	<b>0</b>	<b>22,518</b>	<b>134.4%</b>	<b>22,518</b>
<b>REPAIRS AND MAINTENANCE</b>										
503-540-600	Equipment Repair and Maintenance	\$ 714	346	3,000	3,400	4,120	0	4,120	121.2%	4,120
503-540-650	Vehicle Repair and Maintenance	1,643	1,498	1,800	1,430	1,650	0	1,650	115.4%	1,650
<b>Subtotal:</b>		<b>\$ 2,357</b>	<b>1,844</b>	<b>4,800</b>	<b>4,830</b>	<b>5,770</b>	<b>0</b>	<b>5,770</b>	<b>119.5%</b>	<b>5,770</b>

Supplemental Request: Additional Staffing

# Engineering Department

Code	Description	FY 2011 Expended	FY 2012 Actual Expenses To-Date(Feb)	FY 2012 Anticipated Expenses To-EOFY 2012	FY 2012 Budget	FY 2013 Base Budget	Supple- mental Request #1	FY 2013 Total Proposed	FY 2013 as % of FY 2012	FY 2013 Adopted
<b>OTHER SERVICES AND CHARGES</b>										
503-540-720	Dues and Memberships	\$ 698	722	825	970	1,010	115	1,125	116.0%	1,125
503-540-730	Books and Periodicals			0	0	900	0	900	n/a	900
503-540-740	Education and Training	6,726	5,430	12,000	16,350	20,950	500	21,450	131.2%	21,450
503-540-745	Travel	9,355	5,171	10,000	14,700	12,180	400	12,580	85.6%	12,580
<b>Subtotal:</b>		<b>\$ 16,779</b>	<b>11,323</b>	<b>22,825</b>	<b>32,020</b>	<b>35,040</b>	<b>1,015</b>	<b>36,055</b>	<b>112.6%</b>	<b>36,055</b>
<b>CAPITAL OUTLAYS</b>										
503-540-800	Office Equipment	\$ 0	0	0	0	0	0	0	0.0%	0
503-540-810	Furniture and Equipment	0	0	0	0	0	0	0	0.0%	0
503-540-830	Machinery and Equipment	0	0	0	0	0	0	0	0.0%	0
<b>Subtotal:</b>		<b>\$ 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>TOTAL ENGINEERING</b>		<b>\$ 1,249,237</b>	<b>857,930</b>	<b>1,285,358</b>	<b>1,322,052</b>	<b>1,350,574</b>	<b>53,532</b>	<b>1,404,106</b>	<b>106.2%</b>	<b>1,404,106</b>

Supplemental Request: Additional Staffing

# Maintenance Department

Code	Description	FY 2011 <u>Expended</u>	FY 2012	FY 2012	FY 2012 <u>Budget</u>	FY 2013	FY 2013 as % of FY 2012	FY 2013
			<u>To-Date(Feb)</u>	<u>Anticipated Expenses To-EOFY 2012</u>		<u>Proposed</u>		<u>Adopted</u>
<b>PERSONAL SERVICES</b>								
503-550-210	Salaries & Wages	\$ 1,053,903	727,359	1,091,039	1,123,155	1,219,000	108.5%	1,219,000
503-550-220	Overtime Pay	43,147	15,034	22,550	57,000	50,000	87.7%	50,000
503-550-225	Standby Pay	1,906	1,143	1,715	4,000	4,000	100.0%	4,000
503-550-225	Social Security	78,215	50,472	75,708	90,625	99,000	109.2%	99,000
503-550-230	Retirement	126,082	86,858	130,287	141,195	116,100	82.2%	116,100
503-550-240	Health & Benefit Dollars	231,489	134,967	202,451	302,300	284,000	93.9%	284,000
503-550-250	Life Insurance	2,800	1,937	2,905	3,125	16,500	528.0%	16,500
503-550-260	Workers' Compensation	23,206	19,983	29,974	35,610	36,000	101.1%	36,000
503-550-270	Meals - Overtime	234	20	300	2,500	2,500	100.0%	2,500
	<b>Subtotal:</b>	<b>\$ 1,560,982</b>	<b>1,037,772</b>	<b>1,556,928</b>	<b>1,759,510</b>	<b>1,827,100</b>	<b>103.8%</b>	<b>1,827,100</b>
<b>OPERATING SUPPLIES</b>								
503-550-320	Shop Supplies	6,360	2,809	7,500	12,515	14,689	117.4%	14,689
503-550-330	Personal Protective Equipment	12,176	6,604	14,000	16,374	17,935	109.5%	17,935
503-550-360	Fuel, Oil & Grease	74,974	23,124	68,000	82,055	98,583	120.1%	98,583
503-550-370	Heating Fuel	2,453	1,015	7,000	8,140	7,280	89.4%	7,280
503-550-380	Small Tools & Equipment	35,186	17,537	44,000	48,600	60,765	125.0%	60,765
	<b>Subtotal:</b>	<b>\$ 131,149</b>	<b>51,089</b>	<b>140,500</b>	<b>167,684</b>	<b>199,252</b>	<b>118.8%</b>	<b>199,252</b>
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>								
503-550-400	Vehicle Supplies	\$ 13,932	4,096	18,000	20,440	25,725	125.9%	25,725
503-550-410	Materials - Water	75,012	29,164	66,000	75,000	88,000	117.3%	88,000
503-550-415	Materials - Hydrants	16,661	15,286	22,000	22,100	28,500	129.0%	28,500
503-550-420	Materials - Sewer	6,115	2,631	5,500	12,000	12,000	100.0%	12,000
503-550-425	<sup>1</sup> Building & Grounds Supplies	5,374	4,081	10,500	10,975	21,925	199.8%	21,925
503-550-430	Equipment Supplies	13,214	8,330	15,500	17,390	23,900	137.4%	23,900
503-550-460	Water Pump Station Supplies	20,988	22,585	55,000	62,650	58,200	92.9%	58,200
503-550-480	Sewer Pump Station Supplies	17,801	3,204	21,000	32,800	46,000	140.2%	46,000
	<b>Subtotal:</b>	<b>\$ 169,097</b>	<b>89,377</b>	<b>213,500</b>	<b>253,355</b>	<b>304,250</b>	<b>120.1%</b>	<b>304,250</b>

<sup>1</sup> All or most expenses moved from the Administration Department to the Maintenance Department

# Maintenance Department

Code	Description	FY 2011 <u>Expended</u>	FY 2012	FY 2012	FY 2012 <u>Budget</u>	FY 2013	FY 2013 as % of FY 2012	FY 2013 <u>Adopted</u>
			<u>To-Date(Feb)</u>	<u>Anticipated Expenses</u>		<u>FY 2013 Proposed</u>		
<b>PROFESSIONAL &amp; CONTRACTUAL SERVICES</b>								
503-550-530	Labor - Outside Contract	\$ 6,064	31,718	49,000	79,630	109,330	137.3%	109,330
503-550-535	Uniform Rental	14,533	10,121	15,200	19,173	19,773	103.1%	19,773
503-550-561	<sup>1</sup> Building & Grounds Services	4,892	22,358	38,000	40,115	49,770	124.1%	49,770
503-550-590	<sup>1</sup> Other Contractual Services	5,735	4,607	7,500	9,303	8,403	90.3%	8,403
	<b>Subtotal:</b>	<b>\$ 31,223</b>	<b>68,803</b>	<b>109,700</b>	<b>148,221</b>	<b>187,276</b>	<b>126.3%</b>	<b>187,276</b>
<b>REPAIRS AND MAINTENANCE</b>								
503-550-600	Equipment Repair and Maintenance	\$ 7,017	5,786	21,000	25,655	31,875	124.2%	31,875
503-550-620	<sup>1</sup> Building & Grounds Repair and Maintenance	1,197	16,246	17,500	6,000	53,620	893.7%	53,620
503-550-650	Vehicle Repair and Maintenance	23,506	14,312	22,500	24,395	22,895	93.9%	22,895
	<b>Subtotal:</b>	<b>\$ 31,720</b>	<b>36,344</b>	<b>61,000</b>	<b>56,050</b>	<b>108,390</b>	<b>193.4%</b>	<b>108,390</b>
<b>OTHER SERVICES AND CHARGES</b>								
503-550-700	Rental of Equipment	\$ 1,892	-6	250	7,750	7,750	100.0%	7,750
503-550-760	Electricity - Water Pump Station	36,607	23,420	38,000	48,606	42,882	88.2%	42,882
503-550-761	Electricity - Sewer Pump Station	12,373	8,298	15,000	23,329	53,995	231.5%	53,995
503-550-777	<sup>1</sup> Electricity - Shop & Office	0	0	0	0	36,000	0.0%	36,000
503-550-780	Permits	1,340	200	600	2,600	5,275	202.9%	5,275
	<b>Subtotal:</b>	<b>\$ 52,212</b>	<b>31,912</b>	<b>53,850</b>	<b>82,285</b>	<b>145,902</b>	<b>177.3%</b>	<b>145,902</b>
<b>CAPITAL OUTLAYS</b>								
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	36,219	0	12,000	14,000	127,427	910.2%	127,427
	<b>Subtotal:</b>	<b>\$ 36,219</b>	<b>0</b>	<b>12,000</b>	<b>14,000</b>	<b>127,427</b>	<b>910.2%</b>	<b>127,427</b>
	<b>TOTAL MAINTENANCE</b>	<b>\$ 2,012,602</b>	<b>1,315,297</b>	<b>2,147,478</b>	<b>2,481,105</b>	<b>2,899,597</b>	<b>116.9%</b>	<b>2,899,597</b>

<sup>1</sup> All or most expenses moved from the Administration Department to the Maintenance Department

## Operating and Capital Improvement Budget

Fiscal Year 2013

### Request for Additional Staffing and Equipment

#### Staffing:

Accountant, Finance Department – As a result of growth in Authority operations, demands for support, maintenance, and analysis of information have increased in the Finance Department. By adding one accountant, the existing accountant would be able to concentrate (or specialize, if you will) on the procurement side of accounting – purchasing, payables, inventory, while the new accountant will be able to focus on payroll, accounts receivable (liaison to the customer service section), and general accounting. Each accountant will be responsible for overseeing the work of one accounting technician. By separating these accounting functions and by adding an analytical liaison to customer service, we will achieve an extra level of internal control (accountability), we will achieve the ability to orchestrate rather than react to industry changes and customer requirements, and we will further our endeavors at successful planning for succession. (Requested by the Finance Director)

Engineering Technician, Engineering Department – Currently one Engineering Technician is shared between the FOG/Backflow Prevention Programs and the Modeling Program within the Engineering Department. The growth in the FOG/Backflow Prevention Programs, with the necessary site inspections, database management, quality control checks and device testing, requires the support of a full time technician. The requested new position would provide full time support of our Modeling Program through the maintenance and deployment of 11 sewer flow meters and 11 rain gauges, plus gathering the data for use in calibration of the sewer hydraulic model. In addition, these meters will allow us to meet our Strategic Plan Goal of identifying and reducing I&I throughout our sewer system as it continues to age. On-going support of the Water Hydraulic Model will require continued field testing to maintain the calibration and meet the recommended goal of conducting fire hydrant flow tests on 20% of our system annually. (Requested by the Director of Engineering)

#### Equipment:

Mini Excavator – The maintenance department would like to add this piece of equipment to its arsenal of equipment. Due to its versatility and compact size, this piece of equipment will allow us to work more efficiently within VDOT rights-of-way. These units are considerable more fuel efficient than our current backhoe.

Pump Station Service Truck – Necessary to upgrade/replace the current vehicle with a larger vehicle that can haul the tools and equipment necessary to maintain our water and sewer pump stations. If we send two employees out to pull a pump or motor, we are over the legal weight limits of the current vehicle.

Dirt Screener – We are typically paying the landfill a significant amount of money each month disposing of dirt that is unsuitable for backfilling our excavations due to rock and debris. This item will allow us to remove the rocks and debris in an efficient manor so that we can reduce the amount of landfill fees and the amount of money we spend purchasing gravel to use in place of the unsuitable soil.

Asphalt Roller – The current roller is 12 years old and does not have a seat belt or a roll cage to protect the operation, which does not meet current safety regulations. We would like to replace this piece of equipment with one that has the needed safety devices. We have also been advised by VDOT that we need to purchase a roller that is larger in order to continue paving our patches with VDOT rights-of-way. This purchase would also include a trailer to transport the roller.

(All requested by the Operations Manager)



**Operating and Capital Improvement Budget**

**Fiscal Year 2013**

**CAPITAL IMPROVEMENTS**

**Proposed and Adopted Capital Improvements Fiscal Years 2013 - 2017**

CAPITAL IMPROVEMENT PROJECTS	2012	2013	2014	2015	2016	2017
Water System	Budget	Proposed	Forecast	Forecast	Forecast	Forecast
<u>Water System</u>						
Facility Improvements - Maintenance Shop/Main Office		85,000				
ACSA Facilities Improvement	56,000	50,000				
ACSA Facilities Paving			55,500			
Scottsville Street Upgrades	40,000	40,000				
Ragged Mountain Water Phase I				80,000		
St. George Ave./Buck Rd Water Main Replacement	540,000	600,000	1,200,000			
Ashcroft #1 Water Improvements	162,000	320,000				
West Leigh Drive Water Line Replacement, Phase II	560,000					
Jarman Gap Road Betterment	19,700					
Berwick Road Water Replacement	390,000					
Glenmore Water Tank Study - Glenmore Tank		75,000	521,000	1,696,500		
Water Tank Improvements		42,800	213,900			
Hardware St Water Main Extension	392,800	392,800				
Ivy Road - Flordon Water Connection		136,800	409,500			
Buckingham Cl Water	530,000	530,000				
Ashcroft Pump Station #1	25,000	250,000				
Key West Water Replacement	335,000	341,000	1,364,000	341,000		
Crozet Water Main Replacement		150,700	1,276,200		197,400	1,132,600
Orchard Acres Water Replacement				200,000	1,500,000	
Western Ridge - Foxchase Water Connection	54,700	25,000	161,000			
Proffit Rd - Jefferson Village Replacement						137,300
Rt 785 Water Replacement					185,700	
Berkeley Water Replacement				130,000	900,000	
Northfields Transite Water Replacement						644,000
Baker Butler - Forest Lakes Water Connection					186,500	
Key West - Dunlora Water Connection				668,600		
Hollymeade Water Main Replacement	160,000	196,000				
Jackson St Water Replacement			95,700			
Shoppers World Water Relocation	126,500					
West Leigh Transite Water Replacement				160,000	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	1,366,800
Automatic Flushing Assemblies	60,000					
SCADA System	182,250	273,800	189,350	243,550		
Developer Participation	50,000	50,000	50,000	50,000	50,000	50,000
<b>Total Water Capital Projects</b>	<b>3,683,950</b>	<b>3,596,800</b>	<b>5,594,650</b>	<b>3,569,650</b>	<b>3,469,600</b>	<b>3,490,700</b>

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 2013 - 2017**

<b>CAPITAL IMPROVEMENT PROJECTS</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<u>Wastewater System</u>	<b>Budget</b>	<b>Proposed</b>	<b>Forecast</b>	<b>Forecast</b>	<b>Forecast</b>	<b>Forecast</b>
Facility Improvements - Maintenance Shop/Main Office		85,000				
ACSA Facilities Improvement	56,000	50,000				
ACSA Facilities Paving			55,500			
Oak Hill Sewer, Phase I	185,000					
Oak Hill Sewer, Phase II				605,000		
Scottsville Sewer Phase II	115,000	115,000				
PVCC Drainage Basis SSES				180,200	350,000	
Berkeley Phase II Sewer Lining						252,000
North Fork Regional Pump Station Project	5,558,800	380,000				
Meadowcreek Drainage Basin Sewer Rehab	283,600					
Ednam Drainage Basin SSES			46,200	150,000		
Northfields Sewer Phase V						612,000
Crozet Drainage Basin SSES	141,000					
Brookway Rd Aerial Sewer Crossing	87,000					
Glenmore Pump Station		11,000				
Biscuit Run Drainage Basin SSES	252,000	28,400				
Deerwood Sewer					82,800	
Hessian Hills Sewer				124,200		
Miscellaneous Sewer Rehabilitation		400,000	400,000	400,000	400,000	400,000
Oak Forest Pump Station - Gravity Sewer					413,000	
Woodbrook Drainage Basis SSES		144,200	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
Arc Flash Hazard Risk Assessment		211,000				
SCADA System	182,250	460,300	48,000	24,500		
Developer Participation	50,000	50,000	50,000	50,000	50,000	50,000
<b>Total Wastewater Capital Projects</b>	<b>6,910,650</b>	<b>1,934,900</b>	<b>949,700</b>	<b>1,533,900</b>	<b>1,538,900</b>	<b>1,786,900</b>

**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 2013**

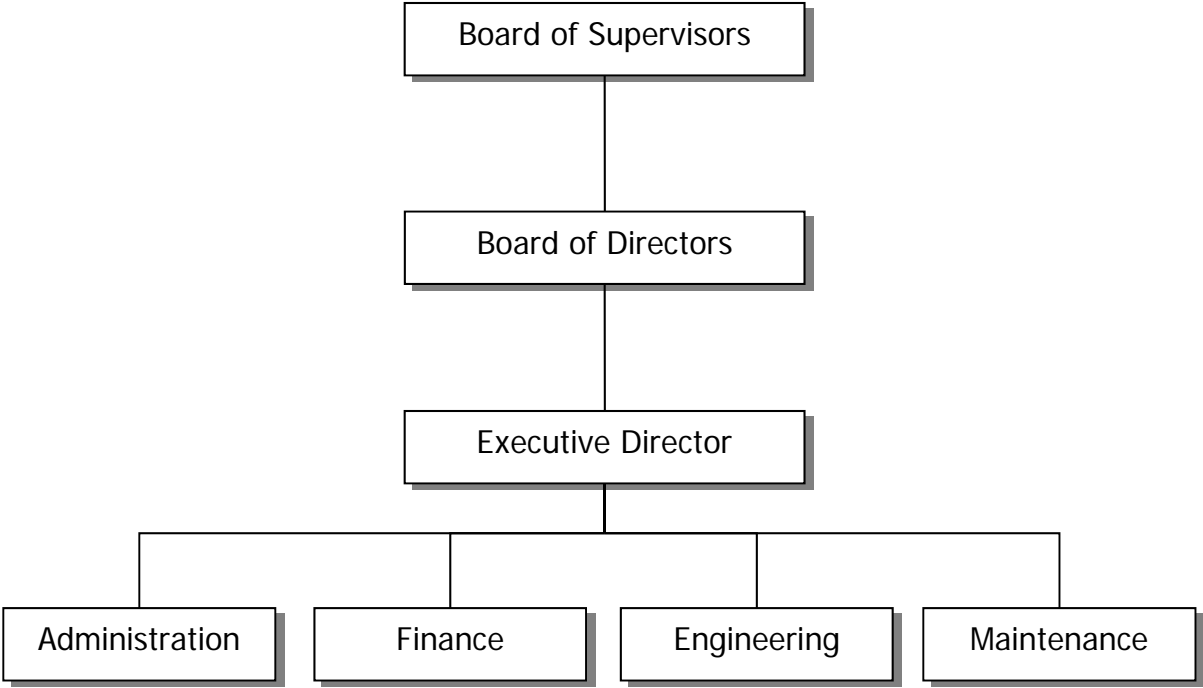
**ORGANIZATIONAL CHART**

**&**

**STAFFING**

**Albemarle County Service Authority**

**Organizational Chart**



## Departmental Staffing

	Current Number of Positions	Proposed & Adopted Number of Positions
<b>ADMINISTRATION</b>		
Executive Director	1	1
Manager of Information Systems	1	1
Human Resources & Administration Manager	1	1
Applications Programmer	1	1
Information Systems Coordinator	1	1
SCADA/LAN Technician (was LAN Technician)	1	1
SCADA Technician	1	1
Administrative Associate	3	3
<b>FINANCE</b>		
Finance Director	1	1
Accountant	1	2
Meter Operations Supervisor	1	1
Customer Service Supervisor	1	1
Accounting Technician	2	2
Customer Service Representative	4	4
Meter Technician	4	4
<b>ENGINEERING</b>		
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	2.6
<b>MAINTENANCE</b>		
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
<b>TOTAL</b>	<b>69.6</b>	<b>71.6</b>

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**Operating and Capital Improvement Budget**

**Fiscal Year 2013**

**RATES, FEES, AND RESERVES**

## Rate Projections

			Projected Increase 1% Per Year (3-year average)				
	2012	2013	2014	2015	2016	2017	
(in 1,000 gallons)							
Single Family-Residential Water Consumption	761,362	725,258	732,511	739,836	747,234	754,706	
Multi-Family Residential Water Consumption	349,052	353,080	356,611	360,177	363,779	367,416	
Commercial (Offices) Water Consumption	43,875	42,544	42,969	43,399	43,833	44,271	
Commercial (Other) Water Consumption	252,614	231,113	233,424	235,758	238,116	240,497	
Industrial Water Consumption	20,260	32,279	32,602	32,928	33,257	33,590	
Institutional Water Consumption	141,322	177,840	179,618	181,415	183,229	185,061	
Non Single Family-Residential Irrigation	62,425	54,889	55,438	55,992	56,552	57,118	
Non Single Family-Residential Water Consumption	869,548	891,745	900,662	909,669	918,766	927,953	
<b>Total Water Consumption</b>	<b>1,630,910</b>	<b>1,617,003</b>	<b>1,633,173</b>	<b>1,649,505</b>	<b>1,666,000</b>	<b>1,682,660</b>	
<b>Total Sewer Consumption</b>	<b>1,303,765</b>	<b>1,305,917</b>	<b>1,318,976</b>	<b>1,332,166</b>	<b>1,345,488</b>	<b>1,358,942</b>	
Net Revenue - Water (Users)	\$ 10,215,360	\$ 9,950,539	\$ 10,448,066	\$ 10,970,469	\$ 11,628,697	\$ 12,442,706	
Net Revenue - Sewer (Users)	\$ 9,400,146	\$ 9,781,318	\$ 10,466,011	\$ 11,198,631	\$ 12,094,522	\$ 13,062,084	
Service Charges	\$ 1,380,317	\$ 1,646,317	\$ 1,695,707	\$ 1,746,578	\$ 1,798,975	\$ 1,852,944	
Potential Surplus (Deficit)	\$ -	\$ -					
			%				
			<u>Increase</u>	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	0%	\$ 6.33	\$ 6.52	\$ 6.72	\$ 6.92
* Meter service charges per month vary by meter size							
Residential Water Rates per 1,000 Gallons				5%	5%	6%	7%
Level 1: 0 - 3,000 gallons per Month	\$ 3.31	\$ 3.44	4%	\$ 3.61	\$ 3.79	\$ 4.02	\$ 4.30
Level 2: 3,001 - 6,000 gallons per Month	\$ 6.62	\$ 6.88	4%	\$ 7.22	\$ 7.59	\$ 8.04	\$ 8.60
Level 3: Over 6,001 - 9,000 gallons per Month	\$ 9.93	\$ 10.32	4%	\$ 10.84	\$ 11.38	\$ 12.06	\$ 12.90
Level 4: Over 9,000 gallons per Month	\$ 13.24	\$ 13.76	4%	\$ 14.45	\$ 15.17	\$ 16.08	\$ 17.21
 				4%	4%	4%	4%
Non Single-Family Residential Water Rate - per 1,000 Gallons	\$ 6.19	\$ 6.43	4%	\$ 6.69	\$ 6.95	\$ 7.23	\$ 7.52
 				7%	7%	8%	8%
Sewer Rate per 1,000 Gallons	\$ 7.21	\$ 7.49	4%	\$ 8.01	\$ 8.58	\$ 9.26	\$ 10.00
 <i>Water Rates During Emergency Water Restrictions:</i>							
Residential Water Rates per 1,000 Gallons							
Level 1: 0 - 3,000 gallons per Month	\$ 4.15	\$ 4.15		\$ 4.36	\$ 4.58	\$ 4.85	\$ 5.19
Level 2: 3,001 - 6,000 gallons per Month	\$ 9.96	\$ 9.96		\$ 10.46	\$ 10.98	\$ 11.64	\$ 12.45
Level 3: Over 6,000 gallons per Month	\$ 19.92	\$ 19.92		\$ 20.92	\$ 21.96	\$ 23.28	\$ 24.91
Level 4: Over 9,000 gallons per Month	\$ 26.56	\$ 26.56		\$ 27.89	\$ 29.28	\$ 31.04	\$ 33.21
Non Single-Family Residential Water Rate - per 1,000 Gallons	\$ 9.29	\$ 9.29		\$ 9.66	\$ 10.05	\$ 10.45	\$ 10.87

**Projected Capacity & Connection Fees**

	Projected					
	2012	2013	2014	2015	2016	2017
Water System - Projected CIP Costs	\$ 3,683,950	\$ 3,596,800	\$ 5,594,650	\$ 3,569,650	\$ 3,469,600	\$ 3,490,700
Wastewater System - Projected CIP Costs	\$ 6,910,650	\$ 1,934,900	\$ 949,700	\$ 1,533,900	\$ 1,538,900	\$ 1,786,900

	2012	2013	%	Average Total Increase of 10% per Fiscal Year			
	2012	2013	Increase	2014	2015	2016	2017
Water System Development Fees per ERC	\$ 1,772	\$ 1,802	2%	\$ 1,903	\$ 2,010	\$ 2,122	\$ 2,241
Water Rivanna Capacity Fees per ERC	\$ 3,940	\$ 4,758	21%	\$ 5,351	\$ 6,019	\$ 6,769	\$ 7,613
Sewer System Development Fees per ERC	\$ 2,404	\$ 2,436	1%	\$ 2,572	\$ 2,717	\$ 2,869	\$ 3,030
Sewer Rivanna Capacity Fees per ERC	\$ 2,998	\$ 3,506	17%	\$ 3,943	\$ 4,435	\$ 4,988	\$ 5,610
<b>Total</b>	<b>\$ 11,114</b>	<b>\$ 12,502</b>	<b>12%</b>	<b>\$ 13,770</b>	<b>\$ 15,180</b>	<b>\$ 16,748</b>	<b>\$ 18,494</b>

**Projected Service Connection (Tap) Charges**

	2012	2013	
<b>Primary Water Meters:</b>			
5/8" Meter and Connection	\$ 1,006	\$ 1,026	2%
1" Meter and Connection	\$ 1,070	\$ 1,091	2%
Over 1" Meter and Connection	Actual Cost	Actual Cost	
5/8" Meter Only	\$ 181	\$ 184	2%
1" Meter Only	\$ 272	\$ 277	2%
Over 1" Meter Only	Actual Cost	Actual Cost	
<b>Auxiliary Meters (All)</b>	Actual Cost	Actual Cost	
<b>Wastewater Taps (All)</b>	Actual Cost	Actual Cost	

**Miscellaneous Charges**

	2012	2013	
<b>Delinquent Turn Off/On Fee per trip</b>			
Trip During Normal Work Hours	\$ 26	\$ 26	0%
After Work Hours & Weekends	\$ 72	\$ 72	0%
<b>Reconnection Fee:</b>			
5/8" - 1 1/2" Meter	\$ 26	\$ 26	0%
2" - 4" Meter	\$ 33	\$ 33	0%
Larger than 4" Meter	Actual Cost	Actual Cost	
<b>Special Service Fee</b>			
Trip During Normal Work Hours	\$ 26	\$ 26	0%
After Work Hours & Weekends	\$ 72	\$ 72	0%
<b>Construction Plan Review Charge</b>	\$45 per hour	\$45 per hour	0%
As-built Plan Review - Engineer Review	\$45 per hour	\$45 per hour	0%
As-built Plan Review - Inspector Review	\$30 per hour	\$30 per hour	0%
<b>Construction Inspection Fees (Water and/or Sewer Lines):</b>			
Lines greater than 400 linear feet	\$.72/linear ft.	\$.72/linear ft.	0%
Lines less than 400 linear feet	Actual Cost	Actual Cost	
Reinspection of New Water/Sewer Lines	\$ 30	\$ 30	0%
Inspection of New Pumping Stations	Actual Cost	Actual Cost	
<b>Irrigation System Application and Processing Fees:</b>			
a. Plan Review and Meter Sizing	\$ 25	\$ 25	0%
b. Cost Estimate Preparation	\$ 100	\$ 100	0%
<b>Line Tapping Fee:</b>			
Type E-4, Tap Size 3/4"-1", Line Size 1.25"-3"	\$ 140	\$ 140	0%
Type B-100, Tap Size 3/4"-1", Line Size 4"-24"	\$ 140	\$ 140	0%
Type A-2, Tap Size 1.5"- 2", Line Size 6"- 24"	\$ 210	\$ 210	0%
Type CL-12, Tap Size 4"-12", Line Size 4"-24"	\$84.00/inch	\$84.00/inch	0%
<b>Installation of Tapping Sleeves &amp; Tapping Valves:</b>			
Stainless Steel instead of Mechanical Joint			
4" - 8"	\$ 350	\$ 350	0%
10" - 12"	\$ 440	\$ 440	0%
14" - 24"	\$ 525	\$ 525	0%

## Operating and 3R Reserves

### Anticipated Reserves

	2012	2013	2014	Projected		2017
				2015	2016	
FY 2012 - Beginning Operating & Maintenance Reserve	\$ 4,052,000					
Water Reserves	\$ 206,297	\$ 194,737	\$ 195,711	\$ 196,689	\$ 197,673	\$ 198,661
Sewer Reserves	\$ 165,053	\$ 266,000	\$ 267,330	\$ 268,667	\$ 270,010	\$ 271,360
Accumulated Operating & Maintenance Reserve	\$ 4,423,350	\$ 4,884,087	\$ 5,347,128	\$ 5,812,484	\$ 6,280,166	\$ 6,750,187
FY 2013's % of Target Fund Balance:		95.49%				
Equivalent Days:		86				

	2012	2013	2014	Projected		2017
				2015	2016	
Beginning 3R Reserve	\$ 9,545,000					
Utilize Reserves for Anticipated Capital Projects	\$ (1,450,000)	\$ (1,500,000)	\$ (1,250,000)	\$ (1,000,000)	\$ (1,000,000)	\$ (1,000,000)
3R Reserve	\$ 439,911	\$ 920,895	\$ 939,313	\$ 958,099	\$ 977,261	\$ 996,806
Accumulated 3R Reserve	\$ 8,534,911	\$ 7,955,806	\$ 7,645,119	\$ 7,603,218	\$ 7,580,479	\$ 7,577,286
FY 2013's % of Target Contribution:		97.65%				

### Projected Debt Service

Wastewater Capital Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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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

<b>Rate &amp; Revenue Comparisons</b>			<b>Revenue Comparison FY 2012</b>			<b>Revenue Comparison FY 2013 with decrease in Projected Consumption</b>		
<b>Customer Type</b>	<b>Projected Usage (1000 gal.)</b>	<b>Rates</b>	<b>Projected Revenue</b>	<b>Projected Usage (1000 gal.)</b>	<b>Rates</b>	<b>Projected Revenue</b>		
<b>Monthly Service Charge</b>		Varies	<b>\$ 1,380,317</b>		Varies	<b>\$ 1,646,317</b>		
<b>All Single-Family Residential Water</b>								
Level 1 Domestic	420,855	\$3.31	\$ 1,393,030	453,183	\$3.44	\$ 1,558,950		
Irrigation	8,910		\$ 29,492	6,776		\$ 23,309		
Level 2 Domestic	175,525	\$6.62	\$ 1,161,976	169,897	\$6.88	\$ 1,168,891		
Irrigation	8,910		\$ 58,984	6,776		\$ 46,619		
Level 3 Domestic	50,945	\$9.93	\$ 505,884	36,812	\$10.32	\$ 379,900		
Irrigation	8,911		\$ 88,486	6,776		\$ 69,928		
Level 4 Domestic	75,297	\$13.24	\$ 996,932	35,905	\$13.76	\$ 494,053		
Irrigation	12,009		\$ 158,999	9,133		\$ 125,670		
<b>Total Single-Family Residential Water</b>	<b>761,362</b>		<b>\$ 4,393,783</b>	<b>725,258</b>		<b>\$ 3,867,320</b>		
<b>Non Single-Family Residential Water (Domestic)</b>	807,123	\$6.19	\$ 5,338,767	836,856	\$6.43	\$ 5,380,984		
Level 1 Irrigation	1,049	\$3.31	\$ 1,572	1,120	\$3.44	\$ 3,853		
Level 2 Irrigation	3,690	\$6.62	\$ 2,569	3,765	\$6.88	\$ 25,903		
Level 3 Irrigation	4,713	\$9.93	\$ 11,469	4,528	\$10.32	\$ 46,729		
Level 4 Irrigation	52,973	\$13.24	\$ 467,200	45,476	\$13.76	\$ 625,750		
<b>Total Non-Single-Family Residential Water</b>	<b>869,548</b>		<b>\$ 5,821,577</b>	<b>891,745</b>		<b>\$ 6,083,220</b>		
<b>Total Projected Water Usage &amp; Revenue</b>	<b>1,630,910</b>		<b>\$ 10,215,360</b>	<b>1,617,003</b>		<b>\$ 9,950,539</b>		
<b>Total Projected Sewer Usage &amp; Revenue</b>	<b>1,303,765</b>	\$7.21	<b>\$ 9,400,067</b>	<b>1,305,917</b>	\$7.49	<b>\$ 9,781,318</b>		
<b>Total Operating Revenue</b>			<b>\$ 20,995,744</b>			<b>\$ 21,378,175</b>		

**FY 2013 RATES PROPOSED ADOPTED - Comparison of Average Monthly Bills (per unit)**

<b>Rates:</b>	<u>Current</u>	<u>Proposed &amp; Adopted</u>
Service Charge	\$6.15	\$6.15
Water, SFR - Level 1	\$3.32	\$3.44
Water, SFR - Level 2	\$6.64	\$6.88
Water, SFR - Level 3	\$9.96	\$10.32
Water, SFR - Level 4	\$13.28	\$13.76
Water, Non-Residential	\$6.19	\$6.43
All Sewer	\$7.21	\$7.49

Varies, based upon meter size.

*Please note:*

1) The figures for average monthly usage are based upon end of Fiscal Year 2011 information.

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

**Single-Family Residential**

Avg. Monthly Usage	<u>Current</u>	<u>Proposed &amp; Adopted</u>	<u>Increase</u>
4,000			
Service Charge	\$6.15	\$6.15	0.00%
Water - Level 1	\$9.96	\$10.32	3.61%
Water - Level 2	\$6.64	\$6.88	3.61%
Water - Level 3	\$0.00	\$0.00	0.00%
Sewer	\$28.84	\$29.96	3.88%
	<u>\$51.59</u>	<u>\$53.31</u>	<u>3.33%</u>

**Commercial (Other)**

Avg. Monthly Usage per Unit	<u>Current</u>	<u>Proposed &amp; Adopted</u>	<u>Increase</u>
21,200			
Service Charge	\$6.15	\$6.15	0.00%
Water	\$131.23	\$136.32	3.88%
Sewer	\$152.85	\$158.79	3.88%
	<u>\$290.24</u>	<u>\$301.26</u>	<u>3.80%</u>

**Multi-Family Residential (per unit)**

Avg. Monthly Usage per Unit	<u>Current</u>	<u>Proposed &amp; Adopted</u>	<u>Increase</u>
3,300			
Service Charge	\$6.15	\$6.15	0.00%
Water	\$20.43	\$21.22	3.88%
Sewer	\$23.79	\$24.72	3.88%
	<u>\$50.38</u>	<u>\$52.10</u>	<u>3.41%</u>

**Industrial**

Avg. Monthly Usage per Unit	<u>Current</u>	<u>Proposed &amp; Adopted</u>	<u>Increase</u>
82,200			
Service Charge	\$6.15	\$6.15	0.00%
Water	\$508.82	\$528.55	3.88%
Sewer	\$592.66	\$615.68	3.88%
	<u>\$1,107.63</u>	<u>\$1,150.37</u>	<u>3.86%</u>

**Commercial (Offices)**

Avg. Monthly Usage per Unit	<u>Current</u>	<u>Proposed &amp; Adopted</u>	<u>Increase</u>
11,600			
Service Charge	\$6.15	\$6.15	0.00%
Water	\$71.80	\$74.59	3.88%
Sewer	\$83.64	\$86.88	3.88%
	<u>\$161.59</u>	<u>\$167.62</u>	<u>3.73%</u>

**Institutional**

Avg. Monthly Usage per Unit	<u>Current</u>	<u>Proposed &amp; Adopted</u>	<u>Increase</u>
9,700			
Service Charge	\$6.15	\$6.15	0.00%
Water	\$60.04	\$62.37	3.88%
Sewer	\$69.94	\$72.65	3.88%
	<u>\$136.13</u>	<u>\$141.17</u>	<u>3.71%</u>

## Calculation Details

### ACSA System Development Fees

	<u>Water System</u>	<u>Sewer System</u>	<u>Total</u>
ACSA Asset Value (FY 2011 Audited Figures + FY 2012 YTD)	\$ 59,942,195	\$ 70,366,925	\$ 130,309,120
Less: Contributed Capital (From Developers + FY 2012 YTD)	<u>(37,402,756)</u>	<u>(43,907,583)</u>	<u>(81,310,339)</u>
ACSA Paid in Equity	\$ 22,539,439	\$ 26,459,342	\$ 48,998,781
Plus Future Planned Improvements Attributable to Growth	\$ 7,187,550	\$ 15,781,350	
Equivalent Number of Customers (Current System)	16,408	13,248	
Newly Served Customers (Future Planned Improvements)	90	4,091	

### System Development Fee - Proposed Charge per ERC

	<b>\$ 1,802</b>	<b>\$ 2,436</b>
Current System Development Fee - Charge per ERC	\$ 1,772	\$ 2,404
% Increase	2%	1%

### Rivanna Capacity Fees

	<u>Water System</u>	<u>Sewer System</u>	<u>Total</u>
RWSA Capital Asset Value (1)	\$ 61,908,318	\$ 138,512,325	\$ 200,420,643
**Less Construction in Progress (attributable to new capacity)	(4,336,493)	(3,336,239)	\$ (7,672,732)
Debt to Maintain not included in CIP (2)	<u>23,865,924</u>	<u>30,795,327</u>	\$ 54,661,251 *
Total Capital Assets	\$ 81,437,749	\$ 165,971,413	\$ 247,409,162
New Capacity & Expansion included in CIP	4,336,493	3,336,239	
Debt less CIP for New Capacity & Expansion (2)	<u>25,706,958</u>	<u>1,263,761</u>	
	\$ 30,043,451	\$ 4,600,000	
Additional ERC's to be served (New ERCs = 6.7 mgd / 270 gpd)	24,815	20,611	
	<u>Water System</u>	<u>Sewer system</u>	
ACSA Portion of Rivanna Assets - 56% (4)	\$ 45,605,139	\$ 92,943,991	
Total Current and Available ERC's	<u>38,578</u>	<u>32,356</u>	
	<b>\$ 1,182</b>	<b>\$ 2,873</b>	
ACSA Portion of Expansion: Water is 85%, Sewer is 46% (3)	\$ 57,509,356	\$ 5,994,492	
ACSA Share of Total ERC's	<u>16,130</u>	<u>9,481</u>	
	<b>\$ 3,565</b>	<b>\$ 632</b>	

### Rivanna Capacity Fee - Proposed Charge per ERC

	<b>\$ 4,748</b>	<b>\$ 3,506</b>
Current Rivanna Capacity Fee - Charge per ERC	\$ 3,940	\$ 2,998
% Increase	20%	17%

Notes:

- (1) - From Rivanna 2011 CAFR
- (2) - New Debt figures derived from Cost Allocation Agreement, 01/01/2012
- (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*