

Avon Lake Board of Municipal Utilities

AGENDA

For

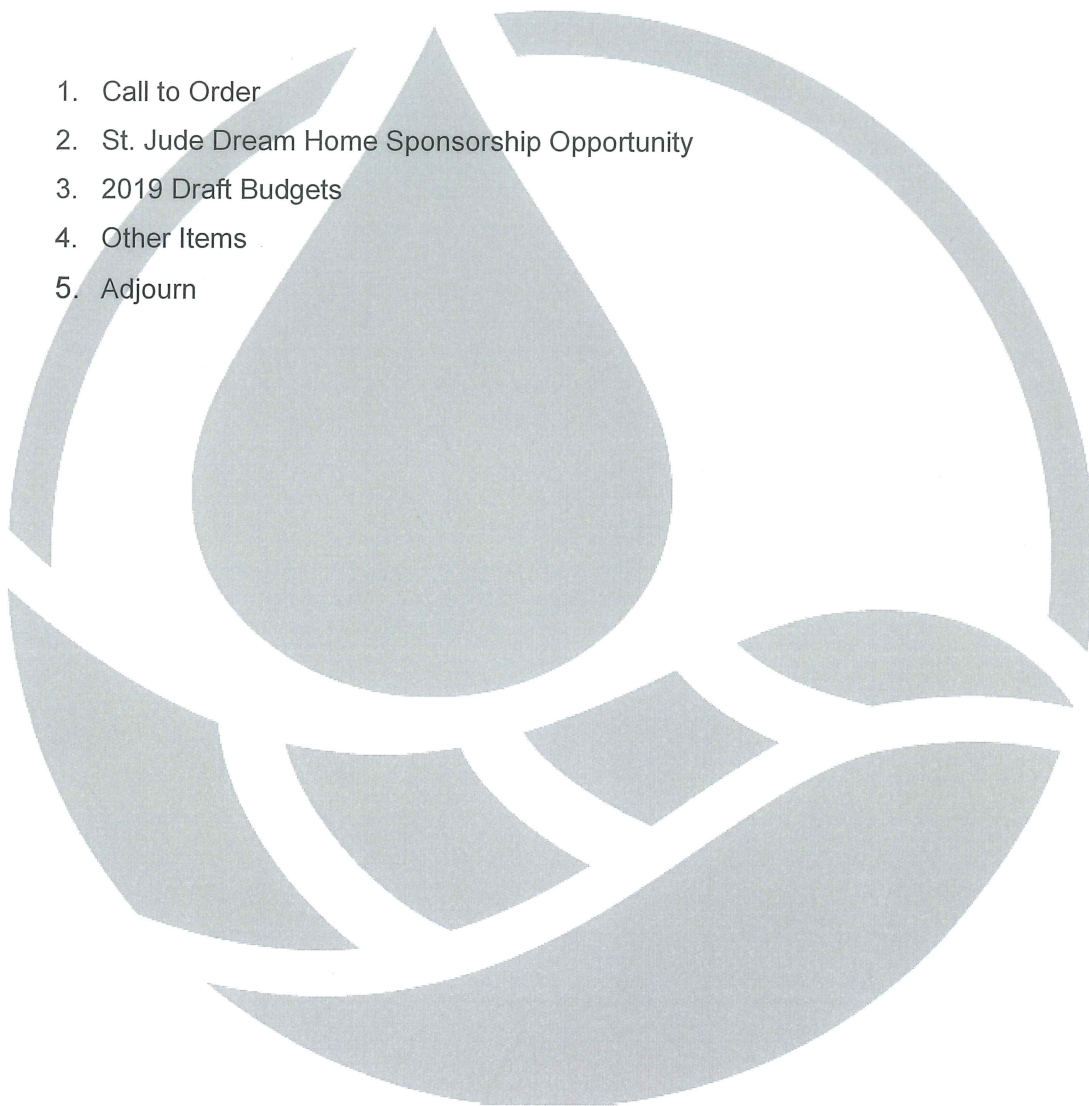
WORK SESSION

Tuesday

November 20, 2018

6:00 PM

1. Call to Order
2. St. Jude Dream Home Sponsorship Opportunity
3. 2019 Draft Budgets
4. Other Items
5. Adjourn



Avon Lake Regional Water
MEMORANDUM

To: **Board of Municipal Utilities**
From: **Todd Danielson & Rob Munro**
Subject: **Agenda Items – November 20, 2018, Work Session**
Date: **November 16, 2018**

Item 2: **St. Jude Dream Home Sponsorship Opportunity – CMA**

Jeff Crawford, President of Cleveland Custom Homes and builder for the 2019 St. Jude Dream Home in Avon Lake, will present additional information to the Board on the sponsorship opportunity.

Item 3: **2019 Draft Budgets – TAD**

With the write-up are the draft budgets for initial discussion with the Board. Most of the management staff will be in attendance with the CUE and CUO to provide additional information, as necessary, regarding what staff believes is necessary and/or appropriate for next year.

Draft budgets included with the packet are the Fund 701- Water and Fund 721 – Wastewater. The remaining draft budgets will be provided separately before the meeting.

WATER BUDGET - FUND 701							
Account #	Description	Approved 2018	Thru Oct	2018 Est. Actual	Proposed 2019	Notes	
1	701.180.000-51102	\$ 1,763,000	\$ 1,628,782	\$ 1,954,938	\$ 2,028,300	CUE/BB/CB/CS salaries/New Analyst/3/4 wfr, 1/4 swr, 1/2 of new Janitor Salary Incr w/ Union contract	
2	701.180.000-51105	\$ 96,000	\$ 93,174	\$ 111,809	\$ 112,900	Includes 1/2 of Boards, Arnold's salary, assumes 5 summer employees are here for 12 weeks + misc other interns	
3	701.180.000-51106	\$ 160,000	\$ 139,304	\$ 167,165	\$ 168,200		
4	701.180.000-52115	\$ 35,000	\$ 32,781	\$ 39,337	\$ 39,300		
5	701.180.000-52126	\$ 4,000	\$ 17,412	\$ 20,894	\$ 20,900	Per union contract	
6	701.180.000-52127	\$ 3,000	\$ 2,400	\$ 2,880	\$ 2,900	Per union contract	
7	701.180.000-52201	\$ 40,000	\$ 28,462	\$ 34,154	\$ 34,200		
8	701.180.000-52202	\$ -	\$ -	\$ -	\$ -		
9	701.180.000-52203	\$ 549,000	\$ 435,682	\$ 522,818	\$ 552,900		
10	701.180.000-52204	\$ 3,000	\$ 3,101	\$ 3,721	\$ 3,700		
13	701.180.000-52208	\$ 15,000	\$ 25,312	\$ 30,374	\$ 30,400		
14	701.180.000-52209	\$ 268,000	\$ 252,088	\$ 302,506	\$ 305,300		
15	7401.180.000-52212	\$ 27,000	\$ 18,220	\$ 21,864	\$ 21,900		
16		\$ 2,963,000	\$ 2,676,718	\$ 3,212,062	\$ 3,320,900		
17	701.180.000-52226	\$ 20,000	\$ 5,548	\$ 6,700	\$ 8,000	Newreplacement employer-provided apparel + clothing allowance	
18	701.180.000-52227	\$ 2,000	\$ 800	\$ 1,000	\$ 2,000	Per union contract, employees working over 11 consecutive hours are provided \$10/meal	
19	701.180.000-53206	\$ 2,000	\$ 1,283	\$ 1,500	\$ 2,000		
20	701.180.000-53500	\$ 80,000	\$ 15,007	\$ 18,000	\$ 100,000		
21	701.180.000-53602	\$ 50,000	\$ 56,014	\$ 67,200	\$ 50,000		
22	701.180.000-53604	\$ 25,000	\$ 17,281	\$ 20,700	\$ 20,700		
23	701.180.000-53607	\$ 173,000	\$ 154,992	\$ 186,000	\$ 186,000	PLC replacements @ WFP, flocc drive, ext fans, rebuild/replace chem pumps, ASCO valves, gen svc, turb mtrs	
24	701.180.000-53611	\$ 700,000	\$ 611,903	\$ 734,300	\$ 734,300		
25	701.180.000-53612	\$ 250,000	\$ 274,563	\$ 329,500	\$ 300,000		
26	701.180.000-53612.005	\$ 175,000	\$ 76,533	\$ 91,800	\$ 550,000	Phase 1 AMI meter replacement	
27	701.180.000-53613	\$ 100,000	\$ 74,112	\$ 88,900	\$ 95,000		
28	701.180.000-53701	\$ 350,000	\$ 444,783	\$ 533,700	\$ 375,000		
29	701.180.000-53702	\$ 25,000	\$ 19,141	\$ 23,000	\$ 25,000		
30	701.180.000-53703	\$ 30,000	\$ 717,250	\$ 860,700	\$ 860,700		
31	701.180.000-53704	\$ 30,000	\$ 15,092	\$ 18,100	\$ 30,000		
32	701.180.000-53705	\$ 50,000	\$ 23,156	\$ 27,800	\$ 50,000	Includes 1/2 of new phone system	
33	701.180.000-53706	\$ 1,000	\$ 1,447	\$ 1,700	\$ 1,000		
34	701.180.000-53707	\$ 15,000	\$ 12,863	\$ 15,400	\$ 15,000		
35	701.180.000-53708	\$ 418,000	\$ 66,133	\$ 79,400	\$ 350,000	Brick buildings/flashing repair, fence repl, heaters, door, lights, cell modems for BPSs	
36	701.180.000-53710	\$ 30,000	\$ 263	\$ 300	\$ 30,000		
37	701.180.000-53804	\$ 278,500	\$ 104,159	\$ 125,000	\$ 284,350	Ford Transit, 1/2 Explorer, New meter software, 1/2 City Force software, 1/2 Security enhancements	
38	701.180.000-53806	\$ 146,000	\$ 162,952	\$ 195,500	\$ 450,000	Professional design services, 1/2 Asset mgmt & GIS assistance	
39	701.180.000-53901	\$ 6,000	\$ 7,180	\$ 8,600	\$ 6,000		
40	701.180.000-53907.001	\$ 5,000	\$ 294	\$ 400	\$ 5,000		
41	701.180.000-53907.002	\$ 75,000	\$ 36,566	\$ 29,500	\$ 75,000		
42	701.180.000-59701	\$ 500,000	\$ -	\$ 500,000	\$ 500,000	Building future replacement fund, partially funding projects	
43	701.180.000-59707	\$ 2,200,500	\$ 1,189,671	\$ 2,200,500	\$ 2,650,000	SIP debt service begins	
44	701.180.000-59703	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	Residuals treatment	
45		\$ 7,707,000	\$ 5,388,986	\$ 7,465,200	\$ 9,065,050		
46		\$ 10,670,000	\$ 8,065,704	\$ 10,677,262	\$ 12,375,950		
47							
48	ESTIMATED RECEIPTS:						
49	Bulk Contract Revenue	\$ 10,928,790	\$ 11,230,658	\$ 13,072,500	\$ 12,418,875		
50	Water Fund A.L. Cust Revenue	Incl above	Incl above	Incl above	Incl above		
51	Carry-Over	\$ 2,400,000	\$ -	\$ -	\$ 2,000,000		
52	Transfer from Wa Constr 704						
53	Refunds						
54	Fund Interest						
55	Misc. Revenue (Mgmt Rev & Misc.)						
56	Large Taps						
57	TOTAL CASH	\$ 13,328,790	\$ 11,230,658	\$ 13,072,500	\$ 14,418,875		

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WASTEWATER BUDGET - FUND 721

Account #	Description	Approved 2018	Thru Oct	2018 Estimated	Proposed 2019	Notes
1	721.190.000-51102 Salaries	\$ 1,500,000	\$ 1,123,905	\$ 1,348,700	\$ 1,480,000	1/2 of new Janitor, 1/4 of new Analyst, Salary incr with new Union contract
2	721.190.000-51105 Part Time	\$ 138,000	\$ 115,485	\$ 138,600	\$ 140,000	Includes 1/2 of Board's, & Comm's salary, includes 2 inspectors, assumes 5 summer employees are here for 12 weeks
3	721.190.000-51106 Overtime	\$ 136,000	\$ 125,462	\$ 150,600	\$ 150,600	
4	721.190.000-52115 Retirement/Sick Pay	\$ 30,000	\$ 41,614	\$ 49,900	\$ 39,900	Potential retirement
5	721.190.000-52126 Shoe/Clothing Allowance/Slipend	\$ 3,000	\$ 13,788	\$ 16,500	\$ 16,500	Per union contract
6	721.190.000-52127 CDL Allowances	\$ 3,000	\$ 2,850	\$ 3,400	\$ 3,000	Per union contract
7	721.190.000-52201 Workers' Compensation	\$ 38,000	\$ 28,504	\$ 34,200	\$ 38,000	
8	721.190.000-52202 Unemployment	\$ -	\$ -	\$ -	\$ -	
9	721.190.000-52203 Hospitalization	\$ 549,000	\$ 287,407	\$ 356,900	\$ 552,900	
10	721.190.000-52204 Group Life	\$ 2,000	\$ 2,201	\$ 2,600	\$ 3,000	
13	721.190.000-52208 Longevity	\$ 20,000	\$ 18,323	\$ 22,000	\$ 20,000	
14	721.190.000-52209 PERS	\$ 239,000	\$ 170,452	\$ 204,500	\$ 224,000	
15	721.190.000-52212 Medicare	\$ 22,000	\$ 12,204	\$ 14,600	\$ 15,000	
16	PERSONNEL TOTAL	\$ 2,680,000	\$ 1,952,174	\$ 2,342,500	\$ 2,682,900	
17	721.190.000-52226 Clothing	\$ 20,000	\$ 5,609	\$ 6,700	\$ 8,000	New/replacement employer-provided apparel.
18	721.190.000-52227 Meal Allowances	\$ 1,000	\$ 1,320	\$ 1,600	\$ 1,300	Per union contract, employees working over 11 consecutive hours are provided \$10/meal
19	721.190.000-53206 Employee Physicals	\$ 1,000	\$ 1,195	\$ 1,400	\$ 1,000	
20	721.190.000-53500 Education/Training	\$ 80,000	\$ 14,371	\$ 17,200	\$ 100,000	Staff trng (prof devt, continuous improvement, mgt trng/team bldg, ISO training)
21	721.190.000-53602 Office Supplies	\$ 50,000	\$ 27,480	\$ 33,000	\$ 50,000	
22	721.190.000-53604 Gasoline/Oil	\$ 25,000	\$ 18,121	\$ 21,700	\$ 25,000	
23	721.190.000-53607 Equipment Maintenance	\$ 120,000	\$ 65,944	\$ 79,100	\$ 120,000	
24	721.190.000-53611 Operating Supplies	\$ 250,000	\$ 60,554	\$ 72,700	\$ 200,000	
25	721.190.000-53612 Repairs/Maintenance	\$ 130,000	\$ 149,612	\$ 179,500	\$ 180,000	
26	721.190.000-53612.005 Meters	\$ 5,000	\$ -	\$ -	\$ 10,000	
27	721.190.000-53613 Lab Supplies	\$ 50,000	\$ 22,724	\$ 27,300	\$ 50,000	
28	721.190.000-53701 Contractual Services	\$ 400,000	\$ 745,078	\$ 894,100	\$ 500,000	
29	721.190.000-53701.007 Residuals Hauling/Disposal	\$ 400,000	\$ 283,128	\$ 339,800	\$ 450,000	Mono fill removal
30	721.190.000-53702 Gas Service	\$ 20,000	\$ 15,404	\$ 18,500	\$ 20,000	
31	721.190.000-53703 Electric Service	\$ 230,000	\$ 281,391	\$ 337,700	\$ 335,000	
32	721.190.000-53705 Communications	\$ 40,000	\$ 13,877	\$ 16,700	\$ 40,000	Incl new phone system
33	721.190.000-53707 Mobile Equipment Maintenance	\$ 20,000	\$ 11,621	\$ 13,900	\$ 20,000	
34	721.190.000-53708 Building Maintenance	\$ 120,000	\$ 65,874	\$ 79,000	\$ 120,000	sealing, lower motors, landscaping
35	721.190.000-53710 Insurance	\$ 20,000	\$ 263	\$ 300	\$ 20,000	
36	721.190.000-53804 New Equipment	\$ 83,500	\$ 42,635	\$ 51,200	\$ 150,000	Ford Transit, Lawn mower, iPads, Security camera equipment, Bobcat attachments, Salt spreader, 1/2 Shop tools, 1/2 Hydraulic hammer
37	721.190.000-53806 Engineering Fees	\$ 596,000	\$ 23,981	\$ 28,800	\$ 596,000	residuals master plan, wet weather, 1/2 GIS & asset mgt assistance
38	721.190.000-53901 Refunds & Reimbursements	\$ 5,000	\$ 7,751	\$ 9,300	\$ 5,000	
39	721.190.000-53907.001 Bank Fees	\$ 5,000	\$ 135	\$ 200	\$ 5,000	
40	721.190.000-53907.002 Legal Fees	\$ 30,000	\$ 38,708	\$ 46,449.50	\$ 75,000	
41	721.190.000-59701 Transfer to SCF	\$ 200,000	\$ 38,745	\$ 200,000	\$ 200,000	
42	721.190.000-59708 Transfer to SDRS	\$ 1,052,000	\$ 212,059	\$ 1,052,000	\$ 663,000	
43	OTHER TOTAL	\$ 3,953,500	\$ 2,147,590	\$ 3,528,150	\$ 3,944,300	
44	TOTALS	\$ 6,633,500	\$ 4,099,765	\$ 5,870,650	\$ 6,627,200	
46	WASTEWATER FUND CUST. REVENUE					
47	Wastewater Fund Cust. Revenue	\$ 4,896,837	\$ -	\$ 5,700,000	\$ 5,415,000	
##	Misc Revenue	\$ -	\$ -	incl above	\$ 200,000	
##	Carry-Over	\$ -	\$ -	\$ -	\$ 300,000	Does not include recent interest
##	Water Plt. Wastewater Trmt.	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	
##	Interest	\$ -	\$ -	incl above	\$ 1,000	
##	LORCC & Misc Refunds	\$ -	\$ -	\$ -	\$ -	
##	TOTAL CASH	\$ 6,244,000	\$ 6,196,837	\$ 7,000,000	\$ 7,216,000	

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