

**Operations & Maintenance Budget
And
Capital Improvement Program
Fiscal Year 2019/2020**

Board of Directors

Mike Duran, President

William R. Teague, Vice-President

Dennis M. Coleman, Secretary

Debra A. Canero, Director

Scott A. Sear, Director

General Manager

Joseph Glowitz

Summary of Calculations for Sewer Use Fees

Fund 11 O & M	2019/2020 O & M Budget	7,045,539	
Fund 11	Depreciation	2,615,500	
Fund 11 O & M	Capital expenditures	1,329,786	
Fund 11	Capital reserve fund (40%)	3,986,800	
Projected Totals			14,977,625
Less Depreciation			(2,615,500)
Revenue Requirement			12,362,125

11-4430-000-0	Taxes-current secured	700,000	
11-4440-000-0	Taxes-current unsecured	25,000	
11-4450-000-0	Taxes-prior secured	6,000	
11-4460-000-0	Taxes-prior unsecured	-	
11-4465-000-0	Taxes-penalties	1,500	
11-4470-000-0	Taxes-supplemental current	7,000	
11-4480-000-0	Taxes-supplemental prior	3,200	
11-4500-000-0	Homeowner's Tax Relief	6,000	
11-4510-000-0	Interest revenue	300,000	
11-4574-000-0	Non-operating income	500	
Less other taxes, interest & non-operating income			(1,049,200)

REVENUE REQUIREMENT	11,312,925
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2019/2020 EDUs	
TAX ROLLS	33,100
DIRECT BILLING (Including CRH)	2,506
TOTAL PROJECTED EDUs	35,606

TOTAL REVENUE REQUIREMENT	11,312,925
Divided by EDUs	35,606
SEWER USE FEE per EDU	\$317.73

ONE YEAR CALCULATED SEWER USE FEE	\$318.00
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**VALLEY SANITARY DISTRICT
FISCAL YEAR 2019/2020 BUDGET**

TO: BOARD OF DIRECTORS
FROM: GENERAL MANAGER

April 9, 2019

The budget narrative is organized in the following sections:

- 1.0 Executive Summary
- 2.0 Operations & Maintenance Budget
- 3.0 Five Year Capital Improvement Program Budget
- 4.0 Fiscal Year 2019/2020 Budget
- 5.0 Annual Sewer Use Fee
- 6.0 Connection Capacity Charge
- 7.0 Reserve Funds
- 8.0 Recommendations

1.0 Executive Summary

The Fiscal Year 2019/2020 draft budget is presented to the Valley Sanitary District Board of Directors for review, discussion, and consideration.

The Operations and Maintenance budget for fiscal year 2019/2020 is projected to be \$9,661,039 (including depreciation) an increase of 1.350 percent (1.350%), or \$128,699 from the prior year.

Capital expenditures in Fund 11 are projected to be \$5,311,586 an increase of 8.684 percent (8.684%), or \$424,440 from the prior year. A total of \$3,986,800 will be invested in the Capital Replacement Reserve Fund 12.

It is recommended that the salaries and standby pay be raised 2.70 percent (2.70%) to reflect the COLA increase with applicable merit increases for all employees.

It is recommended that the Sewer Use Fee be \$330 per equivalent dwelling unit (EDU).

It is recommended that the Capacity Connection Charge increase to \$4,400 per EDU.

The following is a discussion of the highlights of the proposed budget.

2.0 Operations and Maintenance Budget

Salaries & Standby Pay

The proposed budget allows for a cost of living adjustment of 2.70 percent (2.70%), based on the consumer price index from January 2018 to December 2018. The salary schedules in Section 2, on Page 2.3 and 2.4, reflect an across the board 2.70 percent (2.70%) increase. In order to update the salary schedule on page 2.3 to reflect a 5% merit increase for eligible employees, a second chart was created. The new salary schedule was adopted on June 14, 2016 for employees hired on or after July 1, 2016. Employees hired on or before June 30, 2016 will continue to use the salary schedule on page 2.3. The proposed budget allows for merit increases for all eligible employees.

**VALLEY SANITARY DISTRICT
FISCAL YEAR 2019/2020 BUDGET**

Retirement Benefits

On January 1, 2013, California law created a mandatory two (2) tiered CalPERS pension system, requiring any new employee to CalPERS be placed in Tier 2 (2% @ 62) plan. Existing CalPERS members are eligible for the Tier 1 (2.5% @ 55) plan. The District currently maintains two (2) different mandatory retirement plans, as shown in Table 1.

Table 1: District Mandatory Retirement Plans

Plan Name	Type	Participants	Comment
Tier 1 - CalPERS 2.5% @ 55	Defined benefit	17	Legacy members in CalPERS
Tier 2 - CalPERS 2% @ 62	Defined benefit	11	New members in CalPERS

Any new employee who is not vested in the legacy CalPERS retirement system shall be placed in the Tier 2 Plan.

Table 2 illustrates the CalPERS retirement summary for the legacy CalPERS employees (Tier 1) for fiscal years 2012/2013 through 2019/2020.

**Table 2: CalPERS Contribution Summary
Tier 1 – Legacy CalPERS Employees**

	2012/2013 Fiscal Year	2013/2014 Fiscal Year	2014/2015 Fiscal Year	2015/2016 Fiscal Year	2016/2017 Fiscal Year	2017/2018 Fiscal Year	2018/2019 Fiscal Year	2019/2020 Fiscal Year
District Contribution Established by CalPERS (Legacy members)	19.662%	20.587%	16.035%	14.031%	15.272%	16.000%	10.832%	11.533%
Employee Rate (2.5% at 55) (Legacy members)	8%	8%	8%	8%	8%	8%	8%	8%
Total Contribution (Legacy members)	27.662% (19.662+8%)	28.587% (20.587+8%)	24.035% (20.504+8%)	22.031% (14.031+8%)	23.272% (15.272+8%)	24.000% (16.000+8%)	18.832% (10.832+8%)	19.533% (11.533+8%)

Table 3 illustrates the CalPERS retirement summary for the new CalPERS member employees (Tier 2) for fiscal years 2012/2013 through 2019/2020.

**VALLEY SANITARY DISTRICT
FISCAL YEAR 2019/2020 BUDGET**

**Table 3: CalPERS Contribution Summary
Tier 2 – New CalPERS Member Employees**

	2012/2013 Fiscal Year	2013/2014 Fiscal Year	2014/2015 Fiscal Year	2015/2016 Fiscal Year	2016/2017 Fiscal Year	2017/2018 Fiscal Year	2018/2019 Fiscal Year	2019/2020 Fiscal Year
District Contribution Established by CalPERS (New members)	-	6.70%	6.70%	6.73%	6.945%	7.300%	7.266%	7.072%
Employee Rate (2.0% at 62) (New members)	-	-	6.50%	6.50%	6.50%	6.50%	6.50%	7.250%
Total Contribution (New members)	-	13.200% (6.70+6.5%)	13.200% (6.70+6.5%)	13.230% (6.73+6.5%)	13.445% (6.945+6.5%)	13.800% (7.300+6.5%)	13.766% (7.266+6.5%)	14.322% (7.072+7.25%)

3.0 Five Year Capital Improvement Program Budget

Section 8 contains the proposed 2019/2020 budget for the Five Year Capital Improvement Program.

In July 2016, the District began construction of the Requa Sewer Project. It was completed in December 2017. The District is using a loan from the Clean Water State Revolving Fund (SRF) for this project. The current interest rate is 1.7%. A \$12.92 million loan for 30 years at the 1.7% interest rate will result in an annual payment of \$553,361 with the first payment due June 1, 2019. A reserve account has been set up in Fund 11 to repay the SRF loan per instructions from the State Water Board. Please refer to page 7.3 of the capital budget.

To date, the Capital Replacement Fund (Fund 12) and Capital Improvement Fund (Fund 13) have enabled the District to invest approximately \$114 million in the renovations and expansions of the District’s collection and treatment facilities since 1998 with approximately \$80 million in the past ten (10) years.

4.0 Fiscal Year 2019/2020 Budget

The Fiscal Year budget continues the best practices and budgeting methods from years past at the District. Continued evaluation of increased efficiencies, improved work methods, and judicious use of funds and resources continue. Opportunities to reduce costs, improve efficiency, and provide better value for the District and rate payers continue with this recommended budget.

**VALLEY SANITARY DISTRICT
FISCAL YEAR 2019/2020 BUDGET**

5.0 Annual Sewer Use Fee

The Fiscal Year budget discusses the current status of the sewer rates. Figure 1 presents the historical view of the relationship of the equivalent dwelling units (EDU), consumer price index (CPI), historical annual sewer user fee and projected sewer use fee.

Figure 1: Historical Graph of Annual Sewer Use Fee

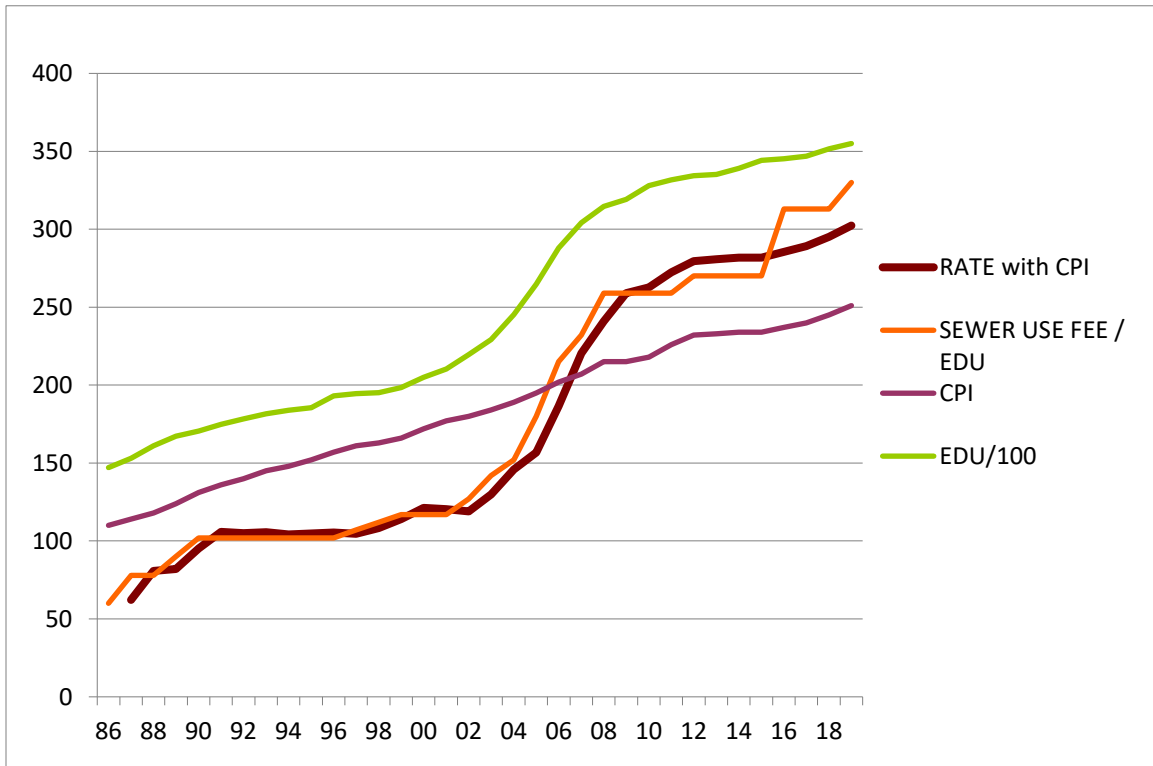


Figure 1 shows the historical relationships. Keeping rates stable is admirable; however, caution must be exercised in retaining flat sewer use fees for long periods of time when external upward pressures due to increased costs, additional regulations, safety requirements and the need to repair and maintain an aging system are required.

Comparable residential sewer use fees from other local agencies are:

Mission Springs Water District	\$602.
City of Coachella	\$552.
City of Beaumont	\$489.
Desert Water Agency (Cathedral City)	\$345.
Valley Sanitary District	\$330.
Coachella Valley Water District	\$324.
City of Palm Springs	\$288. (increases to \$420 by 2031)
City of Banning	\$235.

**VALLEY SANITARY DISTRICT
FISCAL YEAR 2019/2020 BUDGET**

6.0 Connection Capacity Charge

The connection capacity charge is \$4,400 per equivalent dwelling unit (EDU). This charge is levied against new development to “buy in” to the existing system, so that growth pays for growth. A review of other local agency capacity connections charges is:

Desert Water Agency (Cathedral City)	\$5,240.
City of Beaumont	\$5,125.
Coachella Valley Water District	\$4,851.
Valley Sanitary District	\$4,400.
City of Coachella	\$4,142.
City of Palm Springs	\$3,000.
City of Banning	\$2,786.
Mission Springs Water District	\$2,520.

7.0 Summary of Reserve Funds*

Prudent financial planning and fiscal responsibility includes anticipating and preparing for future funding requirements as well as unforeseen and unexpected emergencies, disasters, and other events. Valley Sanitary District has the following balances in its reserve funds as of June 1, 2019:

Reserve Fund Description	Beginning Balance	2018/2019 Addition (Subtraction)	2018/2019 Year End Balance
Fund 11			
Operating Reserve Fund (50% or six months of O & M budget)	\$4,307,000	\$460,000	\$4,767,000
Emergency Reserve Fund (5% of O & M budget)	469,000	0	469,000
Debt Service Reserve Fund (Fund 06 wastewater bond annual payment)	469,000	0	469,000
Debt Service Reserve Fund (CSWRCB annual payment)	1,059,648	(506,287)	553,361
Fund 12			
Capital Replacement Reserve Fund (40% of O & M budget annual contribution less emergency repair expenses)	18,655,717	3,734,471	22,390,188
Debt Service Reserve Fund (annual payments)	430,000	0	430,000
Vehicle & Equipment Replacement Reserve Fund (O & M budget annual contribution less current year expenses)	866,401	477,798	1,344,199
Fund 13			
Capital Improvement Reserve Fund	4,305,221	1,021,942	5,327,163
Total	\$30,561,987	\$5,187,924	\$35,749,911

*As per Resolution No. 2013-1040 approved by the VSD Board of Directors on April 9, 2013.

**VALLEY SANITARY DISTRICT
FISCAL YEAR 2019/2020 BUDGET**

8.0 Recommendations

8.1 Fiscal Year 2019/2020 Salary Adjustment

The recommendation is to approve the salary schedules on pages 2.3 and 2.4 that provide for a cost of living increase of 2.7 percent (2.7%) and allow applicable step increases for eligible employees.

8.2 Fiscal Year 2019/2020 Pension Contribution

The recommendation is to pay the normal cost of the employer contribution to the CalPERS Retirement Plan of 11.533 percent (11.533%) for Tier I CalPERS members (due to the five (5) year fresh start payment to the Unfunded Accrued Liability (UAL)) and increase the employer contribution to 7.072 percent (7.072%) for Tier II CalPERS members. The employee contribution will be solely funded by employees at 8 percent (8%) for Tier I CalPERS members and 7.25 percent (7.25%) for Tier II CalPERS members.

8.3 Adoption of Five Year Capital Plan

The recommendation is to adopt the Five Year Capital Improvement Program (2019/2020 - 2022/2023).

8.4 Adoption of the Sewer User Fee

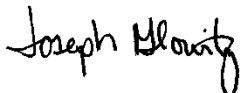
The recommendation is to increase the annual sewer use fee to \$330.00 per equivalent dwelling unit (EDU) per year (\$27.50 per month).

8.5 Adoption of the Capacity Connection Charge

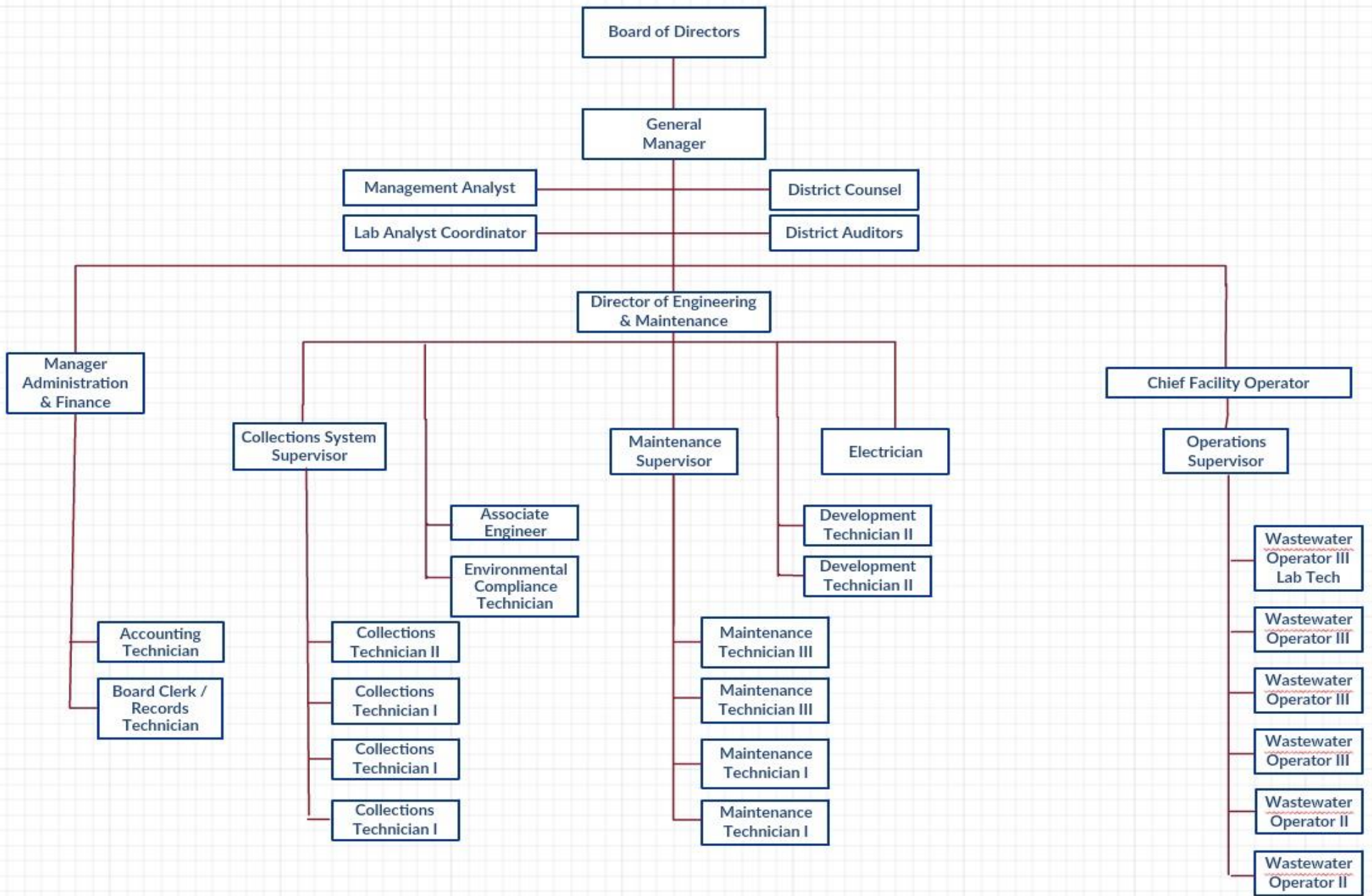
The recommendation is to increase the connection capacity charge to \$4,400 per equivalent dwelling unit (EDU).

My sincere thanks to all employees who assisted in the budget preparation process, as their input has been invaluable.

Respectfully submitted,



Joseph Glowitz, PE, PMP
General Manager



STAFFING RANGE ASSIGNMENTS

JOB CLASSIFICATION	RANGE	POSITIONS
ACCOUNTING TECHNICIAN	10	1
ADMINISTRATION & FINANCE MANAGER	18	1
ASSISTANT ENGINEER	14	1
CLERK OF THE BOARD/ACCOUNTING CLERK	8	1
CHIEF FACILITY OPERATOR	18	1
COLLECTION SYSTEMS IN-TRAINING	5	0
COLLECTION SYSTEMS TECH I	8	3
COLLECTION SYSTEMS TECH II	10	1
COLLECTION SYSTEMS TECH III	12	0
COLLECTION SYSTEMS SUPERVISOR	16	1
DEVELOPMENT SERVICES TECHNICIAN I	12	0
DEVELOPMENT SERVICES TECHNICIAN II	16	2
ELECTRICIAN/INSTRUMENTATION TECH III	14	1
ENVIRONMENTAL COMPLIANCE TECHNICIAN II	12	0
ENVIRONMENTAL COMPLIANCE TECHNICIAN I	16	1
GENERAL MANAGER	Board Established	1
DIRECTOR OF ENGINEERING & MAINTENANCE	25	1
DIRECTOR OF OPERATIONS	25	0
LABORATORY ANALYST/COORDINATOR	14	1
MAINTENANCE TECH I	7	2
MAINTENANCE TECH II	9	0
MAINTENANCE TECH III	11	2
MAINTENANCE SUPERVISOR	16	1
MANAGEMENT ANALYST I	12	1
WASTEWATER OPERATOR-IN-TRAINING	5	0
WASTEWATER OPERATOR I	8	0
WASTEWATER OPERATOR II	10	1
WASTEWATER OPERATOR III	12	4
WASTEWATER OPERATOR III/LAB TECHNICIAN	14	1
WASTEWATER OPERATIONS SUPERVISOR	16	1
TOTAL POSITIONS		30

VALLEY SANITARY DISTRICT 2019/2020 SALARY SCHEDULE

FOR EMPLOYEES HIRED ON OR AFTER 7/1/2016

NEW	A	B	C	D	E	F	G
1	3,038	3,190	3,349	3,517	3,693	3,877	4,071
2	3,190	3,349	3,517	3,693	3,877	4,071	4,275
3	3,349	3,517	3,693	3,877	4,071	4,275	4,488
4	3,517	3,693	3,877	4,071	4,275	4,488	4,713
5	3,693	3,877	4,071	4,275	4,488	4,713	4,948
6	3,877	4,071	4,275	4,488	4,713	4,948	5,196
7	4,071	4,275	4,488	4,713	4,948	5,196	5,456
8	4,275	4,488	4,713	4,948	5,196	5,456	5,728
9	4,488	4,713	4,948	5,196	5,456	5,728	6,015
10	4,713	4,948	5,196	5,456	5,728	6,015	6,316
11	4,948	5,196	5,456	5,728	6,015	6,316	6,631
12	5,196	5,456	5,728	6,015	6,316	6,631	6,963
13	5,456	5,728	6,015	6,316	6,631	6,963	7,311
14	5,728	6,015	6,316	6,631	6,963	7,311	7,677
15	6,015	6,316	6,631	6,963	7,311	7,677	8,060
16	6,316	6,631	6,963	7,311	7,677	8,060	8,463
17	6,631	6,963	7,311	7,677	8,060	8,463	8,887
18	6,963	7,311	7,677	8,060	8,463	8,887	9,331
19	7,311	7,677	8,060	8,463	8,887	9,331	9,797
20	7,677	8,060	8,463	8,887	9,331	9,797	10,287
21	8,060	8,463	8,887	9,331	9,797	10,287	10,802
22	8,463	8,887	9,331	9,797	10,287	10,802	11,342
23	8,887	9,331	9,797	10,287	10,802	11,342	11,909
24	9,331	9,797	10,287	10,802	11,342	11,909	12,504
25	9,797	10,287	10,802	11,342	11,909	12,504	13,129
26	10,287	10,802	11,342	11,909	12,504	13,129	13,786
27	10,802	11,342	11,909	12,504	13,129	13,786	14,475
28	11,342	11,909	12,504	13,129	13,786	14,475	15,199
29	11,909	12,504	13,129	13,786	14,475	15,199	15,959
30	12,504	13,129	13,786	14,475	15,199	15,959	16,757

VALLEY SANITARY DISTRICT **2019/2020 SALARY SCHEDULE**

FOR EMPLOYEES HIRED ON OR BEFORE 6/30/2016

LEGACY	a	b	c	d	e	f	g	h	i	j	k	l	m	n
1	2,963	3,038	3,114	3,190	3,270	3,349	3,433	3,517	3,605	3,693	3,785	3,877	3,974	4,071
2	3,114	3,190	3,270	3,349	3,433	3,517	3,605	3,693	3,785	3,877	3,974	4,071	4,173	4,275
3	3,270	3,349	3,433	3,517	3,605	3,693	3,785	3,877	3,974	4,071	4,173	4,275	4,381	4,488
4	3,433	3,517	3,605	3,693	3,785	3,877	3,974	4,071	4,173	4,275	4,381	4,488	4,599	4,713
5	3,605	3,693	3,785	3,877	3,974	4,071	4,173	4,275	4,381	4,488	4,599	4,713	4,830	4,948
6	3,785	3,877	3,974	4,071	4,173	4,275	4,381	4,488	4,599	4,713	4,830	4,948	5,071	5,196
7	3,974	4,071	4,173	4,275	4,381	4,488	4,599	4,713	4,830	4,948	5,071	5,196	5,325	5,456
8	4,173	4,275	4,381	4,488	4,599	4,713	4,830	4,948	5,071	5,196	5,325	5,456	5,591	5,728
9	4,381	4,488	4,599	4,713	4,830	4,948	5,071	5,196	5,325	5,456	5,591	5,728	5,871	6,015
10	4,599	4,713	4,830	4,948	5,071	5,196	5,325	5,456	5,591	5,728	5,871	6,015	6,164	6,316
11	4,830	4,948	5,071	5,196	5,325	5,456	5,591	5,728	5,871	6,015	6,164	6,316	6,472	6,631
12	5,071	5,196	5,325	5,456	5,591	5,728	5,871	6,015	6,164	6,316	6,472	6,631	6,796	6,963
13	5,325	5,456	5,591	5,728	5,871	6,015	6,164	6,316	6,472	6,631	6,796	6,963	7,136	7,311
14	5,591	5,728	5,871	6,015	6,164	6,316	6,472	6,631	6,796	6,963	7,136	7,311	7,491	7,677
15	5,871	6,015	6,164	6,316	6,472	6,631	6,796	6,963	7,136	7,311	7,491	7,677	7,868	8,060
16	6,164	6,316	6,472	6,631	6,796	6,963	7,136	7,311	7,491	7,677	7,868	8,060	8,259	8,463
17						7,311		7,677		8,060		8,463		8,887
18						7,677		8,060		8,463		8,887		9,331
19						8,060		8,463		8,887		9,331		9,797
20						8,463		8,887		9,331		9,797		10,287
21						8,887		9,331		9,797		10,287		10,802
22						9,331		9,797		10,287		10,802		11,342
23						9,797		10,287		10,802		11,342		11,909
24						10,287		10,802		11,342		11,909		12,504
25						10,802		11,342		11,909		12,504		13,129
26						11,342		11,909		12,504		13,129		13,786
27						11,909		12,504		13,129		13,786		14,475

CPI-All Urban Consumers (Current Series)
Original Data Value

Series Id: CUURS49CSA0
Not Seasonally Adjusted
Series Title: All items in Riverside-San Bernardino-Ontario, CA,
Area: Riverside-San Bernardino-Ontario, CA
Item: All items
Base Period: DECEMBER 2017=100
Years: 2017 to 2018

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2017												100.000			
2018	100.916		101.897		102.929		103.139		103.241		103.616		102.732	102.023	103.441

12 month percent change from January 2018 through December 2018 = **2.732**

BUDGET REVENUE PROJECTIONS**2019/2020 BUDGET**

ACCOUNT #	ACCOUNT TITLE	2018/2019 REVENUE PROJECTIONS	2018/2019 ANTICIPATED CLOSE	2018/2019 BUDGET VARIANCE	2019/2020 REVENUE PROJECTIONS
FUND 11					
OPERATING REVENUES:					
11-4120-000-0	SEWER SERVICE - CURRENT	11,005,080 (1)	10,810,000	(195,080)	11,749,980 (2)
11-4140-000-0	SEWER SERVICE - PENALTIES	1,000	-	(1,000)	1,000
11-4210-000-0	PERMIT/INSPECTION FEES	10,000	22,000	12,000	20,000
11-4270-000-0	PLAN CHECK FEES	10,000	8,000	(2,000)	10,000
11-4285-000-0	OTHER SERVICES	1,800	1,900	100	1,800
11-4310-000-0	SALE OF SURPLUS PROPERTY	-	6,000	6,000	-
SUB-TOTALS:		11,027,880	10,847,900	(179,980)	11,782,780
NON-OPERATING REVENUES:					
11-4510-000-0	INTEREST REVENUE	140,000	300,000	160,000	300,000
11-4430-000-0	TAXES - CURRENT SECURED	700,000	700,000	-	700,000
11-4440-000-0	TAXES - CURRENT UNSECURED	21,000	25,000	4,000	25,000
11-4450-000-0	TAXES - PRIOR SECURED	6,000	6,000	-	6,000
11-4460-000-0	TAXES - PRIOR UNSECURED	-	-	-	-
11-4465-000-0	TAXES - PENALTIES	1,500	1,500	-	1,500
11-4470-000-0	TAXES - SUPPLEMENTAL CURRENT	7,000	7,000	-	7,000
11-4480-000-0	TAXES - SUPPLEMENTAL PRIOR	3,200	3,200	-	3,200
11-4500-000-0	HOMEOWNER'S TAX RELIEF	6,000	6,000	-	6,000
11-4574-000-0	NON-OPERATING REVENUE	500	500	-	500
SUB-TOTALS:		885,200	1,049,200	164,000	1,049,200
FUND 11 GRAND TOTALS:		11,913,080	11,897,100	(15,980)	12,831,980
FUND 13					
OPERATING REVENUES:					
13-4200-000-0	CONNECTION CHARGES	895,650 (3)	938,300	42,650	1,100,000 (4)
SUB-TOTALS		895,650	938,300	42,650	1,100,000
NON-OPERATING REVENUES					
13-4510-000-0	INTEREST REVENUE	55,000	120,000	65,000	120,000
SUB-TOTALS		55,000	120,000	65,000	120,000
FUND 13 GRAND TOTALS:		950,650	1,058,300	107,650	1,220,000
TOTAL REVENUES:		12,863,730	12,955,400	91,670	14,051,980

(1) AT \$313/EDU (2) AT \$330/EDU (3) AT \$4,265/EDU (4) AT \$4,400/EDU

DEPARTMENT: COMBINED

2019/2020 BUDGET

ACCOUNT #	ACCOUNT TITLE	2018/2019 CURRENT BUDGET (29 Staff)	2018/2019 ANTICIPATED CLOSE	2018/2019 BUDGET VARIANCE	2019/2020 BUDGET REQUEST (30 Staff)
11-5030-400-0	SALARIES	2,496,500	2,496,500	-	2,545,000
11-5070-400-0	OVERTIME	15,500	29,100	13,600	19,500
11-5080-400-0	CALLOUT	7,000	12,000	5,000	9,000
11-5090-400-0	STANDBY	35,000	37,400	2,400	36,000
	TOTAL SALARIES	2,554,000	2,575,000	21,000	2,609,500
11-5110-400-0	LONGEVITY	35,200	35,200	-	37,000
11-5112-400-0	RETIREMENT	272,000	266,000	(6,000)	267,000
11-5116-400-0	PAYROLL TAXES	195,600	196,100	500	199,800
11-5118-400-0	UNEMPLOYMENT INSURANCE	-	-	-	-
11-5122-400-0	WORKERS COMPENSATION	48,800	46,665	(2,135)	47,400
11-5124-400-0	GROUP LIFE INSURANCE	5,900	5,900	-	6,550
11-5126-400-0	GROUP HEALTH INSURANCE	433,600	418,500	(15,100)	424,900
11-5128-400-0	DENTAL/VISION INSURANCE	26,100	26,100	-	28,600
11-5132-400-0	DISABILITY INSURANCE	12,300	12,300	-	13,750
11-5152-400-0	CLOTHING/SAFETY	38,400	34,000	(4,400)	38,400
	TOTAL BENEFITS	1,067,900	1,040,765	(27,135)	1,063,400
		3,621,900	3,615,765	(6,135)	3,672,900
11-5150-400-0	DIRECTORS' FEES	36,500	32,000	(4,500)	36,500
11-5225-400-0	ELECTION	-	-	-	-
11-5250-400-0	GAS/OIL	52,000	36,000	(16,000)	52,000
11-5300-400-0	COMPREHENSIVE INSURANCE	295,000	293,286	(1,714)	301,000
11-5350-400-0	MEMBERSHIPS/SUBSCRIPTIONS	37,385	37,760	375	40,385
11-5400-400-0	OFFICE EXPENSE	16,000	16,000	-	16,000
11-5410-400-0	COUNTY/CITY CHARGES	22,000	22,000	-	22,000
11-5420-400-0	PERMITS & FEES	81,950	79,001	(2,949)	88,450
11-5430-400-0	PRETREATMENT	1,000	-	(1,000)	1,000
11-5450-400-0	OPERATING SUPPLIES	153,100	128,400	(24,700)	160,500
11-5470-400-0	CHEMICALS	366,030	316,000	(50,030)	383,770
11-5500-400-0	CONTRACT SERVICES	550,085	400,585	(149,500)	560,110
11-5550-400-0	PROFESSIONAL/LEGAL	404,840	350,000	(54,840)	251,230
11-5600-400-0	PUBLICATIONS	4,500	3,000	(1,500)	4,500
11-5700-400-0	REPAIRS/MAINTENANCE	567,600	556,500	(11,100)	592,200
11-5720-400-0	SMALL TOOLS	17,750	15,250	(2,500)	31,500
11-5750-400-0	RESEARCH	89,300	40,000	(49,300)	92,800
11-5800-400-0	TRAVEL/MTGS/EDUCATION	74,000	41,000	(33,000)	87,750
11-5801-400-0	CERTIFICATIONS/TCPS	8,100	8,050	(50)	8,944
11-5901-400-0	TELEPHONE	19,500	18,500	(1,000)	19,500
11-5902-400-0	ELECTRICITY	509,300	493,200	(16,100)	519,000
11-5903-400-0	NATURAL GAS	4,000	4,000	-	5,000
11-5904-400-0	TRASH COLLECTION	35,000	26,000	(9,000)	35,000
11-5905-400-0	UTILITY WATER	27,500	18,000	(9,500)	28,500
11-5950-400-0	OTHER EXPENSES	30,000	19,000	(11,000)	35,000
11-7010-000-0	DEPRECIATION EXPENSE	2,508,000	2,613,000	105,000	2,615,500
	TOTAL SERVICES & SUPPLIES	5,910,440	5,566,532	(343,908)	5,988,139
	TOTAL OPERATING & MAINTENANCE BUDGET	9,532,340	9,182,297	(350,043)	9,661,039

DEPARTMENTAL BUDGET REQUEST SUMMARY

2019/2020 BUDGET

ACC NO.	DESCRIPTION	ENGINEERING & MAINTENANCE	OPERATIONS	ADMIN	TOTAL
11-5030-400-0	SALARIES	1,292,000	792,000	525,500	2,609,500
11-5110-400-0	LONGEVITY	18,000	17,000	2,000	37,000
11-5112-400-0	RETIREMENT	126,000	86,000	55,000	267,000
11-5116-400-0	PAYROLL TAXES	98,900	60,600	40,300	199,800
11-5118-400-0	UNEMPLOYMENT INSURANCE	-	-	-	-
11-5122-400-0	WORKERS COMPENSATION	27,000	19,000	1,400	47,400
11-5124-400-0	GROUP LIFE INSURANCE	3,250	2,000	1,300	6,550
11-5126-400-0	GROUP HEALTH INSURANCE	206,200	128,700	90,000	424,900
11-5128-400-0	DENTAL/VISION INSURANCE	12,000	7,500	9,100	28,600
11-5132-400-0	DISABILITY INSURANCE	7,000	4,100	2,650	13,750
11-5152-400-0	CLOTHING/SAFETY	24,375	14,025	-	38,400
	TOTAL BENEFITS	522,725	338,925	201,750	1,063,400
	TOTAL SALARIES/BENEFITS	1,814,725	1,130,925	727,250	3,672,900
11-5150-400-0	DIRECTORS' FEES	-	-	36,500	36,500
11-5225-400-0	ELECTION	-	-	-	-
11-5250-400-0	GAS/OIL	-	52,000	-	52,000
11-5300-400-0	COMPREHENSIVE INSURANCE	-	-	301,000	301,000
11-5350-400-0	MEMBERSHIPS/SUBSCRIPTIONS	3,500	2,025	34,860	40,385
11-5400-400-0	OFFICE EXPENSES	-	-	16,000	16,000
11-5410-400-0	COUNTY/CITY CHARGES	-	-	22,000	22,000
11-5420-400-0	PERMITS & FEES	18,000	67,450	3,000	88,450
11-5430-400-0	PRETREATMENT	1,000	-	-	1,000
11-5450-400-0	OPERATING SUPPLIES	42,900	106,600	11,000	160,500
11-5470-400-0	CHEMICALS	-	383,770	-	383,770
11-5500-400-0	CONTRACT SERVICES	335,500	100,150	124,460	560,110
11-5550-400-0	PROFESSIONAL/LEGAL	-	-	251,230	251,230
11-5600-400-0	PUBLICATIONS	-	-	4,500	4,500
11-5700-400-0	REPAIRS/MAINTENANCE	475,200	93,500	23,500	592,200
11-5720-400-0	SMALL TOOLS	24,500	7,000	-	31,500
11-5750-400-0	RESEARCH	-	92,800	-	92,800
11-5800-400-0	TRAVEL/MTGS/EDUCATION	28,750	19,000	40,000	87,750
11-5801-400-0	CERTIFICATIONS/TCPS	6,360	2,334	250	8,944
11-5901-400-0	TELEPHONE	-	-	19,500	19,500
11-5902-400-0	ELECTRICITY	4,000	515,000	-	519,000
11-5903-400-0	NATURAL GAS	-	5,000	-	5,000
11-5904-400-0	TRASH COLLECTION	-	35,000	-	35,000
11-5905-400-0	UTILITY WATER	6,500	22,000	-	28,500
11-5950-400-0	OTHER EXPENSES	10,000	15,000	10,000	35,000
11-7010-000-0	DEPRECIATION EXPENSE	710,000	1,900,000	5,500	2,615,500
	TOTAL SERVICES & SUPPLIES	1,666,210	3,418,629	903,300	5,988,139
	TOTAL OPERATING & MAINTENANCE BUDGET	3,480,935	4,549,554	1,630,550	9,661,039

BUDGET REVENUE PROJECTIONS**2019/2020 BUDGET**

ACCOUNT #	ACCOUNT TITLE	2018/2019 REVENUE PROJECTIONS	2018/2019 ANTICIPATED CLOSE	2018/2019 BUDGET VARIANCE	2019/2020 REVENUE PROJECTIONS
FUND 11					
OPERATING REVENUES:					
11-4120-000-0	SEWER SERVICE - CURRENT	11,005,080 (1)	10,810,000	(195,080)	11,749,980 (2)
11-4140-000-0	SEWER SERVICE - PENALTIES	1,000	-	(1,000)	1,000
11-4210-000-0	PERMIT/INSPECTION FEES	10,000	22,000	12,000	20,000
11-4270-000-0	PLAN CHECK FEES	10,000	8,000	(2,000)	10,000
11-4285-000-0	OTHER SERVICES	1,800	1,900	100	1,800
11-4310-000-0	SALE OF SURPLUS PROPERTY	-	6,000	6,000	-
SUB-TOTALS:		11,027,880	10,847,900	(179,980)	11,782,780
NON-OPERATING REVENUES:					
11-4510-000-0	INTEREST REVENUE	140,000	300,000	160,000	300,000
11-4430-000-0	TAXES - CURRENT SECURED	700,000	700,000	-	700,000
11-4440-000-0	TAXES - CURRENT UNSECURED	21,000	25,000	4,000	25,000
11-4450-000-0	TAXES - PRIOR SECURED	6,000	6,000	-	6,000
11-4460-000-0	TAXES - PRIOR UNSECURED	-	-	-	-
11-4465-000-0	TAXES - PENALTIES	1,500	1,500	-	1,500
11-4470-000-0	TAXES - SUPPLEMENTAL CURRENT	7,000	7,000	-	7,000
11-4480-000-0	TAXES - SUPPLEMENTAL PRIOR	3,200	3,200	-	3,200
11-4500-000-0	HOMEOWNER'S TAX RELIEF	6,000	6,000	-	6,000
11-4574-000-0	NON-OPERATING REVENUE	500	500	-	500
SUB-TOTALS:		885,200	1,049,200	164,000	1,049,200
FUND 11 GRAND TOTALS:		11,913,080	11,897,100	(15,980)	12,831,980
FUND 13					
13-4200-000-0	CONNECTION CHARGES	895,650 (3)	938,300	42,650	1,100,000 (4)
SUB-TOTALS		895,650	938,300	42,650	1,100,000
NON-OPERATING REVENUES					
13-4510-000-0	INTEREST REVENUE	55,000	120,000	65,000	120,000
SUB-TOTALS		55,000	120,000	65,000	120,000
FUND 13 GRAND TOTALS:		950,650	1,058,300	107,650	1,220,000
TOTAL REVENUES:		12,863,730	12,955,400	91,670	14,051,980

(1) AT \$313/EDU (2) AT \$330/EDU (3) AT \$4,265/EDU (4) AT \$4,400/EDU

PROJECTED REVENUE

FUND 11

11-4120-000-0 Sewer Service - Current	FY 2019/2020 Budget Request \$11,749,980
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SEWER SERVICE - CURRENT: Sewer service revenue for the FY 2018/2019 was based on 35,160 Equivalent Dwelling Units (EDUs) of service at an annual rate of \$313 per EDU. Anticipated sewer service revenue for the FY 2019/2020 is based on 35,606 EDUs at an annual rate of \$330.

11-4140-000-0 Sewer Service - Penalties	FY 2019/2020 Budget Request \$1,000
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SEWER SERVICE - PENALTIES: Penalties imposed by the county on late tax bill payments for sewer use.

11-4210-000-0 Permit/Inspection Fees	FY 2019/2020 Budget Request \$20,000
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PERMIT/INSPECTION FEES: Estimated for lateral and mainline inspections.

11-4270-000-0 Plan Check Fees	FY 2019/2020 Budget Request \$10,000
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PLAN CHECK FEES: Anticipated revenue is based on a \$150 per hour fee with one hour minimum fee for plan checking.

11-4285-000-0 Other Services	FY 2019/2020 Budget Request \$1,800
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OTHER SERVICES: Income for administrative services provided for the VSD 2004 Assessment District.

11-4430-000-0 Taxes - Current Secured	FY 2019/2020 Budget Request \$700,000
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CURRENT SECURED REVENUES: 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%. Of this 1%, VSD received .00029542% of the general purpose funds county-wide for 2017/2018. The Assembly Bill 8 (AB8) factor for 2018/2019 is .00028856%. At the time of budget preparation the 2019/2020 factor had not been calculated by the County. The factor will be calculated around September 2019.

PROJECTED REVENUE

11-4440-000-0	FY 2019/2020
Taxes - Current Unsecured	Budget Request
	\$25,000

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 received .00029542% of the general purpose funds county-wide for 2017/2018. The Assembly Bill 8 (AB8) factor for 2018/2019 is .00028856%. At the time of budget preparation the 2019/2020 factor had not been calculated by the County. The factor will be calculated around September 2019.

11-4450-000-0	FY 2019/2020
Taxes - Prior Secured	Budget Request
	\$6,000

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

11-4460-000-0	FY 2019/2020
Taxes - Prior Unsecured	Budget Request
	\$0

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.

11-4465-000-0	FY 2019/2020
Taxes - Prior Secured Penalties	Budget Request
	\$1,500

TAXES – PENALTIES: Penalties imposed by the county on late tax bill payments on tax revenue.

11-4470-000-0	FY 2019/2020
Supplemental - Current	Budget Request
	\$7,000

SUPPLEMENTAL 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.

11-4480-000-0	FY 2019/2020
Supplemental Taxes - Prior	Budget Request
	\$3,200

SUPPLEMENTAL PRIOR: Funds derived as mentioned above, for prior year.

PROJECTED REVENUE

11-4500-000-0

Homeowner's Tax Relief

FY 2019/2020

Budget Request

\$6,000

HOMEOWNER'S 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.

11-4510-000-0

Interest Revenue

FY 2019/2020

Budget Request

\$300,000

INTEREST REVENUE: Return on invested funds that are held with the Local Agency Investment Fund (LAIF) and CalTrust. The quarterly percentage rate earned averaged 1.8% from LAIF and CalTrust for the period of 1/31/18 to 12/31/18.

11-4574-000-0

Non-Operating Revenues

FY 2019/2020

Budget Request

\$500

NON-OPERATING REVENUES: This account includes revenue from other undefined sources.

PROJECTED REVENUE

FUND 13

13-4200-000-0	FY 2019/2020
Connection Fees	Budget Request
	\$1,100,000

Total Anticipated Connections	280
Less Anticipated Connections paid by AD 2004 VSD or Prepayment Agreement	(30)
Anticipated Connections that are not in AD or prepaid	<u>250</u>

2019/2020 Connection Capacity Fee: \$4,400 per equivalent dwelling unit (EDU).

13-4510-000-0	FY 2019/2020
Interest Revenue	Budget Request
	\$120,000

INTEREST REVENUE: Return on invested funds that are held with the Local Agency Investment Fund (LAIF) and CalTrust. The quarterly percentage rate earned averaged 1.8% from LAIF and CalTrust for the period of 1/31/18 to 12/31/18.

DEPARTMENT: ENGINEERING AND MAINTENANCE

2019/2020 BUDGET

ACCOUNT #	ACCOUNT TITLE	2018/2019			2019/2020		
		CURRENT BUDGET (15 Staff)	YTD ACTUAL 2/28/2019	6/30/2019 ADDITION	2018/2019 ANTICIPATED CLOSE	2018/2019 BUDGET VARIANCE	2019/2020 BUDGET REQUEST (16 Staff)
11-5030-410-1	SALARIES	1,222,000	773,267	448,733	1,222,000	-	1,265,000
11-5070-410-1	OVERTIME	4,000	1,783	2,217	4,000	-	4,000
11-5080-410-1	CALLOUT	3,000	2,095	5,905	8,000	5,000	5,000
11-5090-410-1	STANDBY	19,000	13,054	8,346	21,400	2,400	18,000
	TOTAL SALARIES	1,248,000	790,199	465,201	1,255,400	7,400	1,292,000
11-5110-410-1	LONGEVITY	16,600	10,338	6,262	16,600	-	18,000
11-5112-410-1	RETIREMENT	132,000	71,816	54,184	126,000	(6,000)	126,000
11-5116-410-1	PAYROLL TAXES	95,500	58,892	37,208	96,100	600	98,900
11-5118-410-1	UNEMPLOYMENT INSURANCE	-	-	-	-	-	-
11-5122-410-1	WORKERS COMPENSATION	27,700	16,564	10,201	26,765	(935)	27,000
11-5124-410-1	GROUP LIFE INSURANCE	2,850	1,823	1,027	2,850	-	3,250
11-5126-410-1	GROUP HEALTH INSURANCE	217,300	125,575	81,425	207,000	(10,300)	206,200
11-5128-410-1	DENTAL/VISION INSURANCE	11,750	10,500	1,250	11,750	-	12,000
11-5132-410-1	DISABILITY INSURANCE	6,100	4,051	2,049	6,100	-	7,000
11-5152-410-1	CLOTHING/SAFETY	24,375	12,490	7,510	20,000	(4,375)	24,375
	TOTAL BENEFITS	534,175	312,049	201,116	513,165	(21,010)	522,725
		1,782,175	1,102,248	666,317	1,768,565	(13,610)	1,814,725
11-5150-410-1	DIRECTORS' FEES	-	-	-	-	-	-
11-5225-410-1	ELECTION	-	-	-	-	-	-
11-5250-410-1	GAS/OIL	-	-	-	-	-	-
11-5300-410-1	COMPREHENSIVE INSURANCE	-	-	-	-	-	-
11-5350-410-1	MEMBERSHIPS/SUBSCRIPTIONS	3,100	2,363	1,137	3,500	400	3,500
11-5400-410-1	OFFICE EXPENSE	-	-	-	-	-	-
11-5410-410-1	COUNTY/CITY CHARGES	-	-	-	-	-	-
11-5420-410-1	PERMITS & FEES	12,500	12,268	1,987	14,255	1,755	18,000
11-5430-410-1	PRETREATMENT	1,000	-	-	-	(1,000)	1,000
11-5450-410-1	OPERATING SUPPLIES	37,400	13,061	24,339	37,400	-	42,900
11-5470-410-1	CHEMICALS	-	-	-	-	-	-
11-5500-410-1	CONTRACT SERVICES	304,500	72,204	82,796	155,000	(149,500)	335,500
11-5550-410-1	PROFESSIONAL/LEGAL	-	-	-	-	-	-
11-5600-410-1	PUBLICATIONS	-	-	-	-	-	-
11-5700-410-1	REPAIRS/MAINTENANCE	471,100	381,133	78,867	460,000	(11,100)	475,200
11-5720-410-1	SMALL TOOLS	14,250	10,285	3,965	14,250	-	24,500
11-5750-410-1	RESEARCH	-	-	-	-	-	-
11-5800-410-1	TRAVEL/MTGS/EDUCATION	20,000	7,991	2,009	10,000	(10,000)	28,750
11-5801-410-1	CERTIFICATIONS/TCPS	6,320	1,358	4,442	5,800	(520)	6,360
11-5901-410-1	TELEPHONE	-	-	-	-	-	-
11-5902-410-1	ELECTRICITY	4,300	2,839	361	3,200	(1,100)	4,000
11-5903-410-1	NATURAL GAS	-	-	-	-	-	-
11-5904-410-1	TRASH COLLECTION	-	-	-	-	-	-
11-5905-410-1	UTILITY WATER	5,500	3,368	2,632	6,000	500	6,500
11-5950-410-1	OTHER EXPENSES	10,000	8,557	443	9,000	(1,000)	10,000
11-7010-000-0	DEPRECIATION EXPENSE	605,000	710,000	-	710,000	105,000	710,000
	TOTAL SERVICES & SUPPLIES	1,494,970	1,225,427	202,978	1,428,405	(66,565)	1,666,210
	TOTAL OPERATING & MAINTENANCE BUDGET	3,277,145	2,327,675	869,295	3,196,970	(80,175)	3,480,935

ENGINEERING AND MAINTENANCE

11-5152-410-1	FY 2019/2020
Clothing	Budget Request
	\$24,375

Justification:

Covers supply of uniforms, laundry service, safety steel-toe boots, safety vests & glasses, gloves, hard hats, etc.

- | | |
|---|--------|
| • Cintas uniforms-fifteen (15) employees | 16,000 |
| • Gloves-fifteen (15) employees | 5,000 |
| • Boots-fifteen (15) employees (\$225 per employee) | 3,375 |

11-5350-410-1	FY 2019/2020
Memberships/Subscriptions	Budget Request
	\$3,500

Justification:

- | | |
|--|-------|
| • California Water Environment Association (CWEA) membership renewal for twelve (13) staff members at \$188 each. This membership includes renewal to the Colorado River Basin Local Section | 2,450 |
| • NFPA (National Fire Protection Association) | 400 |
| • <u>NASSCO Inc:</u>
National Association of Sewer Service Companies; updates new criteria related to PACP Inspection Standards | 350 |
| • AWWA for District Engineer | 300 |

11-5420-410-1	FY 2019/2020
Permits & Fees	Budget Request
	\$18,000

Justification:

- | | |
|---|--------|
| • State General Waste Discharge annual permit fee (SWRCB) | 13,000 |
| • Fire Department (fuel tank permit) | 2,500 |
| • City of Indio (annual encroachment permit) | 1,500 |
| • Miscellaneous permits and/or fees | 1,000 |

11-5430-410-1	FY 2019/2020
Pretreatment	Budget Request
	\$1,000

Justification:

- | | |
|-------------------------------|-------|
| • Posters/flyers for FOG BMPs | 1,000 |
|-------------------------------|-------|

ENGINEERING AND MAINTENANCE

11-5450-410-1
Operating Supplies

FY 2019/2020
Budget Request
\$42,900

Justification:

- Cintas mats, shop towels, etc. 17,000
- Landscaping supplies 12,500
- 55-gallon cleaning concentrates, cleaning supplies, paper towels, toilet paper, cups, soap, and cleaners 6,400
- Miscellaneous supplies:

Examples include duct tape, rubber tape, canvas tape, greaseless lubricant, WD-40, wax, lithium grease, wire ties, wire heat shrink tubing, and pipe glue 4,000
- Traffic control signs/cones/safety equipment:
New safety cones are purchased at a cost of \$25 each, barricades with lights are \$40 each, and barrier tape is \$13 per roll 3,000

ENGINEERING AND MAINTENANCE

11-5500-410-1
Contract Services

FY 2019/2020
Budget Request
\$335,500

Justification:

• Safety Consultant	150,000
• Roach control program	46,000
• Rain for Rent emergency contingency service	25,000
• Lucity program annual renewal	15,000
• Root control program	15,000
• Tree trimming and spraying	15,000
• Boiler maintenance service contract	14,000
• City of Indio - ERICA radio member fee	6,000
• Plant instrument service contract	5,000
• Safety Kleen parts, washer service, light bulb disposal and dry cell batteries	4,500
• Underground Dig Alert	4,500
• Alliance building alarm monitoring	4,250
• Bentley Enterprise Annual Licensing - SewerGems	4,000
• Annual monitoring fee/pump stations	3,500
• ESRI ARCVIEW 10.0 annual renewal	3,000
• Pipelogix annual renewal	3,000
• Annual fire extinguisher service	2,800
• Rudy's pest control service for building and facilities	2,700
• Annual fire suppression service for sodium hypochlorite facility	2,250
• Gantry crane service	2,000
• Miscellaneous contractual services	2,000
• Verizon Wireless	2,000
• Pyro-Comm fire alarm monitoring	1,600
• Safety Kleen used oil filter disposal	1,050
• Autocad annual maintenance & helpdesk	1,000
• SPOK Arch wireless beepers	350

ENGINEERING AND MAINTENANCE

11-5700-410-1 Repairs and Maintenance	FY 2019/2020 Budget Request \$475,200
<u>Collection Department (Total)</u>	125,500
• <u>Vactor parts/repairs/planned expenditures:</u>	72,000
1) Contingency for emergency repairs	40,000
2) Vactor oil and lube service	10,500
3) 800 feet of one-inch sewer jet hose	6,600
4) Tires	5,000
5) Nozzles for jetting	3,600
6) High pressure pump parts	2,500
7) Diesel exhaust fluid for new Vactor	1,000
8) One-inch leader hose	1,000
9) Proofer skid for jetting lines	1,000
10) Fire hose	400
11) Tiger tail hose guide	400
• Mainline repair	20,000
• TV van parts and repair	15,000
• Equipment rentals	8,500
• Pump station repairs and parts	8,000
• Equipment repairs	2,000
<u>Maintenance Department (Total)</u>	11-5700-410-5
• Routine miscellaneous repairs and maintenance (contingency)	70,000
• Boiler maintenance	30,000
• Rebuild RAS pumps	30,000
• General facility maintenance	27,000
• Rebuild two (2) influent pumps	25,000
• Equipment rentals	20,000
• SCADA PLC programming	20,000
• Belt press building maintenance parts	15,000
• Dredge panel and spare parts	14,000
• Plant water flow meters	12,500
• Service generators 2, 3 & 4	12,000
• Aerator maintenance	10,000
• Safety equipment for confined space entry	8,200
• Vehicle repairs and smog checks	8,000
• Chlorine and dechlorination spare parts	6,000
• Plant water pump drive replacement	5,500
• CAT tractor and dump truck repairs	5,000
• Fleet vehicle operating supplies	5,000
• Gas detectors for confined space entry	5,000
• Check valves for drainage pumps	4,500
• UPS PLC460 battery back up	3,800
• Irrigation repairs and maintenance	3,000
• Arc flash safety equipment	2,700
• Road base for all dirt roads around treatment plant	2,500
• Hose replacement	2,000
• Replace hose reel swivels	2,000
• Gallery sump pump replacements	1,000
349,700	349,700

ENGINEERING AND MAINTENANCE

11-5720-410-1	FY 2019/2020
Small Tools	Budget Request
	\$24,500

Justification:

- Miscellaneous small tool acquisition and replacement for Maintenance Department 10,000
- Pipe threader 12,500
- Miscellaneous small tool acquisition and replacement for Collection Department 2,000

11-5800-410-1	FY 2019/2020
Travel, Meetings, & Education	Budget Request
	\$28,750

Justification:

Travel expenses for conferences and training seminars, registration fees, meals, lodging and related expenses.

- Allowance for fifteen (15) employees at \$1,250 per employee 18,750
- Safety training 10,000

11-5801-410-1	FY 2019/2020
Certifications	Budget Request
	\$6,360

Justification:

- State Water Resource Control Board: Operator certification programs

Job Title	Grade	Renewal Fee
Operator TI	I	170
Operator DI	I	170
Operator III	III	300

- California Water Environment Association: Technical certification programs

Collection System Supervisor	CST III	100
Collection System Tech I (3)	CST I	300
Collection System Tech II (1)	CST II	100
Development Service Tech II	CST I	100
Development Service Tech II	CST IV	110
Environmental Inspector 1	ENV I	100
Maintenance Supervisor	MT III	100
Maintenance Tech I (2)	MT I	200
Maintenance Tech III (2)	MT III	200
Electrician IV	E/I IV	110
Allowance for advancement (certification testing)		1,400

- PACP Re-certification for three (3) employees 2,400
- AWWA Grade D4/T3 (District Engineer) 300
- Professional Engineer (PE) (District Engineer & Associate Engineer)
Due biennially at \$200 200

ENGINEERING AND MAINTENANCE

11-5902-410-1	FY 2019/2020
Electricity	Budget Request
	\$4,000

Justification:
IID electricity cost for three (4) lift stations: Barrymore, Carver, Vandenberg, and Calhoun.

11-5905-410-1	FY 2019/2020
Utility Water	Budget Request
	\$6,500

Justification:
Water service from the Indio Water Authority.

11-5950-410-1	FY 2019/2020
Other Expenses	Budget Request
	\$10,000

Justification:
Miscellaneous expense contingency fund.

DEPARTMENT: OPERATIONS

2019/2020 BUDGET

ACCOUNT #	ACCOUNT TITLE	2018/2019 CURRENT BUDGET (9 Staff)	YTD ACTUAL 2/28/2019	6/30/2019 ADDITION	2018/2019 ANTICIPATED CLOSE	2018/2019 BUDGET VARIANCE	2019/2020 BUDGET REQUEST (9 Staff)
11-5030-411-1	SALARIES	722,000	474,120	247,880	722,000	-	755,000
11-5070-411-1	OVERTIME	11,000	22,016	2,984	25,000	14,000	15,000
11-5080-411-1	CALLOUT	4,000	1,838	2,162	4,000	-	4,000
11-5090-411-1	STANDBY	16,000	9,724	6,276	16,000	-	18,000
	TOTAL SALARIES	753,000	507,698	259,302	767,000	14,000	792,000
11-5110-411-1	LONGEVITY	16,200	10,338	5,862	16,200	-	17,000
11-5112-411-1	RETIREMENT	80,000	45,815	34,185	80,000	-	86,000
11-5116-411-1	PAYROLL TAXES	57,700	39,888	17,812	57,700	-	60,600
11-5118-411-1	UNEMPLOYMENT INSURANCE	-	-	-	-	-	-
11-5122-411-1	WORKERS COMPENSATION	19,700	12,570	6,130	18,700	(1,000)	19,000
11-5124-411-1	GROUP LIFE INSURANCE	1,800	1,117	683	1,800	-	2,000
11-5126-411-1	GROUP HEALTH INSURANCE	131,800	78,093	48,907	127,000	(4,800)	128,700
11-5128-411-1	DENTAL/VISION INSURANCE	6,800	4,159	2,641	6,800	-	7,500
11-5132-411-1	DISABILITY INSURANCE	3,700	2,462	1,238	3,700	-	4,100
11-5152-411-1	CLOTHING/SAFETY	14,025	7,400	6,600	14,000	(25)	14,025
	TOTAL BENEFITS	331,725	201,842	124,058	325,900	(5,825)	338,925
		1,084,725	709,540	383,360	1,092,900	8,175	1,130,925
11-5150-411-1	DIRECTORS' FEES	-	-	-	-	-	-
11-5225-411-1	ELECTION	-	-	-	-	-	-
11-5250-411-1	GAS/OIL	52,000	23,652	12,348	36,000	(16,000)	52,000
11-5300-411-1	COMPREHENSIVE INSURANCE	-	-	-	-	-	-
11-5350-411-1	MEMBERSHIPS/SUBSCRIPTIONS	2,325	1,445	855	2,300	(25)	2,025
11-5400-411-1	OFFICE EXPENSE	-	-	-	-	-	-
11-5410-411-1	COUNTY/CITY CHARGES	-	-	-	-	-	-
11-5420-411-1	PERMITS & FEES	66,450	55,659	4,341	60,000	(6,450)	67,450
11-5430-411-1	PRETREATMENT	-	-	-	-	-	-
11-5450-411-1	OPERATING SUPPLIES	104,700	63,660	16,340	80,000	(24,700)	106,600
11-5470-411-1	CHEMICALS	366,030	210,212	105,788	316,000	(50,030)	383,770
11-5500-411-1	CONTRACT SERVICES	99,800	87,003	12,797	99,800	-	100,150
11-5550-411-1	PROFESSIONAL/LEGAL	-	-	-	-	-	-
11-5600-411-1	PUBLICATIONS	-	-	-	-	-	-
11-5710-411-1	REPAIRS/MAINTENANCE	83,000	54,284	28,716	83,000	-	93,500
11-5720-411-1	SMALL TOOLS	3,500	259	741	1,000	(2,500)	7,000
11-5750-411-1	RESEARCH	89,300	22,616	17,384	40,000	(49,300)	92,800
11-5800-411-1	TRAVEL/MTGS/EDUCATION	14,000	3,587	2,413	6,000	(8,000)	19,000
11-5801-411-1	CERTIFICATIONS/TCPS	1,280	1,027	973	2,000	720	2,334
11-5901-411-1	TELEPHONE	-	-	-	-	-	-
11-5902-411-1	ELECTRICITY	505,000	325,418	164,582	490,000	(15,000)	515,000
11-5903-411-1	NATURAL GAS	4,000	3,071	929	4,000	-	5,000
11-5904-411-1	TRASH COLLECTION	35,000	18,929	7,071	26,000	(9,000)	35,000
11-5905-411-1	UTILITY WATER	22,000	7,309	4,691	12,000	(10,000)	22,000
11-5950-411-1	OTHER EXPENSES	10,000	2,108	1,892	4,000	(6,000)	15,000
11-7010-000-0	DEPRECIATION EXPENSE	1,900,000	1,900,000	-	1,900,000	-	1,900,000
	TOTAL SERVICES & SUPPLIES	3,358,385	2,780,239	381,861	3,162,100	(196,285)	3,418,629
	TOTAL OPERATING & MAINTENANCE BUDGET	4,443,110	3,489,779	765,221	4,255,000	(188,110)	4,549,554

OPERATIONS

11-5152-411-1	FY 2019/2020
Clothing	Budget Request
	\$14,025

Justification:

Covers supply of uniforms, laundry service, safety steel-toe boots, safety glasses, etc.

- | | |
|--|-------|
| • Cintas uniforms-nine (9) employees | 9,000 |
| • Gloves, ear plugs, safety items-nine (9) employees | 3,000 |
| • Boots-nine (9) employees (\$225 per employee) | 2,025 |

11-5250-411-1	FY 2019/2020
Gas and Oil	Budget Request
	\$52,000

Justification:

SoCo Group - Fuel usage for District vehicles and equipment on and off the plant site

11-5350-411-1	FY 2019/2020
Memberships/Subscriptions	Budget Request
	\$2,025

Justification:

- | | |
|--|-------|
| • California Water Environment Association (CWEA) membership renewal for nine (9) employees @ \$188 each. This membership includes renewal to the Colorado River Basin Local Section | 1,700 |
| • Membership in the Water Environment Federation for Chief Facilities Operator | 250 |
| • Membership to TNI (NELAC) Association | 75 |

11-5420-411-1	FY 2019/2020
Permits & Fees	Budget Request
	\$67,450

Justification:

- | | |
|---|---------|
| • Annual NPDES permit fee (SWRCB) | 39,000 |
| • South Coast Air Quality Management District (SCAQMD) facility permits | 14,000 |
| • State Health Department laboratory certification | 6,500 |
| • Department of Environmental Health | 3,000 |
| • City of Indio fire service permit | 2,000 |
| • Quality assurance testing | 1,500 * |
| • City of Indio alarm system permit | 500 |
| • Occupational Lead Poisoning Prevention/Toxic Substance | 500 |
| • Hot Spot Program (SCAQMD) | 250 |
| • Miscellaneous | 200 |

* Quality assurance testing is required by the Health and Safety Code §100870, and the California Code of Regulations, Title 22, §64809. This includes Environmental Laboratory Accreditation (ELAP) programs.

OPERATIONS

11-5450-411-1
Operating Supplies

FY 2019/2020
Budget Request
\$106,600

Justification:

- | | |
|---|--------|
| • Polydyne - polymer for belt press sixteen (16) totes at \$3,000 per tote | 48,000 |
| • Miscellaneous operating supplies including reagents for chlorination and dechlorination analyzers | 19,000 |
| • Four (4) belts for belt press at \$3,750 each | 15,000 |
| • Laboratory chemicals, reagents, detergents, filters, glassware, instrument batteries, Dissolved Oxygen (DO) probe modules, buffers, storage solutions, medias, agars, quality controls and miscellaneous supplies | 15,000 |
| • Ready Fresh - distilled water for laboratory, fresh water and coffee service | 5,000 |
| • Miscellaneous small tools, torches, pliers, small air pumps, etc. | 2,000 |
| • Student materials for distribution for public relations efforts | 1,600 |
| • First-aid supplies | 1,000 |

OPERATIONS

11-5470-411-1
Chemicals

FY 2019/2020
Budget Request
\$383,770

Justification:

The total water reclamation plant discharge for Fiscal Year 2019/2020 is estimated to increase over the year 2018/2019 total flow of 1,994.20 Million Gallons (MG). This estimated total plant discharge will be used to estimate the cost of the following chemicals.

The estimated flow in MG for 2019/2020 is MG 2,100,000

Sodium Hypochlorite	\$	214,770
Sodium Hypochlorite (Univar) is used to chlorinate the effluent after treatment in order to kill harmful bacteria. Sodium Hypochlorite comes in 12% percent solution and sold by the gallon. The number of lbs of chlorine used at 10 mg/L dosage and 8.34 lbs/MG is		
	LBs	175,140
The cost of the Sodium Hypochlorite based on the number lbs needed divided by 1.147 lbs/gallon of product and at a cost of \$1.38 per gallon is		
	\$	210,718
The projected delivery cost based on \$225 per delivery and expecting 18 deliveries is		
	\$	4,050

Sodium Bisulfite	\$	106,500
Sodium Bisulfite (Univar) helps with the dechlorination process. The estimated total gallons of Sodium Bisulfite for Fiscal Year 2019/2020 is based on the projected plant discharge using 40 gallons per MG usage in GAL		
	Gal	84,000
The projected cost of purchasing the Sodium Bisulfite at \$1.24 per gallon is		
	\$	104,160
The projected delivery cost based on \$123 per delivery and expecting 19 deliveries is		
	\$	2,337

Ferric Chloride	\$	59,000
Ferric Chloride (Univar) helps with the reduction of hydrogen sulfide gas which improves the efficiency of the digester. This calculation is based on the projected plant discharge and 125 pounds per MG. The amount of Ferric Chloride @ 40% solution needed in pounds is		
	LBs	262,500
The cost of the Ferric Chloride based on \$27.20 per MG is		
	\$	57,750
The projected delivery cost based on \$125 per delivery and expecting 10 deliveries is		
	\$	1,250

Calcium Hypochlorite	\$	3,500
Calcium Hypochlorite (Foster-Gardner) comes in powder form and is used for disinfecting the grit chamber.		

OPERATIONS

11-5500-411-1

Contract Services

FY 2019/2020

Budget Request

\$100,150

Justification:

• Sludge disposal and transportation	60,000
• Treatment plant upgrades for SCADA system	25,000
• Watertrax - Lab Information Management System (LIMS) annual support	8,500
• Verizon Wireless - cell phone service for two (2) staff positions	1,500
• Around the Clock - after hours answering service	1,800
• Calibration/replacement of class I scale weights	1,300
• Calibration/certification of fume hood	1,000
• Scale calibration service (2 balances)	750
• Calibration of NIST certified thermometer	300

OPERATIONS

11-5710-411-1	FY 2019/2020
Repairs & Maintenance	Budget Request
	\$93,500

Justification:

• 200 feet of floating pipe for dredge	25,000
• Iron sponge media and nets	18,500
• Doors for shading polymer building, pumps, and equipment	15,000
• Laboratory instrument replacement	15,000
• Boiler panel	8,000
• Contingency for instrument repairs & maintenance	5,000
• Meter and probe replacement	5,000
• Life rings and cabinets	2,000

11-5720-411-1	FY 2019/2020
Small Tools	Budget Request
	\$7,000

Justification:

• Composite sampler supplies	5,000
• Miscellaneous small tool acquisition and replacement	1,000
• Tools for belt press department	1,000

11-5750-414-2	FY 2019/2020
Research & Monitoring	Budget Request
	\$92,800

Justification:

• Cal Test - monthly EFF-001C plant effluent testing	17,000
• ES Babcock - biosolids testing for sludge (10 samples)	15,000
• Nautilus Environmental - bioassay monitoring	7,500
• Additional testing - laboratory reserve	4,000
• California Toxics Rule (CTR) annually	4,000
• ES Babcock - quarterly testing (RSW-002, EFF-001C, INF, etc)	4,000
• FedEx shipping/delivery for lab samples	3,500
• Additional testing as required by permit overlimit regulations	2,000
• Eurofins - monthly TDS testing of nine (9) domestic water wells	1,300
• <u>Laboratory contingency:</u>	34,500

Contingency for two (2) Toxicity Identification Evaluation Ph.1, Ph.II & III Base Line, estimated ten (10) accelerated monitoring of bioassays, and grit/screening samples.

OPERATIONS

11-5800-411-1	FY 2019/2020
Travel, Meetings, & Education	Budget Request
	\$19,000

Justification:

Travel expenses for conferences and training seminars, registration fees, meals, lodging and related expenses

- Safety training 10,000
- Allowance for nine (9) employees at \$1,000 per employee 9,000

11-5801-411-1	FY 2019/2020
Certifications/Technical Certification Programs	Budget Request
	\$2,334

Justification:

- State Water Resource Control Board:
Operator Certification Program

Job Title	Renewal Date	Grade	Renewal Fee
Operator IV	March 2020	IV	150
Operator III	March 2020	III	149
Operator III	June 2020	III	150
Operator III	July 2020	III	150
Allowance for advancement (certification testing)			735

- California Water Environment Association

Job Title	Renewal Date	Grade	Renewal Fee
Lab Analyst/Coordinator	January 2019	Lab II	100
Lab Technician	March 2019	Lab I	100
Allowance for advancement (certification testing)			800

11-5902-411-1	FY 2019/2020
Electricity	Budget Request
	\$515,000

Justification:

- IID - The 2019/2020 budget reflects a 5% increase over the 2018/2019 anticipated close of \$380,000 400,000
- Tesla PPA - The 2019/2020 budget reflects a 5% increase over the 2018/2019 anticipated close of \$110,000 115,000

OPERATIONS

11-5903-411-1 Natural Gas	FY 2019/2020 Budget Request \$5,000
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Justification:

SoCal Gas - Natural gas usage for the Administration, Laboratory, Operations buildings and digester boiler

11-5904-411-1 Trash Collection	FY 2019/2020 Budget Request \$35,000
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Justification:

Screenings and grit hauled by Burrtec to Lambs Canyon, California

11-5905-411-1 Utility Water	FY 2019/2020 Budget Request \$22,000
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Justification:

Indio Water Authority - Potable water usage at water reclamation plant

11-5950-411-1 Other Expenses	FY 2019/2020 Budget Request \$15,000
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Justification:

Miscellaneous expense contingency fund

DEPARTMENT ADMINISTRATION/BOARD

2019/2020 BUDGET

ACCOUNT #	ACCOUNT TITLE	2018/2019 CURRENT BUDGET <i>(4 Staff)</i>	ACTUAL 2/28/2019	6/30/2018 ADDITION	2018/2019 ANTICIPATED CLOSE	2018/2019 BUDGET VARIANCE	2019/2020 BUDGET REQUEST <i>(5 Staff)</i>
11-5030-414-3	SALARIES	552,500	352,210	200,290	552,500	-	525,000
11-5070-414-3	OVERTIME	500	33	67	100	(400)	500
11-5080-414-3	CALLOUT	-	-	-	-	-	-
11-5090-414-3	STANDBY	-	-	-	-	-	-
	TOTAL SALARIES	553,000	352,243	200,357	552,600	(400)	525,500
11-5110-414-3	LONGEVITY	2,400	1,569	831	2,400	-	2,000
11-5112-414-3	RETIREMENT	60,000	34,320	25,680	60,000	-	55,000
11-5116-414-3	PAYROLL TAXES	42,400	21,425	20,875	42,300	(100)	40,300
11-5118-414-3	UNEMPLOYMENT INSURANCE	-	-	-	-	-	-
11-5122-414-3	WORKERS COMPENSATION	1,400	863	337	1,200	(200)	1,400
11-5124-414-3	GROUP LIFE INSURANCE	1,250	788	462	1,250	-	1,300
11-5126-414-3	GROUP HEALTH INSURANCE	84,500	53,357	31,143	84,500	-	90,000
11-5128-414-3	DENTAL/VISION INSURANCE	7,550	4,136	3,414	7,550	-	9,100
11-5132-414-3	DISABILITY INSURANCE	2,500	1,618	882	2,500	-	2,650
11-5152-414-3	CLOTHING/SAFETY	-	-	-	-	-	-
	TOTAL BENEFITS	202,000	118,076	83,624	201,700	(300)	201,750
		755,000	470,319	283,981	754,300	(700)	727,250
11-5150-414-4	DIRECTORS' FEES	36,500	21,250	10,750	32,000	(4,500)	36,500
11-5225-414-3	ELECTION	-	-	-	-	-	-
11-5250-414-3	GAS/OIL	-	-	-	-	-	-
11-5300-414-3	COMPREHENSIVE INSURANCE	295,000	293,286	-	293,286	(1,714)	301,000
11-5350-414-3	MEMBERSHIPS/SUBSCRIPTIONS	31,960	24,091	7,869	31,960	-	34,860
11-5400-414-3	OFFICE EXPENSES	16,000	9,593	6,407	16,000	-	16,000
11-5410-414-3	COUNTY/CITY CHARGES	22,000	17,453	4,547	22,000	-	22,000
11-5420-414-3	PERMITS & FEES	3,000	4,746	-	4,746	1,746	3,000
11-5430-414-3	PRETREATMENT	-	-	-	-	-	-
11-5450-414-3	OPERATING SUPPLIES	11,000	1,348	9,652	11,000	-	11,000
11-5470-414-3	CHEMICALS	-	-	-	-	-	-
11-5500-414-3	CONTRACT SERVICES	145,785	86,500	59,285	145,785	-	124,460
11-5552-414-3	PROFESSIONAL/LEGAL	404,840	133,634	216,366	350,000	(54,840)	251,230
11-5600-414-3	PUBLICATIONS	4,500	819	2,181	3,000	(1,500)	4,500
11-5700-414-3	REPAIRS/MAINTENANCE	13,500	1,315	12,185	13,500	-	23,500
11-5720-414-3	SMALL TOOLS	-	-	-	-	-	-
11-5750-414-3	RESEARCH	-	-	-	-	-	-
11-5800-414-3	TRAVEL/MTGS/EDUCATION	40,000	16,687	8,313	25,000	(15,000)	40,000
11-5801-414-3	CERTIFICATIONS/TCPS	500	120	130	250	(250)	250
11-5901-414-3	TELEPHONE/VOIP	19,500	12,152	6,348	18,500	(1,000)	19,500
11-5902-414-3	ELECTRICITY	-	-	-	-	-	-
11-5903-414-3	NATURAL GAS	-	-	-	-	-	-
11-5904-414-3	TRASH COLLECTION	-	-	-	-	-	-
11-5905-414-3	UTILITY WATER	-	-	-	-	-	-
11-5950-414-3	OTHER EXPENSES	10,000	3,494	2,506	6,000	(4,000)	10,000
11-7010-000-0	DEPRECIATION EXPENSE	3,000	5,500	(2,500)	3,000	-	5,500
	TOTAL SERVICES & SUPPLIES	1,057,085	631,988	344,039	976,027	(81,058)	903,300
	TOTAL OPERATING & MAINTENANCE BUDGET	1,812,085	1,102,307	628,020	1,730,327	(81,758)	1,630,550

ADMINISTRATION/BOARD

11-5150-414-4 Directors' Fees	FY 2019/2020 Budget Request \$36,500
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Justification:

With five (5) members, the anticipated maximum expense for FY 2019/2020 is \$32,500 for regular meetings, plus \$4,000 additional for CASA, committee meetings, etc. Employer taxes are factored into this budget request.

11-5350-414-3 Comprehensive Insurance	FY 2019/2020 Budget Request \$301,000
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Justification:

Provides funds for liability insurance policies applicable to wastewater functions of the District. This includes insurance for: earthquake, buildings, equipment, computers, furniture, autos and trucks, general liability, management liability, and umbrella insurance.

11-5350-414-3 Memberships/Subscriptions	FY 2019/2020 Budget Request \$34,860
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Justification:

This account includes the cost of memberships in trade associations, organizations, and subscriptions to newsletters representing interests of a Special District.

• California Association of Sanitation Agencies (CASA)	14,000
• Association of California Water Agencies (ACWA)	9,000 ^A
• California Special Districts Association (CSDA)	7,700
• WateReuse Association of California	2,650
• Greater Coachella Valley Chamber of Commerce	700
• American Society of Civil Engineers (ASCE)	300
• Design Build Institute of America (DBIA)	200
• California Water Environment Association (CWEA)	200
• California Society of Municipal Finance Offices (CSMFO)	110

^AThe Agency's annual dues are determined based on the Operations and Maintenance Budget.

ADMINISTRATION/BOARD

11-5400-414-3

Office Expenses

FY 2019/2020

Budget Request

\$16,000

Justification:

This account includes the cost of office supplies and services for all departments, such as postage, courier, letterhead, envelopes, business cards, copy paper, binders, calendars, file folders, pens, pencils, pads, mailing labels, etc.

11-5410-414-3

Riverside County Charges

FY 2019/2020

Budget Request

\$22,000

Justification:

Pursuant to Sections 29142, 27013, 29304 and 50077 of the Government Code, the County Auditor is allowed to charge for the cost of applying special assessments to the tax roll. This cost is estimated at \$.09 cents per assessment for each time a file is submitted including rejected parcels that are resubmitted plus an additional per district fee of \$127.14 per annual submittal. The Auditor's cost is based on applying the assessment to the tax roll; not for the collection of such assessment.

In accordance with Section 50077 of the Government Code and numerous other code sections, the County Treasurer is authorized to charge for the collection of special assessments included on the tax bill. For 2019/2020 the charge is estimated at \$.32 cents per parcel. This charge is in addition to the Auditor's charges and will be recovered on the first current secured settlement apportionment.

11-5420-414-3

Permits & Fees

FY 2019/2020

Budget Request

\$3,000

Justification:

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. The budget request amount of \$3,000 is only an estimate allowing for an increase over last year's payment.

11-5450-414-3

Operating Supplies

FY 2019/2020

Budget Request

\$11,000

Justification:

Reference manuals including labor law updates, safety materials, videos, etc.

- Office software upgrades 7,000
- Computer supplies-printer cartridges, toner 4,000

ADMINISTRATION/BOARD

11-5500-414-3

Contract Services

FY 2019/2020

Budget Request

\$124,460

Justification:

Encompasses all expenses related to:

• Desert Resort Security	65,650
• Computer maintenance (Southwest Networks)	25,100
• Backup/disaster recovery storage (Southwest Networks)	8,400
• CalPERS Actuarial Study for GASB 68 requirements	1,700
• CalPERS Health Plan annual fee	1,400
• Section 125 Plan	1,000
• Pitney Bowes (lease on postage meter)	700
• OPEB Health Insurance (11-5545-414-3)	
◦ CalPERS OPEB Health Insurance fees	8,500
◦ OPEB Annual Required Contribution (ARC)	7,010
◦ Biennial OPEB Actuarial Study (due in 2019/2020)	5,000

11-5550-414-3

Professional/Legal

FY 2019/2020

Budget Request

\$251,230

Justification:

Expenses related to legal services, other professional services, accounting services, and medical services.

• Legal services (11-5552-414-3)	40,000
• Other professional services (11-5553-414-3)	
◦ Federal advocacy	75,000
◦ Computer consulting	50,000
◦ NeoGov annual fee	7,250
◦ Office 365 annual billing	3,660
◦ Video conferencing	3,000
◦ Laserfiche annual renewal	2,700
◦ CivicPlus website annual service	2,000
• Accounting services (11-5554-414-3)	
◦ Annual audit	15,000
◦ Accounting software-annual maintenance	16,000
◦ Payroll processing	3,500
◦ CTE time clock system	3,500
◦ CAFR submittal to GFOA	1,120
• Medical services (11-5555-414-3)	
◦ Wellness program	26,500
◦ Medical exams-DMV & pre-employment	1,000
◦ Drug/alcohol testing-four (4) employees	500
◦ First aid medical	500

ADMINISTRATION/BOARD

11-5600-414-3

Publications

FY 2019/2020

Budget Request

\$4,500

Justification:

Costs for publication of official notices as required by the Government Code, which are generally published in the Desert Sun, and bid requests in online plan rooms.

11-5700-414-3

Repairs/Maintenance

FY 2019/2020

Budget Request

\$23,500

Justification:

This account includes maintenance costs for copier, fax, printers, and miscellaneous repairs on computers as required.

- IT contingency 20,000
- Innovative Document Solutions - monthly maintenance costs for copier 2,000
- Miscellaneous 1,500

11-5800-414-3/4

Travel, Meetings & Education

FY 2019/2020

Budget Request

\$40,000

Justification:

Expenses incurred for attending the California Association of Sanitation Agencies (CASA) and/or the Association of California Water Agencies (ACWA) conferences held two (2) times a year, including hotel and travel expenses incurred while attending meetings, conferences, and various educational seminars. This request is for five (5) Board members, General Manager, Administrative & Finance Manager and an additional \$1,000 for each of the other two (2) administration employees.

ADMINISTRATION/BOARD

11-5801-414-3	FY 2019/2020
Certifications/Technical Certification Programs	Budget Request
	\$250

Justification:

- Certified Public Accountant (CPA) renewal (Administration & Finance Manager)
Due biennially at \$250 (even years) -

- Project Management Professional (PMP) 150
Certification for General Manager for PMP from Project Management Institute

- Professional Engineer (PE) (General Manager) 100
Due biennially at \$200

11-5901-414-3	FY 2019/2020
Telephone	Budget Request
	\$19,500

Justification:

- VOIP main telephone system (Spectrum) 14,000
- Verizon Wireless 3,000
- Frontier (fire control alarms) 2,500

11-5950-414-3/4	FY 2019/2020
Other Expenses	Budget Request
	\$10,000

Justification:

Miscellaneous expense contingency fund

COMBINED CAPITAL EXPENDITURES & O&M BUDGET

2019/2020 BUDGET

ACCOUNT #	DESCRIPTION	2018/2019 BUDGET	ACTUAL 2/28/2019	6/30/2019 ADDITION	2018/2019 ANTICIPATED CLOSE	2018/2019 BUDGET VARIANCE	2019/2020 BUDGET REQUEST
FUND 11/O&M							
11-8630-000-0	E & M - FACILITIES	340,000	150,937	189,063	340,000	-	255,000
11-8640-000-0	OPERATIONS	-	-	-	-	-	-
11-8660-000-0	GENERAL FACILITIES	15,000	-	-	-	(15,000)	25,000
11-8680-000-0	ADMIN FACILITIES	60,000	3,653	56,347	60,000	-	25,000
11-9160-000-0	TRANSFER - REFUNDING BONDS	466,946	64,610	402,336	466,946	-	466,425
11-9180-000-0	TRANSFER - SRF LOAN	32,000	32,000	-	32,000	-	553,361
	RESERVE ACCOUNT	3,973,200	3,974,400	-	3,974,400	1,200	3,986,800
TOTAL FUND 11		4,887,146	4,225,600	647,746	4,873,346	(13,800)	5,311,586
FUND 13							
13-8623-000-0	E & M - SEWER LINES	211,240	-	-	-	(211,240)	2,022,797
13-8630-000-0	E & M FACILITIES	-	-	-	-	-	-
13-8643-000-0	OPERATIONS	-	-	-	-	-	-
13-8660-000-0	GENERAL FACILITIES	-	-	-	-	-	-
13-8680-000-0	ADMIN FACILITIES	-	-	-	-	-	-
TOTAL FUND 13		211,240	-	-	-	(211,240)	2,022,797
TOTAL CAPITAL OUTLAY BUDGET		5,098,386	4,225,600	647,746	4,873,346	(225,040)	7,334,383
TOTAL O & M BUDGET		9,535,340	-	-	-	-	9,661,039
TOTAL BUDGET		14,633,726	4,225,600	647,746	4,873,346	(225,040)	16,995,422

PROJECTED EXPENSES OUT OF RESERVES							
12-8632-000-0	E & M - SEWER LINES	1,691,020	329,198	170,802	500,000	(1,191,020)	1,188,410
12-8642-000-0	OPERATIONS	300,000	63,848	236,152	300,000	-	3,094,195
12-8660-000-0	GENERAL FACILITIES	644,000	144,202	499,798	644,000	-	632,500
12-8680-000-0	ADMIN FACILITIES	22,000	-	22,000	22,000	-	22,500
12-9140-000-0	TRANSFER - REFUNDING BONDS	428,241	70,484	357,757	428,241	-	427,763
TOTAL FROM RESERVES		3,085,261	607,732	1,286,509	1,894,241	(1,191,020)	5,365,368

FUND 11

CAPITAL O & M FUND

FUND TOTAL REQUEST

\$1,329,786

11-8630-000-0

FY 2019/2020

ENGINEERING AND MAINTENANCE

Budget Request

\$255,000

- A) Manhole frame and covers: 15,000
Riverside County is planning on doing street improvements on Van Buren north toward Indio Blvd. The Collection Systems Department is budgeting \$15,000 to replace older manhole frames and covers when they become damaged and/or when road improvements are made on city streets.
- B) Purchase floor mounted pedestal crane for CCTV van: 5,000
For the insertion and extraction of the camera and transporter unit from sewer mains. Depth of our sewer mains varies between 3'-20' and can become a strenuous procedure for an operator to be inserting and extracting the heavy unit from our deeper sewer mains. Having this crane installed will reduce the risk to operator and equipment.
- C) Remodel restroom in Collection building: 60,000
In order to provide additional locker rooms in the operation's building, the conversion of the locker room in the Collection building to a women's restroom and locker room is needed.
- D) Slurry seal plant asphalt: 50,000
The asphalt throughout the plant facility is getting worn with cracks and pits throughout. Adding slurry seal will provide for a fresh look and provide several years of life to the asphalt.
- E) Upgrade headworks Programmable Logic Controller (PLC): 45,000
The headworks PLC is the oldest in the District and is need of replacement. This line item will replace and upgrade the PLC.
- F) Blower building re-roof: 50,000
The blower building's roof is starting to leak and in need of repairs or replacement. This building contains the blowers and the electrical equipment that controls the blowers which are a critical item to the treatment plant.
- G) Portable arrow board trailer: 5,000
Due to the increased need to provide traffic control on busy streets within the city of Indio, a portable arrow board trailer is needed to provide the additional traffic control to protect both the Vactor crew and CCTV van.
- H) Belt press progressive cavity pump: 20,000
This is a critical piece of equipment to keep on hand for emergency repairs.
- I) Aerator walkways: 20,000
Install walkways on pontoon aerators to make aerator safe and accessible to working staff.

11-8660-000-0**FY 2019/2020****GENERAL FACILITIES****Budget Request****\$30,000**A) Water Reuse Project (EVRA JPA):

-

(CARRYOVER FROM 2018/2019 BUDGET - \$200,000)

The District will continue efforts for the East Valley Reclamation Authority on the Reclaimed/Recycled Water Project. This is for consulting services to assist both agencies as a jointly funded project.

B) Coachella Valley Integrated Regional Water Management Plan (IRWMP):

30,000

(CARRYOVER FROM 2018/2019 BUDGET - \$29,000)

The Coachella Valley Regional Water Management Group was formed as a collaboration of the six (6) Coachella Valley public water and/or sewer agencies: City of Coachella/Coachella Water Authority, Coachella Valley Water District, Desert Water Agency, City of Indio/Indio Water Authority, Mission Springs Water District and Valley Sanitary District to coordinate and share information concerning water supply planning and projects that address the long-term and short-term solutions to the Coachella Valley's critical water related needs.

11-8680-000-0**FY 2019/2020****ADMINISTRATION****Budget Request****\$25,000**A) Phone system upgrade:

25,000

The District phone system requires software and hardware upgrades. This will also include consultants needed.

B) Codification Services:

-

(CARRYOVER FROM 2018-2019 BUDGET - \$30,000)

The District is working with Code Publishing to establish the Valley Sanitary District code. The first payment is due when the first proof, analysis and attorney's findings are delivered and the final payment is due upon delivery of the final code and internet setup. Payment will be due in the 2019/2020 fiscal year.

11-9160-000-0**FY 2019/2020****Transfer to Fund 06****Budget Request****\$466,425**A) Principal and interest payment for Revenue Refunding Bonds, 2015:

463,925

On August 15, 2006, the District issued \$12,915,000 Certificates of Participation to fund Phase I of the District's treatment plant expansion. The bonds were refinanced on June 1, 2015 for \$7,540,000 at 2.14% interest payable semi-annually on December 1 and June 1, commencing December 1, 2015.

B) Annual administrative expenses for Revenue Refunding Bonds, 2015:

2,500

11-3650-000-0**FY 2019/2020****CWSRF Loan Payment****Budget Request****\$553,361**A) Principal and interest payment for State Revolving Fund:

553,361

The District received for a loan from the Clean Water State Revolving Fund (SRF). The current interest rate is 1.7%. The \$12.92 million loan for 30 years at 1.7% results in an annual payment of \$553,360.71.

FUND 12

CAPITAL REPLACEMENT FUND	FUND TOTAL REQUEST	\$5,365,368
12-8632-000-0		FY 2019/2020
ENGINEERING AND MAINTENANCE		Budget Request
		\$1,188,410

- A) Private lateral grant program: 53,000
 The Private Lateral Replacement Grant Program is designed to help the property owner defray a portion of the costs required to replace or repair their lateral, including the connection fee. The maximum amount of assistance for any one (1) private sewer lateral replacement or repair is 50% of the approved cost up to a maximum reimbursement of \$2,000.
- B) Collection system repairs/rehabilitation/replacement Program Management: 451,900
 In order to properly bid the repairs, rehabilitation, and/or replacement of sewer mains and manholes, a consultant will be needed to perform the design and provide the specifications. This will greatly enhance the bidding process and provide for competitive bidding as well as help staff complete the anticipated workload.
- C) Sewer main rehabilitation or replacement construction: 529,510
(CARRYOVER FROM 2018/2019 BUDGET - \$260,000)
 The sewer mainlines are video inspected as part of the scheduled preventive maintenance. The sewer mains need to be lined or replaced when the condition of the sewer main has deteriorated to a point that a repair will not return the sewer main to a serviceable condition. The sewer mains needing repairs are prioritized by the severity of the deterioration and are rehabilitated or replaced according to an established schedule.
- D) Manhole rehabilitation: -
 Manholes are inspected as part of the scheduled line cleaning maintenance. These inspections are reviewed to determine which manholes have deteriorated to a point that requires rehabilitation. The rehabilitation process includes cleaning the manhole/brick surface and channel, repairing cracks/holes and then coating the interior manhole surface and channel with a polyurethane coating. The polyurethane coating protects the manhole surface and repairs against deterioration and helps restore the flow characteristics of the channel.
- E) Sewer main emergency repairs: 109,000
 Video inspection of sewer pipelines reveals deficiencies that may include cracks, holes and offset joints. Deficiencies isolated to a single or several small areas of an otherwise serviceable pipeline may be repaired to restore pipe integrity in lieu of pipeline replacement.
- F) Contingency for emergency repairs: 45,000
 There are no anticipated expenditures to be funded from this category; however, this account provides a contingency amount in the Capital Improvement Program for replacement of critical equipment or systems which could unexpectedly fail during the fiscal year.
- G) Steel waterline activated sludge plant: -
(CARRYOVER FROM 2018/2019 BUDGET - \$200,000)
 The above ground, steel waterline adjacent to the aeration basins is old and prone to leaks, especially at the grooved joints and has outlived its useful life. The new steel waterline will have traditional joints that will provide a longer life.

12-8642-000-0**FY 2019/2020****OPERATIONS****Budget Request****\$3,094,195**

- A) Phase 2B plant expansion design: 3,034,195
 Phase 2B plant expansion will replace an aging and capacity restricting Grit Chamber, and provide redundancy by adding a second digester, expanding the bar screens, adding two biofilters, a sludge holding tank and a sludge thickner building. Phase 2B will be prior to but sequential with Phase 2C plant expansion.
- B) Recycled water main extension: 60,000
 In order to save significant potable water when cleaning the pond chlorine contact chamber, staff would like to extend the secondary effluent pipeline system about 250 feet to the pond chlorine contact chamber. This will allow the use of secondary effluent water to be used to clean the chamber instead of potable water.
- C) Perimeter fence completion:
(CARRYOVER FROM 2018/2019 BUDGET - \$150,000)
 Completing the perimeter fence project including the north end of the property.

12-8660-000-0**FY 2019/2020****GENERAL FACILITIES****Budget Request****\$632,500**

A) Vehicle & Equipment Replacement Fund: 610,000

This fund is used to replace District vehicles and significant, higher cost equipment. The annual contribution is based on data collected on all vehicles and equipment using a ten (10) to twenty (20) year replacement schedule. The total cost is calculated over a twenty (20) year window using an estimated inflation percentage.

Vehicles/Equipment to be replaced in 2019/2020 include:

- Riding lawnmower
- Flat bed truck
- Dump truck
- Utility truck
- Autoclave
- Mainline magnetic meter

B) Contingency for emergency repairs: 22,500

This account provides a contingency amount in the Capital Improvement Program for replacement of critical equipment or systems in General Facilities which could unexpectedly fail during the fiscal year.

12-8680-000-0**FY 2019/2020****ADMINISTRATION****Budget Request****\$22,500**

A) Contingency for emergency repairs: 22,500

This account provides a contingency amount in the Capital Improvement Program for replacement of critical equipment or systems in the administration department which could unexpectedly fail during the fiscal year.

12-9140-000-0**FY 2019/2020****Transfer to Fund 06****Budget Request****\$427,763**

A) Principal and interest payment for Revenue Refunding Bonds, 2015: 425,263

On August 15, 2006, the District issued \$12,915,000 Certificates of Participation to fund phase I of the District's treatment plant expansion. The bonds were refinanced on June 1, 2015 for \$7,540,000 at 2.14% interest payable semi-annually on December 1 and June 1, commencing December 1, 2015.

B) Annual administrative expenses for Revenue Refunding Bonds, 2015: 2,500

FUND 13

CAPITAL IMPROVEMENT FUND

FUND TOTAL REQUEST \$2,022,797

13-8623-000-0

FY 2019/2020

ENGINEERING AND MAINTENANCE

Budget Request

\$2,022,797

A) Phase 2B plant expansion design:

2,022,797

Phase 2B plant expansion will replace an aging and capacity restricting Grit Chamber, and provide redundancy by adding a second digester, expanding the bar screens, adding two biofilters, a sludge holding tank and a sludge thickener building. Phase 2B will be prior to but sequential with Phase 2C plant expansion.

B) New Training & Office Library Building - Design

-

(CARRYOVER FROM 2018/2019 BUDGET - \$100,000)

Design architect for new training and office library building.