



# Rancho Murieta Community Services District

FY 2022-23

Proposed Budget





**RANCHO MURIETA COMMUNITY SERVICES DISTRICT**  
**FY 2022-23 Proposed Budget**  
**Personnel Listing**

	<b>FY 2020-21 Adopted</b>	<b>FY 2021-22 Adopted</b>	<b>FY 2022-23 Proposed</b>
<b>ADMINISTRATION</b>			
GENERAL MANAGER	1.0	1.0	1.0
DISTRICT SECRETARY	1.0	1.0	1.0
DIRECTOR OF ADMINISTRATION	1.0	1.0	1.0
ACCOUNTING MANAGER	1.0	1.0	1.0
ACCOUNTANT	1.0	1.0	1.0
ACCOUNTING TECHNICIAN	1.0	3.0	3.0
OFFICE TECHNICIAN	1.0	1.0	1.0
<b>SUBTOTAL</b>	<b>7.0</b>	<b>9.0</b>	<b>9.0</b>
<b>OPERATIONS</b>			
DIRECTOR OF OPERATIONS	1.0	1.0	1.0
CHIEF PLANT OPERATOR	1.0	1.0	1.0
PLANT OPERATOR I, II, III	4.0	4.0	4.0
EQUIPMENT MECHANIC	1.0	1.0	1.0
UTILITIES SUPERVISOR	1.0	1.0	1.0
UTILITY WORKER I, II, III	5.0	5.0	5.0
TEMP UTILITY WORKER	0.5	0.5	0.5
INSPECTION & COMPLIANCE OFFICER	0.0	1.0	1.0
OPERATOR IN TRAINING	1.0	1.0	1.0
<b>SUBTOTAL</b>	<b>14.5</b>	<b>15.5</b>	<b>15.5</b>
<b>SECURITY</b>			
SECURITY SUPERVISOR	1.0	1.0	1.0
SERGEANT - PATROL	1.0	1.0	1.0
PATROL OFFICER	5.0	5.0	5.0
GATE OFFICER	8.0	8.0	8.0
PART-TIME GATE OFFICER	1.0	1.0	1.0
TEMP GATE OFFICER	1.0	1.0	1.0
<b>SUBTOTAL</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>
<b>TOTALS</b>	<b>38.5</b>	<b>41.5</b>	<b>41.5</b>



## RANCHO MURIETA CSD

### FY 2022-23 Proposed Budget

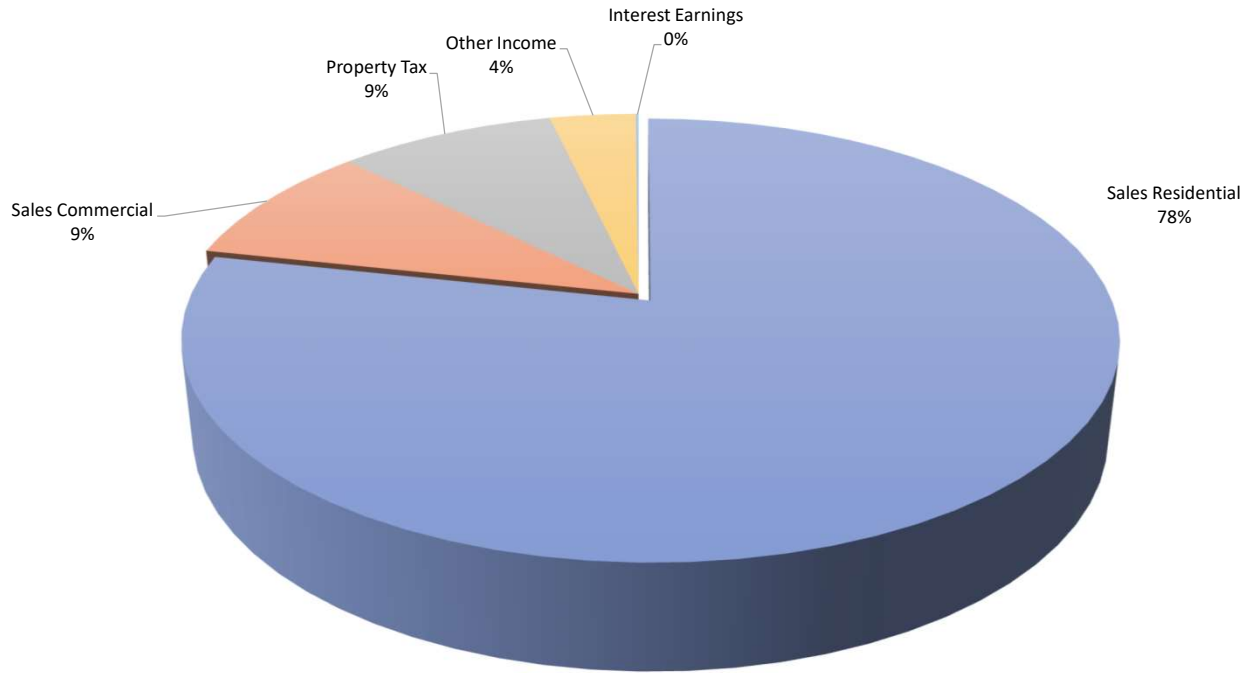
### Budget Summary

	FY 2020-21 Unaudited	FY 2021-22 Projected Year End	% Budget Change	FY 2021-22 Proposed	% Budget Change
<b>Revenues</b>					
Administration	722,210	799,032	10.6%	817,450	2%
Water	2,507,729	2,875,251	14.7%	2,833,329	-1%
Sewer	1,513,570	1,635,679	8.1%	1,869,085	14%
Drainage	217,191	222,681	2.5%	259,200	16%
Solid Waste	735,479	1,010,340	37.4%	1,214,948	20%
Security	1,526,347	1,645,615	7.8%	1,645,217	0%
<b>Total Revenues</b>	<b>7,222,527</b>	<b>8,188,599</b>	<b>13.4%</b>	<b>8,639,229</b>	<b>6%</b>
<b>Expenditures</b>					
Administration	1,825,905	2,148,573	17.7%	1,954,786	-9%
Water	1,816,956	2,033,650	11.9%	2,091,091	3%
Sewer	1,248,848	1,294,725	3.7%	1,382,739	7%
Drainage	204,778	206,805	1.0%	247,781	20%
Solid Waste	715,708	1,048,904	46.6%	1,173,613	12%
Security	1,990,959	1,626,541	-18.3%	1,834,480	13%
<b>Total Operating Expenses</b>	<b>7,803,154</b>	<b>8,359,198</b>	<b>7.1%</b>	<b>8,684,490</b>	<b>4%</b>
<b>Transfers</b>					
Transfer from 100 - Administration	(528,498)	(534,623)	1.2%	(658,717)	23%
Transfer to 260 - Drainage	63,886	82,107	28.5%	70,446	-14%
Transfer to 500 - Security	464,612	452,516	-2.6%	588,271	30%
<b>Total Transfers</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0%</b>
<b>Administration Allocation</b>					
Administration	(1,825,905)	(2,148,573)	17.7%	(1,954,786)	-9%
Water	679,939	800,086	17.7%	727,923	-9%
Sewer	452,824	532,846	17.7%	484,787	-9%
Drainage	76,299	89,782	17.7%	81,685	-9%
Solid Waste	36,217	42,634	17.7%	38,789	-9%
Security	580,626	683,225	17.7%	621,602	-9%
<b>Total Administration Allocation</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>(0)</b>	<b>0%</b>
<b>Reserve Collections</b>					
Administration	-	-		-	
Water	271,865	268,325	-1.3%	335,206	25%
Sewer	235,348	234,293	-0.4%	494,295	111%
Security	-	-		-	
Drainage	-	-		-	
<b>Total Reserve Collections</b>	<b>507,213</b>	<b>502,618</b>	<b>1%</b>	<b>829,501</b>	<b>-65%</b>
<b>Inter-fund Borrowing Repayment</b>					
Interfund Collection	212,199	212,199	0.0%	212,199	0%
Loan Repayment	187,905	187,905	0.0%	187,905	0%
<b>Interfund Loan Total</b>	<b>400,104</b>	<b>400,104</b>	<b>0%</b>	<b>400,104</b>	<b>0%</b>



**RANCHO MURIETA CSD**  
**FY 2022-23 Proposed Budget**  
**Revenue Summary**

**FY 2022-23 Proposed Revenues**



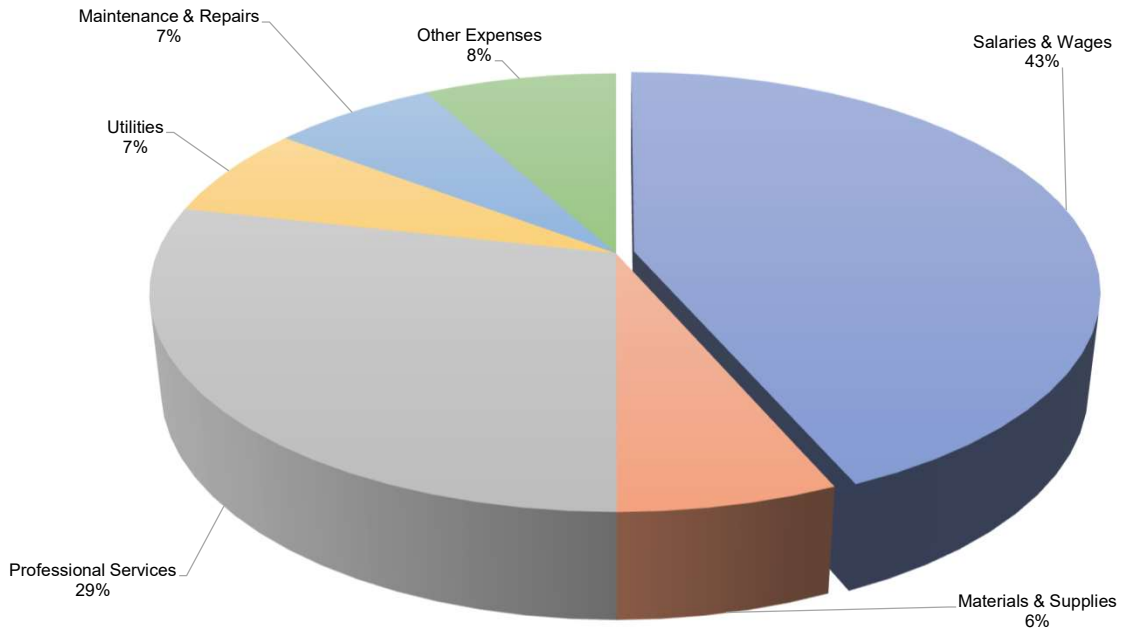
**FY 2022-23 Revenue Summary - All Funds**

<b>Category</b>	<b>Amount</b>
Sales Residential	6,771,126
Sales Commercial	777,440
Property Tax	775,000
Other Income	306,288
Interest Earnings	9,375
<b>Total</b>	<b><u>8,639,229</u></b>



**RANCHO MURIETA CSD**  
**FY 2022-23 Proposed Budget**  
**Expenditure Summary**

**FY 2022-23 Proposed Expenditures**



**FY 2021-22 Expenditure Summary - All Funds**

<b>Category</b>	<b>Amount</b>
Salaries & Wages	2,953,511
Materials & Supplies	440,318
Professional Services	1,935,361
Utilities	461,137
Maintenance & Repairs	459,667
Other Expenses	540,265
Capital Improvement	-
<b>Total</b>	<b><u>6,790,259</u></b>

**Rancho Murieta Community Services District**  
**Administration - Fund 100**  
**FY 2022-23 Budget**

	FY 2021-22		FY 2022-23	
	Current Budget	Year end Projections	Proposed Budget	Comments
<b>Beginning Balance</b>	\$ -	\$ -	\$ -	
<b>Revenue</b>				
Property Tax	731,750	735,000	775,000	Property Tax revenues
Interest Income	240	635	450	
Other Revenues	24,300	63,397	42,000	Property Loss reim, title transfer fees
<b>TOTAL REVENUE</b>	<b>756,290</b>	<b>799,032</b>	<b>817,450</b>	
<b>Expenditures</b>				
Salaries	962,200	875,000	948,800	Salaries, includes clerical staffing, Director Stipends
Benefits	695,574	682,164	464,173	PERS, includes retirees, additional pays, payroll taxes - re-allocated insurance to other funds
Professional Services	354,387	480,176	437,663	Includes election costs, legal and audit services, IT contracts, misc services
Materials & Supplies	61,400	72,195	64,750	office supplies, postage, copy machine lease, telephones
Other Expenses	63,000	39,038	39,400	
<b>Subtotal Expenditures</b>	<b>2,136,561</b>	<b>2,148,573</b>	<b>1,954,786</b>	
<b>Transfers</b>				
Transfer Out - Property Tax Subsidy	(534,623)	(534,623)	(658,717)	\$70,446 - Drainage \$588,271 - Security
Transfer Out - Administration Allocation	(2,136,561)	(2,148,573)	(1,954,786)	
<b>Total Transfers</b>	<b>(2,671,184)</b>	<b>(2,683,196)</b>	<b>(2,613,503)</b>	
<b>TOTAL EXPENDITURES</b>	<b>2,136,561</b>	<b>2,148,573</b>	<b>1,954,786</b>	
<b>Net Annual Activity</b>	<b>221,667</b>	<b>264,409</b>	<b>158,733</b>	
<b>Ending Balance</b>	<b>\$ 221,667</b>	<b>\$ 264,409</b>	<b>\$ 158,733</b>	

**Rancho Murieta Community Services District**  
**Water - Fund 200**  
**FY 2022-23 Budget**

	FY 2021-22		FY 2022-23	
	Current Budget	Year End Projections	Proposed Budget	Comments
<b>Beginning Balance (unaudited)</b>	<b>\$ 1,284,747</b>	<b>\$ 1,284,747</b>	<b>\$ 1,326,263</b>	
<b>Revenue</b>				
Residential Water Sales	2,229,226	2,450,000	2,415,693	
Commercial Water Sales	329,915	335,000	322,891	
Late Fees & Penalties	19,200	25,000	20,000	
Other Sales	39,600	39,617	37,400	Project charges
Interest Income	3,800	634	4,025	LAI, CAMP
Other Revenues	12,785	25,000	33,320	Meter installation and inspection fees
<b>Subtotal Revenue</b>	<b>2,634,526</b>	<b>2,875,251</b>	<b>2,833,329</b>	
<b>TOTAL REVENUE</b>	<b>2,634,526</b>	<b>2,875,251</b>	<b>2,833,329</b>	
<b>Expenditures - Administration</b>				
Salaries	147,940	402,641	131,210	Salaries
Benefits	56,950	242,668	59,590	Benefits (including retirees)
Professional Services	133,200	119,425	120,000	Consulting
Materials & Supplies	35,455	38,195	43,905	General Supplies
Maintenance & Repairs	65,820	35,964	71,100	Vehicle maint, fuel costs, Grounds maint, Etc
Other Expenses	142,005	123,668	246,915	Insurance WC/GL
<b>Subtotal Expenditures</b>	<b>581,370</b>	<b>962,561</b>	<b>672,720</b>	
<b>Expenditures - Source of Supply</b>				
Salaries	24,238	11,284	24,442	Salaries
Benefits	11,493	8,690	11,919	Benefits (including retirees)
Professional Services	68,000	-	47,500	Consulting costs
Materials & Supplies	13,500	-	17,500	General supplies
Maintenance & Repairs	30,000	16,888	25,000	General Maint & Repairs
Utilities	84,025	60,111	87,450	SMUD, Solar, telephones
Other Expenses	250	-	-	
<b>Subtotal Expenditures</b>	<b>231,506</b>	<b>96,974</b>	<b>213,811</b>	
<b>Expenditures - Water Treatment</b>				
Salaries	207,924	179,632	256,641	Salaries
Benefits	120,090	51,505	125,139	Benefits (including retirees)
Professional Services	600	-	-	
Materials & Supplies	103,200	137,500	109,000	
Maintenance & Repairs	70,000	85,000	85,000	
Utilities	61,348	124,807	65,000	SMUD, Solar, telephones
Other Expenses	28,380	1,288	3,500	
<b>Subtotal Expenditures</b>	<b>591,542</b>	<b>579,733</b>	<b>644,280</b>	
<b>Expenditures - Transmission and Delivery</b>				
Salaries	207,924	138,903	256,641	Salaries
Benefits	120,090	21,845	125,139	Benefits (including retirees)
Professional Services	-	-	-	
Materials & Supplies	51,400	42,237	56,500	
Maintenance & Repairs	70,000	161,350	80,000	
Utilities	41,278	29,980	42,000	SMUD, Solar, telephones
Other Expenses	600	66	-	
<b>Subtotal Expenditures</b>	<b>491,292</b>	<b>394,382</b>	<b>560,280</b>	
<b>Admin Allocation</b>				
Administration Expenses	795,613	800,086	727,923	
<b>Total Admin Expense</b>	<b>795,613</b>	<b>800,086</b>	<b>727,923</b>	
<b>TOTAL EXPENDITURES</b>	<b>2,691,323</b>	<b>2,833,735</b>	<b>2,819,014</b>	
<b>Net Annual Activity</b>	<b>(56,797)</b>	<b>41,516</b>	<b>14,315</b>	
<b>Ending Balance</b>	<b>\$ 1,227,950</b>	<b>\$ 1,326,263</b>	<b>\$ 1,340,578</b>	

**Rancho Murieta Community Services District**  
**Wastewater - Fund 250**  
**FY 2022-23 Budget**

	FY 2021-22		FY 2022-23	
	Current Budget	Year end Projections	Proposed Budget	Comments
<b>Beginning Balance (unaudited)</b>	<b>\$ 1,449,454</b>	<b>\$ 1,449,454</b>	<b>\$ 1,257,562</b>	
<b>Revenue</b>				
Residential Wastewater Sales	1,479,998	1,447,886	1,672,699	
Commercial Wastewater Sales	153,192	160,290	173,136	
Late Fees & Penalties	18,000	18,000	18,000	
Other Sales	2,184	2,184	2,250	
Interest Income	2,500	2,500	2,500	
Other Revenues	4,395	4,819	500	
<b>TOTAL REVENUE</b>	<b>1,660,269</b>	<b>1,635,679</b>	<b>1,869,085</b>	
<b>Expenditures - Administration</b>				
Salaries	72,264	73,000	73,326	Salaries
Benefits	35,080	52,329	34,650	Benefits, including retirees
Professional Services	42,000	45,145	50,000	Legal, consulting
Materials & Supplies	51,625	32,736	41,625	Memberships, office supplies, uniforms, fuel
Maintenance & Repairs	65,837	123,475	68,687	Inspections, Vehicle Repairs, pumps, autodialers
Other Expenses	57,710	84,765	160,776	Permits
<b>Subtotal Expenditures</b>	<b>324,516</b>	<b>411,450</b>	<b>429,064</b>	
<b>Expenditures - Collection</b>				
Salaries	123,616	124,000	171,094	Salaries
Benefits	74,408	67,648	80,850	Benefits, including retirees
Professional Services	1,200	3,000	2,500	Equipment Rental
Materials & Supplies	1,200	4,369	2,500	Supplies
Maintenance & Repairs	120,000	120,000	100,000	Generator, Sewer main maint, repairs
Utilities	63,278	31,147	64,000	Telephones, SMUD
Other Expenses	600	1,165	600	
<b>Subtotal Expenditures</b>	<b>384,302</b>	<b>351,329</b>	<b>421,544</b>	
<b>Expenditures - Transmission and Delivery</b>				
Salaries	163,361	162,000	211,423	Salaries
Benefits	95,330	84,945	99,908	Benefits, including retirees
Professional Services	1,200	-	1,200	
Materials & Supplies	75,000	75,000	76,000	Chemicals, lab testing
Maintenance & Repairs	98,000	150,000	98,000	Pumps, parts, pond maint.
Utilities	17,634	60,000	45,000	SMUD, telephones
Other Expenses	500	-	600	
<b>Subtotal Expenditures</b>	<b>451,025</b>	<b>531,945</b>	<b>532,131</b>	
<b>Admin Allocation</b>				
Administration Expenses	529,867	532,846	484,787	
<b>Total Admin Expense</b>	<b>529,867</b>	<b>532,846</b>	<b>484,787</b>	
<b>TOTAL EXPENDITURES</b>	<b>1,689,710</b>	<b>1,827,571</b>	<b>1,867,526</b>	
<b>Net Annual Activity</b>	<b>(29,441)</b>	<b>(191,892)</b>	<b>1,559</b>	
<b>Ending Balance</b>	<b>\$ 1,420,013</b>	<b>\$ 1,257,562</b>	<b>\$ 1,259,121</b>	



**Rancho Murieta Community Services District  
Drainage - Fund 260  
FY 2022-23 Budget**

	FY 2021-22		FY 2022-23	
	Current Budget	Year end Projections	Proposed Budget	Comments
<b>Beginning Balance (unaudited)</b>	\$ 102,142	\$ 102,142	\$ 110,342	
<b>Revenue</b>				
Residential Sales	170,380	178,145	213,773	Measure K 2% increase
Commercial Sales	44,536	44,536	45,427	Measure K 2% increase
Interest Income	-	-	-	
Other Revenues	-	-	-	
<b>Subtotal Revenue</b>	<u>214,916</u>	<u>222,681</u>	<u>259,200</u>	
<b>Transfers</b>				
Property Tax Subsidy	82,107	82,107	70,446	
<b>Subtotal Subsidy</b>	<u>82,107</u>	<u>82,107</u>	<u>70,446</u>	
<b>TOTAL REVENUE</b>	<u><u>297,023</u></u>	<u><u>304,788</u></u>	<u><u>329,646</u></u>	
<b>Expenditures</b>				
Salaries	104,783	104,783	106,323	Salaries, OT
Benefits	49,730	40,728	51,843	Benefits, Add Pays
Professional Services	20,500	26,783	41,477	Contractor reviews, etc
Materials & supplies	17,000	12,000	22,538	Chemicals
Maintenance & Repairs	11,715	8,377	12,100	Equipment repairs
Other Expenses	9,000	14,134	13,500	Training/Safety
<b>Subtotal Expenditures</b>	<u>214,428</u>	<u>206,805</u>	<u>247,781</u>	
<b>Admin Allocation</b>				
Administration Expenses	89,280	89,782	81,865	
<b>Total Admin Expense</b>	<u>89,280</u>	<u>89,782</u>	<u>81,865</u>	
<b>TOTAL EXPENDITURES</b>	<u><u>303,708</u></u>	<u><u>296,587</u></u>	<u><u>329,646</u></u>	
<b>Net Annual Activity</b>	<u>(6,685)</u>	<u>8,200</u>	<u>0</u>	
<b>Ending Balance</b>	<u><u>\$ 95,457</u></u>	<u><u>\$ 110,342</u></u>	<u><u>\$ 110,343</u></u>	

**Rancho Murieta Community Services District  
Solid Waste - Fund 400  
FY 2022-23 Budget**

	<b>FY 2021-22</b>		<b>FY 2022-23</b>	
	<b>Current Budget</b>	<b>Year end Projections</b>	<b>Proposed Budget</b>	<b>Comments</b>
<b>Beginning Balance (unaudited)</b>	<b>\$ 142,018</b>	<b>\$ 142,018</b>	<b>\$ 60,912</b>	
<b>Revenue</b>				
Residential Revenues	986,086	1,009,240	1,119,830	Solid Waste revenues
Interest Income	1,100	1,100	1,200	
Other Revenues	-	-	93,918	Franchise Fees - increased to \$2.75
<b>Total Revenue</b>	<b>987,186</b>	<b>1,010,340</b>	<b>1,214,948</b>	
<b>Expenditures</b>				
Cal-Waste Contract	878,876	999,773	1,119,830	CWRS contract
Professional Services	-	5,764	8,423	GL/WC Insurance
Other Expenses	43,367	43,367	45,360	County Surcharge
<b>Total Expenditures</b>	<b>922,243</b>	<b>1,048,904</b>	<b>1,173,613</b>	
<b>Admin Allocation</b>				
Administration Expenses	42,304	42,542	38,789	
<b>Total Admin Expense</b>	<b>42,304</b>	<b>42,542</b>	<b>38,789</b>	
<b>TOTAL EXPENDITURES</b>	<b>964,547</b>	<b>1,091,446</b>	<b>1,212,402</b>	
<b>Net Annual Activity</b>	<b>22,639</b>	<b>(81,106)</b>	<b>2,546</b>	
<b>Ending Balance</b>	<b>\$ 164,657</b>	<b>\$ 60,912</b>	<b>\$ 63,458</b>	

**Rancho Murieta Community Services District  
Security - Fund 500  
FY 2022-23 Budget**

	FY 2021-22		FY 2022-23	
	Current Budget	Year end Projections	Current Budget	Comments
<b>Beginning Balance (unaudited)</b>	\$ 328,440	\$ 328,440	\$ 116,939	
<b>Revenue</b>				
Residential Sales	1,322,677	1,322,677	1,349,131	
Commercial Sales	231,359	231,359	235,986	
Late Fees & Penalties	26,100	66,391	37,100	
Permit Fees	7,800	6,500	7,800	Bar Codes, Permits
Interest Income	1,200	-	1,200	LAIF, CAMP
Other Revenues	9,600	18,688	14,000	Title Transfer Fees
<b>Subtotal Revenue</b>	<u>1,598,736</u>	<u>1,645,615</u>	<u>1,645,217</u>	
<b>Transfer In</b>				
Transfer In - Property Tax Subsidy	452,516	452,651	588,271	Increased by 30%
<b>Total Transfers</b>	<u>452,516</u>	<u>452,651</u>	<u>588,271</u>	
<b>TOTAL REVENUE</b>	<u><u>2,051,252</u></u>	<u><u>2,098,266</u></u>	<u><u>2,233,488</u></u>	
<b>Expenditures - Administration</b>				
Salaries	100,102	121,332	122,790	Salary
Benefits	75,848	123,087	211,454	Benefits, Prepaid Insurance WC/GL
Professional Services	5,400	26,783	5,900	Legal services, IT contracts
Materials & Supplies	6,000	-	-	Moved to Gate/Patrol
Maintenance & Repairs	3,000	3,500	3,500	Building maint/grounds
Other Expenses	4,420	2,994	151,770	Tax Measure Election Costs
<b>Subtotal Expenditures</b>	<u>194,770</u>	<u>277,697</u>	<u>495,414</u>	
<b>Expenditures - Security Gate</b>				
Salaries	366,775	366,775	383,670	Salary
Benefits	201,416	242,121	302,343	Benefits, includes retirees
Professional Services	14,988	61,000	22,368	Legal Services, ABA augmentation, IT contract
Materials & Supplies	120	-	2,500	Gate supplies
Maintenance & Repairs	7,200	23,007	7,325	Gate repairs
Other Expenses	17,844	21,363	16,720	Bar codes, training, recruitment, tuition reimb
<b>Subtotal Expenditures</b>	<u>608,343</u>	<u>714,266</u>	<u>734,926</u>	
<b>Expenditures - Security Patrol</b>				
Salaries	256,907	301,307	267,151	Salary
Benefits	253,798	246,919	218,223	Benefits, includes retirees
Professional Services	33,000	49,895	78,500	Temp Sheriff svcs, ABA augmentation
Materials & Supplies	120	5,271	3,500	Patrol Supplies
Maintenance & Repairs	17,866	9,151	13,666	Vehicle Maint, IT
Other Expenses	27,442	22,036	23,100	Vehicle Fuel, training, recruitment, tuition reimb
<b>Subtotal Expenditures</b>	<u>589,133</u>	<u>634,579</u>	<u>604,140</u>	
<b>Admin Allocation</b>				
Administration Expenses	679,405	683,225	621,602	
<b>Total Admin Expense</b>	<u>679,405</u>	<u>683,225</u>	<u>621,602</u>	
<b>TOTAL EXPENDITURES</b>	<u><u>2,071,650</u></u>	<u><u>2,309,766</u></u>	<u><u>2,456,082</u></u>	
<b>Net Annual Activity</b>	(20,398)	(211,501)	(222,594)	
<b>Ending Balance</b>	<u><u>\$ 308,042</u></u>	<u><u>\$ 116,939</u></u>	<u><u>\$ (105,655)</u></u>	