

**OLIVEHURST PUBLIC UTILITY DISTRICT**

**General Fund 11**

**00 (Administration)**

ACCOUNT	DESCRIPTION	ANNUAL BUDGET 2019-20	2018-19 AMENDED BUDGET	YEAR TO DATE	% OF BUDGET USED	PRIOR YEAR BUDGET
11.41100.00.0	CFD 2002-1 ADMIN REVENUE	10,000	10,000	12,353	124%	22,800
11.45103.00.0	MISCELLANEOUS REVENUE - GENERAL	8,000	8,069	11,240	139%	3,500
11.45111.00.0	WATER/SEWER 50/50 CLEARING	-	1,442	1,348	93%	-
11.45432.00.0	WWTF CAPACITY ADMIN REVENUES	-	-	-	0%	-
11.45500.00.0	INTEREST EARNED	20,000	20,000	79,730	399%	16,800
11.45700.00.0	ADMIN OVERHEAD TRANSFER IN	1,107,416	1,070,863	774,558	72%	1,084,725
<b>Administration</b>	<b>Total Revenues</b>	<b>1,145,416</b>	<b>1,110,374</b>	<b>879,228</b>		<b>1,127,825</b>
11.59101.00.0	SALARIES - GENERAL	529,882	581,852	531,799	91%	582,000
11.59110.00.0	SALARIES OT - GENERAL	4,000	4,000	3,347	84%	4,000
11.59501.00.0	PAYROLL TAXES - GENERAL	44,042	48,797	43,305	89%	40,765
11.59502.00.0	EMPLOYEE BENEFITS (RET/MED) - GENERAL	286,065	234,818	161,802	69%	188,467
11.59402.00.0	WORKERS' COMP INSURANCE - GENERAL	5,438	4,606	4,606	100%	5,242
11.59300.00.0	OPERATING SUPPLIES - GENERAL	5,000	6,000	176	3%	4,750
11.59301.00.0	LICENSES AND DUES - ADMIN EMPLOYEES	150	-	119	0%	-
11.59302.00.0	OFFICE SUPPLIES - GENERAL	27,000	19,068	7,379	39%	15,000
11.59303.00.0	GAS AND OIL - GENERAL	750	500	482	96%	500
11.59304.00.0	FEES & DUES - GENERAL	10,000	9,000	8,469	94%	9,000
11.59305.00.0	UTILITIES & PHONE - GENERAL	10,000	10,365	7,831	76%	8,500
11.59306.00.0	OUTSIDE SERVICES - GENERAL	60,000	97,000	40,310	42%	108,600
11.59307.00.0	PRINTING/PUBLIC/LEGAL NOTICES - ADMIN	1,000	1,000	-	0%	1,000
11.59312.00.0	TRAINING & EDUCATION - ADMIN STAFF	1,800	2,650	1,987	75%	500
11.59313.00.0	UNEMPLOYMENT - GENERAL	1,000	1,000	-	0%	3,250
11.59314.00.0	ELECTION EXPENSE - GENERAL	25,000	25,000	11,439	46%	-
11.59315.00.0	SAFETY SUPPLIES / EXPENSE	3,000	3,000	887	30%	5,750
11.59320.00.0	POSTAGE & SHIPPING	2,000	2,000	611	31%	2,000
11.59404.00.0	COMPUTER SERVICES - GENERAL	36,038	25,000	25,830	103%	30,000
11.59405.00.0	LEGAL FEES - GENERAL	45,000	50,000	37,517	75%	50,000
11.59425.00.0	SECURITY - GENERAL	2,000	2,000	1,715	86%	1,800

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General Fund 11

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ACCOUNT	DESCRIPTION	ANNUAL BUDGET 2019-20	2018-19 AMENDED BUDGET	YEAR TO DATE	% OF BUDGET USED	PRIOR YEAR BUDGET
11.59505.00.0	EMPLOYMENT COSTS - GENERAL	250	250	-	0%	250
11.59550.00.0	CUSTOMER SERVICE / SAFETY AWARDS	500	500	-	0%	650
11.59600.00.0	CAPITAL OUTLAY - GENERAL	30,000	121,000	115,590	96%	20,000
11.59801.00.0	BLDGS AND IMPROVEMENTS	2,500	2,500	900	36%	2,500
11.59802.00.0	AUTO & OTHER EQUIP EXP - GENERAL	1,500	1,500	9	1%	2,000
11.65704.00.0	DEPRECIATION EXPENSE - GENERAL	3,500	3,500	-	-	3,500
<b>Administration</b>	<b>Total Expenditures</b>	<b>1,137,416</b>	<b>1,256,906</b>	<b>1,006,111</b>		<b>1,090,025</b>
	<b>Excess of Revenues over Expenditures</b>	<b>8,000</b>	<b>(146,532)</b>	<b>(126,883)</b>		<b>37,800</b>
	Cash Reserves	(26,403)	146,532			
	Advance to Fire Department	18,403				
	Reserve: Admin. Building	-				
		<b>\$ 0</b>	<b>\$ -</b>			

**ADMINISTRATION**

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Office Misc Expense 11.59302.00.0	2,000	Christmas Party	
	<b>\$2,000</b>		
Computer Expense 11.59404.00.0			
	22,688	Adept Solution IT Management	
	8,250	Harris Software Annual Support	
	1,500	Website Design	
	3,600	Website (Support/Hosting)	
	<b>\$36,038</b>		
Capital Outlay 11 59600 00 0			
	14,900	GM & Fin.Mgr office remodel	
	10,000	1 Copy Machine Replacement	
	500	1 Projector	
	500	1 Laser Printer	Fin.Mgr/Accountant
	150	1 Chair	Finance Director
	2,500	2 New Workstations	
	<b>\$28,550</b>		

Outlook 365/Windows 10 \$ 20.00 Office 365 \$ 29.00  
2019-20

Adept	#	Monthly	Annual
Users	29	2,610	31,320
E-mail Mgmt/Windows 10	29	580	6,960
Office 365/Windows 10	3	87	1,044
Managed Workstations	3	210	2,520
Datto Cloud Services	2	330	3,960
Datto Cloud Haas/License	1	23	278
Managed Wireless Solution	1	25	300
Domain Cloud Protection	1	150	1,800
Spam Filtering	7	14	168
10% Increase over base year			6,480
			<b>\$ 54,830</b>

**Harris Annual Support**

Admin	8,250
Engineering	-
Fire	-
Parks	-
Water	6,000
Sewer	4,600
	<b>\$ 18,850</b>

**Customer Service and Billing**

	Water	Waste Water	Total
InvoiceCloud Portal Access	19,000	19,000	38,000
Harris Printing/Mailing	32,500	32,500	65,000
	<b>\$ 51,500</b>	<b>\$ 51,500</b>	<b>\$ 103,000</b>

**2019-20**

	Users	Cost Share
Admin	12	22,688
Engineering	2	3,781
Fire	3	5,672
Parks	1	1,891
Water	2	3,781
Sewer	9	17,016
	<b>29</b>	<b>\$54,830</b>

**Streamline Website Service**

Website Design	1,500
Website (Support/Hosting)	3,600
	<b>\$ 5,100</b>