



**SAN RAFAEL WATER DISTRICT**  
Poblacion, San Rafael, Bulacan

EXCERPTS FROM THE MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF SAN RAFAEL WATER DISTRICT HELD AT THE OFFICE OF SAN RAFAEL WATER DISTRICT ON JANUARY 28, 2014.

**PRESENT:**

Dir. Marivic V. Vergel de Dios	-	Chairman of the Board
Dir. Danilo R. Borja	-	Vice-Chairman
Dir. Socorro V. Valdecantos	-	Board Secretary
Dir. Leonila G. Ramos	-	Board Treasurer
Dir. Manuel I. Vasallo, Jr.	-	Board Auditor

**OTHER PRESENT:**

Engr. Numeriano M. Castañeda Jr.	-	General Manager
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**BOARD RESOLUTION NO. 2014-08**  
**SERIES OF 2014**

**"A BOARD RESOLUTION APPROVING ANNUAL BUDGET OF SAN RAFAEL WATER DISTRICT FOR THE CALENDAR YEAR 2014".**

WHEREAS, the Management presented to the Board of Directors the proposed Annual Budget of San Rafael Water District for the Calendar Year 2014 for approval;

WHEREAS, after a careful and thorough study and review of the proposed 2014 Budget of San Rafael Water District, the Board of Directors found out that it is appropriate and necessary to the interest of the Water District and the public as well;

NOW THEREFORE, upon motion of Dir. Manuel I. Vasallo, Jr., duly seconded by Vice-Chairman Danilo R. Borja and unanimously approved by all the members of the Board of Directors present; it is

RESOLVED, as it is hereby resolved, to approve the Annual Budget of San Rafael Water District for Calendar Year 2014;

RESOLVED FINALLY, that copies of this resolution be furnished all authorities concerned for their information and reference.

UNANIMOUSLY APPROVED.

	SGD	MARIVIC V. VERGEL DE DIOS Board Chairman		
SGD	DANILO R. BORJA Vice-chairman		SGD	SOCORRO V. VALDECANTOS Board Secretary
SGD	LEONILA G. RAMOS Board Treasurer		SGD	MANUEL I. VASALLO, JR. Board Auditor

APPROVED: January 28, 2014

Certified Correct:

MARIVIC V. VERGEL DE DIOS  
Board Chairman

SOCORRO V. VALDECANTOS  
Board Secretary

**SAN RAFAEL WATER DISTRICT**  
**PROPOSED BUDGET FOR CY 2014**

**Budgetary Items**

<b>PERSONAL SERVICES</b>		<b>Admin/Fin.</b>	<b>Commcl.</b>	<b>OPERATIONS</b>	<b>BOD</b>	<b>Total</b>
<b>SALARIES AND WAGES</b>						
Salaries and Wages	701	3,147,221.00	2,299,269.00	2,977,189.50	-	8,423,679.50
Salaries and Wages – Casual	705	99,000.00	-	108,000.00	-	207,000.00
		-	-	-	-	-
<b>Total</b>		<b>3,246,221.00</b>	<b>2,299,269.00</b>	<b>3,085,189.50</b>	<b>-</b>	<b>8,630,679.50</b>
<b>OTHER COMPENSATION</b>						
Personnel Economic Relief Allowance (PERA)	711	262,000.00	240,000.00	336,000.00	-	838,000.00
Representation Allowance (RA)	713	162,000.00	60,000.00	60,000.00	-	282,000.00
Transportation Allowance (TA)	714	162,000.00	60,000.00	60,000.00	-	282,000.00
Clothing/Uniform Allowance	715	50,000.00	50,000.00	70,000.00	-	170,000.00
Productivity Incentive Allowance	717	20,000.00	20,000.00	28,000.00	-	68,000.00
Other Bonuses and Allowances	719	627,556.00	439,000.00	818,020.00	-	1,884,576.00
Overtime and Night Pay	723	40,000.00	46,168.77	313,049.01	-	399,217.78
Cash Gift	724	55,000.00	50,000.00	70,000.00	-	175,000.00
Year End Bonus	725	274,456.00	194,890.00	267,131.00	-	736,477.00
<b>Total</b>		<b>1,653,012.00</b>	<b>1,160,058.77</b>	<b>2,022,200.01</b>	<b>-</b>	<b>4,835,270.78</b>
<b>PERSONNEL BENEFIT CONTRIBUTIONS</b>						
Life and Retirement Insurance Contributions	731	386,576.52	275,912.28	370,222.74	-	1,032,711.54
PAG-IBIG Contributions	732	13,100.00	12,000.00	16,800.00	-	41,900.00
PHILHEALTH Contributions	733	35,137.50	26,662.50	35,725.00	-	97,525.00
ECC Contributions	734	13,100.00	12,000.00	16,800.00	-	41,900.00
<b>Total</b>		<b>447,914.02</b>	<b>326,574.78</b>	<b>439,547.74</b>	<b>-</b>	<b>1,214,036.54</b>
<b>OTHER PERSONNEL BENEFITS</b>						
Other Personnel Benefits	749	380,733.19	279,523.13	383,135.58	-	1,043,391.90
		-	-	-	-	-
<b>Total</b>		<b>380,733.19</b>	<b>279,523.13</b>	<b>383,135.58</b>	<b>-</b>	<b>1,043,391.90</b>
<b>TOTAL PERSONAL SERVICES</b>		<b>5,727,880.21</b>	<b>4,065,425.68</b>	<b>5,930,072.83</b>	<b>-</b>	<b>15,723,378.72</b>

**SAN RAFAEL WATER DISTRICT**  
**PROPOSED BUDGET FOR CY 2014**  
**Budgetary Items**

<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>		<b>Admin/Fin.</b>	<b>Commcl.</b>	<b>OPERATIONS</b>	<b>BOD</b>	<b>Total</b>
Other Maintenance & Operating Expenses 969		229,000.00				229,000.00
<b>Total</b>		<b>229,000.00</b>				<b>229,000.00</b>
<b>TRAVELING EXPENSES</b>						
Traveling Expenses - Local	751	43,200.00	100,800.00	28,000.00	60,000.00	232,000.00
<b>Total</b>		<b>43,200.00</b>	<b>100,800.00</b>	<b>28,000.00</b>	<b>60,000.00</b>	<b>232,000.00</b>
<b>TRAINING AND SCHOLARSHIP EXPENSES</b>						
Training Expenses	753	100,000.00	80,000.00	120,000.00	620,000.00	920,000.00
<b>Total</b>		<b>100,000.00</b>	<b>80,000.00</b>	<b>120,000.00</b>	<b>620,000.00</b>	<b>920,000.00</b>
<b>SUPPLIES AND MATERIALS EXPENSES</b>						
Office Supplies Expenses	755	215,690.15	-	-		215,690.15
Accountable Forms Expenses	756	19,380.00	252,300.00	-		271,680.00
Medical, Dental and Laboratory Supplies	760			843,200.00		843,200.00
Gasoline, Oil and Lubricants Expenses	761			821,810.40		821,810.40
Other Supplies Expense	765	342,200.00				342,200.00
Cooking Gas Expense	768	5,600.00				5,600.00
Water Expense	766	24,000.00				24,000.00
<b>Total</b>		<b>606,870.15</b>	<b>252,300.00</b>	<b>1,665,010.40</b>	<b>-</b>	<b>2,524,180.55</b>
<b>UTILITY EXPENSES</b>						
Electricity Expenses	767			10,402,900.00		10,402,900.00
<b>Total</b>				<b>10,402,900.00</b>		<b>10,402,900.00</b>
<b>COMMUNICATION EXPENSES</b>						
Postage and Deliveries	771	3,500.00				3,500.00
Telephone Expenses - Landline	772	40,200.00				40,200.00
Telephone Expense-Mobile	773	138,572.00	-	-		138,572.00
Advertising Expense	780	18,000.00				18,000.00
Internet Expenses	774	34,944.00				34,944.00
<b>Total</b>		<b>235,216.00</b>	<b>-</b>	<b>-</b>		<b>235,216.00</b>
<b>MEMBERSHIP DUES AND CONTRIBUTION TO ORGANIZATIONS</b>						
Membership Dues and Contribution to	778	39,000.00				39,000.00
<b>Total</b>		<b>39,000.00</b>				<b>39,000.00</b>
<b>RENT EXPENSES</b>						
Rent Expenses	782	196,455.51		39,130.44		235,585.95
<b>Total</b>		<b>196,455.51</b>		<b>39,130.44</b>		<b>235,585.95</b>
<b>REPRESENTATION EXPENSES</b>						
Representation Expenses	783	284,000.00			168,000.00	452,000.00
<b>Total</b>		<b>284,000.00</b>			<b>168,000.00</b>	<b>452,000.00</b>

**SAN RAFAEL WATER DISTRICT  
PROPOSED BUDGET FOR CY 2014**

**Budgetary Items**

<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>		<b>Admin/Fin.</b>	<b>Commcl.</b>	<b>OPERATIONS</b>	<b>BOD</b>	<b>Total</b>
<b>SUBSCRIPTION EXPENSES</b>						
Subscription Expenses	786	5,000.00	-			5,000.00
<b>Total</b>		<b>5,000.00</b>				<b>5,000.00</b>
<b>PROFESSIONAL SERVICES</b>						
Legal Services	791	42,000.00				42,000.00
Auditing Services	792	100,000.00				100,000.00
General Services	795			99,000.00		99,000.00
Security Services	797	144,000.00				144,000.00
Donations	878	95,000.00				95,000.00
Council /Board of Members Benefits	800				651,420.00	651,420.00
<b>Total</b>		<b>381,000.00</b>		<b>99,000.00</b>	<b>651,420.00</b>	<b>1,131,420.00</b>
<b>REPAIRS AND MAINTENANCE</b>						
Repairs and Maintenance - Land Improvements	802					
				25,000.00		25,000.00
Repairs & Maint- Other Structures	815			15,000.00		15,000.00
Repairs and Maintenance - Other Leasehold Improvements	819					
				20,000.00		20,000.00
Repairs and Maintenance - Office Equipment	821			15,000.00		15,000.00
Repairs and Maintenance - Furniture and Fixtures	822					
				10,000.00		10,000.00
Repairs and Maintenance - IT Equipment and Software	823					
				25,000.00		25,000.00
Repairs & Maint-Machinery	826			30,000.00		30,000.00
Repairs and Maintenance - Medical, Dental and	833			44,850.00		44,850.00
Repairs and Maintenance - Other Machinery and Equipment	840					
				20,000.00		20,000.00
Repairs and Maintenance - Motor Vehicles	841			212,300.00		212,300.00
Repairs and Maintenance - Other Property, Plant and Equipment	850					
				80,000.00		80,000.00
Repairs& Maintenance-Pumping Station	854			68,750.00		68,750.00
Repairs & Maintenance -Waterways	857			456,000.00		456,000.00
<b>Total</b>				<b>1,021,900.00</b>		<b>1,021,900.00</b>



**SAN RAFAEL WATER DISTRICT**  
**PROPOSED BUDGET FOR CY 2014**  
**Budgetary Items**

<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>		<b>Admin/Fin.</b>	<b>Commcl.</b>	<b>OPERATIONS</b>	<b>BOD</b>	<b>Total</b>
<b>TAXES, INSURANCE PREMIUMS AND OTHER FEES</b>						
Taxes ,Duties.and Licenses	891	973,964.10				973,964.10
Fidelity Bond Premiums	892	20,280.00				20,280.00
Insurance Expense	893	41,400.00				41,400.00
<b>Total</b>		<b>1,035,644.10</b>				<b>1,035,644.10</b>
<b>NON-CASH EXPENSES</b>						
Bad Debts expense	901		581,819.56			581,819.56
<b>Total</b>			<b>581,819.56</b>			<b>581,819.56</b>
<b>DEPRECIATION</b>						
Depreciation -Land Improvement	902	18,000.00				18,000.00
Depreciation-Leasehold Improvements	919	92,400.00				92,400.00
Depreciation -Office Equipment	921	81,600.00				81,600.00
Depreciation -Furnitures & Fixtures	922	123,600.00				123,600.00
Depreciation -IT Equip & Software	923	180,000.00				180,000.00
Depreciation-Machinery	915	13,200.00				13,200.00
Depreciation-Structures& Improvements	926	88,800.00				88,800.00
Depreciation -Communication	929	28,800.00				28,800.00
Depreciation-Med.Dental&labEquip	933	36,000.00				36,000.00
Depreciation -Other Machinery & Equip	940	4,800.00				4,800.00
Depreciation-Motor Vehicles	941	96,000.00				96,000.00
Depreciation-Other Plnt.& Equip.	950	4,800,000.00				4,800,000.00
<b>Total</b>		<b>5,563,200.00</b>				<b>5,563,200.00</b>
<b>TOTAL MAINTENANCE AND OTHER OPERATING EXPENSES</b>		<b>8,718,585.76</b>	<b>1,014,919.56</b>	<b>13,375,940.84</b>	<b>1,499,420.00</b>	<b>24,608,866.16</b>
<b>FINANCIAL EXPENSES</b>						
Interest Expenses	975	3,363,421.26				3,363,421.26
<b>TOTAL FINANCIAL EXPENSES</b>		<b>3,363,421.26</b>				<b>3,363,421.26</b>
<b>GRAND TOTAL</b>		<b>17,809,887.23</b>	<b>5,080,345.24</b>	<b>19,306,013.67</b>	<b>1,499,420.00</b>	<b>43,695,666.14</b>