Indio Water Authority Quarterly Financial Report

Fiscal Year 2012-13 Third Quarter Report

April 11, 2013



1338

Dan Martinez Executive Director



Debra Kaye General Manager

April 11, 2013

Honorable Board Indio Water Authority P.O. Drawer 1480 83101 Avenue 45 Indio, CA 92201

SUBJECT: FY 12/13 Third Quarter Budget Report

Board members:

Through the third quarter staff has worked vigorously on many projects including; collaborating with the Desert Valley Builders Association, the Building Industry Association and Coachella Valley Water District to implement a Supplemental Water Supply Fee which ensures long-term stability of water resources and protects the groundwater basin from overdraft. A robust long range financial plan model was also completed which analyzes revenue and debt issuance needs to avoid any financial imbalances and ensure long-term stability of the Authority. In addition, as adopted by the Board, IWA will be implementing a new fee schedule next fiscal year.

Although development has been steady during the year; IWA, like most other utilities, is experiencing decreased water sales and revenue. Water sales make up 90% of IWA's revenue, therefore, conservation efforts and decreases in per-capita demand for water coupled by increases in operational costs and maintenance of infrastructure cause a strain on the operating budget.

The FY 2012-13 year-to-date numbers indicate the Authority is generally in-line with its budget and on track to end the year within budget. Total operating revenues for the water enterprise are at 71%, while total operating expenditures are at 69% of budgeted amounts. The IWA continues to closely scrutinize expenses while providing high quality services our customers have come to expect, such as uninterrupted water service, environmental stewardship, and compliance with water quality regulations.

Incorporated in this report is a budget adjustment to suspend the additional transfer to the equipment replacement fund in order to fund repairs and maintenance supplies such as small meters, copper piping, and other fittings needed to perform repairs throughout the water system. The equipment replacement fund is fully funded and expenses will not reach the budgeted amount. The attached budget report summarizes the Authority's financial condition as of the third quarter.

Honorable Board April 11, 2013 Page 2

Chromium VI continues to be a pending matter and our project with the Water Research Foundation: *Impact of Water Quality on Hexavalent Chromium Removal Efficiencies and Cost* will be completed this fiscal year and will help with budgetary estimates for the treatment for Chromium IV in preparation for the California Department of Public Health draft MCL to be released in June 2013.

The Authority is looking forward to a busy fourth quarter to end fiscal year 2013. IWA will complete the implementation of a new accounting system, electrical safety upgrades at various well sites and pump stations and begin the development of a new rate structure to be presented to the Board for approval in June.

Included attachments: ATTACHMENT A – Indio Water Authority Third Quarter Budget Report

IT IS RECOMMENDED that the Board approve the report along with Attachments A, B and the incorporated budget adjustment.

Respectfully submitted,

Dan Martinez Executive Director

Indio Water Authority Your Water. Our Responsibility.

FY 2012-13 Third Quarter Report

Table of Contents

1.0	CURRENT FINANCIAL CONDITIONS	2
2.0	CUSTOMER GROWTH Chart 1: Customer Growth Each Quarter by Fiscal Year	
3.0	OPERATING FUND REVENUE Chart 2: 5 Year Water Sales Revenue - History by Month Chart 3: 5 Year Water Sales Revenue - History by Quarter	4
3.1	Non-Operating Revenue	5
4.0	OPERATING FUND EXPENDITURES Table 1: Operating Fund Expenditures - By Category	
4.1	Salary and Benefits	6
4.2	Services and Supplies Table 2: Operating Fund Expenditures - By Department	
4.3	Capital Outlay	8
4.4	Internal Service (IS)	8
5.0	EQUIPMENT REPLACEMENT FUND	8
6.0	CAPITAL IMPROVEMENT PROGRAM (CIP)	9
7.0	SUPPLEMENTAL WATER SUPPLY FEE FUND 1	.0
8.0	RESERVE FUND	

ATTACHMENT A: THIRD QUARTER BUDGET RECAP ATTACHMENT B: REVENUE AND EXPENDITURE SUMMARY: OPERATING FUNDS



Your Water. Our Responsibility.

Indio Water Authority

The Indio Water Authority's budget has been extremely tight this year. Although much of the IWA's production infrastructure is relatively new and improved, a vast majority of the distribution system was installed many decades ago. Portions of the system have or will be reaching the end of its operating life in the near future. IWA's goal is to protect public health and to ensure water mains and water service connections are replaced in a timely manner, water quality regulations are adhered to, and to minimize the impacts of the increase in costs of energy and goods. IWA has managed all of these challenges within a rate structure that was adopted in 2006. The necessity to restructure and evaluate water rates is critical to maintain a secure and reliable water system.

Like most utilities, IWA is challenged between meeting long-term goals and addressing shortterm issues. A portion of the other postemployment retirement benefits (OPEB) liability carried by the City of Indio is for IWA employee's both retired and future retirees. Funding this obligation is becoming increasingly important to decrease the existing unfunded accrued liability. Also looming in the horizon are Chromium VI regulations, increasingly stringent regulatory requirements, and maintaining the fiscal and structural integrity of aging infrastructure.

IWA's long-range financial model takes a look at revenue and debt issuance needs to avoid any financial imbalance. After running the model against existing budgets, the results have demonstrated the need to increase water rates or implement a new rate structure for the upcoming fiscal year to maintain debt coverage ratio and ensure adequate funding for current operational requirements. IWA is currently in the process of finalizing a new rate structure which meets State water conservation regulations by the year 2020 and provides for adequate revenues.

2.0 CUSTOMER GROWTH

At the beginning of FY 2012-13, IWA had 20,989 customers with a revised growth projection of 100 new accounts, which has been surpassed. During the third quarter of FY 2012-13 a total of 51 meters were added to the water system, 4 commercial and 47 residential. Residential development continues at Sun City and has reignited at Mountain Estates and Aliante communities, while commercial development spans throughout the city. A total of 168 meters have been added to the system this fiscal year.

Chart 1 on page 3 depicts slower economic growth over the last four years with current growth slightly higher than last fiscal year. This conservative growth pattern is expected to continue as the economy improves.

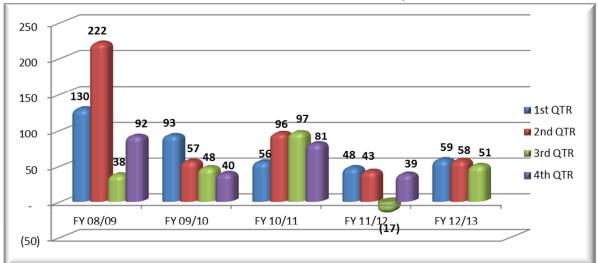


Chart 1: Customer Growth Each Quarter by Fiscal Year

3.0 OPERATING FUND REVENUE

Indio Water Authority

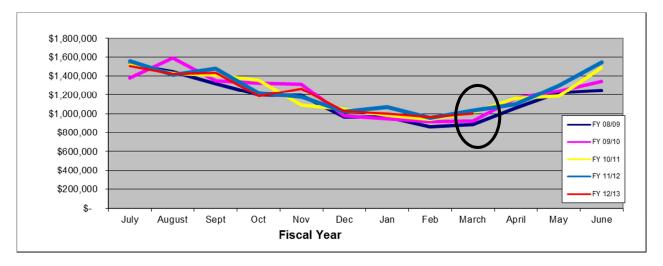
Your Water. Our Responsibility.

Revenues are comprised of operating revenues and non-operating revenues. The total unaudited operating revenues recorded for this FY after nine months of operation are \$11,971,982 or 71% of budget. This is a decrease of \$114,384 over the prior fiscal year (Attachment B). Water sales make up \$10,791,141, or 90%, of the total revenue earned through March 31, 2013. Due to cooler temperatures and increased conservation efforts water sales are lower by \$138,345 when compared to last fiscal year during the same time frame.

Other operating revenues for FY 2012-13 totaled \$1,141,763 through the third quarter or 72% of budget. This is an increase of \$33,526 when compared to the third quarter of FY 2011-12. The increase is due to an increase in the replenishment assessment charge (RAC) fees collected and passed through to Coachella Valley Water District (CVWD) offset by a decrease in reimbursements. Other operating revenue includes account establishment fees, delinquent account fees, inspections, plan checks, backflows, RAC fees passed thru to CVWD, sphere of influence fees, and reimbursements.

Charts 2 and 3 on page 4 show revenues are on target with historical trends over the last five years.







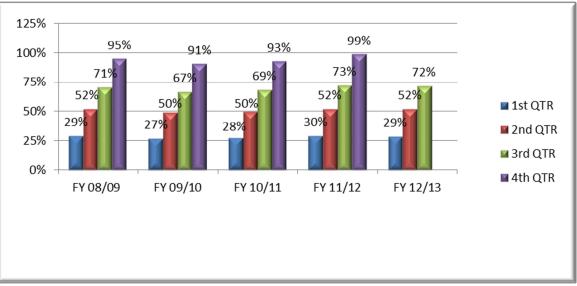


Chart 3: 5 Year Water Sales Revenue - History by Quarter

3.1 Non-Operating Revenue

Indio Water Authority

Your Water. Our Responsibility.

The third quarter investment income is at 37% of budget, or \$39,078. At the time of this report, the third quarter interest allocation report had not yet been calculated. IWA Finance/Customer Service Department staff will continue to monitor pooled cash investments with the City of Indio to ensure operational obligations are met and a sound return on investments is achieved.

4.0 OPERATING FUND EXPENDITURES

The FY 2012-13 operating expenditure budget includes \$4,641,608 in salaries and benefits, \$7,521,014 for services and supplies, and \$240,000 for capital outlay. At the end of the third quarter, 75% or less of the allocated budgets has been expended.

Table 1 below indicates that through the end of the third quarter, the total operating fund expenditures were at \$8,354,957 or 67.4% of the budget. Total operating and capital outlay expenditures increased by \$192,377 from third quarter of FY 2011-12 (Attachment B). This increase is due to salary and benefits, outside repair and maintenance, rents and leases, advanced purchase of water meters for capital projects, small meter change out program, and a rise in internal service fund costs.

	Budget				Actual	% of		
		FY 2012-13		FY 2012-13		March 31, 2013		Budget
Salaries and								
Benefits	\$	4,641,608		\$	3,352,858	72.2%		
Services and								
Supplies		7,521,014			4,761,088	63.3%		
Capital Outlay		240,000			241,011	100.4%		
Total								
Expenditures	nditures \$ 12,402,622			\$	8,354,957	67.4%		

Table 1: Operating Fund Expenditures - By Category

4.1 Salary and Benefits

Indio Water Authority

Your Water. Our Responsibility.

Salary and benefit expenditures through the end of the third quarter were \$3,352,858 or 72.2% of the budget (Table 1). Savings are attributed to the deferral of hiring for vacant positions until six months into the fiscal year. The increase of \$502,771 in the overall budget for salaries and benefits over last fiscal year are attributed to the termination of furloughs as of July 1, 2012. This represents an increase in wages of 10%. In addition, there were increases in Public Employee's Retirement System (PERS) costs and in medical benefits for certain employees. Labor negotiations are currently underway between the City of Indio and represented employees. Forthcoming contracts will be effective July 1, 2013.

4.2 Services and Supplies

Services and supplies expenditures are \$8,354,957 or 67.4% of budget through the end of March 2013. Each Department is responsible for monitoring and adhering to their adopted budget. As shown on Table 2 below, after the third quarter all Departments are within a normal expenditure range. However, the Distribution Department is exhausting its materials and supplies at a rapid rate performing necessary emergency repairs and scheduled maintenance. After accounting for pending invoices, this department is projected to be over budget by fiscal year end; therefore, a budget adjustment is being requested in Section 5.0. IWA will continue to monitor expenses to ensure adherence to the budget.

	Budget				Actual	% o f
	FY 2012-13			N	larch 31, 2013	Budget
Commission	\$	13,074		\$	9,023	69.0%
Administration/ Engineering		5,131,666			3,468,129	67.6%
Production		2,784,156			1,880,233	67.5%
Transmission Distribution		2,007,492			1,408,657	70.2%
Finance/Customer Service		1,940,259			1,262,692	65.1%
Information Technology		525,975			326,223	62.0%
Total Expenditures	\$	12,402,622		\$	8,354,957	67.4%

Table 2: Operating Fund Expenditures - By Department



Administration/Engineering

During the third quarter the Authority Board approved an update to service fee-related activities, which will take effect on July 1, 2013 and approved a contract to begin outreach programs related to conservation and the implementation of a budget tiered rate structure. IWA has also implemented the Supplemental Water Supply Program with the associated fee taking effect as of March 1, 2013. IWA staff has implemented its new asset management software, Cityworks. This new software allows staff to enter daily activities related to specific IWA facilities and assets, which accurately track the asset value and staff performance.

Production

IWA continues to upgrade the SCADA (Supervisor Control and Data Acquisition) system which allows IWA staff to better control and monitor operations to promote energy efficiency. During the third quarter, Plant 1 was taken out of service for repairs and maintenance. An electrical safety audit has been completed and outside Contractors are performing electrical repairs at various well sites and booster stations to address electrical code compliance issues.

Transmission/Distribution

Maintenance and operation of the water system involves, routine water main flushing, valve exercising to maintain water quality, and a water service replacement program which continues to be an ongoing effort of the Distribution Department. IWA also continues to work with its customers, the Indio Police Department, and suppliers to reduce the number of backflow prevention devices and fire hydrants stolen throughout the water system.

Finance/Customer Service

IWA is actively working on meeting the strategic planning goal for the implementation of a separate financial system by July 2013. Hardware has been installed and the configuration of data is underway. The transfer of data is expected to occur in late spring followed by training and implementation.

Customer service staff is preparing for the outreach and implementation of budget tiered rates. Numerous in-house workshops with all personnel will take place in the coming months and subsequently be shared with the community.

Information Technology (IT)

During the third quarter, the Information Technology Department has been busy with the Finance system separation process. IT has completed building the servers required to host applications, including several hardware upgrades and storage space requirements. In addition, as part of the configuration process, IT is working closely with the Finance/Customer Service Department to ensure accuracy of data.

4.3 Capital Outlay

Indio Water Authority

Your Water. Our Responsibility.

Capital Outlay includes the purchase of capital equipment, vehicles, and capital maintenance projects that are not part of the Capital Improvement Program (CIP). The \$240,000 capital outlay budget for FY 2012-13 covers a budget tiered rate structure design and implementation, small meter change out program, and needed machinery (pumps, chlorine tanks, etc.). Expenses through the third quarter totaled \$241,011. The total budgeted amount for FY 2012-13 has been expended.

4.4 Internal Service (IS)

These funds are used to account for the financing of goods and services provided by one department or agency to other departments or agencies of the City of Indio, or to other Government entities, on a cost allocation basis. This budget component includes: risk management, buildings and grounds maintenance, information technology, centralized services, and fleet maintenance. The Internal Service current fiscal year's budget is \$1,437,477. Through the third quarter, Internal Service expenses total \$1,037,727 or 72.2% of the budget.

5.0 EQUIPMENT REPLACEMENT FUND

IWA has an equipment replacement fund separate from the City. This fund is for the replacement of IWA vehicles and equipment as needed. At the end of the third quarter, the balance of this fund is \$536,442. Through the third quarter, \$75,000 was transferred from Fund 010 to the Equipment Replacement Fund as approved in the operating budget. Total budgeted expenses are \$331,301 for FY 2012-13. There have been no expenses through the third quarter; however, staff has selected a vendor for the purchase of a backhoe and milling attachment. IWA will continue to monitor vehicles and equipment to ensure safety and reliability of its daily operations.

Due to the extended use of vehicles and machinery, expenditures are not projected to reach the budgeted amount. In addition, the reserve fund for equipment replacement is fully funded; therefore, a budget adjustment is being requested to suspend the additional transfer in of \$75,000 for this fiscal year. Funds will be used for repair and maintenance supplies such as small meters, copper tubing, and other appurtenances needed to complete repairs throughout the water system.



Recommended Motion: That the Indio Water Authority Board approve and direct the IWA Finance Department to adjust appropriations as follows:

Increase Appropriations:		
010-4712-471-52-50	Water Meters	\$25 <i>,</i> 000
010-4712-471-52-90	Repairs and Maintenance Supplies	\$50,000
Decrease Appropriations:		
010-4711-471-81-01	Transfers Out	\$75 <i>,</i> 000

6.0 CAPITAL IMPROVEMENT PROGRAM (CIP)

This section presents a summary of all CIP projects adopted with the passage of the FY 2012-13 budget. CIP projects are projects that contribute to providing essential water services to customers and to meeting regulatory requirements.

At the end of the third quarter of FY 2012-13, IWA's budgeted projects had a remaining total project cost of \$410,679 from the revenue bond and \$680,482 from Water Development Impact Fees. These available funds have been designated for projects during the current fiscal year. Plant 1 valve and site security upgrades were completed during the third quarter.

IWA is looking forward to a busy fourth quarter to end fiscal year 2013. IWA will complete the implementation of a new accounting system, electrical safety upgrades at various well sites and booster stations, and the addition of wrought iron fencing at Well Z for increased safety and security of the facility.

As the mid-year financial report indicated staff has recognized \$2,400,000 in revenue during the third quarter. This revenue was received from a 2007 Development Agreement with SunCal for the Terra Lago development. IWA used both bond proceeds and developer impact fees for the construction of Lost Horse Reservoir which provides water storage and reliability to the Terra Lago development. The revenue from SunCal could not be released until the completion of the reservoir. Warranty work in the reservoir was completed in December 2012 which finalized the construction contract, and thusly the revenue can now be recognized. This revenue will remain restricted under the Water Development Impact fund.

7.0 SUPPLEMENTAL WATER SUPPLY FEE FUND

A new fund (015) has been set up to track and expense Supplemental Water Supply Fee (SWSF) revenue. SWSF was implemented on March 1, 2013 to ensure that a sustainable supply of water is available for future growth in the City of Indio. The SWSF is imposed on development projects as defined in Section 33.066 of the Indio City Code. During the third quarter IWA collected \$90,967 in revenue to be reserved for the development of a Recycled Water Program.

8.0 **RESERVE FUND**

Table 3 below summarizes the current allocation of reserve funding levels, which were approved by the Board on February 7, 2012. These six (6) reserve funds recognize the importance of formally adopted policies relative to reserves and the funding of them. Reserves are prudent fiscal management tools, which are a cornerstone of successful long-term financial planning. The policies provide flexibility to continually adapt to change, ensure continued operational solvency, and preserve adequate levels of services.

Priority Ranking	Reserve Funds	Allocation	Target Level Moderate	Unfunded (Difference)
1	Operating Reserve	\$4,000,000	\$4,000,000	
2	Capital Repair and Replacement/System Improvement Reserve	\$74,346	\$374,080	\$299,734
3	Equipment Replacement Reserve	\$536,442	\$500,000	
4	Rate Stabilization Reserve	\$330,316	\$330,000	
5	Water Transfer Reserve	\$51,154	\$1,750,000	\$1,698,846
6	Emergency Reserve	\$545,920	\$4,904,060	\$4,358,140
	Total	\$5,538,178	\$11,858,140	\$6,356,720

Table 3: Reserve Funds

ATTACHMENT A

IWA 3RD QUARTER BUDGET RECAP FY 2012-13 THROUGH MARCH 31, 2013 (9 MONTHS, 75%) SUMMARY REPORT

75% of Year Elapsed

Revenue	Budget FY 12/13	Through 3/31/2013	% Earned
Water Sales	14,963,355	10,791,141	72%
Meter and Service Fees	1,585,678	1,141,763	72%
Investment Income	104,000	39,078	38%
Total Budgeted Operating Revenue	16,653,033	11,971,982	71.9%

Expenditures	Budget FY 12/13	Through 3/31/2013	% Spent
Salary and Benefits	4,641,608	3,352,858	72%
Legal	190,000	56,936	30%
Professional/Contract Services	500,300	216,414	43%
Regulatory/Government Agency	817,250	541,702	66%
Utilities	1,600,000	877,756	55%
Outside Repair & Maint.	271,500	143,451	53%
Travel & Training	40,000	26,280	66%
Dues and Subscriptions	37,600	6,045	16%
Postage Freight	118,500	89,959	76%
Conservation Programs	63,000	32,189	51%
Telephones	5,000	2,694	54%
Cell Phones	13,000	10,284	79%
Pagers	500	2,169	434%
Taxes	0	239	1195000%
Rents/Leases	1,400,000	1,017,621	73%
Printing	89,500	22,938	26%
Water Meters & Small Tools/Equip.	645,887	530,972	82%
Supplies & Safety Equipment	21,500	12,923	60%
Chemical Lab	75,000	57,789	77%
Contingency	45,000	-	0%
Capital Outlay	240,000	241,011	100%
Internal Service Funds	1,437,477	1,037,727	72%
Transfer Outs	150,000	75,000	50%
Total Appropriations	12,402,622	8,354,957	67.4%
Debt Service	4,162,738	3,127,598	75.1%
Total Budgeted Appropriations	16,565,360	11,482,555	69.3%
Projected Revenue Over Expenditures (+/ -)	87,673	489,427	

ATTACHMENT B

ATTACHMENT B: REVENUE AND EXPENDITURE SUMMARY - OPERATING FUNDS

Indio Water Authority

Revenue & Expenditure Summary-Operating Fund Quarter Ending March 31, 2013

Quarter Ending March 31, 2013	ing rana				75% of Year Ela	apsed	
			Variance				
	Revenue through		FY	Percentage	Budget	Percentage	
REVENUES	3/31/2012	3/31/2013	2012 vs. 2013	Change	FY 2012/13	FY 2012/13	
Operating Revenue							
Water Utility Payments	10,929,486	10,791,141	(138,345)	-1.3%	14,963,355	72.1%	
Other Operating			-				
Water Meters	69,193	58,560	(10,633)	-15.4%	72,500	80.8%	
Backflow Charges	132,951	138,233	5,282	4.0%	145,472	95.0%	
Fire Protection Charges	51,410	66,220	14,810	28.8%	50,651	130.7%	
Replenish Assmnt Charge	477,503	583,794	106,291	22.3%	736,000	79.3%	
Charges for Services	234,688	226,946	(7,742)	-3.3%	293,735	77.3%	
Establishment Fee	63,768	59,064	(4,704)	-7.4%	97,820	60.4%	
Reimbursements/Recovery of Labor	78,724	8,946	(69,778)	-88.6%	189,500	4.7%	
Total Operating Revenue	12,037,723	11,932,904	(104,819)	-0.9%	16,549,033	72.1%	
Non-Operating Revenue							
Interest Earnings	48,643	39,078	(9,565)	-19.7%	104,000	37.58%	
Total Non-Operating Revenue	48,643	39,078	(9,565)	-19.7%	104,000	37.58%	
Total Revenues	12,086,366	11,971,982	(114,384)	-0.9%	16,653,033	71.9%	

			Variance			
	Expenditure	s through	FY	Percentage	Budget	Percentage
EXPENDITURES	3/31/2012	3/31/2013	2012 vs. 2013	Change	FY 2012/13	FY 2012/13
Personnel						
Salary and Benefits	3,070,898	3,352,858	281,960	9.2%	4,641,608	72.2%
Total Personnel	3,070,898	3,352,858	281,960	9.2%	4,641,608	72.2%
Services and Supplies						
Legal	48,561	56,936	8,375	17.2%	190,000	30.0%
Professional/Contract Services	426,240	216,414	(209,826)	-49.2%	500,300	43.3%
Regulatory/Government Agency	468,466	541,702	73,236	15.6%	817,250	66.3%
Utilities	996,577	877,756	(118,821)	-11.9%	1,600,000	54.9%
Outside Repair & Maint.	119,929	143,451	23,522	19.6%	271,500	52.8%
Travel & Training	37,193	26,280	(10,913)	-29.3%	40,000	65.7%
Dues and Subscriptions	38,770	6,045	(32,725)	-84.4%	37,600	16.1%
Postage Freight	77,523	89,959	12,436	16.0%	118,500	75.9%
Conservation Programs	48,921	32,189	(16,732)	-34.2%	63,000	51.1%
Telephones	2,424	2,694	270	11.1%	5,000	53.9%
Cell Phones	9,672	10,284	612	6.3%	13,000	79.1%
Pagers	230	2,169	1,939	843.0%	500	433.8%
Taxes	0	239	239	1194900.0%	0	1195000.0%
Rents/Leases	980,998	1,017,621	36,623	3.7%	1,400,000	72.7%
Printing	42,295	22,938	(19,357)	-45.8%	89,500	25.6%
Water Meters & Small Tools/Equip.	468,697	530,972	62,275	13.3%	645,887	82.2%
Supplies & Safety Equipment	21,524	12,923	(8,601)	-40.0%	21,500	60.1%
Chemical Lab	50,337	57,789	7,452	14.8%	75,000	77.1%
Contingency	-	-	-	0.0%	45,000	0.0%
Internal Service Funds	1,031,101	1,037,727	6,626	0.6%	1,437,477	72.2%
Transfer out	115,000	75,000	(40,000)	-34.8%	150,000	50.0%
Total Services and Supplies	4,984,458	4,761,088	(223,370)	-4.5%	7,521,014	63.3%
Total - Operations	8,055,356	8,113,946	58,590	0.7%	12,162,622	66.7%

ATTACHMENT B: REVENUE AND EXPENDITURE SUMMARY - OPERATING FUNDS

Continuation of Report:					75%	of Year Elapsed
				Varianc	e	
	Expenditure	es through	FY	Percentage	Budget	Percentage
EXPENDITURES	3/31/2012	3/31/2013	2012 vs. 2013	Change	FY 2012/13	FY 2012/13
Capital Outlay						
Equipment	-	-	-	0.0%	-	0%
Projects	107,224	241,011	133,787	124.8%	240,000	0%
Total Capital Outlay	107,224	241,011	133,787	124.8%	240,000	100.4%
Total Operations & Capital Outlay	8,162,580	8,354,957	192,377	2.4%	12,402,622	67.4%
Debt Service						
Interest -Revenue Bonds	2,139,141	2,137,598	(1,543)		2,842,738	75%
Principal Revenue Bonds	990,000	990,000	-		1,320,000	75%
Total Debt Service	3,129,141	3,127,598	(1,543)		4,162,738	75%
Total Operations and Debt Service	11,291,721	11,482,555	190,834	2.4%	16,565,360	69.3%