



Control Number: 43134



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PUBLIC UTILITY COMMISSION  
FILING CLERK

# WATER AND WASTEWATER UTILITIES ANNUAL REPORT

**Docket No.** 43134

(this number will be assigned by the Public Utility Commission after your document is filed)

*of*

Vacation Village Water/Wastewater Utility System Receivership

Exact Legal Name of Utility/Respondent

**11524-20566**

Certificate of Convenience and Necessity (CCN) No.

*Submitted to the*



*for the*

**Calendar Year Ended**

**2014**

## Section 1: Utility Information

Utility Name Vacation Village Water/Wastewater Utility System Receivership

Address 215 E McKinney

Denton, Tx 76201-4229

Please check this box if your Official Address, which is noted on the enclosed letter, has changed.

Telephone Number 940-349-8505 Fax Number 940-349-8120

E-mail Address susan.croff@cityofdenton.com

Contact Person Susan Croff Title Administrator

Check the business ownership entity of the utility as filed with the Internal Revenue Service

☐ Individual ☐ Partnership ☐ Corporation ☒ Nonprofit Association

## Section 2: Utility Background

Water CCN No.	<u>11524</u>
Number of PWSs	<u>1</u>
TCEQ PWS ID No.	<u>0610052</u>
TCEQ PWS ID No.	<u>na</u>
(if the utility has more PWS ID Nos., please indicate in Section 10)	
Number of Wastewater Systems	<u>1</u>
Sewer CCN No.	<u>20566</u>
TCEQ Sewer Discharge Permit No.	<u>na</u>
TCEQ Sewer Discharge Permit No.	<u>na</u>
(if the utility has more Discharge Permit Nos., please indicate in Section 10)	

### Section 3: Revenues

	Water	Wastewater	Total Water + Wastewater
<b>OPERATING REVENUES:</b>			
Utility Service/Sales	103851	139921	243772
Fees (Tap, Reconnection, etc.)	762	623	1385
<b>OTHER REVENUES:</b>			
Please Identify:	4192		4192
<b>TOTAL REVENUES</b>	<b>108805</b>	<b>140544</b>	<b>249349</b>

### Section 4: Expenses

	Water	Wastewater	Total Water + Wastewater
Salaries & Wages	42324	14108	56432
Contract Labor	22270	6000	28270
Purchased Water	5226	0	5226
Chemicals for Treatment	229	0	229
Utilities (electricity)	17173	128058	145231
Repairs/Maintenance/Supplies	2765	0	2765
Office Expenses	7	0	7
Professional Fees (Accounting, Legal)	13853	9900	23753
Insurance	0	0	0
Depreciation & Amortization	4476	0	4476
Miscellaneous (describe in remarks below)	400	1497	1897
<b>Subtotal</b>	<b>108723</b>	<b>159563</b>	<b>268286</b>
<b>Taxes:</b>			
Federal Income Taxes	na	na	\$ 0 00
Property and Other Taxes (Payroll, etc.)	na	na	\$ 0.00
Regulatory Expenses (Rate Case, Permits)	4036	0	4036
Other (describe in remarks below)	0	0	\$ 0.00
<b>TOTAL EXPENSES</b>	<b>112759</b>	<b>159563</b>	<b>272322</b>

**Remarks:** Other Revenue (\$4192) consists of surcharges to repay pump replacement of \$1424 and cover future debt payment for required secondary well of \$2768. These surcharges were approved and went into effect with 12/01/14 billing and are not revenue from sales.

Miscellaneous Expense (\$1897) are write off of uncollected accounts after being inactive for 120 days.

## Section 5: Operating Items

### Debt Information:

Annual interest expense on long and/or short term debt?	\$ 0
Annual principal payment on debt?	\$ 0
Annual interest rate on debt?	0 %
Annual debt principal and interest?	\$ 0
Principal balance on outstanding debt at end of this reporting period?	\$ 0

### Regulatory Assessment Fee:

What was the Regulatory Assessment fee amount submitted to TCEQ for the applicable Calendar Year

\$ 2400.17

### Rate Change:

What was the effective date of the last Rate Change?

11524 - 12/1/14 20566- 1/1/11

## Section 6: Customer Information

Connection Type <b>Water</b>	Number of Connections at	
	Beginning of the Calendar Year	End of the Calendar Year
Total	283	285

Connection Type <b>Wastewater</b>	Number of Connections at	
	Beginning of the Calendar Year	End of the Calendar Year
Total	234	236

## Section 7: Water Production & Consumption

A What is the total amount of water produced/pumped?

23070800 gallons

B What is the total amount of water sold/billed?

20041800 gallons

C How much water was lost?

3029000 gallons

What is the total percent of water loss?

13 %

To calculate the above, please reference the attached document Water and Wastewater Utilities Annual Report Instructions. Comments?

## Section 8: Wastewater Treated

What is the total amount of wastewater treated?

14234250 gallons

Comments?

Delivered to and treated by the City of Denton - \$128,058

## Section 9: Utility Management & Operations Assessment

### Utility Policy and Procedures

Do you have an Application Form or Formal Process for New Customers?

☒ Yes ☐ No

Do you have a copy of your approved tariff and drought contingency plan for customers to review?

☒ Yes ☐ No

Do you have Written Operating Procedures for Routine Operations?

☒ Yes ☐ No

Do you have Written Emergency Actions Plan(s)?

☒ Yes ☐ No

Do you have Written Personnel Procedures?

☒ Yes ☐ No

Do you have Risk Management & Safety Policies?

☒ Yes ☐ No

Do you have Customer Service Policies (including billing & collection)?

☒ Yes ☐ No

Do you have a Written Budget (normally updated annually)?

☒ Yes ☐ No

Did you or any utility staff attend any other utility/business related conferences?  
this year? If so, please list them in Section 10.

Do you record complaints or keep a complaint log?

☒ Yes ☐ No

Is a customer service representative, water system employee, or  
answering service accessible by phone at all times to all customers?

☒ Yes ☐ No

### **Rules and Regulations**

If you own/operate a public water system, do you have a copy of  
or have access to 30 Texas Administrative Code (TAC) Chapter 290?

☒ Yes ☐ No

If you own/operate a sewer system, do you have a copy of or have access  
to 30 TAC 30 Subchapter J, 30 TAC 217, 30 TAC 308, and 30 TAC 309?

☒ Yes ☐ No

Do you have a copy of or have access to the TAC 16?

☒ Yes ☐ No

Do you have a copy of or have access to Texas Water Code Chapter 13?

☒ Yes ☐ No

### **Administrative Information**

Do you notify customers prior to shutting down the system for repairs?

☒ Yes ☐ No ☐ Sometimes ☐ Only if greater than 2 hours

How do you keep your customers informed?

☐ Billing Statements ☒ Newsletter ☐ Meetings

Other

Site Signage

Are water records kept separate from other business and personal records?

☒ Yes ☐ No

Are records kept for additions to fixed assets?

☒ Yes ☐ No

Is the financial position of the system reviewed at least quarterly?

☒ Yes ☐ No

Are accounting records for water and wastewater kept separately?

☒ Yes ☐ No

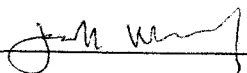
**Section 10: Remarks (please feel free to attach additional pages if necessary)**

**Section 11: Sworn Statement**

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED IN THIS  
REPORT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE  
AND BELIEF. (This document MUST be signed by the President or Owner of the  
Utility)

This 16 day of February, 2015.

President or Owner:

  
\_\_\_\_\_  
(Signature)

Joe Mulroy  
\_\_\_\_\_

(Printed name)