

576 – Engineering Services – Utilities

To provide a single cost control center for the collective expenses for sewer, water, drainage and street lighting functions in the water management division. Costs include general government overheads, Engineering Department overheads, staff wages and benefits, operations center expenses, etc. Inside staff costs and the other overheads are allocated as a flat rate per property served in all the utilities. Outside staff costs are allocated according to time sheets on a five year rolling average. Other than borrowing there are no other income streams for this function.

COWICHAN VALLEY REGIONAL DISTRICT

2022-2026 FINANCIAL EXPENDITURE PROGRAM

Service: Engineering Services - Utilities

Function: 576

TOTAL EXPENDITURE	2021	2022	2023	2024	2025	2026
Operational Costs	\$2,938,667	\$3,319,560	\$3,326,340	\$3,428,600	\$3,620,500	\$3,634,400
Long Term Debt						
Short Term Debt	47,280	30,413	20,907			
Capital	9,666,000	5,507,080	50,000	60,000	60,000	120,000
Transfer to Capital Reserve						
TOTAL APPLICATION OF FUNDS	\$12,651,947	\$8,857,053	\$3,397,247	\$3,488,600	\$3,680,500	\$3,754,400
<u>SOURCES OF FUNDS</u>						
Requisition/Parcel Tax						
User Fee						
Transfer from Capital Reserve						
Transfer from Gas Tax Reserve	200,000	188,667				
Other	12,451,947	8,519,300	3,347,247	3,428,600	3,530,500	3,634,400
Debt Proceeds						
Transfer from Operating Reserve		149,086	50,000	60,000	150,000	120,000
Surplus/(Deficit)						
TOTAL SOURCE OF FUNDS	\$12,651,947	\$8,857,053	\$3,397,247	\$3,488,600	\$3,680,500	\$3,754,400

2021 Debt Short Term with Principal & Interest

Borrowed	Outstanding	Maturity	P & I
Truck	\$32,837	2022	\$9,544
Vehicle w/Crane	\$75,080	2023	\$20,869
Total			<u>\$30,413</u>

Cowichan Valley Regional District
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GENERAL REVENUE FUND
576 - ENGINEERING SERVICES - UTILITI

		2020	2021	2021	2022
		ACTUAL	ACTUAL	AMENDED BUDG	PROVISIONAL
OPERATING REV					
2000 GRANTS					
01-1-2000-2150	FEDERAL WAGE SUBSIDIES	-4,088	-3,187	0	0
	Total GRANTS	-4,088	-3,187	0	0
4433 RECOVERY OF COSTS					
01-1-4433-0000	GENERAL	-21,874	-7,556	0	0
	Total RECOVERY OF COSTS	-21,874	-7,556	0	0
5100 FEES & PERMITS					
01-1-5100-3560	SUBDIVISION APPLICATION FE	-16,500	-32,000	0	0
	Total FEES & PERMITS	-16,500	-32,000	0	0
5900 MISCELLANEOUS					
01-1-5900-5015	WCB RECOVERIES	-5,044	-2,145	0	0
	Total MISCELLANEOUS	-5,044	-2,145	0	0
6930 SALE OF ASSETS					
01-1-6930-0000	TANGIBLE CAPITAL	0	-16,000	0	0
	Total SALE OF ASSETS	0	-16,000	0	0
9110 SURPLUS/DEFICIT - CURRENT YEAR					
01-1-9110-0000	SURPLUS/DEFICIT	3,556	0	0	0
	Total SURPLUS/DEFICIT - CURR	3,556	0	0	0
9120 TRANSFER FROM OPERATING RESERVE					
01-1-9120-0000	TSF FROM OPERATING RESEF	0	0	0	-90,000
	Total TRANSFER FROM OPERA	0	0	0	-90,000
	Total OPERATING REV	-43,950	-60,888	0	-90,000
OPERATING EXP					
1981 ALLOCATION FROM 175 INGRAM ST					
01-2-1981-4585	ALLOC - BUILDING COSTS	24,398	28,189	28,189	28,568
	Total ALLOCATION FROM 175 IN	24,398	28,189	28,189	28,568
1988 UTILITIES GENERAL EXPENDITURES					
01-2-1988-1204	WAGES - HOURLY	0	1,016	0	0
01-2-1988-1301	WAGES	1,677,103	1,730,166	1,804,300	1,960,300
01-2-1988-1400	BENEFITS	420,888	474,297	505,204	607,693
01-2-1988-2110	CONFERENCES & SEMINARS	2,611	-913	13,000	13,000
01-2-1988-2111	TRAVEL	215	57	6,600	6,600
01-2-1988-2125	CELLULAR PHONES - RENTAL	11,210	9,946	11,400	15,000

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		2020 ACTUAL	2021 ACTUAL	2021 AMENDED BUDG	2022 PROVISIONAL
01-2-1988-2210	ADVERTISING	2,848	1,060	4,000	4,000
01-2-1988-2320	LEGAL SERVICES	0	0	2,500	2,500
01-2-1988-2330	CONSULTANTS	1,510	0	10,000	100,000
01-2-1988-2338	CONTRACT FOR SERVICES	0	3,379	0	0
01-2-1988-2340	TRAINING & DEVELOPMENT	3,625	5,060	25,000	25,000
01-2-1988-2370	INSURANCE - PROPERTY	417	415	600	600
01-2-1988-2395	MEMBERSHIPS	9,743	6,510	5,200	5,200
01-2-1988-2410	R & M - BUILDINGS - GENERAL	1,503	4,660	10,000	10,000
01-2-1988-2468	PAGERS AND PAGER MAINTEN	5,431	6,059	5,600	5,600
01-2-1988-2474	ANSWERING SERVICE	716	3,659	3,500	3,500
01-2-1988-2475	MISCELLANEOUS EQUIPMENT	51,121	51,511	11,000	25,000
01-2-1988-2480	MINOR CAPITAL	0	0	21,000	25,000
01-2-1988-2532	COMPUTER SOFTWARE UPGF	10,728	4,117	10,000	10,000
01-2-1988-2561	ALARM MONITORING	239	239	500	500
01-2-1988-2583	PUBLIC EDUCATION	230	0	4,000	0
01-2-1988-2610	ALLOC - RENTALS - BUILDING	49,911	49,911	49,911	49,911
01-2-1988-4100	ALLOC - GENERAL GOVERNME	94,687	123,913	123,913	126,899
01-2-1988-4560	ALLOC - LIABILITY INSURANCE	8,385	9,348	9,348	9,815
01-2-1988-4575	ALLOC - ENGINEERING	86,232	78,348	78,348	86,897
01-2-1988-4587	ALLOC - ADMINISTRATION	6,895	7,525	7,525	9,168
01-2-1988-5110	SUNDRY EXPENSES	20,298	37,791	10,000	15,000
01-2-1988-5411	CLOTHING	1,639	2,025	5,000	5,000
01-2-1988-5919	SAFETY SUPPLIES	10,526	14,384	20,000	20,000
01-2-1988-5920	SUPPLIES - OFFICE	1,117	4,455	2,000	2,000
01-2-1988-5924	SUPPLIES - JANITORIAL	1,698	3,349	2,000	2,000
01-2-1988-5933	SUPPLIES - SMALL TOOLS	30,722	36,999	30,000	30,000
01-2-1988-8150	BANK CHARGES	628	33	6,000	6,000
01-2-1988-9910	CONTINGENCY	0	0	12,360	2,173
	Total UTILITIES GENERAL EXPE	2,512,875	2,669,318	2,809,809	3,184,356
1998 COMMUNICATIONS					
01-2-1998-2468	PAGERS AND PAGER MAINTEN	641	0	0	0
	Total COMMUNICATIONS	641	0	0	0
2005 ENGINEERING - UTILITY TRAILER					
01-2-2005-2373	INSURANCE/AUTOMOTIVE EQI	559	285	520	520
01-2-2005-5610	VEHICLE & EQUIPMENT PARTS	0	0	300	300
	Total ENGINEERING - UTILITY TI	559	285	820	820
2019 BACKHOE LOADER (X45920)					
01-2-2019-2373	INSURANCE/AUTOMOTIVE EQI	729	476	700	700
01-2-2019-2470	PURCHASED REPAIRS - VEHIC	0	3,759	0	0

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		2020	2021	2021	2022
		ACTUAL	ACTUAL	AMENDED BUDG	PROVISIONAL
01-2-2019-2570	PURCHASED MAINTENANCE/V	0	41	800	800
01-2-2019-5310	FUEL & LUBRICANTS	183	590	500	500
01-2-2019-5610	VEHICLE & EQUIPMENT PARTS	19	884	250	250
Total BACKHOE LOADER (X4592		930	5,749	2,250	2,250
2022 2015 CHEV VAN JN3524					
01-2-2022-2373	INSURANCE/AUTOMOTIVE EQ	1,051	557	1,200	1,000
01-2-2022-2470	PURCHASED REPAIRS - VEHIC	0	3,793	1,000	1,000
01-2-2022-2570	PURCHASED MAINTENANCE/V	564	0	500	500
01-2-2022-5310	FUEL & LUBRICANTS	3,558	4,483	5,500	6,000
01-2-2022-5610	VEHICLE & EQUIPMENT PARTS	222	288	0	0
01-2-2022-5620	TIRES	950	62	1,000	1,000
Total 2015 CHEV VAN JN3524		6,345	9,183	9,200	9,500
2023 2017 GMC SIERRA					
01-2-2023-2373	INSURANCE/AUTOMOTIVE EQ	1,227	703	1,500	1,200
01-2-2023-2470	PURCHASED REPAIRS - VEHIC	0	200	2,000	2,000
01-2-2023-2570	PURCHASED MAINTENANCE/V	1,767	247	500	500
01-2-2023-5310	FUEL & LUBRICANTS	6,888	7,774	7,500	8,000
01-2-2023-5610	VEHICLES & EQUIPMENT PARTS	0	1,551	250	250
Total 2017 GMC SIERRA		9,882	10,474	11,750	11,950
2024 CHEVY BOLT (FM652F)					
01-2-2024-2373	INSURANCE/AUTOMOTIVE EQ	1,864	1,112	2,190	1,600
01-2-2024-2470	PURCHASED REPAIRS - VEHIC	0	472	500	500
01-2-2024-2570	PURCHASED MAINTENANCE/V	0	0	450	450
01-2-2024-5310	FUEL & LUBRICANTS	0	52	50	50
01-2-2024-5610	VEHICLE & EQUIPMENT PARTS	0	0	500	500
Total CHEVY BOLT (FM652F)		1,864	1,636	3,690	3,100
7314 ENG 2009 FORD ESCAPE (663XDC)					
01-2-7314-2373	INSURANCE/AUTOMOTIVE EQ	-208	0	0	0
Total ENG 2009 FORD ESCAPE (-208	0	0	0
7315 UTILITIES- MINI EXCAVATOR					
01-2-7315-2373	INSURANCE/AUTOMOTIVE EQ	278	149	217	217
01-2-7315-2470	PURCHASED REPAIRS - VEHIC	0	722	500	500
01-2-7315-2570	PURCHASED MAINTENANCE/V	0	41	500	500
01-2-7315-5310	FUEL & LUBRICANTS	0	78	500	500
01-2-7315-5610	VEHICLE & EQUIPMENT PARTS	73	60	0	0
Total UTILITIES- MINI EXCAVATC		351	1,049	1,717	1,717
7319 2013 CHEV SILVR PU (HF9409) 3500					



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		2020	2021	2021	2022
		ACTUAL	ACTUAL	AMENDED BUDG	PROVISIONAL
01-2-7319-2373	INSURANCE/AUTOMOTIVE EQI	788	489	2,000	0
01-2-7319-2470	PURCHASED REPAIRS - VEHIC	2,159	766	1,500	0
01-2-7319-2570	PURCHASED MAINTENANCE/V	2,089	1,069	1,500	0
01-2-7319-5310	FUEL & LUBRICANTS	8,832	5,811	12,000	0
01-2-7319-5610	VEHICLE & EQUIPMENT PARTS	1,487	2,557	600	0
01-2-7319-5620	TIRES	98	0	0	0
Total 2013 CHEV SILVR PU (HF9)		15,452	10,693	17,600	0
7321 PROMASTER 1 DODGE VAN (3648TT)					
01-2-7321-2373	INSURANCE/AUTOMOTIVE EQI	1,132	618	1,200	1,000
01-2-7321-2470	PURCHASED REPAIRS - VEHIC	7,514	0	1,000	5,000
01-2-7321-2570	PURCHASED MAINTENANCE/V	4,236	340	1,000	2,000
01-2-7321-5310	FUEL & LUBRICANTS	6,015	7,816	8,000	8,500
01-2-7321-5610	VEHICLE & EQUIPMENT PARTS	425	2,091	1,000	1,000
01-2-7321-5620	TIRES	0	1,205	0	0
01-2-7321-8215	INTEREST	249	54	321	0
01-2-7321-8216	PRINCIPAL	8,100	8,137	8,100	0
Total PROMASTER 1 DODGE VA		27,672	20,262	20,621	17,500
7323 PROMASTER 2 DODGE VAN					
01-2-7323-2373	INSURANCE/AUTOMOTIVE EQI	1,132	618	1,566	1,000
01-2-7323-2470	PURCHASED REPAIRS - VEHIC	2,206	4,939	1,000	5,000
01-2-7323-2570	PURCHASED MAINTENANCE/V	4,054	774	1,000	2,000
01-2-7323-5310	FUEL & LUBRICANTS	7,200	7,243	8,800	9,000
01-2-7323-5610	VEHICLE & EQUIPMENT PARTS	907	446	1,000	1,000
01-2-7323-5620	TIRES	0	1,173	0	0
01-2-7323-8215	INTEREST	242	53	326	0
01-2-7323-8216	PRINCIPAL	8,300	8,300	8,300	0
Total PROMASTER 2 DODGE VA		24,042	23,546	21,992	18,000
7324 2017 FUSO (MN3801)					
01-2-7324-2373	INSURANCE/AUTOMOTIVE EQI	1,141	764	1,600	1,200
01-2-7324-2470	PURCHASED REPAIRS - VEHIC	1,635	11,366	300	300
01-2-7324-2570	PURCHASED MAINTENANCE/V	1,046	0	300	1,500
01-2-7324-5310	FUEL & LUBRICANTS	1,144	1,762	3,000	3,000
01-2-7324-5610	VEHICLE & EQUIPMENT PARTS	755	678	500	500
01-2-7324-5620	TIRES	0	0	1,000	1,000
01-2-7324-8215	INTEREST	1,155	429	1,702	1,702
01-2-7324-8216	PRINCIPAL	19,714	20,440	19,167	19,167
Total 2017 FUSO (MN3801)		26,589	35,440	27,569	28,369
7325 2018 DODGE RAM (MB9279)					
01-2-7325-2373	INSURANCE/AUTOMOTIVE EQI	1,584	754	1,574	1,200

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		2020 ACTUAL	2021 ACTUAL	2021 AMENDED BUDG	2022 PROVISIONAL
01-2-7325-2470	PURCHASED REPAIRS - VEHIC	0	0	300	300
01-2-7325-2570	PURCHASED MAINTENANCE/V	108	1,747	500	1,500
01-2-7325-5310	FUEL & LUBRICANTS	7,041	8,050	7,000	7,500
01-2-7325-5610	VEHICLE & EQUIPMENT PARTS	41	61	1,500	1,500
01-2-7325-5620	TIRES	0	1,395	0	0
01-2-7325-8215	INTEREST	528	196	778	778
01-2-7325-8216	PRINCIPAL	9,016	9,348	8,765	8,765
	Total 2018 DODGE RAM (MB927)	18,318	21,551	20,417	21,543
7334 2020 CHEV SILVERADO (NH3955)					
01-2-7334-2373	INSURANCE/AUTOMOTIVE EQ	1,784	1,079	1,423	1,500
01-2-7334-2470	PURCHASED REPAIRS - VEHIC	0	0	500	500
01-2-7334-2570	PURCHASED MAINTENANCE/V	409	362	500	500
01-2-7334-5310	FUELS & LUBRICANTS	2,941	6,633	6,000	7,000
01-2-7334-5610	VEHICLE & EQUIPMENT PARTS	5,131	1,611	700	700
01-2-7334-5620	TIRES	0	0	1,200	1,200
	Total 2020 CHEV SILVERADO (N	10,266	9,686	10,323	11,400
7337 2021 GMC SIERRA 1500					
01-2-7337-2373	INSURANCE/AUTOMOTIVE EQ	0	469	0	1,000
01-2-7337-2470	PURCHASED REPAIRS - VEHIC	0	181	0	500
01-2-7337-2570	PURCHASED MAINTENANCE/V	0	141	0	500
01-2-7337-5310	FUELS & LUBRICANTS	0	3,280	0	7,000
01-2-7337-5610	VEHICLES & EQUIPMENT PART	0	4,440	0	700
01-2-7337-5620	TIRES	0	1,258	0	1,200
	Total 2021 GMC SIERRA 1500	0	9,768	0	10,900
9900 INTERNAL RECOVERIES					
01-2-9900-4578	ALLOC - ENGINEERING WAGE	-2,272,097	-2,304,958	-2,309,504	-2,560,002
01-2-9900-4586	ALLOC - UTILITIES OVERHEAD	-617,143	-675,900	-676,443	-699,971
	Total INTERNAL RECOVERIES	-2,889,240	-2,980,858	-2,985,947	-3,259,973
	Total OPERATING EXP	-209,265	-124,028	0	90,000
CAPITAL REV					
2000 GRANTS					
01-7-2000-2121	PROVINCIAL CONDITIONAL	-700,354	-4,727,363	-5,888,000	-259,327
	Total GRANTS	-700,354	-4,727,363	-5,888,000	-259,327
4810 CONNECTION FEES					
01-7-4810-0000	CONNECTION FEES	0	0	-3,528,000	-5,000,000
	Total CONNECTION FEES	0	0	-3,528,000	-5,000,000



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**GENERAL REVENUE FUND
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	2020 ACTUAL	2021 ACTUAL	2021 AMENDED BUDG	2022 PROVISIONAL
9009 TRANSFER FROM GAS TAX RESERVE				
01-7-9009-0000 TSF FROM GAS TAX RESERVE	0	-11,333	-200,000	-188,667
Total TRANSFER FROM GAS TA	0	-11,333	-200,000	-188,667
9120 TRANSFER FROM OPERATING RESERVE				
01-7-9120-0000 TRANSFER FROM OPERATING	-39,437	-116,346	-150,000	-59,086
Total TRANSFER FROM OPERA	-39,437	-116,346	-150,000	-59,086
Total CAPITAL REV	-739,791	-4,855,042	-9,766,000	-5,507,080
CAPITAL EXP				
8221 TRANSFER/GENERAL CAPITAL				
01-8-8221-6111 ENGINEERING STRUCTURES	700,354	4,738,696	9,716,000	5,447,994
01-8-8221-6112 BUILDINGS	0	90,914	0	9,086
01-8-8221-6126 VEHICLES & MACHINERY	39,437	41,432	50,000	50,000
Total TRANSFER/GENERAL CAP	739,791	4,871,042	9,766,000	5,507,080
Total CAPITAL EXP	739,791	4,871,042	9,766,000	5,507,080
Surplus/Deficit	-253,215	-168,917	0	0

**Cowichan Valley Regional District
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	2020 ACTUAL	2021 ACTUAL	2021 AMENDED BUDG	2022 PROVISIONAL
Summary Total Revenues	-43,950	-60,888	0	-90,000
Summary Total Expenses	-209,265	-124,028	0	90,000
Summary Surplus/Deficit	-253,215	-168,917	0	0

2022 Year over Year Comparative Analysis

Function: 576 - Engineering - Utilities

Requisition Change		2021 Allocations	Proposed 2022 Allocations	Requisition \$ Increase (Decrease)	Requisition % Increase (Decrease)
		\$2,985,947	\$3,259,973	274,026	9.18%
A) Core Budget					
		2021 \$ Budget	2022 \$ Budget	Requisition \$ Increase (Decrease)	Requisition % Increase (Decrease)
Explanation of increase/decrease:	Wages	1,804,300	1,960,300	156,000	5.22%
	Benefits	505,204	607,693	102,489	3.43%
	Allocations	297,234	321,348	24,114	0.81%
	Operating Expenses	231,260	244,483	13,223	0.44%
	Vehicles	147,949	126,149	-21,800	(0.73%)
				0	0.00%
				0	0.00%
	Subtotal	2,985,947	3,259,973	274,026	9.18%
B) Prior Year One-time items					
	Mill Bay Sewer Project ongoing project (F808) funded by grant, CWF, connection charges	9,616,000	5,700,000	-3,916,000	(131.15%)
		-9,616,000	-5,700,000	3,916,000	131.15%
	Subtotal	0	0	0	0.00%
Max 3.0% Draft 2022 Budget				274,026	9.18%
C) Other items to maintain service level					
				0	0.00%
				0	0.00%
	Subtotal	0	0	0	0.00%
Total Draft 2022 Budget				274,026	9.18%
D) Supplemental Items					
1)	Replacement Vehicle and conditional assessment funded by operating reserve	Capital Reserve	- 140,000	n/a	n/a
			- 140,000	n/a	n/a
2)	Instrumentation Technician	Operating	- 124,000	124,000	4.15%
		Operating	-	0	0.00%
	Subtotal		- 124,000	124,000	4.15%
Max 2022 Requisition change if Supplemental and Other Items are Approved				398,026	13.33%
Notes:					
1) The Operating Reserve balance at December 31, 2020 is \$370,361 with \$150,000 committed in 2021 - uncommitted balance is \$220,361.					
2) The Capital Reserve balance at December 31, 2020 is \$0 with \$0 committed in 2021 - uncommitted balance is \$0					