



VSD

Board of Directors Special Meeting
Tuesday, April 19, 2022 at 1:00 PM
Valley Sanitary District Board Room
45-500 Van Buren Street, Indio, CA 92201

Valley Sanitary District is open to the public and board meetings will be conducted in person and remotely through Zoom. Members of the public may view and participate in meeting via the following Zoom link: <https://us06web.zoom.us/j/89400091700> Meeting ID: 894 0009 1700

To address the Board of Directors during the virtual live session via zoom, please email the Clerk of the Board at hgould@valley-sanitary.org or, alternatively, during the specific agenda item or general comment period (i.e. non-agenda items), please use the "raise your hand" function in zoom in order to be recognized by the Clerk of the Board in order to provide comments in real time.

The Clerk of the Board will facilitate to the extent possible any email requests to provide oral testimony that are sent during the live meeting. Oral testimony can be provided in person or during the virtual live session. Individual speakers are limited to three minutes each. To address the Board in person please complete speaker request card located at in the Board Room and give it to the Clerk of the Board.

If you are unable to provide comments during the meeting (whether in person or the virtual Zoom session), written public comments on agenda and non-agenda items, or both, may be submitted by email to the Clerk of the Board at hgould@valley-sanitary.org . **Email/Written comments must be received by the Clerk of the Board no later than 11:00 a.m. on the day of the meeting.**

Page

1. CALL TO ORDER

- 1.1. Roll Call
- 1.2. Pledge of Allegiance

2. PUBLIC COMMENT

This is the time set aside for public comment on any item not appearing on the agenda. Please notify the Secretary in advance of the meeting if you wish to speak on a non-hearing item.

3. NON-HEARING ITEMS

- 3.1. Budget Workshop to Discuss Draft Operations & Maintenance (O&M) and Capital Budget for Fiscal Year 2022/23 and Provide Direction to Staff

3 - 95

[4.1 Review and Discussion FY23 Budget.pdf](#) 

[4.1 Attachment A Technical Memo.pdf](#) 

[4.1 Attachment B Draft Budget.pdf](#) 

4. ADJOURMENT

Pursuant to the Brown Act, items may not be added to this agenda unless the Secretary to the Board has at least 72 hours advance notice prior to the time and date posted on this notice.



**Valley Sanitary District
Board of Directors Meeting
April 19, 2022**

TO: Budget & Finance Committee

FROM: Jeanette Juarez, Business Services Manager

SUBJECT: Review and Discussion of Valley Sanitary District Draft Fiscal Year 2022/23 Operating and Capital Budget

<input type="checkbox"/> Board Action	<input type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input checked="" type="checkbox"/> Board Information	<input type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

Executive Summary

The purpose of this report is for the Board of Directors to review and discuss the draft fiscal year 2022/23 operating and capital budget.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 5.1: Align long-term financial planning with strategic priorities.

Fiscal Impact

There is no fiscal impact from this report.

Background

The action for approval and adoption of the annual budget is completed in June of each calendar year. In preparation for the fiscal year 2022/23 budget, staff has prepared a presentation for the Board of Directors to review.

The proposed operating and capital budget for the fiscal year 2022/23 is \$16,189,077 and \$33,195,633 respectively. The operating budget encompasses such costs as personnel, California Public Employees' Retirement System (CalPERS) Unfunded Accrued Liability (UAL), debt service, insurance premiums, and other overhead costs to run day-to-day operations. The capital budget incorporates key projects to further advance the District's Capital Improvement Program (CIP). There are 18 capital projects requested in the fiscal year 2022/23. The CIP for the fiscal year 2022/23 includes the Recycled Water Project Phase I Design Build, the Influent Pump Station Rehabilitation Project and the Collection System Sewer Main Rehabilitation and Replacement Program.

This discussion item allows the Board of Directors to review the draft budget and allow for modifications.

Recommendation

Recommend that the Board of Directors receive this report for information.

Attachments

Attachment A Technical Memo Fiscal 2023/22 Proposed Budget

Attachment B Draft Operating and Capital Budget



Technical Memorandum

April 19, 2022

TO: Board of Directors

FROM: Jeanette Juarez, Business Services Manager

RE: Draft Fiscal Year 2022/23 Operating and Capital Budget

Honorable Board of Directors,

The purpose of this technical memorandum is to provide you with additional information regarding the proposed fiscal year 2022/23 operating and capital budget. This technical memorandum will discuss the cost drivers for the fiscal year 2022/23 budget and explain the need for the additional resources.

Budget Overview

The proposed operating and capital budget for the fiscal year 2022/23 is \$16,189,077 and \$33,195,633 respectively. The operating budget encompasses such costs as personnel, California Public Employees' Retirement System (CalPERS) Unfunded Accrued Liability (UAL), debt service, insurance premiums, and other overhead costs to run day-to-day operations. The capital budget incorporates key projects to further advance the District's Capital Improvement Program (CIP). There are 18 capital projects requested in the fiscal year 2022/23. The CIP for the fiscal year 2022/23 includes the Recycled Water Project Phase I Design Build, the Influent Pump Station Rehabilitation Project and the Collection System Sewer Main Rehabilitation and Replacement Program.

	FY22 Budget	FY23 Budget	Budget Change	Percentage Change
Operating Budget	\$ 10,967,155	\$ 16,189,077	\$ 5,221,922	47.6%
Capital Budget	\$ 15,912,465	\$ 33,195,633	\$ 17,283,168	108.6%

Operating Budget Fund Summary

Sources of Funding (Operating)	FY21 Actual	FY22 Budget	FY22 Projected	FY23 Budget	Budget Change	Fund Type
SEWER SERVICE CHGS-CURRENT	\$ 11,872,945	\$ 13,550,998	\$ 14,575,652	\$ 15,686,490	\$ 2,135,492	General
PERMIT & INSPECTION FEES	37,270	30,355	34,350	35,874	5,519	General
SADDLES/DISCONNECT FEES	80		-		-	General
PLAN CHECK FEES	11,275	11,671	13,650	14,704	3,033	General
OTHER SERVICES	1,920		3,435	3,397	3,397	General
SALE OF SURPLUS PROPERTY	16,213	18,115	17,419	31,818	13,703	General
TAXES - CURRENT SECURED	948,640	1,002,212	479,845	855,412	(146,800)	General
TAXES - CURRENT UNSECURED	30,448	61,266	30,272	55,294	(5,972)	General
TAXES - PRIOR SECURED	18,198		12,702		-	General
SUPPLE PROP. TAXES - CURRENT	14,281	9,196	185		(9,196)	General
SUPPLE PROP. TAXES - PRIOR	6,713	8,328	9,644		(8,328)	General
HOMEOWNERS TAX RELIEF	5,669	-	5,001	6,090	6,090	General
INTEREST INCOME	15,587	140,906	30,285	36,068	(104,838)	General
UNREALIZED GAINS (LOSSES)	(4,262)		(30,466)		-	General
NON-OPERATING REVENUES - FND 11	362	451	3,151	5,156	4,705	General
REBATE INCOME	1,435	-	17,785	3,836	3,836	General
INTEREST INCOME	18,182	-	30,175	32,151	32,151	General
CONNECTION FEES	831,978	991,610	3,168,996	996,915	5,305	Capital Improvement
INTEREST INCOME	7,192	25,000	8,400	4,611	(20,389)	Capital Improvement
Total Revenue	\$ 13,834,128	\$ 15,850,108	\$ 18,410,480	\$ 17,767,816	\$ 1,917,708	

Operating Budget Expense Summary

Total Expense by Category	FY21 Actual	FY22 Budget	FY22 Projected	FY23 Budget	Budget Change	Percentage Change
Wages	\$ 3,078,058	\$ 3,296,023	\$ 3,115,482	\$ 3,710,329	\$ 414,306	12.6%
Fringe Benefits	2,132,474	1,264,703	1,086,252	1,431,739	167,036	13.2%
Services	837,843	1,773,241	1,354,613	2,059,609	286,368	16.1%
Supplies and Materials	1,176,774	1,523,871	1,179,598	1,610,772	86,901	5.7%
Fuels and Lubricants	34,094	52,000	43,782	58,000	6,000	11.5%
Casualty and Liability	309,876	411,406	395,504	435,429	24,023	5.8%
Projects	86,134	303,550	303,550	354,000	50,450	16.6%
Utilities	647,030	853,711	805,113	800,500	(53,211)	-6.2%
Debt Services	1,021,090	1,018,873	1,018,873	4,412,971	3,394,098	333.1%
Permits and Fees	63,131	126,750	50,894	141,025	14,275	11.3%
Other	227,122	343,027	201,219	438,097	95,070	27.7%
CalPERS UAL	482,379	-	700,420	736,606	736,606	-
Total	\$ 10,096,006	\$ 10,967,155	\$ 10,255,300	\$ 16,189,077	\$ 5,221,922	47.6%

Expense Variance Summary

Wages

The increase in wages is attributed to a cost-of-living adjustment for a cap of 5% to the updated wage schedule. The current CPI for the riverside county is 8.6%.

Services

The increase in service costs is due to additional contracted services needed for grant support, advocacy, marketing, media relations, janitorial, and rental services.

Supplies And Materials

The increase in supplies and materials is due to additional chemical usage, COVID-19 supplies, repair parts needed for aging fleet vehicles, machinery, and facility.

Fringe Benefits

The increase in fringe benefits is attributed to an increase in expected health premiums.

Debt Service

Debt services have increased due to the Bank of America loan for the Recycled Water Project Phase I.

Utilities

The increase in utilities is due to increased electricity usage and trash disposal costs.

Casualty And Liability

The increase in casualty and liability is due to reclassing workers' compensation insurance to the casualty and liability insurance category. Also, there was an increase in insurance premiums for the business policy attributed to the California Sanitation Risk Management Authority (CSRMA) pool. The increase in the pool premiums is due to the losses from the previous year's California wildfires. Additionally, there was a slight increase in pollution and earthquake insurance premiums.

Other

Other expenditures have a slight increase due to increased costs for memberships, training, and certification programs.

Projects

The increase in projects is due to an increase in costs for the District's share of the recycled water process, Integrated Regional Water Management Plan, and Salt and Nutrient Management Plan.

Permits And Fees

The increase in permits and fee costs is due to higher fees for the Department of Health and the Environmental Laboratory Certification Program (ELAP) and Onsite Assessment (OSA).

Fuels And Lubricants

There is an increase in the projected fuel costs due to inflation.

CalPERS UAL

Annual payment on the Unfunded Accrued Liability (UAL) is the amortized dollar amount needed to fund past service credit earned (or accrued) for members who are currently receiving benefits, active members, and for members entitled to deferred benefits, as of the valuation date.

PROPOSED WAGE SCHEDULE

In alignment with the strategic plan Goal 1 and its objectives a change to the wage schedule is proposed in the fiscal year 2022/23 Budget.

GOAL 1: Fully Staffed with a Highly Trained and Motivated Team

The updated proposed wage schedule includes a 5% cost of living adjustment. The current CPI for Riverside county is 8.6%. This adjustment will ensure that the District remains competitive with other agencies in the region and to address any potential recruitment and retention issues.

Proposed Fiscal Year 2022/23 Wage Schedule



Valley Sanitary District Wage Schedule, Effective July 1, 2022

Bi-Weekly Rate

Job Title	Steps						
	A	B	C	D	E	F	G
Accounting Technician	2,311	2,427	2,548	2,675	2,809	2,950	3,097
Accounting Analyst	2,933	3,079	3,233	3,395	3,565	3,743	3,930
Administrative Assistant	2,206	2,316	2,432	2,554	2,681	2,816	2,956
Assistant Engineer	3,253	3,416	3,586	3,766	3,954	4,152	4,359
Associate Engineer	3,634	3,816	4,007	4,207	4,417	4,638	4,870
Collection System Tech-in-Training	1,929	2,025	2,126	2,233	2,344	2,462	2,585
Collection System Tech I	2,126	2,233	2,344	2,462	2,585	2,714	2,850
Collection System Tech II	2,344	2,462	2,585	2,714	2,850	2,992	3,142
Collection System Tech III	2,585	2,714	2,850	2,992	3,142	3,299	3,464
Clerk of the Board	2,537	2,664	2,797	2,937	3,084	3,238	3,400
Development Services Tech I	2,506	2,632	2,763	2,901	3,046	3,199	3,359
Development Services Tech II	2,763	2,901	3,046	3,199	3,359	3,527	3,703
Development Services Tech III	3,046	3,199	3,359	3,527	3,703	3,888	4,083
Electrician/Inst Tech-in-Training	2,126	2,233	2,344	2,461	2,584	2,714	2,849
Electrician/Inst Tech I	2,344	2,461	2,584	2,714	2,849	2,992	3,141
Electrician/Inst Tech II	2,584	2,714	2,849	2,992	3,141	3,299	3,463
Electrician/Inst Tech III	2,849	2,992	3,141	3,299	3,463	3,637	3,818
Engineering Technician	2,757	2,895	3,040	3,192	3,351	3,519	3,695
Environmental Comp Tech I	2,353	2,470	2,594	2,724	2,860	3,003	3,153
Environmental Comp Tech II	2,594	2,724	2,860	3,003	3,153	3,311	3,476
Environmental Comp Tech III	2,860	3,003	3,153	3,311	3,476	3,650	3,832
Human Resources Specialist	2,793	2,933	3,079	3,233	3,395	3,565	3,743
Lab Technician-in-Training	2,117	2,223	2,334	2,450	2,573	2,702	2,837
Lab Technician I	2,334	2,450	2,573	2,702	2,837	2,979	3,127
Lab Technician II	2,573	2,702	2,837	2,979	3,127	3,284	3,448
Lab Technician III	2,837	2,979	3,127	3,284	3,448	3,620	3,801
Maintenance Tech-in-Training	1,929	2,025	2,126	2,233	2,344	2,462	2,585
Maintenance Tech I	2,126	2,233	2,344	2,462	2,585	2,714	2,850
Maintenance Tech II	2,344	2,462	2,585	2,714	2,850	2,992	3,142
Maintenance Tech III	2,585	2,714	2,850	2,992	3,142	3,299	3,464
Management Analyst	3,166	3,324	3,490	3,665	3,848	4,040	4,242
Procurement Technician	2,345	2,462	2,585	2,714	2,850	2,992	3,142
Wastewater Operator-in-Training	1,998	2,098	2,202	2,313	2,428	2,550	2,677
Wastewater Operator I	2,202	2,313	2,428	2,550	2,677	2,811	2,952
Wastewater Operator II	2,428	2,550	2,677	2,811	2,952	3,099	3,254
Wastewater Operator III	2,677	2,811	2,952	3,099	3,254	3,417	3,588
Collection System Supervisor	3,153	3,311	3,477	3,650	3,833	4,025	4,226
Development Services Supervisor	3,375	3,544	3,721	3,907	4,102	4,307	4,523
Electrical/Instrumentation Supervisor	3,367	3,536	3,713	3,898	4,093	4,298	4,513
Facilities Maintenance Supervisor	3,367	3,536	3,713	3,898	4,093	4,298	4,513
Laboratory and Compliance Supervisor	3,420	3,591	3,770	3,959	4,157	4,365	4,583
Wastewater Operations Supervisor	3,455	3,627	3,809	3,999	4,199	4,409	4,629
Business Services Manager	5,091	5,346	5,613	5,894	6,189	6,498	6,823
Engineering Services Manager	5,484	5,758	6,046	6,349	6,666	6,999	7,349
Facility Operations Manager	4,935	5,182	5,441	5,713	5,999	6,298	6,613
General Manager (Contract)							-

CIP Budget Overview

The capital budget incorporates key projects to further advance the District's Capital Improvement Program (CIP). There are 18 capital projects requested in the fiscal year 2022/23 at a total of \$33,195,663. The capital budget for the fiscal year 2022/2 includes the Recycled Water Project Phase I, the Influent Pump Station Rehabilitation project, and the Collection System Sewer Main Rehabilitation and Replacement Program. These projects are intended to maintain, repair, and expand infrastructure.

System	Project Number	Project	Fund 12	Fund 13	FEMA	B of A Loan	Total
Plant	23-0001	Asphalt Repairs Treatment Plant	\$ 50,000				\$ 50,000
Plant	23-0002	Concrete Repairs to ASP Plant	50,000				50,000
Plant	23-0003	Electrical Control Panel Replacements Blower Building	120,000				120,000
Plant	23-0004	New Office Building for Belt Filter Press		20,000			20,000
Plant	23-0005	Trimax PLC Upgrades SCADA		120,000			120,000
Plant	23-0006	Master Plan	300,000	300,000			600,000
Plant	23-0007	12.5 Ton Air Conditioner, Blower Building	30,000				30,000
Plant	23-0008	Recycled Water Project Phase 1 Design-Build				17,763,656	17,763,656
Plant	23-0009	Influent Pump Station Rehabilitation Design Build	3,300,000				3,300,000
Plant	23-0010	Vehide & Major Equipment Replacement Fund	760,000				760,000
Plant	23-0011	Laboratory Information Management System (LIMS)	70,000				70,000
Collections	23-0012	Lateral Grant Program	50,000				50,000
Collections	23-0013	Sewer Main Rehabilitation or Replacement Design	1,228,340				1,228,340
Collections	23-0014	Sewer Main Rehabilitation or Replacement Const.	3,666,667				3,666,667
Collections	23-0015	Sewer Main Emergency Repairs	115,000				115,000
Collections	23-0016	Emergency Sewer Siphon Replacement Design/CM	95,700		542,300		638,000
Collections	23-0017	Emergency Sewer Siphon Replacement Const.	669,600		3,794,400		4,464,000
Collections	23-0018	Replacement of Calhoun Lift Station Pumps (2)	50,000				50,000
Collections	23-0019	Contingency	100,000				100,000
		Total	\$ 10,655,307	\$ 440,000	\$ 4,336,700	\$ 17,763,656	\$ 33,195,663

Funding Summary

Funding for the planned capital improvement projects is provided through four (4) funding sources. Most of the funding approximately 53.5% or \$17.8M will come from issued debt issued through Bank of America for the Recycled Water Project Phase 1 Design-Build. The District will also use Federal Emergency Management Agency (FEMA) funding of 13.1% or \$4.3M for the Emergency Sewer Siphon Replacement Design and Construction. All other projects will be funded using the District's Capital Improvement Fund 13 and Replacement Fund 12.

Funding Source	FY23 Budget
Fund 12 Reserve	\$ 10,655,307
Fund 13 Capital Improvement	440,000
FEMA	4,336,700
Bank of America Loan	17,763,656
Total Funds Requested	\$ 33,195,663

VALLEY SANITARY DISTRICT

OPERATING AND CAPITAL BUDGET

FY 2022-2023



Prepared By:
The Administration Department

Fund Summary Cover Under Construction

DRAFT

FINANCIAL MANAGEMENT

The Valley Sanitary District budget conforms to Generally Accepted Accounting Principles as applicable to local governments. While it is an enterprise agency, the accounts of the District are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts which comprise its assets, liabilities, fund balances, revenues and expenditures. The District prepares its budget on a fund accounting basis, which segregates funds according to their intended purpose and it is used to aid management in demonstrating compliance with financial related legal and contractual provisions. The District maintains the minimum number of funds consistent with legal and managerial requirements.

OPERATING FUND

This is the general operating fund of the District. The primary revenue source for this fund is derived from rates charged to customers for services provided and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. General operating expenditures, fixed charges and maintenance costs not paid through other funds are paid from this fund.

SPECIAL REVENUE FUNDS

These funds receive support from various sources, mainly in the form of grants, loans and other aid and are restricted to expenditures for specific purposes. Currently, the District has two special revenue funds:

- 2015 Wastewater Revenue Refunding Bonds
- State Water Resources Control Board Revolving Fund Loan

FIDUCIARY FUND

The District reports an Agency Fund. The Agency Fund is purely custodial in nature (assets equal liabilities), and thus does not involve measurement of results of operations. The Agency Fund is used to account for assets for the Assessment District No. 2004 (Shadow Hills Interceptor) for which the District acts as an agent for its debt service activities.

CAPITAL IMPROVEMENT FUND

Indicates the amount allocated for capital expenditures for identified projects.

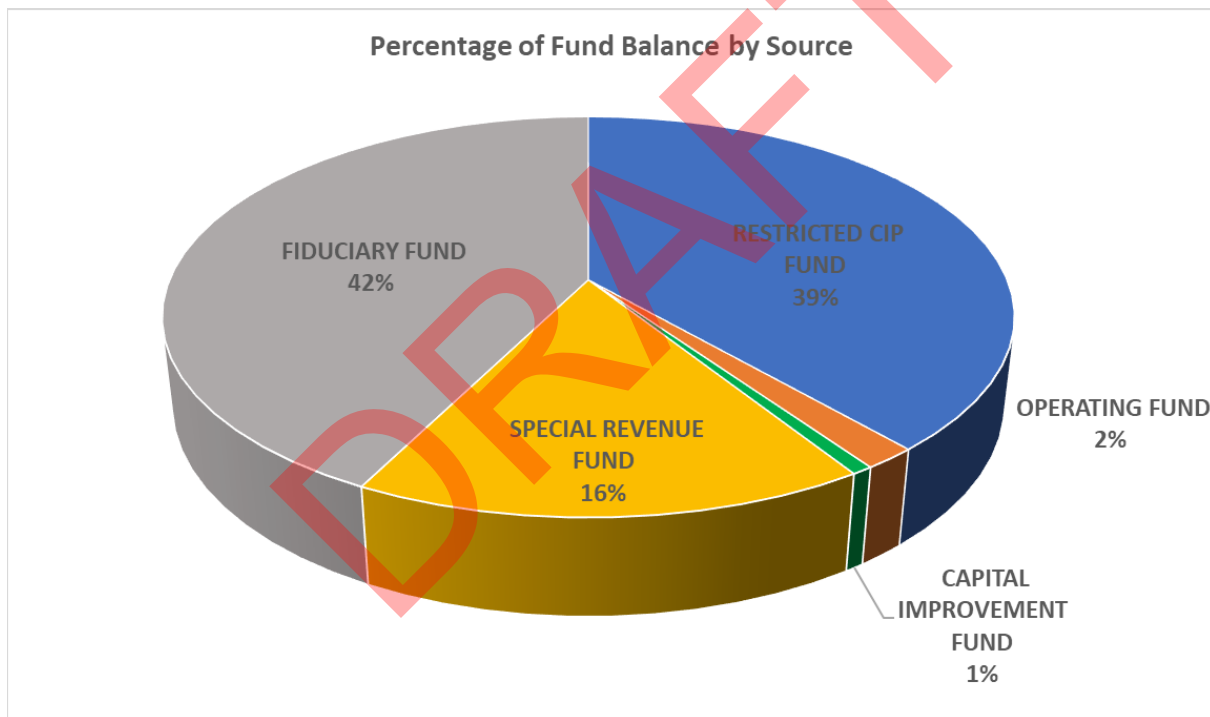
RESTRICTED CIP FUND

Indicates the current fiscal year resource allocation and amount allocated for capital expenditures for increased capacity-related projects.

Resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and how activities are controlled. The overview of each fund provides a detailed explanation of the purpose of the fund and its planned budget for each fiscal year.

FUND BALANCE

Fund	Unaudited Fund Balance FY22 (As of 02/28/22)
OPERATING FUND	\$ 23,911,264
SPECIAL REVENUE FUND	1,078,230
FIDUCIARY FUND	429,464
CAPITAL IMPROVEMENT FUND	10,182,323
RESTRICTED CIP FUND	26,358,146
Total	\$ 61,959,427



REVENUE BY SOURCE

The tables below depict the revenues by source.

Fund 11 (General Fund) Revenues by Source	FY21 Actual	FY22 Budget	FY22 Projected	FY23 Budget	Budget Change	Percent Change
OPERATING REVENUES:						
11-4120000-0 SEWER SERVICE CHGS-CURRENT	\$ 11,872,945	\$13,550,998	\$ 14,575,652	\$15,686,490	\$2,135,492	15.8%
11-4210000-0 PERMIT & INSPECTION FEES	37,270	30,355	34,350	35,874	5,519	18.2%
11-4260000-0 SADDLES/DISCONNECT FEES	80		-		-	-
11-4270000-0 PLAN CHECK FEES	11,275	11,671	13,650	14,704	3,033	26.0%
11-4285000-0 OTHER SERVICES	1,920		3,435	3,397	3,397	-
11-4310000-0 SALE OF SURPLUS PROPERTY	16,213	18,115	17,419	31,818	13,703	75.6%
Subtotal	\$ 11,939,703	\$13,611,139	\$ 14,644,506	\$15,772,283	\$2,161,144	15.9%
NON-OPERATING REVENUES:						
11-4430000-0 TAXES - CURRENT SECURED	\$ 948,640	\$ 1,002,212	\$ 479,845	\$ 855,412	\$ (146,800)	-14.6%
11-4440000-0 TAXES - CURRENT UNSECURED	30,448	61,266	30,272	55,294	(5,972)	-9.7%
11-4450000-0 TAXES - PRIOR SECURED	18,198		12,702		-	-
11-4470000-0 SUPPLE PROP. TAXES - CURRENT	14,281	9,196	185		(9,196)	-100.0%
11-4480000-0 SUPPLE PROP. TAXES - PRIOR	6,713	8,328	9,644		(8,328)	-100.0%
11-4500000-0 HOMEOWNERS TAX RELIEF	5,669	-	5,001	6,090	6,090	-
11-4510000-0 INTEREST INCOME	15,587	140,906	30,285	36,068	(104,838)	-74.4%
11-4520000-0 UNREALIZED GAINS (LOSSES)	(4,262)		(30,466)		-	-
11-4574000-0 NON-OPERATING REVENUES - FND 11	362	451	3,151	5,156	4,705	1043.2%
11-4573000-0 REBATE INCOME	1,435	-	17,785	3,836	3,836	-
12-4510000-0 INTEREST INCOME	18,182	-	30,175	32,151	32,151	-
Subtotal	\$ 1,055,254	\$ 1,222,359	\$ 588,578	\$ 994,007	\$ (228,352)	-18.7%
Fund 11 Total Revenues by Source	\$ 12,994,958	\$14,833,498	\$ 15,233,085	\$16,766,290	\$1,932,792	13.0%

Fund 13 (Capital Improvement Fund) Revenues by Source	FY21 Actual	FY22 Budget	FY22 Projected	FY23 Budget	Budget Change	Percent Change
OPERATING REVENUES:						
13-4200000-0 CONNECTION FEES	\$ 831,978	\$ 991,610	\$ 3,168,996	\$ 996,915	\$ 5,305	0.5%
Subtotal	\$ 831,978	\$ 991,610	\$ 3,168,996	\$ 996,915	\$ 5,305	0.5%
NON-OPERATING REVENUES:						
13-4510000-0 INTEREST INCOME	\$ 7,192	\$ 25,000	\$ 8,400	\$ 4,611	\$ (20,389)	-81.6%
Subtotal	\$ 7,192	\$ 25,000	\$ 8,400	\$ 4,611	\$ (20,389)	-81.6%
Fund 13 Total Revenues by Source	\$ 839,170	\$ 1,016,610	\$ 3,177,395	\$ 1,001,526	\$ (15,084)	-1.5%
Combined Total Revenues	\$ 13,834,128	\$ 15,850,108	\$ 18,410,480	\$ 17,767,816	\$ 1,917,708	12.1%

REVENUE DESCRIPTIONS

11-4120000-0 SEWER SERVICE CHGS-CURRENT

Sewer service revenue projected at 36,300 Equivalent Dwelling Units (EDUs)

11-4210000-0 PERMIT & INSPECTION FEES

Fees collected for lateral and mainline inspections.

11-4270000-0 PLAN CHECK FEES

Anticipated revenue is based on a \$150 per hour fee with one-hour minimum fee for plan checking.

11-4285000-0 OTHER SERVICES

Income for administrative services provided for the VSD 2004 Assessment District.

11-4310000-0 SALE OF SURPLUS PROPERTY

Revenue generated from sale of surplus property. Surplus Property is property a government entity no longer needs. Personal property includes assets ranging from office equipment and furniture to scientific equipment, heavy machinery, airplanes, vessels, and vehicles. If this property cannot be donated to a state or public agency, or nonprofit organization, the public can buy it.

11-4430000-0 TAXES - CURRENT SECURED

Secured property is generally non-movable property, such as houses, buildings, etc. Revenues are based on general valuation. The portion of revenue designated for special districts is 1%. VSD is estimated to receive 0.00028257% of the general-purpose funds county-wide.

11-4440000-0 TAXES - CURRENT UNSECURED

Unsecured property includes items such as motor homes, airplanes, boats and other moveable personal property. The portion of revenue designated for special districts is 1%. Of this 1%, VSD is estimated to receive 0.00028257%

11-4450000-0 TAXES - PRIOR SECURED

Prior secured payments are received for prior year taxes, are similar to secured, and the revenue is based on the same formula.

11-00-4119 TAXES-PRIOR UNSECURED

Funds derived from prior unsecured properties are similar to unsecured properties mentioned above; however, these payments are for prior year taxes. The revenue is based on the same formula. Estimated revenue is based on current year activity.

11-4470000-0 SUPPLE PROP. TAXES - CURRENT

Funds derived from supplemental tax roll changes due to sale of property or new construction. Since July 1983, state law requires the County Assessor to reappraise property as of the date of change in ownership or completion of new construction rather than at the next tax year.

R 11-4480000-0 SUPPLE PROP. TAXES - PRIOR

Funds derived from supplemental tax roll changes due to sale of property or new construction from

11-4500000-0 HOMEOWNERS TAX RELIEF

The portion of tax funds replaced by state resources for tax relief for homeowners. For example, if a homeowner's exemption deducts \$7,000 of the property's valuation for calculating the property owner's tax, the state replaces the taxes that the \$7,000 valuation would have provided to the county.

11-4574000-0 NON-OPERATING REVENUES - FND 11

This account includes revenue from other undefined sources.

11-4510000-0 INTEREST INCOME

Return on invested funds that are held with the Local Agency Investment Fund (LAIF) and CalTrust.

13-4200000-0 CONNECTION FEES

Connection Capacity Fee: \$5,833 per equivalent dwelling unit (EDU).

13-4510000-0 INTEREST INCOME

Return on invested funds that are held with the Local Agency Investment Fund (LAIF) and CalTrust

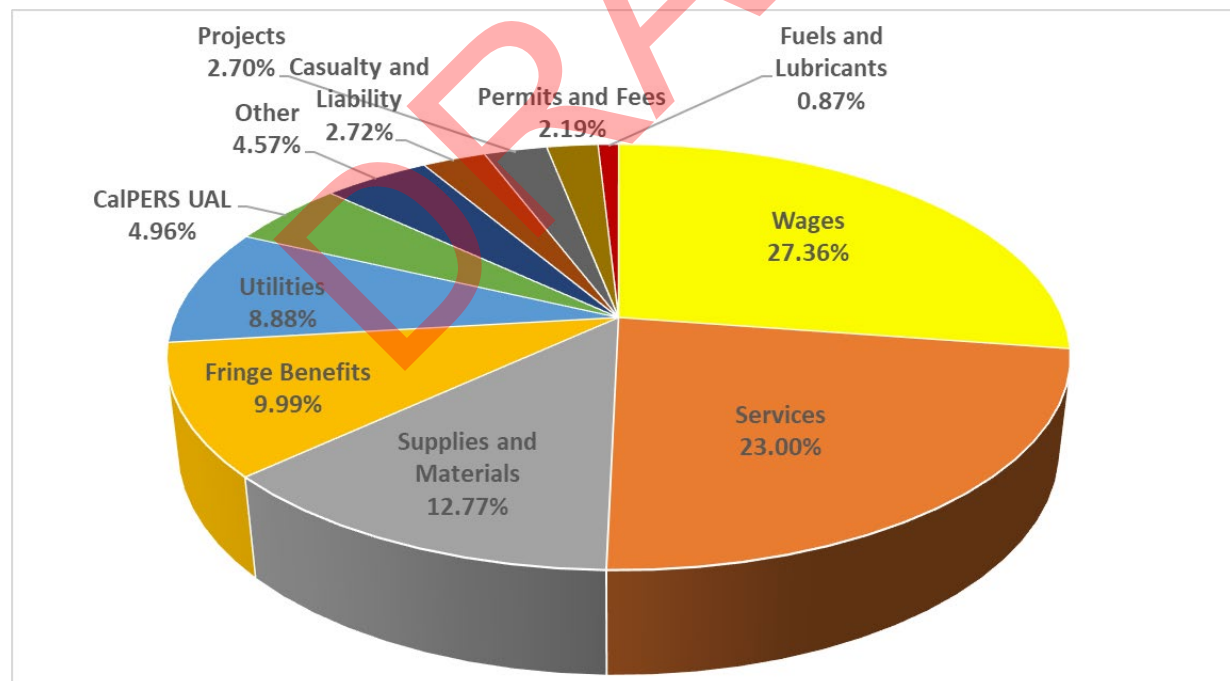
DRAFT

EXPENSE BY CATEGORY

The following table depicts the expense by category.

Total Expense by Category	FY21 Actual	FY22 Budget	FY22 Projected	FY23 Budget	Budget Change	Percentage Change
Wages	\$ 3,078,058	\$ 3,296,023	\$ 3,115,482	\$ 3,710,329	\$ 414,306	12.6%
Fringe Benefits	2,132,474	1,264,703	1,086,252	1,431,739	167,036	13.2%
Services	837,843	1,773,241	1,354,613	2,059,609	286,368	16.1%
Supplies and Materials	1,176,774	1,523,871	1,179,598	1,610,772	86,901	5.7%
Fuels and Lubricants	34,094	52,000	43,782	58,000	6,000	11.5%
Casualty and Liability	309,876	411,406	395,504	435,429	24,023	5.8%
Projects	86,134	303,550	303,550	354,000	50,450	16.6%
Utilities	647,030	853,711	805,113	800,500	(53,211)	-6.2%
Debt Services	1,021,090	1,018,873	1,018,873	4,412,971	3,394,098	333.1%
Permits and Fees	63,131	126,750	50,894	141,025	14,275	11.3%
Other	227,122	343,027	201,219	438,097	95,070	27.7%
CalPERS UAL	482,379	-	700,420	736,606	736,606	-
Total	\$ 10,096,006	\$ 10,967,155	\$ 10,255,300	\$ 16,189,077	\$ 5,221,922	47.6%

Expense by Category as a Percentage of FY23 Budget



WAGES

The increase in wages is attributed to the addition of three (3) Full Time Employees (FTE). Also the wage schedule was increased to be more competitive with other agencies in the region to address recruitment and retention issues.

SERVICES

The increase in service costs is due to additional contracted services needed for grant support, advocacy, marketing, media relations, general master plan development, janitorial, and rental services.

SUPPLIES AND MATERIALS

The increase in supplies and materials is due to additional chemical usage, COVID-19 supplies, repair parts needed for aging fleet, machinery, and facility.

FRINGE BENEFITS

The increase in fringe benefits is attributed to the addition of three (3) FTE's.

DEBT SERVICES

There is a small decrease in loan payments due to the decrease in loan balance.

UTILITIES

The increase in utilities is due to increased electricity usage and increased trash disposal costs.

CASUALTY AND LIABILITY

The increase in casualty in liability is due to reclassing workers compensation insurance to the casualty and liability insurance category. Also, there was an increase in insurance premiums for the business policy attributed to the CSRMA pool. The increase in the pool premiums is due to the losses from the previous year's California wildfires. Additionally, there was a slight increase in the pollution and earthquake insurance premiums.

OTHER

Other expenditures have a slight increase due to increased costs for memberships, training, and certification programs.

PROJECTS

The increase in projects is due to an increase in costs for the District's share of the recycled water process, Integrated Regional Water Management Plan, and Salt and Nutrient Management Plan. There are also new projects such as the telemetric for the district vehicles and upgrade of the district alarm system.

PERMITS AND FEES

The increase in permits and fee costs is due to higher fees for the Department of Health and the Environmental Laboratory Certification Program (ELAP) and Onsite Assessment (OSA).

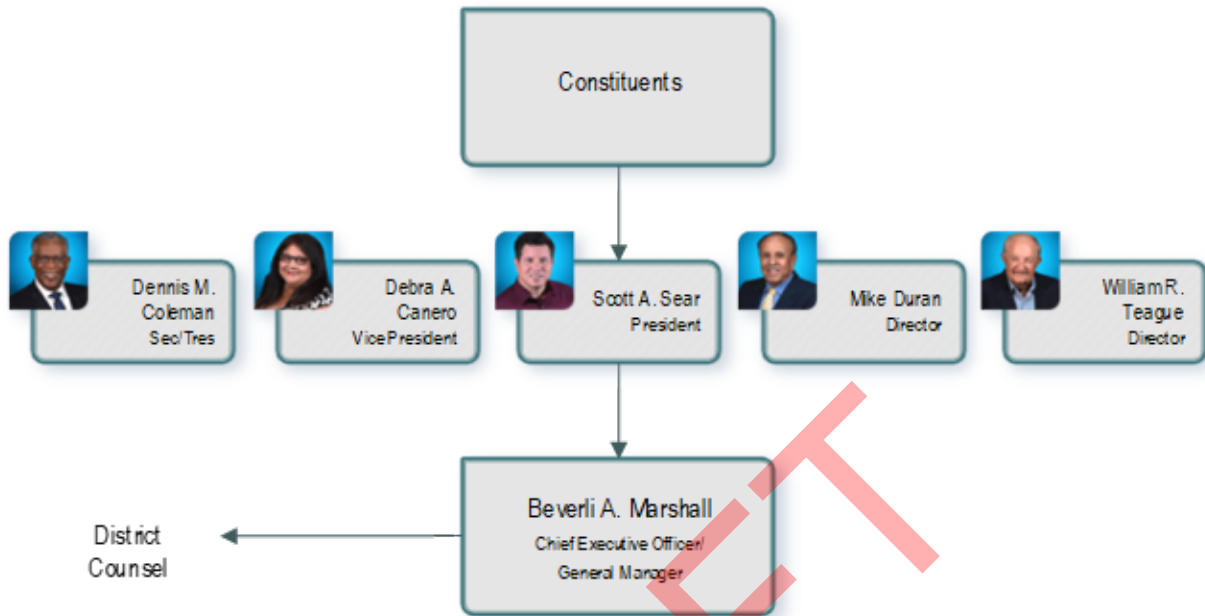
FUELS AND LUBRICANTS

There is no change to the fuel and lubricants costs.

CalPERS UAL

Annual payment on the Unfunded Accrued Liability (UAL) is the amortized dollar amount needed to fund past service credit earned (or accrued) for members who are currently receiving benefits, active members, and for members entitled to deferred benefits, as of the valuation date.





DEPARTMENT DESCRIPTION

Board of Directors

METRICS

FISCAL YEAR 2022-2023 ACCOMPLISHMENTS

FISCAL YEAR 2022-2023 GOALS

Strategic Plan

Board or Directors Goals

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Base FTEs	FY23 Base FTEs	Variance
5	Director	5.00	5.00	0.00
5	Total	5.00	5.00	0.00

EXPENSE BUDGET SUMMARY

General Ledger Code	FY20	FY21	FY22	FY22	FY23	Budget	Percent
	Actual	Actual	Budget	Projected	Budget	Change	Change
11-5030414-4 SALARIES AND WAGES	-	-	\$ 61,756	\$ 54,150	\$ 94,985	\$ 33,229	53.8%
11-5116414-4 FICA AND MEDICARE	-	-	13,171	14,180	14,180	1,009	7.7%
11-5126414-4 HEALTH INSURANCE	-	-	900	900	900	-	-
11-5225-414-3 ELECTION	-	-	-	-	70,000	70,000	-
11-5500414-4 CONTRACTS	-	-	25,000	21,750	35,000	10,000	40.0%
11-5552414-4 LEGAL SERVICES	-	-	25,625	25,350	30,000	4,375	17.1%
11-5400414-4 OFFICE SUPPLIES	-	-	1,500	1,092	2,500	1,000	66.7%
11-5950414-4 OTHER EXPENSES	-	-	10,000	8,306	10,000	-	-
11-5901414-4 TELEPHONE AND INTERNET	-	-	3,600	1,229	3,600	-	-
11-5800414-4 CONFERENCES AND MEETINGS	-	-	46,527	36,636	47,304	777	1.7%
Total Expenses	-	-	188,079	163,594	\$ 308,469	\$ 120,390	64.0%

DRAFT

BOARD OF DIRECTORS BUDGET DETAIL WORKSHEET

Department 414-4

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5030414-4 SALARIES AND WAGES		\$ 61,756	\$ 94,985	\$ 33,229
11-5116414-4 FICA AND MEDICARE		13,171	14,180	1,009
11-5126414-4 HEALTH INSURANCE		900	900	-
Subtotal		\$ 75,827	\$ 110,065	\$ 34,238
11-5225-414-3 ELECTION				
A governing board member election shall be held biennially on the first Tuesday after the first Monday in November of each succeeding odd-numbered year to fill the offices of members whose terms expire on the first Friday in December next succeeding the election.		\$ -	\$ 70,000	\$ 70,000
Subtotal		\$ -	\$ 70,000	\$ 70,000
11-5500414-4 CONTRACTS				
Professional and Technical Services		\$ 25,000	\$ 35,000	\$ 10,000
Subtotal		\$ 25,000	\$ 35,000	\$ 10,000
11-5552414-4 LEGAL SERVICES				
Costs Associated with General Legal Counsel		\$ 25,625	\$ 30,000	\$ 4,375
Subtotal		\$ 25,625	\$ 30,000	\$ 4,375
11-5400414-4 OFFICE SUPPLIES				
Cost of Office Supplies and Services such as Postage, Courier, Letterhead, Envelopes, Business Cards, Copy Paper, Binders, Calendars, File Folders, Pens, Pencils, Pads, Mailing Labels, Etc.		\$ 1,500	\$ 2,500	\$ 1,000
Subtotal		\$ 1,500	\$ 2,500	\$ 1,000
11-5950414-4 OTHER EXPENSES				
Miscellaneous Expense Contingency Fund		\$ 10,000	\$ 10,000	\$ -
Subtotal		\$ 10,000	\$ 10,000	\$ -
11-5901414-4 TELEPHONE AND INTERNET				
Cell Phones-4 Board Members		\$ 3,600	\$ 3,600	\$ -
Subtotal		\$ 3,600	\$ 3,600	\$ -

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5800414-4 CONFERENCES AND MEETINGS				
	Expenses Incurred for Attending the California Association of Sanitation Agencies (CASA) and or California Special Districts Association (CSDA) Conferences Held Two (2) Times a Year, Including Hotel and Travel Expenses Incurred While Attending Meetings, Conferences, and Various Educational Seminars.	\$ 46,527	\$ 47,304	\$ 777
	Subtotal	\$ 46,527	\$ 47,304	\$ 777
	Total Expenses	\$ 188,079	\$ 308,469	\$ 120,390

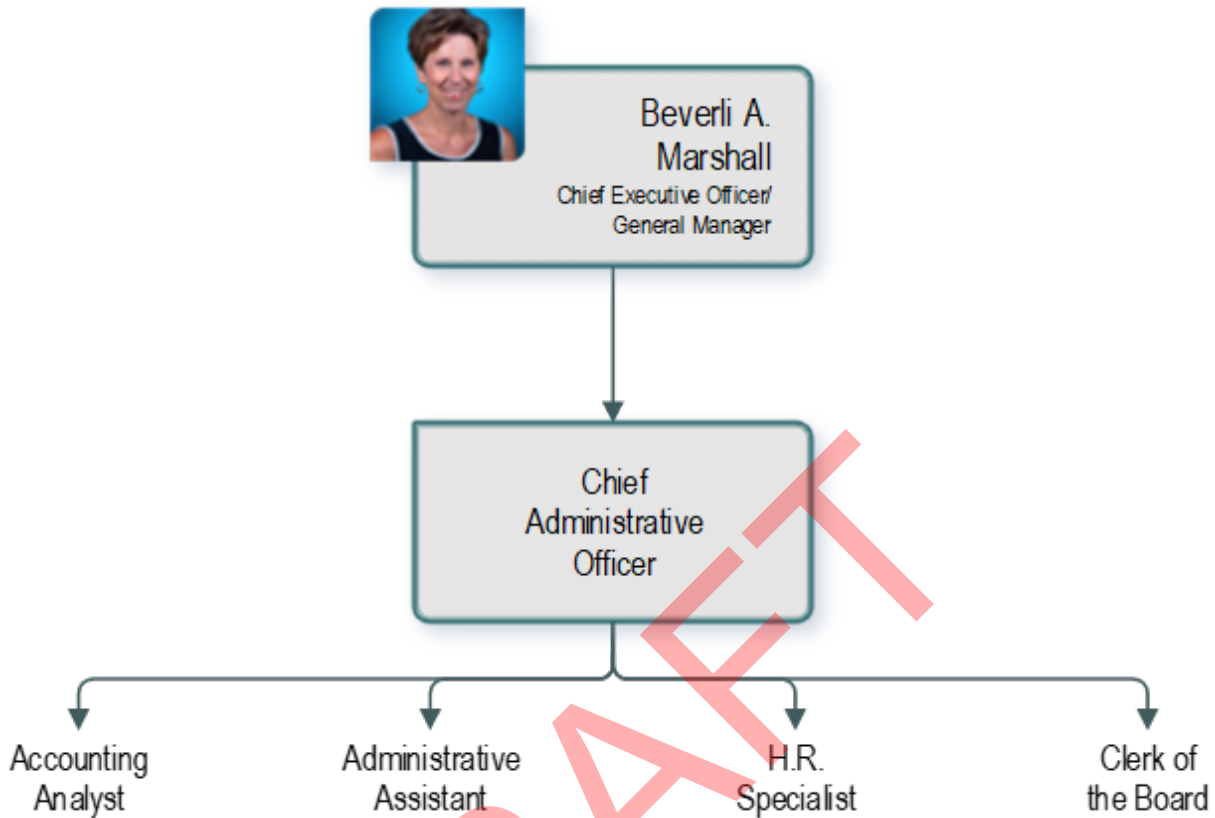
DRAFT

"Sludge Judging"



Administration

1



DEPARTMENT DESCRIPTION

The Administration Department includes Human Resources, Finance, the Clerk of the Board as well as functional areas including Media Relations, Safety, Drug and Alcohol, and Compliance.

Human Resources manages the recruiting and hiring of qualified talent, onboarding, training, benefit administration, and maintenance of employee records. Human Resources helps employees thrive by managing programs geared toward career growth, continuing education, training and support, and championing health and wellness initiatives.

Finance is responsible for financial accounting and reporting, cash management, payroll, investment portfolio, debt financing structure, contracts, procurement, and materials management. Finance is also responsible for all financial statements, coordination of financial audits, grant management, development and

maintenance of the operating and capital budget, and preparation of long and short-term financial plans.

The Clerk of the Board is responsible for preparing and publishing postings, maintaining records of Board actions, processing public records requests, providing administrative support to the Board of Directors, and coordinating required legal filings.

The Administration Department provides the overall management and implementation of policies, goals, and strategic plans for the District.

METRICS

Accounting

Under Construction

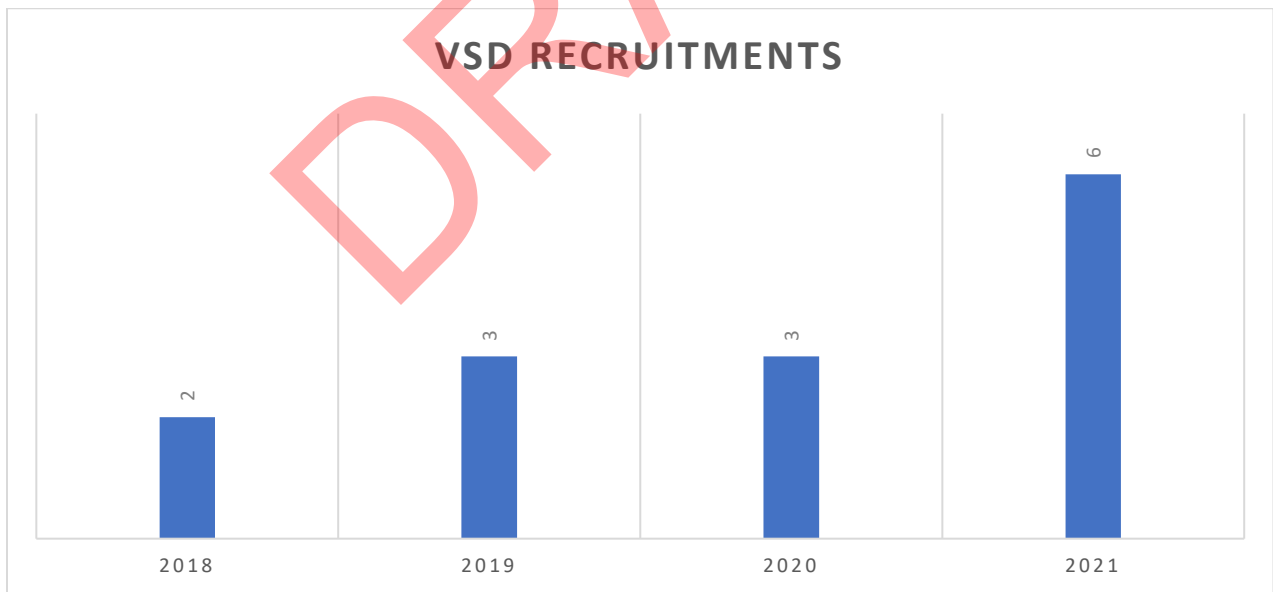
Clerk of the Board

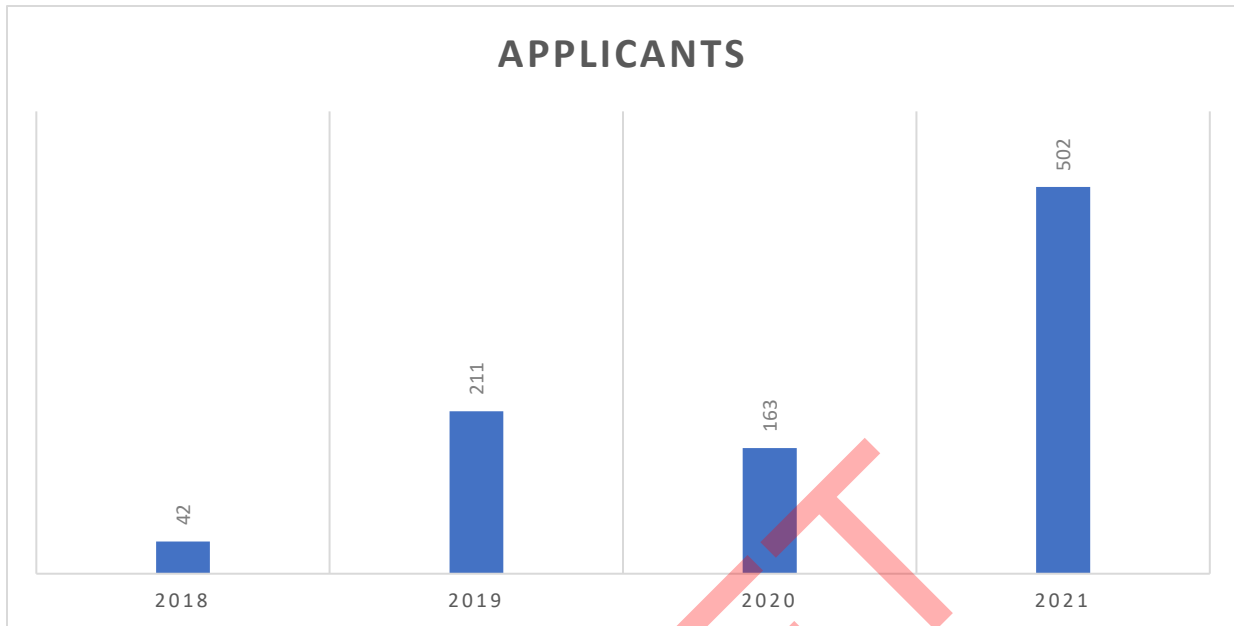
	FY2021	FY2020
Regular Board Meetings	23	21
Special Board Meetings	4	7
East Valley Reclamation Authority Meetings	4	4
Budget & Engagement Committee Meetings	7	0
Operations Committee Meetings	5	0
Community Engagement Committee Meetings	0	0
Board/Committee Minutes Compiled	43	32
General Manager's Reports	12	6
Documents Notarized	5	4
Public Records Requests	3	1

Human Resources

Recruitments		Applicants	
2018	2	2018	42
2019	3	2019	211
2020	3	2020	163
2021	6	2021	502

Year	Days Away from Work		Days with Job Transfer/Restrictions	
	2018	2019	2020	2021
2018	0	0	0	0
2019	0	0	0	0
2020	0	0	7	0
2021	0	0	0	0





FISCAL YEAR 2022-2023 ACCOMPLISHMENTS

Accounting

Working closely with NBSgov.com, successfully submitted the sewer service fees to the County of Riverside using the new rate information per Resolution 2021-1142.

Successfully billed and updated direct billing reports using the new rate information per Resolution 2021-1142.

Attempted for 8+ months to implement with new accounting software, Caselle. It was decided that attempting to continue with Caselle was not in the best interest of Valley Sanitary District. As of December 31, 2021, no further information was entered into Caselle.

Published COVID-19 surveillance information on District website.

Assisted with the design of the ACFR and FY 2022-2023 Operating and Capital Budget.

Facilitated accounts payable in two accounting software systems as well as assisted with the transition and training of staff.

Clerk of the Board

Upgraded the audio-visual equipment in Board Room to accommodate live stream and virtual public meetings. Strategic Goal 3: Excellent Facilities.

Implementation of Peak Agenda Management software to streamline agenda creation and posting requirements. Strategic Goal 6: Improve Planning, Administration and Governance.

Implementation of iLegislate to optimize accessibility and transparency by publishing agenda and minutes to an online, searchable web portal and that can generate and publish ADA-friendly agendas and minutes. Strategic Goal 6: Improve Planning, Administration and Governance.

Implementation of govMeetings Video to provide convenient access to live and archived streaming video. The indexed video is fully searchable, making it easy for the community to access meeting videos using keywords of the topics that are of interest to them. Strategic Goal 6: Improve Planning, Administration and Governance.

Human Resources

Hiring of Maintenance Technician, fully staffed with 36 employees.

No lost days due to work injuries in 2021.

Maximization of NEOGOV software for applicant tracking, scheduling interviews.

FISCAL YEAR 2022-2023 GOALS

Strategic Plan

Strategic Goal 3: Excellent Facilities.

Strategic Goal 6: Improve Planning, Administration and Governance.

Strategic Goal 4.1: Increase community understanding and support for the District.

Strategic Goal 6.7: Maintain compliance with all regulatory, legislative, and permit requirements.

Strategic Goal 1.1: Enough staff to fulfill goals and objectives safely and efficiently.

Strategic Goal 3.2: Increase use of technology to lower costs and improve reliability.

Accounting Goals

To research, select, and implement a new time keeping system.

To work within the Administration Department on the conversion of Financial Edge/Blackbaud to a cloud-based software.

Clerk of the Board Goals

To promote the Send Agenda feature of Peak that enables constituents to subscribe and get emailed the District's meeting agendas once they are posted.

Implement an improved contract management process.

Human Resources Goals

To reach out and promote the District and Wastewater industry jobs to local high school and community college students. Establish working relationships with College of the Desert and Mt. San Jacinto College.

Updating and consolidation of Human Resources policies as well as job descriptions.

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22	FY23	Variance
		Base FTEs	Base FTEs	
1	Chief Executive Officer/General Manager	1.00	1.00	0.00
1	Accounting Analyst	1.00	1.00	0.00
0	Accounting Technician	1.00	0.00	(1.00)
1	Administrative Assistant	0.00	1.00	1.00
1	Chief Administrative Officer	1.00	1.00	0.00
1	Clerk of the Board	1.00	1.00	0.00
1	Human Resources Specialist	1.00	1.00	0.00
6	Total FTEs	6.00	6.00	0.00

EXPENSE BUDGET SUMMARY

General Ledger Code	FY20	FY21	FY22	FY22	FY23	Budget	Percent
	Actual	Actual	Budget	Projected	Budget	Change	Change
11-3650000-0 CSWRBC RESERVE FUND	\$ -	\$ 553,361	\$ 553,361	\$ 553,361	\$ 553,361	\$ -	-
11-7010000-0 DEPRECIATION & AMORTIZATION	5,500.00	-	-	-	-	-	-
11-9160000-0 TRANSFER TO FUND 6	-	467,729	465,512	465,512	889,188	423,676	91.0%
11-5030414-3 SALARIES AND WAGES	575,227	604,533	684,410	678,720	770,421	86,011	12.6%
11-5060414-3 BONUS, AWARDS, AND RECERTIFICATION	-	1,300	2,500	2,440	2,800	300	12.0%
11-5110414-3 LONGEVITY	1,800	1,823	3,200	3,115	3,600	400	12.5%
11-5070414-3 OVERTIME	831	4,359	5,000	1,698	5,000	-	-
11-5116414-3 FICA AND MEDICARE	47,654	44,007	55,425	38,333	70,364	14,939	27.0%
11-5112414-3 RETIREMENT CONTRIBUTIONS	196,736	291,402	76,508	65,237	81,227	4,719	6.2%
11-5118414-3 UNEMPLOYMENT PAYMENTS	485	(142)	-	-	-	-	-
11-5128414-3 VISION INSURANCE	-	-	2,076	1,610	1,416	(660)	-31.8%
11-5122414-3 WORKERS' COMPENSATION	1,912	8,483	70,413	65,757	76,436	6,023	8.6%
11-5124414-3 LIFE INSURANCE	1,511	1,186	1,632	1,369	1,488	(144)	-8.8%
11-5126414-3 HEALTH INSURANCE	96,848	90,323	106,150	90,513	119,083	12,933	12.2%
11-5129414-3 DENTAL INSURANCE	15,317	16,999	8,004	6,974	7,548	(456)	-5.7%
11-5132414-3 LONG TERM DISABILITY	2,107	1,592	1,901	1,900	2,100	199	10.5%
11-5554414-3 ACCOUNTING SERVICES	-	-	87,707	61,581	77,771	(9,936)	-11.3%
11-5801414-3 CERTIFICATIONS	50	-	-	-	-	-	-
11-5300414-3 COMPREHENSIVE INSURANCE	289,120	309,876	340,993	329,747	358,993	18,000	5.3%
11-5500414-3 CONTRACTS	157,605	197,377	519,469	595,353	815,240	295,771	56.9%
11-5410414-3 COUNTY EXPENSE	16,611	20,521	22,000	20,507	23,100	1,100	5.0%
11-5225414-3 ELECTION EXPENSE	-	6,470	-	-	-	-	-
11-5552414-3 LEGAL SERVICES	346,817	294,241	30,000	27,172	40,000	10,000	33.3%
11-5555414-3 MEDICAL SERVICES	-	-	27,143	18,521	32,943	5,800	21.4%
11-5350414-3 MEMBERSHIPS	47,680	34,957	47,107	47,107	47,388	281	0.6%
11-5553414-3 MISC. PROFESSIONAL SERVICES	-	-	95,392	95,392	109,391	13,999	14.7%
11-5400414-3 OFFICE SUPPLIES	13,887	16,427	20,800	20,800	23,500	2,700	13.0%
11-5450414-3 SUPPLIES	7,810	10,775	11,000	6,233	11,000	-	0.0%
11-5545414-3 OPEB HEALTH INSURANCE	-	-	57,253	57,253	81,719	24,466	42.7%
11-5950414-3 OTHER EXPENSES	11,166	32,800	10,000	10,392	10,000	-	-
11-5420414-3 PERMITS AND FEES	3,049	2,957	3,000	-	3,000	-	-
11-5600414-3 PUBLICATIONS	3,717	3,673	2,500	2,334	3,500	1,000	40.0%
11-5700414-3 REPAIRS AND MAINTENANCE	4,397	2,651	17,375	20,850	19,375	2,000	11.5%
11-5810414-3 TUITION REIMBURSEMENT	-	-	12,000	6,450	12,000	-	-
11-5901414-3 TELEPHONE AND INTERNET	19,297	20,911	30,969	29,147	30,000	(969)	-3.1%
11-5800414-3 CONFERENCES AND MEETINGS	59,725	25,008	44,523	44,523	97,764	53,241	119.6%
11-8680000-0 ADMINISTRATIVE FACILITIES	-	40,019	33,449	33,449	45,000	11,551	34.5%
11-5150414-4 DIRECTOR FEE AND PAYROLL TAX-BOARD	49,750	48,350	-	-	-	-	-
11-8660000-0 GENERAL PLANT FACILITIES	-	46,115	345,985	270,101	309,000	(36,985)	-10.7%
11-22820000-0 UNFUNDED ACCRUED LIABILITY CALPERS	459,350	482,379	-	700,420	736,606	736,606	-
11-9170000-0 BANK OF AMERICA LOAN	-	-	-	-	2,970,422	2,970,422	-
Total Expenses	\$ 2,435,958	\$ 3,682,462	\$ 3,794,757	\$ 4,373,871	\$ 8,441,744	\$ 4,646,987	122.5%

ADMINISTRATION BUDGET DETAIL WORKSHEET

Department 414-3

General Ledger Code	FY22 Budget	FY23 Budget	Variance
11-5030414-3 SALARIES AND WAGES	\$ 684,410	\$ 770,421	\$ 86,011
11-5060414-3 BONUS, AWARDS, AND RECERTIFICATION	2,500	2,800	300
11-5070414-3 OVERTIME	5,000	5,000	-
11-0000414-3 TOTAL FRINGE BENEFITS	254,896	286,826	31,930
Subtotal	\$ 946,806	\$ 1,065,047	\$ 118,241
11-3650000-0 CSWRCB RESERVE FUND			
Principal and Interest Payment for State Revolving Fund (SRF)	\$ 553,361	\$ 553,361	\$ -
Subtotal	\$ 553,361	\$ 553,361	\$ -
11-9160000-0 TRANSFER TO FUND 6			
Principal and Interest Payment for Revenue Refunding Bonds, 2015	\$ 463,012	\$ 886,688	\$ 423,676
Annual Administrative Expenses for Revenue Refunding Bonds, 2015	2,500	2,500	-
Subtotal	\$ 465,512	\$ 889,188	\$ 423,676
11-9170000-0 BANK OF AMERICA LOAN			
Principal and Interest Payment for Recycled Water Project Phase 1	\$ -	\$ 2,970,422	\$ 2,970,422
Subtotal	\$ -	\$ 2,970,422	\$ 2,970,422
11-5122414-3 WORKERS' COMPENSATION			
Workers Compensation Insurance Premium	\$ 70,413	\$ 76,436	\$ 6,023
Subtotal	\$ 70,413	\$ 76,436	\$ 6,023
11-5554414-3 ACCOUNTING SERVICES			
Annual Audit	\$ 30,810	\$ 31,105	\$ 295
Annual Sewer Service Charge Administration Services (NBS)	18,000	18,000	-
Annual Software Support (Blackbaud)	11,000	17,502	6,502
Payroll Processing	5,377	5,444	67
Timekeeping System (CTE)	3,600	3,600	-
Annual Report Submittal To GFOA	1,120	1,120	-
Budget Report Submittal To GFOA	1,000	1,000	-
Annual Software Support (Caselle)	16,800	-	(16,800)
Subtotal	\$ 87,707	\$ 77,771	\$ (9,936)

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5300414-3 COMPREHENSIVE INSURANCE				
	Earthquake Insurance	\$ 192,000	\$ 202,902	\$ 10,902
	Umbrella Business Insurance (e.g., Liability, Auto, and General)	125,000	132,098	7,098
	Environmental Pollution	23,993	23,993	-
	Subtotal	\$ 340,993	\$ 358,993	\$ 18,000
11-5500414-3 CONTRACTS				
	Public Relations (e.g., Outreach, Social Media, and Advertising)	\$ 97,025	\$ 166,216	\$ 69,191
	Plant Security (Superior Protection Consultants)	79,000	134,004	55,004
	Federal Advocacy	69,000	100,000	31,000
	State Advocacy	30,000	100,000	70,000
	Grant Assistance	100,000	80,000	(20,000)
	Sewer Rate and Capacity Fee Study (NBS)	-	44,557	44,557
	Computer Maintenance (Southwest Networks)	39,444	41,196	1,752
	Other IT Support	39,500	36,256	(3,244)
	Coachella Valley History Museum	-	30,000	30,000
	Outreach Newsletter	-	23,392	23,392
	General Consulting for Human Resource Training and Development, Benefits, and Legal Compliance	25,000	22,278	(2,722)
	Temporary Help Services	15,700	13,367	(2,333)
	Services Related to the Shadow Hills and Indio Terrace Assessment Districts (Willdan)	10,000	8,911	(1,089)
	Backup/Disaster Recovery Storage (Southwest Networks)	8,400	7,859	(541)
	CalPERS Actuarial Study for GASB 68 Requirements	1,800	2,216	416
	Section 125 Plan	1,800	1,604	(196)
	CalPERS Health Plan Annual Fee	1,400	1,247	(153)
	Paper Shredding (Desert Arc)	-	891	891
	Postage Meter Lease (Pitney Bowes)	700	623	(77)
	CalPERS 218 Fee (Social Security Agreement)	700	623	(77)
	Subtotal	\$ 519,469	\$ 815,240	\$ 295,771
11-5410414-3 COUNTY EXPENSE				
	County Auditor Fees Special Assessments to the Tax Roll	\$ 11,000	\$ 11,550	\$ 550
	County Treasurer Fees for Collection of Special Assessments	11,000	11,550	550
	Subtotal	\$ 22,000	\$ 23,100	\$ 1,100
11-5552414-3 LEGAL SERVICES				
	Costs Associated with General Legal Counsel	\$ 30,000	\$ 40,000	\$ 10,000
	Subtotal	\$ 30,000	\$ 40,000	\$ 10,000

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-555414-3 MEDICAL SERVICES				
	Wellness Program	\$ 24,700	\$ 29,500	\$ 4,800
	Medical Exams-DMV & Pre-Employment	1,243	1,243	-
	Background Checks	-	1,000	1,000
	First Aid Medical	700	700	-
	Drug/Alcohol Testing Five (5) Employees	500	500	-
	Subtotal	\$ 27,143	\$ 32,943	\$ 5,800
11-5350414-3 MEMBERSHIPS				
	California Association of Sanitation Agencies (CASA)	\$ 14,000	\$ 14,000	\$ -
	California Special Districts Association (CSDA)	7,805	7,805	-
	National Association Clean Water Agency (NACWA)	7,680	7,680	-
	Liebert Cassidy Whitmore (LCW)	5,625	5,625	-
	Southern California Allowance of Publicly Owned Treatment Works (SCAP)	5,100	5,100	-
	WaterReuse Membership	3,103	3,418	315
	California Society of Municipal Finance Officers (CSMFO)	600	800	200
	Government Finance Officers Association (GFOA)	480	480	-
	CalPELRA	-	370	370
	California Public Employer Labor Relations Association (CalPERLA)	370	370	-
	American Water Works Association (AWWA)	300	300	-
	California Clerk of The Board of Supervisors Association (CCBSA)	300	300	-
	California Association of Public Procurement Officials (CAPPO)	225	225	-
	Society for Human Resource Management (SHRM)	219	219	-
	California Water Environment Association (CWEA)	200	200	-
	International Public Management Association for Human Resources (IPMA-HR)	-	156	156
	Professionals In Human Resources Association (PIHRA)	150	150	-
	Palm Springs Desert Sun Subscription	100	100	-
	Municipal Management Association of Southern California (MMASC)	90	90	-
	Greater Coachella Valley Chamber of Commerce	760	-	(760)
	Subtotal	\$ 47,107	\$ 47,388	\$ 281
11-5553414-3 MISC. PROFESSIONAL SERVICES				
	Computer Consulting	\$ 70,000	\$ 70,000	\$ -
	Government Job Listing Service (NeoGov)	8,139	8,139	-
	Office 365 Annual Billing	5,670	5,670	-
	CART Captioning Services for Board Meeting Live Stream	-	4,800	4,800
	Peak Agenda Management (Granicus)	-	4,305	4,305
	Civic Plus	-	3,500	3,500
	Body Temperature Scanner (Turing Video)	3,234	3,234	-
	Board Meeting Software	3,150	3,150	-
	Video Conferencing	3,000	3,000	-
	Website Annual Service (CivicPlus)	2,199	2,199	-
	Flipping Book	-	600	600
	e skill	-	450	450
	Canva Pro	-	200	200
	Grammarly PRO	-	144	144
	Subtotal	\$ 95,392	\$ 109,391	\$ 13,999

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5400414-3 OFFICE SUPPLIES				
	General Office Supplies (e.g., Letterhead, Envelopes, Business Cards, Copy Paper, Binders, Calendars, File Folders, Pens, Pencils)	\$ 15,353	\$ 17,500	\$ 2,147
	Printed Employee Handbook	2,000	2,000	-
	Printed Budget Book	2,000	2,000	-
	Postage	1,447	2,000	553
	Subtotal	\$ 20,800	\$ 23,500	\$ 2,700
11-5450414-3 SUPPLIES				
	Office Software Upgrades	\$ 7,000	\$ 7,000	\$ -
	Computer Supplies-Printer Cartridges and Toner	4,000	4,000	-
	Subtotal	\$ 11,000	\$ 11,000	\$ -
11-5545414-3 OPEB HEALTH INSURANCE				
	OPEB Annual Required Contribution (ARC)	\$ 43,534	\$ 68,000	\$ 24,466
	CalPERS OPEB Health Insurance fees	10,119	10,119	-
	Biennial OPEB Actuarial Study (Due in 2021/2022)	3,600	3,600	-
	Subtotal	\$ 57,253	\$ 81,719	\$ 24,466
11-5950414-3 OTHER EXPENSES				
	Miscellaneous Expense Contingency Fund	\$ 10,000	\$ 10,000	\$ -
	Subtotal	\$ 10,000	\$ 10,000	\$ -
11-22820000-0 UNFUNDED ACCRUED LIABILITY CALPERS				
	Annual payment on the Unfunded Accrued Liability (UAL) is the amortized dollar amount needed to fund past service credit earned (or accrued) for members who are currently receiving benefits, active members, and for members entitled to deferred benefits, as of the valuation date.	\$ -	\$ 736,606	\$ 736,606
	Subtotal	\$ -	\$ 736,606	\$ 736,606
11-5420414-3 PERMITS AND FEES				
	The Cortese Knox-Hertzberg Local Government Reorganization Act Of 2000 States that Special Districts are Responsible for Paying One-Third of the Cost of LAFCO.	\$ 3,000	\$ 3,000	\$ -
	Subtotal	\$ 3,000	\$ 3,000	\$ -
11-5600414-3 PUBLICATIONS				
	Costs For Publication of Official Notices and Bid Requests in Online Platforms	\$ 2,500	\$ 3,500	\$ 1,000
	Subtotal	\$ 2,500	\$ 3,500	\$ 1,000
11-5700414-3 REPAIRS AND MAINTENANCE				
	Replacement Computers	\$ 10,000	\$ 12,000	\$ 2,000
	Copier II Lease & Maintenance	3,875	3,875	-
	Innovative Document Solutions - Monthly Maintenance Costs For Copier	2,000	2,000	-
	Miscellaneous	1,500	1,500	-
	Subtotal	\$ 17,375	\$ 19,375	\$ 2,000

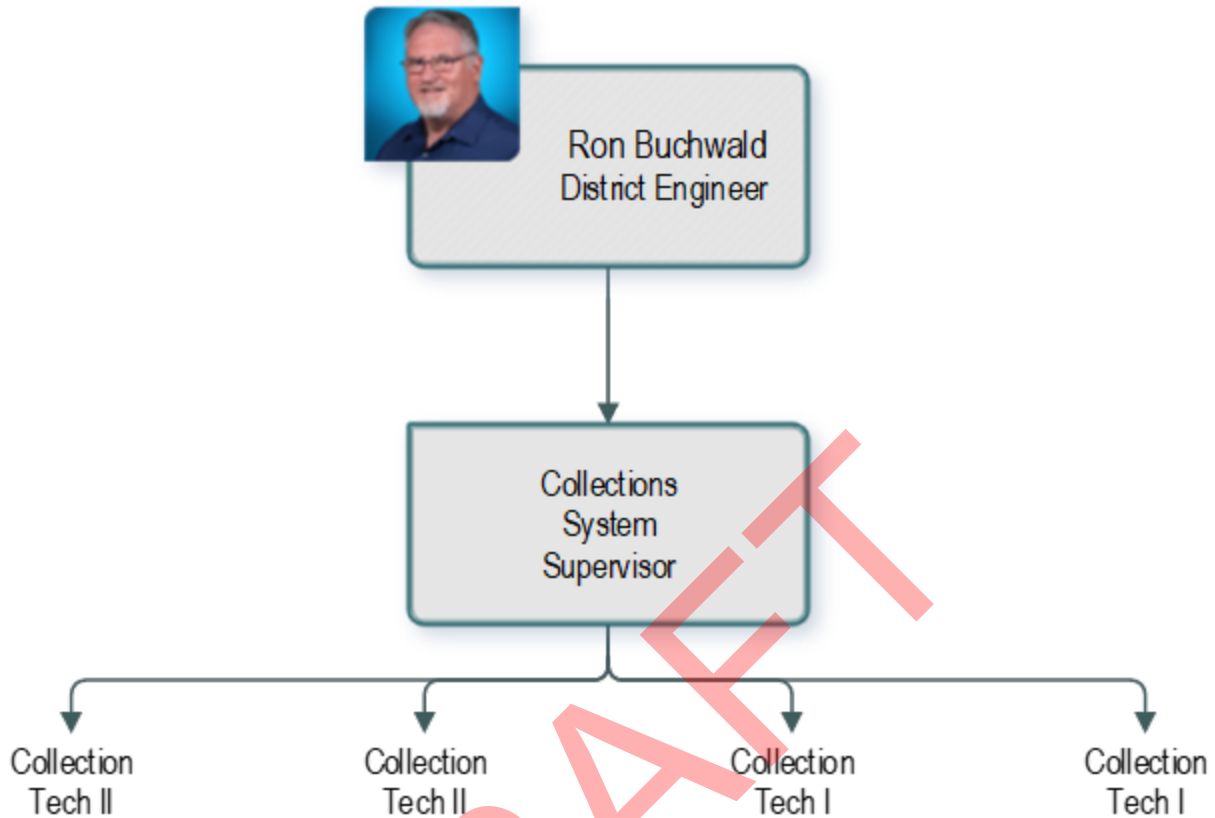
General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5810414-3 TUITION REIMBURSEMENT				
	Tuition Assistance Program	\$ 12,000	\$ 12,000	\$ -
	Subtotal	\$ 12,000	\$ 12,000	\$ -
11-5901414-3 TELEPHONE AND INTERNET				
	VOIP Main Telephone System (Spectrum)	\$ 14,000	\$ 14,000	\$ -
	Cell Phones-One (1) Employee (Verizon Wireless)	13,314	12,345	(969)
	Fire Control Alarms (Frontier)	3,655	3,655	-
	Subtotal	\$ 30,969	\$ 30,000	\$ (969)
11-5800414-3 CONFERENCES AND MEETINGS				
	Leadership Academy	\$ 20,000	\$ 25,000	\$ 5,000
	ARC Flash Training (Electrical Safety)	-	25,000	25,000
	Costs Associated with Employee Travel and Training	12,000	14,302	2,302
	Harassment Training	-	5,000	5,000
	Confined Space & Temporary Traffic Control	-	5,000	5,000
	DFK Solutions Group	-	4,740	4,740
	Association of California Water Agencies (ACWA)	4,709	4,709	-
	California Association of Sanitation Agencies (CASA)	4,709	4,709	-
	Government Finance Officers Association (GFOA) Conference	-	2,500	2,500
	CPR Training	-	2,500	2,500
	CalPERLA	2,130	2,130	-
	Government Finance Officers Association (GFOA)	575	575	-
	Fire Extinguisher Training	-	500	500
	Procurement Uniform Guidance Training	-	500	500
	California Society of Municipal Finance Offices (CSMFO)	400	400	-
	Pryor Learning	-	199	199
	Subtotal	\$ 44,523	\$ 97,764	\$ 53,241
11-8680000-0 ADMINISTRATIVE FACILITIES				
	New Time Keeping System	\$ 25,000	\$ 25,000	\$ -
	Procurement Software	-	20,000	20,000
	Server Replacement	8,449	-	(8,449)
	Subtotal	33,449	45,000	11,551
11-8660000-0 GENERAL PLANT FACILITIES				
	Water Reuse Project (EVRA JPA)	\$ 200,000	\$ 200,000	\$ -
	Coachella Valley Integrated Regional Water Management Plan (IRWMP)	50,000	50,000	-
	Salt and Nutrient Management Plan (SNMP)	50,000	50,000	-
	Phase 1 Gap Monitoring Well Plan	9,000	9,000	-
	Telemetric for District Vehicles	20,925	-	(20,925)
	District Building Alarm System Replacement	16,060	-	(16,060)
	Subtotal	\$ 345,985	\$ 309,000	\$ (36,985)
	Total Expense	\$ 3,794,757	\$ 8,441,744	\$ 4,646,987

*"Vactor
Truck"*



Sanitation Collections

3



DESCRIPTION

The Sanitation Collections Department services and maintains 254 miles of sewer main with pipe size ranging from 6 to 54 inches. There are four (4) lift stations that consist of a total of eight (8) pumps, wet wells, and dry wells that require periodic maintenance and inspection. There are a total of 4,500 manholes in the collection system that require periodic maintenance and inspections to prevent and/or identify deterioration of the structures.

METRICS

Collection Services Task Summary Report for 2021													
Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total To Date
Customer Service Calls	2	2	4	5	8	7	2	1	6	4	-	3	44
F.O.G. Inspection - Completed	27	26	47	39	18	29	12	27	33	15	17		290
F.O.G. Inspection - Fail	1												1
F.O.G. Inspection - Pass	26	26	47	39	18	29	12	27	33	15	17		289
Change of Ownership	1	1							1		1		4
Hot spot cleaning (total)*	26	-	-	36	-		26			36			124
Lift station inspection	19	19	19	23	23	23	19	16	19	19	19	19	237
Manhole inspection	157	125	216	163	154	161	117	93	150	141	148	137	1,762
Sewer line CCTV (feet)	0	0	32,428	28,289	16,224	3,888	19,739	6,470	19,873	19,874	19,038	20,630	186,453
Sewer line cleaning (feet)	58,522	50,400	70,368	68,722	52,573	59,063	65,193	30,295	55,419	51,650	50,092	40,229	652,526
SSO Response - Cat 1	0	0	0	0	0	0	0	0	0	0	0	0	-
SSO Response - Cat 2	0	0	0	0	0	0	0	0	0	0	0	0	-
SSO Response - Cat 3	0	0	1	0	0	0	0	0	0	0	0	0	1
USA Markings	37	33	55	31	53	69	79	54	34	35	41	26	547

*Note: Hot spot cleaning is performed quarterly

FISCAL YEAR 2022-2023 ACCOMPLISHMENTS

Completed the Collection System Annual Pipeline Assessment Inspection (including an increase of CCTV inspection by 16%).

Assisted with the design and planning of the Indio Blvd. rehab project #1. Lining 2,250 linear feet of sewer main.

Completed the State-mandated 2-year Sanitary Sewer Master Plan (SSMP) self-assessment audit.

Team members accomplished acquiring in-vocation certifications.

FISCAL YEAR 2022-2023 GOALS

Strategic Plan

Strategic Goal 1.1: Enough staff to fulfill goals and objectives safely and efficiently.

Strategic Goal 3.1: Facilities are managed using comprehensive long-range plans that are integrated with the financial plan.

Strategic Goal 6.7: Maintain compliance with all regulatory, legislative, and permit requirements.

Strategic Goal 1.3: Improve training and professional development.

Sanitation Collections Goals

Meet or exceed annual sewer main cleaning production of 130 miles per year. To meet the 2-year benchmark for cleaning the entire sewer system.

Meet or exceed annual CCTV production of 30 miles per year. To meet the 10-year benchmark of inspecting the entire system.

To meet and exceed the requirements of the Statewide General Waste Discharge Requirements (WDR), Sewer System Management Plan (SSMP) to prevent Sanitary Sewer Overflows (SSO).

Assist in the design and planning of the Collection system rehabilitation program. A 10-year project focusing on lift stations, manholes, and sewer main infrastructure.

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22	FY23	Variance
		Base FTEs	Base FTEs	
	Collection System Supervisor	1.00	1.00	0.00
	Collection System Tech I	2.00	1.00	(1.00)
	Collection System Tech II	2.00	3.00	1.00
0	Total FTEs	5.00	5.00	0.00

EXPENSE BUDGET SUMMARY

General Ledger Code	FY20 Actual	FY21 Actual	FY22 Budget	FY22 Projected	FY23 Budget	Budget Change	Percent Change
11-7010000-0 DEPRECIATION & AMORTIZATION	\$ 710,000	\$ -	\$ -	\$ -	\$ -	\$ -	-
11-5030410-1 SALARIES AND WAGES	1,276,434	368,024	359,757	336,963	388,772	29,015	8.1%
11-5060410-1 BONUS, AWARDS, AND RECERTIFICATION	-	-	1,200	1,111	1,250	50	4.2%
11-5080410-1 CALLOUT	3,615	2,950	2,500	3,871	5,000	2,500	100.0%
11-5110410-1 LONGEVITY	16,892	2,308	4,000	3,738	5,200	1,200	30.0%
11-5070410-1 OVERTIME	5,318	697	1,600	678	1,600	-	-
11-5090410-1 STANDBY PAY	17,403	18,794	34,100	27,926	41,216	7,116	20.9%
11-5116410-1 FICA AND MEDICARE	99,503	13,886	30,989	27,219	39,874	8,885	28.7%
11-5112410-1 RETIREMENT CONTRIBUTIONS	402,643	493,724	40,301	31,466	41,385	1,084	2.7%
11-5128410-1 VISION INSURANCE	10,815	-	1,308	1,161	1,404	96	7.3%
11-5122410-1 WORKERS' COMPENSATION	27,749	8,723	-	-	-	-	-
11-5124410-1 LIFE INSURANCE	2,960	785	1,244	793	888	(356)	-28.6%
11-5126410-1 HEALTH INSURANCE	205,092	84,940	85,704	83,624	105,508	19,804	23.1%
11-5129410-1 DENTAL INSURANCE	-	7,082	6,396	6,526	8,448	2,052	32.1%
11-5132410-1 LONG TERM DISABILITY	5,262	1,108	1,133	1,076	1,200	67	5.9%
11-5801410-1 CERTIFICATIONS	3,858	2,716	4,000	5,124	5,120	1,120	28.0%
11-5500410-1 CONTRACTS	131,894	74,767	118,375	78,917	112,583	(5,792)	-4.9%
11-5350410-1 MEMBERSHIPS	4,415	1,647	1,700	1,476	2,050	350	20.6%
11-5450410-1 SUPPLIES	37,693	5,400	5,000	2,712	5,000	-	-
11-5950410-1 OTHER EXPENSES	13,028	3,129	10,000	-	10,000	-	-
11-5420410-1 PERMITS AND FEES	15,516	16,998	18,500	17,852	23,600	5,100	27.6%
11-5430410-1 PRETREATMENT - COLLECTIONS	1,268	-	-	-	-	-	0.0%
11-5700410-1 REPAIRS AND MAINTENANCE	421,616	51,484	146,700	121,009	154,500	7,800	5.3%
11-5720410-1 TOOLS AND EQUIPMENT	24,647	292	2,000	2,246	2,000	-	-
11-5152410-1 UNIFORM SERVICES	13,061	6,798	6,950	4,387	5,700	(1,250)	-18.0%
11-5902410-1 ELECTRICITY	3,834	4,429	4,500	5,420	6,000	1,500	33.3%
11-5905410-1 WATER	5,673	5,849	6,500	5,250	7,500	1,000	15.4%
11-5800410-1 CONFERENCES AND MEETINGS	22,859	7,327	10,000	3,054	10,000	-	-
Total Expenses	\$ 3,483,049	\$ 1,183,857	\$ 904,457	\$ 773,599	\$ 985,798	\$ 81,341	9.0%

SANITATION COLLECTIONS BUDGET DETAIL WORKSHEET

Department 410-1

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5030410-1 SALARIES AND WAGES		\$ 359,757	\$ 388,772	\$ 29,015
11-5060410-1 BONUS, AWARDS, AND RECERTIFICATION		1,200	1,250	50
11-5080410-1 CALLOUT		2,500	5,000	2,500
11-5070410-1 OVERTIME		1,600	1,600	-
11-5090410-1 STANDBY PAY		34,100	41,216	7,116
11-0000410-1 TOTAL FRINGE BENEFITS		171,075	203,907	32,832
Subtotal		\$ 570,232	\$ 641,745	\$ 71,513
11-5801410-1 CERTIFICATIONS				
	Pipe Assessment Certification Program (PACP) for Two (2) Employees	\$ 2,000	\$ 3,000	\$ 1,000
	California Water Environment Association (CWEA) Allowance for Advancement (Certification Testing)	1,400	1,400	-
	CWEA Technical Certification Programs Collection System Technician I and III (5)	480	600	120
	CWEA Technical Certification Programs Collection System Supervisor	120	120	-
Subtotal		\$ 4,000	\$ 5,120	\$ 1,120
11-5500410-1 CONTRACTS				
	Roach Control Program (Golden Bell)	\$ 49,400	\$ 51,300	\$ 1,900
	Emergency Contingency Service (Rain for Rent)	25,000	16,383	(8,617)
	Root Control Program (Duke's Root Control)	15,000	15,000	-
	Emergency Response Consultant	1,675	10,000	8,325
	ERICA Radio Member Fee (City of Indio)	6,000	6,000	-
	Dig Alerts and Board Fees (Underground Dig Alert)	3,500	4,000	500
	Annual Monitoring Fee/Pump Stations (2 yr Service Discount Rate)	2,000	3,500	1,500
	Software Support Fee (Pipelogix)	3,000	3,000	-
	After Hours Answering Service (Around the Clock)	1,800	2,000	200
	Miscellaneous Contractual Services	1,000	1,000	-
	Wireless Beepers (SPOK)		400	400
	Asset Management Annual Renewal (Lucity)	10,000	-	(10,000)
Subtotal		\$ 118,375	\$ 112,583	\$ (5,792)
11-5350410-1 MEMBERSHIPS				
	CWEA Membership Renewal	\$ 1,350	\$ 1,650	\$ 300
	National Association of Sewer Service Companies; Updates New Criteria Related to PACP Inspection Standards	350	400	50
Subtotal		\$ 1,700	\$ 2,050	\$ 350

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5450410-1 SUPPLIES				
	Traffic Control Signs/Cones/Safety Equipment	\$ 3,000	\$ 3,000	\$ -
	Miscellaneous Supplies	2,000	2,000	-
	Subtotal	\$ 5,000	\$ 5,000	\$ -
11-5950410-1 OTHER EXPENSES				
	Miscellaneous Expense Contingency Fund	\$ 10,000	\$ 10,000	\$ -
	Subtotal	\$ 10,000	\$ 10,000	\$ -
11-5420410-1 PERMITS AND FEES				
	State General Waste Discharge Annual Permit Fee (SWRCB)	\$ 16,000	\$ 21,000	\$ 5,000
	Annual Encroachment Permit (City Of Indio)	1,500	1,600	100
	Miscellaneous Permits and/or Fees	1,000	1,000	-
	Subtotal	\$ 18,500	\$ 23,600	\$ 5,100
11-5700410-1 REPAIRS AND MAINTENANCE				
	Vactor Parts/Repairs/Planned Expenditures	\$ 75,200	\$ 80,500	\$ 5,300
	Mainline Repair	20,000	20,000	-
	TV Van Parts and Repair	15,000	16,500	1,500
	Manhole Covers	15,000	15,000	-
	Pump Station Repairs And Parts	11,000	12,000	1,000
	Equipment Rentals	8,500	8,500	-
	Equipment Repairs	2,000	2,000	-
	Subtotal	\$ 146,700	\$ 154,500	\$ 7,800
11-5720410-1 TOOLS AND EQUIPMENT				
	Miscellaneous Small Tool Acquisition and Replacement	\$ 2,000	\$ 2,000	\$ -
	Subtotal	\$ 2,000	\$ 2,000	\$ -
11-5152410-1 UNIFORM SERVICES				
	Uniforms-Five (5) Employees (Cintas)	\$ 4,300	\$ 2,700	\$ (1,600)
	PPE Gloves/Clothing/Gear	1,400	1,500	100
	Boots-Five (5) Employees	1,250	1,500	250
	Subtotal	\$ 6,950	\$ 5,700	\$ (1,250)
11-5902410-1 ELECTRICITY				
	Imperial Irrigation District (IID)	\$ 4,500	\$ 6,000	\$ 1,500
	Subtotal	\$ 4,500	\$ 6,000	\$ 1,500
11-5905410-1 WATER				
	Hydrant Water (Indio Water Authority)	\$ 6,500	\$ 7,500	\$ 1,000
	Subtotal	\$ 6,500	\$ 7,500	\$ 1,000

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5800410-1 CONFERENCES AND MEETINGS				
	Travel Expenses for Conferences and Training Seminars, Registration Fees, Meals, Lodging and Related Expenses	\$ 10,000	\$ 10,000	\$ -
	Subtotal	\$ 10,000	\$ 10,000	\$ -
				-
	Total Expenses	\$ 904,457	\$ 985,798	\$ 81,341

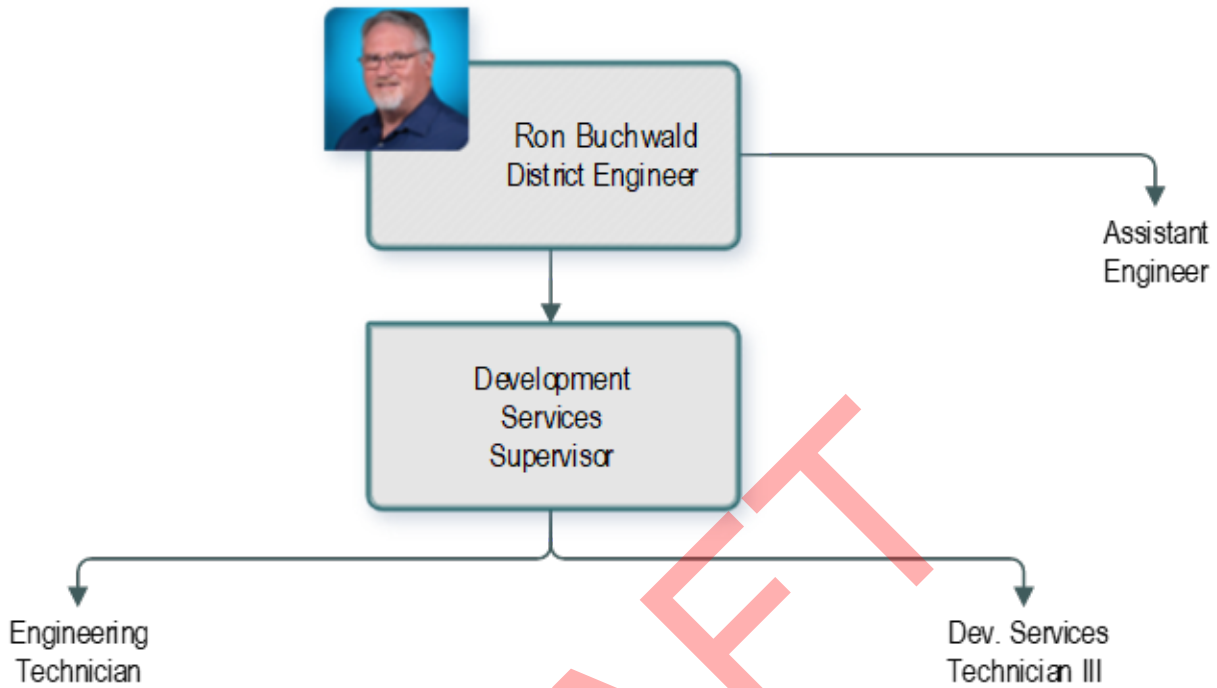
DRAFT

"VSD Treatment Plant"



Engineering

4



DEPARTMENT DESCRIPTION

The Engineering Department is responsible for Development Services and the Capital Improvement Program.

Development Services is responsible for tracking new development within the District's service area to ensure that all District development standards are being followed. It conducts plan checks for new developments, provides permitting and inspection services for new construction and/or remodeling/tenant improvements involving commercial, industrial, and residential properties.

The District has a robust Capital Improvement Program including the Reclaimed Water Phase 1 Treatment Upgrade project, the Influent Pump Station Rehabilitation project and the Collection System Sewer Main Rehabilitation and Replacement Program as well as many smaller projects.

METRICS

	2020-2021	2021-2022
New Projects	32	56
Projects Permitted	37	28
Projects Finaled	31	28
Single Family Finaled	208	160
Development Review Comments	31	16
Request for Sewer location	19	15

FISCAL YEAR 2022-2023 ACCOMPLISHMENTS

Provided a high quality and customer friendly Plan Check process.

Provided high quality and developer friendly inspection services.

Returned plan check comments with 30 days.

Hired a new employee to fill a new Asset Management position within the department.

FISCAL YEAR 2022-2023 GOALS

Strategic Plan

Strategic Goal 1.1: Fully Staffed

Strategic Goal 3.2: Increase use of technology

Strategic Goal 4.2: Increase community understanding

Strategic Goal 6: Improve Planning, Administration and Governance

Engineering Goals

To provide a high quality and customer friendly Plan Check process.

To provide high quality and developer friendly inspection services.

To return plan check comments with 30 days.

To coach the employee in the newly developed Engineering Technician position so he can be successful supporting the plant maintenance and operations personal on their endeavor managing the plant assets with the recently launched Lucity asset management system.

PERSONNEL SUMMARY

FY23PhysicalCount	Classification	FY22	FY23	Variance	
		Base FTEs	Base FTEs		
1	Engineering Services Manager	1.00	1.00	0.00	
1	Assistant Engineer	1.00	1.00	0.00	
1	Development Services Supervisor	1.00	1.00	0.00	
1	Development Services Technician III	1.00	1.00	0.00	
1	Engineering Technician	1.00	1.00	0.00	
5		Total FTEs	5.00	5.00	0.00

EXPENSE BUDGET SUMMARY

General Ledger Code	FY20 Actual	FY21 Actual	FY22 Budget	FY22 Projected	FY23 Budget	Budget Change	Percent Change
11-5030414-1 SALARIES AND WAGES	\$ -	\$ 485,492	\$ 549,295	\$ 521,517	\$ 611,729	\$ 62,434	11.4%
11-5060414-1 BONUS, AWARDS, AND RECERTIFICATION	-	-	1,000	760	1,250	250	25.0%
11-5070414-1 OVERTIME	-	-	-	61	1,000	1,000	-
11-5110414-1 LONGEVITY	-	5,769	6,600	6,577	7,500	900	13.6%
11-5116414-1 FICA AND MEDICARE	-	46,951	44,552	34,457	55,933	11,381	25.5%
11-5112414-1 RETIREMENT CONTRIBUTIONS	-	61,221	67,578	57,048	68,384	806	1.2%
11-5128414-1 VISION INSURANCE	-	-	1,908	718	933	(975)	-51.1%
11-5122414-1 WORKERS' COMPENSATION	-	1,789	-	-	-	-	-
11-5124414-1 LIFE INSURANCE	-	1,000	1,065	1,019	1,248	183	17.2%
11-5126414-1 HEALTH INSURANCE	-	27,183	42,435	28,023	51,774	9,339	22.0%
11-5129414-1 DENTAL INSURANCE	-	2,822	4,836	3,209	4,896	60	1.2%
11-5132414-1 LONG TERM DISABILITY	-	1,469	1,542	1,523	1,800	258	16.7%
11-5801414-1 CERTIFICATIONS	-	-	3,470	144	3,870	400	11.5%
11-5500414-1 CONTRACTS	-	-	64,850	4,767	4,000	(60,850)	-93.8%
11-5350414-1 MEMBERSHIPS	-	-	1,200	447	1,200	-	-
11-5950414-1 OTHER EXPENSES	-	-	4,000	-	-	(4,000)	-100.0%
11-5420414-1 PERMITS AND FEES	-	-	1,000	-	1,000	-	-
11-5720414-1 TOOLS AND EQUIPMENT	-	-	1,000	-	1,000	-	-
11-5152414-1 UNIFORM SERVICES	-	-	4,700	2,360	4,700	-	-
11-5800414-1 CONFERENCES AND MEETINGS	-	-	5,000	2,678	6,761	1,761	35.2%
Total Expenses	\$ -	\$ 633,696	\$ 806,031	\$ 665,306	\$ 828,978	\$ 22,947	2.8%

DRAFT

ENGINEERING BUDGET DETAIL WORKSHEET

Department 414-1

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5030414-1 SALARIES AND WAGES		\$ 549,295	\$ 611,729	\$ 62,434
11-5060414-1 BONUS, AWARDS, AND RECERTIFICATION		1,000	1,250	250
11-5080414-1 CALLOUT		-	-	-
11-5070414-1 OVERTIME		-	1,000	1,000
11-5090414-1 STANDBY PAY		-	-	-
11-0000414-1 TOTAL FRINGE BENEFITS		170,516	192,468	21,952
Subtotal		\$ 720,811	\$ 806,447	\$ 85,636
11-5801414-1 CERTIFICATIONS				
	Pipe Assessment Certification Program (PACP) for Two (2) Employees	\$ 2,000	\$ 2,400	\$ 400
	California Water Environment Association (CWEA) Allowance for Advancement (Certification Testing)	450	450	-
	American Water Works Association (AWWA) Grade D4/T3 (District Engineer)	300	300	-
	State Water Resource Control Board (SWRCB) Operator Certification Programs Operator TI	170	170	-
	SWRCB Board Operator Certification Programs Operator DI	170	170	-
	Professional Engineer (PE) (District Engineer and Associate Engineer)	150	150	-
	CWEA Technical Certification Programs Development Services Supervisor (CST IV)	120	120	-
	CWEA Technical Certification Programs Development Service Technician III (CST II)	110	110	-
Subtotal		\$ 3,470	\$ 3,870	\$ 400
11-5500414-1 CONTRACTS				
	ESRI ARCVIEW 10.0 Annual Renewal	\$ 3,000	\$ 3,000	\$ -
	Autocad Annual Maintenance and Helpdesk	1,000	1,000	-
	Consultant For General Master Plan	60,000	-	(60,000)
	Cell Phones-Two (2) Employees (Verizon Wireless)	850	-	(850)
Subtotal		\$ 64,850	\$ 4,000	\$ (60,850)
11-5350414-1 MEMBERSHIPS				
	California Water Environment Association (CWEA) Membership Renewal	\$ 1,200	\$ 1,200	\$ -
Subtotal		\$ 1,200	\$ 1,200	\$ -
11-5950414-1 OTHER EXPENSES				
	Miscellaneous Expense Contingency Fund	\$ 4,000	\$ -	\$ (4,000)
Subtotal		\$ 4,000	\$ -	\$ (4,000)

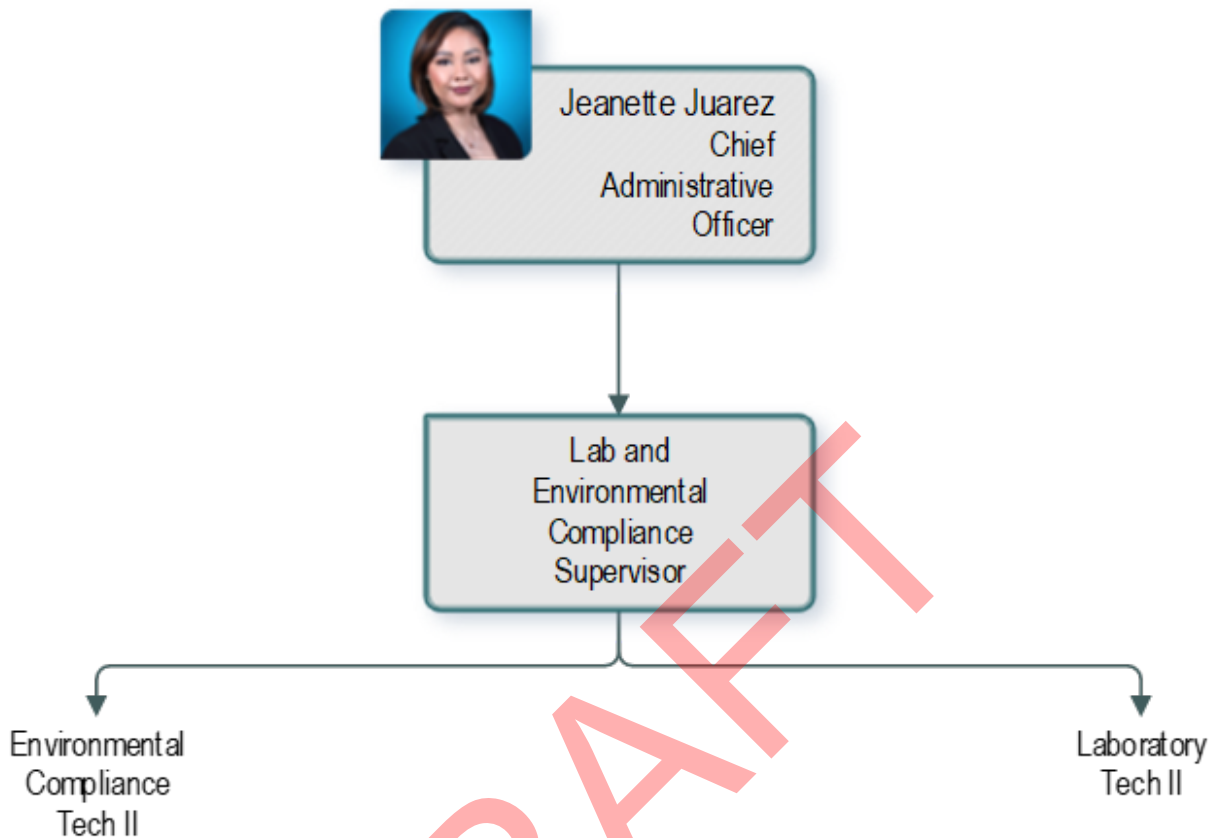
General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5420414-1 PERMITS AND FEES				-
	Miscellaneous Permits and/or Fees	\$ 1,000	\$ 1,000	\$ -
	Subtotal	\$ 1,000	\$ 1,000	\$ -
11-5720414-1 TOOLS AND EQUIPMENT				
	Small Tool Acquisition and Replacement	\$ 1,000	\$ 1,000	\$ -
	Subtotal	\$ 1,000	\$ 1,000	\$ -
11-5152414-1 UNIFORM SERVICES				
	Uniforms-Three (4) employees (Cintas)	\$ 2,700	\$ 2,700	\$ -
	Boots-Three (4) Employees	1,000	1,000	-
	Gloves	1,000	1,000	-
	Subtotal	\$ 4,700	\$ 4,700	\$ -
11-5800414-1 CONFERENCES AND MEETINGS				
	Travel Expenses for Conferences and Training Seminars, Registration Fees, Meals, Lodging and Related Expenses	\$ 5,000	\$ 6,761	\$ 1,761
	Subtotal	\$ 5,000	\$ 6,761	\$ 1,761
	Total Expenses	\$ 806,031	\$ 828,978	\$ 22,947

DRAFT



Environmental
Compliance
Services

5



DEPARTMENT DESCRIPTION

The Environmental Compliance Services Department is comprised of the Laboratory Division and the Pretreatment Division. The focus of the divisions is to develop and implement programs to comply with local, state, and federal regulations protecting water quality and environmental resources.

Division Descriptions

Laboratory

Maintains a state-certified laboratory to perform timely and high-quality sample analysis and reporting need to determine compliance with water quality regulations.

Implements a Laboratory Information Management System (LIMS) needed to meet state and federal electronic reporting requirements and prove an effective data storage system for performing water quality evaluations.

Trains District staff to perform sample collection and water quality analysis

Pretreatment

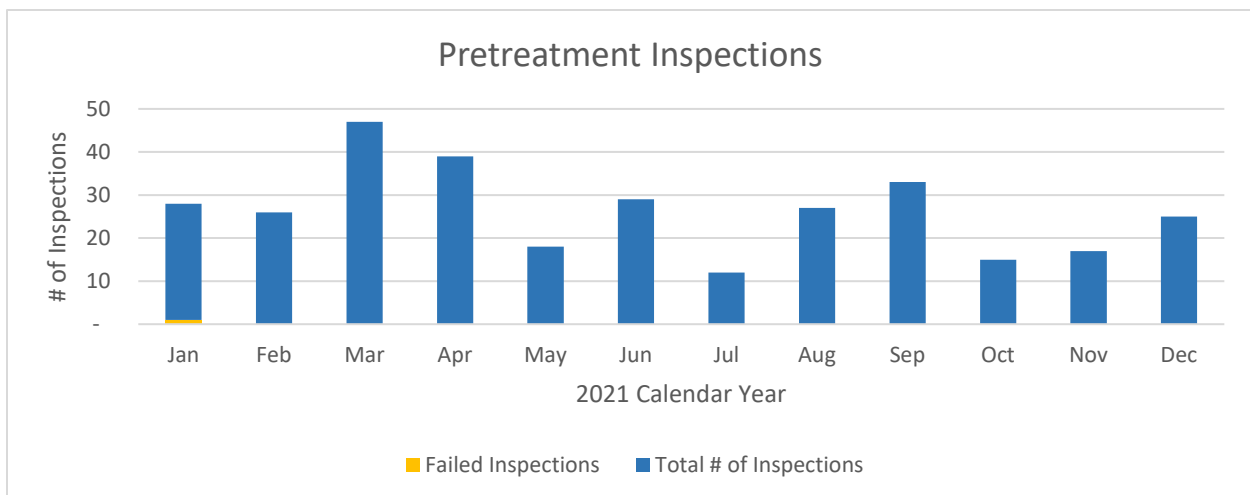
Evaluates, inspects, and permits commercial use of District wastewater collection and treatment facilities.

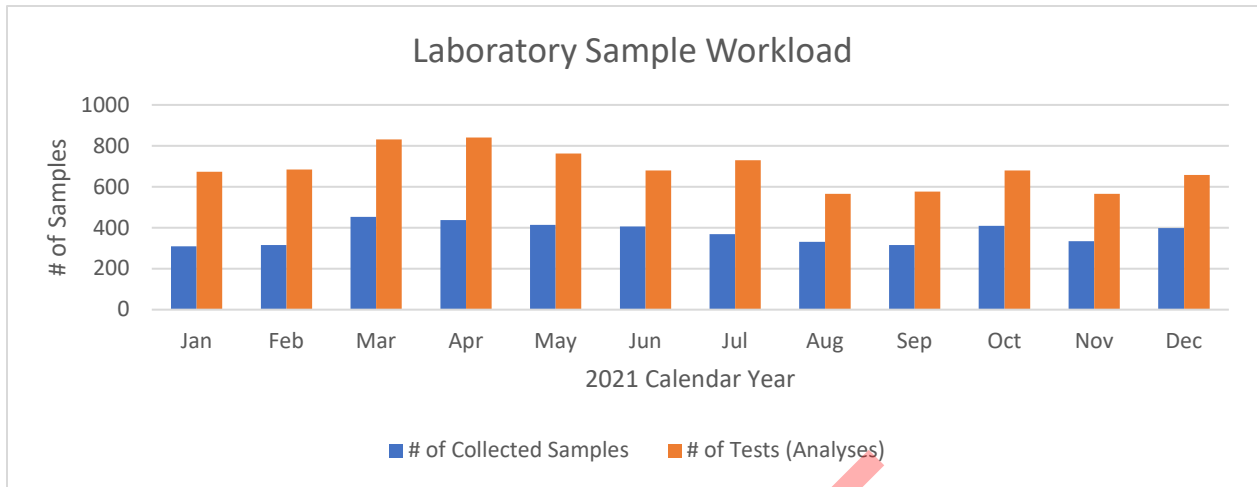
Develops and implements programs that enforce sanitation regulations protecting District wastewater collection and treatment facilities.

Inspects manufacturing processes as sources of industrial waste and their effects on wastewater treatment processes by monitoring sample handling and preservation, field testing equipment and procedures, and documentation of sample chain of custody (COC).

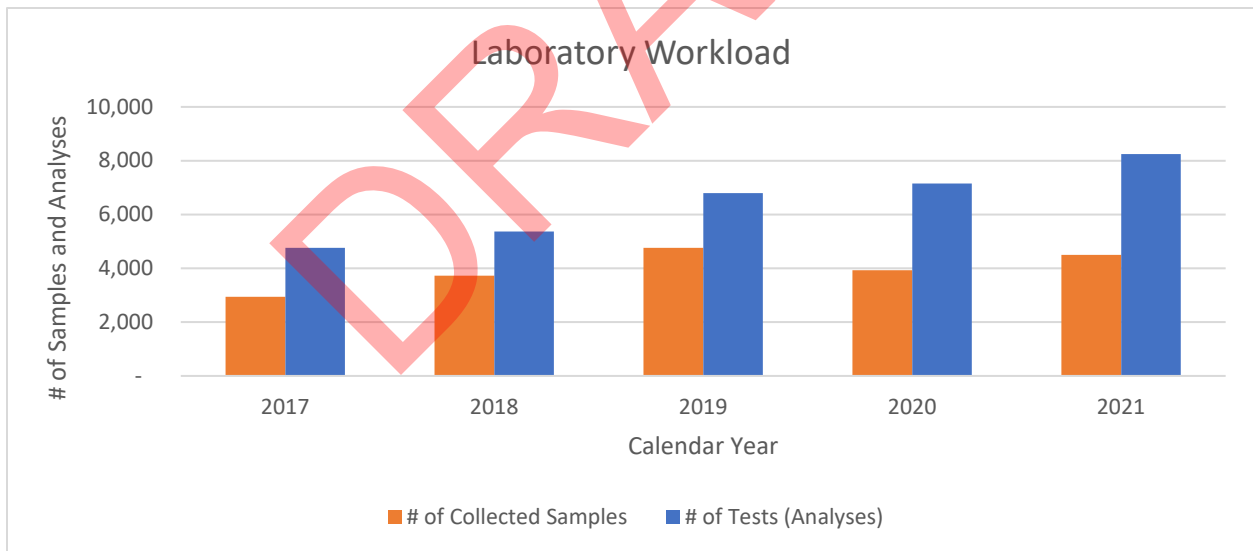
METRICS

Compliance Services metrics are reflected in calendar year (CY) versus fiscal year (FY), because of existing state reporting requirements. The first graph shows the number of inspections performed by the pretreatment division staff, while the second graph depicts the number of samples collected and the number of analyses performed by the laboratory division staff.





Laboratory Division metrics for number of samples collected and number of analyses performed in-house for the past five calendar years are reflected in the following graph. Samples collected and analyzed include the NPDES compliance samples, operational process control samples, and those for special projects.



Compliance Services Key Performance Indicator Metrics for 2021

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Pretreatment													
Change of Ownership Inspection	1	1							1		1		
FOG-FSE Inspections Completed	27	26	47	39	18	29	12	27	33	15	17	25	315
Failed Inspections	1												1
Total # of Inspections	27	26	47	39	18	29	12	27	33	15	17	25	315
Laboratory													
# of Collected Samples	309	315	453	438	414	407	369	331	316	410	334	399	4,495
# of Tests (Analyses)	674	685	831	841	762	679	729	566	576	680	566	658	8,247
# of Samples sent to Contract Labs	4	4	5	11	19	14	12	27	14	21	13	19	163
% of Samples performed In-House	98.7%	98.7%	98.9%	97.5%	95.4%	96.6%	96.7%	91.8%	95.6%	94.9%	96.1%	95.2%	96.4%

FISCAL YEAR 2022-2023 ACCOMPLISHMENTS

Laboratory Division

Participant in 12-week grant funded program to establish national wastewater surveillance program for COVID-19.

Selected to participate in 6-month, grant funded public health program to monitor presence of COVID, its variants and influenza on a national scale.

Obtained approval from ELAP for biennial renewal of Laboratory certification.

Laboratory Analyst obtained laboratory analyst certification – Grade I.

Pretreatment Division

Completed assisting RWQCB with Dental Amalgam Rule compliance within VSD service area.

Updated the inspection report forms, Kitchen BMPs, and Wastewater Discharge Application forms.

Updated and streamlined the VSD website with the new pretreatment forms for the public and contractors.

Environmental Compliance Inspector (ECI) obtained a higher level of environmental compliance inspector certification – Grade II.

Environmental Compliance Inspector (ECI) awarded CWEA’s P3S Person of the Year – a recognition for P3S professionals for exceptional achievement and contribution to the profession.

FISCAL YEAR 2022-2023 GOALS

Strategic Plan

Strategic Goal 1.1: Enough staff to fulfil goals and objectives safely and efficiently.

Strategic Goal 1.3: Improve training and professional development.

Strategic Goal 3.2: Increase use of technology to lower costs and improve reliability.

Strategic Goal 4.1: Increase community understanding and support for the District and its program.

Strategic Goal 6.1: Meet evolving operational and customer demands.

Strategic Goal 6.7: Maintain compliance with all regulatory, legislative and permit requirements.

Laboratory Division Goals

Complete onsite assessment of laboratory per new State Board Environmental Laboratory Accreditation Program (ELAP) regulations.

Implement and complete data migration into the new Laboratory Information Management System (LIMS).

Recruit and train new Quality Control (QC) Analyst.

Pretreatment Division Goals

Update the Sewer Use Ordinance (SUO), Enforcement Response Plan (ERP) and Local Limit documents to maintain NPDES State regulatory compliance.

Improve Key Performance Indicator (KPI) metrics to evaluate the successes of the division.

Participation in Engineering Services and Collections Department monthly meetings to ensure interdepartmental communications and notification of investigations are resolved in a timely manner.

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Base FTEs	FY23 Base FTEs	Variance
1	Environmental Compliance Technician II	1.00	1.00	0.00
1	Lab and Environmental Compliance Supervisor	1.00	1.00	0.00
1	Laboratory Technician II	0.00	1.00	1.00
0	Laboratory Technician I	1.00	0.00	(1.00)
3	Total FTEs	3.00	3.00	0.00

EXPENSE BUDGET SUMMARY

General Ledger Code	FY20 Actual	FY21 Actual	FY22 Budget	FY22 Projected	FY23 Budget	Budget Change	Percent Change
11-5030414-2 SALARIES AND WAGES	\$ -	\$ 208,272	\$ 252,612	\$ 258,310	\$ 290,704	\$ 38,092	15.1%
11-5060414-2 BONUS, AWARDS, AND RECERTIFICATION	-	-	600	570	750	150	25.0%
11-5080414-2 CALLOUT	-	560	-	-	-	-	-
11-5110414-2 LONGEVITY	-	1,108	1,200	554	1,200	-	-
11-5070414-2 OVERTIME	-	469	3,300	189	2,500	(800)	-24.2%
11-5090414-2 STANDBY PAY	-	1,840	-	-	-	-	-
11-5116414-2 FICA AND MEDICARE	-	20,269	20,353	14,930	26,564	6,211	30.5%
11-5112414-2 RETIREMENT CONTRIBUTIONS	-	18,974	22,524	16,070	22,653	129	0.6%
11-5128414-2 VISION INSURANCE	-	-	864	445	612	(252)	-29.2%
11-5122414-2 WORKERS' COMPENSATION	-	6,089	-	-	-	-	-
11-5124414-2 LIFE INSURANCE	-	552	732	428	648	(84)	-11.5%
11-5126414-2 HEALTH INSURANCE	-	31,196	31,440	19,216	45,840	14,400	45.8%
11-5129414-2 DENTAL INSURANCE	-	2,976	3,216	2,026	3,576	360	11.2%
11-5132414-2 LONG TERM DISABILITY	-	756	643	585	924	281	43.7%
11-5801414-2 CERTIFICATIONS	-	283	1,250	752	1,200	(50)	-4.0%
11-5500414-2 CONTRACTS	-	9,096	51,750	26,255	87,600	35,850	69.3%
11-5350414-2 MEMBERSHIPS	-	4,828	3,100	2,550	3,100	-	-
11-5450414-2 SUPPLIES	665	25,091	52,000	33,290	45,956	(6,044)	-11.6%
11-5950414-2 OTHER EXPENSES	-	611	10,000	-	10,000	-	-
11-5420414-2 PERMITS AND FEES	-	5,902	9,700	6,014	11,200	1,500	15.5%
11-5700414-2 REPAIRS AND MAINTENANCE	-	11,443	25,000	17,710	20,000	(5,000)	-20.0%
11-5750414-2 RESEARCH AND MONITORING	55,941	54,698	100,000	76,479	97,000	(3,000)	-3.0%
11-5720414-2 TOOLS AND EQUIPMENT	-	4,020	8,000	460	8,000	-	-
11-5152414-2 UNIFORM SERVICES	-	2,650	4,050	3,995	5,400	1,350	33.3%
11-5800414-2 CONFERENCES AND MEETINGS	-	2,937	4,500	2,736	6,000	1,500	33.3%
Total Expenses	\$ 56,607	\$ 414,620	\$ 606,834	\$ 483,562	\$ 691,427	\$ 84,593	13.9%

DRAFT

ENVIRONMENTAL COMPLIANCE SERVICES BUDGET DETAIL WORKSHEET

Department 414-2

General Ledger Code	FY22 Budget	FY23 Budget	Variance
11-5030414-2 SALARIES AND WAGES	\$ 252,612	\$ 290,704	\$ 38,092
11-5060414-2 BONUS, AWARDS, AND RECERTIFICATION	600	750	150
11-5080414-2 CALLOUT	-	-	-
11-5070414-2 OVERTIME	3,300	2,500	(800)
11-5090414-2 STANDBY PAY	-	-	-
11-0000414-2 TOTAL FRINGE BENEFITS	80,972	102,017	21,045
Subtotal	\$ 337,484	\$ 395,971	\$ 58,487
11-5801414-2 CERTIFICATIONS			
California Water Environment Association (CWEA) Allowance for Advancement (Certification Testing)	\$ 800	\$ 800	\$ -
CWEA Lab Analyst (Supervisor)	100	100	-
CWEA Lab Analyst (Lab)	100	100	-
CWEA Lab Analyst (Lab)	-	100	100
Environmental Compliance Inspector	100	100	-
State Water Resources Control Board (SWRCB) Wastewater Operator V	150	-	(150)
Subtotal	\$ 1,250	\$ 1,200	\$ (50)
11-5500414-2 CONTRACTS			
National Pollutant Discharge Elimination System (NPDES) Permit Implementation Consulting Services	\$ 37,300	\$ 37,300	\$ -
Temporary Laboratory Analyst (4month assignment)	-	35,000	35,000
Lab Information Management System (LIMS) Annual Support	6,000	6,000	-
Third Party Assessor Authority (TPAA for On-Site Assessment (C	-	5,000	5,000
Calibration/Replacement of Class I Scale Weights	1,300	1,300	-
Hazardous Waste Disposal	5,000	1,000	(4,000)
Calibration/Certification of Fume Hood	1,000	1,000	-
Scale Calibration Service (2 Balances)	750	500	(250)
Calibration of NIST Certified Thermometer	400	500	100
Subtotal	\$ 51,750	\$ 87,600	\$ 35,850
11-5350414-2 MEMBERSHIPS			
Coalition of Accredited Laboratories (CAL)	\$ 2,000	\$ 2,000	\$ -
California Water Environment Association (CWEA) Membership Renewal	600	600	-
Water Environment Federation	400	400	-
TNI (NELAC) Association	100	100	-
Subtotal	\$ 3,100	\$ 3,100	\$ -

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5450414-2 SUPPLIES				
	Laboratory Chemicals, Reagents, Detergents, Filters, Glassware, Instrument Batteries, Dissolved Oxygen (DO) Probe Modules, Buffers, Storage Solutions, Medias, Quality Controls and Miscellaneous Supplies	\$ 25,000	\$ 18,956	\$ (6,044)
	Field Ammonia Sensors and DO Sensor Probe Replacements	16,900	16,900	-
	Distilled Water for Laboratory	5,000	5,000	-
	Miscellaneous Small Tools, Torches, Pliers, Small Air Pumps, etc.	2,000	2,000	-
	Outreach Materials for Distribution for Public Relations Efforts	1,600	1,600	-
	Office supplies (i.e. computer, printer, etc.)	1,500	1,500	-
	Subtotal	\$ 52,000	\$ 45,956	\$ (6,044)
11-5950414-2 OTHER EXPENSES				
	Miscellaneous Expense Contingency Fund	\$ 10,000	\$ 10,000	\$ -
	Subtotal	\$ 10,000	\$ 10,000	\$ -
11-5420414-2 PERMITS AND FEES				
	Environmental Laboratory Certification Program (ELAP) + Onsite Assessment (OSA)	\$ 8,000	\$ 10,000	\$ 2,000
	Quality Assurance Proficiency Testing Required by the Health and Safety Code §100870	1,500	1,000	(500)
	Contingency	200	200	-
	Subtotal	\$ 9,700	\$ 11,200	\$ 1,500
11-5700414-2 REPAIRS AND MAINTENANCE				
	Laboratory Instrument Replacement	\$ 15,000	\$ 10,000	\$ (5,000)
	Contingency for Instrument Repairs and Maintenance	5,000	5,000	-
	Meter and Probe Replacement	5,000	5,000	-
	Subtotal	\$ 25,000	\$ 20,000	\$ (5,000)
11-5750414-2 RESEARCH AND MONITORING				
	Contingency for Two (2) Toxicity Identification Evaluation Ph. I, Ph. II and III Base Line, Estimated Ten (10) Accelerated Monitoring of Bioassays, and Grit/Screening Samples	\$ 35,000	\$ 35,000	\$ -
	Monthly EFF-001C Plant Effluent Testing	15,000	15,000	-
	Biosolids Testing for Sludge 12 Samples	15,000	10,000	(5,000)
	Delivery for Lab Samples (Courier Service)	5,000	10,000	5,000
	Additional Testing - Laboratory Reserve	4,000	10,000	6,000
	Bioassay Monitoring (Nautilus Environmental)	10,000	5,000	(5,000)
	Pretreatment IU Sampling Requirements	6,000	5,000	(1,000)
	California Toxics Rule (CTR) Annually	4,000	5,000	1,000
	Quarterly Testing (RSW-002, EFF-001C, INF)	4,000	2,000	(2,000)
	Additional Testing as Required by Permit Overlimit Regulations	2,000	-	(2,000)
	Subtotal	\$ 100,000	\$ 97,000	\$ (3,000)

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5720414-2 TOOLS AND EQUIPMENT				
	Composite Sampler Supplies	\$ 5,000	\$ 5,000	\$ -
	Sampling Bottles	2,000	2,000	-
	Sampling Equipment Acquisition and Replacement	1,000	1,000	-
	Subtotal	\$ 8,000	\$ 8,000	\$ -
11-5152414-2 UNIFORM SERVICES				
	Uniforms-Four (4) Employees (Cintas)	\$ 3,000	\$ 4,000	\$ 1,000
	Boots-Four (4) Employees	750	1,000	250
	Gloves, Ear Plugs, Safety Items-Four (4) Employees	300	400	100
	Subtotal	\$ 4,050	\$ 5,400	\$ 1,350
11-5800414-2 CONFERENCES AND MEETINGS				
	Travel Expenses for Conferences and Training Seminars, Registration Fees, Meals, Lodging and Related Expenses	\$ 4,500	\$ 6,000	\$ 1,500
	Subtotal	\$ 4,500	\$ 6,000	\$ 1,500
	Total Expenses	\$ 606,834	\$ 691,427	\$ 84,593

DRAFT

"Headworks"



Maintenance

6



Dave Commons
Chief Operating
Officer

Facility
Maintenance
Supervisor

Maintenance
Technician III

Electrical/Instr
Technician III

Maintenance
Technician III

Electrical/Instr
Technician I

Maintenance
Technician I

Maintenance
Technician I

Maintenance
Technician I

DRAFT

DEPARTMENT DESCRIPTION

The Maintenance Department is responsible for all mechanical, electrical and instrumentation equipment at the district's main plant and assists with the four (4) lift stations located throughout the District service area. The department performs necessary preventative maintenance on all equipment located throughout the facility including office and plant buildings. The department is also responsible for the maintenance of all fleet and construction equipment such as trucks, tractors, and heavy-duty equipment. The department also installs new equipment including pumps, meters and electrical switchgear. The department works closely with all departments and outside contractors to ensure safety and compliance with all federal, state and local regulatory agencies.

METRICS

Under Construction

FISCAL YEAR 2022-2023 ACCOMPLISHMENTS

The maintenance team started using Lucity, the new asset management program.

Several team members took and passed CWEA Mechanical & Electrical/Instrumentation test.

Staff also trained on utility locations and emergency shutdown procedures.

Maintenance staff worked with US metals to recycle all retired metal equipment and worked with Desert Arc, recycling cardboard and electronic waste.

Staff also sold several District vehicle's and replaced them with new more efficient hybrid models.

The team worked to find a lower cost vendor for drinking and lab water. Staff reduced cost by 40 percent.

The Maintenance team completed the following projects related to Excellent Facilities,

The rental and installation of a temporary Maintenance trailer, Beautification projects for the Administration Building and lawn & painting inside of main office.

The Maintenance team also completed the following work,

Rebuilding the Plant water pumps, ordering all parts for the rebuilding of the Belt Filter Presses, Diesel and Gas fuel tanks and replacing the Weirs on the Secondary Clarifiers.

FISCAL YEAR 2022-2023 GOALS

Strategic Plan

Strategic Goal 1: Fully Staffed, highly trained & motivated team

Strategic Goal 2: Increase recycling, reuse & sustainability

Strategic Goal 3: Excellent Facilities

Maintenance Goals

Train Maintenance and Electrical staff on plant processes, location of utilities, staff reports, Board reports, Budget and Excel through online courses.

Continue to learn and improve the District's Lucity database.

Have the Maintenance crew work on inputting plant equipment assets in Lucity. Arranging work orders to reduce power consumption by having efficient running equipment.

PERSONNEL SUMMARY

FY23PhysicalCount	Classification	FY22	FY23	Variance
		Base FTEs	Base FTEs	
1	Electrical/Inst. Technician II	1.00	1.00	0.00
1	Electrical/Inst. Technician I	1.00	1.00	
1	Facility Maintenance Supervisor	1.00	1.00	0.00
3	Maintenance Technician I	3.00	3.00	0.00
2	Maintenance Technician II	2.00	2.00	0.00
8	Total FTEs	8.00	8.00	0.00

EXPENSE BUDGET SUMMARY

General Ledger Code	FY20	FY21	FY22	FY22	FY23	Budget	Percent
	Actual	Actual	Budget	Projected	Budget	Change	Change
11-5030412-1 SALARIES AND WAGES	\$ -	\$ 554,920	\$ 546,118	\$ 490,715	\$ 601,067	\$ 54,949	10.1%
11-5060412-1 BONUS, AWARDS, AND RECERTIFICATION	-	-	1,600	1,713	2,000	400	25.0%
11-5080412-1 CALLOUT	-	807	1,000	1,204	1,500	500	50.0%
11-5110412-1 LONGEVITY	-	9,046	9,700	8,723	9,700	-	-
11-5070412-1 OVERTIME	-	4,125	5,000	2,232	5,000	-	-
11-5090412-1 STANDBY PAY	-	3,316	3,820	4,322	2,473	(1,347)	-35.3%
11-5116412-1 FICA AND MEDICARE	-	49,305	50,699	38,461	55,957	5,258	10.4%
11-5112412-1 RETIREMENT CONTRIBUTIONS	-	55,964	68,574	42,950	51,438	(17,136)	-25.0%
11-5128412-1 VISION INSURANCE	-	-	2,292	1,684	2,100	(192)	-8.4%
11-5122412-1 WORKERS COMPENSATION	-	12,692	-	-	-	-	-
11-5124412-1 LIFE INSURANCE	-	1,240	2,124	1,262	1,380	(744)	-35.0%
11-5126412-1 HEALTH INSURANCE	-	107,903	128,712	124,139	148,445	19,733	15.3%
11-5129412-1 DENTAL INSURANCE	-	9,330	10,092	8,234	11,232	1,140	11.3%
11-5132412-1 LONG TERM DISABILITY	-	1,691	1,764	1,704	1,860	96	5.4%
11-5801412-1 CERTIFICATIONS	-	960	4,830	-	4,960	130	2.7%
11-5500412-1 CONTRACTS	-	105,911	215,281	144,451	180,520	(34,761)	-16.1%
11-5350412-1 MEMBERSHIPS	-	1,327	2,635	1,703	2,900	265	10.1%
11-5450412-1 SUPPLIES	-	36,937	59,240	41,499	63,000	3,760	6.3%
11-5950412-1 OTHER EXPENSES	-	9,665	10,000	1,944	10,000	-	-
11-5420412-1 PERMITS AND FEES	-	2,103	2,800	-	2,100	(700)	-25.0%
11-5700412-1 REPAIRS AND MAINTENANCE	-	345,680	321,120	261,046	392,762	71,642	22.3%
11-5720412-1 TOOLS AND EQUIPMENT	-	10,155	25,000	18,827	32,300	7,300	29.2%
11-5152412-1 UNIFORM SERVICES	-	6,524	14,620	8,005	14,620	-	-
11-5650412-1 COVID-19 SUPPLIES	-	-	34,000	4,426	15,759	(18,241)	-53.7%
11-5800412-1 CONFERENCES AND MEETINGS	-	6,074	41,000	7,491	16,000	(25,000)	-61.0%
Total Expenses	\$ -	\$ 1,335,676	\$ 1,562,021	\$ 1,216,736	\$ 1,629,073	\$ 67,052	4.3%

MAINTENANCE BUDGET DETAIL WORKSHEET

Department 412-1


General Ledger Code	FY22 Budget	FY23 Budget	Variance
11-5030412-1 SALARIES AND WAGES	\$ 546,118	\$ 601,067	\$ 54,949
11-5060412-1 BONUS, AWARDS, AND RECERTIFICATION	1,600	2,000	400
11-5080412-1 CALLOUT	1,000	1,500	500
11-5070412-1 OVERTIME	5,000	5,000	-
11-5090412-1 STANDBY PAY	3,820	2,473	(1,347)
11-0000412-1 TOTAL FRINGE BENEFITS	273,957	282,112	8,155
Subtotal	\$ 831,495	\$ 894,152	\$ 62,657
11-5801412-1 CERTIFICATIONS			
California Water Environment Association (CWEA) Allowance For Advancement (Certification Testing)	\$ 3,200	\$ 2,520	\$ (680)
CWEA Maintenance Technician I (7)	360	840	480
CWEA Electrical/Instrumentation Technician (4)	120	480	360
AWWA/Ca AWWA	120	400	280
State Water Resource Control Board (SWRCB) Operator III	300	300	-
SWRCB Operator T3	170	190	20
CWEA Electrical Instrumentation Supervisor	150	150	-
SWRCB Operator D2	170	80	(90)
CWEA Collection System Technician I (1)	120	-	(120)
CWEA Maintenance Technician III (1)	120	-	(120)
Subtotal	\$ 4,830	\$ 4,960	\$ 130

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5500412-1 CONTRACTS				
	Janitorial And Landscaping Services (Desert Arc)	\$ 60,000	\$ 65,000	\$ 5,000
	Central Square EAM Asset Management Lucity	17,500	30,000	12,500
	Boiler Maintenance Service Contract	14,000	14,000	-
	Trailer Rental	25,000	10,000	(15,000)
	Tree Trimming and Spraying	15,000	10,000	(5,000)
	Annual Fire Suppression Service for Sodium Hypochlorite Facility	8,000	8,000	-
	Geotab Electronic Logs Vehicles	-	8,000	8,000
	Offsite Restroom Rental Diamond Environmental	6,000	6,600	600
	Building Alarm Monitoring (Alliance)	5,000	5,500	500
	Parts, Washer Service, Light Bulb Disposal and Batteries (Safety Kleen)	5,000	5,000	-
	Annual AQMD Test (Western Pump)	3,500	3,500	-
	Annual Fire Extinguisher Service	2,800	3,080	280
	Pest Control Service for Building and Facilities (Rudy's)	4,000	3,000	(1,000)
	Gantry Crane Service, Kono Crane	2,500	2,500	-
	Fire Alarm Monitoring (Pyro Comm)	1,750	2,000	250
	Used Oil Filter Disposal (Safety Kleen)	1,050	2,000	950
	Miscellaneous Contractual Services	1,000	1,100	100
	Fuel Station monitoring	-	800	800
	Recycling (Desert Arc)	400	440	40
	COVID-19 Cubicle Rentals ABM	35,781	-	(35,781)
	My Safety Officer, Arc Flash & Confined Space Training	7,000	-	(7,000)
	Subtotal	\$ 215,281	\$ 180,520	\$ (34,761)
11-5350412-1 MEMBERSHIPS				
	California Water Environment Association (CWEA) Membership Renewal	\$ 1,760	\$ 1,937	\$ 177
	National Fire Protection Association (NFPA)	475	523	48
	Water Environmental Federation (WEF)	400	440	40
	Subtotal	\$ 2,635	\$ 2,900	\$ 265
11-5450412-1 SUPPLIES				
	Mats, Shop Towels, Etc. (Cintas)	\$ 20,240	\$ 22,500	\$ 2,260
	Landscaping Supplies	12,500	12,500	-
	Drinking Water Service	12,000	12,000	-
	55-Gallon Cleaning Concentrates, Cleaning Supplies, Paper Towels, Toilet Paper, Cups, Soap, and Cleaners	7,000	8,500	1,500
	First Aid	5,000	5,000	-
	Miscellaneous Supplies	2,500	2,500	-
	Subtotal	\$ 59,240	\$ 63,000	\$ 3,760

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5950412-1 OTHER EXPENSES				
	Miscellaneous Expense Contingency Fund	\$ 10,000	\$ 10,000	\$ -
	Subtotal	\$ 10,000	\$ 10,000	\$ -
				-
11-5420412-1 PERMITS AND FEES				
	Fire Department (Fuel Tank Permit)	\$ 2,800	\$ 2,100	\$ (700)
	Subtotal	\$ 2,800	\$ 2,100	\$ (700)
11-5700412-1 REPAIRS AND MAINTENANCE				
	Routine Miscellaneous Repairs and Maintenance Contingency	\$ 83,600	\$ 93,500	\$ 9,900
	Boiler Maintenance	30,000	30,000	-
	Plant structure painting	-	30,000	30,000
	General Facility Maintenance	27,000	27,000	-
	Rebuild Two (2)Primary Sludge Pumps	25,000	25,000	-
	Equipment Rentals	25,000	25,000	-
	Flare Parts	20,000	20,000	-
	Asphalt, concrete and rubble removal	-	20,000	20,000
	Belt Press Building Maintenance Parts	15,000	15,000	-
	Service Generators 2,3 and 4	15,000	15,000	-
	Dredge Panel and Spare Parts	14,000	14,000	-
	Vehicle Repairs and Smog Checks	8,000	8,800	800
	90 Day Bit Inspections	4,000	8,000	4,000
	Clean District Flooring	7,000	7,700	700
	Turblex Blower Parts	7,000	7,700	700
	Cat Tractor and Dump Truck Repairs	5,000	5,500	500
	Fleet Vehicle Operating Supplies	5,000	5,500	500
	Gas Detectors for Confined Space Entry	5,000	5,500	500
	Aerator Maintenance	5,000	5,000	-
	Safety Equipment for Confined Space Entry	4,100	4,100	-
	Arc Flash Safety Equipment	2,750	3,025	275
	Irrigation Repairs and Maintenance	3,000	3,000	-
	Road Base for All Dirt Roads Around Treatment Plant	3,000	3,000	-
	District camera replacement	-	3,000	3,000
	Replacement of Facilities Equipment	2,500	2,750	250
	Hose Replacement	2,100	2,310	210
	Replace Hose Reel Swivels	1,900	2,090	190
	Gallery Sump Pump Replacements	1,170	1,287	117
	Subtotal	\$ 321,120	\$ 392,762	\$ 71,642

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5720412-1 TOOLS AND EQUIPMENT				
	Safety Table Saw and Fabrication Tooling	\$ 12,500	\$ 18,550	\$ 6,050
	Miscellaneous Small Tool Acquisition and Replacement	12,500	13,750	1,250
	Subtotal	\$ 25,000	\$ 32,300	\$ 7,300
11-5152412-1 UNIFORM SERVICES				
	Uniforms Eight (8) Employees (Cintas)	\$ 7,820	\$ 7,820	\$ -
	VSD Uniform UV Exposure PPE	4,000	4,000	-
	Boots Eight (8) Employees	2,000	2,000	-
	Gloves Eight (8) Employees	800	800	-
	Subtotal	\$ 14,620	\$ 14,620	\$ -
11-5650412-1 COVID-19 SUPPLIES				
	Personal Protective Equipment (PPE)	\$ 14,000	\$ 10,000	\$ (4,000)
	COVID-19 Compliance Expenditures	20,000	5,759	(14,241)
	Subtotal	\$ 34,000	\$ 15,759	\$ (18,241)
11-5800412-1 CONFERENCES AND MEETINGS				
	Allowance for Eight (8) Employees	\$ 16,000	\$ 16,000	\$ -
	Safety Training	25,000	-	(25,000)
	Subtotal	\$ 41,000	\$ 16,000	\$ (25,000)
	Total Expenses	\$ 1,562,021	\$ 1,629,073	\$ 67,052

DRAFT

An aerial photograph of a water treatment plant. The central feature is a large, rectangular structure with a complex network of blue pipes and machinery. To the right of this structure is a long, narrow rectangular building with a flat roof. The ground is a mix of light-colored concrete and darker, possibly asphalt or dirt, areas. There are several streetlights and a white van with a blue stripe on the left side of the image. A large red 'DRAFT' watermark is overlaid diagonally across the center of the image.

*"Treatment
Plant"*

Operations **7**



Dave Commons
Chief Operating
Officer

Wastewater Ops
Supervisor

Wastewater
Operator III

Wastewater
Operator III

Wastewater
Operator III

Wastewater
Operator III

Wastewater
Operator II

Wastewater
Operator II

Wastewater
Operator II

DRAFT

DEPARTMENT DESCRIPTION

Valley Sanitary District operates its own Water Reclamation Facility to treat wastewater within its 19.5 square mile service area. The District complies with all local, state, and federal regulations and endeavors to develop and maintain a sustainable environmental process to safeguard the public health and safety.

The treatment plant treats approximately 5.5 – 6.5 million gallons per day (MGD) of wastewater. The wastewater is treated through one of two individual treatment processes:

- Activated Sludge Process
- Oxidation Ponds

The activated sludge process treats most of the wastewater that enters the treatment plant which is currently 5.5 - 6.5 million gallons each day. The activated sludge process currently has a maximum treatment capacity of 10 million gallons per day.

The oxidation ponds receive all waste solids and approximately 0.5 million gallons of wastewater each day. The maximum treatment capacity of the oxidation ponds is 2.5 million gallons per day.

The two treatment processes combined give the treatment plant a total treatment capacity of 12.5 million gallons per day. The treated wastewater is discharged into the whitewater storm channel and becomes a source of freshwater replenishment to the Salton Sea.

METRICS

Under Construction

FISCAL YEAR 2022-2023 ACCOMPLISHMENTS

Took North Cell Down.

Did an Ammonia study to see if we could get under 3.0 P.P.M.

Aeration Basin #4 pilot study.

No longer discharging from ponds.

Got scale for Biosolids installed.

FISCAL YEAR 2022-2023 GOALS

Strategic Plan

Strategic Goal 1: Fully Staffed with a Highly Trained and Motivated Team

Operations Goals

Strive for 100% compliance of the National Pollutant Discharge Elimination System (NPDES) permit effluent requirements.

Continue to develop operator skills and knowledge through education, training, experience, and certification advancement.

Continue staff involvement with the treatment plant upgrades.

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Base FTEs	FY23 Base FTEs	Variance
1	Chief Operating Officer	1.00	1.00	0.00
1	Wastewater O-I-T II	0.00	0.00	0.00
0	Wastewater Operator I	1.00	1.00	0.00
2	Wastewater Operator II	3.00	3.00	0.00
4	Wastewater Operator III	3.00	3.00	0.00
1	Wastewater Operations Supervisor	1.00	1.00	0.00
9	Total FTEs	9.00	9.00	0.00

EXPENSE BUDGET SUMMARY

General Ledger Code	FY20 Actual	FY21 Actual	FY22 Budget	FY22 Projected	FY23 Budget	Budget Change	Percent Change
11-7010000-0 DEPRECIATION & AMORTIZATION	\$ 1,863,315	\$ -	\$ -	\$ -	\$ -	\$ -	-
11-5030411-1 SALARIES AND WAGES	852,318	785,754	737,785	692,890	834,427	96,642	13.1%
11-5060411-1 BONUS, AWARDS, AND RECERTIFICATION	-	-	1,800	2,077	2,250	450	25.0%
11-5080411-1 CALLOUT	9,008	3,278	6,000	2,886	6,500	500	8.3%
11-5110411-1 LONGEVITY	15,416	14,862	16,900	14,262	15,800	(1,100)	-6.5%
11-5070411-1 OVERTIME	18,839	13,491	18,000	13,432	18,000	-	-
11-5090411-1 STANDBY PAY	18,225	15,077	15,270	15,048	18,135	2,865	18.8%
11-5116411-1 FICA AND MEDICARE	66,323	60,173	63,660	58,906	80,560	16,900	26.5%
11-5112411-1 RETIREMENT CONTRIBUTIONS	259,990	376,559	89,387	76,156	87,849	(1,538)	-1.7%
11-5128411-1 VISION INSURANCE	-	-	2,712	1,628	1,704	(1,008)	-37.2%
11-5122411-1 WORKERS' COMPENSATION	21,850	16,494	-	-	-	-	-
11-5124411-1 LIFE INSURANCE	1,499	1,482	1,680	1,641	1,584	(96)	-5.7%
11-5126411-1 HEALTH INSURANCE	109,640	84,942	114,789	125,869	150,768	35,979	31.3%
11-5129411-1 DENTAL INSURANCE	5,597	6,787	7,620	8,020	8,580	960	12.6%
11-5132411-1 LONG TERM DISABILITY	3,282	2,165	2,468	2,464	2,484	16	0.6%
11-5801411-1 CERTIFICATIONS	758	471	7,185	2,597	8,780	1,595	22.2%
11-5470411-1 CHEMICALS	385,206	407,342	464,521	424,324	529,620	65,099	14.0%
11-5500411-1 CONTRACTS	107,663	131,868	301,723	136,562	370,122	68,399	22.7%
11-5250411-1 GAS OIL AND FUEL	29,179	34,094	52,000	43,782	58,000	6,000	11.5%
11-5350411-1 MEMBERSHIPS	3,112	1,152	2,500	977	2,900	400	16.0%
11-5450411-1 SUPPLIES	81,778	115,608	113,600	79,745	122,500	8,900	7.8%
11-5950411-1 OTHER EXPENSES	5,677	28,692	20,000	9,574	20,000	-	-
11-5420411-1 PERMITS AND FEES	61,912	14,650	69,750	6,521	77,025	7,275	10.4%
11-5700411-1 REPAIRS AND MAINTENANCE	58,759	78,498	115,015	45,508	64,000	(51,015)	-44.4%
11-5720411-1 TOOLS AND EQUIPMENT	236	273	1,000	1,342	1,000	-	-
11-5152411-1 UNIFORM SERVICES	9,368	7,512	10,400	9,832	15,200	4,800	46.2%
11-5902411-1 ELECTRICITY	557,553	591,519	783,988	742,914	720,000	(63,988)	-8.2%
11-5903411-1 NATURAL GAS	2,926	3,886	6,000	5,237	7,000	1,000	16.7%
11-5904411-1 GRIT AND SCREENING REMOVAL	30,681	28,502	31,865	26,821	40,000	8,135	25.5%
11-5905411-1 WATER	13,427	12,846	20,858	19,469	20,000	(858)	-4.1%
11-5800411-1 CONFERENCES AND MEETINGS	21,501	7,718	26,500	4,562	18,800	(7,700)	-29.1%
Total Expenses	\$ 4,615,036	\$ 2,845,694	\$ 3,104,976	\$ 2,575,046	\$ 3,303,588	\$ 198,612	6.4%

OPERATIONS BUDGET DETAIL WORKSHEET

Department 411-1

General Ledger Code	FY22 Budget	FY23 Budget	Variance
11-5030411-1 SALARIES AND WAGES	\$ 737,785	\$ 834,427	\$ 96,642
11-5060411-1 BONUS, AWARDS, AND RECERTIFICATION	1,800	2,250	450
11-5080411-1 CALLOUT	6,000	6,500	500
11-5070411-1 OVERTIME	18,000	18,000	-
11-5090411-1 STANDBY PAY	15,270	18,135	2,865
11-0000411-1 TOTAL FRINGE BENEFITS	299,216	349,329	50,113
Subtotal	\$ 1,078,071	\$ 1,228,641	\$ 150,570
11-5801411-1 CERTIFICATIONS			
Allowance for Advancement (Certification Testing)	\$ 2,515	\$ 2,800	\$ 285
State Water Resource Control Board (SWRCB) Certification Application	1,920	2,200	280
California Water Environment Association (CWEA) Technical Certification (Test)	1,800	2,000	200
SWRCB Operator III (Renewal)	300	600	300
CWEA Technical Certification (Renewal)	500	500	-
SWRCB Operator II (Renewal)	150	450	300
SWRCB Operator V (Renewal)	-	110	110
Distribution II		60	60
Treatment II	-	60	60
Subtotal	\$ 7,185	\$ 8,780	\$ 1,595
11-5470411-1 CHEMICALS			
Sodium Hypochlorite (Univar)	\$ 279,217	\$ 307,200	\$ 27,983
Sodium Bisulfite (Univar)	114,231	126,000	11,769
Ferric Chloride (Univar)	66,073	90,920	24,847
Calcium Hypochlorite (Foster Gardner)	5,000	5,500	500
Subtotal	\$ 464,521	\$ 529,620	\$ 65,099
11-5500411-1 CONTRACTS			
Sludge Disposal And Transportation	\$ 90,000	\$ 200,000	\$ 110,000
Trimax Treatment Plant Upgrades for SCADA System	45,000	45,000	-
Temporary Help Service	36,000	36,000	-
Piping and Instrumentation Diagram Drawing Updates	32,000	35,500	3,500
Contractor Contingency	50,000	21,122	(28,878)
IT Upgrades	15,000	16,500	1,500
Switchboard "S" Cleaning and Testing	10,000	10,000	-
MCR Technologies - Annual Calibrations	5,000	6,000	1,000
Cell Phones-Five (5) Employees (Verizon Wireless)	3,750	-	(3,750)
Trimax PLC Upgrades	14,973		(14,973)
Subtotal	\$ 301,723	\$ 370,122	\$ 68,399

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5250411-1 GAS OIL AND FUEL				
	Gas and Oil for District Vehicles (SC Fuels)	\$ 52,000	\$ 58,000	\$ 6,000
	Subtotal	\$ 52,000	\$ 58,000	\$ 6,000
11-5350411-1 MEMBERSHIPS				
	California Water Environment Association (CWEA) Membership Renewal	\$ 2,100	\$ 2,100	\$ -
	Water Environment Federation	400	800	400
	Subtotal	\$ 2,500	\$ 2,900	\$ 400
11-5450411-1 SUPPLIES				
	Polymer for Belt Press 18 Totes at \$3,700 per Tote (Polydyne)	\$ 66,600	\$ 74,000	\$ 7,400
	Miscellaneous Operating Supplies Including Reagents for Chlorination and Dichlorination Analyzers	20,000	20,000	-
	Four (4) Belts for Belt Press at \$3,750 per Belt	15,000	16,500	1,500
	Miscellaneous Small Tools, Torches, Pliers, Small Air Pumps, Etc.	7,000	7,000	-
	Lock Out/Tag Out Supplies	3,000	3,000	-
	Student Materials for Distribution for Public Relations Efforts	2,000	2,000	-
	Subtotal	\$ 113,600	\$ 122,500	\$ 8,900
11-5950411-1 OTHER EXPENSES				
	Miscellaneous Expense Contingency Fund	\$ 20,000	\$ 20,000	\$ -
	Subtotal	\$ 20,000	\$ 20,000	\$ -
11-5420411-1 PERMITS AND FEES				
	Annual NPDES Permit Fee (SWRCB)	\$ 47,000	\$ 52,000	\$ 5,000
	South Coast Air Quality Management District (SCAQMD) Facility Permits	15,500	17,000	1,500
	Dept of Environmental Health	3,500	3,900	400
	Fire Service Permit (City of Indio)	2,000	2,200	200
	Alarm System Permit (City of Indio)	500	550	50
	Occupational Lead Poisoning Prevention/Toxic Substance	500	550	50
	Miscellaneous	500	550	50
	Hot Spot Program (SCAQMD)	250	275	25
	Subtotal	\$ 69,750	\$ 77,025	\$ 7,275

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5700411-1 REPAIRS AND MAINTENANCE				
	Contingency	\$ 35,000	\$ 35,000	\$ -
	Iron Sponge Media and Nets	18,500	21,000	2,500
	Analyzer Parts	7,500	8,000	500
	MCC A and F Breaker Upgrades	15,000	-	(15,000)
	MCC-Power Meters	12,000	-	(12,000)
	Activated Sludge Plant Flow Meters	7,515	-	(7,515)
	Flare Parts	7,500	-	(7,500)
	Clarifier Density Meter	4,800	-	(4,800)
	Mag-Flow Meter for the Belt Press	4,700	-	(4,700)
	Bar Screen Panel Upgrades	2,500	-	(2,500)
	Subtotal	\$ 115,015	\$ 64,000	\$ (51,015)
11-5720411-1 TOOLS AND EQUIPMENT				
	Miscellaneous Small Tool Acquisition and Replacement	\$ 1,000	\$ 1,000	\$ -
	Subtotal	\$ 1,000	\$ 1,000	\$ -
11-5152411-1 UNIFORM SERVICES				
	Uniforms Nine (9) Employees	\$ 6,500	\$ 7,000	\$ 500
	Boots Nine (9) Employees	3,000	3,200	200
	Hats	-	4,000	4,000
	Gloves, Ear Plugs, Safety Items Nine (9) Employees	900	1,000	100
	Subtotal	\$ 10,400	\$ 15,200	\$ 4,800
11-5902411-1 ELECTRICITY				
	Imperial Irrigation District (IID)	\$ 644,521	\$ 580,533	\$ (63,988)
	Tesla PPA	139,467	139,467	-
	Subtotal	\$ 783,988	\$ 720,000	\$ (63,988)
11-5903411-1 NATURAL GAS				
	Natural Gas Usage for the Administration, Laboratory, Operations Buildings and Digester Boiler (SoCalGas)	\$ 6,000	\$ 7,000	\$ 1,000
	Subtotal	\$ 6,000	\$ 7,000	\$ 1,000
11-5904411-1 GRIT AND SCREENING REMOVAL				
	Screenings and Grit Hauling to Lambs Canyon, California (Burrtec)	\$ 31,865	\$ 40,000	\$ 8,135
	Subtotal	\$ 31,865	\$ 40,000	\$ 8,135
11-5905411-1 WATER				
	Potable Water (Indio Water Authority)	\$ 20,858	\$ 20,000	\$ (858)
	Subtotal	\$ 20,858	\$ 20,000	\$ (858)

General Ledger Code		FY22 Budget	FY23 Budget	Variance
11-5800411-1 CONFERENCES AND MEETINGS				
	Conferences, Training Seminars, Lodging and Related Expenses	\$ 13,500	\$ 14,900	\$ 1,400
	National Fire Protection Agency (NFPA) and NEC Training	3,500	3,900	400
	Safety Training	9,500	-	(9,500)
	Subtotal	\$ 26,500	\$ 18,800	\$ (7,700)
	Total Expenses	\$ 3,104,976	\$ 3,303,588	\$ 198,612

DRAFT

*"New Training
and
Office Buidling"*



Capital Budget

8

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program (CIP) is a separate twenty-year planning document that details planned capital expenditures. The capital projects include rehabilitation and replacement of infrastructure and equipment, as well as large construction projects including Recycled Water Project Phase 1 Design-Build, Office and Training Building, and Sewer Main Rehabilitation or Replacement Construction. The CIP aligns capital projects to various funding sources and the projected timeframe of when the work will take place. For some of the larger projects that require financing the financial impact can span over twenty to thirty years.

PRIORITIZATION OF CAPITAL IMPROVEMENT PROJECTS

The District has developed a capital planning process that optimizes the use of available resources for projects competing from the same fund or multiple fund sources. The department heads or designees develop a needs list including a scope of work and submit the information to the District Engineer. The District Engineer develops capital projects based on the needs list. The District's management team then reviews and scores each project using a capital project ranking scorecard that prioritizes projects based on specific criteria and scoring weights.

Criteria

1. Risk to Health, Safety, and Environment, and Regulatory or Mandated Requirements 25%
2. Asset Condition, Annual Recurring Costs, and Asset Longevity 20%
3. Community Investment and Economic Prosperity 20%
4. Level and Quality of Service 10%
5. Sustainability and Conservation 10%
6. Funding Availability 5%

7. Project Readiness 10%

Once the projects are scored the District Engineer implements the projects into the twenty-year capital improvement program for the Board of Directors to review and approve.

CIP BUDGET OVERVIEW

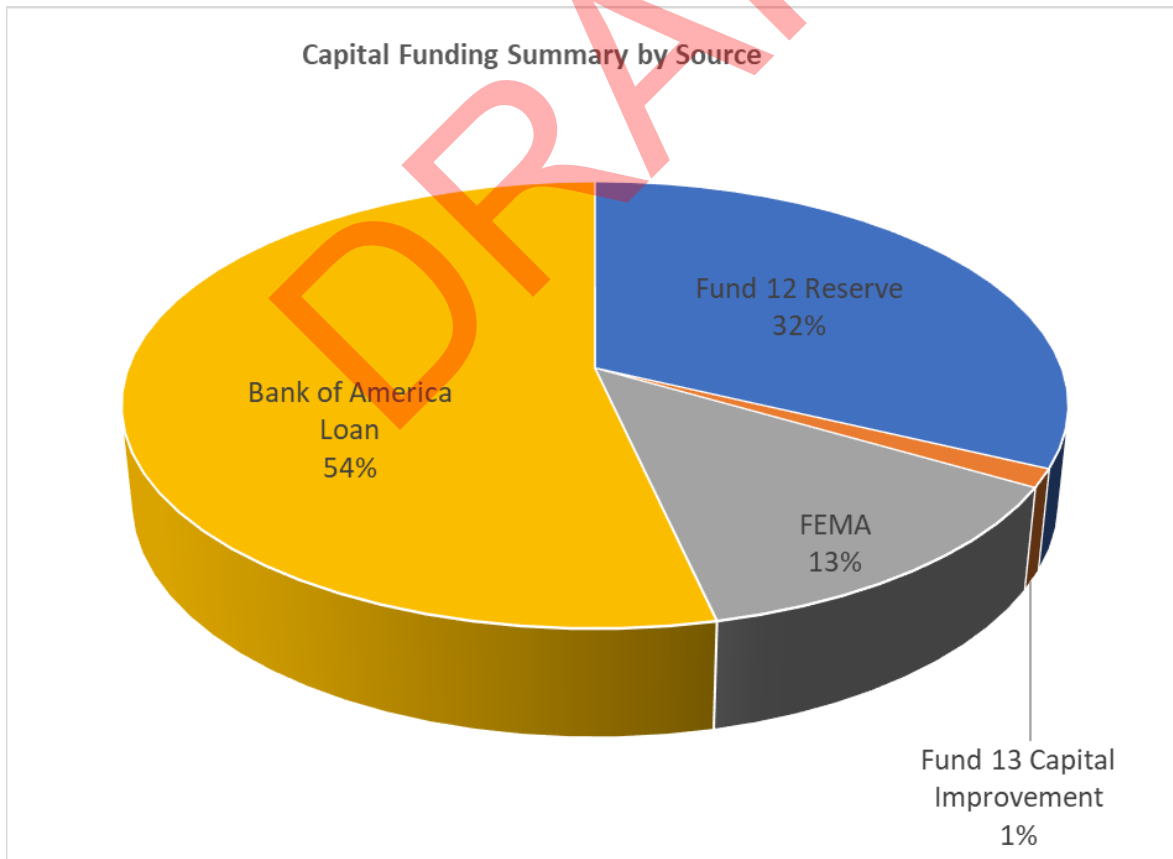
The capital budget incorporates key projects to further advance the District's Capital Improvement Program (CIP). There are 18 capital projects requested in the fiscal year 2022/23 at a total of \$33,195,663. The capital budget for the fiscal year 2022/2 includes the Recycled Water Project Phase I, the Influent Pump Station Rehabilitation project, and the Collection System Sewer Main Rehabilitation and Replacement Program. These projects are intended to maintain, repair, and expand infrastructure.

System	Project Number	Project	Fund 12	Fund 13	FEMA	B of A Loan	Total
Plant	23-0001	Asphalt Repairs Treatment Plant	\$ 50,000				\$ 50,000
Plant	23-0002	Concrete Repairs to ASP Plant	50,000				50,000
Plant	23-0003	Electrical Control Panel Replacements Blower Building	120,000				120,000
Plant	23-0004	New Office Building for Belt Filter Press		20,000			20,000
Plant	23-0005	Trimax PLC Upgrades SCADA		120,000			120,000
Plant	23-0006	Master Plan	300,000	300,000			600,000
Plant	23-0007	12.5 Ton Air Conditioner, Blower Building	30,000				30,000
Plant	23-0008	Recycled Water Project Phase 1 Design-Build				17,763,656	17,763,656
Plant	23-0009	Influent Pump Station Rehabilitation Design Build	3,300,000				3,300,000
Plant	23-0010	Vehicle & Major Equipment Replacement Fund	760,000				760,000
Plant	23-0011	Laboratory Information Management System (LIMS)	70,000				70,000
Collections	23-0012	Lateral Grant Program	50,000				50,000
Collections	23-0013	Sewer Main Rehabilitation or Replacement Design	1,228,340				1,228,340
Collections	23-0014	Sewer Main Rehabilitation or Replacement Const.	3,666,667				3,666,667
Collections	23-0015	Sewer Main Emergency Repairs	115,000				115,000
Collections	23-0016	Emergency Sewer Siphon Replacement Design/CM	95,700		542,300		638,000
Collections	23-0017	Emergency Sewer Siphon Replacement Const.	669,600		3,794,400		4,464,000
Collections	23-0018	Replacement of Calhoun Lift Station Pumps (2)	50,000				50,000
Collections	23-0019	Contingency	100,000				100,000
		Total	\$ 10,655,307	\$ 440,000	\$ 4,336,700	\$ 17,763,656	\$ 33,195,663

FUNDING SUMMARY

Funding for the planned capital improvement projects is provided through four (4) funding sources. Most of the funding approximately 53.5% or \$17.8M will come from issued debt issued through Bank of America for the Recycled Water Project Phase 1 Design-Build. The District will also use Federal Emergency Management Agency (FEMA) funding of 13.1% or \$4.3M for the Emergency Sewer Siphon Replacement Design and Construction. All other projects will be funded using the District’s Capital Improvement Fund 13 and Replacement Fund 12.

Funding Source	FY23 Budget
Fund 12 Reserve	\$ 10,655,307
Fund 13 Capital Improvement	440,000
FEMA	4,336,700
Bank of America Loan	17,763,656
Total Funds Requested	\$ 33,195,663



TWENTY YEAR CAPITAL IMPROVEMENT PROGRAM

The following table lists all capital projects included in the fiscal year 2022-2042 CIP by system.

Project Description	2021/22	2022/23	2023/24	2024/25	2025/26
PLANT					
Recycled Water Project Phase 1 Design Build	\$ 8,007,676	\$ 17,763,656	\$ 32,214,017	\$ 11,954,246	\$ -
Recycled Water Project Phase 2 Design Build	-	-	-	4,952,347	20,403,670
Recycled Water Project Phase 3 Design	-	-	-	-	10,456,564
Recycled Water Project Phase 3 Construction	-	-	-	-	-
Future Plant Expansion 2040 & beyond	-	-	-	-	-
Influent Pump Station Rehabilitation Design Build	1,000,000	3,300,000	-	-	-
New Office Building for Belt Filter Press	-	20,000	-	-	-
Laboratory Building - Final Design	-	-	1,000,000	-	-
Laboratory Building - Construction	-	-	-	4,000,000	3,000,000
Training & Office Building - Design (Carry Over)	-	-	1,000,000	-	-
Training & Office Building - Construction	-	-	-	5,000,000	4,000,000
Master Plan	-	600,000	-	-	-
12.5 Ton Air conditioner, Blower Building	-	30,000	-	-	-
Electrical Control Panel Replacements Blower Building	-	120,000	-	-	-
Vehicle & Major Equipment Replacement Fund	740,000	760,000	760,000	760,000	760,000
Laboratory Information Management System (LIMS)	-	70,000	-	-	-
Treatment Plant Asphalt Repair	-	50,000	-	-	-
ASP Concrete Repair	-	50,000	-	-	-
Additional Parking & Landscaping	-	-	-	500,000	-
SCADA	-	120,000	-	-	-
SUBTOTAL - PLANT	\$ 9,747,676	\$ 22,883,656	\$ 34,974,017	\$ 27,166,593	\$ 38,620,234
COLLECTIONS					
Lateral Grant Program	\$ 50,000	\$ 50,000	\$ 51,000	\$ 52,020	\$ 53,060
Sewer Main Rehabilitation or Replacement Design	700,000	1,228,340	1,468,000	1,191,667	1,272,570
Sewer Main Rehabilitation or Replacement Const.	2,200,000	3,666,667	5,433,333	6,250,000	5,973,890
Manhole Rehabilitation	-	-	-	-	-
Replacement of Calhoun Lift Station Pumps (2)	-	50,000	-	-	-
Sewer Main Emergency Repairs	115,000	115,000	118,450	122,004	125,664
Avenue 48 Sewer Main Upgrade Design	-	-	-	-	-
Avenue 48 Sewer Main Upgrade Construction	-	-	-	-	-
Interim Collection System CIP Design	-	-	-	-	-
Interim Collection System CIP Construction	-	-	-	-	-
Build-out Collection System CIP projects	-	-	-	-	-
Emergency Sewer Siphon Replacement Design	320,258	638,000	-	-	-
Emergency Sewer Siphon Replacement Const.	-	4,464,000	-	-	-
SUBTOTAL - COLLECTIONS	\$ 3,385,258	\$ 10,212,007	\$ 7,070,783	\$ 7,615,691	\$ 7,425,184
CONTINGENCY					
	\$ 100,000	\$ 100,000	\$ 102,000	\$ 104,040	\$ 106,121
TOTAL	\$ 13,232,934	\$ 33,195,663	\$ 42,146,800	\$ 34,886,324	\$ 46,151,539

Project Description	2026/27	2027/28	2028/29	2029/30	2030/31
PLANT					
Recycled Water Project Phase 1 Design Build	\$ -	\$ -	\$ -	\$ -	\$ -
Recycled Water Project Phase 2 Design Build	-	-	-	-	-
Recycled Water Project Phase 3 Design	-	-	-	-	-
Recycled Water Project Phase 3 Construction	35,005,414	36,055,577	-	-	-
Future Plant Expansion 2040 & beyond	-	-	-	-	-
Influent Pump Station Rehabilitation Design Build	-	-	-	-	-
New Office Building for Belt Filter Press	-	-	-	-	-
Laboratory Building - Final Design	-	-	-	-	-
Laboratory Building - Construction	-	-	-	-	-
Training & Office Building - Design (Carry Over)	-	-	-	-	-
Training & Office Building - Construction	-	-	-	-	-
Master Plan	-	-	-	-	-
12.5 Ton Air conditioner, Blower Building	-	-	-	-	-
Electrical Control Panel Replacements Blower Building	-	-	-	-	-
Vehicle & Major Equipment Replacement Fund	760,000	760,000	760,000	760,000	760,000
Laboratory Information Management System (LIMS)	-	-	-	-	-
Treatment Plant Asphalt Repair	-	-	-	-	-
ASP Concrete Repair	-	-	-	-	-
Additional Parking & Landscaping	-	-	-	-	-
SCADA	-	-	-	-	-
SUBTOTAL - PLANT	\$ 35,765,414	\$ 36,815,577	\$ 760,000	\$ 760,000	\$ 760,000
COLLECTIONS					
Lateral Grant Program	\$ 54,121	\$ 55,203	\$ 56,307	\$ 57,433	\$ 58,582
Sewer Main Rehabilitation or Replacement Design	1,027,430	782,280	537,130	537,130	291,990
Sewer Main Rehabilitation or Replacement Const.	4,989,490	4,005,080	3,020,670	2,036,260	1,051,850
Manhole Rehabilitation	-	-	-	-	-
Replacement of Calhoun Lift Station Pumps (2)	-	-	-	-	-
Sewer Main Emergency Repairs	129,434	133,317	137,317	141,437	145,680
Avenue 48 Sewer Main Upgrade Design	-	-	-	-	-
Avenue 48 Sewer Main Upgrade Construction	-	-	-	-	-
Interim Collection System CIP Design	-	-	-	-	-
Interim Collection System CIP Construction	-	-	-	-	-
Build-out Collection System CIP projects	-	-	-	-	-
Emergency Sewer Siphon Replacement Design	-	-	-	-	-
Emergency Sewer Siphon Replacement Const.	-	-	-	-	-
SUBTOTAL - COLLECTIONS	\$ 6,200,475	\$ 4,975,880	\$ 3,751,424	\$ 2,772,260	\$ 1,548,102
CONTINGENCY	\$ 108,243	\$ 110,408	\$ 112,616	\$ 114,868	\$ 117,165
TOTAL	\$ 42,074,132	\$ 41,901,865	\$ 4,624,040	\$ 3,647,128	\$ 2,425,267

Project Description	2031/32	2032/33	2033/34	2034/35	2035/36
PLANT					
Recycled Water Project Phase 1 Design Build	\$ -	\$ -	\$ -	\$ -	\$ -
Recycled Water Project Phase 2 Design Build	-	-	-	-	-
Recycled Water Project Phase 3 Design	-	-	-	-	-
Recycled Water Project Phase 3 Construction	-	-	-	-	-
Future Plant Expansion 2040 & beyond	-	-	-	-	-
Influent Pump Station Rehabilitation Design Build	-	-	-	-	-
New Office Building for Belt Filter Press	-	-	-	-	-
Laboratory Building - Final Design	-	-	-	-	-
Laboratory Building - Construction	-	-	-	-	-
Training & Office Building - Design (Carry Over)	-	-	-	-	-
Training & Office Building - Construction	-	-	-	-	-
Master Plan	-	-	-	-	-
12.5 Ton Air conditioner, Blower Building	-	-	-	-	-
Electrical Control Panel Replacements Blower Building	-	-	-	-	-
Vehicle & Major Equipment Replacement Fund	760,000	760,000	760,000	760,000	760,000
Laboratory Information Management System (LIMS)	-	-	-	-	-
Treatment Plant Asphalt Repair	-	-	-	-	-
ASP Concrete Repair	-	-	-	-	-
Additional Parking & Landscaping	-	-	-	-	-
SCADA	-	-	-	-	-
SUBTOTAL - PLANT	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000
COLLECTIONS					
Lateral Grant Program	\$ 59,754	\$ 60,949	\$ 62,168	\$ 63,411	\$ 64,679
Sewer Main Rehabilitation or Replacement Design	-	-	-	-	-
Sewer Main Rehabilitation or Replacement Const.	-	-	-	-	-
Manhole Rehabilitation	150,000	154,500	159,135	163,909	168,826
Replacement of Calhoun Lift Station Pumps (2)	-	-	-	-	-
Sewer Main Emergency Repairs	150,050	154,552	159,189	163,965	168,884
Avenue 48 Sewer Main Upgrade Design	248,455	-	-	-	-
Avenue 48 Sewer Main Upgrade Construction	-	2,387,715	-	-	-
Interim Collection System CIP Design	-	-	302,856	-	-
Interim Collection System CIP Construction	-	-	-	2,912,776	-
Build-out Collection System CIP projects	-	-	-	-	7,020,147
Emergency Sewer Siphon Replacement Design	-	-	-	-	-
Emergency Sewer Siphon Replacement Const.	-	-	-	-	-
SUBTOTAL - COLLECTIONS	\$ 608,259	\$ 2,757,716	\$ 683,348	\$ 3,304,061	\$ 7,422,536
CONTINGENCY	\$ 119,508	\$ 121,898	\$ 124,336	\$ 126,823	\$ 129,359
TOTAL	\$ 1,487,767	\$ 3,639,614	\$ 1,567,684	\$ 4,190,884	\$ 8,311,895

Project Description	2036/37	2037/38	2038/39	2039/40	2040/41	2041/42
PLANT						
Recycled Water Project Phase 1 Design Build	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recycled Water Project Phase 2 Design Build	-	-	-	-	-	-
Recycled Water Project Phase 3 Design	-	-	-	-	-	-
Recycled Water Project Phase 3 Construction	-	-	-	-	-	-
Future Plant Expansion 2040 & beyond	-	-	-	-	-	146,981,233
Influent Pump Station Rehabilitation Design Build	-	-	-	-	-	-
New Office Building for Belt Filter Press	-	-	-	-	-	-
Laboratory Building - Final Design	-	-	-	-	-	-
Laboratory Building - Construction	-	-	-	-	-	-
Training & Office Building - Design (Carry Over)	-	-	-	-	-	-
Training & Office Building - Construction	-	-	-	-	-	-
Master Plan	-	-	-	-	-	-
12.5 Ton Air conditioner, Blower Building	-	-	-	-	-	-
Electrical Control Panel Replacements Blower Building	-	-	-	-	-	-
Vehicle & Major Equipment Replacement Fund	760,000	760,000	760,000	760,000	760,000	760,000
Laboratory Information Management System (LIMS)	-	-	-	-	-	-
Treatment Plant Asphalt Repair	-	-	-	-	-	-
ASP Concrete Repair	-	-	-	-	-	-
Additional Parking & Landscaping	-	-	-	-	-	-
SCADA	-	-	-	-	-	-
SUBTOTAL - PLANT	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 147,741,233
COLLECTIONS						
Lateral Grant Program	\$ 65,973	\$ 67,292	\$ 68,638	\$ 70,011	\$ 71,411	\$ -
Sewer Main Rehabilitation or Replacement Design	-	-	-	-	-	-
Sewer Main Rehabilitation or Replacement Const.	-	-	-	-	-	-
Manhole Rehabilitation	173,891	179,108	184,481	190,015	195,715	-
Replacement of Calhoun Lift Station Pumps (2)	-	-	-	-	-	-
Sewer Main Emergency Repairs	173,951	179,170	184,545	190,081	195,783	-
Avenue 48 Sewer Main Upgrade Design	-	-	-	-	-	-
Avenue 48 Sewer Main Upgrade Construction	-	-	-	-	-	-
Interim Collection System CIP Design	-	-	-	-	-	-
Interim Collection System CIP Construction	-	-	-	-	-	-
Build-out Collection System CIP projects	-	-	-	-	-	-
Emergency Sewer Siphon Replacement Design	-	-	-	-	-	-
Emergency Sewer Siphon Replacement Const.	-	-	-	-	-	-
SUBTOTAL - COLLECTIONS	\$ 413,815	\$ 425,570	\$ 437,664	\$ 450,107	\$ 462,909	\$ -
CONTINGENCY	\$ 131,946	\$ 134,585	\$ 137,277	\$ 140,023	\$ 142,823	\$ 142,823
TOTAL	\$ 1,305,761	\$ 1,320,155	\$ 1,334,941	\$ 1,350,130	\$ 1,365,732	\$ 147,884,056

"India Railway"



Valley Sanitary District

45500 Van Buren Street
Indio, CA 92201
(760) 238-5400
www.valley-sanitary.org