



# Valley Center Municipal Water District

# Annual Budget

**Fiscal Year 2021-2022**

**Valley Center, California**

# Annual Budget

For The Fiscal Year Ended  
June 30, 2022

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## Valley Center Municipal Water District



Prepared by:

Valley Center Municipal Water District's Finance Department  
James V. Pugh, Director of Finance and Administration  
Vanessa Velasquez, Manager of Accounting

29300 Valley Center Road ▪ PO Box 67 ▪ Valley Center, CA 92082

[www.valleycenterwater.org](http://www.valleycenterwater.org)



## Valley Center Municipal Water District

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# Valley Center Municipal Water District

## Annual Budget

For The Fiscal Year Ended  
June 30, 2022

### Directory of District Officials



**Robert A. Polito**  
President  
Division 1  
*Since 1989*



**Enrico P. Ferro**  
Vice-President  
Division 4  
*Since 2016*



**Randy D. Haskell**  
Director  
Division 2  
*Since 2001*



**Daniel E. Holtz**  
Director  
Division 5  
*Since 2018*



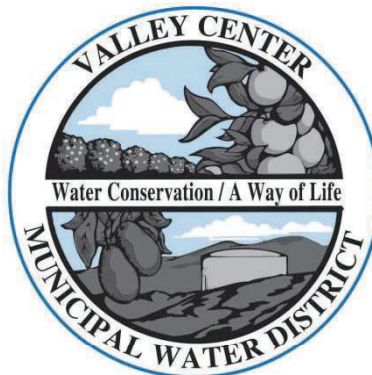
**Oliver J. Smith**  
Director  
Division 3  
*Since 2019*

### District Management

**Gary T. Arant**  
General Manager  
*31 years of service*

**Wally T. Grabbe**  
District Engineer  
Deputy General Manager  
*29 years of service*

**James V. Pugh**  
Director of Finance & Administration  
Treasurer  
*18 years of service*



**Brian E. Lovelady**  
Director of Operations/Facilities  
*32 years of service*

**Ando Pilve**  
Director of Information Technology  
*12 years of service*

**Kirsten N. Peraino**  
Executive Assistant  
Board Secretary  
*1 years of service*

### General Counsel

**Paula C.P. de Sousa**  
Best, Best & Krieger, LLP  
*10 years*





## Valley Center Municipal Water District

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# 2021-2022 Budget Overview



## Valley Center Municipal Water District

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## VALLEY CENTER MUNICIPAL WATER DISTRICT 2021-22 BUDGET OVERVIEW

It is projected that for the Water General Fund in Fiscal Year 2021-22 operating revenues will meet the projected operating expenses. Total water capital expenditures are estimated at \$9,622,350 of which \$6,655,000 are additions to pending State Revolving Fund (SRF) Loan approvals. The remaining \$2,967,350 will be funded with a combination of non-operating revenues including general property tax revenue, water availability charges, and capacity charges.

**Total Budgeted Revenues** for 2021-22 are \$64,318,307, which is \$13,389,795 or 26.3% higher than the 2020-21 adopted budget of \$50,928,712. The majority of this overall budget increase reflects the anticipated proceeds from the Drinking Water SRF loans and the Series 1 Bond issue totaling \$10,605,000.

For the current year ending June 30, 2021, **Water Sales** are projected at 17,400 acre feet of water. This is 2.4% higher than the budget of 17,000 acre feet. For 2021-22, the District is budgeting water sales at 17,000 acre feet. Staff believes that the estimates for Fiscal Year 2021-22 are reasonable given the uncertain agricultural environment..

With the most recent information available, it is estimated that wholesale **Water Rates** from the San Diego County Water Authority (SDCWA) and Metropolitan Water District (MWD) on January 1, 2022, will increase by 4.4% for treated water and 3.5% for certified agricultural over the current adopted rates. The new rates are proposed at \$2,361.13 per acre foot for full price and \$1,777.77 for the Permanent Special Agricultural Water Rate (PSAWR) customers.

Also included in the water charges the District is required to pay SDCWA and MWD in 2022 are fixed charges for ready-to-serve, capacity, customer service, emergency storage, and supply reliability. The District calculates the per-acre-foot equivalent of these charges by dividing the total charges by projected water sales, less a 10% reserve for sales levels under budgeted amounts. For the fiscal year ending 2022 budgeted sales are 17,000 acre feet and the fixed charges totaling \$4,202,626 are allocated over 15,300 acre feet. Total fixed charges for Fiscal Year 2021-22 are \$36,625, or 0.8%, lower than in Fiscal Year 2020-21.

The District's local cost component of the water rate is budgeted at \$260.10 per acre foot, an increase of 5.5%, which is included in the rates above, over the current rate of \$246.55. This increase is necessary to cover a portion of the locally controlled fixed costs. A **meter service charge** increase of 5.5% is also recommended. The charge for a ¾ inch meter is budgeted at \$45.12, an increase of \$2.35 from \$42.77.

**New Connection Sales** are estimated to decrease \$295,150 over the prior year budget. New meter sales were over estimated in the prior year. The growth is due to the new developments that the community is experiencing as a result of the expansion to the Woods Valley Ranch Wastewater Expansion. More realistic projects are included in the Fiscal Year 2021-22 Budget.

Estimated **interest earnings** rate at 0.50% will yield \$153,000. **Property Taxes** are budgeted at \$2,728,000, an increase of 1.4% more than our estimate for the current year. Water availability charges will be \$572,000.

**Moosa** proposed operating revenues will exceed the projected operating expenses for a budget surplus of \$405,006 with the surplus dedicated to capital projects. An additional \$608,332 in Moosa capital projects will require the use of the Replacement Reserve.

The **Moosa** wastewater monthly service charge is proposed at \$58.67 and the low pressure wastewater collection system maintenance fee for a small part of its wastewater service area is proposed at \$48.42, a 1.5% increase to both charges required to offset the impacts of inflation.

**Woods Valley Ranch** sewer service charges and sewer standby fees for properties not yet connected to the sewer system are collected as a fixed charge special assessment on the property tax roll. The monthly fee is the same as the current year, \$98.60 per month.

The **Woods Valley Ranch Expansion** will be collecting sewer standby fees for properties not yet connected to the sewer system. The fees in the coming year remain the same as the current year at \$550.32 per Equivalent Dwelling Unit (EDU) and will be used to establish a replacement reserve. Sewer Service Charges for Service Area 2 will be the same as for Service Area 1 at \$98.60/month or \$1,183.20/year per unit. The Grinder Pump Maintenance Charge is proposed to increase 1.5% from \$572.40/year or \$47.70/month for one EDU to \$581.04/year or \$48.42/month which will be assessed on those properties requiring a grinder pump unit. All charges will be included as a fixed charge special assessment on the property taxes.

**Total Budgeted Expenses**, including capital, are \$61,884,323, which is 21.4%, or \$10,903,264, higher than the 2020-21 adopted budget of \$50,981,059. This overall budget increase reflects the higher operating expenses and the higher capital outlay that is proposed for Water and Wastewater Operations compared to the prior year.

**Source of Supply** is the single greatest Water Operating Expense. It includes the cost of water sold, electricity, and natural gas the sum of which accounts for 68% of the total budgeted operating expenditures in Fiscal Year 2021-22. Source of Supply is \$1,109,506 or 3.8%, higher than in the prior year due to increases to the wholesale costs that will go into effect in calendar year 2022.

**General Administration** costs are up \$179,279 over last year. This is due increased labor and benefits associated with the redistribution of the Special Project & Compliance Managers time from the Field Department as well as an increase in legal services.

**Finance expenses**, excluding debt service, are projected to be \$330,535 higher than the current budget due to increased labor and benefits, outside professional services, insurance premiums and increased leave and write-off of uncollectable accounts due to the COVID-19 national emergency.

**Information Technology** expenses are \$52,118 higher due to increased labor & benefits, maintenance of equipment, and telephone & communication costs. The increases are partially offset with decreases in outside professional services.

**Engineering** expenses are up by \$114,641 due to higher increases to labor and benefits training & education, special department expenses and maintenance of equipment. The increases are partially offset by decreases to outside professional services.

**Operations and Facilities** expenses are \$19,270 lower than the current budget. This is a result of a decrease in labor and benefits associated with the redistribution of the Special Project & Compliance Managers time offset by increases in temporary labor, training, outside services, maintenance costs and software technical support.

**Moosa** proposed operating expenses are \$55,448 less than the current 2020-21 budget. The decrease is due to lower labor and benefits.

**Woods Valley Ranch** operating expenses are \$92,137 higher than the current year budget due to increased labor and benefits and administrative overhead expenses.

**New Capital Projects** budgeted in Fiscal Year 2021-22 total \$14,788,188. Water projects total, \$9,622,350, Moosa, \$1,013,338, Woods Valley Ranch, \$152,500, and Woods Valley Ranch Expansion, \$4,000,000.

**VALLEY CENTER MUNICIPAL WATER DISTRICT  
2021-2022 BUDGET OVERVIEW**

	2020-2021 Adopted Budget	2020-2021 Estimated Actual	2021-2022 Proposed Budget	Change from Prior Budget	Percent Change from Prior Budget
<b>REVENUES:</b>					
Water Sales	17,000 A.F.	17,400 A.F.	17,000 A.F.	0 A.F.	0.0%
<b>General Fund:</b>					
Operating Revenues:					
Water Sales (including pumping)	33,847,000	34,724,000	35,457,000	1,610,000	4.8%
Meter Service Charges	6,940,000	6,681,000	7,349,000	409,000	5.9%
New Connection Sales	643,200	500,700	348,050	(295,150)	-45.9%
Other Revenue	692,870	1,940,300	1,043,700	350,830	50.6%
Investment Income	326,000	224,000	153,000	(173,000)	-53.1%
Total Operating Revenue	42,449,070	44,070,000	44,350,750	1,901,680	4.5%
Debt Service Revenues - Water Availability Charges	51,638	52,703	49,460	(2,178)	-4.2%
Capital Project Revenues:					
State Revolving Fund Loan	0	0	6,655,000	6,655,000	100.0%
Capacity Charges	290,550	434,163	463,550	173,000	59.5%
Property Taxes	2,607,000	2,690,300	2,728,000	121,000	4.6%
Water Availability Charges	522,362	521,497	522,540	178	0.0%
Total Capital Project Revenue	3,419,912	3,645,960	10,369,090	6,949,178	203.2%
Total General Fund Revenues	45,920,620	47,768,663	54,769,300	8,848,680	19.3%
<b>Moosa Wastewater Revenues</b>	1,775,660	1,775,263	1,818,170	42,510	2.4%
<b>Woods Valley Ranch Wastewater Revenues</b>	427,082	1,136,055	1,422,163	995,081	233.0%
<b>Woods Valley Ranch Expansion</b>	2,805,350	2,177,417	2,358,874	(446,476)	-15.9%
Series 1 Bond Proceeds	0	0	3,950,000	3,950,000	100.0%
<b>Total Budgeted Revenues</b>	<b>50,928,712</b>	<b>52,857,398</b>	<b>64,318,507</b>	<b>13,389,795</b>	<b>26.3%</b>
<b>EXPENDITURES:</b>					
<b>General Fund:</b>					
Operating Expenses:					
General Administration	711,636	736,215	890,912	179,276	25.2%
Information Technology	923,501	905,666	975,619	52,118	5.6%
Finance	2,385,852	2,497,040	2,716,387	330,535	13.9%
Engineering	1,889,448	2,086,758	2,004,089	114,641	6.1%
Operations & Facilities	7,708,279	7,353,229	7,689,009	(19,270)	-0.2%
Source of Supply	28,885,236	29,557,815	29,994,742	1,109,506	3.8%
Total Operating Expenses	42,503,952	43,136,723	44,270,758	1,766,806	4.2%
Debt Service - Interest Expense	51,638	52,703	49,460	(2,178)	100.0%
Capital Projects Appropriations	4,784,100	4,589,664	9,622,350	4,838,250	101.1%
Total General Fund Expenditures	47,339,690	47,779,090	53,942,568	6,602,878	13.9%
<b>Moosa Wastewater:</b>					
Operating Expenses	1,468,612	1,399,153	1,413,164	(55,448)	-3.8%
Capital Project Appropriations	890,000	541,445	1,013,338	123,338	13.9%
Total Moosa Expenditures	2,358,612	1,940,598	2,426,502	67,890	2.9%
<b>Woods Valley Ranch Wastewater:</b>					
Operating Expenses	754,678	818,238	846,815	92,137	12.2%
Capital Project Appropriations	0	140,000	152,500	152,500	0.0%
Total Woods Valley Ranch Expenditures	754,678	958,238	999,315	244,637	32.4%
<b>Woods Valley Ranch Expansion:</b>					
Operating Expenses	51,200	65,741	62,500	11,300	22.1%
Debt Service - Interest Expense	476,879	476,879	453,438	(23,441)	-4.9%
Capital Project Appropriations	0	40,000	4,000,000	4,000,000	0.0%
Total Woods Valley Ranch Expenditures	528,079	582,620	4,515,938	3,987,859	755.2%
<b>Total Budgeted Expenditures</b>	<b>50,981,059</b>	<b>51,260,546</b>	<b>61,884,323</b>	<b>10,903,264</b>	<b>21.4%</b>
<b>NET REVENUES &amp; EXPENDITURES</b>	<b>(52,347)</b>	<b>1,596,851</b>	<b>2,434,184</b>	<b>2,486,531</b>	<b>-4750.1%</b>
<b>FUNDING FROM (TO) RESERVES</b>	52,347	(1,596,851)	(2,434,184)	(2,486,531)	4750.1%
	0	0	0	0	0.0%



## Valley Center Municipal Water District

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Valley Center Municipal Water District was recognized by the California Society of Municipal Finance Officers (CSMFO) for excellence in operational budgeting for Fiscal Year 2020-2021 - Our twenty third year in a row. We believe our current budget continues to conform to the certificate program requirements, and we are submitting it to CSMFO.



## Valley Center Municipal Water District

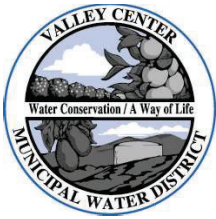
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# Budget Message



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# VALLEY CENTER MUNICIPAL WATER DISTRICT

A Public Agency Organized July 12, 1954

Board of Directors  
Robert A. Polito  
President  
Randy D. Haskell  
Vice President  
Enrico P. Ferro  
Director  
Daniel E. Holtz  
Director  
Oliver J. Smith  
Director

July 6, 2021

Robert A. Polito, President  
Members of the Board of Directors  
Valley Center Municipal Water District  
29300 Valley Center Road  
Valley Center, CA 92082

We are pleased to present this report along with the proposed Fiscal Year 2021-2022 operations, maintenance, and capital budget. We look forward to your review and analysis toward ultimate adoption on July 6, 2021. This document provides detailed information about the Valley Center Municipal Water District's (District) revenue and expenditure forecast in the coming year and addresses the main points and decisions made in compiling the budget.

With the overview and guidance from the Board of Directors the District annually reviews its strategic plan and goals (see pages 1-21 thru 1-26). The results of the strategic planning process help to guide District staff in its efforts to accomplish the mission of the District. Strategic goals and objectives are considered during the budget development to provide the basis for prioritizing efforts, activities, financial resources, and personnel needs.

Challenges from past years continue into this fiscal year. Some of these challenges include the continued increasing cost of goods and supplies, the cost of imported water, and the local economic climate for agriculture. New challenges that we are facing include the new Statewide Water Efficiency Goals that were recently signed into law. The new legislation establishes guidelines for efficient water use and a framework for the implementation and oversight of the new standards, which must be in place by 2022. The standards include establishing indoor, outdoor, and commercial water use standards and requiring urban and agricultural water suppliers to set annual agency water budgets.

The District is responsible for providing water and wastewater services to its customers while closely managing costs and the funds with which our customers have entrusted us. The District's budget demonstrates fiscal responsibility even with reduced water sales, continued replacement of its aging infrastructure to avoid disruption in services, and continuous improvement in business processes to increase efficiencies.

## THE DISTRICT

Valley Center Municipal Water District was founded on July 12, 1954, under the provisions of the California Municipal Water District Law of 1911 (California Water Code sections 71000 et seq.). The District provides water, wastewater, and water recycling services to its domestic, agricultural, and commercial customers in a service area which encompasses approximately 101 square miles, of which approximately 71% of the land use area receives water service. It includes the unincorporated area of Valley Center and unincorporated areas north of Escondido which are located in northern San Diego County. As of January 1, 2021, approximately 26,780 people lived within the District.





*Corporate Facility Located at 29300 Valley Center Road, Valley Center, CA.*

### **COMMUNITY PROFILE**

For the last decade, Valley Center has been in transition from being predominately agricultural to a more balanced rural-suburban and agricultural setting. When once over 90% of the water delivered by the District went to commercial agricultural users, the mix is now 65% agricultural 35% domestic-commercial. The decline in agricultural use is due in part to regulatory restrictions, labor costs and shortages, market competition, and the rapid rise in the cost of water over the last ten years.

As a result, the District has seen a significant decrease in the volume of water deliveries to its customers. Water sales for the year ended June 30, 2020, totaled 15,691 acre feet. This is the third lowest volume of water sold since fiscal year 1972-1973 when we sold 14,588 acre feet.

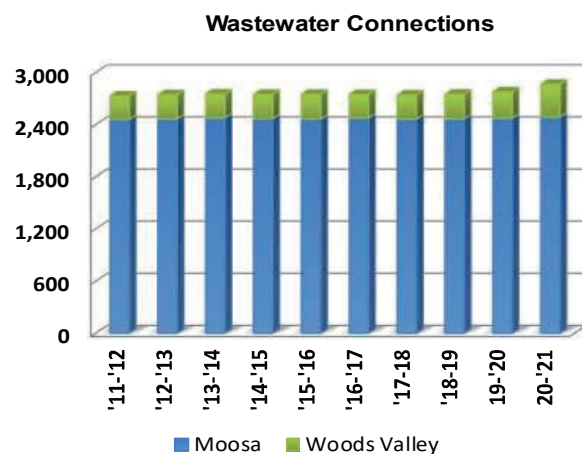
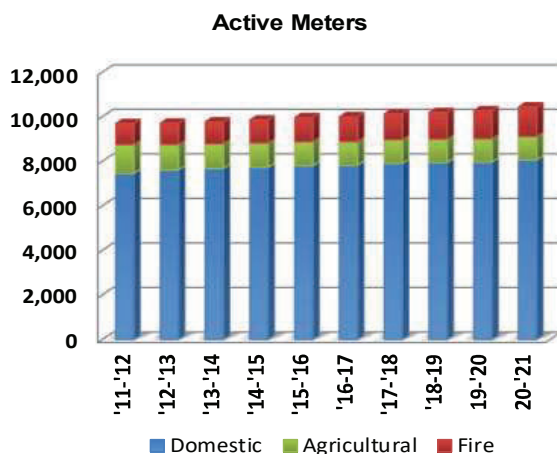
### **WATER SOURCES**

The District relies on the San Diego County Water Authority (SDCWA or “Authority”) as its’ sole source provider for treated potable water. The Authority imports water through the Metropolitan Water District of Southern California (MWD) system and its own aqueduct, storage and treatment system. MWD obtains its water from two sources: the Colorado River Aqueduct and the State Water Project under a water supply contract with the Department of Water Resources. This water has become increasingly unreliable in recent years as deteriorating ecological conditions have led to regulatory restrictions on pumping water supplies from the Bay-Delta. The Bay-Delta is an inland river delta and estuary formed at the confluence of the Sacramento and San Joaquin Rivers east of San Francisco. It is a key water supply source for California including the millions of residents in San Diego County. In addition, the Authority’s water supply portfolio includes supplies secured in 2003 from the Colorado River also delivered via the MWD system. These supplies include a water conservation and transfer agreement with the Imperial Irrigation District and water conserved by two projects, the All American Canal Lining Project and the Coachella Canal Lining Project. Additionally, the SDCWA added desalinated seawater to its water supply portfolio with the completion of the Carlsbad Desalination Plant in December 2015. This new supply reduces the region’s dependence on water from the Colorado River and the Bay-Delta that is vulnerable to droughts, natural disasters and regulatory restrictions.



### DISTRICT OPERATIONS

The District's water system includes 7 active aqueduct connections, 41 enclosed reservoirs and 1 open reservoir, Lake Turner, 29 pumping stations and 336 miles of water main. As of March 31, 2021, there were a total of 10,438 active meters of which 8,054 were domestic, 1,060 were agricultural, and 1,324 were fire meters (see historical graph below). The District also provides wastewater collection, treatment, water recycling, and disposal services for 2,867 customers through two wastewater treatment facilities, Lower Moosa and Woods Valley Ranch (see historical graph below). These two facilities serve separate and limited areas of the District. There are 60 miles of wastewater lines throughout the District.



### BUDGET DOCUMENTS

The Budget consists of the following sections:

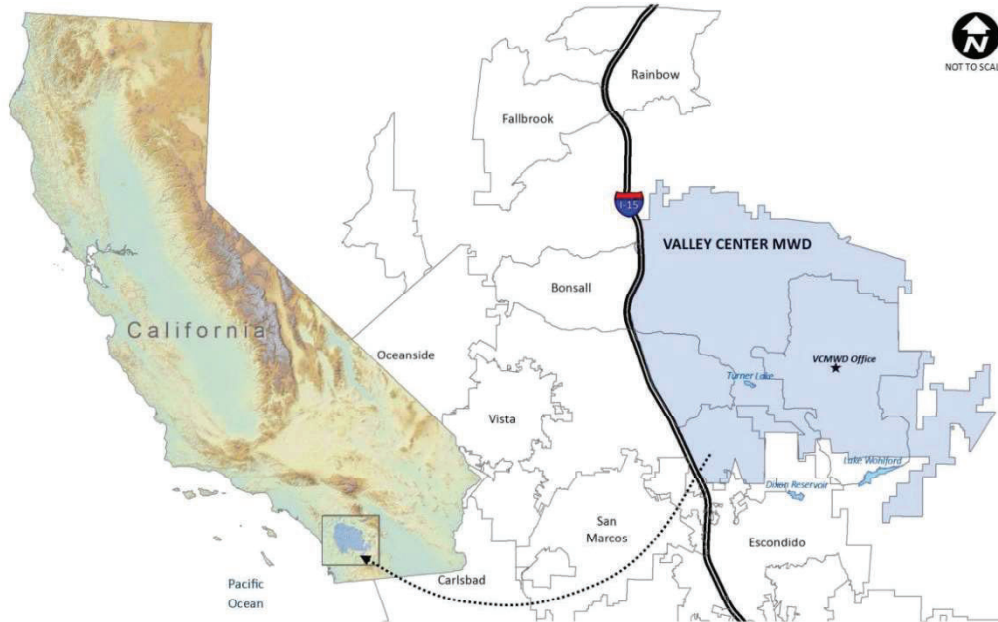
1. This Budget Message.
2. The Adopting Resolutions beginning on page 2-1.
3. A Recap of Budget and Source of Financing in Section 3. This includes a summary of all funds expenditures, revenues, and reserves; a revenue estimate for the General Fund; an Expenditures Recap for all funds; and a History of Water Purchased and Sold.
4. Detailed budgets for each department. Each consists of:
  - a. A description of the department and a summary of its accomplishments and goals.
  - b. A Department Summary of expenditures by division within the department.
  - c. A budget for each division by account number.
  - d. Detail and justification for each account within the division.

In addition, all funds other than the General Fund are preceded by a Recap of Budget and Source of Financing, Analysis of Cash Position, and Revenue Estimate. This information for the General Fund is included in Section 3.

5. An Appendix containing a Glossary and Budget Policies.



### DISTRICT SERVICE AREA



### BUDGET PROCESS

In keeping with past practice, the budget process begins with input from all levels of staff. As such, it presents a program we believe to be fiscally sound, prudent, and necessary for the continued efficient operation of the District during the coming year. Budget requests are refined by the Department Heads and approved by the General Manager. The proposed budget is then presented to the Board of Directors (Board) for review and ultimate approval.

### **Budget Calendar**

January 2021	General Manager and Department Heads start discussion of the Budget process.
February 2021	Departments submit Budget requests.
June 7, 2021	Budget policies reviewed by Board of Directors.
June 7, 2021	Overview of Budget reviewed by Board of Directors.
June 21, 2021	Update to Overview of Budget reviewed by Board of Directors.
July 6, 2021	Budget submitted to Board of Directors for possible adoption.

### **Budget Basis**

The budget is prepared on an enterprise basis, as it is the intent of the District that the costs of providing water and wastewater service to the customers of the District are financed primarily through user charges. Revenues and expenses are recognized on the accrual basis in that they are recognized in the accounting period they are earned or incurred. The budget appropriates funds at the department level. Depreciation is not funded in the budget. Funds for the replacement of old pipelines are restricted at the end of each fiscal year as determined by the District's Administrative Code and are not provided in the budget process, as further discussed under "Capital Budget" on the following pages.



Administrative costs are charged in total to the water operating fund. A portion of these administrative overhead costs incurred by water operations are then allocated to the wastewater funds. This allocation is shown as an expense credit in the applicable water operations divisions.

Sixty-eight percent of the general fund budget, excluding capital projects and debt service interest, is for the purchase of water and the energy required for pumping water through our distribution system. These costs are presented as "Source of Supply". Only thirty-two percent of the District's costs are directly controlled by the District. These locally controlled costs are influenced by the number of customers we serve and by infrastructure maintenance and improvements. Locally controlled costs are mostly fixed costs as they are not affected by the volume of water sold.

### Spending Limit

Ordinance 171, enacted in 1988 by a vote of the District's residents, established a limitation on the expenditure of District funds for capital improvements. This limitation is adjusted annually on January 1 for the consumer price index. The limitation effective January 1, 2021, is \$2,589,681 per project except that for water storage projects the limitation is \$3,884,535. Expenditures in excess of these limitations must be ratified by a District-wide election. This limitation does not apply to funds expended by property owners, developers, or others for capital projects that will be dedicated to the District or to funds from assessment or improvement districts formed in the manner provided by the laws of the State of California.



*Circle R Reservoir Exterior Coating application.*

### Appropriation Limit

Article XIII B of the State Constitution limits increases in property tax revenues. This limit increases annually by a factor comprised of changes in population and per capita personal income or nonresidential construction. Each year the District adopts by resolution (in Section 2 of this budget) the limit calculated under this legislation. The impact of this legislation is felt by cities and those agencies that exist almost entirely on proceeds of taxes, unlike the District which relies almost entirely on user charges. Applicable property taxes received by the District are one-third of the limit established by Article XIII B.

### Budget Control and Amendment

The General Manager is responsible for keeping expenditures within budget allocations approved by the Board of Directors for positions, salaries, operational expenses, and capital acquisitions, and may adopt budget procedures as necessary to carry out that responsibility. No expenditure of funds shall be authorized unless sufficient funds have been appropriated by the Board or General Manager as described in this budget.





The General Manager may reallocate budget items to respond to changed circumstances, provided any single modification in excess of \$50,000 shall require approval by the Board.

The Department Heads may reallocate budget items, within their department, to respond to changed circumstances, provided that any single modification in excess of \$15,000 shall require approval by the General Manager.

The Board must authorize any increase in the overall budget and any increase in the number of authorized permanent personnel positions above the level identified in the final operating and capital budget. The General Manager may authorize the hiring of temporary or part-time staff as necessary, within the limits imposed by the available funds in the operating and capital budget.

In the event the General Manager determines that an emergency exists requiring immediate action, the General Manager shall have the power, without prior Board action, to enter into contracts and agreements and expend funds on behalf of the District, but not in excess of \$750,000. An emergency is defined in Administrative Code Section 225.2 as “a major disruption in the water distribution system that prevents the District from delivering water, or a situation where a lack of action would prevent the delivery of water to any customer.” Not later than 48 hours after determination of an emergency, the General Manager shall notify the President of the Board the reasons necessitating such determination and the actions taken.

### **BUDGET POLICIES**

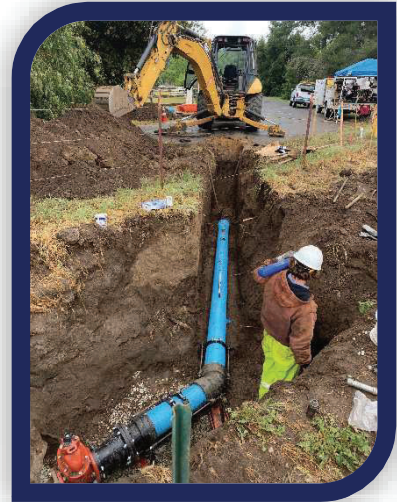
The Budget Policies contained in Administrative Code Section 50.2 have been followed in preparing this budget.

A. **Reserves** - Four categories of reserves have been established (further details are on page 3-2).

1. Rate Stabilization Reserves when established are utilized to level water rates and pumping rates during declining sales.
2. An Operating Reserve of \$7,138,008 has been established for emergencies and unforeseen circumstances. In an emergency, capital projects would be critically reviewed to release appropriated capital funds for other purposes.

The Operating Reserve combined with the Rate Stabilization Reserves together are considered to be discretionary reserves, unrestricted or uncommitted reserves not anticipated to be used in the current fiscal year. The District shall endeavor to maintain these discretionary reserves at a minimum three and a maximum six months operations and maintenance budget. The proposed budget meets this goal.

3. Restricted Reserves include the Replacement Reserves for Lower Moosa Canyon Water Reclamation Facility and Woods Valley Ranch Water Reclamation Facility.



*Installation of 8" PVC pipe for intertie at Round Tree Rd.*



4. Capital Reserves provide funding for continuing projects, improvements funded from capacity charges, and future capital additions, including those as outlined in the Water Master Plan.
- B. **Fees and Charges** - Each water and wastewater system ultimately shall be self-sufficient. Administrative costs incurred by the District are allocated to each system in accordance with general practices and reimbursed to the general fund.
- C. **Debt** - Debt proceeds shall be used only for capital projects which cannot be funded while maintaining reserve goals. Long-term debt shall not be used to fund current operating costs. The Debt Policy can be found in Section 50.3 of the Administrative Code. No new debt issues are proposed in this budget.
- D. **One-time and Unpredictable Revenues** - One-time revenues are allocated to the source of the revenue or refunded expenditure and shall not be used to initiate new programs which result in ongoing expenditures. Revenues which cannot be predicted, such as capacity fees, property taxes, and interest, are forecast conservatively in the budget.
- E. **Balanced Budget** - Current operating expenditures are funded with current revenues and with rate stabilization reserves as noted above.
- F. **Revenue Diversification** - At least 60% of the District's fixed operating expenditures are to be met with the monthly meter service charge. For the Fiscal Year 2021-2022 57% of fixed costs are covered by these fixed charges.
- G. **Contingencies** - The General Manager has the authority to make certain expenditures from the operating reserve and take other actions necessary in case of a major disruption in the water distribution system.

### OVERALL BUDGET FOR FISCAL YEAR 2021-2022

From an overall standpoint, the total proposed Fiscal Year 2021-22 Budget of \$61,884,323 is 21.4% higher than the total approved budget for Fiscal Year 2020-21 of \$50,981,059. This overall budget increase reflects higher capital outlay proposed for the Old Castle Waterline Replacement Project and the Orchard Run Lift Station within the Woods Valley Ranch WRF Expansion.

It is projected that for the Water General Fund in Fiscal Year 2021-22 operating revenues will exceed projected operating expenses by \$79,992. Total water capital expenditures are estimated at \$9,622,350 of which \$6,655,000 are additions to pending State Revolving Fund (SRF) Loan approvals. The remaining \$2,967,350 will be funded with a combination of non-operating revenues including general property tax revenue, water availability charges, and capacity charges.

It is also anticipated that Woods Valley Ranch WRF will have sufficient revenues to meet the anticipated costs for Fiscal Year 2021-2022. Moosa operating revenues will exceed the projected operating expenses for a budget surplus of \$405,006 with the surplus dedicated to capital projects. An additional \$608,332 in Moosa capital projects will require the use of replacement reserves. Budget details for the various water and wastewater operating funds are explained on the following pages of the Budget Message.



## GENERAL FUND

For Fiscal Year 2021-22, the Water Fund operating revenue is proposed at \$44,350,750, which is an increase of 4.5% from the budget adopted for last year. This is due to increased water revenue, service charges, and delinquent charges (in other revenue). Those increases are partially offset by decreases in new connection sales and investment income. It is projected that for the Water General Fund in Fiscal Year 2021-22 operating revenues will exceed projected operating expenses by \$79,992. The Water Fund operating expenditures budget is proposed at \$44,270,758, which is an increase of 4.3% from the budget adopted for last year. Changes in the major components of the budget are summarized as follows:

### RECAP OF GENERAL FUND

	2020-21 Adopted Budget	Percent of Total	2021-22 Proposed Budget	Percent of Budget	Change	Percent of Change
<b>OPERATING REVENUES</b>						
Water Sales (Acre Feet)	17,000 AF		17,000 AF		- AF	0.0%
Water (including Pumping)	\$ 33,847,000	79.7%	\$ 35,457,000	79.9%	\$ 1,610,000	4.8%
Service Charges	6,940,000	16.3%	7,349,000	16.6%	409,000	5.9%
New Connection Sales	643,200	1.5%	348,050	0.8%	(295,150)	-45.9%
Other Revenue	692,870	1.6%	1,043,700	2.4%	350,830	50.6%
Investment Income	326,000	0.8%	153,000	0.3%	(173,000)	-53.1%
Total Operating Revenue	\$ 42,449,070	100.0%	\$ 44,350,750	100.0%	\$ 1,901,680	4.5%
<b>OPERATING EXPENDITURES:</b>						
Water Purchase (Acre Feet)	18,090 AF		18,090 AF		- AF	0.0%
Water	\$ 27,242,236	64.2%	\$ 28,357,742	64.1%	\$ 1,115,506	4.1%
Energy	1,643,000	3.9%	1,637,000	3.7%	(6,000)	-0.4%
Regulatory Permits	116,350	0.3%	109,350	0.2%	(7,000)	-6.0%
Controlled by Others	29,001,586	68.3%	30,104,092	68.0%	1,102,506	3.8%
Personnel	10,370,200	24.4%	10,556,900	23.8%	186,700	1.8%
Other	3,077,166	7.2%	3,609,766	8.2%	532,600	17.3%
Controlled by District*	13,447,366	31.7%	14,166,666	32.0%	719,300	5.3%
TOTAL Operating Expenditures	\$ 42,448,952	100.0%	\$ 44,270,758	100.0%	\$ 1,821,806	4.3%
NET Revenues and Expenditures	\$ 118		\$ 79,992		\$ 79,874	

### \* COSTS CONTROLLED BY DISTRICT

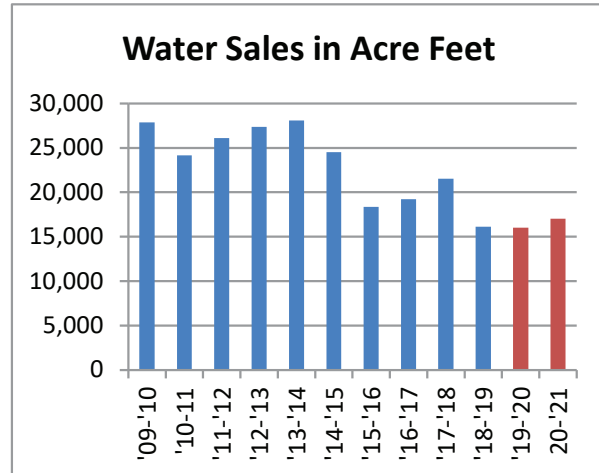
General Administration	\$ 656,636	4.9%	\$ 890,912	6.3%	\$ 234,276	35.7%
Information Technology	923,501	6.9%	975,619	6.9%	52,118	5.6%
Finance	2,385,852	17.7%	2,716,387	19.2%	330,535	13.9%
Engineering	1,889,448	14.1%	2,004,089	14.1%	114,641	6.1%
Operations & Facilities	7,591,929	56.5%	7,579,659	53.5%	(12,270)	-0.2%
Total Controlled by District	\$ 13,447,366	100.0%	\$ 14,166,666	100.0%	\$ 719,300	5.3%



### REVENUE ESTIMATES

#### Water Sales and Rate Increase

Water sales for the past ten years have ranged from a high of 28,082 acre feet in Fiscal Year 2013-14, to a low of 15,691 in Fiscal Year 2019-20. Sales for Fiscal year 2021-22 are estimated at 17,000 acre feet. This is a decrease of 39%, or 11,082 acre feet from the 10-year high. This reduced water sales volume is due to the gradual decline in agricultural land in production. Agricultural sales are estimated at 65% of the total volume of water sold for Fiscal Year 2021-22. The prior year budget estimated agricultural sales accounted for 67% of the volume.



The San Diego County Water Authority (SDCWA) has not yet formally adopted wholesale rates but staff has been provided with information regarding the most recent SDCWA estimates for the 2022 water rates. Those estimates were used during the preparation of the proposed budget. All rate changes from MWD and SDCWA are subject to change at any time and are passed through to our customers in accordance with our Administrative Code Section 160.3(g), including any rate changes not yet known.

The proposed wholesale water rate information obtained from the SDCWA indicates that their rates are to increase by 4.4% for treated water and 3.5% for certified agricultural over the current adopted rates (refer to table on next page). Final rate recommendations will be based on wholesale rates actually adopted by the SDCWA. The SDCWA includes a melded rate supply cost for additional water supplies such as that received from the Imperial Irrigation District. The melded rate supply cost, not firm at this time, is projected to be \$224 in January 2022.

The budget, as presented, proposes an increase of 5.5% to the District's local share of the water rate on February 1, 2022. The current local rate of \$246.55 will increase to \$260.10 per acre foot. This increase is necessary to cover a portion of the locally controlled fixed costs. While the local rate is to be held as low as possible, the strategic plan (see page 1-22) has set a goal that it represent no more than 15% of the total water commodity cost for Municipal and Industrial (M&I) and no more than 18% for the Permanent Special Agricultural Water Rate (PSAWR). Based on the proposed February 1, 2022, rate change, the District's share of the water rate will be 11.0% for M&I and 14.6% for PSAWR.

Also included in the water charges we are required to pay SDCWA and MWD in 2022 are fixed charges for capacity, ready-to-serve, customer service, emergency storage, and supply reliability. The District calculates the per-acre-foot equivalent of these charges by dividing the total charges by projected water sales, less a 10% reserve for sales levels under budgeted amounts. For the fiscal year ending 2022 budgeted sales are 17,000 acre feet and the fixed charges totaling \$4,202,626 are allocated over 15,300 acre feet. Total fixed charges for 2022 are \$36,625, or 0.8%, lower than Fiscal Year 2020-21.





## San Diego County Water Authority Permanent Special Agricultural Water Rate

The San Diego County Water Authority approved the Special Agricultural Water Rate as a Permanent program effective January 1, 2021. The PSAWR program brought significant changes to the eligibility requirements. Accounts already enrolled in the program were grandfathered into the permanent program through June 30, 2021 but are required to comply with the new requirements in order to continue receiving the discounted rate beyond June 30, 2021. Of the 1,038 agricultural accounts, 462 have met the new requirements, 51 are pending approval, 20 opted out, and 505 accounts have not responded as of May 25, 2021.

An incremental melded supply rate cost of \$224, the emergency storage charge of \$219, and the supply reliability charge of \$141 that are added to the water supply charge by the SDCWA are not charged to agricultural customers. The total credit amounts to \$584 per acre foot of savings for the District's agricultural customers for the 2022 rates. The credit is higher than last year's credit of \$545 due to the increased savings that agricultural customers realize when they pay the MWD Supply Rate instead of the SDCWA Melded Supply Rate.

## Proposed Water Rates

The following table shows the current and estimated rates that were used in preparing the Budget. Actual rates adopted for February 1, 2022, may be different. Final rate recommendation will be based on wholesale rates actually adopted by the SDCWA.

Component	Domestic		PSAWR	
	Current	Proposed	Current	Proposed
Imported Water Costs	\$2,011.82	\$2,101.03	\$1,466.58	\$1,517.67
VCMD	246.55	260.10	246.55	260.10
Total	\$2,258.37	\$2,361.13	\$1,713.13	\$1,777.77
Proposed Increase	\$	102.76 per AF	\$	64.64 per AF
		4.6%		3.8%
	\$	0.2359 per hcf	\$	0.1484 per hcf

A new Proposition 218 hearing will be required to adopt the proposed increases above.

## Meter Service Charge Revenue

Service charges for Fiscal Year 2021-22 are estimated at \$6,651,000 which is \$412,000 higher than the Fiscal Year 2020-21 budget of \$6,239,000. The preliminary budget includes a meter service charge increase of 5.5%. The proposed monthly service charge for a ¾-inch meter is \$45.12 up \$2.35 from \$42.77; for a 1-inch meter the proposed service charge is \$61.64, up \$3.21 from \$58.43.

Additionally, the proposed budget includes a new revenue source for billing inactive meters ½ of the meter service charge beginning February 1, 2022. The proposed increase would generate an additional \$380,000 in annual revenue.



### **Pumping Charge Revenue**

Pumping charge revenue for Fiscal Year 2021-22 is expected to be \$2,525,000 compared to \$2,365,000 budgeted in Fiscal Year 2020-21. The increase is due to a 10% increase to the pumping rates required to offset the costs passed through from San Diego Gas & Electric as well as the costs for the maintenance of pumps and motors.

### **Interest Income**

For Fiscal Year 2021-22, the District projects to earn a conservative 0.50% on funds invested for the year for a return of approximately \$153,000 in interest earnings. This is the equivalent of \$9.00 per acre foot of budgeted water sales. Estimated actual interest income for 2020-21 is \$224,000. The decrease of \$71,000 is due to the continued effects that the COVID-19 Pandemic has had on the economy resulting in an anticipated low investment rate of return.

### **Property Taxes**

Secured property taxes are budgeted at \$2,630,000 for Fiscal Year 2021-22, \$118,000 or 2% higher than estimated actual for the current year. The District will receive \$572,000 in water availability charges. These revenues are utilized for water system improvements and replacements.

## **EXPENDITURE ESTIMATES**

### **Water**

The District is budgeting to purchase 18,090 acre feet of water in Fiscal Year 2021-22 and to sell 17,000 acre feet. District staff believes that the estimates for Fiscal Year 2021-22 are reasonable given the uncertain agricultural environment.

### **Energy**

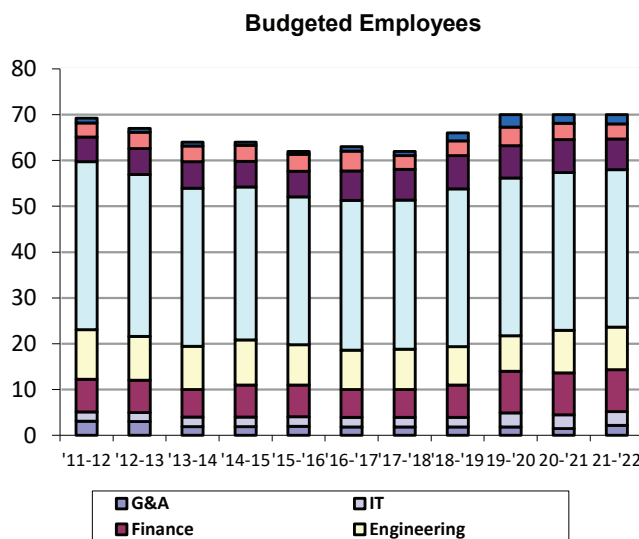
The budget expects that expenditures for energy to pump water to our customers will increase compared to our current year estimated actual. Total energy costs, including electricity and natural gas, pump and motor maintenance are budgeted at \$2,739,900 up \$289,542 from the Fiscal Year 2020-2021 estimated actual of \$2,450,358 which included a refund of \$102,252 for a rate change discrepancy that covered multiple years. The rest of the increase is due to the increases in the SDG&E rate tariffs, which are subject to time-of-use charges and increases for the maintenance of pumps and motors. These increases are reduced by operational efficiencies and reducing the amount of pumping during off-peak rate periods as well as the solar photo-voltaic facilities that the District has constructed. Energy supplies and costs will continue to be a concern moving forward.



### Personnel

#### Staffing Levels

Staffing necessary to maintain operating, maintenance and administrative service levels for Fiscal Year 2021-22 is proposed at 70 full-time equivalent (FTE's) positions, the same with no changes in the budgeted staffing level compared to Fiscal Year 2020-21. There is one employee that will be retiring in the coming year. The District's Water Systems Supervisor will be retiring in September. Management staff will endeavor to fill any open positions with internal transfers.



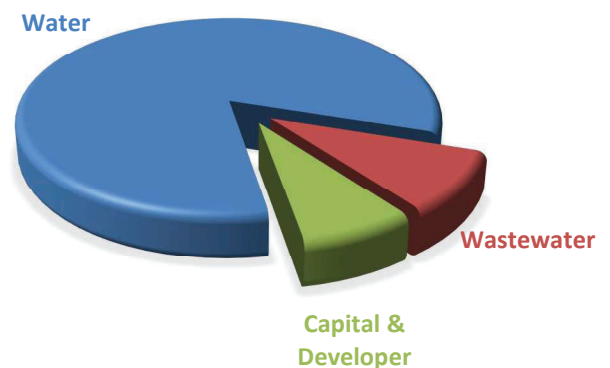
#### Budgeted Full-Time Equivalent Positions by Department

	2020-21	2021-22
General Administration	1.45	2.15
Information Technology	3.05	3.05
Finance	9.15	9.15
Engineering	9.27	9.27
Operations & Facilities	34.43	34.34
Total General Fund	57.35	57.96
Lower Moosa Sewer Treatment	4.75	4.11
Woods Valley Ranch Sewer	2.43	2.64
Total Operating	64.53	64.71
Capital Outlay	3.55	3.27
Developer Projects	1.92	2.02
<b>TOTAL</b>	<b>70.00</b>	<b>70.00</b>

### Personnel Costs

General Fund personnel costs for Fiscal Year 2020-21 are estimated at \$10,556,900. This represents an increase of \$186,700 or 1.8% from the Fiscal Year 2020-21 budget of \$10,370,200. The increase is due to a 2.0% cost of living (COLA) adjustment, promotions, and within range merit increases of 1.9%. Those increases are offset by decreases to the overlap for training purposes that was budgeted in the prior year for three employees who retired.

#### ALLOCATION OF LABOR





### Other Expenditures

Controlling the cost of operating the District continues to be an ongoing focus. Costs controlled by the District of \$14,166,666 for 2021-22 are \$719,300 or 5.3%, higher than Fiscal Year 2020-21, including personnel costs discussed above. Each department continues to evaluate all aspects of their respective operations, establish goals for the budget year, and determine a budget which would allow them to meet those goals as efficiently as possible.

### WATER (GENERAL FUND) CAPITAL BUDGET

The Capital Outlay Budget for Fiscal Year 2021-22 continues to include only those major projects that are essential.

New or expanded facilities are funded by capacity fees collected by the District when new meter services are purchased and from interest earned on existing reserves. Capacity fees are set to fund system improvements identified in the Master Plan to support additional service connections. Replacement facilities are normally financed from standby fees and capital reserves on a pay-as-you-go cash basis instead of debt financing. This reserve is funded annually by a combination of excess operating and non-operating revenues that include property tax revenue and water availability charges.

The District has not, and does not in this budget document attempt to annually fund the water replacement reserves with an amount equivalent to the value of facilities “retired” as a result of the depreciation schedule.



*AMI Antenna at McNally Reservoir.*

Capital projects included in this budget consist of the following:

Pipelines and Pressure Reducing Valves	\$	7,440,000
Pump Stations		30,000
Reservoirs		1,150,000
Data Management Systems		655,500
Facilities		35,000
Equipment		311,850
TOTAL New Appropriations	\$	9,622,350
Project appropriations carried forward from prior budget		6,203,139
TOTAL Capital Budget	\$	<u>15,825,489</u>





*District Staff installing Advanced Metering Infrastructure (AMI) upgrade.*

Funding for the water capital projects comes from:

Pending SRF Loan Approval	\$ 9,025,000
Property Taxes	2,444,810
Water Availability/Meter Capacity Charges	522,540
Continuing Projects Reserve	<u>3,833,139</u>
TOTAL Capital Budget	<u>\$ 15,825,489</u>

Facilities which are identified and budgeted annually for replacement are not determined solely by the depreciation schedule, but are identified through a process which assesses a combination of factors, including age, condition (frequency of repairs), and the critical nature of the facility (for example, main transmission pipeline versus local distribution line). In addition, existing facilities are replaced when County of San Diego road improvements force relocation or private development projects provide the opportunity to replace an existing facility.

To date, this method of identifying facilities for replacement and pay-as-you-go financing of these types of projects has met the needs of the District without creating rate impacts or spikes.

Capital projects have been historically funded with revenues collected from general property tax, water availability charges, and capacity charges. Other sources include the use of Capital Improvement Reserve funds, debt financing, grants, and joint agency endeavors.



## MOOSA WASTEWATER TREATMENT FUND

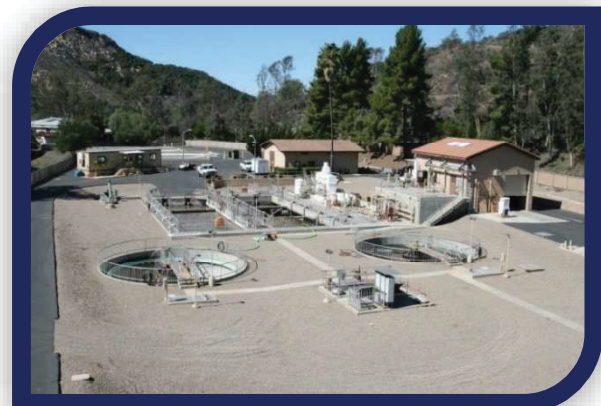
The Moosa Wastewater Treatment Plant serves approximately 2,490 customers in a limited geographic area on the west side of the District. For Fiscal Year 2021-22, budgeted operating revenues of \$1,818,170 are up \$42,510, or 2.4%, from the previous year budget. This is a result of increased service charges of 2.4% that went into effect February 1, 2021 and a proposed increase of 1.5% to go into effect on February 1, 2022. The major components of the budgeted operating expenses are summarized as follows:

### RECAP OF MOOSA WASTEWATER TREATMENT BUDGET

	2020-21 Adopted Budget		2021-22 Proposed Budget		Percent Change	
	Budget	Percent	Budget	Percent	Change	Percent Change
<b>Revenues</b>	\$ 1,775,660	100.0%	\$ 1,818,170	100.0%	\$ 42,510	2.4%
<b>Operating Expenses:</b>						
Labor	\$ 834,200	47.0%	\$ 766,600	42.2%	\$ (67,600)	-8.1%
Electricity	106,500	6.0%	106,500	5.9%	-	0.0%
Chemicals	21,000	1.2%	25,000	1.4%	4,000	19.0%
Administrative allocation	254,141	14.3%	253,388	13.9%	(753)	-0.3%
Maintenance	71,000	4.0%	75,000	4.1%	4,000	5.6%
Vehicle Maintenance	4,000	0.2%	4,000	0.2%	-	0.0%
Regulatory	38,000	2.1%	38,000	2.1%	-	0.0%
Outside Services	100,000	5.6%	101,500	5.6%	1,500	1.5%
Other	39,771	2.2%	43,176	2.4%	3,405	8.6%
<b>Total Operating Expenses</b>	<b>\$ 1,468,612</b>	<b>82.7%</b>	<b>\$ 1,413,164</b>	<b>77.7%</b>	<b>\$ (55,448)</b>	<b>-3.8%</b>
<b>Net Operating Income</b>	<b>307,048</b>	<b>17.3%</b>	<b>405,006</b>	<b>22.3%</b>	<b>97,958</b>	<b>31.9%</b>
Capital Projects	(890,000)		(1,013,338)		123,338	
<b>Net Change</b>	<b>\$ (582,952)</b>		<b>\$ (608,332)</b>		<b>\$ 221,296</b>	

Staff is projecting that the Moosa operating revenues will exceed the projected operating expenses for a budget surplus of \$405,006.

The preliminary budget includes an increase to the wastewater service charge and the low pressure wastewater collection system maintenance fee of 1.5% each to offset inflation impacts. The current wastewater service charge of \$57.80 is proposed to increase \$0.87 to \$58.67 and the low pressure wastewater collection system maintenance fee of \$47.70 is proposed to increase \$0.72 to \$48.42.



Lower Moosa Wastewater Reclamation Facility.



## WOODS VALLEY RANCH WASTEWATER TREATMENT FUND

This Budget includes funds for the operation of the Woods Valley Ranch Wastewater Treatment Facility (WRF) which was recently expanded to treat 275,000 gallons per day. Once the water is treated it is used for irrigating the Native Oaks Golf Course, yielding the District approximately 45 acre feet of reclaimed water sales. Included in the budget is funding for both a replacement reserve and operating expenses. Revenues for the Woods Valley Ranch Wastewater budget are collected by a fixed charge special assessment on the development. A summary of the budget follows:

### RECAP OF WOODS VALLEY RANCH WASTEWATER TREATMENT BUDGET

	2020-21		2021-22		Change	Percent Change
	Adopted Budget	Percent	Proposed Budget	Percent		
<b>Revenues</b>	\$ 427,082	100.0%	\$ 1,422,163	100.0%	\$ 995,081	233.0%
<b>Operating Expenses:</b>						
Labor	\$ 420,300	98.4%	\$ 479,300	33.7%	\$ 59,000	14.0%
Electricity	77,500	18.1%	77,500	5.4%	-	0.0%
Administrative allocation	130,595	30.6%	151,839	10.7%	21,244	16.3%
Maintenance	23,000	5.4%	23,000	1.6%	-	0.0%
Vehicle Maintenance	900	0.2%	1,700	0.1%	800	88.9%
Regulatory	23,850	5.6%	24,850	1.7%	1,000	4.2%
Outside Services						
(Laboratory & Waste Hauling)	36,200	8.5%	41,200	2.9%	5,000	13.8%
Insurance	17,283	4.0%	17,976	1.3%	693	4.0%
Other	25,050	5.9%	29,450	2.1%	4,400	17.6%
<b>Total Operating Expenses</b>	<b>\$ 754,678</b>	<b>176.7%</b>	<b>\$ 846,815</b>	<b>59.5%</b>	<b>\$ 92,137</b>	<b>12.2%</b>
<b>Net Operating Income</b>	<b>(327,596)</b>	<b>-76.7%</b>	<b>575,348</b>	<b>40.5%</b>	<b>902,944</b>	<b>-275.6%</b>
Capital Projects	-		(152,500)		(152,500)	
<b>Net Change</b>	<b>\$(327,596)</b>		<b>\$ 422,848</b>		<b>\$ 750,444</b>	

The increase of \$995,081 or 233% in Revenues is due to the transfer of Standby Fees for Service Area 2 from the Woods Valley WRF Expansion Fund to this Fund.

The monthly sewer service charge is \$98.60 per equivalent dwelling unit (EDU) and is collected by an annual assessment on the property tax roll. It remains unchanged for Fiscal Year 2021-22.



Woods Valley Ranch Wastewater Reclamation Facility.





### WOODS VALLEY RANCH EXPANSION FUND

This fund consists of one project, the planning and design of an expansion to the proposed Woods Valley Ranch Water Reclamation Facility. Funding for the project is provided by various property owners in the service area through the formation of an assessment district and from a funding commitment from the State for a Clean Water State Revolving Fund (SRF) Loan (See Debt following next for more detail). Costs incurred by the District for participation in this project are to be recovered by future capacity charges collected from property owners. The planning and design work for the project began in the Fiscal Year 2013-14. Construction began in Fiscal Year 2015-16 and work was completed during July 2017. For Fiscal Year 2021-22, the total assessments for Assessment District 2012-1 are budgeted at \$1,334,000.

The current service area has an ultimate wastewater demand of 600,000 gallons per day which would include providing service to both the South and North Village areas. The Expansion Project consisted of constructing a low pressure wastewater collection system in the South Village Area, a seasonal storage facility on Charlan Road, the expansion of the WVRWRF, and wastewater collection system in the North Village Area.

District staff is currently working with Touchstone Communities and their consultants to prepare planning documents and agreements necessary for the implementation of a Phase 3A Expansion project in accordance with the approved Master Plan to meet the wastewater treatment needs of the Park Circle East/West Subdivisions. On May 18, 2020 the Board of Directors approved the formation of a Community Facilities District (CFD) that encompasses the subdivisions, deemed it necessary to incur bonded indebtedness, and authorized submittal of a special tax levy. On May 17, 2021 the Board of Directors authorized staff to proceed with initial work for the issuance of special tax bonds needed for the timely construction of Orchard Run Lift Station. The total special tax to be collected in Fiscal Year 2021-22 is budgeted at \$1,005,142.

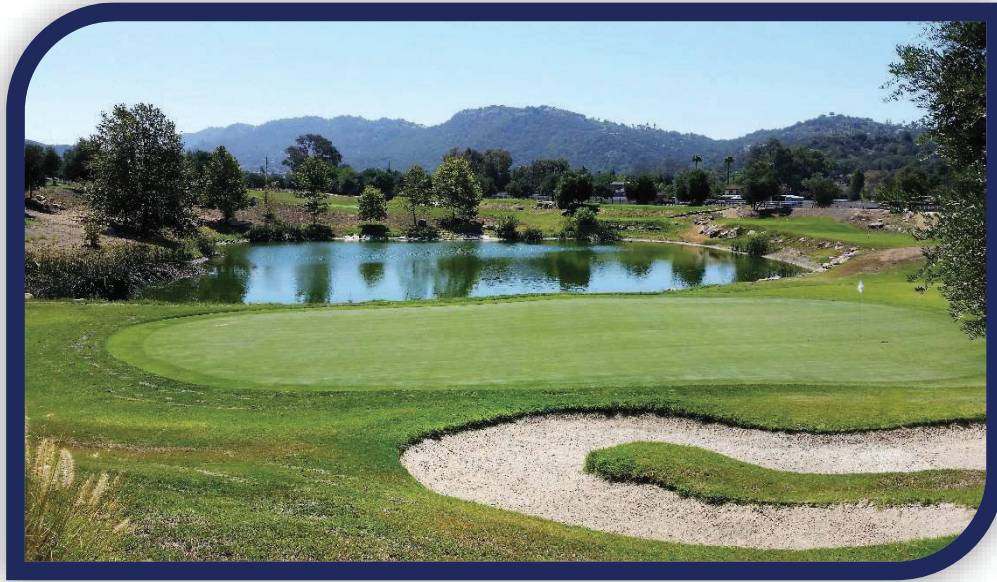


*Woods Valley Ranch WRF.*



*Woods Valley Ranch WRF in the early morning hours.*





*Woods Valley Ranch WRF holding pond at Native Oaks Golf Club.*

### **DEBT**

The District currently has three separate Clean Water State Revolving Fund (SRF) Loans; one each for the Collection System, Treatment Facilities, and Seasonal Storage Improvements. The total amount of the three loans is \$24,772,974 at 2.20% annual interest. These funds were utilized solely for the Woods Valley Ranch Wastewater Expansion Project. Repayment of this debt began in August 2017 for the Collection System, October 2017 for the Seasonal Storage, and December 2017 for the Treatment Plant. There are three separate debt schedules, one for each component (see pages 12-6, 12-6A and 12-6B under the Woods Valley Expansion tab for detailed schedules). Debt service payments amount to \$1,542,388 for Fiscal Year 2021-22.

In addition, a California Drinking Water State Revolving Fund loan for the Cool Valley Reservoir Cover/Liner replacement was obtained by the District. The amount of the loan is \$3,715,572 at 1.6% interest (see page 6-9A under the Finance tab for a detailed schedule). Repayment of this debt began in July 2017. The Debt Service payment for fiscal year 2021-21 totals \$220,421.

Assessment District 2012-1 (AD 2012-1) issued a Limited Obligation Improvement Bond in July 2018 under the Improvement Act of 1915 to fund the fourth project component, the North Village Collection System, in the amount of \$4,035,000 with an annual interest rate of 2.2%. These bonds are not an obligation of the District but are secured by annual assessments that are billed to and collected from property owners within the assessment district and are not presented in this report.



## STRATEGIC PLAN

On June 4, 2018, the Board of Directors approved the updated *Valley Center Municipal Water District Strategic Plan for Fiscal Years 2018-2019, 2019-2020, 2020-2021, 2021-2022, and 2022-2023*. This plan sets forth the District's organizational values, a set of standards to measure organizational performance, and specific goals and tasks to be accomplished. As adopted by the Board of Directors, the Strategic Plan serves as the core policy framework by which the District has established its values, performance standards, and improvement goals for critical aspects of its operations, such as Water Supply, Seawater Desalination, Local Water Resources, Water Recycling, Infrastructure, Finance, Technology, Energy, and Compensation and Benefits. All expenditures appearing in this document, whether routine and ongoing, programmatic, or project oriented, are based upon or justified by some aspect of the Board adopted Strategic Plan.

Below are the **Mission Statement, Organizational Values, Performance Measurements**, and **Strategic Plan Goals** contained in the current Strategic Plan. Performance Measurements reflect the Performance Measurement outcomes for Calendar Year 2020.

Within the various Department narratives appearing throughout the budget are reports on progress made over the past fiscal year toward accomplishing the various goals appurtenant to the specific department as well as the projects and programs proposed in the upcoming budget year.

### MISSION STATEMENT

***“Our mission is to ensure customer satisfaction through quality service at the lowest possible cost.”***

### ORGANIZATIONAL VALUES

#### Customer Satisfaction

- Quality Service
- Safe Water
- Reliability
- Friendly
- Trustworthy
- Courteous
- Effective Communication

#### Professionalism

- Ethics
- Integrity
- Leadership
- Teamwork
- Accountability
- Transparency
- Respectful
- Excellence Through Continuous Improvement

#### Efficient Use of Resources

- Conservation
- Environmental Sensitivity
- Cost Control
- Resource Stewardship
- Financial Stability



## **STRATEGIC PLAN**

### **PERFORMANCE MEASUREMENT STANDARDS**

**1. CUSTOMER SATISFACTION** - Our standard will be that our service “meets” or “exceeds expectations” 95% of the time, based upon the “Customer Comment Card” responses.

Survey responses show the District met or exceeded the standard 100.0% of the time.

**2. WATER LOSS** – Report annually for the past 10 years of unknown water loss in terms of percent of water sold, acre feet, and value of water loss, as well as efforts to minimize and reduce unknown water loss wherever possible.

Unaccounted water loss for 2020 totaled 889.6 acre feet, 5.1% of total water sold, representing \$1,095,150.

**3. DISCRETIONARY RESERVES** - Unrestricted or uncommitted reserves not anticipated to be used in the current fiscal year equal to a minimum three and a maximum six months’ operations and maintenance expenses (excluding wholesale water and power purchases).

Discretionary Reserves as of December 31, 2020 represent 6 months of operating and maintenance expenses.

**4. RETURN ON INVESTMENTS** - While seeking to preserve capital and maintain a level of liquidity necessary to meet cash flow requirements, our rate of return, on an annualized basis, shall be at least equal to the average rate of return on one year U.S. Treasury Bonds

The weighted average return on all investments for calendar year 2020 was 1.058% as compared to the 12-month rolling average U.S. Treasury Bonds of 0.389%.

**5. LOCAL COMMODITY RATE for LOCAL OPERATING and MAINTENANCE COSTS** - We will hold the local share of total commodity costs as low as possible, but at no time will the local rate be more than 15% of total water commodity cost for Municipal & Industrial and 18% for Certified Agricultural.

The District’s component of the water rate for operating costs is currently 11.0% of Municipal & Industrial and 14.9% of Certified Agricultural.

**6. PUMP EFFICIENCY** - Through ongoing testing, adjusting, and maintenance, we will maintain pump efficiency above 95% of the design criteria.

Pump efficiency was 108.0% of design criteria.

**7. SOLAR ENERGY PRODUCTION** – District owned and operated solar arrays shall be maintained at 90% of scheduled production which reflects array location and anticipated production loss due to panel age.

The six District-owned solar arrays, with a total capacity of 331.5kWdc, exceeded 90% of the low range of anticipated production.



**STRATEGIC PLAN**  
**PERFORMANCE MEASUREMENT STANDARDS (continued)**

**8. PROJECT ACTUAL COST** -  $\pm 10\%$  of Engineer's cost estimate.

Three projects were completed in calendar year 2020 at 41.3% over the Engineer's estimate.

**9. CAPITAL IMPROVEMENT PROJECTS** – Project timelines shall be under contract within 12 months of budget approval.

Of the six Engineering Department projects with approved funding, four were under contract within 12 months and one was not and one was deferred indefinitely.

**10. WATER SERVICE RELIABILITY GREATER THAN 99%** - Strive to maintain water service to all customers at greater than a 99% reliability level. This will be measured based upon total hours of service interruption against all service hours in a given measurement period.

For calendar year 2020 service reliability was 99.999%.

**11. LOST-TIME ACCIDENTS LESS THAN 1% OF TOTAL HOURS WORKED.**

The District had six lost time accidents in calendar 2020 and resulting in 0.46% of the total hours worked.

**12. COMPLIANCE WITH ALL STATE & FEDERAL REGULATIONS.**

100%.

**STRATEGIC PLAN GOALS – 2018-2019 to 2022-2023**

**I. Water Supply**

Support water development policies at the federal, state, regional and local level which sustain and enhance VCMWD's overall water supply availability and reliability.

***Specific Implementation Goals:***

**1. Water Stewardship** – Support regional efforts and implement local programs which advocate, educate, and assist customers in the responsible use of water resources.

**2. Imported Water Sources** – Support and assist in statewide efforts to secure and protect our regions' Imported Water Supplies by securing:

- *An enhanced State Water Project conveyance system to move water through the Sacramento-San Joaquin Delta;*



- *Approval of Proposition 1 funded major in-state surface storage facilities; and*
  - *California's water rights on the Colorado River so as to ensure ample and reliable supplies for all uses, including agricultural.*
- 3. Water Recycling** – Pursue and maximize the opportunities for continued development of wastewater recycling to offset VCMWD's imported water demand.

### **II. Infrastructure**

Pursue the master planning for publicly and privately financed water and wastewater infrastructure to reliably meet long-term community development needs based on the County approved General Plan. Pursue federal and state funding sources to support the ongoing and orderly replacement of existing water and wastewater infrastructure.

#### ***Specific Implementation Goals:***

- 1. Water System Master Plan** – Complete the update of the 2002 Water Master Plan by end of Fiscal Year 2018-2019.
- 2. Integrated Resource Master Plan** – Incorporate the Water Master Plan into an Integrated Resources Master Plan which addresses water, wastewater, water recycling infrastructure needs, as well as the long range capital needs by the end of Fiscal Year 2018-2019.

### **III. Finance**

Support financial policies at the federal, state, regional, sub-regional, and local levels which the affordability of water and wastewater services to help sustain the rural and agricultural character of VCMWD's service area:

- 1. Operational Cost Control** – Pursue policies, programs, alternative service sourcing and technology implementation, which reduce and control local operational costs wherever possible without negatively impacting the operational effectiveness, safety and service levels to our customers.
- 2. MWD and SDCWA Wholesale Pricing** – Advocate for cost and rate control at the wholesale level and seek to maintain appropriate pricing and support programs for agriculture within the MWD and SDCWA service areas by securing:
  - *Pricing considerations from MWD to mitigate the rate impacts of WaterFix on commercial agricultural customers.*
  - *Extension of the SDCWA Transitional Special Agricultural Water Rate (TSAWR) which expires at the end of Calendar 2020.*





- 3. Local Property Tax and Reserves** – Protect local property taxes and VCMWD reserves from appropriation by the State or County Government.
- 4. Cost of Service Study** – Complete a cost of service study to support the next Proposition 218 cycle in 2019 for water rates and charges.
- 5. Long-Range Financial Plan** – Incorporating the results of the Integrated Resource Plan and the Cost of Service analysis, complete a Long-Range Financial Plan by the end of 2019-2020.

### **IV. Technology**

Evaluate and incorporate new technologies which increase organizational efficiency, reduce costs, and wherever possible, enhance customer satisfaction.

#### ***Specific Implementation Goals:***

- 1. GIS** - Continue expansion, enhancement, and utility.
- 2. SCADA** - Continue toward full implementation in the water and wastewater systems, including:
  - *Upgrade the Lower Moosa Canyon Wastewater Reclamation Facility SCADA to the Ignition Software by the end of FY 2018-2019;*
  - *Extension of SCADA to other water facilities, such as selected Reservoir Altitude Valves, Pump Station By-pass Valves, and Natural Gas Motors by the end of FY 2020-2021;*
  - *Upgrade all water facilities SCADA to Ignition Software by 2022-2023.*
- 3. Automatic Meter Reading and Information Technology** - Pursue implementation of advanced automated meter reading and information technologies and integration of automated meter reading and monitoring capabilities through the SCADA radio network, by:
  - *Segmented installation of selected AMI technology beginning by the end of CY 2018 in the North and South Villages, other large developments and other appropriate portions of the District Service Area; and*
  - *Full conversion of the District to AMI by the end of FY 2022-2023.*



**4. Data Management/Asset Management Software System** – Complete implementation and full integration of an:

- *Electronic Data Management/Asset Management Software by the end of 2018-2019; and*
- *Electronic Data Deployment Capabilities by the end of FY 2020-2021.*

**5. E-Business** – Expand and enhance on-line customer account access and bill paying having the On-Line Direct Bill Pay as the primary option for establishing new customer service with the ability to request paper billing as a secondary option – **Ongoing Effort.**

### **V. Energy**

Enhance efficient use of energy and pursue as appropriate the development of renewable and alternative energy resources.

**1. Efficiency** - Maximize the operating efficiency of pumps, pump motors, motorized equipment, VCMWD's service fleet practices, procedures, as well as implement more energy efficient methods and technologies of wastewater and bio-solids processing and disposal.

**2. Renewable and Alternative Energy Resource** – When economically feasible expand renewable energy resources, such as solar power, within VCMWD's operations and facilities, based on completion of the:

- *Comprehensive Energy Program Analysis and Strategic Plan Project by the end of CY 2018.*

**3. Utility Rates and Charges** – Monitor and when appropriate participate in regional energy utility rate making activity and advocate rate tariffs which are fair and equitable to VCMWD.

### **VI. Compensation and Benefits**

Provide competitive but responsible and sustainable employee compensation and benefit programs to attract and retain committed and outstanding personnel – **Ongoing Effort.**





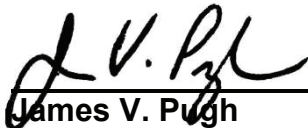
## **RECOMMENDATIONS**

Recommendations to implement the Fiscal Year 2021-22 budget are summarized for your action as follows:

- Adopt the budget as presented (or modified by your Board) for implementation July 6, 2021.
- In accordance with Administrative Code Section 160.3(g), implement rate changes from the Metropolitan Water District and the County Water Authority when incurred.

Implementation of the above recommendations will be by resolution or ordinance as appropriate.

**PREPARED BY:**

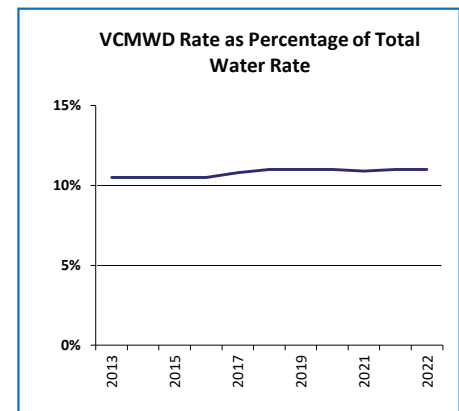
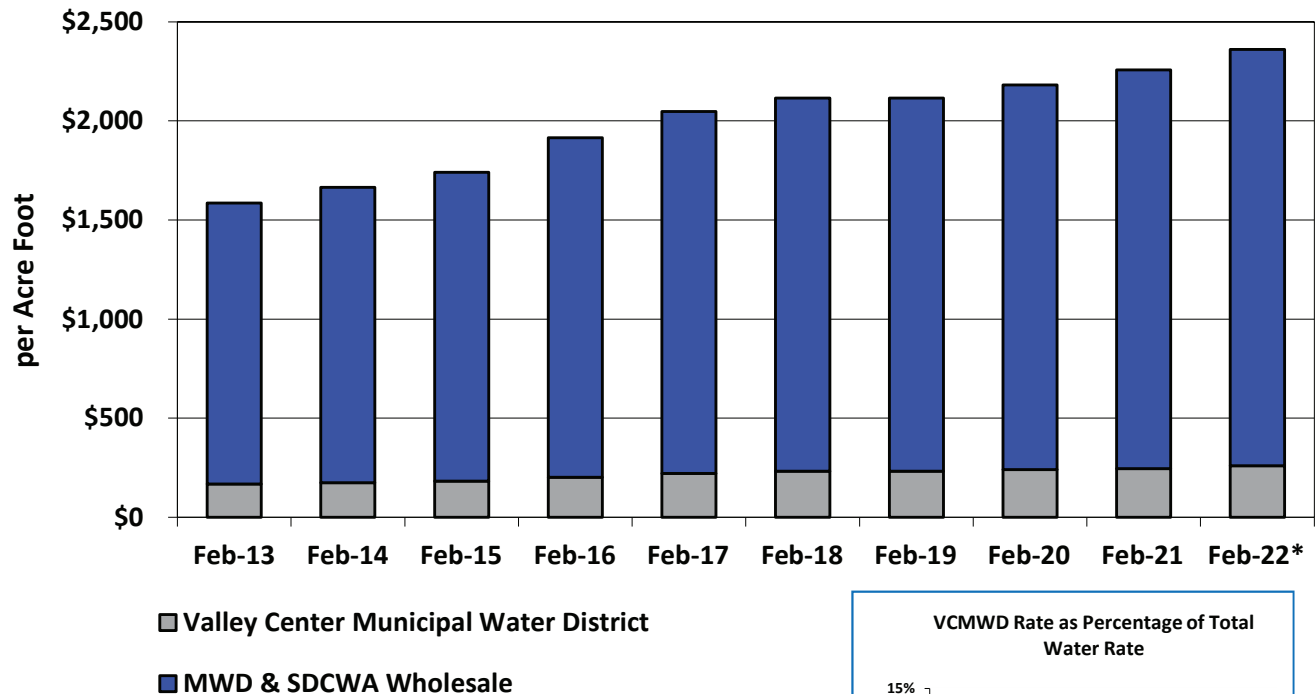
  
James V. Pugh  
Director of Finance

**APPROVED BY:**

  
Gary T. Arant  
General Manager



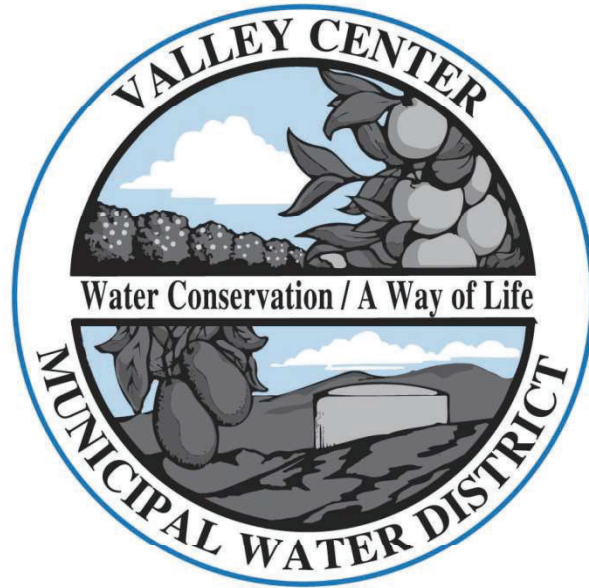
## Water Rate Components



<i>Rate in Dollars per Acre Foot</i>	Feb 2013	Feb 2014	Feb 2015	Feb 2016	Feb 2017	Feb 2018	Feb 2019	Feb 2020	Feb 2021	Feb 2022*
Valley Center Municipal Water District	\$ 167	\$175	\$183	\$201	\$221	\$232	\$232	\$241	\$246	\$260
MWD/SDCWA wholesale	<u>1,418</u>	<u>1,490</u>	<u>1,558</u>	<u>1,714</u>	<u>1,827</u>	<u>1,884</u>	<u>1,884</u>	<u>1,941</u>	<u>2,012</u>	<u>2,101</u>
Total	<u>\$1,585</u>	<u>\$1,665</u>	<u>\$1,741</u>	<u>\$1,915</u>	<u>\$2,048</u>	<u>\$2,116</u>	<u>\$2,116</u>	<u>\$2,182</u>	<u>\$2,258</u>	<u>\$2,361</u>
Agricultural Use Discounts **	<u>\$312</u>	<u>\$351</u>	<u>\$407</u>	<u>\$533</u>	<u>\$550</u>	<u>\$564</u>	<u>\$537</u>	<u>\$566</u>	<u>\$545</u>	<u>\$584</u>

\* Proposed water rates

\*\* Maximum discount available.



# Adopted Resolutions & Ordinances

## **RESOLUTION NO. 2021-23**

### **RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY CENTER MUNICIPAL WATER DISTRICT ADOPTING THE FINAL OPERATING AND CAPITAL BUDGET FOR THE FISCAL YEAR 2021-2022 AND ESTABLISHING CONTROLS ON CHANGES IN APPROPRIATIONS FOR THE VARIOUS FUNDS**

**WHEREAS**, the Board of Directors of Valley Center Municipal Water District has reviewed a preliminary budget for 2021-2022 and has made changes therein;

**NOW, THEREFORE, IT IS HEREBY RESOLVED, DETERMINED AND ORDERED** by the Board of Directors of **VALLEY CENTER MUNICIPAL WATER DISTRICT** as follows:

1. That the budget document which is on file with the Secretary to the Board, a summary of which is attached hereto as "Exhibit A", is adopted as the final operating and capital budget for the District for the Fiscal Year 2021-2022.
2. That the amounts designated in the final Fiscal Year 2021-2022 operating and capital budget are hereby appropriated and may be expended by the departments or funds for which they are designated and such appropriation shall be neither increased nor decreased except as provided herein.
3. That the following controls are hereby placed on the use and transfer of budgeted funds:
  - a. The General Manager is responsible for keeping expenditures within budget allocations approved by the Board of Directors for positions, salaries, operational expenses and capital acquisitions and may adopt budget procedures as necessary to carry out that responsibility. No expenditure of funds shall be authorized unless sufficient funds have been appropriated by the Board or General Manager as described herein.
  - b. The General Manager may reallocate budget items to respond to changed circumstances, provided any single modification in excess of \$35,000 shall require approval by the Board.
  - c. The Department Heads may reallocate budget items, within their department, to respond to changed circumstances, provided that any single modification in excess of \$10,000 shall require approval by the General Manager.
  - d. The Board must authorize any increase in the overall budget and any increase in the number of authorized permanent personnel positions above the level identified in the final operating and capital budget. The General Manager may authorize the hiring of temporary or part-time staff as necessary, within the limits imposed by the available funds in the operating and capital budget.

4. That authorization is made for any carry over or continuing appropriations for the capital budget.

**PASSED AND ADOPTED** at the regular meeting of the Board of Directors of **VALLEY CENTER MUNICIPAL WATER DISTRICT** held the 6<sup>th</sup> day of July, 2021, by the following vote to wit:

**AYES:** *Directors Polito, Ferro, Holtz and Smith*

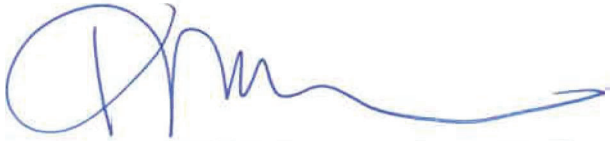
**NOES:** None

**ABSENT:** *Director Haskell*



Robert Polito, **Board President**

**ATTEST:**



Kirsten Peraino, **Board Secretary**



Valley Center Municipal Water District

Recap of Budget and Source of Financing  
All Budgeted Funds

	Operating	Debt Service	Capital Projects	Total General	Moosa Wastewater	Woods Valley	WVR Expansion	Total All Funds
<b>ESTIMATED BALANCE, JUNE 30, 2021</b>	<b>\$ 7,138,008</b>	<b>\$ 220,420</b>	<b>\$ 16,569,143</b>	<b>\$ 23,927,571</b>	<b>\$ 2,615,582</b>	<b>\$ 3,220,274</b>	<b>\$ 7,471,321</b>	<b>\$ 37,234,748</b>
<b>RECAP OF EXPENDITURES BY FUNCTION</b>								
General Administration	\$ 890,912			\$ 890,912				\$ 890,912
Information Technology	\$ 975,619			\$ 975,619				\$ 975,619
Finance	\$ 2,716,387	\$ 49,460		\$ 2,765,847			\$ 515,938	\$ 3,281,785
Engineering	\$ 2,004,089			\$ 2,004,089				\$ 2,004,089
Operations & Facilities	\$ 7,689,009			\$ 7,689,009	\$ 1,413,164	\$ 846,815		\$ 9,948,988
Source of Supply	\$ 29,994,742			\$ 29,994,742				\$ 29,994,742
Capital Projects			\$ 9,622,350	\$ 9,622,350	\$ 1,013,338	\$ 152,500	\$ 4,000,000	\$ 14,788,188
<b>Total Budgeted Expenditures</b>	<b>\$ 44,270,758</b>	<b>\$ 49,460</b>	<b>\$ 9,622,350</b>	<b>\$ 53,942,568</b>	<b>\$ 2,426,502</b>	<b>\$ 999,315</b>	<b>\$ 4,515,938</b>	<b>\$ 61,884,323</b>
<b>SOURCE OF FINANCING</b>								
Revenues:								
Water Sales	\$ 35,457,000			\$ 35,457,000				\$ 35,457,000
Meter Service Charges/Wastewater Charges	\$ 7,349,000			\$ 7,349,000	\$ 1,818,170	\$ 1,422,163	\$ 2,358,874	\$ 12,948,207
New Connection Sales	\$ 348,050		\$ 463,550	\$ 811,600				\$ 811,600
Other Revenue	\$ 1,043,700			\$ 1,043,700				\$ 1,043,700
Investment Income	\$ 153,000			\$ 153,000				\$ 153,000
Property Taxes			\$ 2,728,000	\$ 2,728,000				\$ 2,728,000
Water Availability Charges		\$ 49,460	\$ 522,540	\$ 572,000				\$ 572,000
State Revolving Fund Loan			\$ 6,655,000	\$ 6,655,000				\$ 6,655,000
Series 1 Bond Proceeds				\$ -			\$ 3,950,000	\$ 3,950,000
<b>Total Revenues</b>	<b>\$ 44,350,750</b>	<b>\$ 49,460</b>	<b>\$ 10,369,090</b>	<b>\$ 54,769,300</b>	<b>\$ 1,818,170</b>	<b>\$ 1,422,163</b>	<b>\$ 6,308,874</b>	<b>\$ 64,318,507</b>
<b>NET REVENUES &amp; EXPENDITURES</b>	<b>\$ 79,992</b>	<b>\$ -</b>	<b>\$ 746,740</b>	<b>\$ 826,732</b>	<b>\$ (608,332)</b>	<b>\$ 422,848</b>	<b>\$ 1,792,936</b>	<b>\$ 2,434,184</b>
EXPENDITURES OF CONTINUING PROJECTS	\$ -	\$ -	\$ (6,203,139)	\$ (6,203,139)	\$ (958,663)	\$ (77,950)	\$ (3,152,159)	\$ (10,391,911)
TRANSFERS (See page 3-2)	\$ (79,992)	\$ -	\$ 79,992	\$ -	\$ -	\$ -	\$ -	\$ -
<b>ESTIMATED BALANCE, JUNE 30, 2022</b>	<b>\$ 7,138,008</b>	<b>\$ 220,420</b>	<b>\$ 11,192,736</b>	<b>\$ 18,551,164</b>	<b>\$ 1,048,587</b>	<b>\$ 3,565,172</b>	<b>\$ 6,112,098</b>	<b>\$ 29,277,021</b>

June 7, 2021

**TO: Honorable President and Board of Directors**

**FROM: Gary T. Arant, General Manager**

**SUBJECT: RESOLUTION TO ESTABLISH APPROPRIATION LIMIT FOR 2021-2022**

**PURPOSE:**

Board adoption of Resolution No. 2021-16 establishing the appropriation limit for proceeds from taxes is required by Section 7910 of the Government Code and Article XIIB of the State Constitution (Gann Amendment).

**SUMMARY:**

In November, 1979, the voters of California approved the addition of Article XIIB to the State Constitution. This amendment provided a maximum annual percentage that proceeds of taxes could increase. The impact of this legislation is most felt by cities and agencies that exist almost entirely on proceeds of taxes of one sort or another. The District's revenues consist primarily of water and wastewater charges, with less than 5% from general property taxes. We do have to comply with the legislation by establishing an appropriations limit for the amount we do receive from property taxes. Our estimated property tax collections are one-third of the appropriation limit, and if actual tax collections ever exceeded this limit, refund of the excess would have to be made.

Under Proposition 111, the method of calculating the annual appropriation limit was revised, effective July 1, 1990. The California Constitution specifies that the appropriation limit may increase annually by a factor comprised of the change in population combined with either the change in California per capita personal income or the change in the local assessment role due to local nonresidential construction. The appropriation limit method recommended for adoption uses the highest of the options available to maximize our limit for 2021-2022.

Government Code Section 7910 also requires a 15-day period for our calculations to be available to the public for their review, if desired. The attached Public Notice was posted May 20, 2021, in compliance with this requirement.

**RECOMMENDATION:**

That Resolution No. 2021-16 be adopted to establish the appropriation limit for 2021-2022 as \$7,763,419.

**PREPARED BY:**

  
**James V. Pugh**  
Director of Finance & Administration

**APPROVED BY:**

  
**Gary T. Arant**  
General Manager



# PUBLIC NOTICE

In accordance with Government Code Section 7910, notice is hereby given that on June 7, 2021, at 2:00 P.M. at 29300 Valley Center Road, the Board of Directors will, by resolution, establish the District's 2021-22 appropriation limit pursuant to Article XIII B of the State Constitution as amended by Proposition 111 effective July 1, 1990. The appropriation limit for 2021-22 is to be set at \$7,763,419 and was calculated as set forth below. Documentation of the computation is available in the office of the Director of Finance of the District at the above address.

<u>Fiscal Year</u>	<u>Price Increases (1)</u>	<u>Population Increases</u>	<u>Appropriation Limit</u>
Proceeds of Taxes Base Year			
1986-87			\$855,392
Annual adjustment factors:			
1987-88	12.54% (b)	5.83%	\$1,018,772
1988-89	15.56% (b)	6.09%	\$1,249,014
1989-90	7.21% (b)	5.63%	\$1,414,508
1990-91	7.96% (b)	5.83%	\$1,616,075
1991-92	4.14% (a)	5.24%	\$1,771,218
1992-93	2.75% (b)	4.04%	\$1,893,432
1993-94	2.72% (b)	2.95%	\$2,002,304
1994-95	0.71% (a)	1.42%	\$2,045,153
1995-96	4.72% (a)	1.55%	\$2,174,816
1996-97	4.67% (a)	1.19%	\$2,303,565
1997-98	4.67% (a)	1.46%	\$2,446,386
1998-99	4.15% (a)	2.63%	\$2,614,942
1999-00	4.53% (a)	2.17%	\$2,792,758
2000-01	4.91% (a)	2.33%	\$2,998,026
2001-02	7.82% (a)	1.96%	\$3,295,730
2002-03	0.06% (b)	1.80%	\$3,357,031
2003-04	2.31% (a)	1.77%	\$3,495,341
2004-05	3.28% (a)	1.73%	\$3,672,555
2005-06	5.26% (a)	1.27%	\$3,914,944
2006-07	3.96% (a)	0.94%	\$4,108,342
2007-08	4.42% (a)	2.00%	\$4,375,795
2008-09	4.29% (a)	1.43%	\$4,628,716
2009-10	0.62% (a)	1.32%	\$4,718,976
2010-11	-0.37% (b)	1.52%	\$4,772,772
2011-12	2.51% (a)	0.72%	\$4,927,887
2012-13	3.77% (a)	0.92%	\$5,160,483
2013-14	5.12% (a)	0.80%	\$5,468,048
2014-15	-0.23% (b)	1.23%	\$5,522,728
2015-16	3.82% (a)	1.48%	\$5,818,746
2016-17	5.37% (a)	0.78%	\$6,178,926
2017-18	3.69% (a)	0.92%	\$6,465,628
2018-19	3.67% (a)	0.95%	\$6,766,280
2019-20	3.85% (a)	0.52%	\$7,063,320
2020-21	3.73% (a)	0.59%	\$7,369,868
2021-22	5.73% (a)	-0.37%	\$7,763,419

Posted May 20, 2021



James V. Pugh, Director of Finance  
Valley Center Municipal Water District

- (1) A California governmental unit may increase its appropriation limit by either  
 (a) the annual percentage increase in California fourth quarter per capita personal income, or  
 (b) the percentage increase in the local assessment roll from the preceding year due to the addition of local non-residential construction, whichever is greater.

## **RESOLUTION NO. 2021-16**

### **RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY CENTER MUNICIPAL WATER DISTRICT TO ESTABLISH THE APPROPRIATION LIMIT FOR THE 2021-2022 FISCAL YEAR**

**WHEREAS**, effective July 1, 1980, Article XIIIB of the California Constitution took effect limiting the appropriations of certain state and local agencies; and

**WHEREAS**, effective July 1, 1990, Article XIIIB of the California Constitution was amended; and

**WHEREAS**, the Legislature has adopted Government Code Sections 7900 through 7914 setting forth procedures to be followed by affected local agencies in fixing and determining their appropriation limit; and

**WHEREAS**, pursuant to said Government Code sections, the County of San Diego and the State of California Department of Finance have supplied the District with data regarding changes in population, cost of living, per capita income, nonresidential new construction, and local assessment roll for use in determining its appropriation limit; and

**WHEREAS**, the District had a tax rate in excess of 12.5 cents per \$100 of assessed valuation during the 1977-78 fiscal year, and, therefore, is subject to the provisions of Article XIIIB and implementing legislation; and

**WHEREAS**, the Government Code Section 7910 requires that each year the governing body of the District, by resolution, establish its appropriation limit for the following fiscal year; and

**WHEREAS**, the Government Code Section 7901 requires the governing body of the District, annually by resolution, to select the basis for its change in population as defined in that section; and

**WHEREAS**, Section 8(e)(2) of Article XIIIB of the Constitution requires the Board to select the method of determining "change in the cost of living" as defined in that section; and

**WHEREAS**, at least 15 days prior to the meeting at which this resolution was adopted, the documentation used in the determination of the appropriation limit was made available to the public at the offices of the District; and

**WHEREAS**, the Board has fully considered said laws, the revenues and expenditures of the District during the relevant years, the data received from the State of California Department of Finance, the reports and recommendations of staff, and the opinions of counsel;

**NOW, THEREFORE, IT IS HEREBY RESOLVED, DETERMINED AND ORDERED**  
by the Board of Directors of Valley Center Municipal Water District as follows:

1. That the foregoing facts are true and correct.
2. That the appropriation limit for the 2020-21 fiscal year was \$7,369,868, and that the proceeds of taxes to be received in that year, in the amount of approximately \$2,690,300, did not exceed that appropriation limit.
3. That in determining the appropriation limit for 2021-2022, the District shall use the percentage change in the California per capita personal income from the preceding year or the change in the local assessment roll from the preceding year due to the addition of local new nonresidential construction, whichever is greater.
4. That in determining the appropriation limit for 2021-2022, the District shall use the percentage change in population for San Diego County or for the unincorporated portion of San Diego County, whichever is greater, as provided by the State of California Department of Finance.
5. That pursuant to Article XIIIB, as amended, and Section 7910 of the Government Code, as amended, the appropriation limit for Valley Center Municipal Water District for the 2021-2022 fiscal year is established at \$7,763,419.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of **VALLEY CENTER MUNICIPAL WATER DISTRICT** held the 7<sup>th</sup> day of June, 2021, by the following vote, to wit;

**AYES:** *Directors Polito, Ferro, Haskell, Holtz and Smith*  
**NOES:** None  
**ABSENT:** None

  
Robert A. Polito, *President*

ATTEST:

  
Kirsten N. Peraino, *Secretary*

## **ORDINANCE NO. 2021-09**

### **ORDINANCE OF THE VALLEY CENTER MUNICIPAL WATER DISTRICT AMENDING THE ADMINISTRATIVE CODE TO PROVIDE FOR CHANGES TO THE DISTRICT'S RECOGNITION PROGRAMS AND CHANGES PER THE APPROVED MEMORANDUM OF UNDERSTANDING WITH EMPLOYEES AND STAFF ORGANIZATION**

**BE IT ORDAINED** by the Board of Directors of the **VALLEY CENTER MUNICIPAL WATER DISTRICT** as follows:

- Section 1.** The VALLEY CENTER MUNICIPAL WATER DISTRICT Administrative Code be and it is amended to provide for changes in the District's Educational Incentive Reimbursement Program by modification of Article 7.3 as set forth in "Exhibit A" attached hereto.
- Section 2.** The VALLEY CENTER MUNICIPAL WATER DISTRICT Administrative Code be and it is amended to provide for changes in the District's Classification and Compensation Plan by modification of Article 8 Section 8.6 Standby Pay, Section 8.7 Shift Differential, and Section 8.9(c) Salary Schedule as set forth in "Exhibit B" attached hereto.
- Section 3.** The VALLEY CENTER MUNICIPAL WATER DISTRICT Administrative Code be and it is amended to provide for changes in the District's organization chart by the modification of Section 40.11 as set forth on "Exhibit C" attached hereto.
- Section 4.** That this is an urgency ordinance and shall take effect June 18, 2021, mid-shift, to comply with the Memorandum of Understanding with the District Employees' Association adopted by Ordinance 2019-04 affecting employee compensation to be effective June 18, 2021, mid-shift, and therefore this ordinance must take effect before that date.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the VALLEY CENTER MUNICIPAL WATER DISTRICT held on the 6<sup>th</sup> day of July, 2021, by the following vote, to wit:

**AYES:** *Directors Polito, Ferro, Holtz and Smith*

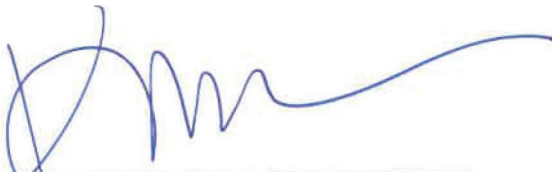
**NOES:** None

**ABSENT:** *Director Haskell*

A handwritten signature in black ink, appearing to read "Robert A. Polito", written over a horizontal line.

**Robert Polito**, Board President

ATTEST:

A handwritten signature in blue ink, appearing to read "Kirsten Peraino", written over a horizontal line.

**Kirsten Peraino**, Board Secretary

Sec. 7.3 Educational Incentive Reimbursement Program (Cont'd.)

- (c) A regular full time employee with less than two (2) years of service may be eligible to receive a maximum of \$2,500 per fiscal year for approved course work. A regular full time employee with two (2) or more years of service may be eligible to receive a maximum of ~~\$7,500~~ **\$10,000** per fiscal year for approved course work. A regular part time employee shall receive a prorated benefit. The limits in this paragraph do not include costs incurred to acquire certifications required to meet job description requirements.
- (d) Whenever a course of study involves selecting elective classes, the General Manager will require the employee to select the class determined, subject to availability and limitations imposed by employee's work schedule, most beneficial to the District. If employee chooses not to enroll in the recommended class, the employee will not be reimbursed.
- (e) To receive either reimbursement of the expenses paid or prepayment of expenses directly to the school, employee must submit a completed Request for Reimbursement form.
- (f) Employee must submit proof of successful course completion with a grade of "C" or better or a pass in a pass/fail grading system (as evidenced by official school grade) within sixty (60) days of the course end date. In the event the employee fails to respond or complete the course work, employee agrees to reimburse the District for expenses incurred and, if required, to have the total amount of funds paid deducted from the employee's payroll check. In the case of fees and testing costs for state mandated certifications, the District will pay for a maximum of three attempts per certification with additional attempts for the same certification paid for by the employee.
- (g) Upon receipt of a job related degree or certificate, an employee shall also receive an educational award as defined below:

Grade I Certification	\$150
Grade II Certification	200
Grade III Certification	300
Grade IV Certification	400
Associate Degree	300
Bachelor Degree	500
Professional Certification	250

Employees, who receive job related certificates, degrees or professional certifications not listed herein, may receive an educational award similar to those listed, upon review and approval by the General Manager to determine the value of the course of study to the District.

Per Ordinance No. 2003-16 Adopted 12/1/03 [Sec. 7.3 (f)]

Per Ordinance No. 2014-05 Adopted 8/4/14 [Sec. 7.3(c)]

Per Ordinance No. 2014-05 Adopted 8/4/14 [Sec. 7.3(g)]



Sec. 7.3 Educational Incentive Reimbursement Program (Cont'd.)

- (h) In accordance with Administrative Code Section 3.8, additional educational funds may be made available to employees at their option in the form of a loan.
- (i) It has been determined that the District's investment is justified if the employee remains employed with the District for a minimum of ~~three (3)~~ **four (4)** years after completion of course work required for a degree program at a four (4) year college or university. If employee voluntarily leaves District employment within one (1) year of completion of course work, including professional continuing education, or while enrolled in a degree program at a four-year college or university or accelerated school, the employee must repay the District 100% of the funding received, and if within two (2) years must repay 50%. Repayment is waived if the employee is involuntarily separated from employment. An agreement signed by the employee to abide by these terms shall be required.

Details on the program and all necessary forms are available in the General Manager's office.

- (j) The requirements of this program are subject to the interpretation of the General Manager.

Sec 7.4 Training and Education Categories; Compensation Provisions

- (a) Training and Education Elected by the Employee - In the interest of self-development or preparation for possible future advancement, employees may elect certain courses of education or training as provided in Section 7.3 of this article. For training or education in this category, there will be no compensation for time spent or expenses incurred in traveling to and from class, meal expenses, or time spent in class.
- (b) Training Made Available by the District - From time to time, the District may identify a course or training judged to be beneficial to both the employee and the District. In this case the District will pay for the cost of registration, CEU hour's registration (if applicable) and compensate the employee for transportation expenses to attend the education or training course. If such training opportunity occurs after regular working hours, the employee will not be compensated for time spent in attendance.
- (c) Training Directed by the District - In cases where the District specifically directs an employee to attend a training program, class, certification program, seminar or conference, the District will compensate the employee for reasonable expenses and any two-way travel time occurring prior to the normal work-day or after the normal work-day beyond the time which the

Per Ordinance No. 2003-16 Adopted 12/1/03 [Sec. 7.4 (a)(b)(c)]

Article 8      Compensation (Cont'd.)

Sec. 8.6      Standby Pay

- (a) Standby Duty Pay. The employee assigned to the overnight standby duty shall receive ~~\$35.72~~ **\$36.43** for the overnight standby shift plus a minimum of two (2) hours pay at applicable overtime rates for the first call back in each overnight standby shift. Any successive call backs in the same overnight standby shift will be paid for actual time worked at applicable overtime rates.

Exempt employees are not eligible to receive standby pay.

- (b) Weekend/Holiday Standby Pay. The employees assigned overnight standby duty on Fridays shall receive the standby pay as set forth in Section 8.6(a) for the overnight standby shift. The employees assigned to twenty four (24) hour standby duty on Saturdays, Sundays and holidays shall receive ~~\$68.36~~ **\$69.73** per twenty four (24) hour standby shift. The employees shall receive a minimum of two (2) hours pay at applicable overtime rates for the first call back in each shift. Any successive call backs in the same shift will be paid for actual time worked at applicable overtime rates.

Exempt employees are not eligible to receive weekend/holiday standby pay.

- Sec. 8.7      Shift Differential Pay. Employees assigned to work a different shift from the District's regular work period of Monday through Thursday from 7:00 a.m. to 4:30 p.m., and on Friday from 7:00 a.m. to 3:30 p.m. for Field personnel and 7:30 a.m. to 4:00 p.m. for Office and Field Administrative personnel shall receive ~~\$1.61~~ **\$1.64** per hour shift differential pay in addition to his/her regular pay for those hours worked other than the District's regular work period.

- Sec. 8.8      Payroll Period and Pay Day. Payroll periods shall be on a biweekly basis beginning four (4) hours and one (1) minute into the workday on Friday and end 168 hours later. Pay checks will normally be distributed in the week following the end of the payroll period.

## Sec. 8.9 Compensation Policy - Position Classifications and Salary Ranges (Cont'd.)

(c) Classification and Compensation Plan (Cont'd.)  
*Effective 6/18/21, at mid shift*

<u>Classifications</u>	<u>Salary Range Number</u>
<b>General Manager</b>	<b>As set by Board</b>
Executive Assistant/Secretary to the Board	25
<b><i>Special Projects and Compliance Manager</i></b>	<b><i>31</i></b>
<b>Administrative/Clerical Series</b>	
Administrative Assistant I	14 <sup>(1)</sup>
Administrative Assistant II	16
<b><i>Administrative Assistant II/Assistant Board Secretary</i></b>	<b><i>17</i></b>
Administrative Assistant III	18
<b><i>Administrative Assistant III/Assistant Board Secretary</i></b>	<b><i>19</i></b>
Sr. Administrative Assistant	21
<b><i>Administrative Supervisor</i></b>	<b><i>23</i></b>
<b>Engineering Series</b>	
District Engineer /Deputy General Manager	37.6
Senior Engineer	34
Project Coordinator	27
Project Manager	30.5
Project Manager/Deputy Engineering Department Director	31
Engineering Technician I	19 <sup>(1)</sup>
Engineering Technician II	21
Engineering Technician III	23
Sr. Engineering Technician	25
<b><i>Engineering Services Supervisor</i></b>	<b><i>27</i></b>
GIS/Mapping Technician	21
GIS Analyst	23
<b><i>Senior GIS Analyst</i></b>	<b><i>25</i></b>
<del>GIS/Engineering Services Supervisor</del>	<del>25</del>
Construction Inspector	22.5
Sr. Construction Inspector	24.5
Construction Inspector Supervisor	27
<b>Finance, Accounting and Consumer Services Series</b>	
Director of Finance and Administration	36.6
<del>Accounting Clerk</del>	<del>16</del>
Accounting Specialist I	18
Accounting Specialist II	21
<del>Accounting (Benefits) Specialist III</del>	<del>23</del>

Sec. 8.9 Compensation Policy - Position Classifications and Salary Ranges (Cont'd.)(c) Classification and Compensation Plan (Cont'd.)  
*Effective 6/18/21, at mid shift*

<u>Classifications</u>	<u>Salary Range Number</u>
<b>Finance (Cont'd)</b>	
<del>Accountant</del>	<del>26.5</del>
Manager of Accounting	31
Consumer Services Assistant	16
Sr. Consumer Services Assistant	18
Consumer Services Supervisor	25
Human Resources Analyst	25
<b>Information Technology Series</b>	
Director of Information Technology	36.6
Information Technology Specialist	23 <sup>(1)</sup> <sup>(2)</sup>
Sr. Information Technology Specialist	27
SCADA IT Administrator	29
<b>Operations and Facility Maintenance Administration and Operating Divisions Series</b>	
Director of Operations/Facilities	36.5
Safety & Regulatory Compliance Supervisor	27
<b>Construction-Maintenance, Landscape Division</b>	
Construction/Maintenance Technician I	17 <sup>(1)</sup> <sup>(2)</sup>
Construction/Maintenance Technician II	19.5
Construction/Maintenance Technician III	21.5
Sr. Construction/Maintenance Technician	23.5
Construction/Maintenance Supervisor	27
Landscape Maintenance Worker I	13 <sup>(1)</sup> <sup>(2)</sup>
Landscape Maintenance Worker II	15
Landscape Maintenance Worker III	17
Sr. Landscape Maintenance Worker	19
<b>Meter Services Division</b>	
Meter Services Technician I	17 <sup>(1)</sup> <sup>(2)</sup>
Meter Services Technician II	19.5
Meter Services Technician III	21.5
Sr. Meter Services Technician	23.5
Meter Services Supervisor	27

Sec. 8.9 Compensation Policy - Position Classifications and Salary Ranges (Cont'd.)(c) Classification and Compensation Plan (Cont'd.)  
*Effective 6/18/21, at mid shift*

<u>Classifications</u>	<u>Salary Range Number</u>
<b>Pumps-Motors, Electrical, Fleet Maintenance Division</b>	
Pump Facilities Technician I	17 <sup>(1) (2)</sup>
Pump Facilities Technician II	19.5
Pump Facilities Technician III	21.5
Sr. Pump Facilities Technician	23.5
Pumps and Motors Supervisor	27
Electrical Technician I	17
Electrical Technician II	19.5
Electrician	21.5
Sr. Electrician	23.5
Fleet Mechanic I	17 <sup>(1) (2)</sup>
Fleet Mechanic II	19.5
Fleet Mechanic III	21.5
Sr. Fleet Mechanic	23.5
<b>Wastewater Operations Division</b>	
Wastewater Systems Technician I	17 <sup>(1) (2)</sup>
Wastewater Systems Technician II	19.5
Wastewater Systems Technician III	21.5
Sr. Wastewater Systems Technician	23.5
Wastewater Systems Supervisor	27
<b>Water Operations Division</b>	
Water Systems Technician I	17 <sup>(1) (2)</sup>
Water Systems Technician II	19.5
Water Systems Technician III	21.5
Sr. Water Systems Technician	23.5
Water Systems Supervisor	27

Notes: <sup>(1)</sup>Employees may be hired in the "Training Range", as defined by Section 5.3(e), hired at 15% below classification level.

<sup>(2)</sup>Employees may be hired as "Provisional Employees" and, as such, have two (2) years to obtain the licenses and certifications required to perform their specified duties or be subject to actions as described in Section 5.3(f)

VALLEY CENTER MUNICIPAL WATER DISTRICT  
SALARY SCHEDULE FOR 2021-2022

RANGE NO.	BIWEEKLY SALARY RANGE		MONTHLY SALARY RANGE		YEARLY SALARY RANGE		HOURLY SALARY RANGE	
	MIN	MAX	MIN	MAX	MIN	MAX	MIN	MAX
Gen Mgr *	\$9,204.73	\$9,204.73	\$19,943.67	\$19,943.67	\$239,324.00	\$239,324.00	\$115.060	\$115.060
37.6	\$6,086.16	\$8,124.64	\$13,186.68	\$17,603.39	\$158,240.16	\$211,240.64	\$76.077	\$101.558
37.5	\$5,993.84	\$8,032.32	\$12,986.65	\$17,403.36	\$155,839.84	\$208,840.32	\$74.923	\$100.404
37.0	\$5,849.44	\$7,838.72	\$12,673.79	\$16,983.89	\$152,085.44	\$203,806.72	\$73.118	\$97.984
36.6	\$5,800.72	\$7,742.16	\$12,568.23	\$16,774.68	\$150,818.72	\$201,296.16	\$72.509	\$96.777
36.5	\$5,708.40	\$7,649.84	\$12,368.20	\$16,574.65	\$148,418.40	\$198,895.84	\$71.355	\$95.623
36.0	\$5,570.88	\$7,465.44	\$12,070.24	\$16,175.12	\$144,842.88	\$194,101.44	\$69.636	\$93.318
35.5	\$5,436.64	\$7,285.60	\$11,779.39	\$15,785.47	\$141,352.64	\$189,425.60	\$67.958	\$91.070
35.0	\$5,305.60	\$7,110.00	\$11,495.47	\$15,405.00	\$137,945.60	\$184,860.00	\$66.320	\$88.875
34.5	\$5,177.76	\$6,938.64	\$11,218.48	\$15,033.72	\$134,621.76	\$180,404.64	\$64.722	\$86.733
34.0	\$5,052.96	\$6,771.44	\$10,948.08	\$14,671.45	\$131,376.96	\$176,057.44	\$63.162	\$84.643
33.5	\$4,931.20	\$6,608.24	\$10,684.27	\$14,317.85	\$128,211.20	\$171,814.24	\$61.640	\$82.603
33.0	\$4,812.32	\$6,448.96	\$10,426.69	\$13,972.75	\$125,120.32	\$167,672.96	\$60.154	\$80.612
32.5	\$4,696.32	\$6,293.52	\$10,175.36	\$13,635.96	\$122,104.32	\$163,631.52	\$58.704	\$78.669
32.0	\$4,583.20	\$6,141.84	\$9,930.27	\$13,307.32	\$119,163.20	\$159,687.84	\$57.290	\$76.773
31.5	\$4,472.72	\$5,993.84	\$9,690.89	\$12,986.65	\$116,290.72	\$155,839.84	\$55.909	\$74.923
31.0	\$4,364.96	\$5,849.44	\$9,457.41	\$12,673.79	\$113,488.96	\$152,085.44	\$54.562	\$73.118
30.5	\$4,259.76	\$5,708.40	\$9,229.48	\$12,368.20	\$110,753.76	\$148,418.40	\$53.247	\$71.355
30.0	\$4,157.04	\$5,570.88	\$9,006.92	\$12,070.24	\$108,083.04	\$144,842.88	\$51.963	\$69.636
29.5	\$4,056.88	\$5,436.64	\$8,789.91	\$11,779.39	\$105,478.88	\$141,352.64	\$50.711	\$67.958
29.0	\$3,959.12	\$5,305.60	\$8,578.09	\$11,495.47	\$102,937.12	\$137,945.60	\$49.489	\$66.320
28.5	\$3,863.68	\$5,177.76	\$8,371.31	\$11,218.48	\$100,455.68	\$134,621.76	\$48.296	\$64.722
28.0	\$3,770.56	\$5,052.96	\$8,169.55	\$10,948.08	\$98,034.56	\$131,376.96	\$47.132	\$63.162
27.5	\$3,679.76	\$4,931.20	\$7,972.81	\$10,684.27	\$95,673.76	\$128,211.20	\$45.997	\$61.640
27.0	\$3,591.04	\$4,812.32	\$7,780.59	\$10,426.69	\$93,367.04	\$125,120.32	\$44.888	\$60.154
26.5	\$3,504.48	\$4,696.32	\$7,593.04	\$10,175.36	\$91,116.48	\$122,104.32	\$43.806	\$58.704
26.0	\$3,420.08	\$4,583.20	\$7,410.17	\$9,930.27	\$88,922.08	\$119,163.20	\$42.751	\$57.290
25.5	\$3,337.60	\$4,472.72	\$7,231.47	\$9,690.89	\$86,777.60	\$116,290.72	\$41.720	\$55.909
25.0	\$3,257.20	\$4,364.96	\$7,057.27	\$9,457.41	\$84,687.20	\$113,488.96	\$40.715	\$54.562
24.5	\$3,178.72	\$4,259.76	\$6,887.23	\$9,229.48	\$82,646.72	\$110,753.76	\$39.734	\$53.247
24.0	\$3,102.08	\$4,157.04	\$6,721.17	\$9,006.92	\$80,654.08	\$108,083.04	\$38.776	\$51.963
23.5	\$3,027.36	\$4,056.88	\$6,559.28	\$8,789.91	\$78,711.36	\$105,478.88	\$37.842	\$50.711
23.0	\$2,954.40	\$3,959.12	\$6,401.20	\$8,578.09	\$76,814.40	\$102,937.12	\$36.930	\$49.489
22.5	\$2,883.20	\$3,863.68	\$6,246.93	\$8,371.31	\$74,963.20	\$100,455.68	\$36.040	\$48.296
22.0	\$2,813.68	\$3,770.56	\$6,096.31	\$8,169.55	\$73,155.68	\$98,034.56	\$35.171	\$47.132
21.5	\$2,745.84	\$3,679.76	\$5,949.32	\$7,972.81	\$71,391.84	\$95,673.76	\$34.323	\$45.997
21.0	\$2,679.68	\$3,591.04	\$5,805.97	\$7,780.59	\$69,671.68	\$93,367.04	\$33.496	\$44.888
20.5	\$2,615.12	\$3,504.48	\$5,666.09	\$7,593.04	\$67,993.12	\$91,116.48	\$32.689	\$43.806
20.0	\$2,552.08	\$3,420.08	\$5,529.51	\$7,410.17	\$66,354.08	\$88,922.08	\$31.901	\$42.751
19.5	\$2,490.56	\$3,337.60	\$5,396.21	\$7,231.47	\$64,754.56	\$86,777.60	\$31.132	\$41.720
19.0	\$2,430.56	\$3,257.20	\$5,266.21	\$7,057.27	\$63,194.56	\$84,687.20	\$30.382	\$40.715
18.5	\$2,372.00	\$3,178.72	\$5,139.33	\$6,887.23	\$61,672.00	\$82,646.72	\$29.650	\$39.734
18.0	\$2,314.80	\$3,102.08	\$5,015.40	\$6,721.17	\$60,184.80	\$80,654.08	\$28.935	\$38.776
17.5	\$2,259.04	\$3,027.36	\$4,894.59	\$6,559.28	\$58,735.04	\$78,711.36	\$28.238	\$37.842
17.0	\$2,204.64	\$2,954.40	\$4,776.72	\$6,401.20	\$57,320.64	\$76,814.40	\$27.558	\$36.930
16.5	\$2,151.44	\$2,883.20	\$4,661.45	\$6,246.93	\$55,937.44	\$74,963.20	\$26.893	\$36.040
16.0	\$2,099.60	\$2,813.68	\$4,549.13	\$6,096.31	\$54,589.60	\$73,155.68	\$26.245	\$35.171
15.5	\$2,049.04	\$2,745.84	\$4,439.59	\$5,949.32	\$53,275.04	\$71,391.84	\$25.613	\$34.323
15.0	\$1,999.68	\$2,679.68	\$4,332.64	\$5,805.97	\$51,991.68	\$69,671.68	\$24.996	\$33.496
14.5	\$1,951.44	\$2,615.12	\$4,228.12	\$5,666.09	\$50,737.44	\$67,993.12	\$24.393	\$32.689
14.0	\$1,904.40	\$2,552.08	\$4,126.20	\$5,529.51	\$49,514.40	\$66,354.08	\$23.805	\$31.901
13.5	\$1,858.56	\$2,490.56	\$4,026.88	\$5,396.21	\$48,322.56	\$64,754.56	\$23.232	\$31.132
13.0	\$1,813.76	\$2,430.56	\$3,929.81	\$5,266.21	\$47,157.76	\$63,194.56	\$22.672	\$30.382
12.5	\$1,770.00	\$2,372.00	\$3,835.00	\$5,139.33	\$46,020.00	\$61,672.00	\$22.125	\$29.650
12.0	\$1,727.36	\$2,314.80	\$3,742.61	\$5,015.40	\$44,911.36	\$60,184.80	\$21.592	\$28.935
11.5	\$1,685.76	\$2,259.04	\$3,652.48	\$4,894.59	\$43,829.76	\$58,735.04	\$21.072	\$28.238
11.0	\$1,645.12	\$2,204.64	\$3,564.43	\$4,776.72	\$42,773.12	\$57,320.64	\$20.564	\$27.558
10.5	\$1,605.44	\$2,151.44	\$3,478.45	\$4,661.45	\$41,741.44	\$55,937.44	\$20.068	\$26.893
10.0	\$1,566.80	\$2,099.60	\$3,394.73	\$4,549.13	\$40,736.80	\$54,589.60	\$19.585	\$26.245

\* General Manager salary is effective on July 1.



ARTICLE 40      Organization of Staff

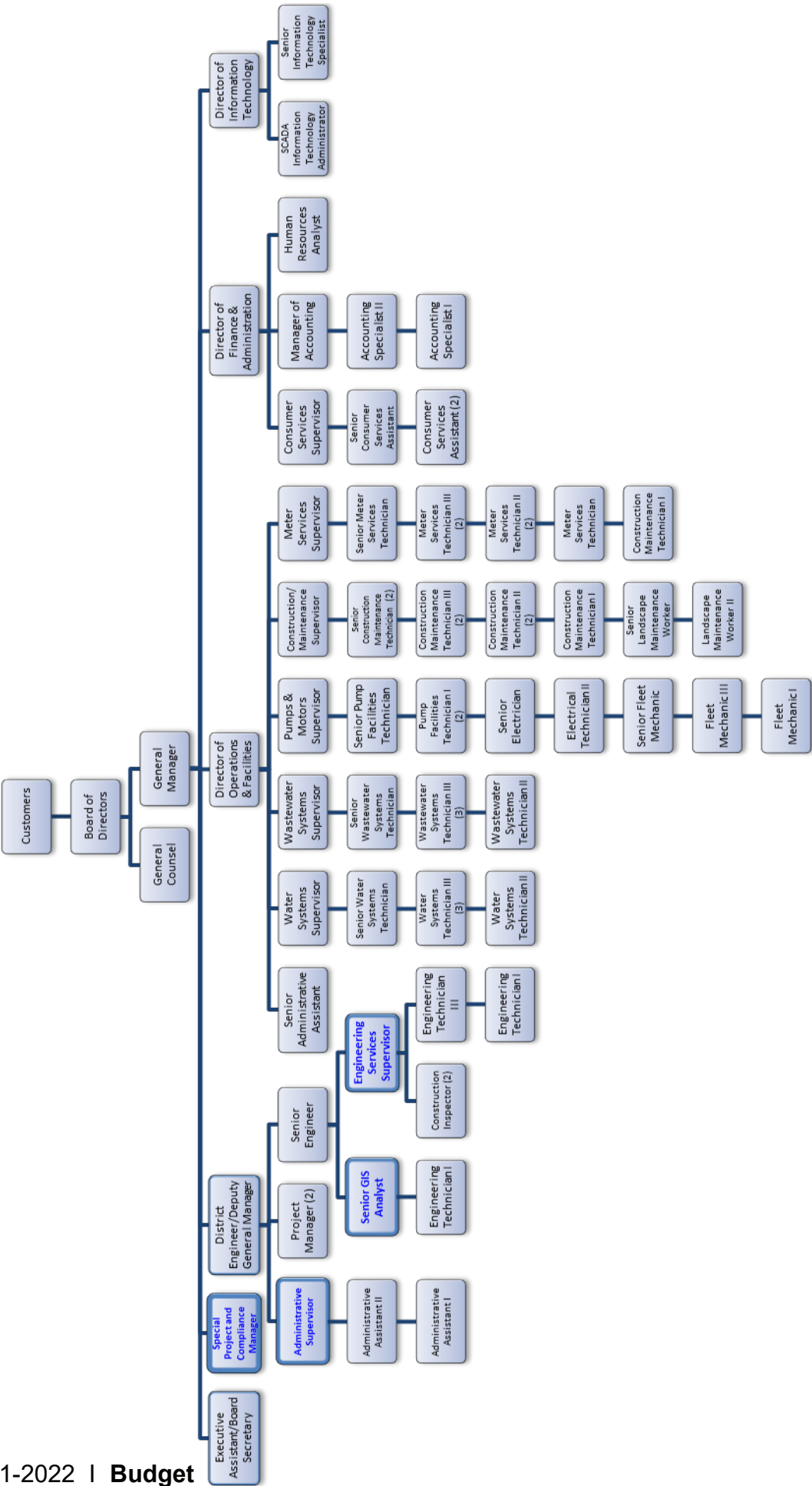
Sec. 40.10      Director of Information Technology. The Director of IT shall, subject to Board approval, be appointed by and be directly responsible to the General Manager. This position requires education and long term experience in computer science and information systems, including network engineering and administration, database administration, software development, and information systems security.

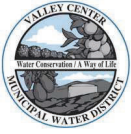
This person shall be responsible for overall planning, organizing, and execution of all Information Technology functions. This includes directing all IT operations as well as the support and maintenance of existing infrastructure, applications, and development of new technical solutions.

Sec. 40.11      Organizational Chart. As shown below and on the following Organizational Chart, the authorized staff level by department is:

<u>Department</u>	<u>Authorized Staff Level</u>	
Administration	<del>2.00</del>	<b>3.00</b>
Information Technology	3.00	
Finance	9.00	
Engineering	14.00	
Operations	<del>42.00</del>	<b>41.00</b>
Total Authorized Positions	<u>70.00</u>	

With the approval of the General Manager and subject to availability of budget appropriations, promotions, demotions or reclassification of employees may occur within the total staff level authorized above to meet the goals and needs of the District.





## Valley Center Municipal Water District

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# Recap of Revenues & Source



## Valley Center Municipal Water District

### Recap of Budget and Source of Financing All Budgeted Funds

	Operating	Debt Service	Capital Projects	Total General	Moosa Wastewater	Woods Valley	WVR Expansion	Total All Funds
<b>ESTIMATED BALANCE, JUNE 30, 2021</b>	<b>\$ 7,138,008</b>	<b>\$ 220,420</b>	<b>\$ 16,569,143</b>	<b>\$ 23,927,571</b>	<b>\$ 2,615,582</b>	<b>\$ 3,220,274</b>	<b>\$ 7,471,321</b>	<b>\$ 37,234,748</b>
<b>RECAP OF EXPENDITURES BY FUNCTION</b>								
General Administration	\$ 890,912			\$ 890,912				\$ 890,912
Information Technology	\$ 975,619			\$ 975,619				\$ 975,619
Finance	\$ 2,716,387	\$ 49,460		\$ 2,765,847			\$ 515,938	\$ 3,281,785
Engineering	\$ 2,004,089			\$ 2,004,089				\$ 2,004,089
Operations & Facilities	\$ 7,689,009			\$ 7,689,009	\$ 1,413,164	\$ 846,815		\$ 9,948,988
Source of Supply	\$ 29,994,742			\$ 29,994,742				\$ 29,994,742
Capital Projects			\$ 9,622,350	\$ 9,622,350	\$ 1,013,338	\$ 152,500	\$ 4,000,000	\$ 14,788,188
<b>Total Budgeted Expenditures</b>	<b>\$ 44,270,758</b>	<b>\$ 49,460</b>	<b>\$ 9,622,350</b>	<b>\$ 53,942,568</b>	<b>\$ 2,426,502</b>	<b>\$ 999,315</b>	<b>\$ 4,515,938</b>	<b>\$ 61,884,323</b>
<b>SOURCE OF FINANCING</b>								
Revenues:								
Water Sales	\$ 35,457,000			\$ 35,457,000				\$ 35,457,000
Meter Service Charges/Wastewater Charges	\$ 7,349,000			\$ 7,349,000	\$ 1,818,170	\$ 1,422,163	\$ 2,358,874	\$ 12,948,207
New Connection Sales	\$ 348,050		\$ 463,550	\$ 811,600				\$ 811,600
Other Revenue	\$ 1,043,700			\$ 1,043,700				\$ 1,043,700
Investment Income	\$ 153,000			\$ 153,000				\$ 153,000
Property Taxes			\$ 2,728,000	\$ 2,728,000				\$ 2,728,000
Water Availability Charges	\$ -	\$ 49,460	\$ 522,540	\$ 572,000				\$ 572,000
Clean Water SRF Loan			\$ 6,655,000	\$ 6,655,000				\$ 6,655,000
Series 1 Bond Proceeds				\$ -			\$ 3,950,000	\$ 3,950,000
<b>Total Revenues</b>	<b>\$ 44,350,750</b>	<b>\$ 49,460</b>	<b>\$ 10,369,090</b>	<b>\$ 54,769,300</b>	<b>\$ 1,818,170</b>	<b>\$ 1,422,163</b>	<b>\$ 6,308,874</b>	<b>\$ 64,318,507</b>
<b>NET REVENUES &amp; EXPENDITURES</b>	<b>\$ 79,992</b>	<b>\$ -</b>	<b>\$ 746,740</b>	<b>\$ 826,732</b>	<b>\$ (608,332)</b>	<b>\$ 422,848</b>	<b>\$ 1,792,936</b>	<b>\$ 2,434,184</b>
EXPENDITURES OF CONTINUING PROJECTS	\$ -	\$ -	\$ (6,203,139)	\$ (6,203,139)	\$ (958,663)	\$ (77,950)	\$ (3,152,159)	\$ (10,391,911)
TRANSFERS (See page 3-3)	\$ (79,992)	\$ -	\$ 79,992	\$ -	\$ -	\$ -	\$ -	\$ -
<b>ESTIMATED BALANCE, JUNE 30, 2022</b>	<b>\$ 7,138,008</b>	<b>\$ 220,420</b>	<b>\$ 11,192,736</b>	<b>\$ 18,551,164</b>	<b>\$ 1,048,587</b>	<b>\$ 3,565,172</b>	<b>\$ 6,112,098</b>	<b>\$ 29,277,021</b>



## Valley Center Municipal Water District

### Recap of Reserves and Fund Balances All Budgeted Funds (Excludes Utility Plant)

	Projected Balance June 30, 2021	Revenues	Expenses	Net Revenues -Expenses	Transfers and Budgeted Additions	Projected Balance June 30, 2022
<b>General Fund</b>						
<b>Operating</b>						
Discretionary Reserves						
- Rate Stabilization	\$ -			\$ -		\$ -
- Pumping Rate Stabilization	\$ -	\$ 2,525,000	\$ (2,692,900)	\$ (167,900)	\$ 167,900	\$ -
- Operating Reserve	\$ 7,138,008			\$ -	\$ -	\$ 7,138,008
Unappropriated Fund Balance	\$ -	\$ 41,825,750	\$ (41,577,858)	\$ 247,892	\$ (247,892)	\$ -
<b>Total Operating</b>	\$ 7,138,008	\$ 44,350,750	\$ (44,270,758)	\$ 79,992	\$ (79,992)	\$ 7,138,008
<b>Debt Service Reserve</b>	\$ 220,420	\$ -	\$ -	\$ -	\$ -	\$ 220,420
<b>Capital Projects Reserves</b>						
- Continuing Projects	\$ 6,203,139		\$ (6,203,139)	\$ (6,203,139)		\$ -
- Capacity Charges	\$ 1,641,164	\$ 463,550	\$ (463,550)	\$ -		\$ 1,641,164
- Capital Improvements	\$ 8,724,840	\$ 10,369,090	\$ (9,622,350)	\$ 746,740	\$ 79,992	\$ 9,551,572
<b>Total Capital</b>	\$ 16,569,143	\$ 10,369,090	\$ (16,289,039)	\$ (5,456,399)	\$ 79,992	\$ 11,192,736
<b>Total General Fund</b>	\$ 23,927,571	\$ 54,769,300	\$ (60,559,797)	\$ (5,790,497)	\$ -	\$ 18,551,164
<b>Lower Moosa Wastewater</b>	\$ 2,615,582	\$ 1,818,170	\$ (3,385,165)	\$ (1,566,995)	\$ -	\$ 1,048,587
<b>Woods Valley Expansion</b>	\$ 7,471,321	\$ 6,308,874	\$ (7,668,097)	\$ (1,359,223)	\$ -	\$ 6,112,098
<b>Woods Valley Wastewater</b>	\$ 3,220,274	\$ 1,422,163	\$ (1,077,265)	\$ 344,898	\$ -	\$ 3,565,172
<b>Total All Funds</b>	\$ 37,234,748	\$ 64,318,507	\$ (72,690,324)	\$ (8,371,817)	\$ -	\$ 29,277,021





# Valley Center Municipal Water District

## General Fund

### Revenue Estimate

Fund	Department
01	00

Page 1 of 2

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
	<b>WATER SALES (ACRE FEET)</b>	<b>@ 15,691</b>	<b>@ 17,000</b>	<b>@ 17,400</b>	<b>@ 17,000</b>
80-41400	Municipal & Industrial	12,201,965	12,392,000	14,574,000	13,630,000
80-41700	Certified Agricultural - SAWR	8,390,607	10,019,000	9,255,000	9,945,000
80-41800	Certified Ag/Domestic - SAWR	7,350,172	8,770,000	8,573,000	9,212,000
80-43502	Construction	260,855	301,000	145,000	145,000
80-45000	Pump Charge	2,045,383	2,365,000	2,177,000	2,525,000
	<b>Total Water Sales</b>	<b>30,248,982</b>	<b>33,847,000</b>	<b>34,724,000</b>	<b>35,457,000</b>
80-41007	Additional Living Charge	\$21,807	\$22,000	\$22,000	\$22,000
80-41401	Meter Service Charges	5,812,647	6,239,000	6,025,000	6,651,000
80-41410	Infrastructure Access Charge	570,624	679,000	634,000	676,000
	<b>Total Meter Service Charges</b>	<b>6,405,078</b>	<b>6,940,000</b>	<b>6,681,000</b>	<b>7,349,000</b>
82-41000	Water Meters - New	\$227,365	\$566,300	\$365,000	\$315,160
82-43000	Pressure Reducers	2,941	0	4,700	0
82-44000	Double Check Valves	90,102	76,900	122,000	32,890
	<b>Total New Connection Sales</b>	<b>320,408</b>	<b>643,200</b>	<b>500,700</b>	<b>348,050</b>
83-41003	Current Secured	2,433,178	2,512,000	2,578,400	2,630,000
83-42010	Current Unsecured	75,539	79,000	81,400	83,000
83-44010	Homeowners Exemption (HOE)	15,664	16,000	15,100	15,000
83-45050	Current Water Availability Charge	572,195	574,000	574,000	572,000
83-48200	Interest Allocation-Wtr Availability Chg	858	0	200	0
83-47000	Prior Unsecured	85	0	13,800	0
83-48000	Interest Allocation	3,760	0	1,600	0
	<b>Total Property Taxes-Other</b>	<b>3,101,279</b>	<b>3,181,000</b>	<b>3,264,500</b>	<b>3,300,000</b>



# Valley Center Municipal Water District

## General Fund

### Revenue Estimate

Fund	Department
01	00

Page 2 of 2

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
84-40001	Investment Income	723,288	326,000	224,000	153,000
86-41790	Delinquent Penalty	208,997	132,320	0	384,100
86-41850	Transfer Fee	6,115	6,600	7,700	8,000
86-42011	Turn On Charge	22,960	0	7,900	34,000
86-42100	R.P. Inspection/Svc Fee	181,712	172,000	187,100	214,000
86-42101	R.P. Repairs	17,198	15,000	18,800	19,000
86-43010	Sale of Maps/Copies	0	100	0	100
86-43300	Service Availability Charge	4,000	5,100	1,200	1,200
86-43500	Sale of Surplus	13,324	20,000	3,500	10,000
86-44020	Other	2,431	2,900	1,343,900	2,900
86-44001	Return Check Charge	4,675	750	4,300	4,300
86-44002	Lease of Facilities	384,328	332,800	360,800	360,800
86-44004	Escondido Sewer Collection Fee	2,963	3,300	3,000	3,200
86-44005	Escondido Water Service in Lieu	1,986	2,000	2,100	2,100
<b>Total Other Revenue</b>		<b>1,573,977</b>	<b>1,018,870</b>	<b>2,164,300</b>	<b>1,196,700</b>
89-41002	Meter Capacity Charges	143,594	290,550	434,163	463,550
89-42050	Contributions In Kind	0	0	0	0
89-44202	Annex Capital Fees	0	0	0	0
<b>Total Capital Improvement Charges</b>		<b>143,594</b>	<b>290,550</b>	<b>434,163</b>	<b>463,550</b>
<b>TOTAL REVENUE</b>		<b>41,793,318</b>	<b>45,920,620</b>	<b>47,768,663</b>	<b>48,114,300</b>



## Valley Center Municipal Water District

### Recap of Budget Expenses All Budgeted Funds

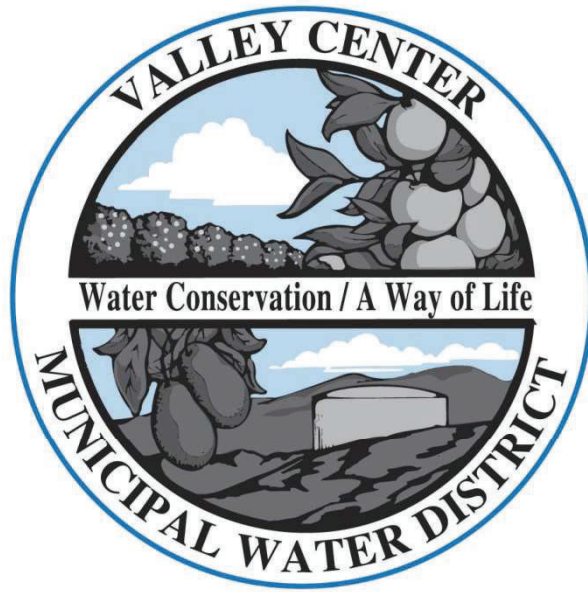
	2019-2020	2020-2021		2021-2022
	Actual	Budget	Estimated Actual	Budget
<b>EXPENSE RECAP BY DEPARTMENT</b>				
General Fund				
General Administration	\$827,769	\$711,636	\$736,215	\$890,912
Finance	3,185,644	2,437,490	2,549,743	2,765,847
Information Technology	849,882	923,501	905,666	975,619
Engineering	1,992,331	1,889,448	2,086,758	2,004,089
Operations & Facilities	7,082,820	7,708,279	7,353,229	7,689,009
Source of Supply	26,616,621	28,885,236	29,557,815	29,994,742
Total Operating	\$40,555,067	\$42,555,590	\$43,189,426	\$44,320,218
Capital Projects	3,365,806	4,784,100	4,589,664	9,622,350
<b>Total General Fund</b>	<b>\$43,920,873</b>	<b>\$47,339,690</b>	<b>\$47,779,090</b>	<b>\$53,942,568</b>
Lower Moosa Wastewater Treatment	1,955,117	2,358,612	1,940,598	2,426,502
Woods Valley Wastewater Expansion	1,449,468	528,079	582,620	4,515,938
Woods Valley Wastewater Treatment	692,676	754,678	958,238	999,315
<b>Total Wastewater</b>	<b>\$4,097,261</b>	<b>\$3,641,369</b>	<b>\$3,481,456</b>	<b>\$7,941,755</b>
<b>Grand Total</b>	<b>\$48,018,134</b>	<b>\$50,981,059</b>	<b>\$51,260,546</b>	<b>\$61,884,323</b>
<b>EXPENSE RECAP BY FUNCTION</b>				
General Fund				
Operating	\$40,500,504	\$42,503,952	\$43,136,723	\$44,270,758
Debt Service	54,563	51,638	52,703	49,460
Capital Projects	3,365,806	4,784,100	4,589,664	9,622,350
<b>Total General Fund</b>	<b>\$43,920,873</b>	<b>\$47,339,690</b>	<b>\$47,779,090</b>	<b>\$53,942,568</b>
Lower Moosa Wastewater Fund				
Operating	1,458,914	1,468,612	1,399,153	1,413,164
Capital Projects	496,203	890,000	541,445	1,013,338
<b>Total Lower Moosa Wastewater Fund</b>	<b>1,955,117</b>	<b>2,358,612</b>	<b>1,940,598</b>	<b>2,426,502</b>
Woods Valley Wastewater Fund				
Operating	682,896	754,678	818,238	846,815
Capital Projects	9,780	0	140,000	152,500
<b>Total Woods Valley Wastewater Fund</b>	<b>692,676</b>	<b>754,678</b>	<b>958,238</b>	<b>999,315</b>
Woods Valley Expansion Fund				
Operating	37,031	51,200	65,741	62,500
Debt Service	485,097	476,879	476,879	453,438
Capital Projects	927,340	0	40,000	4,000,000
<b>Total Woods Valley Expansion Fund</b>	<b>\$1,449,468</b>	<b>\$528,079</b>	<b>\$582,620</b>	<b>\$4,515,938</b>
<b>Total Wastewater</b>	<b>\$4,097,261.27</b>	<b>\$3,641,369.00</b>	<b>\$3,481,456.00</b>	<b>\$7,941,755.00</b>
<b>Grand Total</b>	<b>\$48,018,134</b>	<b>\$50,981,059</b>	<b>\$51,260,546</b>	<b>\$61,884,323</b>





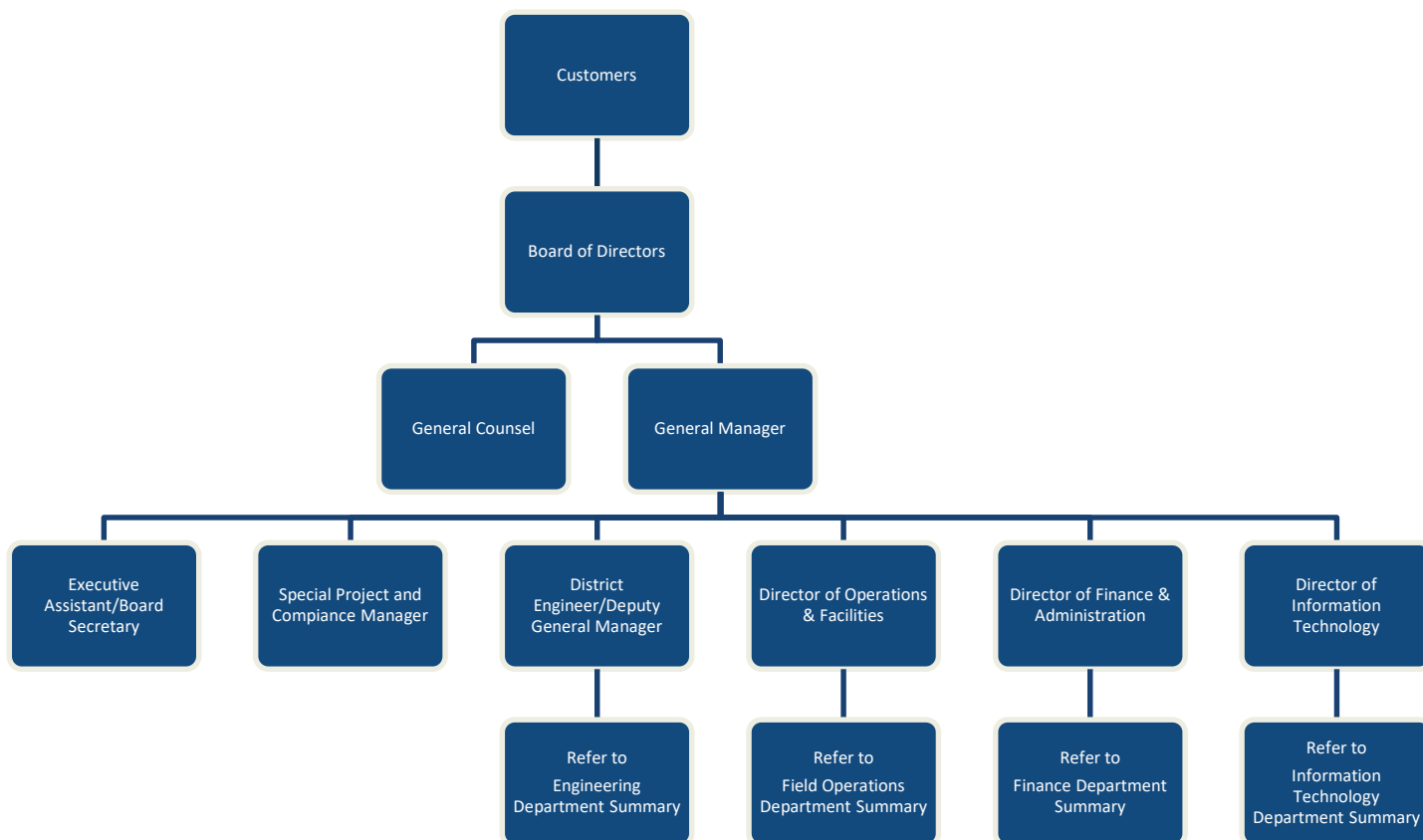
## Valley Center Municipal Water District

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# General Administration





Personnel Requirements (FTE's)

	<i>Actual FY 2020-21</i>	<i>Budget FY 2020-21</i>	<i>Proposed FY 2021-22</i>
General Manager	1.0	1.0	1.0
Executive Assistant/Board Secretary	1.0	1.0	1.0
Special Project and Compliance Manager	0.0	0.0	1.0
<b>Total</b>	<b>2.0</b>	<b>2.0</b>	<b>3.0</b>



## DEPARTMENT DESCRIPTION

The General Administrative Department provides leadership for the entire agency. It is charged with and responsible for the long-term visioning and planning for the agency as well as overall management of all District activities and programs in compliance with Board direction and policy. All the efforts of the General Administrative Department are aimed toward fulfilling the District's mission to ***"Ensure Customer Satisfaction Through Quality Service at the Lowest Possible Cost,"*** and at all times, ***"Meets"*** or ***"Exceeds"*** customer expectations.

Fiscal Year 2020-2021 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Worked with the San Diego County Water Authority Board and staff and the San Diego County Farm Bureau to secure SDCWA Board approval in November of 2020 to make the Transitional Agricultural Water Rate (TSAWR) to the Permanent Special Agricultural Water Rate (PSAWR) pricing program.				✓			
Worked with key staff to establish and modify workplace protocols to deal with the operational and fiscal impacts of the COVID-19 Pandemic.				✓			
To continue forward with the CIP during the COVID-19 Pandemic, developed a phased approach to implementing capital projects reflecting the financial uncertainty associated with reduced customer level financial controls.				✓			
Continued to worked toward implementation of four new Photovoltaic Solar Array Projects, Corporate Facility, Lower Moosa Canyon WRF, Miller Pump Station and Betsworth Pump Station as recommended in the 2019, "Comprehensive Energy Program Analysis and Strategic Plan."						✓	

## DEPARTMENT PERFORMANCE STANDARDS

Strategic Plan Goal	Standard No.	Performance Standard Description	Trend	Annual Target/Goal	Calendar Year		
					2019 Actual	2020 Actual	2021 Projection
Water Supply	1	Customer Satisfaction		>95%	100%	100%	≥95%



Fiscal Year 2021-2022 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Continue to control and where possible reduce local costs through technology, including implementation of electronic asset management and data deployment systems.				✓			
Continue to advocate for cost and rate control at the wholesale level and seek to maintain appropriate pricing and support programs for agriculture within the MWD and SDCWA service areas.				✓			
Closely monitor rate activities and initiatives of San Diego Gas and Electric.						✓	
Where appropriate, monitor and participate in any CPUC proceedings on issues which have the potential to directly or indirectly impact the District's operations.						✓	
Communicate to District customers the importance of continuing water efficient practices and alerting them to the impacts of new and proposed state legislation and regulations.		✓					
Seek to secure funds from state and federal sources (State SRF and Federal Bureau of Reclamation) sufficient to support the Capital Improvement Projects identified for construction in FY 2020-2021 in the updated Water System Master Plan.				✓			
Monitor, oversee, and complete the transition from AMR to AMI – based Metering Reading and Data Gathering.				✓			
Monitor, oversee, and complete the implementation of the Computerized Maintenance Management System (CMMS).				✓			
Monitor, oversee, and guide the evaluation of a future ERP System for implementation in Fiscal Year 2022-2023.				✓			
Maintain and, where possible, enhance the efficiency of the organization by seeking out and implementing current technology and new methods to manage, operate and maintain the water and wastewater systems as cost-effectively as possible while maintaining safe, reliable and responsive service at all times.		✓		✓	✓	✓	
Implement a CIP based on the updated Water Master Plan, and supported by the updated Long-Range Financing Plan, however reflective of the financial uncertainties associated with COVID-19.			✓	✓			
Act and advocate to preserve local financial resources for local purposes and oppose efforts by the state to impose water fees and taxes directly on the District's customer base.		✓					
Advocate and protect appropriate wholesale revenue and rate equity for all customer classes.				✓			
Through proper staffing and expertise levels, focused training, and securing appropriate technological capabilities and capacities, maintain effective levels of service and cost control.		✓		✓			
Continue to prepare and advocate for reasonable implementation of Long-term Water Use Efficiency and Water Supply and Contingency Planning (SB 606 & AB 1668).		✓					
Continue to prepare and advocate for reasonable implementation of Water Loss Regulation (SB 555).		✓					
Continue to prepare and advocate for reasonable implementation of Low Income Rate Assistance (SB 401) legislation and regulation.		✓					
Implement the vision, adopted policies and adopted Strategic Plan of the Board of Directors.		✓	✓	✓	✓	✓	✓
Oversee, monitor and assist all District departments in pursuing and meeting the Board's vision, adopted policies and Strategic Plan Goals and Performance Measurements.		✓	✓	✓	✓	✓	✓
Plan for the overall future and direction of the agency considering the potential impacts of a rapidly expanding and changing customer base.		✓	✓	✓	✓	✓	✓



## Valley Center Municipal Water District

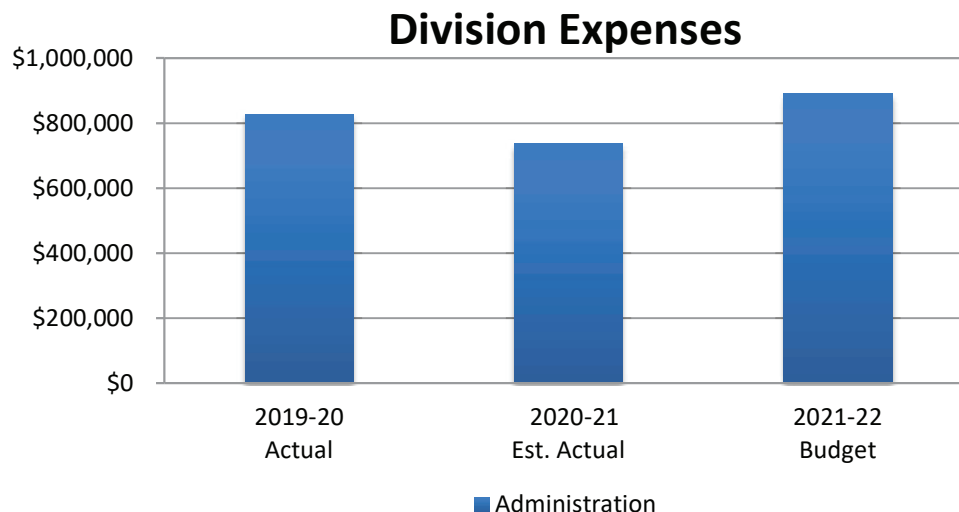
# General Administration

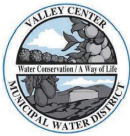
Long-Term Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Implement the vision, adopted policies and adopted Strategic Plan of the Board of Directors.		✓	✓	✓	✓	✓	✓
Oversee, monitor and assist all District departments in pursuing and meeting the Board's vision, adopted policies and Strategic Plan Goals and Performance Measurements.		✓	✓	✓	✓	✓	✓
Plan for the overall future and direction of the agency considering the potential impacts of a rapidly expanding and changing customer base.		✓	✓	✓	✓	✓	✓
Enhance the efficiency of the organization by seeking out and implementing current technology and new methods to manage, operate and maintain the water and wastewater systems as cost-effectively as possible while maintaining safe, reliable and responsive service at all times.		✓		✓	✓	✓	
Develop and implement a CIP Program based on the updated 2019 Water Master Plan, and supported by the 2019 Long-Range Financing Plan.			✓	✓			
Act and advocate to preserve local financial resources for local purposes and oppose efforts by the state to impose water fees and taxes directly on the District's customer base.		✓					
Advocate and protect appropriate wholesale revenue and rate equity for all customer classes.				✓			

## Department Summary by Division

Fund	Department
01	01

Division No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
01	General Administration	827,769	711,636	736,215	890,912
<b>TOTAL GENERAL ADMINISTRATION</b>		<b>827,769</b>	<b>711,636</b>	<b>736,215</b>	<b>890,912</b>





# Valley Center Municipal Water District

## General Administration

### Division Summary by Expense Category

Fund	Department	Division
01	01	01

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor and Benefits - Regular	567,330	387,200	469,036	<b>555,000</b>
50002	Temporary Labor	10,635	0	0	<b>0</b>
50003	Overtime	0	500	100	<b>1,000</b>
50010	Training & Education	0	1,000	1,000	<b>1,000</b>
50011	Uniform Allowance	336	340	340	<b>750</b>
50025	Outside Professional Services	103,419	135,500	106,000	<b>135,500</b>
50026	Legal Services	63,650	60,000	85,417	<b>95,000</b>
50028	Printing	0	1,000	600	<b>1,000</b>
50029	Books & Subscriptions	570	1,000	900	<b>1,000</b>
50030	Special Department Expenses	18,583	21,500	16,500	<b>17,250</b>
50031	Grant Related Expenses (Wellness)	702	2,000	500	<b>2,000</b>
50033	Postage	7,143	7,750	3,000	<b>7,750</b>
50034	Membership Fees & Dues	32,949	34,890	32,000	<b>32,200</b>
50035	Directors' Fees	11,800	12,000	8,400	<b>12,000</b>
50036	Directors' Travel & Expenses	5,382	8,500	1,350	<b>6,000</b>
50037	Transportation, Meals & Travel	4,869	15,000	2,000	<b>10,000</b>
50039	Public Information and Notices	5,667	10,000	5,500	<b>10,000</b>
50083	Unclassified - Contingency Fund	9,700	20,000	10,000	<b>20,000</b>
50189	LAFCO Budget Assessment	28,312	30,000	30,216	<b>32,000</b>
50454	Maintenance of Equipment	313	500	400	<b>500</b>
50991	Expense Credit	(43,591)	(37,044)	(37,044)	<b>(49,038)</b>
<b>Total</b>		<b>827,769</b>	<b>711,636</b>	<b>736,215</b>	<b>890,912</b>



## Valley Center Municipal Water District

### General Administration

#### Division Detail

Fund	Department	Division
01	01	01

Total Budget Request
\$890,912

Account No.	Detail and Justification		Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>		<b>555,000</b>
	Full-Time Equivalents	2.15	
50003	<b>Overtime</b>		<b>1,000</b>
50010	<b>Training &amp; Education</b>		<b>1,000</b>
	Allocation from General Administration Training 01-02-18 Page 6-8A		
50011	<b>Uniform/Clothing/Shoes</b>		<b>750</b>
	Uniform Allowance		
50025	<b>Outside Professional Services</b>		<b>135,500</b>
	Federal Representation	110,000	
	Communications Intern	15,000	
	Energy Consultation	10,500	
50026	<b>Legal Services</b>		<b>95,000</b>
	General Counsel's Services	65,000	
	Litigation	30,000	
50028	<b>Printing</b>		<b>1,000</b>
	Forms and Business Cards	500	
	Miscellaneous	500	
50029	<b>Books &amp; Subscriptions</b>		<b>1,000</b>
	Books, newspapers, periodicals and pamphlets	1,000	
50030	<b>Special Department Expenses</b>		<b>17,250</b>
	Service Recognition Awards and Pins	3,600	
	Employees Retirement and Appreciation Awards	2,500	
	Suggestion Awards	2,000	
	Awards Presentation Luncheon	3,000	
	Staff Meeting Supplies	800	
	District Contribution - VCEA Events	3,000	
	Manager's Employee of the Year Award/Plaque	1,000	
	Employee of the Quarter Awards	750	
	Miscellaneous & Office Supplies	450	
	Notary Supplies	150	
50031	<b>Grant Related Expenses</b>		<b>2,000</b>
	Wellness Grant District Contribution	2,000	





## Valley Center Municipal Water District

### General Administration

#### Division Detail

Fund	Department	Division
01	01	01

Account No.	Detail and Justification	Budget Request
50033	<b>Postage</b>	<b>7,750</b>
	General Correspondence	6,000
	Bill Insert Postage	500
	Post Office Box Fees	450
	Postage Chip Update	300
	Postage Machine Supplies	300
	Business Reply - Customer Comment Cards	100
	Permit #2 Business Reply	100
50034	<b>Membership Fees &amp; Dues</b>	<b>32,200</b>
	Association of California Water Agencies	25,000
	American Water Works Association	4,000
	California Water Efficiency Partnership	2,100
	Upper San Luis Rey Watershed Authority	300
	California Farm Water Coalition	250
	Valley Center Chamber of Commerce	150
	California Special Districts Association	150
	Farm Bureau, San Diego County	100
	Valley Center Business Association	100
	Auto Club	50
50035	<b>Directors' Fees</b>	<b>12,000</b>
50036	<b>Directors' Travel &amp; Expense</b>	<b>6,000</b>
	Conferences/Seminars/JPIA Mtgs/ACWA Region 10	
50037	<b>Transportation, Meals &amp; Travel, FastTrak</b>	<b>10,000</b>
	Conferences and Meetings	10,000
50039	<b>Public Information and Notices</b>	<b>10,000</b>
	Water Use Efficiency Communications	3,500
	Customer Information Material	2,500
	Display Boards - Upkeep/revisions	2,000
	Legal/Public Notices	1,500
	Miscellaneous	500
50083	<b>Unclassified - Contingency Fund</b>	<b>20,000</b>
50189	<b>Local Agency Formation Commission (LAFCO)</b>	<b>32,000</b>
	Budget Assessment	32,000



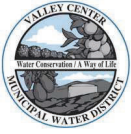
## Valley Center Municipal Water District

### General Administration

#### Division Detail

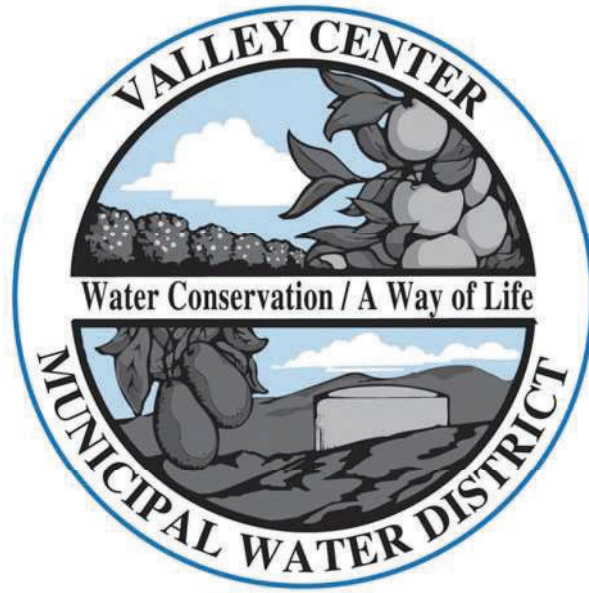
Fund	Department	Division
01	01	01

Account No.	Detail and Justification	Budget Request
50454	<b>Maintenance of Equipment</b> Adding Machines, Transcriber, Postage Machine, Board Room Recorder and Assistive Listening Device	500
50991	<b>Expense Credit</b> Reimbursement from Sewer Funds for Administrative Overhead	(49,038)

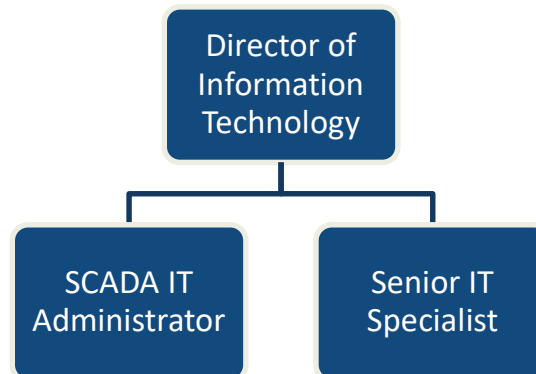


## Valley Center Municipal Water District

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# Information Technology



Personnel Requirements (FTE's)

	<i>Actual FY 2020-21</i>	<i>Budget FY 2020-21</i>	<i>Proposed FY 2021-22</i>
Director of Information Technology	1.0	1.0	1.0
SCADA/IT Systems Administrator	1.0	1.0	1.0
Senior IT Specialist	0.0	0.0	1.0
IT Specialist	1.0	1.0	0.0
<b>Total</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>

## **DEPARTMENT DESCRIPTION**

The Information Technology Department provides comprehensive technology planning, development, integration, operation, and support to all areas of the District to maximize efficiency. This includes network communications infrastructure throughout the District, servers and workstations, mobile devices, database systems, data storage, telecommunications, and video surveillance security systems.

The 2019 Water Master Plan Update identified over \$77 million of repairing and replacement capital projects. Many of these projects require the integration of technology with existing systems while minimizing downtime during the deployment and conversion process. IT has invested in training of in-house personnel to program and integrate the deployment of SCADA components. This provides an extensive in-house knowledge base for District's process control systems that are continuously being improved. The challenge is to implement the changes quickly and cost effectively while providing reliable and continuous system operation. As the lifecycle of systems installed in the previous years is starting to end, additional personnel time will need to be allocated to upgrade the software and replace the components near the end of the lifecycle, which will continuously present a challenge due to the ever-increasing amount of technology and devices present in the District.

Staff deployed the first phase of a new Data Management/Asset Management Software System that provides more efficient asset management capabilities for the District. By using mobile technologies that are now available, data entry for the system can be done in the field by field operations personnel, increasing efficiency and accuracy. Full implementation of the Data/Asset Management System has started and will continue throughout Fiscal Years 2021-22 and beyond.



Fiscal Year 2020-2021 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
The Geographic Information System (GIS) was upgraded with the latest software and hardware; portal and web maps were implemented, allowing enhanced mobile access to geographic District data.					✓		
Paperless electronic billing was made available to customers, saving time and money. As part of the ERP financial system software upgrade, the electronic billing and on-line account system was changed to a new platform provided and managed by the ERP system provider.					✓		
Customers can view their bill information and pay their bills over the internet. As of June 4, 2021, there are approximately 5,168 customer accounts registered and utilizing the system, of which 815 have elected to no longer receive paper bills in the mail.					✓		
Staff is continuing to deploy Advanced Metering Infrastructure (AMI) technology to measure, collect, and analyze real-time data from customers' water meters. The system uses the existing District-wide wireless communication infrastructure to transfer the data from the AMI collector systems that are deployed at remote facilities. As of June 2021, 80% of the District's water meters have been converted to AMI technology.					✓		
Wireless network communications infrastructure is now operational at all major facilities, which extends network coverage to 67 remote sites, including several solar generating sites. The network is being continuously enhanced with faster and more reliable radio technology.					✓		
New SCADA server systems are operational, and the updated SCADA Human Machine Interface (HMI) software is currently in use at Woods Valley Water Reclamation Facility. Work has started to upgrade the HMI software at Moosa Water Reclamation Facility. New SCADA server systems are also operational at corporate offices to support redundancy and future expansion.					✓		
Staff continues to deploy new IP network-based high definition video surveillance technology to local and remote facilities. The technology has been deployed at corporate offices as well as 55 remote sites. The system consists of high definition multi-megapixel cameras that include full night vision, event tracking and notification, and continuous local and remote recording capabilities. The system allows remote site monitoring by operations personnel 24 hours a day.					✓		
Staff deployed the first phase of a new asset management system. The system integrates with the District's GIS system and provides remote workers the ability to view and enter data remotely from the field. Completed modules include: Assets/Inventory, Water Distribution Maintenance, Dig Alerts, Service and Work Orders, Inspections, Workflows, and standard report templates.					✓		
Staff replaced the Voice over IP phone system with a new cloud-based phone and communications platform. The new system allows complete mobility of employees' phone extensions, instant messages, presence information, video calls, and conferencing features. The system is using the Internet to communicate, eliminating dedicated voice circuits, and is much simpler to configure and maintain.					✓		

\* See page 1-23 of this Budget document for the full Strategic Plan.





Fiscal Year 2021-2022 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Continue GIS expansion, enhancement, and utility – <i>Ongoing Effort</i>					✓		
Staff is continuing to upgrade SCADA industrial control system (ICS) software. Staff has started to upgrade the SCADA control system software at the water reclamation facilities, with Woods Valley WRF completed in Fiscal Year 2017-18, Moosa WRF upgrade started on 2019-20, and the water control system in the corporate office scheduled for upgrade starting 2021-22 and beyond.					✓		
Staff will continue implementation of the AMI system to support automated meter reading and integration of this technology with existing systems. Deployment started during calendar year 2019 and will continue throughout 2021-22 and beyond.					✓		
Staff will continue to implement the asset management system that supports mobile users, have better usability, and integrates with existing GIS, financial, and other databases in the District. The first phase of deployment is completed, subsequent phases will continue throughout 2021-2022, with full data deployment capabilities scheduled to be implemented during the following fiscal years.					✓		

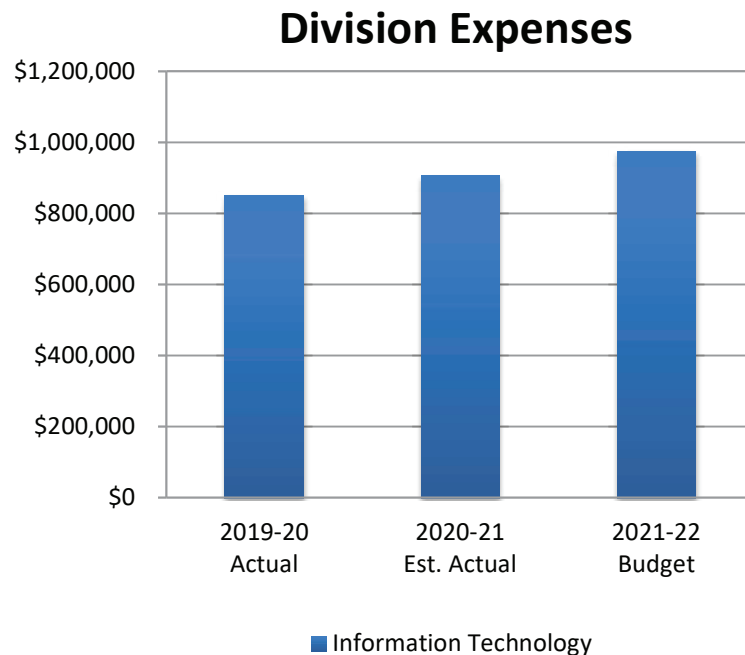
Long-Term Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Evaluate and incorporate new technologies which increase organizational efficiency, reduce costs and wherever possible, enhance customer satisfaction.					✓		



## Department Summary by Division

Fund	Department
01	05

Division No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
13	Information Systems	849,882	923,501	905,666	975,619
<b>TOTAL INFORMATION SYSTEMS</b>		<b>849,882</b>	<b>923,501</b>	<b>905,666</b>	<b>975,619</b>





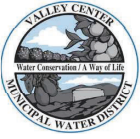
## Valley Center Municipal Water District

### Information Technology

#### Division Summary by Expense Category

Fund	Department	Division
01	05	13

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	699,506	752,200	747,750	796,300
50003	Overtime	1,418	4,500	2,000	4,500
50010	Training & Education	625	3,500	500	3,500
50011	Uniform Allowance	815	700	1,015	1,020
50025	Outside Professional Services	650	16,000	2,000	5,000
50028	Printing	35,135	35,000	35,000	36,000
50029	Memberships & Subscriptions	130	200	150	200
50030	Special Department Expenses	29,635	26,000	26,000	26,500
50032	Telephone and Communications	16,576	18,500	18,000	24,000
50037	Transportation, Meals & Travel	0	500	150	500
50040	Rents and Leases	12,262	13,000	13,000	13,300
50341	Hazardous Waste Disposal Cost	0	500	200	500
50454	Maintenance of Equipment	32,608	22,000	30,000	33,000
50469	Maintenance Agreements & Contracts	67,300	83,000	82,000	85,000
50991	Expense Credit	(46,778)	(52,099)	(52,099)	(53,701)
<b>Total</b>		<b>849,882</b>	<b>923,501</b>	<b>905,666</b>	<b>975,619</b>



# Valley Center Municipal Water District

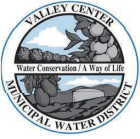
## Information Technology

### Division Detail

Fund	Department	Division
01	05	13

Total Budget Request
\$975,619

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>796,300</b>
	Full-Time Equivalents 3.05	
50003	<b>Overtime</b>	<b>4,500</b>
50010	<b>Training &amp; Education</b>	<b>3,500</b>
	Allocation from General Administration Training 01-02-18 Page 6-8A	
50011	<b>Uniform Allowance</b>	<b>1,020</b>
50025	<b>Outside Professional Services</b>	<b>5,000</b>
50028	<b>Printing</b>	<b>36,000</b>
50029	<b>Memberships &amp; Subscriptions</b>	<b>200</b>
50030	<b>Special Department Expenses</b>	<b>26,500</b>
	Computer Workstation Replacements 7,000	
	Software and Hardware 10,000	
	Infrastructure Upgrades 9,500	
50032	<b>Telephone and Communications</b>	<b>24,000</b>
50037	<b>Transportation, Meals &amp; Travel</b>	<b>500</b>
50040	<b>Rents and Leases</b>	<b>13,300</b>
	Backup Tape Archive Storage 2,700	
	Repeater Site 10,600	
50341	<b>Hazardeous Waste Disposal Costs</b>	<b>500</b>
50454	<b>Maintenance of Equipment</b>	<b>33,000</b>
	Server Repair 8,500	
	Workstation and Laptop Repair 1,500	
	Printer Repair 2,000	
	Network Infrastructure Repair 8,000	
	Telephone Equipment Repair 1,000	
	Facsimile Machines 500	
	SCADA Infrastructure 3,000	
	Fire Suppression System 500	
	Video Surveillance Repair 6,000	
	Miscellaneous 1,000	
	Radio Repeaters 1,000	



### Division Detail

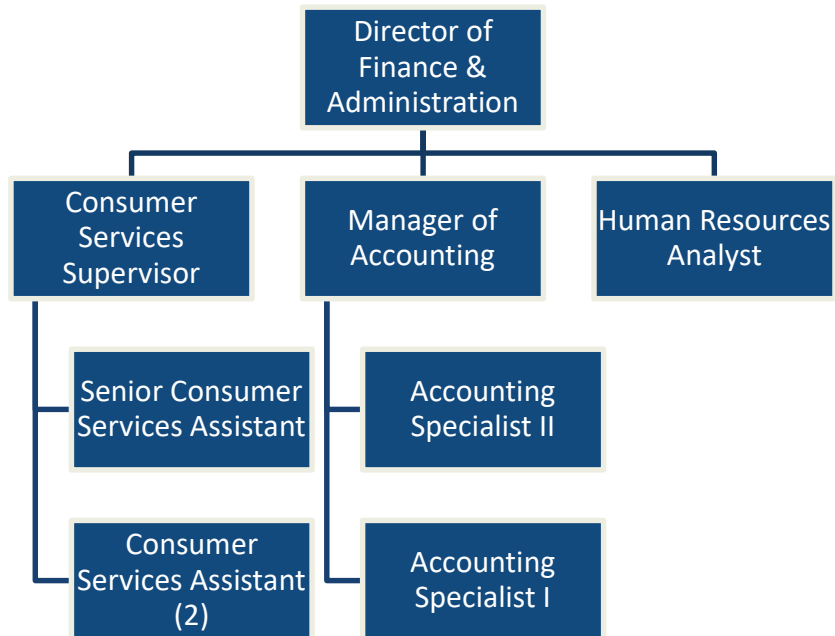
Fund	Department	Division
01	05	13

Account No.	Detail and Justification	Budget Request
50469	<b>Maintenance Agreements and Contracts</b>	<b>85,000</b>
	ERP System	35,000
	Antivirus	3,500
	Firewall and VPN	6,000
	Network Management Systems	3,500
	Content Filtering	2,000
	Backup and Data Storage	4,000
	Phone System	9,000
	Website Content Management	2,000
	Asset Management System	20,000
50991	<b>Expense Credit</b>	<b>(53,701)</b>
	Reimbursement from Sewer Funds for Administrative Overhead	



# Finance





Personnel Requirements (FTE's)

	<i>Actual FY 2020-21</i>	<i>Budget FY 2020-21</i>	<i>Proposed FY 2021-22</i>
Director of Finance & Administration/Treasurer	1.0	1.0	1.0
Manager of Accounting	1.0	1.0	1.0
Accounting Specialist II	1.0	1.0	1.0
Accounting Specialist I	1.0	1.0	1.0
Human Resources Analyst	1.0	1.0	1.0
Consumer Services Supervisor	1.0	1.0	1.0
Senior Consumer Services Assistant	1.0	1.0	1.0
Consumer Services Assistant	1.0	2.0	2.0
Administrative Assistant I	1.0	0.0	0.0
<b>Total</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>



### **DEPARTMENT DESCRIPTION**

The Finance Department provides professional financial planning to the District for the funding of operational costs and capital improvement projects needed to sustain water and wastewater service to its customers. Accounting and auditing services are provided to show clearly and accurately at all times the financial status of the District. The Department invests available assets and manages the District's debt including assessment districts. The Finance Department is also tasked with the responsibility of the Consumer Services Division and the Human Resources Division.

### **DIVISION DESCRIPTIONS**

**Administration** - The Administration Division administers and supervises the daily functions of the District's Finance Department and includes maintaining the general ledger, preparing monthly, quarterly, and annual financial reports, including the Annual Budget and the Comprehensive Annual Financial Report. This division also coordinates and oversees the annual financial, single and special audits. The Administration Division determines and maintains water and sewer rate structures and ensures rate notification requirements are met.

**Consumer Services** – The Consumer Services Division is responsible for all activities related utility billing and customer service. The division is in charge of signing customers up for new service, transferring accounts, resolving billing issues or disputes, and terminating service. Staff in this division serve as the face of the District for walk in customers, they receive and post payments, and are first to answer phones and assist customers with billing and service questions. This division works closely with the Meter Services Division to ensure customer concerns are resolved in a timely manner.

**Facilities Operation** – The Facilities Operation Division is used to track general District expenses related to a variety of insurance coverages, the telephone and answering service for the agency, power costs for the main administrative buildings, and other general expenses.

**Human Resources** – The Human Resources Division performs a full range of duties related recruitment and selection, classification and compensation, benefits administration and employee relations. Staff in this division are responsible for administering and processing disability and workers compensations claims, coordinating return to work plans, retirements and managing retiree health benefits.

**Salary Clearing** – Costs incurred by the Salary Clearing Division are transferred to other divisions and funds at 215% of actual productive salary expended to cover the combined expense of salary and fringe benefits, including leave. The labor shown in the balance of the budget includes fringe benefits. Salary charged to outside projects and wastewater funds is at 230% to cover other overhead expenses including administration support labor for payroll and accounting, building maintenance, utilities, and general liability and property insurance.

**Emergency Event** – The Emergency Event Division is new and was created for the purpose of tracking expenses related directly to the COVID-19 Pandemic. The majority of the actual and budgeted costs are for Emergency Paid Sick Leave mandated by both the Federal and State governments.

**Training** – Costs incurred by the Training Division are transferred to the specific division that the training occurred. This division is used to easily track and identify total costs of outside training for the District as a whole.

**Debt Services** – The Debt Services division accounts for the interest expense on debt held by the General District. *Details can be found in the Debt section of the Budget Message.*



Fiscal Year 2020-2021 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
The 2020-21 annual budget received the Award for Excellence in Operational Budgeting by the California Society of Municipal Finance Officers.				✓			
Submitted the 2020 Comprehensive Annual Financial Report for consideration to receive the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA). Notification is pending.				✓			

### DEPARTMENT PERFORMANCE STANDARDS

Strategic Plan Goal	Standard No.	Performance Standard	Trend	Annual Target/Goal	Calendar Year		
					2019 Actual	2020 Actual	2021 Projection
Finance	3	Discretionary Reserves		3-6 months operating and maintenance expenses	6 months	6 months	3-6 months
Finance	4	Return on Investments		>12-month rolling average on U.S. Treasury Bonds	Met	Met	>12-month
Finance	5	Local Share of Total Commodity Costs		< 15% of total commodity cost for Full Price M&I	11%	11%	< 15%
				< 18% of the certified TSAWR supplies	15%	14.5%	< 18%



Fiscal Year 2021-2022 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Continue to maintain discretionary reserves at the maximum six months' operations and maintenance budget.	3			✓			
Meet or exceed the District's investment benchmark of return on investments greater than the 12-month rolling average return on U.S. Treasury bonds.	4			✓			
Maintain the District's share of the total water commodity rate, budgeted as of February 1, 2021, to be no more than 15% of the total commodity cost for domestic customers and 18% for certified agricultural.	5			✓			
Submit the 2021-22 Operating Budget for consideration to receive the Award for Excellence in Operational Budgeting from the California Society of Municipal Finance Officers (CSMFO).				✓			
Submit the 2021 Comprehensive Annual Financial Report for consideration to receive the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA).				✓			

Long-Term Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Provide ongoing financial analysis to support the District's capital improvement program in a time of reduced water deliveries and increasing wholesale prices.			✓	✓			
Continue to improve procedures to be able to provide information to users as fast and accurately as possible.				✓			



# Valley Center Municipal Water District

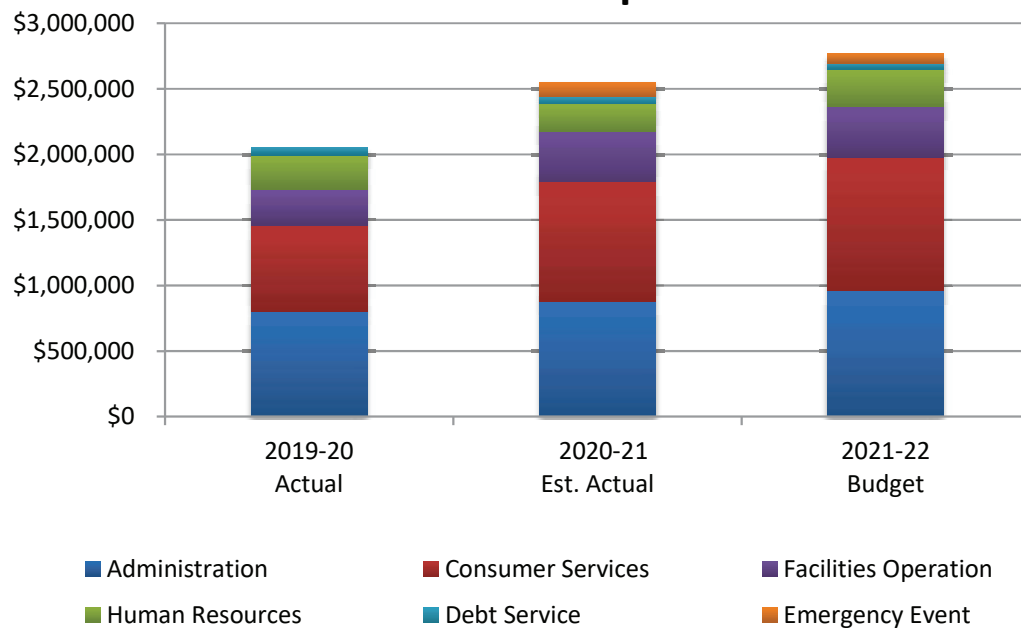
## Finance

### Department Summary by Division

Fund	Department
01	02

Division No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
11	Administration	807,354	912,379	883,089	963,586
12	Consumer Service	650,180	883,412	912,962	1,019,958
14	Facilities Operation	278,368	350,761	383,079	384,390
15	Human Resources	262,922	239,300	208,910	282,453
16	Salary Clearing	1,132,257	0	0	0
17	Emergency Event	0	0	0	66,000
19	Debt Service	54,563	51,638	52,703	49,460
<b>TOTAL FINANCE</b>		<b>3,185,644</b>	<b>2,437,490</b>	<b>2,440,743</b>	<b>2,765,847</b>

### Division Expenses





## Valley Center Municipal Water District

### Finance Administration

### Division Summary by Expense Category

Fund	Department	Division
01	02	11

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	759,129	848,400	863,000	882,400
50002	Temporary Labor	1,369	0	0	0
50003	Overtime	3,113	7,500	4,600	7,500
50010	Training & Education	240	2,000	360	1,000
50011	Uniform Allowance	2,793	3,050	3,025	3,050
50025	Outside Professional Services	67,231	83,500	55,500	96,400
50028	Printing	1,454	2,500	1,575	2,500
50029	Subscriptions and Publications	2,200	2,500	2,500	3,000
50030	Special Department Expenses	5,408	3,450	3,335	4,000
50033	Postage	6,846	250	200	8,250
50034	Membership Fees & Dues	365	700	365	525
50037	Transportation, Meals & Travel	3,695	10,000	100	8,000
50991	Expense Credit	(46,489)	(51,471)	(51,471)	(53,039)
<b>Total</b>		<b>807,354</b>	<b>912,379</b>	<b>883,089</b>	<b>963,586</b>





# Valley Center Municipal Water District

## Finance Administration

### Division Detail

Fund	Department	Division
01	02	11

Total Budget Request
\$963,586

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>882,400</b>
	Full-Time Equivalents 3.65	
50003	<b>Overtime</b>	<b>7,500</b>
50010	<b>Training &amp; Education</b>	<b>1,000</b>
	Allocation from General Administration Training 01-02-18 Page 6-8A	
50011	<b>Uniform Allowance</b>	<b>3,050</b>
50025	<b>Outside Professional Services</b>	<b>96,400</b>
	Annual District Audit	30,400
	Single Audit - Other Services	15,000
	Bank Service Charges	27,000
	Proposition 218 Notification	10,000
	Actuarial Services	12,000
	Availability Charges, Computer Svcs, Notices, & Liens	2,000
50028	<b>Printing</b>	<b>2,500</b>
	Checks	2,100
	Business Cards	200
	Other	200
50029	<b>Subscriptions and Publications</b>	<b>3,000</b>
	GASB 68 Reports	2,000
	Government Accounting Standards Board	1,000
50030	<b>Special Department Expenses</b>	<b>4,000</b>
	Office Supplies	2,700
	CAFR Applications and Debt Statistics	1,000
	Budget Application	300
50033	<b>Postage</b>	<b>8,250</b>
	Proposition 218 Notices	8,000
	FedEx & Miscellaneous Mailings	250
50034	<b>Memberships, Fees and Dues</b>	<b>525</b>
	Government Finance Officers Association	200
	California Municipal Treasurers' Association	175
	California Society of Municipal Finance Officers	150
50037	<b>Transportation, Meals &amp; Travel</b>	<b>8,000</b>
	ACWA Fall & Spring Conference	7,000
	Other	1,000
50991	<b>Expense Credit</b>	<b>(53,039)</b>
	Reimbursement from Sewer Funds for Administrative Overhead	



## Valley Center Municipal Water District

### Finance Consumer Services

#### Division Summary by Expense Category

Fund	Department	Division
01	02	12

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	562,373	578,200	574,000	611,500
50002	Temporary Labor	0	0	13,900	16,900
50003	Overtime	2,792	7,500	6,800	12,000
50025	Outside Professional Services	88,393	115,500	112,000	132,700
50028	Printing	0	200	200	200
50030	Special Department Expenses	153	350	400	1,300
50033	Postage	44,847	51,000	47,000	51,000
50037	Transportation, Meals & Travel	110	500	500	500
50087	Write Off of Uncollectible Accounts	(4,719)	180,000	208,000	250,000
50991	Expense Credit	(43,769)	(49,838)	(49,838)	(56,142)
<b>Total</b>		<b>650,180</b>	<b>883,412</b>	<b>912,962</b>	<b>1,019,958</b>



# Valley Center Municipal Water District

## Finance Consumer Services

### Division Detail

Fund	Department	Division
01	02	12

Total Budget Request
\$1,019,958

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>611,500</b>
	Full-Time Equivalents 4.20	
50002	<b>Temporary Labor</b>	<b>16,900</b>
50003	<b>Overtime</b>	<b>12,000</b>
50025	<b>Outside Professional Services</b>	<b>132,700</b>
	Payment Processing	61,000
	Customer Engagement & Analytics Platform	34,600
	Bill and Notice Preparation	23,000
	18-month Online Bill Retention	3,500
	Customer Statement Design Fees	2,000
	Inserts - Programming Charges	2,000
	Call-Em-All	2,000
	Advanced Metering Infrastructure Support	4,600
50028	<b>Printing</b>	<b>200</b>
	Business Cards	200
50030	<b>Special Department Expenses</b>	<b>1,300</b>
	Office Supplies	300
	Lien Releases & Recording Fees	1,000
50033	<b>Postage</b>	<b>51,000</b>
	120,000 Water Bills & Final Notices	
50037	<b>Transportation, Meals &amp; Travel</b>	<b>500</b>
	Transportation to Training and Seminars	
50087	<b>Write Off of Uncollectible Accounts</b>	<b>250,000</b>
50991	<b>Expense Credit</b>	<b>(56,142)</b>
	Reimbursement from Sewer Funds for Administrative Overhead	



## Valley Center Municipal Water District

### Finance Facilities Operation

#### Division Summary by Expense Category

Fund	Department	Division
01	02	14

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50025	Outside Professional Services	1,163	2,000	1,600	2,000
50027	Office Supplies	5,328	4,000	4,600	5,000
50028	Printing	2,895	2,750	3,700	3,800
50030	Special Department Expenses	1,789	1,600	1,800	1,800
50032	Telephone/Answering Service	70,854	69,000	72,000	75,000
50040	Rents & Leases	1,089	1,000	1,100	1,200
50042	Insurance	161,297	232,957	264,300	258,423
50045	Electricity	40,447	43,450	40,000	43,450
50454	Maintenance of Equipment	325	650	625	650
50991	Expense Credit	(6,819)	(6,646)	(6,646)	(6,933)
<b>Total</b>		<b>278,368</b>	<b>350,761</b>	<b>383,079</b>	<b>384,390</b>



# Valley Center Municipal Water District

## Finance Facilities Operation

### Division Detail

Fund	Department	Division
01	02	14

Total Budget Request
<b>\$384,390</b>

Account No.	Detail and Justification	Budget Request
50025	<b>Outside Professional Services</b>	<b>2,000</b>
	Record Destruction Services	2,000
50027	<b>Office Supplies-District</b>	<b>5,000</b>
	Various Office Supplies, Copier Paper	
50028	<b>Printing</b>	<b>3,800</b>
	Letterhead, Business Cards, Labels, Envelopes	
50030	<b>Special Department Expenses</b>	<b>1,800</b>
	Property Taxes for Facilities Outside the District	900
	County Vector Control Assessment	900
50032	<b>Telephone/Answering Service</b>	<b>75,000</b>
	Telephone	25,000
	Cellular Service	38,000
	Answering Service	12,000
50040	<b>Rents &amp; Leases</b>	<b>1,200</b>
	Storage of Application Files	1,200
50042	<b>Insurance</b>	<b>258,423</b>
	General Liability	217,000
	Property Damage and Fidelity Coverage	76,800
	Other Self Insured Retention	5,000
	Less Amount Charged to Sewer Funds	(40,377)
50045	<b>Utilities-Electricity</b>	<b>43,450</b>
	Electricity for Administration, Board Room	
	Multipurpose Room, and Engineering Annex I & II	
50454	<b>Maintenance of Equipment</b>	<b>650</b>
	Letter Opener and Folder	200
	Currency Counter	250
	Other	200
50991	<b>Expense Credit</b>	<b>(6,933)</b>
	Reimbursement from Sewer Funds	
	for Administrative Overhead	



# Valley Center Municipal Water District

## Finance Human Resources

### Division Summary by Expense Category

Fund	Department	Division
01	02	15

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	260,925	232,100	215,840	279,900
50003	Overtime	564	500	200	500
50010	Training & Education	95	500	0	500
50025	Outside Professional Services	4,561	5,300	4,900	5,000
50026	Legal Services	0	3,000	0	1,500
50030	Special Department Expenses	4,239	1,800	1,000	1,000
50034	Membership Fees & Dues	1,294	600	470	600
50037	Transportation, Meals & Travel	5,446	9,000	0	9,000
50991	Expense Credit	(14,202)	(13,500)	(13,500)	(15,547)
<b>Total</b>		<b>262,922</b>	<b>239,300</b>	<b>208,910</b>	<b>282,453</b>





# Valley Center Municipal Water District

## Finance Human Resources

### Division Detail

Fund	Department	Division
01	02	15

Total Budget Request
\$282,453

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>279,900</b>
	Full-Time Equivalents 1.30	
50003	<b>Overtime</b>	<b>500</b>
50010	<b>Training &amp; Education</b>	<b>500</b>
	Allocation from General Administration Training 01-02-18 Page 6-8A	
50025	<b>Outside Professional Services</b>	<b>5,000</b>
	Employee Assistance Program 2,000	
	Employment Background Checks 1,000	
	Other 2,000	
50026	<b>Legal Services</b>	<b>1,500</b>
	Personnel, Benefits, and Retirees' Health Plan 1,500	
50030	<b>Special Department Expenses</b>	<b>1,000</b>
	Flu-Shots 500	
	Other 500	
50034	<b>Membership Fees and Dues</b>	<b>600</b>
	California Public Employees Labor Relations Association (CALPELRA) 400	
	Society for Human Resources Management (SHRM) 200	
50037	<b>Transportation, Meals &amp; Travel</b>	<b>9,000</b>
	Training, Seminars, Meetings 500	
	CalPELRA Conference 4,000	
	CalPers Conference 4,000	
	Other 500	
50991	<b>Expense Credit</b>	<b>(15,547)</b>
	Reimbursement from Sewer Funds for Administrative Overhead	



## Valley Center Municipal Water District

### Finance Salary Clearing

#### Division Summary by Expense Category

Fund	Department	Division
01	02	16

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor	7,146,522	7,169,700	6,930,122	7,178,835
50002	Temporary Labor	12,004	19,000	28,604	122,900
50003	Overtime	230,838	323,440	288,044	340,140
50004	Unemployment Insurance	9,980	9,700	9,300	9,900
50006	Medicare	105,664	109,000	108,550	110,800
50007	Medical	1,323,152	1,570,245	1,475,500	1,561,695
50008	Worker's Compensation	135,568	145,000	130,000	133,000
50009	Life and Disability Insurance	141,470	147,500	142,892	167,700
50012	Vacation/Sick/Holiday Leave	1,195,074	1,176,200	1,176,200	1,182,100
50013	Increase in Value Of Accrued Leave	43,813	42,800	42,800	0
50015	Dental	61,862	94,900	84,600	80,000
50016	Vision	12,583	13,700	14,000	14,000
50017	Retirement Health Deferred Cont.	24,846	30,700	28,000	33,800
50019	Social Security	1,196	1,900	2,100	8,100
50070	Pension Expense	3,745,868	2,816,600	2,816,400	3,018,700
50080	OPEB Expense	555,112	578,463	578,463	636,300
50991	Expense Credit - Leave	(1,195,074)	(1,176,200)	(1,176,200)	(1,182,100)
50991	Expense Credit	(12,418,221)	(13,072,648)	(12,679,375)	(13,415,870)
<b>Total</b>		<b>1,132,257</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Valley Center Municipal Water District

## Finance Salary Clearing

### Division Detail

Fund	Department	Division
01	02	16

Total Budget Request
\$3,655,000

Account No.	Detail and Justification	Budget Request
50001	<b>Labor</b>	7,178,835
	Salary for all District employees	
	Full Time Equivalents 70.00	
50002	<b>Temporary Labor</b>	122,900
50003	<b>Overtime</b>	340,140
50004	<b>Unemployment Insurance</b>	9,900
	Federal mandated program - 1.9% of first \$7,000.	
50006	<b>Medicare</b>	110,800
	1.45% of base pay plus overtime on all employees hired after April 1, 1986.	
50007	<b>Medical</b>	1,561,695
	Preferred Provider or Health Maintenance Organization	
50008	<b>Workers Compensation</b>	133,000
	Required program to provide compensation and medical costs in the event of injury on the job.	
50009	<b>Life and Disability Insurance</b>	167,700
	Life and Accidental Death and Dismemberment 116,700	
	Long-Term Disability 51,000	
50012	<b>Vacation / Sick / Holiday Leave</b>	1,182,100
50013	<b>Increase in Value of Accrued Leave</b>	0
	Generally Accepted Accounting Principles requires the District to fund accrued leave at current value at year end.	
50015	<b>Dental Insurance</b>	80,000
	District paid for employee and dependents.	
50016	<b>Vision Insurance</b>	14,000
	District paid for employee and dependents.	
50017	<b>Retirement Health, Defined Contribution Plan</b>	33,800
50019	<b>Social Security</b>	8,100
50070	<b>Pension Expense</b>	3,018,700
	District Contribution to CalPERS.	
50080	<b>Other Post Employment Benefits (OPEB) Expense</b>	636,300
	Annual required contribution to defined benefit plan.	
50991	<b>Expense Credit - Leave</b>	(1,182,100)
50991	<b>Expense Credit</b>	(9,760,870)



# Valley Center Municipal Water District

## Finance Emergency Event

### Division Summary by Expense Category

Fund	Department	Division
01	02	17

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	0	0	0	0
50003	Overtime	1,054	0	3,000	2,000
50020	Emergency Paid Sick/EFMLA/Admin Leave	10,632	0	90,000	55,000
50025	Outside Professional Services	0	0	6,000	4,000
50030	Special Department Expenses	4,152	0	10,000	5,000
50033	Postage	0	0	0	0
<b>Total</b>		<b>15,838</b>	<b>0</b>	<b>109,000</b>	<b>66,000</b>



## Valley Center Municipal Water District

### Finance Emergency Event

#### Division Detail

Fund	Department	Division
01	02	17

Total Budget Request
\$66,000

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>0</b>
	Full-Time Equivalents 0.00	
50003	<b>Overtime</b>	<b>2,000</b>
50020	<b>Emergency Paid Sick/EFMLA/Admin Leave</b>	<b>55,000</b>
	Sick Leave	
	EFMLA	
	Administrative Leave Other 55,000	
50025	<b>Outside Professional Services</b>	<b>4,000</b>
	Building Cleaning & Disinfecting 3,000	
	Other 1,000	
50030	<b>Special Department Expenses</b>	<b>5,000</b>
	Office Supplies 3,500	
	Other 1,500	



## Valley Center Municipal Water District

Finance  
Training

### Division Summary by Expense Category

Fund	Department	Division
01	02	18

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50110	General and Administration	0	1,000	179	1,000
50111	Finance Administration	240	2,000	3,470	1,000
50113	Information Technology	625	3,500	500	3,500
50115	Human Resources	95	500	350	500
50121	Engineering Administration	7,191	16,800	9,000	37,000
50131	Field Administration	19,673	20,000	20,000	27,000
50991	Expense Credit	(27,824)	(43,800)	(33,499)	(70,000)
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## Valley Center Municipal Water District

### Finance Training

#### Division Detail

Fund	Department	Division
01	02	18

Total Budget Request
\$0

Account No.	Detail and Justification	Budget Request
50110	<b>General Administration</b>	<b>1,000</b>
	Seminars & Workshops	1,000
50111	<b>Finance Administration</b>	<b>1,000</b>
	Continuing Education	750
	Accounting Updates	250
50113	<b>Information Technology</b>	<b>3,500</b>
	Software Training Tuition Reimbursement	3,500
50115	<b>Finance - Human Resources</b>	<b>500</b>
	Miscellaneous Training	500
50121	<b>Engineering Administration</b>	<b>37,000</b>
	Continuing Education	33,800
	ACWA/JPIA Leadership Training	2,500
	ACWA/JPIA Supervisory Training	700
50131	<b>Field Administration</b>	<b>27,000</b>
	Continuing Education	14,000
	Technology Classes	2,700
	Electric	2,000
	Safety	1,700
	Wastewater Technical Classes	800
	Heavy Equipment	700
	Backflow/Cross Connection	600
	Cla-valve	550
	Trenching/Shoring	550
	Pump Training	550
	Computer	550
	Supervisor Certification	550
	Energy Management/Preparedness	550
	Customer Service	500
	Water Quality	500
	Collection Systems	200
50991	<b>Expense Credit</b>	<b>(70,000)</b>





## Valley Center Municipal Water District

### Finance Debt Service

#### Division Summary by Expense Category

Fund	Department	Division
01	02	19

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50071	Interest on Debt - SRF Loan	52,488	51,638	51,638	48,927
50161	Interest on Debt - Lake Turner Solar NRG	2,075	0	1,065	533
<b>Total</b>		<b>54,563</b>	<b>51,638</b>	<b>52,703</b>	<b>49,460</b>

#### SOURCE OF FINANCING

Water Availability Charge/Other	54,563	51,638	52,703	49,460
<b>Total</b>	<b>54,563</b>	<b>51,638</b>	<b>52,703</b>	<b>49,460</b>



## Valley Center Municipal Water District

Finance

California Drinking Water

SRF Payment Schedule

Cool Valley Reservoir Cover/Liner Replacement

Fund	Department	Division
01	02	19

Due Date	Ref Num	Beginning Balance	Principal Payment	Interest Rate %	Interest Payment	Total Payment	Ending Balance
1/01/2017		\$ -	\$ -	1.60%	\$ -	\$ -	\$ -
7/01/2017	1	\$ 2,915,212.00	\$ -	1.60%	\$ 1,468.43	\$ 1,468.43	\$ 2,915,212.00
1/01/2018	2	\$ 2,915,212.00	\$ 61,942.87	1.60%	\$ 23,513.38	\$ 85,456.25	\$ 2,853,269.13
7/01/2018	3	\$ 3,076,478.13	\$ 68,276.33	1.60%	\$ 23,842.23	\$ 92,118.56	\$ 3,008,201.80
1/01/2019	4	\$ 3,238,772.80	\$ 74,173.23	1.60%	\$ 24,977.65	\$ 99,150.88	\$ 3,164,599.57
7/01/2019	5	\$ 3,164,599.57	\$ 73,834.08	1.60%	\$ 25,316.80	\$ 99,150.88	\$ 3,090,765.49
1/01/2020	6	\$ 3,437,345.49	\$ 84,544.99	1.60%	\$ 25,665.74	\$ 110,210.73	\$ 3,352,800.50
7/01/2020	7	\$ 3,352,800.50	\$ 83,388.33	1.60%	\$ 26,822.40	\$ 110,210.73	\$ 3,269,412.17
1/01/2021	8	\$ 3,269,412.17	\$ 84,055.43	1.60%	\$ 26,155.30	\$ 110,210.73	\$ 3,185,356.74
7/01/2021	9	\$ 3,185,356.74	\$ 84,727.88	1.60%	\$ 25,482.85	\$ 110,210.73	\$ 3,100,628.86
1/01/2022	10	\$ 3,100,628.86	\$ 85,405.70	1.60%	\$ 24,805.03	\$ 110,210.73	\$ 3,015,223.16
7/01/2022	11	\$ 3,015,223.16	\$ 86,088.94	1.60%	\$ 24,121.79	\$ 110,210.73	\$ 2,929,134.22
1/01/2023	12	\$ 2,929,134.22	\$ 86,777.66	1.60%	\$ 23,433.07	\$ 110,210.73	\$ 2,842,356.56
7/01/2023	13	\$ 2,842,356.56	\$ 87,471.88	1.60%	\$ 22,738.85	\$ 110,210.73	\$ 2,754,884.68
1/01/2024	14	\$ 2,754,884.68	\$ 88,171.65	1.60%	\$ 22,039.08	\$ 110,210.73	\$ 2,666,713.03
7/01/2024	15	\$ 2,666,713.03	\$ 88,877.03	1.60%	\$ 21,333.70	\$ 110,210.73	\$ 2,577,836.00
1/01/2025	16	\$ 2,577,836.00	\$ 89,588.04	1.60%	\$ 20,622.69	\$ 110,210.73	\$ 2,488,247.96
7/01/2025	17	\$ 2,488,247.96	\$ 90,304.75	1.60%	\$ 19,905.98	\$ 110,210.73	\$ 2,397,943.21
1/01/2026	18	\$ 2,397,943.21	\$ 91,027.18	1.60%	\$ 19,183.55	\$ 110,210.73	\$ 2,306,916.03
7/01/2026	19	\$ 2,306,916.03	\$ 91,755.40	1.60%	\$ 18,455.33	\$ 110,210.73	\$ 2,215,160.63
1/01/2027	20	\$ 2,215,160.63	\$ 92,489.44	1.60%	\$ 17,721.29	\$ 110,210.73	\$ 2,122,671.19
7/01/2027	21	\$ 2,122,671.19	\$ 93,229.36	1.60%	\$ 16,981.37	\$ 110,210.73	\$ 2,029,441.83
1/01/2028	22	\$ 2,029,441.83	\$ 93,975.20	1.60%	\$ 16,235.53	\$ 110,210.73	\$ 1,935,466.63
7/01/2028	23	\$ 1,935,466.63	\$ 94,727.00	1.60%	\$ 15,483.73	\$ 110,210.73	\$ 1,840,739.63
1/01/2029	24	\$ 1,840,739.63	\$ 95,484.81	1.60%	\$ 14,725.92	\$ 110,210.73	\$ 1,745,254.82
7/01/2029	25	\$ 1,745,254.82	\$ 96,248.69	1.60%	\$ 13,962.04	\$ 110,210.73	\$ 1,649,006.13
1/01/2030	26	\$ 1,649,006.13	\$ 97,018.68	1.60%	\$ 13,192.05	\$ 110,210.73	\$ 1,551,987.45
7/01/2030	27	\$ 1,551,987.45	\$ 97,794.83	1.60%	\$ 12,415.90	\$ 110,210.73	\$ 1,454,192.62
1/01/2031	28	\$ 1,454,192.62	\$ 98,577.19	1.60%	\$ 11,633.54	\$ 110,210.73	\$ 1,355,615.43
7/01/2031	29	\$ 1,355,615.43	\$ 99,365.81	1.60%	\$ 10,844.92	\$ 110,210.73	\$ 1,256,249.62
1/01/2032	30	\$ 1,256,249.62	\$ 100,160.73	1.60%	\$ 10,050.00	\$ 110,210.73	\$ 1,156,088.89
7/01/2032	31	\$ 1,156,088.89	\$ 100,962.02	1.60%	\$ 9,248.71	\$ 110,210.73	\$ 1,055,126.87
1/01/2033	32	\$ 1,055,126.87	\$ 101,769.72	1.60%	\$ 8,441.01	\$ 110,210.73	\$ 953,357.15
7/01/2033	33	\$ 953,357.15	\$ 102,583.87	1.60%	\$ 7,626.86	\$ 110,210.73	\$ 850,773.28
1/01/2034	34	\$ 850,773.28	\$ 103,404.54	1.60%	\$ 6,806.19	\$ 110,210.73	\$ 747,368.74
7/01/2034	35	\$ 747,368.74	\$ 104,231.78	1.60%	\$ 5,978.95	\$ 110,210.73	\$ 643,136.96
1/01/2035	36	\$ 643,136.96	\$ 105,065.63	1.60%	\$ 5,145.10	\$ 110,210.73	\$ 538,071.33
7/01/2035	37	\$ 538,071.33	\$ 105,906.16	1.60%	\$ 4,304.57	\$ 110,210.73	\$ 432,165.17
1/01/2036	38	\$ 432,165.17	\$ 106,753.41	1.60%	\$ 3,457.32	\$ 110,210.73	\$ 325,411.76
7/01/2036	39	\$ 325,411.76	\$ 107,607.44	1.60%	\$ 2,603.29	\$ 110,210.73	\$ 217,804.32
1/01/2037	40	\$ 217,804.32	\$ 108,468.30	1.60%	\$ 1,742.43	\$ 110,210.73	\$ 109,336.02
7/01/2037	41	\$ 109,336.02	\$ 109,336.02	1.60%	\$ 874.69	\$ 110,210.71	\$ (0.00)
Total			\$3,715,572.00		\$629,359.26	\$4,344,931.26	

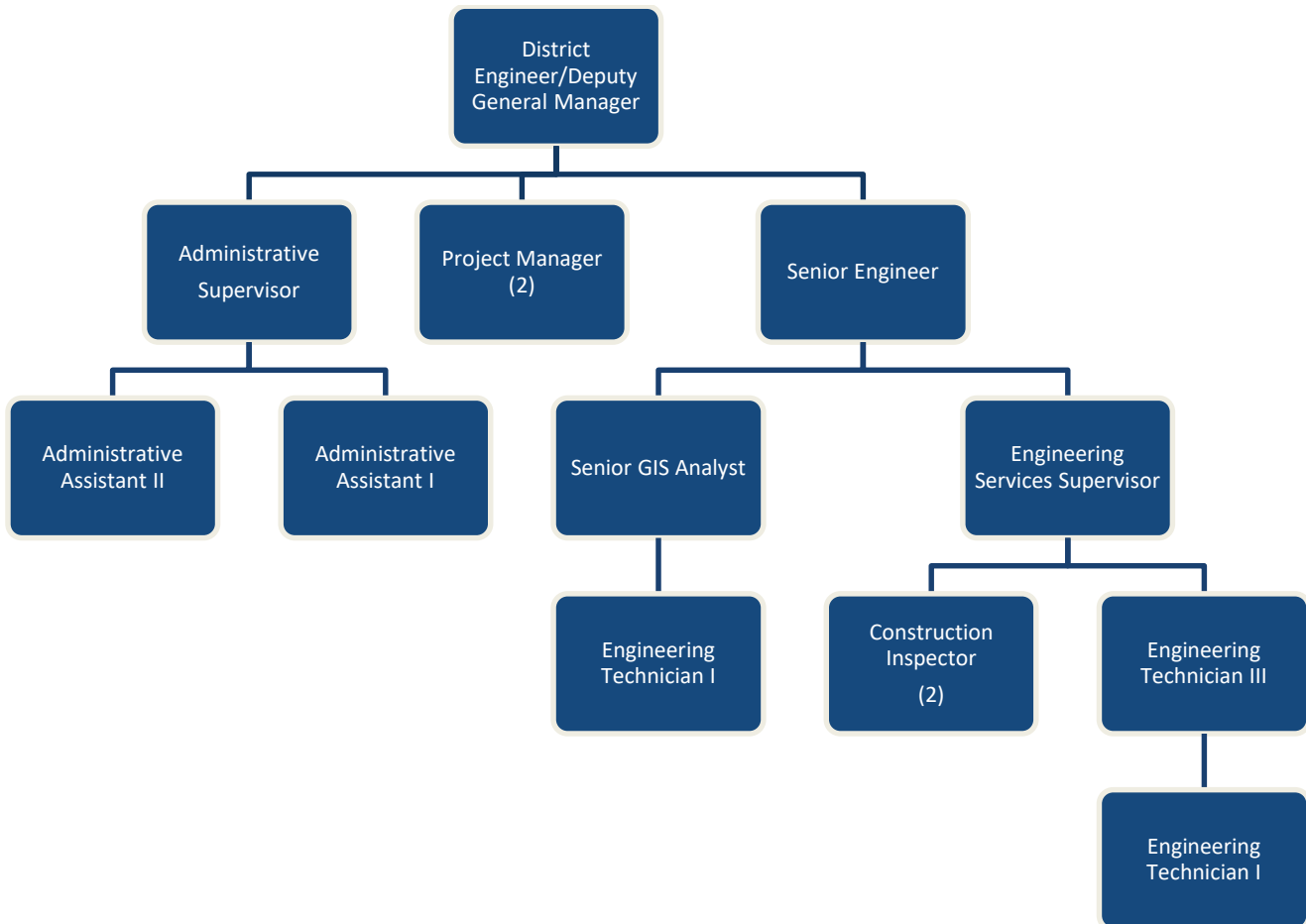


# Engineering



# Valley Center Municipal Water District

## Engineering



Personnel Requirements (FTE's)

	<i>Actual FY 2020-21</i>	<i>Budget FY 2020-21</i>	<i>Proposed FY 2021-22</i>
District Engineer/Deputy General Manager	1.0	1.0	1.0
Senior Engineer	1.0	1.0	1.0
Project Manager	2.0	2.0	2.0
Administrative Supervisor	0.0	0.0	1.0
Senior Administrative Assistant	1.0	1.0	0.0
Administrative Assistant II	1.0	1.0	1.0
Administrative Assistant I	1.0	1.0	1.0
Engineering Technician III	1.0	1.0	1.0
Engineering Technician I	2.0	2.0	2.0
GIS Analyst	1.0	1.0	0.0
Senior GIS Analyst	0.0	0.0	1.0
Engineering Services Supervisor	0.0	0.0	1.0
Senior Construction Inspector	1.0	1.0	0.0
Construction Inspector	2.0	2.0	2.0
	<b>14.0</b>	<b>14.0</b>	<b>14.0</b>



## DEPARTMENT DESCRIPTION

The Engineering Department provides professional and technical expertise to plan for the future and help the District meet its mission of providing reliable water and wastewater service to its customers. These services are accomplished through planning, designing, inspecting and managing District Capital Improvement Projects, and by plan checking and inspecting Developer funded projects. Other responsibilities include maintaining and updating technical records related to the District water, wastewater and recycled water infrastructure improvements, including easements and District property. The Engineering Department also assists customers with service applications and technical information on the District facilities and oversees the District's Water Conservation Program.

Fiscal Year 2020-2021 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Access to regularly updated Nearmap 3-inch pixel aerial imagery to be used for GIS base mapping was obtained through participation in a San Diego Imagery Consortium 3-year agreement with SanGIS.					✓		
Fulfilled the regulatory requirement of submitting the 2020 Urban Water Management Plan and its related Appendices to Department of Water Resources by the July 1, 2021 deadline	12	✓					
Expanded utilization of GPS device with higher accuracy capabilities to gather locations of more District assets and interests, focusing on gates, encroachments, and new water meter installations.		✓			✓		
Processed applications and released for installation 67 domestic water meters; 70 fire service meters; 2 meter resizes; 2 meter relocations; 37 construction meters;	1		✓				
Managed and administrated 59 Agency Clearance letters; 11 Project Availability and Commitment letters; 3 Special Projects; and 1 wastewater system connections.	1		✓				
Marked out and processed 1,732 underground service alert requests.			✓				
Identified 2 new right-of-way violations and resolved 2; processed 3 new encroachments and issued 4 encroachment permits.			✓				
Processed 3 communication company lease site installations and upgrades.			✓				
Implemented new Administrative Code Article 280, to efficiently update Districts Standards for Design and Construction to current needs, as well as, developed a system for publishing and allowing Standards to be digitally viewed and downloaded from the District's website.			✓				

## DEPARTMENT PERFORMANCE STANDARDS

Strategic Plan Goal	Standard No.	Performance Standard Description	Trend	Annual Target/Goal	Calendar Year		
					2019 Actual	2020 Actual	2021 Projection
Infrastructure	8	Project's Actual Cost		±10% of Engineer's Estimate for CIP Projects >\$250K	47.3%	53.6%	±10%
Infrastructure	9	Capital Improvement Project Timelines		Under contract within 12 months of budget approval	Met	Met	within 12 months

\* See page 1-23 of this Budget document for the full Strategic Plan.



## Valley Center Municipal Water District

## Engineering

Fiscal Year 2021-2022 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Complete design and start construction of improvements for the provision of emergency water supply to VCMWD's VC3 Area and Yuima MWD as part of the San Diego County Water Authority's North County Emergency Supply Project.		✓					
Administer the District's Water Conservation Program to effectively meet all SWRCB regulatory requirements.		✓					
Coordinate the SB 555 and 606 Water Loss Audit efforts internally as needed to meet the regulatory reporting and validation requirements.		✓					
Assist property owner participants in the Village Areas with connection to the Woods Valley Ranch Collection System.			✓				
Complete the Lower Moosa Canyon Wastewater Master Plan Update to accommodate the approved full build out of the service area.			✓				
Complete design and schedule the replacement the Lower Moosa Canyon WRF's original main Motor Control Center.			✓				
Successfully process the first SRF application for FY20/21, and develop a streamlined model for future applications that allows staff to assemble the needed information quickly.			✓				
Complete the painting and recoating of the reservoirs recommended for FY 2020-21 and complete the replacement of the Ridge Ranch Interim Reservoir and demolition of the Oak Glen Reservoir.			✓				
Continue to coordinate with the County of San Diego and complete the pipeline replacement design for the widening of Cole Grade Road.			✓				
Continue to provide GIS training and assistance to staff making beneficial utilization of the GIS more readily available. Facilitate Cityworks implementation while maintaining the same level of support to District's day to day GIS needs. Complete converting data such that easements granted to the District are spatially visible in the GIS database.					✓		
Finalize implementation of the Synergis Adept document management system for the accessibility and organization of the District's map drawings and project documents.					✓		
Assist with the implementation and advancement of the SCADA system through providing drafting support for preparation of record drawings, technical support in areas of instrumentation, controls, control strategy, asset management implementation, interpretation of data and interface with the District's water modeling software.					✓		
Assist with the conversion from AMR to AMI through securing funding sources, coordinating acquisition of receiver sites and design of facilities as needed.					✓		
Assist in the design, review, and installation of energy efficient pump assemblies.						✓	
Update the existing Woods Valley Ranch WRF and Lower Moosa Canyon WRF Operation and Maintenance Manuals describing and documenting the procedures for efficient operation of the wastewater facilities, including not only the treatment plant, but also the collection system, seasonal storage facility and the recycled water distribution system.		✓					
Continue to refine newly updated District's Standard Specifications and Drawings focusing on establishing a process for publishing and maintaining access to the general public on the District website.		✓			✓		
Continue to assist staff in the use of digital District maps and record drawings, update the valve detail drawings, and maintain updated hardcopies of the Valve Books for the District staff.					✓		
Reduce processing time and paperwork required for water and wastewater service requests by utilizing computer resources.		✓			✓		
Provide opportunities for cross training in the areas of GIS, AutoCAD, and Customer Service.					✓		
Continue to update electric gates within the District with District gate receivers.					✓		



Long-Term Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Continue to update and improve appropriate policies, procedures and guidelines for the provision and expansion of water service in an environment of ever diminishing water availability and conversion from predominately agricultural uses to rural residential and urban uses.			✓				
Development of financially feasible wastewater infrastructure projects for property owner participation on a voluntary basis within the service area of the existing treatment facilities.			✓				
Explore development of local water supply sources.		✓	✓				
Seek out funding sources and financial assistance programs to fund required capital improvements.			✓	✓			
Maximize the use of the District's Data Management System to make facility information more readily available through integration of the Integrated Water Resource Management Plan, SCADA, GIS, CMMS and record drawings.			✓		✓		
Assist with the development of pumping strategies and procedures to maximize pumping efficiencies utilizing water system modeling.			✓			✓	





## Valley Center Municipal Water District

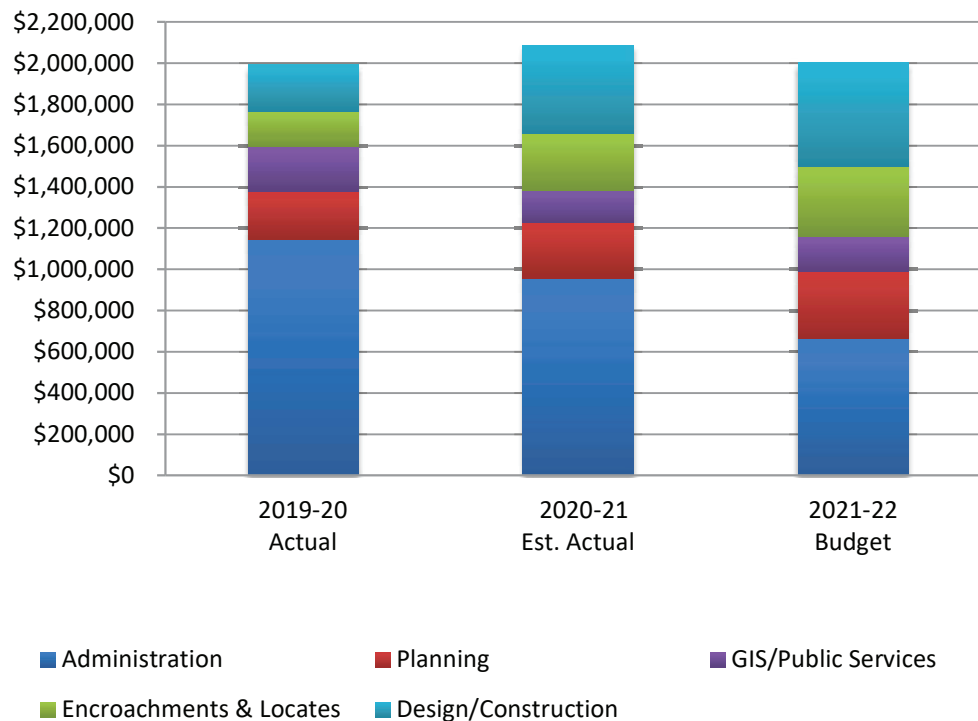
## Engineering

### Department Summary by Division

Fund	Department
01	03

Division No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
21	Administration	1,146,160	635,736	956,836	667,660
22	Planning	233,819	322,411	272,711	323,826
23	Customer Service	217,041	159,918	154,978	170,505
24	Encroachments & Locates	169,219	303,763	275,163	337,190
28	Maps & Records	226,092	467,620	427,070	504,908
<b>TOTAL ENGINEERING</b>		<b>1,992,331</b>	<b>1,889,448</b>	<b>2,086,758</b>	<b>2,004,089</b>

### Division Expenses





## Valley Center Municipal Water District

### Engineering Administration

#### Division Summary by Expense Category

Fund	Department	Division
01	03	21

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	983,989	623,200	950,000	610,800
50003	Overtime	4,937	5,200	200	5,200
50010	Training & Education	7,191	16,800	10,000	37,000
50011	Uniforms/Shoes	4,827	7,100	6,000	6,900
50026	Legal Services	1,936	7,500	7,500	7,500
50028	Printing	303	200	200	200
50029	Books & Subscriptions	495	1,100	500	1,250
50030	Special Department Expenses	14,495	5,700	15,300	26,500
50034	Membership Fees & Dues	2,932	4,000	2,800	5,260
50037	Transportation, Meals & Travel	1,446	800	200	800
50085	Capital Planning	148,623	0	0	0
50454	Maintenance of Equipment	0	0	0	3,000
50991	Expense Credit	(25,014)	(35,864)	(35,864)	(36,750)
<b>Total</b>		<b>1,146,160</b>	<b>635,736</b>	<b>956,836</b>	<b>667,660</b>



# Valley Center Municipal Water District

## Engineering Administration

### Division Detail

Fund	Department	Division
01	03	21

Total Budget Request
<b>\$701,410</b>

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	<b>610,800</b>
	Full-Time Equivalents 2.92	
50003	Overtime	<b>5,200</b>
50010	Training & Education	<b>37,000</b>
	Allocation from General Administration Training 01-02-18 Page 6-8A	
50011	Uniforms/Shoes	<b>6,900</b>
50026	Legal Services	<b>7,500</b>
50028	Printing	<b>200</b>
	Reports and Business Cards	
50029	Books & Subscriptions	<b>1,250</b>
	AWWA Standards Update	250
	Standard Specifications for Public Works	200
	Technical Journals, Publications, Software	350
	Engineering News Record	200
	Miscellaneous	250
50030	Special Department Expenses	<b>26,500</b>
	General Office Supplies	2,430
	Parcel Quest - Online Property Search Tool	3,100
	SD County Assessor's Maps	300
	Conference Room Upgrades	5,000
	Document Management Software	15,000
	Miscellaneous Supplies and Equipment	670
50034	Membership, Fees & Dues	<b>5,260</b>
	American Water Works Association	105
	American Public Works Association	250
	American Society of Civil Engineers	750
	Professional Engineer Certification Renewal	400
	Construction Management Association of America	400
	Southern California Alliance Public Treatment Works (SCAP)	1,700
	Water Environment Federation	365
	Notary Renewal	800
	Miscellaneous	490
50037	Transportation, Meals & Travel	<b>800</b>



## Valley Center Municipal Water District

### Engineering Administration

#### Division Detail

Fund	Department	Division
01	03	21

Account No.	Detail and Justification	Budget Request
50459	Software Technical Support Maintenance on Document Mmanagement Software	3,000
50991	Expense Credit Reimbursement from Sewer Funds for Administrative Overhead	(36,750)



## Valley Center Municipal Water District

### Engineering Planning

#### Division Summary by Expense Category

Fund	Department	Division
01	03	22

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	239,738	289,300	270,000	303,700
50003	Overtime	897	1,100	0	1,100
50025	Outside Professional Services	2,500	40,000	10,000	25,000
50028	Printing	0	0	0	0
50030	Special Department Expenses	1,496	400	5,700	3,950
50037	Transportation, Meals & Travel	803	2,400	200	2,400
50459	Software Technical Support	4,199	7,400	5,000	5,500
50991	Expense Credit	(15,814)	(18,189)	(18,189)	(17,824)
<b>Total</b>		<b>233,819</b>	<b>322,411</b>	<b>272,711</b>	<b>323,826</b>



## Valley Center Municipal Water District

### Engineering Planning

#### Division Detail

Fund	Department	Division
01	03	22

Total Budget Request
\$323,826

Account No.	Detail and Justification		Budget Request
50001	Labor & Benefits - Regular		303,700
	Full-Time Equivalents	1.20	
50003	Overtime		1,100
50025	Outside Professional Services		25,000
	Consultant - Sewer System Computer Model	25,000	
50028	Printing		0
	Reports, Business Cards, Mass Mailings		
50030	Special Department Expenses		3,950
	InfoWater Upgrade	3,350	
	Project Management Supplies and Equipment	600	
50037	Transportation, Meals & Travel		2,400
50459	Software Technical Support		5,500
	Info Water	2,900	
	Info Sewer	2,100	
	Trimble Pressure Device Subscription	500	
50991	Expense Credit		(17,824)
	Reimbursement from Sewer Funds for Administrative Overhead		



## Valley Center Municipal Water District

### Engineering Customer Service

#### Division Summary by Expense Category

Fund	Department	Division
01	03	23

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	184,996	151,300	120,000	162,600
50003	Overtime	3,671	540	300	540
50025	Outside Professional Services	0	0	0	2,500
50030	Special Department Expenses	3,733	500	100	250
50037	Transportation, Meals & Travel	1,715	600	2,600	600
50184	Water Conservation Program	7,757	16,000	16,000	13,400
50459	Software Technical Support	26,356	0	25,000	0
50991	Expense Credit	(11,187)	(9,022)	(9,022)	(9,385)
Total		217,041	159,918	154,978	170,505





## Valley Center Municipal Water District

### Engineering Customer Service

#### Division Detail

Fund	Department	Division
01	03	23

Total Budget Request
\$170,505

Account No.	Detail and Justification		Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>		<b>162,600</b>
		Full-Time Equivalents 1.20	
50003	<b>Overtime</b>		<b>540</b>
50025	<b>Outside Professional Services</b>		<b>2,500</b>
50030	<b>Special Department Expenses</b>		<b>250</b>
	Office Supplies	250	
50037	<b>Transportation, Meals &amp; Travel</b>		<b>600</b>
50184	<b>Water Conservation Program</b>		<b>13,400</b>
	California Water Efficiency Partnership	2,100	
	Water Conservation Materials	2,400	
	WaterSMART Field Services Program	2,700	
	Landscape Irrigation Classes	400	
	California Urban Water Conservation Counsel Dues	1,200	
	Printing	1,300	
	Public Outreach	1,300	
	Water Education Programs -		
	Poster Contest	1,000	
	School Program	1,000	
50991	<b>Expense Credit</b>		<b>(9,385)</b>
	Reimbursement from Sewer Funds for Administrative Overhead		



## Valley Center Municipal Water District

### Engineering Encroachments & Locates

#### Division Summary by Expense Category

Fund	Department	Division
01	03	24

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	123,263	300,500	230,000	314,800
50003	Overtime	804	1,100	1,000	1,100
50025	Outside Professional Services	6,486	9,500	10,400	15,000
50026	Legal Services	30,158	4,000	30,900	10,000
50029	Books & Subscriptions	0	0	0	500
50030	Special Department Expenses	21,218	4,500	20,000	10,000
50037	Transportation, Meals & Travel	38	300	0	300
50454	Maintenance of Equipment	0	1,000	0	3,000
50459	Software Technical Support	0	0	0	1,050
50991	Expense Credit	(12,748)	(17,137)	(17,137)	(18,560)
<b>Total</b>		<b>169,219</b>	<b>303,763</b>	<b>275,163</b>	<b>337,190</b>



## Valley Center Municipal Water District

### Engineering Encroachments & Locates

#### Division Detail

Fund	Department	Division
01	03	24

Total Budget Request
\$337,190

Account No.	Detail and Justification		Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>		<b>314,800</b>
	Full-Time Equivalents	1.75	
50003	<b>Overtime</b>		<b>1,100</b>
50025	<b>Outside Professional Services</b>		<b>15,000</b>
	Surveying	5,000	
	ROW Assistance	10,000	
50026	<b>Legal Services</b>		<b>10,000</b>
50029	<b>Books &amp; Subscriptions</b>		<b>500</b>
50030	<b>Special Department Expenses</b>		<b>10,000</b>
	Markout Supplies	1,500	
	Locator Equipment	4,900	
	Valve Lid Magnets	1,200	
	Metal Detector	700	
	Inspection Supplies	500	
	Dig Alert	1,200	
50037	<b>Transportation, Meals &amp; Travel</b>		<b>300</b>
50454	<b>Maintenance of Equipment</b>		<b>3,000</b>
	Locators	2,000	
	Metal Detector	1,000	
50459	<b>Software Technical Support</b>		<b>1,050</b>
	NoteVault	1,050	
50991	<b>Expense Credit</b>		<b>(18,560)</b>
	Reimbursement from Sewer Funds for Administrative Overhead		



## Valley Center Municipal Water District

### Engineering Maps & Records

#### Division Summary by Expense Category

Fund	Department	Division
01	03	28

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	230,586	433,900	410,000	396,200
50002	Interns & Temporary Labor	0	0	32,500	78,000
50003	Overtime	4,078	1,400	900	1,500
50025	Outside Professional Services	0	20,000	0	20,000
50028	Printing	0	0	0	0
50029	Books & Subscriptions	0	150	0	150
50030	Special Department Expenses	4,821	200	3,000	300
50034	Membership Fees & Dues	0	400	0	400
50037	Transportation, Meals & Travel	0	2,600	0	2,600
50454	Maintenance of Equipment	0	4,800	1,500	4,800
50459	Software Technical Support	1,938	30,550	5,550	28,750
50991	Expense Credit	(15,331)	(26,380)	(26,380)	(27,792)
<b>Total</b>		<b>226,092</b>	<b>467,620</b>	<b>427,070</b>	<b>504,908</b>



## Valley Center Municipal Water District

### Engineering Maps & Records

#### Division Detail

Fund	Department	Division
01	03	28

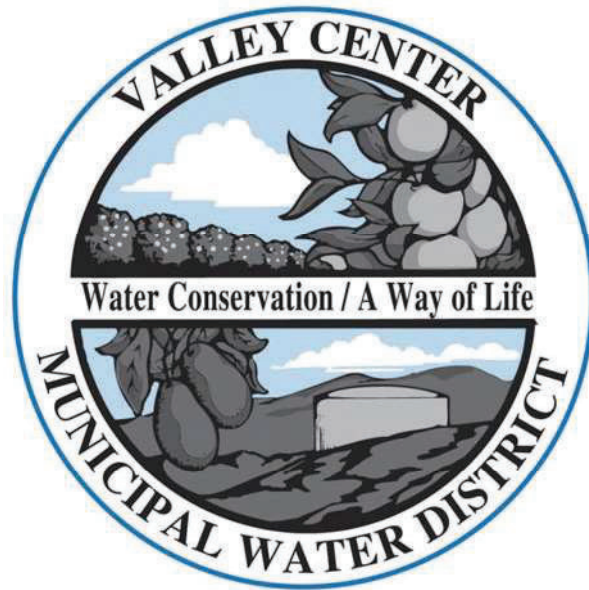
Total Budget Request
\$504,908

Account No.	Description	2019-2020	2020-2021	2021-2022
		Actual	Budget	Estimated Actual
50001	<b>Labor &amp; Benefits - Regular</b>			396,200
	Full-Time Equivalents		2.20	
50002	<b>Interns and Temporary Labor</b>			78,000
50003	<b>Overtime</b>			1,500
50025	<b>Outside Professional Services</b>			20,000
	GIS Application Support		20,000	
50028	<b>Printing</b>			0
50029	<b>Books &amp; Subscriptions</b>			150
50030	<b>Special Department Expenses</b>			300
	Drafting Office Supplies		300	
50034	<b>Membership Fees and Dues</b>			400
	Geospatial Information and Technology Association		200	
	California Geographic Information Association		100	
	Urban and Regional Information Systems Association		100	
50037	<b>Transportation, Meals &amp; Travel</b>			2,600
	Cityworks Conference		2,000	
	ESRI User Conference		600	
50454	<b>Maintenance of Equipment</b>			4,800
	Large Format Plotters		4,800	
50459	<b>Software Technical Support</b>			28,750
	AutoCAD Software 3-SLM		3,750	
	GIS Small Utilities Enterprise Agreement		25,000	
50991	<b>Expense Credit</b>			(27,792)
	Reimbursement from Sewer Funds			



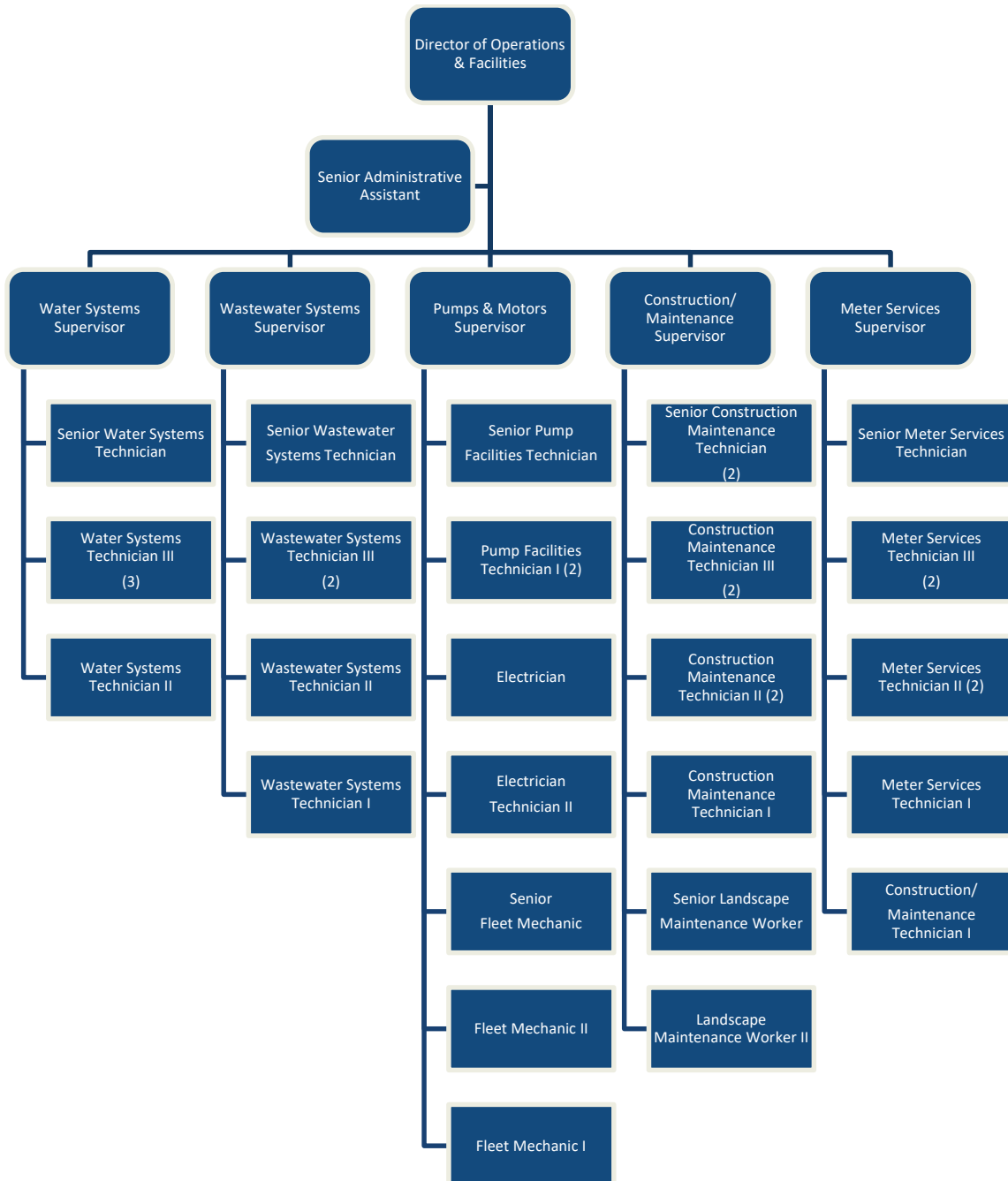
## Valley Center Municipal Water District

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# Operations & Facilities







## Valley Center Municipal Water District

# Operations & Facilities

### Personnel Requirements (FTE's)

	<i>Actual</i> FY 2020-21	<i>Budget</i> FY 2020-21	<i>Proposed</i> FY 2021-22
Director of Operations	1.0	1.0	1.0
Safety, Regulatory & Special Projects Manager	0.0	1.0	0.0
Safety & Regulatory Compliance Supervisor	1.0	0.0	0.0
Senior Administrative Assistant	1.0	1.0	1.0
Construction Maintenance Supervisor	1.0	1.0	1.0
Meter Services Supervisor	1.0	1.0	1.0
Pumps & Motors Supervisor	1.0	1.0	1.0
Water Systems Supervisor	1.0	1.0	1.0
Senior Construction Maintenance Tech	3.0	3.0	2.0
Construction Maintenance Technician III	2.0	2.0	2.0
Construction Maintenance Tech II	1.0	1.0	2.0
Construction Maintenance Tech I	3.0	3.0	2.0
Senior Landscape Maintenance Worker	1.0	0.0	1.0
Landscape Maintenance Worker III	0.0	1.0	0.0
Landscape Maintenance Worker II	0.0	0.0	1.0
Landscape Maintenance Worker I	1.0	1.0	0.0
Senior Meter Service Technician	1.0	1.0	1.0
Meter Services Technician III	2.0	2.0	2.0
Meter Services Technician II	1.0	2.0	2.0
Meter Services Technician I	1.0	0.0	1.0
Senior Pump Facilities Technician	1.0	2.0	1.0
Electrician	1.0	1.0	1.0
Electrical Technician II	1.0	1.0	1.0
Senior Fleet Mechanic	1.0	1.0	1.0
Fleet Mechanic II	1.0	1.0	1.0
Fleet Mechanic I	1.0	1.0	1.0
Pump Facilities Technician I	2.0	1.0	2.0
Senior Water Systems Technician	1.0	1.0	1.0
Water Systems Technician III	2.0	2.0	3.0
Water Systems Technician II	1.0	1.0	1.0
Water Systems Technician I	1.0	1.0	0.0
<b>Total</b>	<b>36.0</b>	<b>36.0</b>	<b>35.0</b>

### DEPARTMENT DESCRIPTION

The Operations & Facilities Department is the largest within Valley Center Municipal Water District. It is divided into six Divisions with a staff of 42 full time employees, including six in wastewater operations. The Department is responsible for the operation and maintenance of all District facilities, water and wastewater, and the District's security and safety programs. It also performs a number of in-house construction and improvement projects and works in conjunction with the Engineering Department in providing in-house planning, construction knowledge, and the completion of smaller capital projects.



### **DIVISION DESCRIPTIONS**

**Administration** - The Administration Division administers and supervises the daily functions of the District's Operations & Facilities Department and includes customer service, radio dispatch, and employee's certifications and physical requirements.

**Safety & Regulatory Compliance** - The Safety and Regulatory Compliance Division encompasses the District's safety and compliance programs for all departments to ensure the preservation of the District's low worker's compensation ratings through ACWA/JPIA, the insurance provider. It also monitors and assists the District in complying with all applicable federal, state and county regulations and requirements. For 13 years, the District has been presented with a refund check from the Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA). The cumulative amount of the refunds totals \$795,195. The refunds represent a partial return of prior years' insurance premiums due to the District's successful efforts to control and reduce property, liability, and workers' compensation losses. Due to the District's low e-modification rating, the District also received a discounted rate in premiums for the Worker's Compensation and Liability Insurance Programs which has resulted in additional savings of \$802,427 over the past 13 years. Combined, the District has received refunds and lower insurance premiums of \$1,597,622. In addition, the District Security Division administers the implementation of the recommended measures from the vulnerability assessment for incorporation throughout the District's facilities, via the SCADA network.

**Operations - Water** - The Water Operations Division estimates usage demand, purchases water, and regulates flow throughout the distribution system. It also analyzes pump efficiency data and monitors and tracks solar generation. That information is used to develop pumping strategies that improve resources and help reduce overall pumping costs. The Division is also responsible for pressure reducing stations, altitude valve maintenance, monthly facility and reservoir inspections as well as the operations of the SCADA and telemetry system. Additionally, the Water Operations Division is responsible for water quality, sampling, testing and all DHS reporting including the District's Water Quality Report.

**Pumps and Motors** - The Pump & Motor Division maintains, repairs, and replaces the electrical and mechanical equipment at the District's 58 different water and wastewater facilities. The Division maintains the District's equipment at a high level of efficiency, reliability, and safety through proactive maintenance and replacement programs. The water facilities are comprised of 53 locations consisting of 42 reservoirs, 113 electric motor driven pumps, 25 emergency power generators, 10 air compressors, 8 natural gas engine driven pumps, and 6 solar power systems. The wastewater facilities are comprised of 5 locations consisting of 56 electric motor driven pieces of equipment, and 5 emergency power generators. The Division is also responsible for the in-house planning and implementation of the District SCADA Project, potential solar sites, and security systems, as well as their maintenance, upgrades, and improvements. In addition, it is responsible for the Fleet Division, which repairs and maintains District vehicles, tractors, and equipment. The District fleet consists of 54 vehicles, 44 pieces of large equipment, and 84 pieces of miscellaneous equipment.

**Construction and Maintenance** - The C&M Division maintains, inspects, repairs, upgrades, and locates as necessary the more than 333 miles of pipelines and easements that run throughout the District's abundant 100 square mile service area. It also maintains, identifies, locates, detects for leaks and repairs all mainline valves and appurtenances and performs most of the District's in-house construction projects. The Division also performs maintenance to over 1,588 fire hydrants to ensure reliable operation in the event of an emergency and is responsible for the flushing of dead-end water lines to maintain the safest and highest quality of water. It assists the Wastewater Division with in-house construction work and all the major repairs of sewer lines and manholes within the wastewater system. The Division is also responsible for landscaping needs and requirements of all District facilities and easements.



## Valley Center Municipal Water District

# Operations & Facilities

**Meter Services** - The Meter Services Division is responsible for the installation, maintenance and repair of all water meters, service laterals and backflow devices. This includes responsibility for warehousing, backflow and service repair inventories. This Division reads, monitors the Advanced Metering Infrastructure (AMI), and tests water meters and backflow devices. As of February 9, 2021 there were 10,369 active meters, of which 1,292 are fire meters, and 4,894 backflow devices that are tested annually. It oversees the Cross Connection/Backflow program and responds to the majority of the customer service requests which are received by the District. It also enforces the District's Water Conservation measures and mandates and oversees the corporate facilities which repairs and maintains the District's corporate facility.

**Operations - Wastewater** - The Wastewater Division is responsible for the operation and maintenance of the Lower Moosa Canyon Water Reclamation Facility and Woods Valley Ranch Water Reclamation Facility. This includes performing tests and making the necessary adjustments to meet Regional Water Quality Control Board effluent standards. The Moosa laboratory performs daily and weekly sampling for both wastewater and water operation divisions. Performing wastewater bacteriological, potable bacteriological testing (Bac-T), and general physicals samples per the State standards and compliance. The Division is also responsible for the maintenance of the sewer collection systems, lift stations and low pressure systems, which includes locating, inspecting and repairing all sewer lines and manholes within the wastewater system. The Woods Valley Plant processes the District's first tertiary water and includes the District's reclaimed water program. *Wastewater operations are presented in separate sections of this budget.*

### DEPARTMENT PERFORMANCE STANDARDS

Strategic Plan Goal	Standard No.	Performance Standard Description	Trend	Annual Target/Goal	Calendar Year		
					2019 Actual	2020 Actual	2021 Projection
Water Supply	2	Unknown Water Loss (UWL)		Minimize and reduce UWL wherever possible	4.9%	5.1%	5.0%
Energy	6	Pump Efficiency		95% of Design Efficiency	107%	108%	>95%
Energy	7	Solar Energy Production		Maintain 90% of scheduled solar production of District owned solar arrays	Exceeded	Exceeded	Exceed 90%
Water Supply	10	Water Service Reliability		> 99%	99.999%	99.999%	> 99%
Finance	11	Lost-time Accidents		< 1.0%	0%	0%	< 1.0%
Water Supply	12	Compliance with Regulations		Compliance with all State and Federal Regulations	Met	Met	Meet

\* See page 1-23 of this Budget document for the full Strategic Plan.  
Fiscal Year 2021-2022 | **Budget**



## Valley Center Municipal Water District

## Operations & Facilities

Fiscal Year 2020-2021 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Staff has applied the necessary security upgrades and improvements within the construction of SCADA Phases III through VII. For Fiscal Year 2020-21, additional security cameras will be installed at various locations to provide greater graphical surveillance and response. Staff will utilize the new AMI antennas at various locations to provide a greater observation and assessment of its service area during SDG&E Public Safety Power Shutoff events.					✓		
Continued to research the feasibility of in-house construction of a small-scale solar project at various sites to reduce energy consumption and improve the District's carbon footprint. Staff has also explored a number of Power Purchase Agreements (PPA) or a lease option at various locations and facilities throughout our service area to reduce our overall energy expenses.						✓	
Retrofitted 10 existing fire hydrants on Lilac Road with AVK check valves to reduce water loss and potential property damage.	2	✓					
Constructed AMI antenna and base at Paradise, Rincon and Circle R Reservoirs					✓		
Purchased and outfitted four half ton replacement pickup trucks and two replacement service trucks.		✓					
Completed smog testing on 9 vehicles, opacity testing on 12 trucks and APCD emission testing on all 8 natural gas engines.	12	✓					
Load tested 18 Emergency Back-up Generators.	12	✓					
Satin sealed the asphalt paving at the corporate facility and 10 reservoirs, pressure reducing stations, and pump station sites.		✓	✓				
Cleaned, pressure washed, and inspected 19 steel tank reservoirs and inspected and cleaned five floating cover reservoirs.	10	✓					
Painted and maintained approximately 425 fire hydrants under the Districts newly instated Fire Hydrant Maintenance Program		✓	✓				
Completed Valve Maintenance through Quad I, to include a number of appurtenance repairs and upgrades.	12	✓					
Completed dead-end line flushing to comply with the State Water Resource Control Board.	12	✓					
Staff has implemented the Advanced Metering Infrastructure System (AMI) in the Central Valley Area. This past FY, meter routes 1 through 8, 10, 11, 12, 15, 16, 17, 19, 20, 24, 25 and 27 were completed totaling 6,846 AMI meter upgrades. In, addition, three new AMI structures were completed at Circle R, Rincon and Paradise reservoir sites to complete the antenna phase of the project. The AMI antennas will provide coverage to all meters throughout the District. All new developments, such as Park Circle, will utilize the new Ally meter which will provide the ability to remotely turn on-off, or restrict the meters flow capability, further increasing staff efficiencies.					✓		



## Valley Center Municipal Water District

## Operations & Facilities

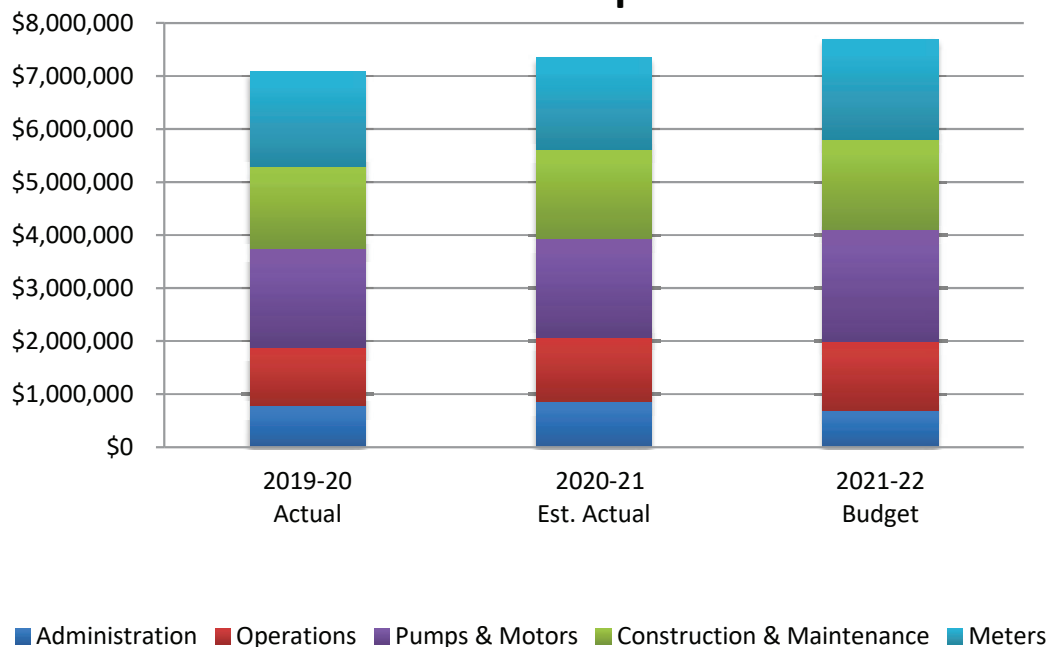
Fiscal Year 2021-2022 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Repair, upgrade and maintain the water system, while at the same time keeping the system fully operational and meeting all District goals, guidelines and standards.		✓		✓		✓	
Continue to implement operational pumping strategies to minimize the financial impacts of SDG&E's continuously changing rate schedule tariffs.				✓		✓	
Continue with the in-house construction and implementation of automating the District's natural gas engines and bypass valves to provide increased remote and automated operations.					✓	✓	
Train and develop employees on SCADA equipment maintenance, PLC Programming and related software issues and requirements for future growth and implementation.					✓		
Further improve the District's water loss percentage, continue replacing high usage 3-inch, 2-inch, 1½-inch meters and the I-Pearl ¾" and 1" meters.	2						
Continue to evaluate and survey high demand areas of the District and increase leak detection measures to prevent major system failures in high risk areas. Maintain security and tamper proof measures in remote areas and improve the Districts infrastructure.	6		✓			✓	
Maintain the efficiency requirements through repair, reconditioning and replacing sub-par pumping equipment.	6					✓	
Evaluate low performing pump stations for pump and motor replacement upgrades.	6					✓	
Utilize the rebate and efficiency programs available through SDG&E to offset District costs in the improvement of sub-standard pump stations.	6					✓	
For Fiscal Year 2021-2022, recondition upgrades are planned for the pumps at Paradise Pump Station, Couser Pump Station, Lilac Pump Station and Betsworth Forebay to improve their overall efficiency and modernize the pumps to accommodate mechanical seals.	6					✓	
Diagnose and complete repairs to solar sites to maintain the production of solar energy above 90% of the schedule production and perform required manufacture maintenance and cleaning at the District constructed solar array facilities.	7					✓	
Continue to review safety policies and procedures to maintain safe work practices.	11			✓			
Review accidents and near misses and make safety recommendations as necessary.	11			✓			
Continue to monitor new or updated regulatory requirements implemented by the State Water Resource Control Board, Air Pollution Control District and other regulatory agencies, to maintain compliance with all state and federal regulations.	12						
Continue to maintain 99% or better water service reliability, compliance with all regulations, and no lost-time accidents.	7 - 10		✓	✓		✓	
Continue with the automation of natural gas engines and station bypass valves to improve remote operational control to enhance service reliability.	10		✓		✓	✓	
Perform more preventative maintenance to maintain or improve the high level of reliability within the SCADA system and functionality.	10		✓		✓	✓	
Evaluate the installation of small scale solar arrays at pump stations, Wastewater Facilities and the Corporate Facility to offset energy consumption, demand charges, and electric costs.	7					✓	
Continue to be vigilant and responsive to the changing water quality regulations with new Federal or State mandates and guidelines.	12						
Continue to identify and install new in-line valves and repair existing in-line and reservoir valves at designated points throughout the District's service area.	10		✓				
Continue to clean, inspect, and repair reservoirs throughout the District's service area and install internal water circulation devices to improve cross-movement and mixing throughout the reservoir to reduce or eliminate water quality issues throughout the distribution area.	12		✓				
Continue installing the new Sensus Ally meters that feature a remote turn-on, turn-off and or restricted use capabilities and build out the Advanced Metering Infrastructure (AMI).	1		✓				





Long-Term Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Continue upgrading of the District's pump and corporate facilities to improve energy efficiencies	6					✓	
Continue to train and develop District personnel to meet the District's future succession planning demands.							✓
Re-establish easement maintenance and meter maintenance programs throughout the District's distribution system to improve system evaluations and leak detection measures.	2	✓					
Work with Information Technology in the development and implementation of a Computerized Maintenance Management System (CMMS). The CMMS software will help increase efficiency by providing staff electronic mobile work order and customer service request capabilities as well as the ability to streamline reporting, track costs and schedule preventative maintenance.	1	✓			✓		
Implement and develop pumping strategies and procedures to maximize pumping efficiencies and incorporate solar or alternative generation into that approach.	6					✓	
Continue to research and implement strategies or new technologies to improve efficiencies and maximize cost savings in all aspects of the District's operational procedures.		✓				✓	
Continue to monitor and implement new and ongoing regulatory compliance obligations and requirements mandated through the State Water Resource Control Board.	12	✓					
Continue installing the new Sensus ALLY meter that features a remote turn-on, turn-off and restricted use capabilities and build out the Advanced Metering Infrastructure (AMI).	1	✓			✓		

### Division Expenses





# Valley Center Municipal Water District

## Operations & Facilities

### Department Summary by Division

Fund	Department
01	04

Division No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
ADMINISTRATION		778,037	867,485	861,010	708,335
31	Field Administration	451,372	512,369	519,369	531,708
32	Safety & Regulatory Compliance	253,972	261,450	255,850	90,422
34	District Security	72,693	93,666	85,791	86,205
OPERATIONS		1,119,396	1,218,050	1,219,200	1,280,350
42	System Operation	848,883	913,350	888,450	1,008,650
44	Treatment	66,786	63,700	71,250	71,100
45	Automatic Valves	102,984	114,200	117,000	96,400
49	Water Quality Control	100,743	126,800	142,500	104,200
PUMPS & MOTORS		1,859,796	2,106,900	1,863,815	2,111,200
43	SCADA	157,559	175,300	208,800	230,500
46	Reservoir Maintenance	207,026	265,000	200,225	262,900
47	Pump Maintenance	315,613	391,000	258,270	312,600
48	Motor Maintenance & Electric Panels	657,303	762,900	694,630	790,300
71	Vehicle & Equipment Maintenance	522,295	512,700	501,890	514,900
CONSTRUCTION & MAINTENANCE		1,538,980	1,689,906	1,685,456	1,720,259
33	Landscape & Paving Maintenance	219,057	237,406	221,056	262,359
53	Pipeline and Right-of-Way Maint.	697,146	741,400	728,450	775,800
55	Valve Maintenance & Location	622,777	711,100	735,950	682,100
METERS		1,786,611	1,825,938	1,723,748	1,868,865
54	Corporate Facilities Maintenance	77,019	92,388	76,348	128,715
61	Meter Installation	213,547	262,550	259,550	348,050
62	Meter Reading	65,673	95,700	76,750	74,600
63	Service Connection Maintenance	1,240,684	1,126,900	1,156,500	1,087,200
65	Backflow Maintenance	189,688	248,400	154,600	230,300
TOTAL OPERATIONS & FACILITIES		7,082,820	7,708,279	7,353,229	7,689,009





## Valley Center Municipal Water District

### Operations & Facilities Administration

#### Division Summary by Expense Category

Fund	Department	Division
01	04	31

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	400,441	465,200	485,000	<b>472,300</b>
50002	Temporary Labor	0	0	4,725	<b>5,600</b>
50003	Overtime	271	500	250	<b>500</b>
50010	Training & Education	19,673	20,000	14,500	<b>27,000</b>
50011	Uniform/Clothing/Shoes	37,744	38,500	37,250	<b>38,500</b>
50028	Printing	3,015	2,000	1,400	<b>2,000</b>
50030	Special Department Expenses	1,393	1,500	1,500	<b>1,500</b>
50032	Automated Telephone Dial Service	0	1,000	0	<b>1,000</b>
50033	Postage	3	75	0	<b>75</b>
50034	Memberships, Fees and Dues	414	500	450	<b>500</b>
50037	Transportation, Meals & Travel	9,102	11,000	2,500	<b>11,000</b>
50038	Regulatory Permits & Fees	624	1,000	700	<b>1,000</b>
50991	Expense Credit	(21,308)	(28,906)	(28,906)	<b>(29,267)</b>
<b>Total</b>		<b>451,372</b>	<b>512,369</b>	<b>519,369</b>	<b>531,708</b>



# Valley Center Municipal Water District

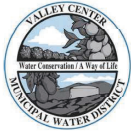
## Operations & Facilities Administration

### Division Detail

Fund	Department	Division
01	04	31

Total Budget Request
\$531,708

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>472,300</b>
	Full-Time Equivalents 1.95	
50002	<b>Temporary Labor</b>	<b>5,600</b>
50003	<b>Overtime</b>	<b>500</b>
50010	<b>Training &amp; Education</b>	<b>27,000</b>
	Allocation from General Administration Training 01-02-18 Page 6-8A	
50011	<b>Uniform/Clothing/Shoes</b>	<b>38,500</b>
	Uniforms for Field Personnel 28,000	
	Safety Shoes 8,500	
	Hats 1,000	
	Sweatshirts 500	
	Jackets 500	
50028	<b>Printing</b>	<b>2,000</b>
	General Printing 2,000	
50030	<b>Special Department Expenses</b>	<b>1,500</b>
	Office Supplies 1,000	
	Miscellaneous Equipment 500	
50032	<b>Automated Telephone Dial Service</b>	<b>1,000</b>
	Communication during scheduled SDCWA shutdowns	
50033	<b>Postage</b>	<b>75</b>
	General Postage 75	
50034	<b>Memberships, Fees and Dues</b>	<b>500</b>
	Miscellaneous 500	
50037	<b>Transportation, Meals &amp; Travel</b>	<b>11,000</b>
	After Hour Meals 8,000	
	Joint Power Insurance Authority Meetings 2,000	
	San Diego County Water Works Group Meetings 1,000	
50038	<b>Regulatory Permits &amp; Fees</b>	<b>1,000</b>
	State Water Resources Control Board 1,000	
50991	<b>Expense Credit</b>	<b>(29,267)</b>
	Reimbursement from Sewer Funds for Administrative Overhead	



## Valley Center Municipal Water District

### Operations & Facilities Administration

### Division Summary by Expense Category

### Safety & Regulatory Compliance

Fund	Department	Division
01	04	32

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	233,326	223,200	238,000	39,400
50003	Overtime	3,579	3,500	4,000	3,500
50014	Employee Physicals	8,159	9,000	5,300	9,000
50025	Outside Professional Services	3,407	22,100	5,100	22,100
50030	Special Department Expenses	17,393	17,000	17,000	20,000
50034	Memberships, Fees and Dues	707	1,400	1,200	1,400
50991	Expense Credit	(12,599)	(14,750)	(14,750)	(4,978)
<b>Total</b>		<b>253,972</b>	<b>261,450</b>	<b>255,850</b>	<b>90,422</b>



# Valley Center Municipal Water District

## Operations & Facilities Administration

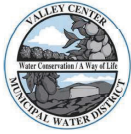
### Division Detail

### Safety & Regulatory Compliance

Fund	Department	Division
01	04	32

Total Budget Request
<b>\$90,422</b>

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>39,400</b>
	Full-Time Equivalents 0.20	
50003	<b>Overtime</b>	<b>3,500</b>
50014	<b>Employee Physicals</b>	<b>9,000</b>
	As required by the Department of Health Services, Department of Motor Vehicles, Department of Transportation, and OSHA, including hearing tests, drug testing, and respirator physicals.	
50025	<b>Outside Professional Service</b>	<b>22,100</b>
	Confined Space Standby 10,000	
	Industrial Hygiene Services 5,500	
	Fire Extinguisher Testing 2,800	
	Material Safety Data Sheets On-line 2,000	
	DOT Administration Fee 800	
	Electrical Personal Protective Equipment Testing 800	
	Automated External Defibrillator Compliance Program 200	
50030	<b>Special Department Expenses</b>	<b>20,000</b>
	Safety Protection Equipment & New AED's 8,000	
	First Aid Equipment 2,000	
	Rain Gear & Safety Vests 2,000	
	Emergency/First Aid Supplies 2,000	
	Safety Materials 1,500	
	Miscellaneous 1,400	
	Respirator Replacements 800	
	Safety Signs 800	
	Fall Protection Harness Replacement 500	
	Fire Extinguisher Replacement 500	
	Fall Protection Rescue Equipment 500	
50034	<b>Memberships, Fees and Dues</b>	<b>1,400</b>
	National Safety Council 500	
	Cal OSHA Reports 400	
	Pacific Safety Council 300	
	National Fire Protection Association 200	
50991	<b>Expense Credit</b>	<b>(4,978)</b>
	Reimbursement from Sewer Funds for Administrative Overhead	



## Valley Center Municipal Water District

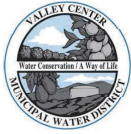
### Operations & Facilities Administration

#### District Security

### Division Summary by Expense Category

Fund	Department	Division
01	04	34

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	69,192	71,400	71,000	63,400
50025	Outside Professional Services	0	7,000	1,700	7,000
50030	Special Department Expenses	1,155	2,000	850	2,000
50034	Memberships, Fees and Dues	524	550	525	550
50452	Maintenance of Facilities	6,125	18,000	17,000	18,000
50991	Expense Credit	(4,303)	(5,284)	(5,284)	(4,745)
<b>Total</b>		<b>72,693</b>	<b>93,666</b>	<b>85,791</b>	<b>86,205</b>



# Valley Center Municipal Water District

## Operations & Facilities Administration

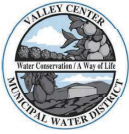
### District Security

### Division Detail

Fund	Department	Division
01	04	34

Total Budget Request
<b>\$86,205</b>

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>63,400</b>
	Full-Time Equivalents 0.29	
50025	<b>Outside Professional Services</b>	<b>7,000</b>
50030	<b>Special Department Expenses</b>	<b>2,000</b>
	EOC Supplies 1,000	
	Security Supplies 350	
	Emergency Satellite Television Fees 350	
	Office Supplies 300	
50034	<b>Memberships, Fees and Dues</b>	<b>550</b>
	Water Information Sharing and Analysis Center	
50452	<b>Maintenance of Facilities</b>	<b>18,000</b>
	Security Gate Maintenance 10,000	
	Cameras (Stationary and PTZ) 8,000	
50991	<b>Expense Credit</b>	<b>(4,745)</b>
	Reimbursement from Sewer Funds for Administrative Overhead	



## Valley Center Municipal Water District

Operations & Facilities

Operations

System Operation

### Division Summary by Expense Category

Fund	Department	Division
01	04	42

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	750,439	784,900	780,000	881,800
50002	Temporary Labor	0	4,700	4,700	5,600
50003	Overtime	87,569	115,000	100,000	115,000
50030	Special Department Expenses	702	1,250	1,250	1,250
50452	Maintenance of Facilities	10,173	7,500	2,500	5,000
<b>Total</b>		<b>848,883</b>	<b>913,350</b>	<b>888,450</b>	<b>1,008,650</b>



# Valley Center Municipal Water District

## Operations & Facilities Operations System Operation

### Division Detail

Fund	Department	Division
01	04	42

Total Budget Request
<b>\$1,008,650</b>

Account No.	Detail and Justification		Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>		<b>881,800</b>
	Full-Time Equivalents	5.07	
50002	<b>Temporary Labor</b>		<b>5,600</b>
50003	<b>Overtime</b>		<b>115,000</b>
	Stand-By Pay, Operation Call Out, Shift Pay		
50030	<b>Special Department Expenses</b>		<b>1,250</b>
50452	<b>Maintenance of Facilities</b>		<b>5,000</b>
	Equipment	2,000	
	General Maintenance	2,000	
	Maintenance/Repairs on Aging Facilities	1,000	





# Valley Center Municipal Water District

Operations & Facilities  
Operations  
Treatment

## Division Summary by Expense Category

Fund	Department	Division
01	04	44

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	34,306	34,100	45,000	43,500
50003	Overtime	71	500	250	500
50025	Outside Professional Services	0	500	0	500
50030	Special Department Expenses	7	500	500	500
50038	Regulatory Permits & Fees	484	600	500	600
50323	Chlorine	30,003	25,000	21,000	23,000
50452	Maintenance of Facilities	1,915	2,500	4,000	2,500
<b>Total</b>		<b>66,786</b>	<b>63,700</b>	<b>71,250</b>	<b>71,100</b>



## Valley Center Municipal Water District

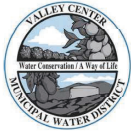
### Operations & Facilities Operations Treatment

#### Division Detail

Fund	Department	Division
01	04	44

Total Budget Request
\$71,100

Account No.	Detail and Justification		Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>		<b>43,500</b>
	Full-Time Equivalents	0.26	
50003	<b>Overtime</b>		<b>500</b>
50025	<b>Outside Professional Services</b>		<b>500</b>
	Chlorinator Maintenance	500	
50030	<b>Special Department Expenses</b>		<b>500</b>
	Tools and Replacement	500	
50038	<b>Regulatory Permits &amp; Fees</b>		<b>600</b>
50323	<b>Chlorine</b>		<b>23,000</b>
	Chlorine Tablets	18,000	
	HTH to Increase Residual in Reservoirs	5,000	
50452	<b>Maintenance of Facilities</b>		<b>2,500</b>
	Repair or Rebuild Tablet Chlorinators	1,250	
	Rebuild Chlorine Detectors	1,250	



## Valley Center Municipal Water District

### Operations & Facilities Operations

#### Automatic Valves

### Division Summary by Expense Category

Fund	Department	Division
01	04	45

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	58,774	79,700	67,000	49,400
50003	Overtime	0	1,000	1,000	1,000
50030	Special Department Expenses	0	1,000	1,000	1,000
50443	Maintenance of Valves	44,210	32,500	48,000	45,000
<b>Total</b>		<b>102,984</b>	<b>114,200</b>	<b>117,000</b>	<b>96,400</b>



## Valley Center Municipal Water District

### Operations & Facilities Operations

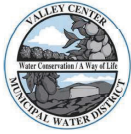
#### Automatic Valves

#### Division Detail

Fund	Department	Division
01	04	45

Total Budget Request
<b>\$96,400</b>

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>49,400</b>
	Full-Time Equivalents 0.31	
50003	<b>Overtime</b>	<b>1,000</b>
50030	<b>Special Department Expenses</b>	<b>1,000</b>
	Tools and Replacement	
50443	<b>Maintenance of Valves</b>	<b>45,000</b>
	Rebuild, Repair & Maintenance of Pressure Reducing, Pressure Relief, Altitude, Pump Control, and Isolation Valves	



## Valley Center Municipal Water District

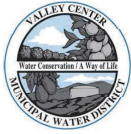
### Operations & Facilities Operations

#### Water Quality Control

### Division Summary by Expense Category

Fund	Department	Division
01	04	49

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	48,829	60,300	76,000	42,700
50003	Overtime	129	500	500	500
50025	Outside Professional Services	5,955	17,500	18,000	12,500
50028	Printing	816	1,500	1,500	1,500
50030	Special Department Expenses	5,759	5,000	7,000	5,000
50033	Postage	0	500	500	500
50038	Regulatory Permits & Fees	30,683	35,000	33,000	35,000
50452	Maintenance of Facilities	8,572	6,500	6,000	6,500
<b>Total</b>		<b>100,743</b>	<b>126,800</b>	<b>142,500</b>	<b>104,200</b>



# Valley Center Municipal Water District

## Operations & Facilities Operations

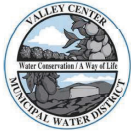
### Water Quality Control

### Division Detail

Fund	Department	Division
01	04	49

Total Budget Request
<b>\$104,200</b>

Account No.	Detail and Justification		Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>		<b>42,700</b>
	Full-Time Equivalents	0.25	
50003	<b>Overtime</b>		<b>500</b>
50025	<b>Outside Professional Services</b>		<b>12,500</b>
	Lab Analysis For:		
	Unregulated Contaminant Monitoring Revision 5	5,000	
	Trihalomethane (THM) Stage 2	2,250	
	Haloacetic acids (HAA)	2,250	
	Lead/Copper Testing	1,500	
	Coliform, General Physical Testing	1,500	
50028	<b>Printing</b>		<b>1,500</b>
	Consumer Confidence Reports, Annual Notifications, Regulations		
50030	<b>Special Department Expenses</b>		<b>5,000</b>
	Lab Supplies	4,000	
	Glassware Replacement	1,000	
50033	<b>Postage</b>		<b>500</b>
	Notifications for major shutdowns	250	
	Consumer confidence reports	250	
50038	<b>Regulatory Permits &amp; Fees</b>		<b>35,000</b>
	AB 2995 Water Systems Fees, Inspection and Services		
50452	<b>Maintenance of Facilities</b>		<b>6,500</b>
	Chlorine Residual Reagent	3,000	
	Chlorine Residual Comparators	2,500	
	Rebuild/Repair Chlorine Residual Analyzers	1,000	



## Valley Center Municipal Water District

### Operations & Facilities Pumps & Motors

SCADA

### Division Summary by Expense Category

Fund	Department	Division
01	04	43

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	97,896	101,300	140,800	149,400
50003	Overtime	972	2,500	2,300	2,300
50025	Outside Professional Services	2,791	10,000	8,000	10,000
50030	Special Department Expenses	0	1,500	1,200	1,500
50032	Telephone	1,629	2,000	1,300	1,500
50452	Maintenance of Facilities	8,961	10,000	8,500	10,000
50459	Software Technical Support	26,158	28,000	27,000	35,800
50465	SCADA Repairs	19,152	20,000	19,700	20,000
<b>Total</b>		<b>157,559</b>	<b>175,300</b>	<b>208,800</b>	<b>230,500</b>



## Valley Center Municipal Water District

### Operations & Facilities Pumps & Motors SCADA

#### Division Detail

Fund	Department	Division
01	04	43

Total Budget Request
\$230,500

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>149,400</b>
	Full-Time Equivalents 0.83	
50003	<b>Overtime</b>	<b>2,300</b>
50025	<b>Outside Professional Services</b>	<b>10,000</b>
	SCADA Programming	
50030	<b>Special Department Expenses</b>	<b>1,500</b>
50032	<b>Telephone</b>	<b>1,500</b>
	Leased Telemetry Lines and Alarm Monitor	
50452	<b>Maintenance of Facilities</b>	<b>10,000</b>
50459	<b>Software Technical Support</b>	<b>35,800</b>
50465	<b>SCADA Repairs</b>	<b>20,000</b>
	SCADA Miscellaneous	13,000
	Pressure Level Transducers	7,000





## Valley Center Municipal Water District

### Operations & Facilities Pumps & Motors Reservoir Maintenance

#### Division Summary by Expense Category

Fund	Department	Division
01	04	46

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	154,843	196,500	138,700	164,400
50002	Temporary Labor	0	5,700	0	6,700
50003	Overtime	85	1,000	960	1,000
50025	Outside Professional Services	11,122	8,000	7,800	37,000
50030	Special Department Expenses	32	800	765	800
50038	Regulatory Permits & Fees	25,735	37,000	36,500	37,000
50452	Maintenance of Facilities	15,209	16,000	15,500	16,000
<b>Total</b>		<b>207,026</b>	<b>265,000</b>	<b>200,225</b>	<b>262,900</b>



## Valley Center Municipal Water District

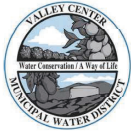
### Operations & Facilities Pumps & Motors Reservoir Maintenance

#### Division Detail

Fund	Department	Division
01	04	46

Total Budget Request
<b>\$262,900</b>

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>164,400</b>
	Full-Time Equivalents 1.06	
50002	<b>Temporary Labor</b>	<b>6,700</b>
50003	<b>Overtime</b>	<b>1,000</b>
50025	<b>Outside Professional Service</b>	<b>37,000</b>
	Diver - Cleaning and Inspection	27,000
	Turner Dam - Confined Space Rescue	6,000
	Turner Dam - Inspection and Repairs	4,000
50030	<b>Special Department Expenses</b>	<b>800</b>
	Hose & Pump Equipment	
50038	<b>Regulatory Permits &amp; Fees</b>	<b>37,000</b>
	Turner Dam	36,000
	Environmental Health Permits	1,000
50452	<b>Maintenance of Structures &amp; Improvements</b>	<b>16,000</b>
	Cathodic Protection	7,000
	Reservoir cleaning and inspection	4,000
	Floating Reservoir Covers Repair and Patching	3,000
	Site Improvements - Construction Maintenance	2,000



## Valley Center Municipal Water District

### Operations & Facilities Pumps & Motors Pump Maintenance

#### Division Summary by Expense Category

Fund	Department	Division
01	04	47

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	226,341	303,500	173,600	225,100
50003	Overtime	323	2,000	1,500	2,000
50025	Outside Professional Services	48,334	36,000	35,500	36,000
50030	Special Department Expenses	959	1,500	1,470	1,500
50444	Maintenance of Pumps	36,970	44,000	43,000	44,000
50454	Maintenance of Equipment	2,686	4,000	3,200	4,000
<b>Total</b>		<b>315,613</b>	<b>391,000</b>	<b>258,270</b>	<b>312,600</b>



## Valley Center Municipal Water District

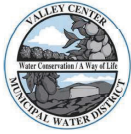
### Operations & Facilities Pumps & Motors Pump Maintenance

#### Division Detail

Fund	Department	Division
01	04	47

Total Budget Request
\$312,600

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>225,100</b>
	Full-Time Equivalents 1.44	
50003	<b>Overtime</b>	<b>2,000</b>
50025	<b>Outside Professional Services</b>	<b>36,000</b>
	Machine Work 31,000	
	Epoxy Coating 5,000	
50030	<b>Special Department Expenses</b>	<b>1,500</b>
	Tool Replacement 1,000	
	Miscellaneous Items 500	
50444	<b>Maintenance of Pumps</b>	<b>44,000</b>
	Pump Repair Parts 31,000	
	Packing/Mechanical Seals 8,000	
	Bearings 5,000	
50454	<b>Maintenance of Equipment (Surge Tanks)</b>	<b>4,000</b>
	Air Compressors 2,000	
	Controls 1,000	
	Relief Valves 1,000	



## Valley Center Municipal Water District

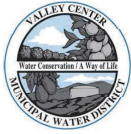
### Operations & Facilities Pumps & Motors

#### Division Summary by Expense Category

#### Motor Maintenance/Electrical Panels

Fund	Department	Division
01	04	48

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	463,968	552,400	499,000	586,800
50003	Overtime	3,626	5,000	5,700	5,000
50025	Outside Professional Services	58,856	60,000	56,300	60,000
50030	Special Department Expenses	4,106	3,000	2,630	3,000
50038	Regulatory Permits & Fees	20,891	36,000	29,000	29,000
50455	Maintenance of Engines	58,428	46,500	47,000	46,500
50456	Maintenance of Electric Motors	20,933	25,000	23,000	25,000
50458	Maintenance of Electrical Facilities	26,495	35,000	32,000	35,000
Total		657,303	762,900	694,630	790,300



# Valley Center Municipal Water District

## Operations & Facilities Pumps & Motors

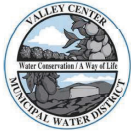
### Division Detail

### Motor Maintenance/Electrical Panels

Fund	Department	Division
01	04	48

Total Budget Request
<b>\$790,300</b>

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>586,800</b>
	Full-Time Equivalents 3.44	
50003	<b>Overtime</b>	<b>5,000</b>
50025	<b>Outside Professional Services</b>	<b>60,000</b>
	Facility Repair and Painting	25,000
	Electric Motor Repair	25,000
	Circuit Breaker Testing	5,000
	Generator Load Testing	2,500
	Emission Source Testing	2,500
50030	<b>Special Department Expenses</b>	<b>3,000</b>
	Electrical Safety Equipment and Testing	2,500
	Test and Diagnostic Equipment	500
50038	<b>Regulatory Permits &amp; Fees</b>	<b>29,000</b>
	Natural Gas Engines	22,000
	Environmental Health	4,000
	Emergency Generators	3,000
	Portable Equipment	0
50455	<b>Maintenance of Engines</b>	<b>46,500</b>
	Services	30,000
	Miscellaneous Repairs	16,500
50456	<b>Maintenance of Electric Motors/Gear Drives</b>	<b>25,000</b>
	Bearings	20,000
	Parts and Repairs	5,000
50458	<b>Maintenance of Electrical Facilities</b>	<b>35,000</b>
	Electrical Panels	16,000
	Softstarter Repair/Replacement	9,000
	Circuit Breakers	4,500
	Electrical Equipment	4,000
	Lights, Electrical Tool Repair	1,500



## Valley Center Municipal Water District

### Operations & Facilities Pumps & Motors

#### Division Summary by Expense Category

#### Vehicle & Equipment Maintenance

Fund	Department	Division
01	04	71

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	276,938	246,300	272,500	247,300
50003	Overtime	2,126	6,000	4,500	6,000
50025	Outside Professional Services	15,432	15,000	15,100	15,000
50030	Special Department Expenses	5,307	4,300	4,200	4,300
50038	Regulatory Permits & Fees	188	3,000	1,380	3,000
50341	Hazardous Waste Disposal Costs	8,683	8,000	9,660	10,000
50450	Maintenance - Gas, Oil & Grease	147,251	165,000	145,300	175,000
50451	Maintenance of Vehicles	56,380	55,000	48,100	55,000
50453	Maintenance of Radios	9,156	14,000	5,670	8,500
50454	Maintenance of Equipment	38,680	25,000	24,380	25,000
50991	Expense Credit	(37,846)	(28,900)	(28,900)	(34,200)
<b>Total</b>		<b>522,295</b>	<b>512,700</b>	<b>501,890</b>	<b>514,900</b>



# Valley Center Municipal Water District

## Operations & Facilities Pumps & Motors

### Division Detail

### Vehicle & Equipment Maintenance

Fund	Department	Division
01	04	71

Total Budget Request
<b>\$514,900</b>

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>247,300</b>
	Full-Time Equivalents 1.79	
50003	<b>Overtime</b>	<b>6,000</b>
50025	<b>Outside Professional Services</b>	<b>15,000</b>
	Vehicle and Equipment Repairs	7,000
	Generator Load Testing	5,000
	Fuel Tank Testing	3,000
50030	<b>Special Department Expenses</b>	<b>4,300</b>
	Software Repair Manuals	3,300
	Specialty Tools	500
	Replacement Tools	300
	Tools for Service Truck	200
50038	<b>Regulatory Permits &amp; Fees</b>	<b>3,000</b>
	Emergency Generators	1,500
	Portable Equipment	1,000
	Boom Truck	500
50341	<b>Hazardous Waste Disposal Costs</b>	<b>10,000</b>
	Recycling Oil, Filters & Solvents	3,500
	Asbestos Pipe	2,500
	Disposal of Aerosols	2,000
	Recycling Tires & Miscellaneous	1,000
	Cleanup Material	600
	Compliance Guides	400
50450	<b>Fuel, Oil, and Chemicals</b>	<b>175,000</b>
	Fuel	158,000
	Oil and Coolant	15,000
	Fuel Tank Parts	2,000
50451	<b>Maintenance of Vehicles</b>	<b>55,000</b>
	Parts for Fleet	





# Valley Center Municipal Water District

## Operations & Facilities Pumps & Motors

### Division Detail

### Vehicle & Equipment Maintenance

Fund	Department	Division
01	04	71

Account No.	Detail and Justification		Budget Request
50453	<b>Maintenance of Radios/Vehicle Tracking</b>		<b>8,500</b>
	Vehicle Tracking Service Contract	5,000	
	Radio Parts	3,500	
50454	<b>Maintenance of Equipment</b>		<b>25,000</b>
	Grader/Dozer/Backhoe	15,000	
	Miscellaneous Equipment	10,000	
50991	<b>Expense Credit</b>		<b>(34,200)</b>
	Rental Value of Vehicles and Equipment Used for:		
	Installation of Meters	01-04-61-50451	(29,000)
	Moosa Treatment Plant	13-03-26-50451	(1,500)
	Moosa Collection	13-03-27-50451	(1,500)
	Moosa STEP Maintenance	13-03-29-50451	(1,000)
	Woods Valley Ranch Treatment Plant	17-03-31-50451	(1,200)



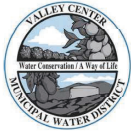
## Valley Center Municipal Water District

### Operations & Facilities Construction & Maintenance Landscape Maintenance

#### Division Summary by Expense Category

Fund	Department	Division
01	04	33

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	216,252	232,300	218,000	258,300
50003	Overtime	0	500	0	500
50025	Outside Professional Services	10,619	10,000	9,500	10,000
50030	Special Department Expenses	690	1,000	950	1,000
50452	Maintenance of Facilities	2,870	7,000	6,000	7,000
50991	Expense Credit	(11,374)	(13,394)	(13,394)	(14,441)
<b>Total</b>		<b>219,057</b>	<b>237,406</b>	<b>221,056</b>	<b>262,359</b>



## Valley Center Municipal Water District

### Operations & Facilities Construction & Maintenance

#### Landscape Maintenance

#### Division Detail

Fund	Department	Division
01	04	33

Total Budget Request
<b>\$262,359</b>

Account No.	Detail and Justification		Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>		<b>258,300</b>
		Full-Time Equivalents 2.01	
50003	<b>Overtime</b>		<b>500</b>
50025	<b>Outside Professional Services</b>		<b>10,000</b>
	Tree Trimming and Turner Dam Cattail Control	5,000	
	Lilac Property Mowing	3,500	
	Pre-Emergent spray of station/facilities	1,500	
50030	<b>Special Department Expenses</b>		<b>1,000</b>
50452	<b>Maintenance of Facilities</b>		<b>7,000</b>
	Irrigation and Plants	4,000	
	Landscape Materials	2,500	
	Gravel	500	
50991	<b>Expense Credit</b>		<b>(14,441)</b>
	Reimbursement from Sewer Funds for Administrative Overhead		



## Valley Center Municipal Water District

### Operations & Facilities Construction & Maintenance

#### Division Summary by Expense Category

#### Pipeline & R.O.W. Maintenance

Fund	Department	Division
01	04	53

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	571,970	587,600	580,000	611,900
50002	Temporary Labor	0	2,800	0	3,400
50003	Overtime	18,744	45,000	44,000	45,000
50025	Outside Professional Services	21,842	22,000	21,000	31,500
50030	Special Department Expenses	4,154	3,000	3,000	3,000
50040	Rents & Leases	638	1,000	950	1,000
50452	Maintenance of Facilities	79,798	80,000	79,500	80,000
<b>Total</b>		<b>697,146</b>	<b>741,400</b>	<b>728,450</b>	<b>775,800</b>



# Valley Center Municipal Water District

## Operations & Facilities Construction & Maintenance Pipeline & R.O.W. Maintenance

### Division Detail

Fund	Department	Division
01	04	53

Total Budget Request
<b>\$775,800</b>

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>611,900</b>
	Full-Time Equivalents 3.93	
50002	<b>Temporary Labor</b>	<b>3,400</b>
50003	<b>Overtime</b>	<b>45,000</b>
	Emergency Leak Repair	
50025	<b>Outside Professional Services</b>	<b>31,500</b>
	Asphalt Satin Sealing 10,000	
	Turner Dam - Confined Space Rescue 9,500	
	Asphalt Paving 6,000	
	Traffic Control 6,000	
50030	<b>Special Department Expenses</b>	<b>3,000</b>
	Tools 1,000	
	Welding Supplies 1,000	
	Fire Hose and Fittings 500	
	Cones and Barricades 500	
50040	<b>Rents &amp; Leases</b>	<b>1,000</b>
50452	<b>Maintenance of Facilities</b>	<b>80,000</b>
	Decomposed Granite, Road Base and Rock 21,000	
	Asphalt, Hot and Cold Mix 16,500	
	Pipe - Repair 9,500	
	Trash Disposal 7,500	
	Clamps and Couplings 5,000	
	Asphalt-Cement Disposal 5,000	
	AC Pipe Disposal 5,000	
	Culverts 3,000	
	Erosion Control Material 3,000	
	Welding Materials 2,500	
	Cement 2,000	



## Valley Center Municipal Water District

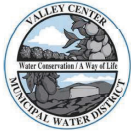
### Operations & Facilities Construction & Maintenance

#### Valve Maintenance/Locations

### Division Summary by Expense Category

Fund	Department	Division
01	04	55

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	556,166	599,600	595,000	554,600
50003	Overtime	6,320	15,000	14,000	15,000
50025	Outside Professional Services	0	10,000	9,500	10,000
50030	Special Department Expenses	237	1,500	1,500	1,500
50040	Rents & Leases	383	1,000	950	1,000
50452	Maintenance of Facilities	59,671	84,000	115,000	100,000
<b>Total</b>		<b>622,777</b>	<b>711,100</b>	<b>735,950</b>	<b>682,100</b>



# Valley Center Municipal Water District

## Operations & Facilities Construction & Maintenance

### Valve Maintenance/Locations

### Division Detail

Fund	Department	Division
01	04	55

Total Budget Request
<b>\$682,100</b>

Account No.	Detail and Justification		Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>		<b>554,600</b>
	Full-Time Equivalents	3.49	
50003	<b>Overtime</b>		<b>15,000</b>
50025	<b>Outside Professional Services</b>		<b>10,000</b>
	Traffic Control	7,000	
	Asphalt Paving	3,000	
50030	<b>Special Department Expenses</b>		<b>1,500</b>
	Tools	500	
	Welding Supplies	500	
	Markout Materials/Calibration	250	
	Cones	250	
50040	<b>Rents &amp; Leases</b>		<b>1,000</b>
	Heavy Equipment and Asphalt Breaker		
50452	<b>Maintenance of Facilities</b>		<b>100,000</b>
	Valve Replacement/Repairs	18,000	
	Appurtenance Repair & Replacement Parts	17,500	
	Fire Hydrants	13,500	
	Air Vacs and Covers	12,000	
	Spools and AVK	12,000	
	Air Vac Screens	5,500	
	Valve Post Materials	5,500	
	Blow Offs	4,500	
	Valve Can Materials	3,500	
	Cement	2,750	
	Tagging Material	2,000	
	Paint	1,750	
	Erosion Control Material	1,500	



# Valley Center Municipal Water District

## Operations & Facilities Meters

### Division Summary by Expense Category

### Corporate Facilities Maintenance

Fund	Department	Division
01	04	54

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	10,591	10,100	7,500	48,300
50003	Overtime	207	500	250	500
50025	Outside Professional Services	55,402	56,500	51,000	56,500
50030	Special Department Expenses	575	5,000	3,700	5,000
50038	Regulatory Permits & Fees	1,822	3,500	1,610	3,500
50452	Maintenance of Facilities	13,794	22,000	17,500	22,000
50991	Expense Credit	(5,372)	(5,212)	(5,212)	(7,085)
<b>Total</b>		<b>77,019</b>	<b>92,388</b>	<b>76,348</b>	<b>128,715</b>





## Valley Center Municipal Water District

### Operations & Facilities Meters

#### Division Detail

#### Corporate Facilities Maintenance

Fund	Department	Division
01	04	54

Total Budget Request
\$128,715

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>48,300</b>
	Full-Time Equivalents 0.32	
50003	<b>Overtime</b>	<b>500</b>
50025	<b>Outside Professional Services</b>	<b>56,500</b>
	Janitorial Service	16,000
	Air Conditioner Repairs/Service	10,000
	Trash Pickup	8,000
	Asphalt Seal	5,000
	Internal Window, Floor Cleaning	4,000
	Bug and Termite Treatment	3,000
	Carpet Cleaning	3,000
	Generator Load Testing	2,500
	Miscellaneous	5,000
50030	<b>Special Department Expenses</b>	<b>5,000</b>
	Breakroom Supplies	3,500
	Miscellaneous Supplies	1,500
50038	<b>Regulatory Permit &amp; Fees</b>	<b>3,500</b>
	Environmental Health Permit	1,250
	Emergency Stationary Gen-sets	2,250
50452	<b>Maintenance of Facilities</b>	<b>22,000</b>
	Special Cleaning of Building	4,000
	Building Maintenance	11,500
	Janitor Supplies	3,000
	Floor Mats/Lighting	2,500
	Miscellaneous	1,000
50991	<b>Expense Credit</b>	<b>(7,085)</b>
	Reimbursement from Sewer Funds for Administrative Overhead	



# Valley Center Municipal Water District

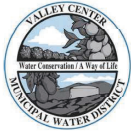
## Operations & Facilities Meters

### Division Summary by Expense Category

### Meter Installation

Fund	Department	Division
01	04	61

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	55,270	88,200	62,000	153,700
50003	Overtime	1,344	1,200	750	1,200
50025	Outside Professional Services	0	7,500	4,500	7,500
50030	Special Department Expenses	84	1,000	800	1,000
50038	Regulatory Permits & Fees	0	250	0	250
50040	Rents & Leases	0	400	0	400
50446	Installation Material-Meters	67,380	75,000	86,000	85,000
50451	Maintenance of Vehicles	28,979	24,000	28,500	29,000
50457	Installation Material-Backflows	60,490	65,000	77,000	70,000
<b>Total</b>		<b>213,547</b>	<b>262,550</b>	<b>259,550</b>	<b>348,050</b>



## Valley Center Municipal Water District

### Operations & Facilities Meters

#### Division Detail

#### Meter Installation

Fund	Department	Division
01	04	61

Total Budget Request
<b>\$348,050</b>

Account No.	Detail and Justification		Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>		<b>153,700</b>
		Full-Time Equivalents 1.03	
50003	<b>Overtime</b>		<b>1,200</b>
50025	<b>Outside Professional Services</b>		<b>7,500</b>
50030	<b>Special Department Expenses</b>		<b>1,000</b>
50038	<b>Regulatory Permits &amp; Fees</b>		<b>250</b>
	Excavation Permits		
50040	<b>Rents &amp; Leases</b>		<b>400</b>
50446	<b>Installation Material-Meters</b>		<b>85,000</b>
50451	<b>Vehicle Maintenance</b>		<b>29,000</b>
50457	<b>Installation Material - Backflows</b>		<b>70,000</b>
	Including Approved Double Check Valves, RP Devices and Fire Protection		



## Valley Center Municipal Water District

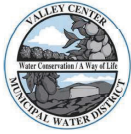
### Operations & Facilities Meters

#### Division Summary by Expense Category

Meter Reading

Fund	Department	Division
01	04	62

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	34,445	58,700	35,700	20,600
50003	Overtime	491	1,000	500	1,000
50030	Special Department Expenses	241	1,000	300	1,000
50459	Software Technical Support	30,496	35,000	40,250	52,000
Total		65,673	95,700	76,750	74,600



## Valley Center Municipal Water District

### Operations & Facilities Meters

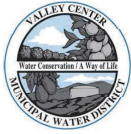
#### Division Detail

#### Meter Reading

Fund	Department	Division
01	04	62

Total Budget Request
<b>\$74,600</b>

Account No.	Detail and Justification		Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>		<b>20,600</b>
	Full-Time Equivalents	0.13	
50003	<b>Overtime</b>		<b>1,000</b>
50030	<b>Special Department Expenses</b>		<b>1,000</b>
	Misc. Tools and Equipment	1,000	
50459	<b>Software Technical Support</b>		<b>52,000</b>
	AMI Technology Support & Maintenance	52,000	



# Valley Center Municipal Water District

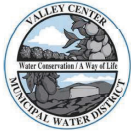
## Operations & Facilities Meters

### Division Summary by Expense Category

### Service Connection Maintenance

Fund	Department	Division
01	04	63

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	964,271	888,700	932,000	858,000
50002	Temporary Labor	0	5,700	2,500	6,700
50003	Overtime	42,967	45,000	44,500	45,000
50025	Outside Professional Services	41,733	45,000	33,000	35,000
50030	Special Department Expenses	989	2,000	1,500	2,000
50040	Rents & Leases	0	500	0	500
50452	Maintenance of Facilities	190,724	140,000	143,000	140,000
<b>Total</b>		<b>1,240,684</b>	<b>1,126,900</b>	<b>1,156,500</b>	<b>1,087,200</b>



## Valley Center Municipal Water District

### Operations & Facilities Meters

#### Division Detail

#### Service Connection Maintenance

Fund	Department	Division
01	04	63

Total Budget Request
\$1,087,200

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>858,000</b>
	Full-Time Equivalents 5.48	
50002	<b>Temporary Labor</b>	<b>6,700</b>
50003	<b>Overtime</b>	<b>45,000</b>
50025	<b>Outside Professional Services</b>	<b>35,000</b>
	Flagging Assistance 25,000	
	Asphalt Paving 10,000	
50030	<b>Special Department Expenses</b>	<b>2,000</b>
	Pressure Recorder Transducers 750	
	Meter Security Locks 500	
	Miscellaneous Tools & Equipment 750	
50040	<b>Rents &amp; Leases</b>	<b>500</b>
50452	<b>Maintenance of Facilities</b>	<b>140,000</b>
	Maintenance Parts and Materials 46,500	
	Replace Deteriorated Services 35,000	
	Meter Repairs and Usage Exchanges 27,000	
	Security Measures (Meters) 10,000	
	Asphalt Repairs 7,000	
	Repair/Replace Pressure Reducing Valves 4,000	
	Repair/Replace Clay Valves 4,000	
	Traffic Control Equipment 3,000	
	Adapter Fittings for Auxiliary Hose 2,000	
	Shoring Repair Kits and Pump 1,500	



## Valley Center Municipal Water District

### Operations & Facilities Meters

#### Division Summary by Expense Category

#### Backflow Maintenance

Fund	Department	Division
01	04	65

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	143,232	189,900	109,000	172,800
50003	Overtime	1,391	5,000	1,400	4,000
50025	Outside Professional Services	1,725	2,500	1,400	2,500
50030	Special Department Expenses	180	1,000	300	1,000
50452	Maintenance of Facilities	43,160	50,000	42,500	50,000
<b>Total</b>		<b>189,688</b>	<b>248,400</b>	<b>154,600</b>	<b>230,300</b>





## Valley Center Municipal Water District

### Operations & Facilities Meters

#### Backflow Maintenance

#### Division Detail

Fund	Department	Division
01	04	65

Total Budget Request
\$230,300

Account No.	Detail and Justification		Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>		<b>172,800</b>
		Full-Time Equivalents 1.06	
50003	<b>Overtime</b>		<b>4,000</b>
50025	<b>Outside Professional Services</b>		<b>2,500</b>
	Repair and Calibration of Test Equipment:		
	Potable Water	2,500	
50030	<b>Special Department Expenses</b>		<b>1,000</b>
	New Testing Supply Requirements	500	
	Repair Tools and Fixtures	300	
	Test Equipment for Reclaimed Water	200	
50452	<b>Maintenance of Facilities</b>		<b>50,000</b>
	Replacement Devices	25,000	
	Reduced Pressure (RP) Repair Parts	12,500	
	Double Check (DC) Repair Parts	12,500	



# Source of Supply



### **FUNCTION OVERVIEW**

This department represents commodity costs which are generally not under the control of the District.

The District purchases all of its water from the San Diego County Water Authority (SDCWA) which in turn purchases its water from the Metropolitan Water District of Southern California (MWD), Imperial Irrigation District, and the Carlsbad Seawater Desalination Plant.

Certified agricultural water purchases receive rebates for the SDCWA's emergency storage program, supply reliability, and markup in the melded rate supply cost used to pay for additional water supplies such as transfers from the Imperial Irrigation District. These rebates, were approximately \$545 per acre foot as of January 1, 2021, are passed through to qualifying agricultural customers.

The District must also pay the MWD and SDCWA fixed charges described below.

This division also accounts for the cost of electric and natural gas utilities which are used for pumping water through the distribution system.

### **ACCOMPLISHMENTS FOR 2020-2021**

Water delivery charges represent pass-through costs of water sold. The District continues to work to keep these costs as low as possible in two ways. First, customer accounts are monitored for excessive usage and water distribution facilities are patrolled to locate and stop water losses as quickly as possible. Second, District management is actively involved in monitoring MWD and SDCWA strategies to maintain affordable water rates and worked diligently to continue agricultural discounts.

Effective January 1, 2021 the Transitional Special Agricultural Water Rate (TSAWR) became Permanent (PSAWR), making significant changes to the eligibility requirements for PSAWR customers. Those customers who were enrolled in the Transitional program prior to January 1, 2021 were grandfathered into the Permanent program through June 30, 2021. Within that time period they are required to meet certain eligibility criteria and submit new enrollment applications in order to continue receiving the agricultural discount beyond June 30, 2021. At December 31, 2020 the District had a total of 1,038 agricultural customers. As of May 25, 2021, 462 of those had completed the required application, met the new criteria, and have been approved to continue receiving the Agricultural discount; 51 had completed the application and are pending verification; 20 opted out of the program; and the remaining 505 had not responded to the District's multiple attempts to make contact.

### **CHALLENGES FOR 2021-2022**

The use of fixed charges by MWD and SDCWA leaves the District exposed if water sales drop below historical levels, as we have seen, because of continued uncertainties in the agricultural community and wholesale water rate increases.

Energy supplies and costs will be of continuing concern, with higher rates from SDG&E. Efforts to keep water supply costs at the lowest level possible will continue through work with MWD and SDCWA and with the District continuing to invest in photo-voltaic installations at District facilities.



### GOALS FOR 2021-2022

The costs of water and utilities accounted for in this division are controlled by other departments, particularly the Field Department, with management from the General Administration Department. Energy costs are reduced by the efforts of Operations by monitoring water usage trends to enable pump stations to be run as efficiently and economically as possible.

The proposed wholesale water rate information obtained from the SDCWA indicates that their rates are to increase by 4.4% for treated water and 3.5% for certified agricultural over the current adopted rates. The SDCWA includes a melded rate supply cost for additional water supplies such as that received from the Imperial Irrigation District. The melded rate supply cost, not firm at this time, is projected to be \$224 in January 2022.

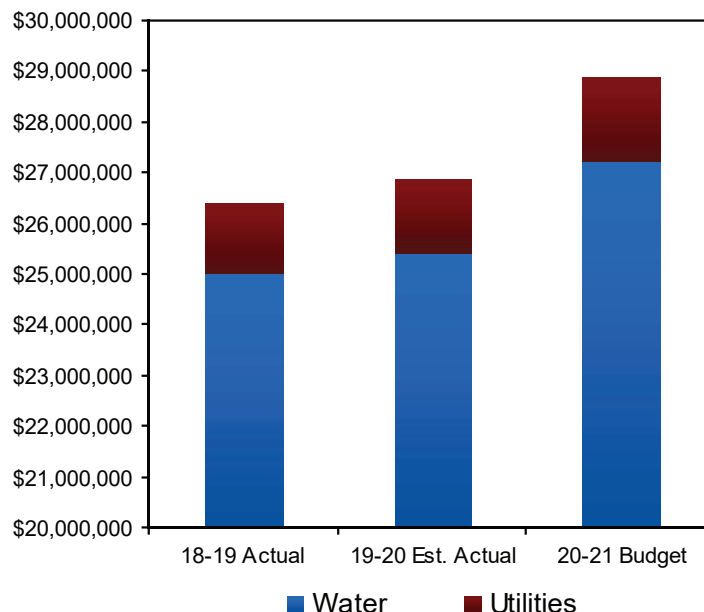
Final rate recommendation will be based on wholesale rates actually adopted by the SDCWA. Also included in the water charges the District is required to pay SDCWA and MWD in 2022 are fixed charges for capacity, ready-to-serve, customer service, emergency storage, and supply reliability. The District calculates the per-acre-foot equivalent of these charges by dividing the total charges by projected water sales, less a 10% reserve for sales levels under budgeted amounts. For the fiscal year ending 2022 budgeted sales are 17,000 acre feet and the fixed charges totaling \$4,202,626 are allocated over 15,300 acre feet. Total fixed charges for 2022 are \$36,625, or 0.8%, lower than calendar Fiscal Year 2020-21.

The total PSAWR price differential for 2022 is projected at \$584 per acre foot, up \$39 per acre foot from \$545 in calendar year 2021.

### LONG-TERM GOALS

The costs of water, ready-to-serve, customer service, capacity reservation, emergency storage, supply reliability, and infrastructure access charges, along with agricultural water discounts will continue to require the District to adapt, as will the ongoing uncertainty in the energy markets, and continued uncertainties in the agricultural community.

**Source of Supply**





## Valley Center Municipal Water District

### Source of Supply

#### Department Summary by Division

Fund	Department	Division
01	04	41

Division No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
41	Source of Supply	26,616,621	28,885,236	29,557,815	29,994,742
TOTAL SOURCE OF SUPPLY		26,616,621	28,885,236	29,557,815	29,994,742



# Valley Center Municipal Water District

## Source of Supply

### Division Summary by Expense Category

Fund	Department	Division
01	04	41

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
	WATER PURCHASES (ACRE FEET)	@ 16,684	@ 18,090	@ 18,510	@ 18,090
50321	Water Supply Charge - MWD & CWA	20,106,315	21,988,950	22,626,100	22,874,550
50368	Water Delivery Charge - CWA	2,093,117	2,591,080	2,524,830	2,859,550
50369	Agricultural Rebate - CWA	(1,706,138)	(2,094,660)	(1,826,880)	(2,105,600)
50371	Water Delivery Credit - CWA/USBR	(120,842)	(153,863)	(173,321)	(189,053)
50378	Transportation Credit - CWA/USBR	(16,705)	(24,420)	(25,556)	(31,331)
50186	Ready to Serve Charge	519,639	546,737	546,737	501,420
50081	Infrastructure Access Charge	588,282	695,900	695,934	747,000
50394	Capacity Reservation Charge - MWD	493,348	495,284	495,284	552,822
50397	Customer Service Charge - CWA	1,285,430	1,276,594	1,276,594	1,246,446
50399	Emergency Storage Charge - CWA	1,214,694	1,205,145	1,205,145	1,163,622
50337	Supply Reliability Charge - CWA	642,622	715,489	715,491	738,316
	<b>Total Water</b>	<b>25,099,762</b>	<b>27,242,236</b>	<b>28,060,357</b>	<b>28,357,742</b>
50045	Utilities - Electricity	1,069,696	1,199,400	1,089,160	1,113,200
50065	Utilities - Electricity Refund	0	0	(102,252)	0
50047	Utilities - Natural Gas	447,163	443,600	510,550	523,800
	<b>Total Utilities</b>	<b>1,516,859</b>	<b>1,643,000</b>	<b>1,497,458</b>	<b>1,637,000</b>
	<b>Total</b>	<b>26,616,621</b>	<b>28,885,236</b>	<b>29,557,815</b>	<b>29,994,742</b>



# Valley Center Municipal Water District

## Source of Supply

### Division Detail

Fund	Department	Division
01	04	41

Total Budget Request
<b>\$29,994,742</b>

Account No.	Detail and Justification	Budget Request
	Jul to Dec	Jan to Jun
50321	Water Supply Charge	22,874,550
	To MWD & CWA -	1,235.00 1,319.00
	Expected purchases in AF	11,740 6,350
	Expected purchases in \$	14,498,900 8,375,650
50368	Water Delivery Charge	2,859,550
	To MWD & CWA -	150.00 173.00
	Expected purchases in AF	11,740 6,350
	Expected purchases in \$	1,761,000 1,098,550
50369	Agricultural Rebate - CWA	(2,105,600)
	Ag Discount Rate	(163.00) (210.00)
	Estimated Ag purchases in AF	7,700 4,050
		(1,255,100) (850,500)
50371	Water Supply Credit - CWA/USBR	(189,053)
	M&I Supply Rate	(940.00) (1,009.00)
	Estimated purchases in AF	97 97
		(91,180) (97,873)
50378	Transportation Credit - CWA/USBR	(31,331)
	Water Delivery Rate	(150.00) (173.00)
	Estimated purchases in AF	97 97
		(14,550) (16,781)
50186	Ready to Serve Charge	501,420
50081	Infrastructure Access Charge	747,000
50394	Capacity Reservation Charge - MWD	552,822
	This charge is levied to recover the cost of providing peak capacity within the distribution system. It is based on a five-year rolling average of member agency flows during coincident peak weeks.	
50397	Customer Service Charge - CWA	1,246,446
	This charge is based on a three-year rolling average of all deliveries. It is levied to recover estimated costs necessary to support the functioning of the Authority, to develop policies and implement programs that benefit the region.	
50399	Emergency Storage Charge - CWA	1,163,622
	This charge is based on a three-year rolling average of non-agricultural deliveries. It is levied to recover costs associated with the Emergency Storage Program.	



## Valley Center Municipal Water District

### Source of Supply

#### Division Detail

Fund	Department	Division
01	04	41

Account No.	Detail and Justification	Budget Request
50337	Supply Reliability Charge - CWA	738,316
50045	Utilities - Electrical	1,113,200
50047	Utilities - Natural Gas	523,800
Utilities are based on sale of 17,000 A.F. and purchase of 18,090 A.F. @ \$91 per A.F.		
Electric 68%		1,113,200
Natural Gas 32%		523,800
Total		<u>1,637,000</u>





## Valley Center Municipal Water District

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# Capital Outlay

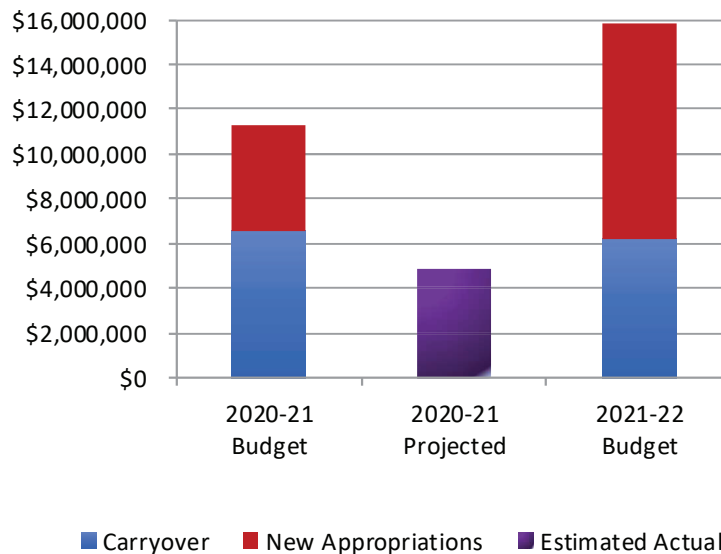


### FUNCTION OVERVIEW

Plan, design, acquire rights of way, bid, construct, manage, and inspect specific projects, approved by the Board, that expand the capacity or otherwise increase or improve the service reliability of the water supply and distribution systems or wastewater collection, treatment, and disposal systems. The general goals are to efficiently plan and manage these projects for the lowest overall cost, taking into account both initial and long term costs, as well as the needs identified in the District's Master Plan.

**A complete schedule of projects under construction, proposed, and completed is presented on page 10-2.**

### Capital Outlay





## Valley Center Municipal Water District

## Capital

Fiscal Year 2020-2021 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Staff made significant progress on the North County Emergency Storage Project that began in 2019 in partnership with San Diego County Water Authority and Yuima MWD. In the 2020-2021 fiscal year staff completed 30% design where the underlining approach and methodology to accomplishing the project objective were established. Other major components of the project such as CEQA and property acquisitions have also been mostly completed.		✓					
Engineering staff completed the update of the District standards and is in the process of posting the document to the District's website. The Water Master Plan was updated prioritizing replacement project recommendations and funding strategies for the implementation in the next five years pending availability of funding.			✓				
All District sites have now been converted to use computer-based SCADA Human Machine Interface (HMI) software, completing all the phases of the SCADA implementation and deployment project. Old telemetry-based communication lines have been disconnected and are no longer in service.					✓		
Staff is continuing to deploy Advanced Metering Infrastructure (AMI) technology to measure, collect, and analyze real-time data from customers' water meters. The system uses the existing District-wide wireless communication infrastructure to transfer the data from the AMI collector systems that are deployed at remote facilities.					✓		
Staff expanded the GIS database by adding data that previous did not exist, allowing more analytical capabilities to support the growing demands of the District. The following has been added: Easement access gates, active encroachments, low pressure grinder pumps, and adding record information of AMI and Cell towers.					✓		
Staff reached a milestone with the District wide CMMS project by accomplishing Phase 1 of the Cityworks implementation. Staff completed the implementation of Phase 1 which included purchase and integration of Granite Net, allowing to digitally manage and organize sewer main CCTV inspection videos, data connections to the GIS systems, and several components, including Assets/Inventory, Water Distribution Maintenance, Storeroom, Workflows, and standard report templates, and full automation of the Underground Dig Alert process, converting construction maintenance and wastewater divisions to using Cityworks for Work Orders.					✓		
Staff continued to research the feasibility of in-house construction of a small-scale solar project at various sites to reduce energy consumption and improve the District's carbon footprint. With the assistance of Water Energy Consulting, by the end of the FY the District was negotiation with Blue Max Energy to develop a combined .417 Mw of Photo-voltaic solar at the Corporate Facility and the Lower Moosa Canyon Water Reclamation Facility via Power Purchase Agreements.					✓		
Staff have satisfied multiple regulatory compliance items that were due in 2021. The following were completed or will be completed in 2021: Urban Water Management Plan, Landscape Area Management in association with AB 606 and AB 1668, Department of Health Sanitary Survey, as well as supported various San Diego County Regional Planning updates.	12		✓				
Completed Painting and Recoating of West Bear Ridge and Paradise Mountain No. 1. Painting and Recoating of Circle R and Couser Reservoirs was started and is anticipated to be completed in August, 2021.	8, 9		✓				
District forces completed replacement of pipelines in Roundtree Road and Calle Oro Verde and replacement the RAS/WAS pumps at the Lower Moosa Canyon Water Reclamation Facility.	9		✓				
Established a mechanism to facilitate Woods Valley Ranch Reclamation Facility Expansions to support current and future development within Woods Valley Service Areas. Staff supported the process required to form the Park Circle CFD, executed agreements, and collected securities to ensure the District's interests are observed.			✓				
Painting and recoating of West Bear Ridge, Paradise Mountain No. 1 and Circle R Reservoirs was started and is anticipated to be completed in August, 2021.			✓				



Fiscal Year 2021-2022 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Complete design and construction of improvements for the provision of emergency water supply to VCMWD's VC3 Service Area and Yuima MWD as part of the San Diego County Water Authority's North County Emergency Supply Project.		✓					
Water Master Plan: Continue to appraise, examine, and improve the District's infrastructure and facilities throughout our service area to prevent major system failures and update the Water Master plan as appropriate.			✓				
When appropriate utilize District staff and Design/Drafting Consultants to prepare CIP designs in-house in rather than turnkey engineering design contracts. Engineering staff has the expertise and ability to complete a majority of the proposed capital improvement projects in-house, realizing a significant savings in cost and time over soliciting and awarding design contracts to consulting engineering firms. In order to streamline the design process, certain sub-contract design professionals; surveying, traffic control, electrical, etc. can be utilized when specialty designs are needed for a project. Larger projects would continue to be awarded to engineering consultants to provide the additional staff needed for more timely completion and when additional expertise is needed.			✓				
Advanced Metering Infrastructure System (AMI): Complete the implementation of the AMI program to the remaining water meters in the District's service area. The remaining meter routes, which encompass the central northeast and central southeast areas of the District, will finalize the AMI infrastructure system program. When completed this will provide all customers to be on the new AMI system, which will reduce customer service and meter reading workloads. The system will also provide the ability to remotely monitor meter usage and provide customers with real-time usage and leak detection capabilities further increasing staff efficiencies.					✓		
Continue implementation of a new Computerized Maintenance Management System (CMMS) that supports mobile users, have better usability, and integrates with existing GIS, financial, and other databases in the District. Phase One has been completed and Phase Two will continue throughout Fiscal Year 2021-22. Additional phases are planned in the following fiscal years.					✓		
Oversee completion of the Corporate Facility and Lower Moosa Canyon Photo-voltaic Solar Projects to offset energy consumption, demand charges, and electric costs at those facilities.						✓	
Acquisition of suitable funding opportunities for capital improvement projects, including local water supply, reclamation, and solar power generation projects.				✓			
Review and refinement of the District's Standard Specifications for Design and Construction, and updating the web site postings as documents are revised.			✓				



Long-Term Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Design and construct the projects as identified in the Water Master Plan and Financial Model.		✓					
Design for the expansion of existing facilities in an economic and efficient manner while minimizing impacts to customer service.		✓	✓	✓			
Work with the County of San Diego on future road improvement projects, coordinating the replacement and relocation of District Facilities as appropriate.			✓				
Development of District-wide facility requirements due to conversion from predominately agricultural uses to urban uses, changing water conservation practices, and County modification of land use entitlements through the General Plan Update process.		✓					



# Valley Center Municipal Water District

## Capital Outlay Budget Summary

Fund	Department	Division
01	06	78

Acct. No.	Capital Project Request See Page	Description	Mid-Year Budget Adjustments 2020-2021	Total Approved Budget 2020-2021	Total Estimated Expenditures 2020-2021	Recaptured or Not Carried Forward to 2021-2022	Estimated Budget Carried Forward to 2021-2022	New Appropriation 2021-2022	Total Approved Budget 2021-2022
<b>Pipelines &amp; PRV's</b>									
51020		Participation, Upsizing, & Unspecified Repl Projects	(65,000)	169,390	-		169,390		169,390
51022		Calle Oro Verde Pipeline Replacement	65,000	65,000	65,000		-		-
51060	10-6	New Valve Installations and Appurtenances		41,000	31,000		10,000	15,000	25,000
51110	10-7	Gordon Hill Relief PRS Discharge Pipeline Replacement						50,000	50,000
51150	10-8	North Broadway Pipeline Relocation						100,000	100,000
51200	10-9	NCESP 14-inch Pipeline Relocation						725,000	725,000
5151X		Water System Upgrade Projects		-	-		-		-
51510		Concrete Cylinder Pipe Analysis	(440,000)	3,797		(3,797)	-		-
51513		Keys Creek Pipeline Replacement		152,311	7,311		145,000		145,000
51690		Cole Grade Road Pipeline Replacement		574,739	63,767		510,972		510,972
51410		Old Castle Waterline Replacement Project		-	-		-		-
51412	10-10	Gordon Hill Pipeline Replacement		471,055	21,055		450,000	2,880,000	3,330,000
51414		Hell Hole Canyon Pipeline Replacement		750,000	25,000	(650,000)	75,000		75,000
51415	10-11	Oat Hill Discharge & Alps Way Pipeline Replacement		793,714	63,714		730,000	425,000	1,155,000
51416		Round Tree Road Intertie		120,447	65,447	(55,000)	-		-
51417	10-12	Lilac Road Pipeline Upsizing		553,683	38,683		515,000	3,100,000	3,615,000
51420	10-13	Old Castle Waterline Replacement Project Phase 2						100,000	100,000
51120	10-14	2020 DWSRF Loan Application		11,442	46,442		(35,000)	45,000	10,000
51121		2021 DWSRF Loan Application		75,000	2,527		72,473		72,473
51070		McNally Reservoir Feeder Replacement (Liner)		1,000,000	25,000	(900,000)	75,000		75,000
<b>Subtotal Pipelines &amp; PRV's</b>			<b>(440,000)</b>	<b>4,781,578</b>	<b>454,946</b>	<b>(1,608,797)</b>	<b>2,717,835</b>	<b>7,440,000</b>	<b>10,157,835</b>
<b>Pump Stations</b>									
51160	10-15	Pump & Motor Replacements		43,659	30,000		13,659	30,000	43,659
51050		Natural Gas Engine Controls Upgrade & Automation		121,607	-		121,607		121,607
51430		Automation of Bypass Valve Controls		19,791	6,604		13,187		13,187
51440		San Gabriel PS Controls Upgrade & Automation		52,500	-		52,500		52,500
51450		Natural Gas Engine Exhaust Silencers		100,000	71,838		28,162		28,162
<b>Subtotal Pump Stations</b>			<b>-</b>	<b>337,557</b>	<b>108,442</b>	<b>-</b>	<b>229,115</b>	<b>30,000</b>	<b>259,115</b>
<b>Reservoirs</b>									
51130		Reservoir Mixing System		30,103	-		30,103		30,103
51380		Reidy Canyon Area Reservoir		6,891	6,891		-		-
51300		Reservoir Painting and Recoating Projects		104,217	14,217		90,000		90,000
51301		Via Cantamar & Reidy Canyon Reservoir P&C		5,000	1,091	(3,909)	-		-
51303		Ridge Ranch Reservoir Replacement		686,754	11,754		675,000		675,000
51304		Couser/Circle R Reservoir		892,385	893,980	1,595	-		-
51305		West Bear Ridge & Paradise Mtn No. 1 Reservoirs	(35,000)	1,748,531	1,549,463	(199,068)	-		-
51307		Weaver Reservoir		1,875,000	1,783		1,873,217		1,873,217
51309		Oak Glen Demolition		150,000	10,000		140,000		140,000
51401	10-16	Burnt Mountain/Reid Hill						1,150,000	1,150,000
<b>Subtotal Reservoirs</b>			<b>(35,000)</b>	<b>5,498,881</b>	<b>2,489,179</b>	<b>(201,382)</b>	<b>2,808,320</b>	<b>1,150,000</b>	<b>3,958,320</b>
<b>Data Management Systems</b>									
51240		Server Virtualization, Storage, Disaster Recovery		2,658	-	33,029	35,687		35,687
51680	10-17	Advanced Metering Infrastructure System	440,000	1,099,935	1,095,435		4,500	320,500	325,000
51040		Boardroom A/V Technology Upgrade		32,135	25,000		7,135		7,135
51480	10-18	Computerized Maintenance Management System		96,805	59,305		37,500	25,000	62,500
51750		Asset Table GIS Integration		27,826	27,826		-		-
51730	10-19	Water System HMI Migration	35,000	38,086	35,000		3,086	280,000	283,086
51760	10-20	Customer Engagement & Analytics Platform						30,000	30,000
<b>Subtotal Data Management Systems</b>			<b>475,000</b>	<b>1,297,445</b>	<b>1,242,566</b>	<b>33,029</b>	<b>87,908</b>	<b>655,500</b>	<b>743,408</b>
<b>Facilities</b>									
51610		2020 Urban Water Management Plan		175,000	100,000	(75,000)	-		-
51647		Solar Evaluation		31,904	437	(31,467)	-		-
51648	10-21	Corporate Solar Installation						35,000	35,000
51670		Turner Dam Emergency Action Plan		74,702	3,330		71,372		71,372
51630		District Grinder Pump		10,317	10,317		-		-
51530		Administration Building Roof		40,500	40,500		-		-
51540		Easement Gate Controller Replacement		50,000	50,000		-		-
51650		Risk & Resilience Assmnt & Emergency Resp. Plan		151,000	48,979		102,021		102,021
<b>Subtotal Facilities</b>			<b>-</b>	<b>533,423</b>	<b>253,563</b>	<b>(106,467)</b>	<b>173,393</b>	<b>35,000</b>	<b>208,393</b>
<b>Equipment</b>									
51370		Vehicles		194,148	7,580		186,568		186,568
51371	10-22	Service Truck						147,425	147,425
51372	10-22	Dump Truck						164,425	164,425
51390		Phone System Upgrade		59,029	26,000	(33,029)	-		-
51810		Utility Dump Trailer		8,000	7,388	(612)	-		-
<b>Subtotal Equipment</b>			<b>-</b>	<b>261,177</b>	<b>40,968</b>	<b>(33,641)</b>	<b>186,568</b>	<b>311,850</b>	<b>498,418</b>
<b>Total Capital Projects</b>			<b>-</b>	<b>12,710,061</b>	<b>4,589,664</b>	<b>(1,917,258)</b>	<b>6,203,139</b>	<b>9,622,350</b>	<b>15,825,489</b>



# Valley Center Municipal

## Capital Outlay Budget Summary Estimated Expenditures by Year

Fund	Department	Division
01	06	78

Acct. No.	Capital Project Request See Page	Description	Estimated Budget Carried Forward to 2021-2022	New Appropriation 2021-2022	Total Approved Budget 2021-2022	Estimated Actual Expenditures 2021-2022	Estimated Actual Expenditures 2022-2023	Estimated Project Balance after 2 years
<b>Pipelines &amp; PRV's</b>								
51020		Participation, Upsizing, & Unspecified Repl Projects	169,390		169,390	169,390		
51022		Calle Oro Verde Pipeline Replacement	-		-	-		
51060	10-6	New Valve Installations and Appurtenances	10,000	15,000	25,000	25,000		
51110	10-7	Gordon Hill Relief PRS Discharge Pipeline Replacement		50,000	50,000	50,000		
51150	10-8	North Broadway Pipeline Relocation		100,000	100,000	100,000		
51200	10-9	NCESP 14-inch Pipeline Relocation		725,000	725,000	365,000	360,000	
5151X		Water System Upgrade Projects	-		-	-		
51510		Concrete Cylinder Pipe Analysis	-		-	-		
51513		Keys Creek Pipeline Replacement	145,000		145,000	145,000		
51690		Cole Grade Road Pipeline Replacement	510,972		510,972	380,972	130,000	
51410		Old Castle Waterline Replacement Project	-		-	-		
51412	10-10	Gordon Hill Pipeline Replacement	450,000	2,880,000	3,330,000	2,997,000	333,000	
51414		Hell Hole Canyon Pipeline Replacement	75,000		75,000	75,000		
51415	10-11	Oat Hill Discharge & Alps Way Pipeline Replacement	730,000	425,000	1,155,000	1,155,000		
51416		Round Tree Road Intertie	-		-	-		
51417	10-12	Lilac Road Pipeline Upsizing	515,000	3,100,000	3,615,000	2,169,000	1,446,000	
51420	10-13	Old Castle Waterline Replacement Project Phase 2		100,000	100,000	100,000		
51120	10-14	2020 DWSRF Loan Application	(35,000)	45,000	10,000	10,000		
51121		2021 DWSRF Loan Application	72,473		72,473	72,473		
51070		McNally Reservoir Feeder Replacement (Liner)	75,000		75,000	75,000		
<b>Subtotal Pipelines &amp; PRV's</b>			<b>2,717,835</b>	<b>7,440,000</b>	<b>10,157,835</b>	<b>7,888,835</b>	<b>2,269,000</b>	<b>-</b>
<b>Pump Stations</b>								
51160	10-15	Pump & Motor Replacements	13,659	30,000	43,659	40,000	3,659	
51050		Natural Gas Engine Controls Upgrade & Automation	121,607		121,607	121,607		
51430		Automation of Bypass Valve Controls	13,187		13,187	13,187		
51440		San Gabriel PS Controls Upgrade & Automation	52,500		52,500	52,500		
51450		Natural Gas Engine Exhaust Silencers	28,162		28,162	28,162		
<b>Subtotal Pump Stations</b>			<b>229,115</b>	<b>30,000</b>	<b>259,115</b>	<b>255,456</b>	<b>3,659</b>	<b>-</b>
<b>Reservoirs</b>								
51130		Reservoir Mixing System	30,103		30,103	30,103		
51380		Reidy Canyon Area Reservoir	-		-	-		
51300		Reservoir Painting and Recoating Projects	90,000		90,000	90,000		
51301		Via Cantamar & Reidy Canyon Reservoir P&C	-		-	-		
51303		Ridge Ranch Reservoir Replacement	675,000		675,000	135,000	540,000	
51304		Couser/Circle R Reservoir	-		-	-		
51305		West Bear Ridge & Paradise Mtn No. 1 Reservoirs	-		-	-		
51307		Weaver Reservoir	1,873,217		1,873,217	1,873,217		
51309		Oak Glen Demolition	140,000		140,000	140,000		
51401	10-16	Burnt Mountain/Reid Hill		1,150,000	1,150,000	1,150,000		
<b>Subtotal Reservoirs</b>			<b>2,808,320</b>	<b>1,150,000</b>	<b>3,958,320</b>	<b>3,418,320</b>	<b>540,000</b>	<b>-</b>
<b>Data Management Systems</b>								
51240		Server Virtualization, Storage, Disaster Recovery	35,687		35,687	35,687		
51680	10-17	Advanced Metering Infrastructure System	4,500	320,500	325,000	325,000		
51040		Boardroom A/V Technology Upgrade	7,135		7,135	7,135		
51480	10-18	Computerized Maintenance Management System	37,500	25,000	62,500	60,000	2,500	
51750		Asset Table GIS Integration	-		-	0		
51730	10-19	Water System HMI Migration	3,086	280,000	283,086	255,000	28,086	
51760	10-20	Customer Engagement & Analytics Platform		30,000	30,000	30,000		
<b>Subtotal Data Management Systems</b>			<b>87,908</b>	<b>655,500</b>	<b>743,408</b>	<b>712,822</b>	<b>30,586</b>	<b>-</b>
<b>Facilities</b>								
51610		2020 Urban Water Management Plan	-		-	-		
51647		Solar Evaluation	-		-	-		
51648	10-21	Corporate Solar Installation		35,000	35,000	35,000		
51670		Turner Dam Emergency Action Plan	71,372		71,372	71,372		
51630		District Grinder Pump	-		-	-		
51530		Administration Building Roof	-		-	-		
51540		Easement Gate Controller Replacement	-		-	-		
51650		Risk & Resilience Assmnt & Emergency Resp. Plan	102,021		102,021	102,021		
<b>Subtotal Facilities</b>			<b>173,393</b>	<b>35,000</b>	<b>208,393</b>	<b>208,393</b>	<b>-</b>	<b>-</b>
<b>Equipment</b>								
51370		Vehicles	186,568		186,568	186,568		
51371	10-22	Service Truck		147,425	147,425	147,425		
51372	10-22	Dump Truck		164,425	164,425	164,425		
51390		Phone System Upgrade	-		-	-		
51810		Utility Dump Trailer	-		-	-		
<b>Subtotal Equipment</b>			<b>186,568</b>	<b>311,850</b>	<b>498,418</b>	<b>498,418</b>	<b>-</b>	<b>-</b>
<b>Total Capital Projects</b>			<b>6,203,139</b>	<b>9,622,350</b>	<b>15,825,489</b>	<b>12,982,244</b>	<b>2,843,245</b>	<b>-</b>



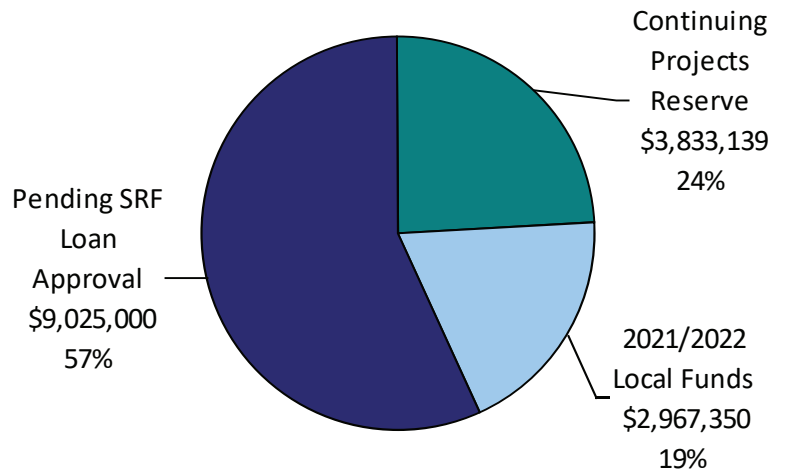


## Capital Outlay Source of Funding Water

All projects are funded by one or more of the following methods:

- Capital Reserves:** There are two types of Capital Reserves. The Reserve for Continuing Projects are unexpended appropriations for capital projects carried forward from prior years. The Reserve for Capital Improvements are water availability charges not allocated to RTS and debt service, Property Taxes, and the “Buy-In” component of Water Capacity Charges plus earning not reserved for other purposes that have been collected in prior years.
- Local Funds:** Local Funds refers to the current year annual revenues from Water Availability charges not allocated to RTS and debt service, Property Taxes, and the “Buy-In” component of Water Capacity Charges plus earning not reserved for other purposes.
- Pending SRF Loan Approval:** The District is in various stages of the State Revolving Fund (SRF) Loan application process for several projects. Construction will not proceed until SRF Loan approval has been received.

**Capital Outlay Source of Funding**



Each Capital Project Request beginning on page 10-6 of this budget document displays a table at the top of the page that looks similar to the one below.

New Item	Master Plan			Source of Funding	Strategic Plan	
	Type	Priority	Project ID		Standard	Goal
	Replacement	A	CV010	2021/2022 Local Funds	8, 9	II

Indicates whether the project request is for a new item, a replacement, or a continuing project.

Correlates to the District’s Master Plan document, not included in this budget. A copy can be provided upon request.

Correlates to the Source of Funding described above.

Correlates to the Strategic Plan Goals and Performance Standards described in the Budget Message beginning on page 1-21 of this budget document.

The table on the following page includes all capital projects with their source of funding identified.



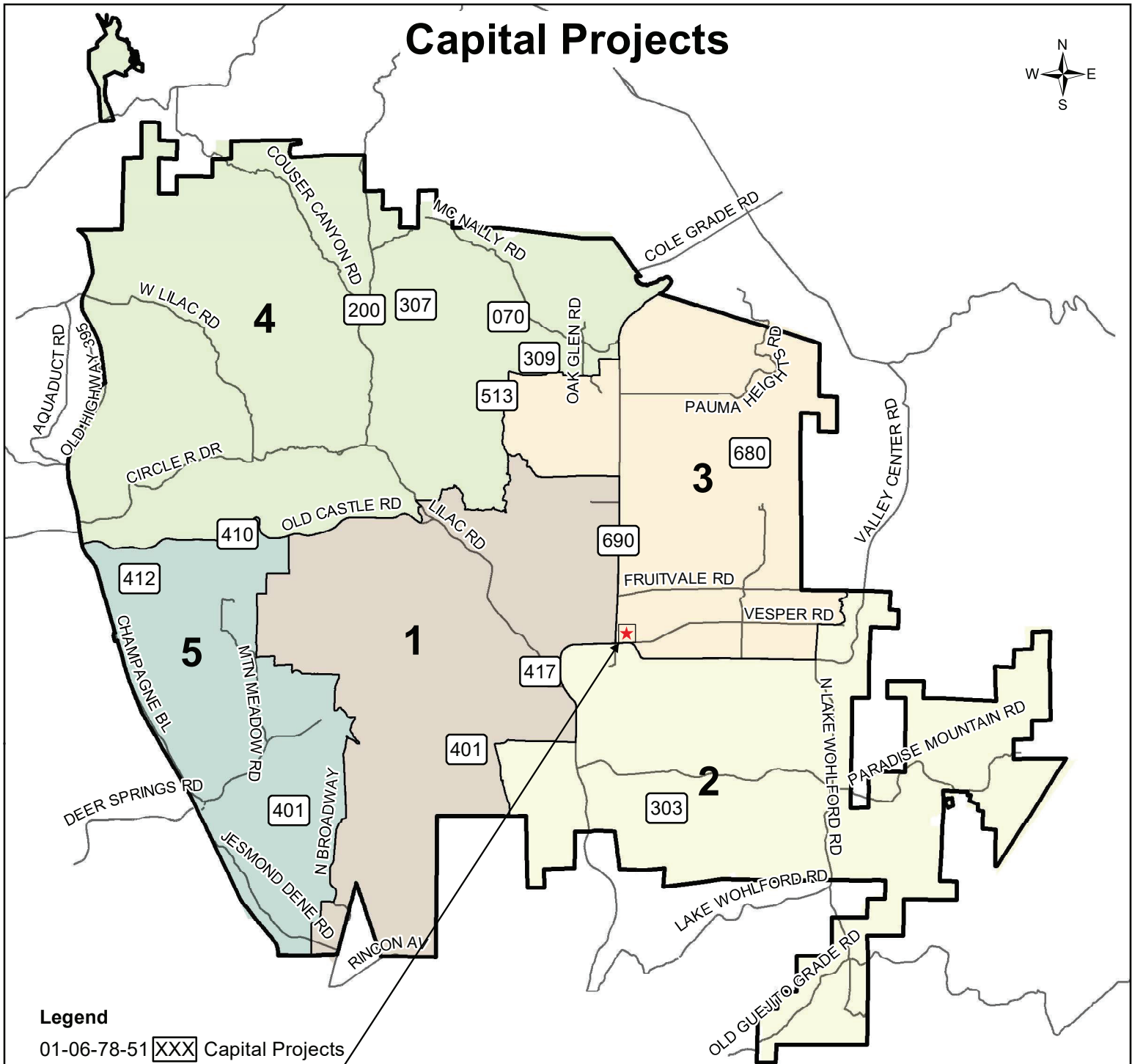
# Valley Center Municipal Water District

## Capital Outlay Source of Funding

Fund	Department	Division
01	06	78

		Capital Project Request See Page		Source of Funding			Total
Acct. No.		Description	Continuing Projects Reserves	2021/2022 Local Funds	Pending SRF Loan Approval	Approved Budget 2021-2022	
Pipelines & PRV's							
51020		Participation, Upsizing, & Unspecified Repl Projects	169,390			169,390	
51022		Calle Oro Verde Pipeline Replacement				-	
51060	10-6	New Valve Installations and Appurtenances	10,000	15,000		25,000	
51110	10-7	Gordon Hill Relief PRS Discharge Pipeline Replaceme			50,000	50,000	
51150	10-8	North Broadway Pipeline Relocation			100,000	100,000	
51200	10-9	NCESP 14-inch Pipeline Relocation		725,000		725,000	
5151X		Water System Upgrade Projects				-	
51510		Concrete Cylinder Pipe Analysis				-	
51513		Keys Creek Pipeline Replacement	145,000			145,000	
51690		Cole Grade Road Pipeline Replacement	510,972			510,972	
51410		Old Castle Waterline Replacement Project				-	
51412	10-10	Gordon Hill Pipeline Replacement			3,330,000	3,330,000	
51414		Hell Hole Canyon Pipeline Replacement	75,000			75,000	
51415	10-11	Oat Hill Discharge & Alps Way Pipeline Replaceme			1,155,000	1,155,000	
51416		Round Tree Road Intertie				-	
51417	10-12	Lilac Road Pipeline Upsizing			3,615,000	3,615,000	
51420	10-13	Old Castle Waterline Replacement Project Phase 2			100,000	100,000	
51120	10-14	2020 DWSRF Loan Application	(35,000)	45,000		10,000	
51121		2021 DWSRF Loan Application	72,473			72,473	
51070		McNally Reservoir Feeder Replacement (Liner)	75,000			75,000	
Subtotal Pipelines & PRV's			1,022,835	785,000	8,350,000	10,157,835	
Pump Stations							
51160	10-15	Pump & Motor Replacements	13,659	30,000		43,659	
51050		Natural Gas Engine Controls Upgrade & Automation	121,607			121,607	
51430		Automation of Bypass Valve Controls	13,187			13,187	
51440		San Gabriel PS Controls Upgrade & Automation	52,500			52,500	
51450		Natural Gas Engine Exhaust Silencers	28,162			28,162	
Subtotal Pump Stations			229,115	30,000	-	259,115	
Reservoirs							
51130		Reservoir Mixing System	30,103			30,103	
51380		Reidy Canyon Area Reservoir				-	
51300		Reservoir Painting and Recoating Projects	90,000			90,000	
51301		Via Cantamar & Reidy Canyon Reservoir P&C				-	
51303		Ridge Ranch Reservoir Replacement			675,000	675,000	
51304		Couser/Circle R Reservoir				-	
51305		West Bear Ridge & Paradise Mtn No. 1 Reservoirs				-	
51307		Weaver Reservoir	1,873,217			1,873,217	
51309		Oak Glen Demolition	140,000			140,000	
51401	10-16	Burnt Mountain/Reid Hill		1,150,000		1,150,000	
Subtotal Reservoirs			2,133,320	1,150,000	675,000	3,958,320	
Data Management Systems							
51240		Server Virtualization, Storage, Disaster Recovery	35,687			35,687	
51680	10-17	Advanced Metering Infrastructure System	4,500	320,500		325,000	
51040		Boardroom A/V Technology Upgrade	7,135			7,135	
51480	10-18	Computerized Maintenance Management System	37,500	25,000		62,500	
51750		Asset Table GIS Integration				-	
51730	10-19	Water System HMI Migration	3,086	280,000		283,086	
51760	10-20	Customer Engagement & Analytics Platform		30,000		30,000	
Subtotal Data Management Systems			87,908	655,500	-	743,408	
Facilities							
51610		2020 Urban Water Management Plan				-	
51647		Solar Evaluation				-	
51648	10-21	Corporate Solar Installation		35,000		35,000	
51670		Turner Dam Emergency Action Plan	71,372			71,372	
51630		District Grinder Pump				-	
51530		Administration Building Roof				-	
51540		Easement Gate Controller Replacement				-	
51650		Risk & Resilience Assmnt & Emergency Resp. Plan	102,021			102,021	
Subtotal Facilities			173,393	35,000	-	208,393	
Equipment							
51370		Vehicles	186,568			186,568	
51371	10-22	Service Truck		147,425		147,425	
51372	10-22	Dump Truck		164,425		164,425	
51390		Phone System Upgrade				-	
51810		Utility Dump Trailer				-	
Subtotal Equipment			186,568	311,850	-	498,418	
Total Capital Projects			3,833,139	2,967,350	9,025,000	15,825,489	

# Capital Projects



## Legend

01-06-78-51 XXX Capital Projects

### District Offices and Yard

370 - Vehicles  
 480 - Computerized Maintenance Mgmt. System  
 648 - Corporate Solar Installation  
 650 - Risk & Resilience Assessment & Emergency Response Plan  
 730 - Water System HMI Migration  
 760 - Customer Engagement & Analytics Platform

### District - Wide

020 - Upsizing  
 060 - New Valve Installations & Appurtenances  
 070 - McNally Reservoir Feeder Replacement  
 160 - Pump & Motor Replacements  
 200 - NCESP 14-inch Pipeline Relocation  
 303 - Ridge Ranch Reservoir Replacement  
 307 - Weaver Reservoir  
 309 - Oak Glen Reservoir Demolition  
 401 - Burnt Mountain/Reid Hill Reservoir  
 410 - Old Castle Waterline Replacement Project  
 412 - Gordon Hill Pipeline Replacement  
 417 - Lilac Road Pipeline Upsizing  
 513 - Keys Creek Pipeline Replacement  
 680 - AMI System - North/East Area  
 690 - Cole Grade Road Pipeline Replacement





## Valley Center Municipal Water District

ACCOUNT NO.: 01-06-78-51060  
DEPARTMENT: Field

### CAPITAL PROJECT REQUEST

### New Valve Installation and Appurtenance Upgrades

New Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Existing Service	Priority	Project ID	Capital Reserves and Local Funds	Standard	Goal
		N/A	N/A		10	Infrastructure

#### PROJECT DESCRIPTION:

The installation of new mainline valves and appurtenances throughout the District's service area. Retrofit fire hydrants with AVK check valve. Project to carry over into budget year 2021-22.

Breakdown and locations are listed below:

#### Completed in 2020-21:

- Retrofit 4 hydrants with AVK check valve along Lilac Road
- Retrofit 7 in hydrants with AVK check valves in various locations.
- Remove and replace 3-16" valves at Couser Reservoir

#### Remaining Projects:

- Manzanita Crest (2) – 16 and 6 inch valves
- Circle R and Spearhead Trail – 10 inch valve
- Spearhead Trail – 12 inch valve
- Hilldale Rd – 6 inch valve
- Remove and replace 10 inch drain line valve at Montanya Reservoir.
- Various appurtenances – air/vac and blow-offs for new valves

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
New Valve Installation and Appurtenances	41,000	31,000	10,000	15,000	25,000		25,000	56,000
<b>Total Project</b>	<b>41,000</b>	<b>31,000</b>	<b>10,000</b>	<b>15,000</b>	<b>25,000</b>	<b>0</b>	<b>25,000</b>	<b>56,000</b>



## Valley Center Municipal Water District

ACCOUNT NO.: 01-06-78-51110  
DEPARTMENT: Engineering

### CAPITAL PROJECT REQUEST

### Gordon Hill Relief PRS Discharge Pipeline Replacement

Replacement Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	<u>Priority</u> A	<u>Project ID</u> N/A	Pending SRF Loan Approval	<u>Standard</u> 8, 9	<u>Goal</u> Infrastructure

#### PROJECT DESCRIPTION:

Installed in 1965, the existing 8-inch steel diameter pipe has reached the end of its service life. The pipeline is located within steep terrain on private property between Old Castle Road and Gordon Hill Relief Pressure Reducing Station. Pipe failure will likely result in significant damage to private assets. Replacing approximately 1,700 LF will improve flows to the West service zone, and will continue to better serve the meters that are now in this area.

Staff made the decision to fund this project through State Revolving Fund (SRF) financing mechanism. The SRF application will be submitted in FY 2021/22, and approval may take between 6 months to one year. The SRF allows for funds spent on design prior to approval to be reimbursed. Therefore, budget for FY 2021/22 includes effort for design. If the project is approved for SRF funding, it will move forward at that time, if it is denied, staff will re-evaluate when District capital funds are available to direct fund the project.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Staff				50,000	50,000	90,000	90,000	90,000
Engineering						0	50,000	50,000
Construction						600,000	600,000	600,000
Miscellaneous						30,000	30,000	30,000
Contingency						90,000	90,000	90,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>50,000</b>	<b>810,000</b>	<b>860,000</b>	<b>860,000</b>



## Valley Center Municipal Water District

**ACCOUNT NO.:** 01-06-78-51150  
**DEPARTMENT:** Engineering

### CAPITAL PROJECT REQUEST

### North Broadway Pipeline Relocation

New Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Ultimate Service	<u>Priority</u> A	<u>Project ID</u> N/A	Pending SRF Loan Approval	<u>Standard</u> 8, 9	<u>Goal</u> Infrastructure

#### PROJECT DESCRIPTION:

Constructed in 1994, the 10-inch steel waterline is located in the southern portion of the District south of North Broadway in an area adjacent to the Rincon del Diablo Municipal Water District service area. It serves as one of the main feeds for that area and therefore vital for maintaining reliable service to those customers. Its current alignment is problematic running through private property in an easement where a serious encroachment violation exists. The violation became first known in 2010, when District staff discovered a part of a residential home built close to the waterline alignment, less than 5 ft. in some places. The situation is solely the result of property owner actions but the cost to relocate the line or alter the residence is financially unfeasible for the property owner to bear; initiating legal action against the owner will result in costly legal fees to the District with unlikely chance of meaningful resolution. Due to its vital role and difficulty to address repairs in case of emergency because of the circumstance surrounding the encroachment violation, staff is proposing adding re-alignment of this waterline in the capital program for the Fiscal Year 2022-2023.

Staff made the decision to fund this project through State Revolving Fund (SRF) financing mechanism. The SRF application will be submitted in Fiscal Year 2021-2022, and approval may take between 6 months to one year. The SRF allows for funds spent on design prior to approval to be reimbursed. Therefore, budget for Fiscal Year 2021-2022 includes effort for design and easement acquisition. If the project is approved for SRF funding, it will move forward at that time, if it is denied, staff will re-evaluate when District capital funds are available to direct fund the project.

Project scope includes abandoning approximately 1,000 LF of existing 10-inch waterline and construction of 2,000 LF of new 12-inch PVC waterline and appurtenances along an unpaved access road and North Broadway Ave. The applicable CEQA review will be completed as part of the design budget for Fiscal Year 2021-2022 and is required to be submitted with the SRF application.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior Estimated Budget	Prior Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Staff						90,000	90,000	90,000
Engineering				100,000	100,000	0	100,000	100,000
Construction						600,000	600,000	600,000
Miscellaneous						30,000	30,000	30,000
Contingency						90,000	90,000	90,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>810,000</b>	<b>910,000</b>	<b>910,000</b>





## Valley Center Municipal Water District

**ACCOUNT NO.:** 01-06-78-51200  
**DEPARTMENT:** Engineering

### CAPITAL PROJECT REQUEST

### North County Emergency Storage Project (NCESP)

### 14-inch Pipeline Relocation

New Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	<u>Priority</u> A	<u>Project ID</u> N/A	Local Funds	<u>Standard</u> 8, 9	<u>Goal</u> Infrastructure

#### PROJECT DESCRIPTION:

Relocation of approximately 650 LF of 14-inch waterline from Lilac Road westward towards San Gabriel Reservoir. This is portion of the existing 14-inch water line that is located in a cross-country, hard to access easement through a heavily vegetated area. The project will re-align the waterline through a private access driveway, including a 60ft aerial creek crossing. This scope will be performed in conjunction with North County Emergency Storage Project (NCESP), which is being funded by the Water Authority. Cost for this scope will be tracked separately and funded by the District. An easement over the new alignment is required and cost for acquisition is included.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior		Proposed		Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining	Budget Allocation 2021-2022				
Staff				<b>45,000</b>	45,000		45,000	45,000
Engineering				<b>45,000</b>	45,000		45,000	45,000
Construction				<b>565,000</b>	565,000		565,000	565,000
Miscellaneous							0	0
Contingency				<b>70,000</b>	70,000		70,000	70,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>725,000</b>	<b>725,000</b>	<b>0</b>	<b>725,000</b>	<b>725,000</b>



## CAPITAL PROJECT REQUEST

### Gordon Hill Pipeline Replacement

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	Priority A	Project ID DW001	Pending SRF Loan Approval	Standard 8, 9	Goal Infrastructure

#### PROJECT DESCRIPTION:

This project was funded as part of a mid-year budget amendment to the District's Fiscal Year 2018-2019 Annual Budget at the September 17, 2018 Board meeting. Funds were transferred from the Old Castle Road Waterline Replacement Project, a portion which was deferred due to a County of San Diego Road Surface Improvement Project. Since then, in the Fiscal Year 2019-2020 timeframe decision was made to fund this project through State Revolving Fund (SRF) financing mechanism. The SRF application is being processed currently with expected approval by the State September 2021. Design and Environmental has been completed, once the state approves the application, staff will move forward with the bidding process followed by construction. The budget for Fiscal Year 2021-2022 reflects the full amount submitted in the SRF application, which includes a larger than normal amount for contingency. Staff took a more conservative approach due to the nature of SRF, where adding budget later is not possible. An annual debt service will remain in effect for 20 years to pay back the SRF loan. The annual amount is estimated based on the budget of \$225,000.

The pipeline, originally installed in 1962, has reached the end of its useful life as evidenced by numerous repairs that have been necessary. The Gordon Hill Pipeline Relocation Project includes the replacement and relocation of approximately 4,700 LF of 12" pipe within Gordon Hill Road, between Old Castle Road and Welk View Drive. A portion of pipe located within fenced back yards will be abandoned and a new waterline constructed within the improved Gordon Hill Road. All easements within Gordon Hill Road have been recorded, except the remaining one easement from the Martinez (APN 172-040-74). The District is currently in negotiations with the property owner to obtain the required water easement.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior		Estimated Budget Remaining	Proposed Budget		Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense		Budget Allocation 2021-2022	Total Budget 2021-2022		
Staff	30,000	44,021	(14,021)	230,000	215,979	215,979	260,000
Engineering	50,000	5,522	44,478		44,478	44,478	50,000
Construction	360,000		360,000	1,840,000	2,200,000	2,200,000	2,200,000
Miscellaneous	10,000	457	9,543		9,543	9,543	10,000
Contingency	50,000		50,000	810,000	860,000	860,000	860,000
<b>Total Project</b>	<b>500,000</b>	<b>50,000</b>	<b>450,000</b>	<b>2,880,000</b>	<b>3,330,000</b>	<b>0 3,330,000</b>	<b>3,380,000</b>





## CAPITAL PROJECT REQUEST

### Oat Hill Discharge & Alps Way Pipeline Replacement

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Ultimate Service	<u>Priority</u> A	<u>Project ID</u> MW015	Pending SRF Loan Approval	<u>Standard</u> 8, 9	<u>Goal</u> Infrastructure

#### PROJECT DESCRIPTION:

This project was funded as part of a mid-year budget amendment to the District's Fiscal Year 2018-2019 Annual Budget at the September 17, 2018 Board meeting. Funds were transferred from the Old Castle Road Waterline Replacement Project, a portion which was deferred due to a County of San Diego Road Surface Improvement Project. Since then, in the Fiscal Year 2019-2020 timeframe decision was made to fund this project through State Revolving Fund (SRF) financing mechanism. The SRF application is being processed currently with expected approval by the State September 2021. Design and Environmental has been completed, once the state approves the application, staff will move forward with the bidding process followed by construction. The budget for Fiscal Year 2021-2022 reflects the full amount submitted in the SRF application, which includes a larger than normal amount for contingency. Staff took a more conservative approach due to the nature of SRF, where adding budget later is not possible. An annual debt service will remain in effect for 20 years to pay back the SRF loan. The annual amount is estimated based on the budget of \$63,000

The Oat Hill Pump Station Discharge Pipeline Project includes construction of approximately 2,100 LF of 12" pipe within agricultural graded roads north of the Oat Hill Pump Station. The new pipeline will replace an aging 12" pipeline that has experienced several leaks and is approaching the end of its life cycle. The Alps Way section includes the removal and replacement of approximately 400 LF of 16" pipe, fire hydrant, blow off and service lateral within Cougar Pass Road. A portion of 16" pipe is located below an existing storm drain which makes access difficult within the Cougar Pass Road Right-of-Way.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior		Proposed		Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining	Budget Allocation 2021-2022				
Staff	50,000	44,230	5,770		5,770		5,770	50,000
Engineering	75,000	25,770	49,230		49,230		49,230	75,000
Construction	550,000		550,000	<b>250,000</b>	800,000		800,000	800,000
Miscellaneous	0		0				0	0
Contingency	125,000		125,000	<b>175,000</b>	300,000		300,000	300,000
<b>Total Project</b>	<b>800,000</b>	<b>70,000</b>	<b>730,000</b>	<b>425,000</b>	<b>1,155,000</b>	<b>0</b>	<b>1,155,000</b>	<b>1,225,000</b>



## Valley Center Municipal Water District

**ACCOUNT NO.:** 01-06-78-51417  
**DEPARTMENT:** Engineering

### CAPITAL PROJECT REQUEST

#### Lilac Rd Pipeline Upsizing

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Ultimate Service	<u>Priority</u> A	<u>Project ID</u> CV050a	Pending SRF Loan Approval	<u>Standard</u> 8, 9	<u>Goal</u> Infrastructure

#### PROJECT DESCRIPTION:

This project was funded as part of a mid-year budget amendment to the District's Fiscal Year 2018-2019 Annual Budget at the September 17, 2018 Board meeting. Funds were transferred from the Old Castle Road Waterline Replacement Project, a portion which was deferred due to a County of San Diego Road Surface Improvement Project. Since then, in the Fiscal Year 2019-2020 timeframe decision was made to fund this project through State Revolving Fund (SRF) financing mechanism. The SRF application is being processed currently with expected approval by the State September 2021. Design and Environmental has been completed, once the state approves the application, staff will move forward with the bidding process followed by construction. The budget for Fiscal Year 2021-2022 reflects the full amount submitted in the SRF application, which includes a larger than normal amount for contingency. Staff took a more conservative approach due to the nature of SRF, where adding budget later is not possible. An annual debt service will remain in effect for 20 years to pay back the SRF loan. The annual amount is estimated based on the budget of \$207,000

This project will increase flows and pressures within the area which are subject to fluctuations when using the Valley Center Pump Station. Initially the project was split into two phases, now since the project is being pursued with SRF funding it will be combined into one project to maximize the SRF benefit, increasing the overall future budget. The complete reach will be approximately 6,000LF of 8-inch PVC waterline and required appurtenances on Lilac Road between Hideaway Lake Rd and Betsworth Road.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior		Proposed		Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining	Budget Allocation 2021-2022				
Staff	50,000	41,432	8,568		8,568		8,568	50,000
Engineering	100,000	43,568	56,432		56,432		56,432	100,000
Construction	450,000	0	450,000	<b>2,080,000</b>	2,530,000		2,530,000	2,530,000
Miscellaneous	0	0	0				0	0
Contingency	0	0	0	<b>1,020,000</b>	1,020,000		1,020,000	1,020,000
<b>Total Project</b>	<b>600,000</b>	<b>85,000</b>	<b>515,000</b>	<b>3,100,000</b>	<b>3,615,000</b>	<b>0</b>	<b>3,615,000</b>	<b>3,700,000</b>



## Valley Center Municipal Water District

ACCOUNT NO.: 01-06-78-51420

DEPARTMENT: Engineering

### CAPITAL PROJECT REQUEST

### Old Castle Road Pipeline Replacement Phase 2

Replacement Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	<u>Priority</u> A	<u>Project ID</u> WS015b	Pending SRF Loan Approval	<u>Standard</u> 8, 9	<u>Goal</u> Infrastructure

#### PROJECT DESCRIPTION:

The Fiscal Year 2018-2019 annual budget included \$4.0M in funding for the design and construction of improvements to the Old Castle Waterline Replacement Project. The project was to replace the existing 12-inch tar wrapped steel pipeline between HWY 395 and the Old Castle Pressure Reducing Station. After the budget was approved, staff was informed that the County of San Diego was planning to construct road surface improvements from HWY 395 to Pamoosa Lane beginning in November 2018. Since there was not time to complete the entire pipeline replacement project prior to County's November start date, staff bifurcated the project into two Phases, Phase 1 and 2. Phase 1 included the portion outside the County's resurfacing area and the remaining Phase 2 portion was deferred until after the County's 3 year "no cut" policy has expired in January 2022. Funding in the amount of \$3,100,000 was made available for other CIP projects by Board approval on September 17, 2018 Resolution No. 2018-20 and an additional \$100,000 was made available to fund an SRF application by Board approval on November 19, 2018.

The project consists of removal and replacement of approximately 10,900 LF of existing 12-inch tar wrapped steel pipe between Leisure Lane and Pamoosa Road. The pipeline lies within the Old Castle Road corridor and supplies water to the Welk Development to the south. The pipeline, originally installed in 1967, has reached the end of its useful life as evidenced by numerous repairs that have been necessary.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior		Proposed		Total Budget	Future Budget	Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining	Budget Allocation 2021-2022				
Staff						510,000	510,000	510,000
Engineering				100,000	100,000		100,000	100,000
Construction						3,400,000	3,400,000	3,400,000
Miscellaneous						170,000	170,000	170,000
Contingency						510,000	510,000	510,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>4,590,000</b>	<b>4,690,000</b>	<b>4,690,000</b>

**CAPITAL PROJECT REQUEST****2020 Drinking Water State Revolving Fund (DWSRF) Loan Application**

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	Priority	Project ID	Capital Reserves and Local Funds	Standard	Goal
		A	DW001, CV050a, MW015		8, 9	Infrastructure

**PROJECT DESCRIPTION:**

This project began in Fiscal Year 2018-2019 for the purpose of producing the necessary documentation required by the Drinking Water State Revolving Fund (DWSRF) loan program application process. The project included staff time, environmental consultant, and supporting consulting services to help staff navigate the application process. Initially the approach was to group all projects that were desired to be funded over a five-year period into one application. From discussions with the State Water Resources Control Board (SWRCB), it was determined that a better approach would be to use separate applications each year for only the projects that are likely to move forward to construction within the following fiscal year. The current application being completed for submittal in 2020 will include the Gordon Hill, Lilac Road and Oat Hill & Alps Way Pipeline Replacement Projects. The application total amount is \$8.5M, which includes this application effort. The application has been submitted to the state, with funding approval anticipated for May/June 2021. Completion of the financing agreement is expected in August of 2021, which will trigger the availability of DWSRF loan disbursements.

The following table summarizes the District's current and proposed DWSRF loan obligations as a result of the proposed DWSRF loan:

Project	Total Loan Amount	Annual Debt Service
<b>Current SRF Funding (20 year debt service at 1.6% interest beginning 2020)</b>		
Cool Valley Reservoir Cover Replacement	\$3,715,572	\$220,421
<b>Proposed SRF Funding (20 year debt service at estimated 1.6% interest beginning 2023)</b>		
Gordon Hill Waterline Replacement	\$3,380,000	\$198,800
Oat Hill & Alps Way Waterline Replacement plus SRF Application	\$1,420,000	\$83,500
Lilac Rd Waterline Replacement	\$3,700,000	\$217,600
<b>Subtotal Proposed SRF Funding</b>	<b>\$8,500,000</b>	<b>\$499,900</b>
<b>Total SRF Obligation</b>	<b>\$12,215,572</b>	<b>\$720,321</b>



## Valley Center Municipal Water District

ACCOUNT NO.: 01-06-78-51120

DEPARTMENT: Engineering

### CAPITAL PROJECT REQUEST

### 2020 DWSRF Loan Application (continued)

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	Priority	Project ID	Capital Reserves and Local Funds	Standard	Goal
		A	DW001, CV050a, MW015		8, 9	Infrastructure

The following table summarizes the additional funding requirement to complete the 2020 DWSRF Loan Application:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Staff	29,000	64,359	(35,359)	<b>40,000</b>	4,641		4,641	69,000
Engineering	120,000	120,000	0				0	120,000
Construction							0	0
Miscellaneous	1,000	641	359		359		359	1,000
Contingency				<b>5,000</b>	5,000		5,000	5,000
<b>Total Project</b>	<b>150,000</b>	<b>185,000</b>	<b>(35,000)</b>	<b>45,000</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>	<b>195,000</b>



## Valley Center Municipal Water District

**ACCOUNT NO.:** 01-06-78-51160  
**DEPARTMENT:** Field

### CAPITAL PROJECT REQUEST

### Pump and Motor Replacement

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Existing Service	<u>Priority</u> N/A	<u>Project ID</u> N/A	Capital Reserves and Local Funds	<u>Standard</u> 6	<u>Goal</u> Energy

#### PROJECT DESCRIPTION:

This would allocate funds to be used in the event that the District suffers an unexpected failure or a drop-in efficiency that would require the replacement of a pump or motor. If emergency repairs are needed at a pump station, the need may arise to perform additional upgrades and enhancements to a pump or motor in a cost-efficient manner.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Staff	2,000	1,000	1,000	1,000	2,000		2,000	3,000
Construction	39,159	29,000	10,159	29,000	39,159		39,159	68,159
Contingency	2,500		2,500		2,500		2,500	2,500
<b>Total Project</b>	<b>43,659</b>	<b>30,000</b>	<b>13,659</b>	<b>30,000</b>	<b>43,659</b>	<b>0</b>	<b>43,659</b>	<b>73,659</b>



## Valley Center Municipal Water District

**ACCOUNT NO.:** 01-06-78-51401  
**DEPARTMENT:** Engineering

### CAPITAL PROJECT REQUEST

### Burnt Mountain & Reid Hill Reservoir Paint & Recoating

Replacement Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	<u>Priority</u> A	<u>Project ID</u> N/A	Local Funds	<u>Standard</u> 8, 9	<u>Goal</u> Infrastructure

#### PROJECT DESCRIPTION:

Burnt Mountain and Reid Hill Reservoirs are each 1.0 million gallon above ground welded steel water reservoirs which provide storage for surrounding rural residential developments. Steel Reservoirs require recoating approximately every 15 years in order to maintain viability. Burnt Mountain was last repainted and coated in 2003, and Reid Hill in 2007; therefore, exceeding the 15-year recoating time frame.

The scope of work for each reservoir will include cleaning and painting of the exterior surface and removal of the existing interior coating and re-coating the interior surfaces, preparation of bid documents and awarding of the recommended construction contract. The new paint will have a life service expectancy of 25-30 years and the interior coating 20-25 years. The budget accounts for miscellaneous structural repair work such as roof rafters, columns, girders, overflow box and roof plates.

District staff will prepare contract documents and perform inspection services for the reservoir.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior		Proposed	Total	Future	Future	Estimated
	Prior	Estimated					
	Budget	Actual	Budget	Budget	Budget	Total	Total
		Expense	Remaining	2021-2022	Allocation	Project	Project
						Budget	Cost
Staff				<b>60,000</b>	60,000	60,000	60,000
Engineering						0	0
Construction				<b>950,000</b>	950,000	950,000	950,000
Miscellaneous				<b>40,000</b>	40,000	40,000	40,000
Contingency				<b>100,000</b>	100,000	100,000	100,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,150,000</b>	<b>1,150,000</b>	<b>0 1,150,000</b>	<b>1,150,000</b>





## CAPITAL PROJECT REQUEST

### Advanced Metering Infrastructure (AMI) System

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Existing Service	Priority	Project ID	Capital Reserves and Local Funds	Standard	Goal
		N/A	N/A		1	Technology

#### PROJECT DESCRIPTION:

To provide funding for the development and installation of Advanced Metering Infrastructure (AMI) to the existing water meters in the District's service area. The remaining routes, which encompass the central northeast and central southeast areas of the District, will finalize the AMI infrastructure system program. When completed this will provide all customers to be on the new AMI system, which will reduce customer service and meter reading workloads. The total meters converted to the AMI system as of April 1, 2021 is 7,819.

Completed in Fiscal Year 2018-2019

- Woods Valley development and Red Ironbark development

Completed in Fiscal Year 2019-2020

- Radio Towers at Reid Hill and Meadows Reservoir
- Hidden Meadows and Greystone developments
- Valley Center Road area

Completed in Fiscal Year 2020-2021

- Radio Antennas at; Circle R, Rincon, McNally and Paradise Reservoirs
- Meter Routes 1 thru 8, 10, 11, 12, 15, 16, 17, 19, 20, 24, 25 and 27

Scheduled for Fiscal Year 2021-22

- Meter Routes 11(partial), 21, 9, 23, 22, 26
- Total meters for completion 1887

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior		Estimated Budget Remaining	Proposed Budget Allocation	Total Budget	Future Budget	Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense		2021-2022	2021-2022	Allocation		
Advanced Metering Infrastructure							0	0
Ally Meters	1,743,954	1,739,454	4,500	320,500	325,000		325,000	2,064,454
<b>Total Project</b>	<b>1,743,954</b>	<b>1,739,454</b>	<b>4,500</b>	<b>320,500</b>	<b>325,000</b>	<b>0</b>	<b>325,000</b>	<b>2,064,454</b>





## CAPITAL PROJECT REQUEST

### Computerized Maintenance Management System (CMMS)

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Existing Service	Priority	Project ID	Capital Reserves and Local Funds	Standard	Goal
		N/A	N/A		1	Technology

#### PROJECT DESCRIPTION:

On April 1st 2019, The Board adopted Resolution No. 2019-13 authorizing staff to enter into a 3-year Enterprise Licensing Agreement with Cityworks for a Computerized Maintenance Management System (CMMS) and to adopt Resolution No. 2019-14 authorizing staff to enter into a contract with Miller Spatial for Cityworks implementation. Phase Two of the Cityworks Implementation by Miller Spatial was approved by the Board of Directors on March 15, 2021.

The Computerized Maintenance Management System will improve Field tracking and scheduling of maintenance, inspections and repairs of all field facilities. The system will also improve personnel efficiencies and will be able to produce cost labor reports, inventory notifications and generate weekly, monthly or yearly work orders to modernize the tracking of required maintenance, inspection and or testing. It will support mobile users and integrates with existing GIS, financial, and other databases in the District.

Funds are available within the approved Fiscal Year 2020-2021 budget for the second phase of the software implementation for \$47,140. Additional funds of \$25,000 are requested for Fiscal Year 2021-2022 for the estimated implementation and integration costs of a third phase of Cityworks modules.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Equipment	35,000	31,661	3,339	3,000	6,339	3,000	9,339	41,000
Software	1,000	410	590	1,000	1,590	3,000	4,590	5,000
Miscellaneous	4,500	4,360	140	1,000	1,140	1,000	2,140	6,500
Outside Services	111,000	96,569	14,431	20,000	34,431	30,000	64,431	161,000
Contingency	19,000		19,000		19,000		19,000	19,000
<b>Total Project</b>	<b>170,500</b>	<b>133,000</b>	<b>37,500</b>	<b>25,000</b>	<b>62,500</b>	<b>37,000</b>	<b>99,500</b>	<b>232,500</b>



## Valley Center Municipal Water District

ACCOUNT NO.: 01-06-78-51730

DEPARTMENT: Engineering

### CAPITAL PROJECT REQUEST

### Water System HMI Migration

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	Priority	Project ID	Capital Reserves and Local Funds	Standard	Goal
		A	N/A		8, 9, 10	Infrastructure

#### PROJECT DESCRIPTION:

This project is for the migration of the Water System Human Machine Interface (HMI) software migration from Wonderware to Inductive Automation's Ignition product. Once the HMI Migration at the Lower Moosa Canyon WRF is completed, the plan is to do the same with water system HMI. The migration will be to the same version of software used at the Moosa facility including the integration of Inductive Automation's Perspective Module.

The Perspective Module will allow the operators to access to SCADA information from the same tablets/iPads and iPhones used with the CMMS and CityWorks. This module allows the HMI screens to be used for both the on-site computers and remote tablets and iPhones automatically adjusting the images and functionality for the smaller tablet screens and operating systems.

Most of this work will be performed by District IT staff with the assistance of consultants and Inductive Automation for support during the migration on a time and material basis when required. Inductive Automation is the software supplier and has staff available to provide additional technical assistance if needed.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior		Proposed		Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining	Budget Allocation 2021-2022				
Staff				15,000	15,000		15,000	15,000
IT/SCADA Staff				200,000	200,000		200,000	200,000
Engineering Assistance				40,000	40,000		40,000	40,000
Hardware/Software	70,000	66,914	3,086		3,086		3,086	70,000
Contingency				25,000	25,000		25,000	25,000
<b>Total Project</b>	<b>70,000</b>	<b>66,914</b>	<b>3,086</b>	<b>280,000</b>	<b>283,086</b>	<b>0</b>	<b>283,086</b>	<b>350,000</b>



## Valley Center Municipal Water District

**ACCOUNT NO.:** 01-06-78-51760  
**DEPARTMENT:** Finance

### CAPITAL PROJECT REQUEST

### Customer Engagement & Analytics Platform

New Project	Type	Master Plan		Source of Funding	Strategic Plan	
	N/A	<u>Priority</u> N/A	<u>Project ID</u> N/A	Local Funds	<u>Standard</u> 1	<u>Goal</u> Technology

#### PROJECT DESCRIPTION:

The District is nearing completion of the installation of Advanced Metering Infrastructure (AMI) to the existing meters in the District's service area. The new infrastructure system program provides real-time consumption data. A Customer Engagement & Analytics Platform (the Platform) is required in order for customers to access the consumption data. With that access, customer's will be able to view their daily, monthly and yearly consumption, analyze their water consumption trends and receive automated leak alerts. In addition to providing the usual access to billing data, customers will also have a wide variety of payment options, and up to 18-months of bill archives. The Platform will also allow for mobile device capability and a variety of leak self-assessment tools to provide customers with more timely information.

The District is currently using CivicPay to host its online platform. This software provides the ability for customers to access their billing information and make payments online. However, the underlying technology used by CivicPay isn't capable of integrating the new AMI consumption data. District Staff evaluated multiple software companies and chose WaterSmart based on their comprehensive integration, single sign on, and mobile device capabilities as well as ease of use and their reputation for outstanding customer service.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior		Estimated Budget Remaining	Proposed Budget Allocation	Total Budget	Future Budget	Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Actual Expense		2021-2022	2021-2022	Allocation		
Implementation				27,300	27,300		27,300	27,300
Contingency				2,700	2,700		2,700	2,700
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>



## CAPITAL PROJECT REQUEST

### Corporate Solar Installation

New Item	Type	Master Plan		Source of Funding	Strategic Plan	
	Existing Service	<u>Priority</u> A	<u>Project ID</u> N/A	2021/2022 Local Funds	<u>Standard</u> 7	<u>Goal</u> Energy

#### PROJECT DESCRIPTION:

Based upon the outcome of the Solar Evaluation Project which began in Fiscal Year 2018-2019, the District pursued more detailed financial and environmental analysis for four new solar arrays at the Miller Pump Station, Betsworth Pump Station, Lower Moosa Canyon and the Corporate Facility sites. After a failed Power Purchase Agreement (PPA) Request for Proposal (RFP) for all four sites, it was speculated that perceived grading and construction difficulties for Miller and Betsworth Pump Station sites may have deterred interest in proposing. It was then decided that re-issuing the RFP for the Lower Moosa Canyon and Corporate Facility sites only might be more successful. A revised RFP was re-issued and did garner one proposal from High Mountain Investments, LLC. After several COVID-19 related delays and contract extensions, the PPA Agreement was finally executed on May 11, 2021 and the projects are finally moving forward.

The remaining balance of the Solar Evaluation project was recaptured and the project closed. Funding for a new project is being requested to provide consultant, engineering, and construction maintenance support for installation of the solar array at the Corporate Facility site in the upcoming fiscal year.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior			Proposed	Total	Future	Future	Estimated
	Prior	Estimated	Estimated	Budget				
	Budget	Actual	Budget	Allocation	Budget	Budget	Total	Total
		Expense	Remaining	2021-2022	2021-2022	Allocation	Project	Project
							Budget	Cost
Staff				20,000	20,000		20,000	20,000
Consultant				10,000	10,000		10,000	10,000
Miscellaneous								
Contingency				5,000	5,000		5,000	5,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>35,000</b>	<b>0</b>	<b>35,000</b>	<b>35,000</b>



## Valley Center Municipal Water District

ACCOUNT NO.: 01-06-78-51371 & 372

DEPARTMENT: Field

## CAPITAL PROJECT REQUEST

### Vehicles

New Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	Priority N/A	Project ID N/A	Local Funds	Standard N/A	Goal Infrastructure

### PROJECT DESCRIPTION:

On June 25, 2020, the CA Air Resources Board adopted Resolution No. 20-19, Advanced Clean Trucks Regulation for implementation in California. This is one of the many initiatives statewide to achieve the Green House Gas (GHG) emission reduction goals of 40% under 1990 levels by 2030 and 80% under 1990 levels by 2050 established in SB 350, the Clean Energy and Pollution Reduction Act passed and adopted in 2015.

Resolution No. 20-19 directed CARB staff to return to their Board by the end of 2021 with a zero emission fleet strategy for medium and heavy-duty vehicles by 2045 everywhere feasible with an earlier transition for certain market segments, including a goal of 100% zero emission public vehicle fleets by 2035. The proposed Advanced Clean Fleets Regulation (ACFR) will affect medium and heavy-duty trucks with a Gross Vehicle Weight Rating (GVWR) greater than 8,500lbs. The implementation of the proposed ACFR will require 50% of the Districts new medium and heavy-duty truck purchases be ZEVs starting in CY 2024 and 100% in 2027.

The replacement of the two vehicles listed below will grant staff greater flexibility in managing the normal turnover cycle of the Districts vehicles and future ZEV purchases.

- 1) Service Truck: New 1½ ton service truck with 4-wheel drive, LED light bar, two-way radio, air compressor, crane, winch, and accessories. This vehicle will replace truck #10, a 2001 Ford F-550, service truck with 4-wheel drive and approximately 120,000 miles. Sub-account number 51371.
- 2) Dump Truck: New 6-yard dump truck with LED safety lighting, two-way radio and accessories. This vehicle will replace truck #38, a 1995 Ford F-800 dump truck with approximately 145,000 miles. Sub-account number 51372.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Service Truck			140,000	140,000		140,000	140,000
Dump Truck			157,000	157,000		157,000	157,000
Contingency			14,850	14,850		14,850	14,850
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>311,850</b>	<b>311,850</b>	<b>0</b>	<b>311,850</b>	<b>311,850</b>



# Lower Moosa Canyon Water Reclamation Facility



## Valley Center Municipal Water District

# Lower Moosa Canyon Water Reclamation Facility

Personnel Requirements (FTE's)

	<i>Actual</i> <i>FY 2020-21</i>	<i>Budget</i> <i>FY 2020-21</i>	<i>Proposed</i> <i>FY 2021-22</i>
Wastewater Systems Supervisor	0.7	0.7	0.7
Senior Wastewater System Technician	0.6	0.6	0.6
Wastewater Systems Technician III	1.3	1.3	1.7
Wastewater Systems Technician II	0.7	0.7	0.7
Wastewater Systems Technician I	0.7	0.7	0.0
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>3.7</b>

### **FUNCTION OVERVIEW**

Wastewater collection, treatment and disposal services are provided to the communities of Hidden Meadows, Rimrock, Lawrence Welk Village, Castle Creek, Champagne Village, the Treasures, Islands, High Vista and Oak Woodlands subdivisions by the Lower Moosa Canyon Water Reclamation Facility.

A gravity collection system provides service to the majority of the area with the Rimrock, High Vista and Welcome View areas served by a Low Pressure Sewer (LPS) collection system. The gravity system has two lift stations, the Islands and Meadows Lift Stations, that provide service to the Islands subdivision and portion of the Meadows subdivision. The LPS system has two odor control facilities (one of which operates as lift station pending further connections in the area) and numerous private on-site LPS pump systems that are maintained by wastewater staff. The Lower Moosa Canyon Water Reclamation Facility staff also performs daily wastewater sampling, potable bacteriological testing (Bac-T), and general physicals samples in the onsite laboratory.

The wastewater division strives to operate the facility in the most efficient manner while meeting the requirements of the Waste Discharge Permit issued by the Regional Water Quality Control Board (RWQCB). Currently, the plant is processing an average of 0.26 million gallons per day; much lower in recent years due to customer implementation of water conservation measures.

Funding for the operation of the facilities comes from:

- 1) A wastewater service charge for properties connected to the system and
- 2) A Low Pressure Sewer Service Charge for connected properties with a grinder pump installation.





## Valley Center Municipal Water District

# Lower Moosa Canyon Water Reclamation Facility

Fiscal Year 2020-2021 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Comensation & Benefits
Performed in-house cleaning and video inspection of 20% of the gravity collection system to eliminate potential blockages and reduce outside service expenditures. Located inflow and infiltration sources at manholes and collection system piping these areas were resealed and coated to eliminate unwanted flows entering the treatment facility.			✓				
Inspected and assessed 20% of all the collection system manholes for condition and preventative maintenance per the District's Sewer System Management Plan (SSMP).	12		✓				
Continued assisting with the training, testing and Implementation of the City Works Asset Management Software to improve efficiencies in the Wastewater Division.					✓		
Continued to implement operational changes that reduced equipment run times and energy consumption and improved effluent quality.						✓	
Preliminary planning, engineering, environmental, and Power Purchase Agreement negotiations were completed in Fiscal Year 2019-2020, with project completion anticipated by Fall, 2020.						✓	
Continued in-house sampling and testing of the wastewater constituents and sampling for the potable bacteriological testing and general physical samples to help reduce the District's overall sampling costs.			✓				
Continued improvements for compliance with Regional Water Quality Control Board sewer system overflow waste discharge requirements.	12		✓				
Continued implementation and enforcement of the FOG program at local commercial properties. Developed maintenance and tracking log to annually inspect facilities that are recorded and approved with the District.	12		✓				
Continued ongoing process control monitoring for greater plant efficiency and improved effluent quality which will lead to recommendations for future process control upgrade project.			✓				
Continued to maintain and clean the influent line and grit channel for overflow prevention, improved effluent quality, reduced odors and wear and tear on the facility's mechanical equipment.			✓				
Continued to respond to Alarms and maintain the Private Low Pressure Sewer On-Site pump systems.			✓				
Continued to maintain and clean Meadows and Islands Lift Stations and the High Vista Odor Control/Lift Station of grit, grease and debris, helping to prolong life of equipment, improve influent quality, which prevents unnecessary overflows and cleanings within the sewer collection system.			✓				

\* See page 1-23 of this Budget document for the full Strategic Plan.





## Valley Center Municipal Water District

# Lower Moosa Canyon Water Reclamation Facility

Fiscal Year 2021-2022 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Continue to perform in-house cleaning and videoing of at least 20% of the gravity collection system each year to eliminate potential blockages, reduce outside service expenditures, locate inflow and infiltration sources, and monitor pipe condition.			✓				
Continue collection system evaluations and work through documented repair list developed from prior year's video monitoring.			✓				
Implementation of the City Works Asset Management Software for better efficiency.					✓		
Complete the SCADA integration of the Meadows Lift Station.					✓		
Complete the replacement of the Motor Control Center at the Meadows Lift Station.	9		✓				
Complete the replacement the emergency generator at the Islands Lift Station.	9		✓				
Complete the replacement of the Main Motor Control Center (MCC) at the Lower Moosa Canyon WRF.	9		✓				
Complete the migration of the existing Wonderware HMI SCADA software to the Inductive Automation Ignition product and PLC upgrades.	9				✓		
Respond to Alarms and Maintain the Private Low Pressure Sewer On-Site pump systems.			✓				
Updating the existing Operation and Maintenance Manuals describing and documenting the procedures for efficient operation of the wastewater facilities, including not only the treatment plant, but also, the collection system.	12			✓			
Addition of Solar Power Facilities at the treatment plant site through a Power Purchase Agreement and coordination of the solar power installation with the replacement of the MCC project.	7					✓	
Complete the Lower Moosa Canyon WRF Master Plan Update and continue to monitor the progress of County approvals of the development projects in, and adjacent to, the service area for possible impact on the expansion planning efforts for the facility.			✓				

Long-Term Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Plan for future upgrades to meet increasing wastewater capacity needs of the service area, while maintaining required effluent quality standards.			✓		✓	✓	
Explore potential for reuse of the facility's treated effluent to augment potable water supplies through either Title 22 recycled water irrigation or Indirect Potable Reuse.		✓					
Continue improvements in the SCADA system to provide for more automated and remote plant and collection system operation.					✓		
Continue to research and implement strategies or new technologies to improve efficiencies and maximize cost savings in all aspects of the District's wastewater procedures.					✓	✓	



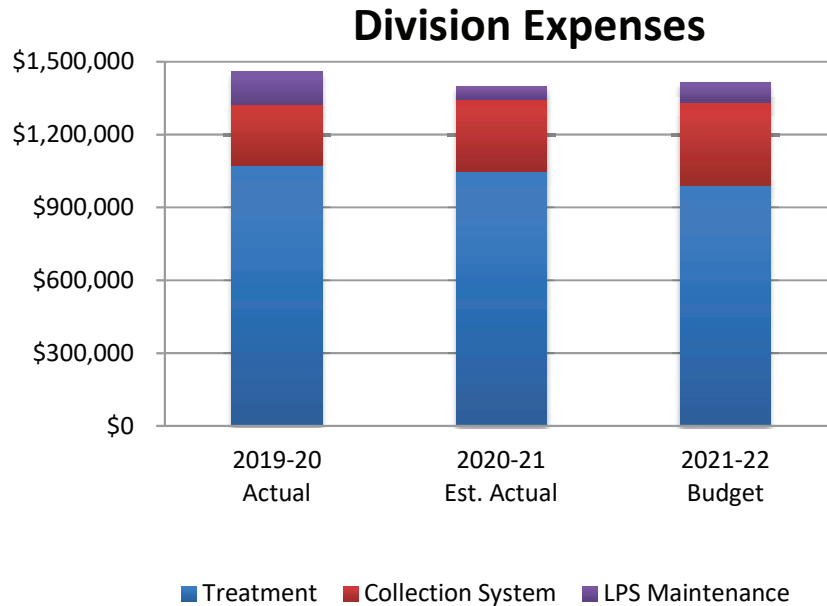
## Valley Center Municipal Water District

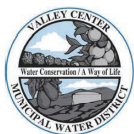
# Lower Moosa Canyon Water Reclamation Facility

### Department Summary by Division

Fund	Department
13	03

Division No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
26	Treatment	1,076,133	1,040,915	1,048,906	993,666
27	Collection System/West	249,165	348,097	298,047	342,598
29	LPS Maintenance	133,616	79,600	52,200	76,900
78	Capital Projects	496,203	890,000	541,445	1,013,338
<b>TOTAL MOOSA TREATMENT</b>		<b>1,955,117</b>	<b>2,358,612</b>	<b>1,940,598</b>	<b>2,426,502</b>





# Valley Center Municipal Water District

## Lower Moosa Wastewater Recap of Budget and Source of Financing July 1, 2020 to June 30, 2022

Fund
13

	Replacement Fund	Expansion Fund	Continuing Projects Fund	Operating Fund	Total
<b>ACTUAL BALANCE JULY 1, 2020</b>	<b>1,651,793</b>	<b>519,016</b>	<b>610,108</b>	<b>0</b>	<b>2,780,917</b>
Revenue 2020-2021					
Wastewater Service Charges	329,304			1,364,493	1,693,797
Wastewater Lateral & Inspection Fees				150	150
Interest	18,300			7,680	25,980
Wastewater LPS Charges				55,336	55,336
<b>Total Revenue</b>	<b>347,604</b>	<b>0</b>	<b>0</b>	<b>1,427,659</b>	<b>1,775,263</b>
Estimated Expenditures 2020-2021	0	0	(541,445)	(1,399,153)	(1,940,598)
Transfers	(861,494)		890,000	(28,506)	0
<b>Net Change</b>	<b>(513,890)</b>	<b>0</b>	<b>348,555</b>	<b>(0)</b>	<b>(165,335)</b>
<b>ESTIMATED BALANCE JUNE 30, 2021</b>	<b>1,137,903</b>	<b>519,016</b>	<b>958,663</b>	<b>(0)</b>	<b>2,615,582</b>
Revenue 2021-2022					
Wastewater Service Charges	329,304			1,409,596	1,738,900
Interest	6,500			16,900	23,400
Wastewater LPS Charges				55,870	55,870
<b>Total Revenue</b>	<b>335,804</b>	<b>0</b>	<b>0</b>	<b>1,482,366</b>	<b>1,818,170</b>
Proposed Expenditures 2021-2022			(1,013,338)	(1,413,164)	(2,426,502)
Expenditures of Continuing Projects			(958,663)		(958,663)
Transfers	(944,136)		1,013,338	(69,202)	0
<b>Net Change</b>	<b>(608,332)</b>	<b>0</b>	<b>(958,663)</b>	<b>0</b>	<b>(1,566,995)</b>
<b>ESTIMATED BALANCE JUNE 30, 2022</b>	<b>529,571</b>	<b>519,016</b>	<b>0</b>	<b>(0)</b>	<b>1,048,587</b>

	2019-2020	2020-2021		2021-2022
	Actual	Budget	Estimated Actual	Budget
<b>GENERAL INFORMATION:</b>				
<b>Average Wastewater Connections:</b>	2,477	2,475	2,490	2,490
<b>Monthly Rates:</b>				
Effective July 1	56.45	56.45	56.45	57.80
Effective February 1	56.45	57.80	57.80	58.67



## Valley Center Municipal Water District

### Lower Moosa Wastewater

#### Revenue Estimate

Fund	Department
13	00

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
81-41001	Wastewater Service Charge	1,670,831	1,693,300	1,693,797	1,737,900
81-41012	Wastewater Capacity Reservation Fee	0	1,000	0	1,000
81-41008	Wastewater Lateral Fee	0	0	0	0
81-41005	Wastewater Inspection Fee	150	0	0	0
81-41006	LPS Wastewater Inspection Fee	1,000	0	150	0
84-41000	Interest - Operating & Replace. Res.	42,367	26,600	25,980	23,400
81-42900	Wastewater LPS Charges	53,731	54,760	55,336	55,870
86-43500	Sale of Surplus	9,000	0	0	0
89-42000	Contributions in Kind	16,006	0	0	0
87-44500	Other Income	125	0	0	0
<b>Total</b>		<b>1,793,210</b>	<b>1,775,660</b>	<b>1,775,263</b>	<b>1,818,170</b>



## Valley Center Municipal Water District

### Lower Moosa Wastewater Treatment

#### Division Summary by Expense Category

Fund	Department	Division
13	03	26

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	521,552	455,300	470,000	399,900
50003	Overtime	22,020	24,000	24,500	24,000
50025	Outside Professional Services	79,803	70,000	70,000	71,500
50030	Special Department Expenses	4,510	3,500	3,000	3,500
50032	Telephone	2,307	3,500	1,700	3,000
50038	Regulatory Permits & Fees	27,547	36,000	29,000	36,000
50040	Rents & Leases	0	500	0	500
50042	Insurance	15,615	16,174	16,000	16,178
50045	Electricity	95,690	100,000	96,500	100,000
50048	Diesel	500	500	500	500
50049	Water	5,889	6,500	6,300	6,500
50323	Chlorine	18,971	21,000	25,000	25,000
50341	Hazardous Waste Disposal Costs	0	300	0	300
50451	Maintenance of Vehicles	1,172	1,500	1,200	1,500
50452	Maintenance of Facilities	45,598	46,000	47,500	46,000
50459	Software Technical Support	0	0	1,565	3,900
50082	Administrative Overhead	227,279	254,141	254,141	253,388
50085	Capital Planning	7,680	0	0	0
50087	Bad Debt Expense	0	2,000	2,000	2,000
<b>Total</b>		<b>1,076,133</b>	<b>1,040,915</b>	<b>1,048,906</b>	<b>993,666</b>



# Valley Center Municipal Water District

## Lower Moosa Wastewater Treatment

### Division Detail

Fund	Department	Division
13	03	26

Total Budget Request
\$993,666

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	399,900
	Full Time Equivalents 2.14	
50003	Overtime	24,000
50025	Outside Professional Services	71,500
	Pumper Trucks - for Grit Removal	11,000
	Lab Analysis	20,000
	Sludge Removal	15,000
	SCADA System Maintenance	5,000
	Muffin Monster Service/Screening Auger	6,000
	Flow Meter Calibration and Repair	2,000
	Lab Equipment Service & Calibration	2,000
	Generator Load Testing & Fuel Tank Inspections	2,500
	Cal-Fire Clearing	1,500
	Confined Space Standby	6,500
50030	Special Department Expenses	3,500
	Lab Supplies	2,000
	Tools	500
	Equipment	1,000
50032	Telephone	3,000
	Leased Lines and Alarm Monitoring	1,500
	T-1 Network Line	1,500
50038	Regulatory Permits & Fees	36,000
	State Water Resources Control Board	26,000
	HazMat Permit	5,000
	Air Pollution Control District fees	5,000
50040	Rents & Leases	500
50341	Hazardous Waste Disposal Costs	300
	Recycling Oil, Filters, Solvents	
50042	Insurance	16,178
50045	Electricity	100,000
50048	Diesel	500
	Generator Set and Tractor	500
50049	Water	6,500



## Valley Center Municipal Water District

### Lower Moosa Wastewater Treatment

#### Division Detail

Fund	Department	Division
13	03	26

Account No.	Detail and Justification	Budget Request
50323	Chlorine	25,000
	Polymer	7,500
	Sodium Hypochlorite	3,500
	Sodium Hydroxide	500
	Laboratory Chemicals	13,500
50451	Maintenance of Vehicles	1,500
50452	Maintenance of Facilities	46,000
	SCADA Computer Equipment Maintenance	3,000
	Building and Grounds Maintenance Equipment	3,000
	Electrical Equipment	4,000
	Electric Motor Maintenance	8,000
	Filter Replacement	2,000
	Tractor Maintenance	4,000
	Hardware	4,000
	Pipe and Fittings	2,000
	Mechanical Plugs	3,000
	Building and Yard Maintenance	13,000
50459	Software Technical Support	3,900
50082	Administrative Overhead	253,388
50087	Bad Debt Expense	2,000



## Valley Center Municipal Water District

### Lower Moosa Wastewater Collection System West

#### Division Summary by Expense Category

Fund	Department	Division
13	03	27

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	196,945	293,800	245,000	284,300
50003	Overtime	1,334	2,000	6,500	6,000
50025	Outside Professional Services	21,495	27,000	22,000	27,000
50030	Special Department Expenses	4,250	1,500	1,500	1,500
50038	Regulatory Permits & Fees	1,912	2,000	2,000	2,000
50042	Insurance	1,735	1,797	1,797	1,798
50045	Electricity	6,522	6,500	6,150	6,500
50049	Water	1,910	2,000	1,800	2,000
50451	Maintenance of Vehicles	1,067	1,500	1,300	1,500
50452	Maintenance of Facilities	11,995	10,000	10,000	10,000
<b>Total</b>		<b>249,165</b>	<b>348,097</b>	<b>298,047</b>	<b>342,598</b>





## Valley Center Municipal Water District

### Lower Moosa Wastewater Collection System/West

#### Division Detail

Fund	Department	Division
13	03	27

Total Budget Request
\$342,598

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	284,300
	Full Time Equivalents 1.66	
50003	Overtime	6,000
50025	Outside Professional Services	27,000
	Sewer Cleaning/Repair	12,000
	Manhole Sensors	7,000
	Pumping	3,000
	Generator Load Testing	1,000
	Cal-Fire Clearing	2,500
	Special Repairs	1,500
50030	Special Department Expenses	1,500
50038	Regulatory Permits and Fees	2,000
50040	Rents & Leases	0
	Equipment as Needed	
50042	Insurance	1,798
50045	Electricity	6,500
50049	Water	2,000
50451	Maintenance of Vehicles	1,500
50452	Maintenance of Facilities	10,000
	Motors Dip and Bake	1,000
	Pump Repair	3,000
	Replacement Pump	2,000
	SCADA	1,500
	Air Conditioner Repair	1,000
	Valves and Solenoids, Grinder Servicing	1,500



## Valley Center Municipal Water District

### Lower Moosa Wastewater LPS Maintenance

#### Division Summary by Expense Category

Fund	Department	Division
13	03	29

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	99,336	56,600	26,000	49,900
50003	Overtime	1,454	2,500	2,500	2,500
50025	Outside Professional Services	8,571	3,000	3,000	3,000
50030	Special Department Expenses	4,631	1,500	1,100	1,500
50451	Maintenance of Vehicles	1,030	1,000	1,000	1,000
50452	Maintenance of Facilities	18,594	15,000	18,600	19,000
<b>Total</b>		<b>133,616</b>	<b>79,600</b>	<b>52,200</b>	<b>76,900</b>



## Valley Center Municipal Water District

### Lower Moosa Wastewater LPS Maintenance

#### Division Detail

Fund	Department	Division
13	03	29

Total Budget Request
\$76,900

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	49,900
	Full Time Equivalents 0.31	
50003	Overtime	2,500
50025	Outside Professional Services	3,000
	Pumping of Tanks 3,000	
50030	Special Department Expenses	1,500
50451	Maintenance of Vehicles	1,000
50452	Maintenance of Facilities	19,000
	Pump Rebuild Kits 5,500	
	Replacement Pumps 8,500	
	Retrofit STEP System Pumps 5,000	



# Lower Moosa Canyon Water Reclamation Facility

## Capital Outlay



## Valley Center Municipal Water District

# Capital Outlay Budget Summary Lower Moosa Canyon Water Reclamation Facility

Fund	Department	Division
13	06	78

Acct. No.	Capital Project Request See Page	Description	Mid-Year Budget Adjustments 2020-2021	Total Approved Budget 2020-2021	Total Estimated Expenditures 2020-2021	Recaptured or Not Carried Forward to 2021-2022	Estimated Budget Carried Forward to 2021-2022	New Appropriation 2021-2022	Total Approved Budget 2021-2022
53030		Wastewater O&M Manual Development		39,125	39,125		-		-
53040	11-11	Moosa Main MCC Replacement		731,177	80,100		651,077	75,000	726,077
53060	11-12	Moosa Solar Installation		15,000	4,638		10,362	25,838	36,200
53140		Collection System Vitrified Clay Pipe Lining		54,301	-		54,301		54,301
53290	11-13	Meadows Lift Station Motor Control Center Repl.		50,000	-		50,000	455,000	505,000
53320	11-14	Moosa Clarifier Upgrades						250,000	250,000
53370	11-15	Utility Pumper Truck (one-half Funding)						67,500	67,500
53430		Islands Lift Station Generator		55,000	3,477		51,523		51,523
53450	11-16	Moosa Headworks Improvements						140,000	140,000
53460		Low Pressure Sewer Alarm System		100,000	100,000		-		-
53540		Master Plan		99,955	99,955		-		-
53541		Title XVI Feasibility Study		87,571	87,571		-		-
53650		RAS/WAS Unit Upgrade		85,000	70,000	(4,600)	10,400		10,400
53730		HMI/SCADA Migration & Control Upgrade System		177,087	46,087		131,000		131,000
53770		Rimrock LPS System Improvements		5,892	10,492	4,600	-		-
<b>Total Capital Projects</b>			<b>0</b>	<b>1,500,108</b>	<b>541,445</b>	<b>0</b>	<b>958,663</b>	<b>1,013,338</b>	<b>1,972,001</b>



# Valley Center Municipal

## Capital Outlay Budget Summary Lower Moosa Canyon Water Reclamation Facility Estimated Expenditures by Year

Fund	Department	Division
13	06	78

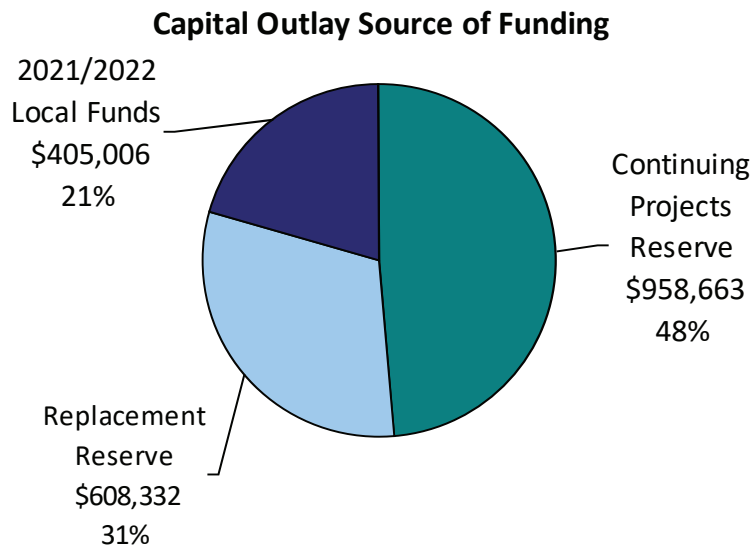
Acct. No.	Capital Project Request See Page	Description	Estimated Budget Carried Forward to 2021-2022	New Appropriation 2021-2022	Total Approved Budget 2021-2022	Estimated Actual Expenditures 2021-2022	Estimated Actual Expenditures 2022-2023	Estimated Project Balance after 2 years
53030		Wastewater O&M Manual Development	-		-	-		
53040	11-11	Moosa Main MCC Replacement	651,077	75,000	726,077	726,077		
53060	11-12	Moosa Solar Installation	10,362	25,838	36,200	36,200		
53140		Collection System Vitrified Clay Pipe Lining	54,301		54,301	54,301		
53290	11-13	Meadows Lift Station Motor Control Center Repl.	50,000	455,000	505,000	151,500	353,500	
53320	11-14	Moosa Clarifier Upgrades	-	250,000	250,000	75,000	175,000	
53370	11-15	Utility Pumper Truck (one-half Funding)	-	67,500	67,500	67,500		
53430		Islands Lift Station Generator	51,523		51,523	51,523		
53450	11-16	Moosa Headworks Improvements	-	140,000	140,000	42,000	98,000	
53460		Low Pressure Sewer Alarm System	-		-	-		
53540		Master Plan	-		-	-		
53541		Title XVI Feasibility Study	-		-	-		
53650		RAS/WAS Unit Upgrade	10,400		10,400	10,400		
53730		HMI/SCADA Migration & Control Upgrade System	131,000		131,000	131,000		
53770		Rimrock LPS System Improvements	-		-	-		
<b>Total Capital Projects</b>			<b>958,663</b>	<b>1,013,338</b>	<b>1,972,001</b>	<b>1,345,501</b>	<b>626,500</b>	<b>0</b>



## Capital Outlay Source of Funding Lower Moosa Canyon Reclamation Facility

All projects are funded by one or more of the following methods:

- **Continuing Projects Reserve:** The Reserve for Continuing Projects are unexpended appropriations for capital projects carried forward from prior years.
- **Local Funds:** Local Funds refers to the current year annual revenues collected for Sewer Service Charges.
- **Replacement Reserve:** The Replacement Reserve is funded through the budget appropriation of these local revenues designated for capital use equal to 100% of annual depreciation plus earning not reserved for other purposes.



Each Capital Project Request beginning on page 11-11 of this budget document displays a table at the top of the page that looks similar to the one below.

New Item	Type	Master Plan Priority	Project ID	Source of Funding 2021/2022	Strategic Plan Standard	Goal
	Replacement	A	CV010	Local Funds	8, 9	II

Indicates whether the project request is for a new item, a replacement, or a continuing project.

Correlates to the District's Master Plan document, not included in this budget. A copy can be provided upon request.

Correlates to the Source of Funding described above.

Correlates to the Strategic Plan Goals and Performance Standards described in the Budget Message beginning on page 1-21 of this budget document.

The table on the following page includes all capital projects with their source of funding identified.



## Valley Center Municipal Water District

### Capital Outlay Source of Funding Lower Moosa Canyon Water Reclamation Facility

Fund	Department	Division
13	06	78

Acct. No.	Capital Project Request See Page	Description	Source of Funding			Total Approved Budget 2021-2022
			Continuing Projects Reserve	Replacement Reserve	2021/2022 Local Funds	
53030		Wastewater O&M Manual Development				-
53040	11-11	Moosa Main MCC Replacement	651,077		75,000	726,077
53060	11-12	Moosa Solar Installation	10,362		25,838	36,200
53140		Collection System Vitrified Clay Pipe Lining	54,301			54,301
53290	11-13	Meadows Lift Station Motor Control Center Repl.	50,000	455,000		505,000
53320	11-14	Moosa Clarifier Upgrades			250,000	250,000
53370	11-15	Utility Pumper Truck (one-half Funding)		67,500		67,500
53430		Islands Lift Station Generator	51,523			51,523
53450	11-16	Moosa Headworks Improvements		85,832	54,168	140,000
53460		Low Pressure Sewer Alarm System				-
53540		Master Plan				-
53541		Title XVI Feasibility Study				-
53650		RAS/WAS Unit Upgrade	10,400			10,400
53730		HMI/SCADA Migration & Control Upgrade System	131,000			131,000
53770		Rimrock LPS System Improvements				-
<b>Total Capital Projects</b>			<b>958,663</b>	<b>608,332</b>	<b>405,006</b>	<b>1,972,001</b>





## Valley Center Municipal Water District

ACCOUNT NO.: 13-06-78-53040  
DEPARTMENT: Engineering

### CAPITAL PROJECT REQUEST

### Lower Moosa Canyon WRF MCC Replacement

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	Priority A	Project ID N/A	Local Funds	Standard 8, 9	Goal Infrastructure

#### PROJECT DESCRIPTION:

The Lower Moosa Canyon WRF Motor Control Center (MCC) project was established to replace the main MCC at the facility. The MCC was installed with the original construction of the facility in the mid-1970's. The MCC has reached the end of its service life, the reliability of the equipment is in jeopardy and replacement parts for the dated equipment are becoming difficult to acquire. The MCC is a critical component of the treatment process; without it, the treatment process cannot be operated.

Staff entered into a professional services agreement with Rockwell Construction Services in July 2019 to evaluate and document the existing electrical facilities, prepare phasing plan for the MCC replacement to ensure that critical processes are maintained during the upgrade process. The planning and design phase of the replacement of the MCC was completed during FY 2020-21 and bids were received for the project.

Additional funding is requested to complete replacement of the MCC in FY 2021-2022.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Staff	112,000	98,000	14,000	13,000	27,000		27,000	125,000
Engineering (PDR)	35,000	21,000	14,000	(14,000)				21,000
Engineering (Design)	120,000	85,000	35,000	(35,000)				85,000
CM Consultant			-	85,000	85,000		85,000	85,000
Construction	500,000		500,000	35,000	535,000		535,000	535,000
Miscellaneous	7,500	6,000	1,500		1,500		1,500	7,500
Contingency	75,500		75,500	(9,000)	66,500		66,500	66,500
<b>Total Project</b>	<b>850,000</b>	<b>210,000</b>	<b>640,000</b>	<b>75,000</b>	<b>715,000</b>	<b>0</b>	<b>715,000</b>	<b>925,000</b>



## Valley Center Municipal Water District

**ACCOUNT NO.:** 13-06-78-53060  
**DEPARTMENT:** Engineering

### CAPITAL PROJECT REQUEST

#### Moosa Solar Installation

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Existing Service	Priority	Project ID	Capital Reserves and Local Funds	Standard	Goal
		A	N/A		7	Energy

#### PROJECT DESCRIPTION:

Based upon the outcome of the Solar Evaluation Project which began in Fiscal Year 2018-2019, the District pursued more detailed financial and environmental analysis for four new solar arrays at the Miller Pump Station, Betsworth Pump Station, Lower Moosa Canyon and the Corporate Facility sites. After a failed Power Purchase Agreement (PPA) Request for Proposal (RFP) for all four sites, it was speculated that perceived grading and construction difficulties for Miller and Betsworth Pump Station sites may have deterred interest in proposing. It was then decided that re-issuing the RFP for the Lower Moosa Canyon and Corporate Facility sites only might be more successful. A revised RFP was re-issued and did garner one proposal from High Mountain Investments, LLC. After several COVID-19 related delays and contract extensions, the PPA Agreement was finally executed on May 11, 2021 and the projects are finally moving forward.

Additional funding is being requested to provide consultant, engineering, and construction maintenance support for installation of the solar array at the Lower Moosa Canyon site in the upcoming fiscal year.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Staff			-	20,000	20,000		20,000	20,000
Consultant	35,006	30,844	4,162	5,838	10,000		10,000	40,844
Miscellaneous	1,200		1,200		1,200		1,200	1,200
Contingency	5,000		5,000		5,000		5,000	5,000
<b>Total Project</b>	<b>41,206</b>	<b>30,844</b>	<b>10,362</b>	<b>25,838</b>	<b>36,200</b>	<b>0</b>	<b>36,200</b>	<b>67,044</b>

**CAPITAL PROJECT REQUEST****Meadows Lift Station Motor Control Center Replacement**

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	<u>Priority</u> A	<u>Project ID</u> N/A	Capital Reserves	<u>Standard</u> 8, 9	<u>Goal</u> II

**PROJECT DESCRIPTION:**

This project is to 1) upgrade the existing motor control center and instrumentation components at the Meadows Lift Station and 2) add SCADA and an in-line grinder. The motor control center panels are original equipment, installed in the mid-1970's, and need to be replaced to bring the facility up to current codes and District standards. A new MCC electrical cabinet is proposed to be installed at a new location near the southside fence entrance. The MCC cabinet shall include the new SCADA section, motor breaker and control sections and new Automatic Transfer Switch on a concrete pad with a small retaining wall, shade structure and AC unit for the SCADA equipment. Instrumentation components consist of a new electromagnetic flow meter, pressure indicator transmitters, pressure gauges and other appurtenant devices to connect the lift station to the SCADA network. Once completed, operators located at the Lower Moosa Canyon facility will be able to remotely monitor the operation, status and alarm conditions of the Meadows Lift Station.

Consultants would be used for designing the electrical portions and providing construction support and a separate integration consultant used to program and integrate the SCADA system.

The following table summarizes the estimated cost for planning, design and installation of all the upgrades at the lift station. Funding for the project would come from the Moosa Facility capital replacement reserves:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Staff	10,000		10,000	55,000	65,000		65,000	65,000
Construction	40,000		40,000	260,800	300,800		300,800	300,800
Outside Services			-	102,000	102,000		102,000	102,000
Miscellaneous			-	10,000	10,000		10,000	10,000
Contingency			-	28,000	28,000		28,000	28,000
<b>Total Project</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>455,800</b>	<b>505,800</b>	<b>0</b>	<b>505,800</b>	<b>505,800</b>



## Valley Center Municipal Water District

**ACCOUNT NO.:** 13-06-78-53320  
**DEPARTMENT:** Engineering

### CAPITAL PROJECT REQUEST

#### Moosa Clarifier Upgrades

New Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	<u>Priority</u> A	<u>Project ID</u> N/A	Capital Reserves	<u>Standard</u> 7	<u>Goal</u> Infrastructure

#### PROJECT DESCRIPTION:

This project is to upgrade the aging Moosa clarifier equipment. All the mechanical equipment in the clarifier is original equipment installed in the mid 1970's and need to be replaced including the rake arms, column support, motor, scum collector, suction piping, and bridge. The District will pre-purchase all the equipment and bid the contract for installation of the equipment

The following table summarizes the estimated cost for planning, design and installation of all the upgrades at the lift station. Funding for the project would come from the Moosa Facility capital replacement reserves:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Staff				25,000	25,000		25,000	25,000
Construction				200,000	200,000		200,000	200,000
Outside Services				0				
Miscellaneous				5,000	5,000		5,000	5,000
Contingency				20,000	20,000		20,000	20,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250,000</b>	<b>250,000</b>	<b>0</b>	<b>250,000</b>	<b>250,000</b>



## Valley Center Municipal Water District

ACCOUNT NO.: 13-06-78-53370  
DEPARTMENT: Field

### CAPITAL PROJECT REQUEST

#### Utility Pumper Truck

New Item	Type	Master Plan		Source of Funding	Strategic Plan	
	Existing Service	<u>Priority</u> A	<u>Project ID</u> N/A	Capital Reserves	<u>Standard</u> 7	<u>Goal</u> Infrastructure

#### PROJECT DESCRIPTION:

1500 Gallon Utility Pumper Truck, diesel fueled, with tool boxes and trailer hitch. The truck will be used to transport sewage and sludge to and from District facilities, flushing and cleaning the gravity and Low-Pressure System collection lines (LPCS), maintaining and servicing basins and equipment at the treatment facilities, lift station and Low-Pressure Pump System maintenance. The truck would also be utilized for emergency response during power outages and system failures averting possible sewage spills.

Using the pumper truck for transporting sludge from the Woods Valley Ranch Facility to the lower Moosa Canyon Facility for processing would eliminate or lower the cost of outside services currently being incurred.

The truck would be funded half from the Lower Moosa Canyon WRF Replacement Reserves and half from the Woods Valley Ranch Replacement Reserves.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Utility Pumper Truck				115,000	115,000		115,000	115,000
Additional Equipment				10,000	10,000		10,000	10,000
Contingency				10,000	10,000		10,000	10,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>135,000</b>	<b>135,000</b>	<b>0</b>	<b>135,000</b>	<b>135,000</b>



## CAPITAL PROJECT REQUEST

### Moosa Headworks Improvements

New Item	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	<u>Priority</u> A	<u>Project ID</u> N/A	Capital Reserves	<u>Standard</u> 7	<u>Goal</u> Infrastructure

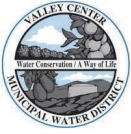
#### PROJECT DESCRIPTION:

This project is to upgrade the Moosa headworks area. Currently there is only one Screening Unit that operates for the entire plant. If this screenings unit fails, operators have to remove and replace with a unit that sits in the warehouse. As part of this project, the extra unit will be installed in the bypass channel and will work as a standby unit so there is no interruption in the screenings of material entering the treatment plant.

Additionally, a concrete box structure with a 12" pipe connection will be installed for overflow protection and can be used to when operators perform routine grit cleaning in the influent channel.

The following table summarizes the estimated cost for planning, design and installation of all the upgrades at the lift station. Funding for the project would come from the Moosa Facility capital replacement reserves:

Project Budget	Prior		Estimated Budget Remaining	Proposed Budget Allocation	Total Budget	Future Budget	Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Actual Expense		2021-2022	2021-2022	Allocation		
Staff				25,000	25,000		25,000	25,000
Construction				80,000	80,000		80,000	80,000
Outside Services				20,000	20,000		20,000	20,000
Miscellaneous				5,000	5,000		5,000	5,000
Contingency				10,000	10,000		10,000	10,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,000</b>	<b>140,000</b>	<b>0</b>	<b>140,000</b>	<b>140,000</b>



## Valley Center Municipal Water District

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# Woods Valley Ranch Wastewater Expansion





## Valley Center Municipal Water District

# Woods Valley Ranch Wastewater Expansion

### FUNCTION OVERVIEW

Projects associated with the expansion of the Woods Valley Ranch Water Reclamation Facility (WVRWRF) (Fund 16) are segregated from the main facility (Fund 17) to better identify and account for funds expended for expansion and capital improvements from funds expended for operation and maintenance costs, system upgrade costs, and facility replacement projects.

The Woods Valley Ranch Wastewater Expansion Project (Expansion Project) is a joint Property Owner/Developer/District project to extend wastewater service to parcels owned by participating developers and property owners in the South and North Village areas of Valley Center. These areas are identified on the County General Plan as the higher density areas generally along Valley Center Road from Woods Valley Road north through Cole Grade Road. The service area is anticipated to have an ultimate average day wastewater demand of up to 525,000 gallons per day for a project ultimate demand of 3,000 Equivalent Dwelling Units (EDUs). The extension of wastewater service to the area would be accomplished through voluntary property owner participation in multiple expansion phases as required to meet the requested wastewater capacity timing and demands.

The Expansion Project consisted of the following project components, funded through a separate Clean Water State Revolving Fund (SRF) financing agreement with the State Water Resources Control Board (SWRCB): 1) South Village Collection System, 2) WVRWRF Phase 2 Expansion, and 3) Charlan Road Seasonal Storage Facility. The North Village Collection System was completed with funding from the sale of a limited obligation improvement bond. Construction of the Orchard Run Lift Station and North Village Lift Station were removed from the North Village Collection System component and are to be completed by the developers benefitting from the lift stations.

Full development of the Park Circle East/West Subdivision will require construction of the Orchard Run Lift Station, a Phase 3 expansion to the WVRWRF and additional seasonal storage (Phase 3 Expansion Facilities). A community facilities district (CFD) was formed to fund the facilities through issuance of land secured financing (SRF Loan, limited obligation improvement bonds or both) that would be repaid from special tax revenues collected from properties within the CFD. Build-out of the development will require construction of the Orchard Run Lift Station in FY 2021-2022. Construction of the remaining facilities will be scheduled based on actual build-out within the service area.

Fiscal Year 2020-2021 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Completed the planning studies for the Phase 3 Expansion Project and formation of the Community Facilities District.			✓				
Several capacity transfers were completed, reallocating of capacity and assessments from property owners requesting capacity reductions to property owners requesting additional capacity.			✓				
Completed the design of the Orchard Run Lift Station.			✓				
The WVRWRF Master Plan Update was completed reducing the design requirements for an EDU creating additional capacity in the Phase 2 Expansion project resulting in a lower assessment per EDU for all participants.			✓				
Formation of the Communities Facilities District (CFD) was completed, including a CFD Financing agreement with the developer of the Park Circle and Orchard Run projects, to secure the financial security needed for future construction of the Orchard Run Lift Station and the Phase 3 Expansion Project needed for the developments.			✓				



## Valley Center Municipal Water District

# Woods Valley Ranch Wastewater Expansion

Fiscal Year 2021-2022 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Assist property owners with the transfer of wastewater capacity from those that no longer desire the capacity to those that do.	1	✓					
Work with the owners of the Woods Valley Golf Course to increase the seasonal storage volume of the ponds located within the golf course.			✓				
Coordinate planning efforts for increased capacity requests in the North Village area.			✓				
Secure developer funding for, and complete, the design of the North Village Lift Station and acquisition of the lift station site.			✓	✓			

Long-Term Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Work with the developers and property owners in the Woods Valley Ranch WRF Service Area to prepare planning documents and agreements necessary for the implementation of a Phase 3 and future expansion projects in accordance with the approved Master Plan to meet the wastewater treatment needs of property in the South and North Village area.			✓				
Coordination and preparation of planning documents necessary to have wastewater capacity available when needed without requiring extensive District financial commitments and resources. The wastewater expansion project phases shall be developed with funding provided only from the property owners that receive a direct benefit from the wastewater improvements.			✓	✓			
Prepare State Revolving Fund Loan Application for future construction of the Phase 3 Expansion facilities.			✓	✓			
Development of a reclamation plan that provides for the perpetual beneficial reuse of the treated effluent generated by the wastewater customers.			✓				
Pursue Federal funding opportunities to assist with the expansion of the facility to develop recycled water supplies to offset imported potable water irrigation demands, improve ground water quality, and help reduce costs to provide wastewater service to new and existing customers within the designated service area.		✓	✓	✓			

\* See page 1-23 of this Budget document for the full Strategic Plan.



## Valley Center Municipal Water District

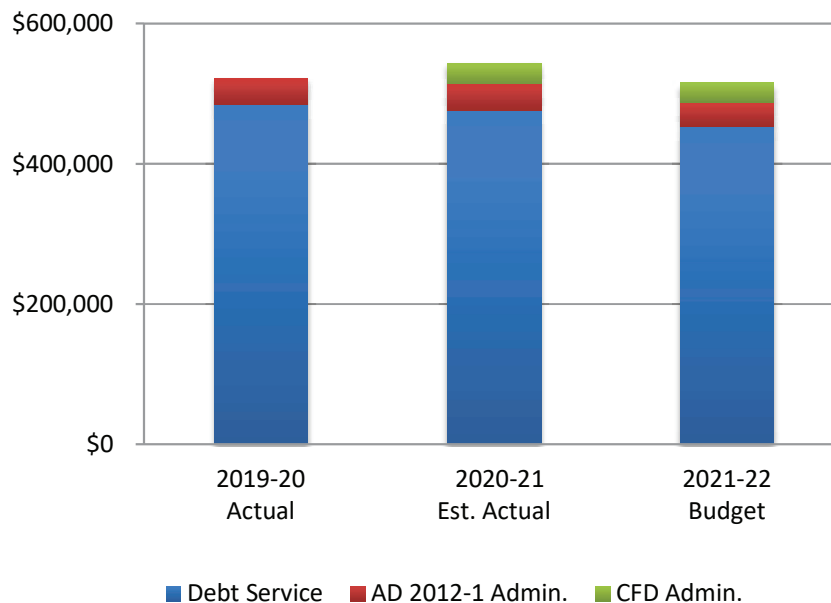
# Woods Valley Ranch Wastewater Expansion

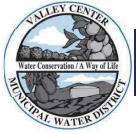
### Department Summary by Division

Fund	Department
16	03

Division No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
19	Debt Service - Interest Expense	485,097	476,879	476,879	453,438
35	AD 2012-1 Administration	37,031	25,600	38,141	35,000
37	CFD 2020-1 Administration	-	25,600	27,600	27,500
78	Capital Projects	927,340	0	40,000	4,000,000
<b>TOTAL WOODS VALLEY RANCH</b>		<b>1,449,468</b>	<b>528,079</b>	<b>582,620</b>	<b>4,515,938</b>

### Division Expenses





## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Expansion Recap of Budget and Source of Financing July 1, 2020 to June 30, 2022

Fund
16

	Debt Service Replacement Fund	Reserve Fund	Continuing Projects Fund	Operating Fund	Total
<b>ACTUAL BALANCE JULY 1, 2020</b>	<b>1,141,977</b>	<b>1,542,388</b>	<b>3,192,159</b>	<b>0</b>	<b>5,876,524</b>
Add: Revenue 2020-2021					
AD 2012-1 Assessment	1,334,000				1,334,000
CFD Special Tax (Phase 3)	821,000				821,000
Interest	22,417				22,417
<b>Total Revenue</b>	<b>2,177,417</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,177,417</b>
LESS: Estimated Expenditures 2020-2021			(40,000)	(542,620)	(582,620)
Transfers	(542,620)			542,620	0
<b>Net Change</b>	<b>1,634,797</b>	<b>0</b>	<b>(40,000)</b>	<b>0</b>	<b>1,594,797</b>
<b>ESTIMATED BALANCE JUNE 30, 2021</b>	<b>2,776,774</b>	<b>1,542,388</b>	<b>3,152,159</b>	<b>0</b>	<b>7,471,321</b>
Add: Revenue 2021-2022					
AD 2012-1 Assessment	1,334,000				1,334,000
CFD Special Tax (Phase 3)	1,005,142				1,005,142
Interest	19,732				19,732
<b>Total Revenue</b>	<b>2,358,874</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,358,874</b>
LESS: Proposed Expenditures 2021-2022			(4,000,000)	(515,938)	(4,515,938)
Expenditures of Continuing Projects			(3,152,159)		(3,152,159)
Transfers	(4,515,938)		4,000,000	515,938	0
<b>Net Change</b>	<b>(2,157,064)</b>	<b>0</b>	<b>(3,152,159)</b>	<b>0</b>	<b>(5,309,223)</b>
<b>ESTIMATED BALANCE JUNE 30, 2022</b>	<b>619,710</b>	<b>1,542,388</b>	<b>0</b>	<b>0</b>	<b>2,162,098</b>



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Expansion

#### Revenue Estimate

Fund	Department
16	00

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
81-41005	Wastewater Stand-By Charge (SA-2)	0	602,600	0	0
81-41110	Assessment District 2012-1 South Village	1,335,510	1,333,946	1,334,000	1,334,000
81-41120	CFD Special Tax (Phase 3)	0	821,000	821,000	1,005,142
84-41000	Interest Allocation	79,758	47,804	22,417	19,732
89-42000	Contributions in Kind	708,324	0	0	0
<b>Total</b>		<b>2,123,592</b>	<b>2,805,350</b>	<b>2,177,417</b>	<b>2,358,874</b>



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Expansion AD 2012-1 Administration

#### Division Summary by Expense Category

Fund	Department	Division
16	03	35

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	26,193	10,600	21,689	11,100
50003	Overtime	0	0	0	0
50025	Outside Professional Services	10,838	15,000	16,452	23,900
<b>Total</b>		<b>37,031</b>	<b>25,600</b>	<b>38,141</b>	<b>35,000</b>



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Expansion AD 2012-1 Administration

#### Division Detail

Fund	Department	Division
16	03	35

Total Budget Request
<b>\$35,000</b>

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	11,100
	Full Time Equivalents 0.04	
50003	Overtime	
50025	Outside Professional Services	23,900



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Expansion CFD 2020-1 Administration

#### Division Summary by Expense Category

Fund	Department	Division
16	03	37

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	0	10,600	11,100	11,100
50003	Overtime	0	0	0	0
50025	Outside Professional Services	0	15,000	16,500	16,400
<b>Total</b>		<b>0</b>	<b>25,600</b>	<b>27,600</b>	<b>27,500</b>





## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Expansion CFD 2020-1 Administration

#### Division Detail

Fund	Department	Division
16	03	37

Total Budget Request
\$27,500

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	11,100
	Full Time Equivalents 0.04	
50003	Overtime	
50025	Outside Professional Services	16,400



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Expansion Debt Service

#### Division Summary by Expense Category

Fund	Department	Division
16	03	19

Total Outstanding Balance for all 3 Loans
<b>\$20,610,818</b>

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50070	Interest on SRF Debt Collection System	50,652	50,473	50,473	47,987
50072	Interest on SRF Debt Seasonal Storage	92,282	91,123	91,123	86,645
50073	Interest on SRF Debt Treatment Plant	342,163	335,283	335,283	318,806
<b>Total</b>		<b>485,097</b>	<b>476,879</b>	<b>476,879</b>	<b>453,438</b>

#### SOURCE OF FINANCING

Assessment AD 2012-1	485,097	476,879	476,879	453,438
<b>Total</b>	<b>485,097</b>	<b>476,879</b>	<b>476,879</b>	<b>453,438</b>



# Valley Center Municipal Water District

## Woods Valley Ranch Wastewater Expansion

### California Clean Water State Revolving Fund Loan Payment Schedule Collection System

Fund	Department	Division
16	03	19

Outstanding Balance
<b>\$2,181,239</b>

Due Date	Ref Num	Beginning Balance	Principal Payment	Interest Rate %	Interest Payment	Total Payment	Ending Balance
8/15/2017	1	\$ 2,337,188.60	\$ 110,666.53	2.20%	\$ 33,977.92	\$ 144,644.45	\$ 2,226,522.07
8/15/2018	2	\$ 2,515,986.07	\$ 111,226.24	2.20%	\$ 52,223.04	\$ 163,449.28	\$ 2,404,759.83
8/15/2019	3	\$ 2,404,759.83	\$ 110,544.56	2.20%	\$ 52,904.72	\$ 163,449.28	\$ 2,294,215.27
8/15/2020	4	\$ 2,294,215.27	\$ 112,976.54	2.20%	\$ 50,472.74	\$ 163,449.28	\$ 2,181,238.73
8/15/2021	5	\$ 2,181,238.73	\$ 115,462.03	2.20%	\$ 47,987.25	\$ 163,449.28	\$ 2,065,776.70
8/15/2022	6	\$ 2,065,776.70	\$ 118,002.19	2.20%	\$ 45,447.09	\$ 163,449.28	\$ 1,947,774.51
8/15/2023	7	\$ 1,947,774.51	\$ 120,598.24	2.20%	\$ 42,851.04	\$ 163,449.28	\$ 1,827,176.27
8/15/2024	8	\$ 1,827,176.27	\$ 123,251.40	2.20%	\$ 40,197.88	\$ 163,449.28	\$ 1,703,924.87
8/15/2025	9	\$ 1,703,924.87	\$ 125,962.93	2.20%	\$ 37,486.35	\$ 163,449.28	\$ 1,577,961.94
8/15/2026	10	\$ 1,577,961.94	\$ 128,734.12	2.20%	\$ 34,715.16	\$ 163,449.28	\$ 1,449,227.82
8/15/2027	11	\$ 1,449,227.82	\$ 131,566.27	2.20%	\$ 31,883.01	\$ 163,449.28	\$ 1,317,661.55
8/15/2028	12	\$ 1,317,661.55	\$ 134,460.73	2.20%	\$ 28,988.55	\$ 163,449.28	\$ 1,183,200.82
8/15/2029	13	\$ 1,183,200.82	\$ 137,418.86	2.20%	\$ 26,030.42	\$ 163,449.28	\$ 1,045,781.96
8/15/2030	14	\$ 1,045,781.96	\$ 140,442.08	2.20%	\$ 23,007.20	\$ 163,449.28	\$ 905,339.88
8/15/2031	15	\$ 905,339.88	\$ 143,531.80	2.20%	\$ 19,917.48	\$ 163,449.28	\$ 761,808.08
8/15/2032	16	\$ 761,808.08	\$ 146,689.50	2.20%	\$ 16,759.78	\$ 163,449.28	\$ 615,118.58
8/15/2033	17	\$ 615,118.58	\$ 149,916.67	2.20%	\$ 13,532.61	\$ 163,449.28	\$ 465,201.91
8/15/2034	18	\$ 465,201.91	\$ 153,214.84	2.20%	\$ 10,234.44	\$ 163,449.28	\$ 311,987.07
8/15/2035	19	\$ 311,987.07	\$ 156,585.56	2.20%	\$ 6,863.72	\$ 163,449.28	\$ 155,401.51
8/15/2036	20	\$ 155,401.51	\$ 155,401.51	2.20%	\$ 3,418.83	\$ 158,820.34	\$ -
<b>Total</b>			<b>\$2,626,652.60</b>		<b>\$618,899.23</b>	<b>\$3,245,551.83</b>	



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Expansion

## California Clean Water State Revolving Fund Loan Payment Schedule Seasonal Storage

Fund	Department	Division
16	03	19

Outstanding Balance
<b>\$3,938,399</b>

Due Date	Ref Num	Beginning Balance	Principal Payment	Interest Rate %	Interest Payment	Total Payment	Ending Balance
10/20/2017	1	\$ 4,752,615.89	\$ 216,600.23	2.20%	\$ 78,078.86	\$ 294,679.09	\$ 4,536,015.66
10/20/2018	2	\$ 4,536,015.66	\$ 194,886.75	2.20%	\$ 99,792.34	\$ 294,679.09	\$ 4,341,128.91
10/20/2019	3	\$ 4,341,128.91	\$ 199,174.25	2.20%	\$ 95,504.84	\$ 294,679.09	\$ 4,141,954.66
10/20/2020	4	\$ 4,141,954.66	\$ 203,556.09	2.20%	\$ 91,123.00	\$ 294,679.09	\$ 3,938,398.57
10/20/2021	5	\$ 3,938,398.57	\$ 208,034.32	2.20%	\$ 86,644.77	\$ 294,679.09	\$ 3,730,364.25
10/20/2022	6	\$ 3,730,364.25	\$ 212,611.08	2.20%	\$ 82,068.01	\$ 294,679.09	\$ 3,517,753.17
10/20/2023	7	\$ 3,517,753.17	\$ 217,288.52	2.20%	\$ 77,390.57	\$ 294,679.09	\$ 3,300,464.65
10/20/2024	8	\$ 3,300,464.65	\$ 222,068.87	2.20%	\$ 72,610.22	\$ 294,679.09	\$ 3,078,395.78
10/20/2025	9	\$ 3,078,395.78	\$ 226,954.38	2.20%	\$ 67,724.71	\$ 294,679.09	\$ 2,851,441.40
10/20/2026	10	\$ 2,851,441.40	\$ 231,947.38	2.20%	\$ 62,731.71	\$ 294,679.09	\$ 2,619,494.02
10/20/2027	11	\$ 2,619,494.02	\$ 237,050.22	2.20%	\$ 57,628.87	\$ 294,679.09	\$ 2,382,443.80
10/20/2028	12	\$ 2,382,443.80	\$ 242,265.33	2.20%	\$ 52,413.76	\$ 294,679.09	\$ 2,140,178.47
10/20/2029	13	\$ 2,140,178.47	\$ 247,595.16	2.20%	\$ 47,083.93	\$ 294,679.09	\$ 1,892,583.31
10/20/2030	14	\$ 1,892,583.31	\$ 253,042.26	2.20%	\$ 41,636.83	\$ 294,679.09	\$ 1,639,541.05
10/20/2031	15	\$ 1,639,541.05	\$ 258,609.19	2.20%	\$ 36,069.90	\$ 294,679.09	\$ 1,380,931.86
10/20/2032	16	\$ 1,380,931.86	\$ 264,298.59	2.20%	\$ 30,380.50	\$ 294,679.09	\$ 1,116,633.27
10/20/2033	17	\$ 1,116,633.27	\$ 270,113.16	2.20%	\$ 24,565.93	\$ 294,679.09	\$ 846,520.11
10/20/2034	18	\$ 846,520.11	\$ 276,055.65	2.20%	\$ 18,623.44	\$ 294,679.09	\$ 570,464.46
10/20/2035	19	\$ 570,464.46	\$ 282,128.87	2.20%	\$ 12,550.22	\$ 294,679.09	\$ 288,335.59
10/20/2036	20	\$ 288,335.59	\$ 288,335.59	2.20%	\$ 6,343.38	\$ 294,678.97	-
<b>Total</b>			<b>\$4,752,615.89</b>		<b>\$1,140,965.79</b>	<b>\$5,893,581.68</b>	



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Expansion

## California Clean Water State Revolving Fund Loan Payment Schedule Treatment Plant

Fund	Department	Division
16	03	19

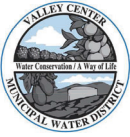
Outstanding Balance
<b>\$14,491,180</b>

Due Date	Ref Num	Beginning Balance	Principal Payment	Interest Rate %	Interest Payment	Total Payment	Ending Balance
12/15/2017	1	\$15,525,647.27	\$ 700,177.27	2.20%	\$ 315,105.48	\$ 1,015,282.75	\$ 14,825,470.00
12/15/2018	2	\$15,628,318.00	\$ 720,517.51	2.20%	\$ 363,742.42	\$ 1,084,259.93	\$ 14,907,800.49
12/15/2019	3	\$16,693,528.00	\$ 732,853.70	2.20%	\$ 351,406.23	\$ 1,084,259.93	\$ 15,960,674.30
12/15/2020	4	\$15,240,156.79	\$ 748,976.48	2.20%	\$ 335,283.45	\$ 1,084,259.93	\$ 14,491,180.31
12/15/2021	5	\$14,491,180.31	\$ 765,453.96	2.20%	\$ 318,805.97	\$ 1,084,259.93	\$ 13,725,726.35
12/15/2022	6	\$13,725,726.35	\$ 782,293.95	2.20%	\$ 301,965.98	\$ 1,084,259.93	\$ 12,943,432.40
12/15/2023	7	\$12,943,432.40	\$ 799,504.42	2.20%	\$ 284,755.51	\$ 1,084,259.93	\$ 12,143,927.98
12/15/2024	8	\$12,143,927.98	\$ 817,093.51	2.20%	\$ 267,166.42	\$ 1,084,259.93	\$ 11,326,834.47
12/15/2025	9	\$11,326,834.47	\$ 835,069.57	2.20%	\$ 249,190.36	\$ 1,084,259.93	\$ 10,491,764.90
12/15/2026	10	\$10,491,764.90	\$ 853,441.10	2.20%	\$ 230,818.83	\$ 1,084,259.93	\$ 9,638,323.80
12/15/2027	11	\$ 9,638,323.80	\$ 872,216.81	2.20%	\$ 212,043.12	\$ 1,084,259.93	\$ 8,766,106.99
12/15/2028	12	\$ 8,766,106.99	\$ 891,405.58	2.20%	\$ 192,854.35	\$ 1,084,259.93	\$ 7,874,701.41
12/15/2029	13	\$ 7,874,701.41	\$ 911,016.50	2.20%	\$ 173,243.43	\$ 1,084,259.93	\$ 6,963,684.91
12/15/2030	14	\$ 6,963,684.91	\$ 931,058.86	2.20%	\$ 153,201.07	\$ 1,084,259.93	\$ 6,032,626.05
12/15/2031	15	\$ 6,032,626.05	\$ 951,542.16	2.20%	\$ 132,717.77	\$ 1,084,259.93	\$ 5,081,083.89
12/15/2032	16	\$ 5,081,083.89	\$ 972,476.08	2.20%	\$ 111,783.85	\$ 1,084,259.93	\$ 4,108,607.81
12/15/2033	17	\$ 4,108,607.81	\$ 993,870.56	2.20%	\$ 90,389.37	\$ 1,084,259.93	\$ 3,114,737.25
12/15/2034	18	\$ 3,114,737.25	\$ 1,015,735.71	2.20%	\$ 68,524.22	\$ 1,084,259.93	\$ 2,099,001.54
12/15/2035	19	\$ 2,099,001.54	\$ 1,038,081.90	2.20%	\$ 46,178.03	\$ 1,084,259.93	\$ 1,060,919.64
12/15/2036	20	\$ 1,060,919.64	\$ 1,060,919.64	2.20%	\$ 23,340.23	\$ 1,084,259.87	\$ (0.00)
<b>Total</b>			<b>\$17,393,705.27</b>		<b>\$4,222,516.09</b>	<b>\$21,616,221.36</b>	



# Woods Valley Ranch Wastewater Expansion

## Capital Outlay

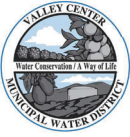


# Valley Center Munic Water District

## Capital Outlay Budget Summary Woods Valley Ranch Expansion

Fund	Department	Division
16	06	78

Acct. No.	Capital Project Request See Page	Description	Mid-Year Budget Adjustments 2020-2021	Total Approved Budget 2020-2021	Total Estimated Expenditures 2020-2021	Recaptured or Not Carried Forward to 2021-2022	Estimated Budget Carried Forward to 2021-2022	New Appropriation 2021-2022	Total Approved Budget 2021-2022
561XX		WVR Wastewater Reclamation Facility		3,192,160	40,000		3,152,160		3,152,160
56150		North Village Collection System							-
56160		WVR Ranch WRF Phase 2 Expansion							-
56170		WVGC Seasonal Storage							-
56180		Bond Issuance Costs AD 2012-1							-
56300		WVR WRF Phase 3 Planning							-
56310		Orchard Run Lift Station							-
56320		North Village Lift Station							-
Community Facilities District 2020-1									
56340	12-11	Orchard Run Lift Station						3,850,000	3,850,000
56330	12-12	Series 1 Bond Issuance						150,000	150,000
									-
Total Capital Projects			-	3,192,160	40,000	-	3,152,160	4,000,000	7,152,160



## Valley Center Municipal Water District

### Capital Outlay Budget Summary Woods Valley Ranch Expansion Estimated Expenditures by Year

Fund	Department	Division
16	06	78

Acct. No.	Capital Project Request See Page	Description	Estimated Budget Carried Forward to 2021-2022	New Appropriation 2021-2022	Total Approved Budget 2021-2022	Estimated Actual Expenditures 2021-2022	Estimated Actual Expenditures 2022-2023	Estimated Project Balance after 2 years
531XX		WVR Wastewater Reclamation Facility	3,152,160		3,152,160	2,152,160	1,000,000	
53150		North Village Collection System			-			
53160		WVR Ranch WRF Phase 2 Expansion			-			
53170		WVGC Seasonal Storage			-			
53180		Bond Issuance Costs AD 2012-1			-			
53300		WVR WRF Phase 3 Planning			-			
53310		Orchard Run Lift Station			-			
53320		North Village Lift Station			-			
Community Facilities District 2020-1					-			
56340	12-11	Orchard Run Lift Station		3,850,000	3,850,000	3,000,000	850,000	
56330	12-12	Series 1 Bond Issuance		150,000	150,000	150,000		
<b>Total Capital Projects</b>			<b>3,152,160</b>	<b>4,000,000</b>	<b>7,152,160</b>	<b>5,302,160</b>	<b>1,850,000</b>	<b>-</b>



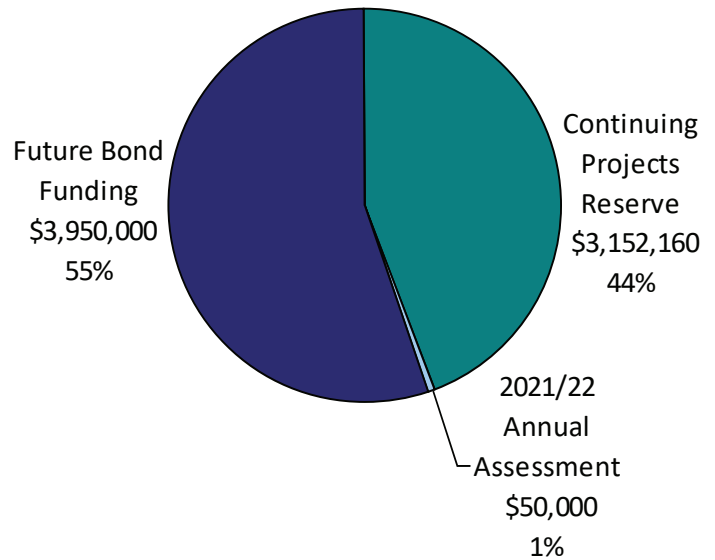


## Capital Outlay Source of Funding Woods Valley Ranch Expansion

All projects are funded by one or more of the following methods:

- **Continuing Projects Reserve:** The Reserve for Continuing Projects are unexpended appropriations for capital projects carried forward from prior years.
- **2021/2022 Annual Assessment:** This refers to the current budget year 2021/2022 annual Fixed Charge Special Assessments for Assessment District No. 2012-1 and CFD 2020-1 not allocated to debt service plus earnings not reserved for other purposes.
- **Future Bond Funding:** Limited Obligation Improvement Bonds will need to be sold to fund the construction of the permanent Orchard Run Lift Station facility. The bonds will be issued by CFD No. 2020-1 and represent the first of 2 Bond issuance series anticipated for the CFD. Repayment of the bonds will be from special taxes levied on the property within the CFD. Bond Issuance expenses funded by the CFD special taxes will later be reimbursed from the bond proceeds.

Capital Outlay Source of Funding



Each Capital Project Request beginning on page 12-11 of this budget document displays a table at the top of the page that looks similar to the one below.

New Item	Type	Master Plan Priority	Project ID	Source of Funding	Strategic Plan Standard	Goal
	Replacement	A	CV010	Future Bond Funding	8, 9	II

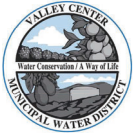
Indicates whether the project request is for a new item, a replacement, or a continuing project.

Correlates to the District's Master Plan document, not included in this budget. A copy can be provided upon request.

Correlates to the Source of Funding described above.

Correlates to the Strategic Plan Goals and Performance Standards described in the Budget Message beginning on page 1-21 of this budget document.

The table on the following page includes all capital projects with their source of funding identified.



## Valley Center Munic Water District

### Capital Outlay Source of Funding Woods Valley Ranch Expansion

Fund	Department	Division
16	06	78

Acct. No.	Capital Project Request See Page	Description	Source of Funding			Total Approved Budget 2021-2022
			Continuing Projects Reserve	2021/2022 Annual Assessment	Future Bond Funding	
561XX		WVR Wastewater Reclamation Facility	3,152,160			3,152,160
56150		North Village Collection System				-
56160		WVR Ranch WRF Phase 2 Expansion				-
56170		WVGC Seasonal Storage				-
56180		Bond Issuance Costs AD 2012-1				-
56300		WVR WRF Phase 3 Planning				-
56310		Orchard Run Lift Station				-
56320		North Village Lift Station				-
Community Facilities District 2020-1						
56340	12-11	Orchard Run Lift Station			3,850,000	3,850,000
56330	12-12	Series 1 Bond Issuance		50,000	100,000	150,000
<b>Total Capital Projects</b>			<b>3,152,160</b>	<b>50,000</b>	<b>3,950,000</b>	<b>7,152,160</b>



## Valley Center Municipal Water District

ACCOUNT NO.: 16-06-78-56340

DEPARTMENT: Engineering

### CAPITAL PROJECT REQUEST

#### Orchard Run Lift Station

New Item	Type	Master Plan		Source of Funding	Strategic Plan	
	Ultimate Service	Priority	Project ID	Future Bond Funding	Standard	Goal
		A	N/A		8, 9	Infrastructure

#### PROJECT DESCRIPTION:

This project is for the construction of the permanent Orchard Run Lift Station. The Interim Orchard Run Lift Station is currently providing service to the Park Circle development for up to 250 single family homes with expansion capabilities up to 350 units. Construction of the permanent facility will be scheduled to be completed prior to exceeding the capacity of the interim lift station.

The permanent lift station facility will have a wet well with two (2) pumps with emergency storage and appurtenant improvements for a minimum capacity of 691 EDU's from Bear Peak (47), Park Circle (332) and Orchard Run (300) Developments including 12 EDUs for commercial. Appurtenant improvements include an emergency generator, odor control, chemical and motor control center with SCADA panel. Operational information will be incorporated into the SCADA/HMI system at the Woods Valley Ranch Water Reclamation Facility.

The project will be funded by Developer Advances until CFD Bond Sale can occur, at which time balance of construction will be funded from bond proceeds and the developer reimbursed prior expenditures.

The following table summarizes the project's future funding requirements:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Staff				300,000	300,000		300,000	300,000
Engineering				240,000	240,000		240,000	240,000
Construction				3,000,000	3,000,000		3,000,000	3,000,000
Miscellaneous								
Contingency				310,000	310,000		310,000	310,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,850,000</b>	<b>3,850,000</b>	<b>0</b>	<b>3,850,000</b>	<b>3,850,000</b>



## CAPITAL PROJECT REQUEST

### Community Facilities District (CFD) No. 2020-1 Bond Issuance

New Item	Type	Master Plan		Source of Funding	Strategic Plan	
	Ultimate Service	Priority	Project ID	2021/2022 Annual Assessments & Future Bond Funding	Standard	Goal
		A	N/A		8, 9	Infrastructure

#### PROJECT DESCRIPTION:

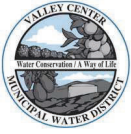
Limited Obligation Improvement Bonds will need to be sold to fund the construction of the permanent Orchard Run Lift Station facility. The bonds will be issued by CFD No. 2020-1 and represent the first of 2 Bond issuance series anticipated for the CFD. Repayment of the bonds will be from special taxes levied on the property within the CFD. The construction costs to be funded by the bond proceeds will include the construction contract, project management, construction management, inspection and contingencies.

This funding authorization is requested to track expenses in preparing planning documents for the proposed bond sale until such time as bonds can be sold. The balance of the issuance costs would be included in the bond amount. Depending on the available special tax revenue levels, additional expenses identified in the CFD formation documents may be included in this Series 1 Bond.

Funding for these expenses is available from CFD 2020-1 special taxes collected for Fiscal Years 2019-2020 and 2020-2021. Issuance expenses funded by the CFD special tax would be reimbursed from the bond proceeds.

The following table summarizes the project's future funding requirements:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Staff				25,000	25,000		25,000	25,000
Financial Advisor				40,000	40,000		40,000	40,000
Legal-Bond Counsel				40,000	40,000		40,000	40,000
Appraisal/Market Study				25,000	25,000		25,000	25,000
Contingency				20,000	20,000		20,000	20,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>



## Valley Center Municipal Water District

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# Woods Valley Ranch Water Reclamation Facility



## Valley Center Municipal Water District

# Woods Valley Ranch Water Reclamation Facility

### Personnel Requirements (FTE's)

	<i>Actual</i> FY 2020-21	<i>Budget</i> FY 2020-21	<i>Proposed</i> FY 2021-22
Wastewater Systems Supervisor	0.3	0.3	0.3
Senior Wastewater System Technician	0.4	0.4	0.4
Wastewater Systems Technician III	0.7	0.7	1.3
Wastewater Systems Technician II	0.3	0.3	0.3
Wastewater Systems Technician I	0.3	0.3	0.0
<b>Total</b>	<b>2.0</b>	<b>2.0</b>	<b>2.3</b>

### FUNCTION OVERVIEW

Wastewater collection, treatment and disposal services are provided to the Woods Valley Ranch Development and the South and North Village Areas by the recently expanded 275,000 gallon per day (gpd), Woods Valley Ranch Water Reclamation Facility (WVRWRF) and the newly constructed South and North Village Low Pressure Sewer (LPS) Collection System.

A gravity collection system provides service to the Woods Valley Ranch Subdivision directly to the treatment facility. The recently constructed Bear Peak and Park Circle Subdivisions are served by a gravity collection system and interim lift station. The LPS system has numerous private on-site LPS pump systems in the North and South Village Areas that are maintained by the wastewater staff. The WVRWRF staff also performs daily wastewater sampling, potable bacteriological testing (Bac-T), and general physical samples in the onsite laboratory.

The wastewater division strives to operate the facility in the most efficient manner while meeting the requirements of the Waste Discharge Permit issued by the Regional Water Quality Control Board (RWQCB). Currently, the plant is processing an average of 0.055 million gallons per day; while customer implementation of water conservation measures have reduced the average flow per connection the total flow has increased since last year due to additional connections from the new developments.

Funding for the operation of the facilities comes from:

- 1) A fixed charge special assessment on the property tax roll consisting of either a wastewater service charge for properties connected to the system or a wastewater standby fee for properties that have not yet connected to the wastewater system,
- 2) A Grinder Pump Maintenance Charge for connected properties with a grinder pump installation, also assessed on the property tax roll, and
- 3) Proceeds from the sale of reclaimed water to the golf course for irrigation.



## Valley Center Municipal Water District

# Woods Valley Ranch Water Reclamation Facility

Fiscal Year 2020-2021 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Comensation & Benefits
Staff assisted property owner participants with planning and installation of their grinder pump units for connection to the Low Pressure Sewer System.			✓				
Continued to implement operational changes that reduced equipment run times and energy consumption and improved effluent quality.				✓			
Performed in-house cleaning and video inspection of 20% of the gravity collection system to eliminate potential blockages and reduce outside service expenditures. No sewer overflows occurred during the 2019 – 2020 fiscal year.			✓				
Continued to provide assistance and support on the South and North node collection system expansion projects on Valley Center Road.			✓				
Continued to respond to Alarms and maintain the Private Low Pressure Sewer On-Site pump systems.			✓				
Completed the annual fats, oils and grease inspections on commercial businesses.	12		✓				
Continued assisting with the training, testing and implementation of the City Works Asset Management Software to improve efficiencies in the Wastewater Division.					✓		





## Valley Center Municipal Water District

# Woods Valley Ranch Water Reclamation Facility

Fiscal Year 2021-2022 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Assist property owner participants with connection to the Low Pressure Sewer System.			✓				
Continue to reduce energy consumption and cost by implementing operational improvements to include the evaluation of solar power generation system development and implementation.	7			✓		✓	
Inspect and clean collection system sewer lines per District's Sanitary Sewer Management Plan (SSMP).	12		✓				
Operation and maintenance the new collection system and lift station within the Bear Peak, Orchard Run and Park Circle Development, including operation and maintenance of the interim lift station until completion of the permanent Orchard Run Lift Station (construction currently scheduled to start early FY 2021-2022)			✓				
Implementation of the City Works Asset Management Software for better efficiency.					✓		
Complete the upgrade of the existing Wonderware to the Inductive Automation Ignition HMI SCADA software to the latest version that allows utilization of tablet interface with the SCADA system.	9				✓		
Complete Salt-Nutrient Management Plan.	12		✓				
Ongoing development and implementation of improved operational strategies to reduce equipment run times and labor cost.						✓	
Inspections of commercial businesses for compliance with fats, oil and grease (FOG) requirements per the Districts Commercial Waste Discharge Program (CWDP).	12	✓					
Respond to Alarms and Maintain the Private Low Pressure Sewer On-Site pump systems.			✓				
Inspection of the Woods Valley Golf Course reclamation water usage and operations to ensure that the course complies with all the Department of Health and Water Quality Control Board's Rules and Regulations.	12	✓					
Complete the update of the existing Operation and Maintenance Manual describing and documenting the procedures for efficient operation of the wastewater facilities, including not only the treatment plant, but also the collection system, seasonal storage facility and the recycled water distribution system.				✓			

Long-Term Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Continue to efficiently and effectively operate and maintain the water reclamation facility producing an effluent that will meet or exceed the California Title 22 Water Quality Requirements for irrigation of the golf course facility.		✓					
Operate and maintain the plant to be self-supporting without financial consideration from the General Fund.				✓			



## Valley Center Municipal Water District

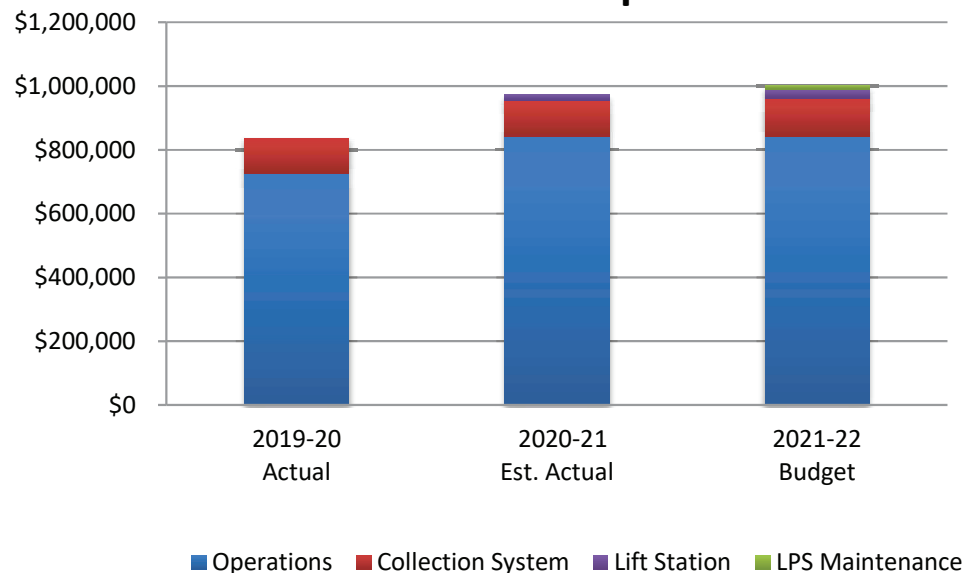
# Woods Valley Ranch Water Reclamation Facility

### Department Summary by Division

Fund	Department
17	03

Division No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
30	Collection System	110,887	112,950	115,950	120,350
31	Treatment	726,099	765,618	841,778	841,655
36	Lift Station	0	30,200	14,600	28,200
39	LPS Maintenance	0	0	0	10,700
78	Capital Projects	9,780	0	140,000	152,500
<b>TOTAL WOODS VALLEY RANCH</b>		<b>846,766</b>	<b>908,768</b>	<b>1,112,328</b>	<b>1,153,405</b>

### Division Expenses





# Valley Center Municipal Water District

## Woods Valley Ranch Wastewater Recap of Budget and Source of Financing July 1, 2020 to June 30, 2022

Fund
17

	Replacement Fund	Operating Reserve Fund	Continuing Projects Fund	Operating Fund	Total
<b>ACTUAL BALANCE JULY 1, 2020</b>	2,462,268	362,239	217,950	0	3,042,457
Add: Revenue 2020-2021					
Wastewater Service Charge	154,090			241,927	396,017
Wastewater Standby Fee	638,369				638,369
Grinder Pump Maintenance Charge	11,837				11,837
Reclaimed Water & Meter Charge				57,618	57,618
Interest	32,214				32,214
<b>Total Revenue</b>	<b>836,510</b>	<b>0</b>	<b>0</b>	<b>299,545</b>	<b>1,136,055</b>
LESS: Estimated Expenditures 2020-2021			(140,000)	(818,238)	(958,238)
Transfers	(565,573)	46,880	0	518,693	0
<b>Net Change</b>	<b>270,937</b>	<b>46,880</b>	<b>(140,000)</b>	<b>0</b>	<b>177,817</b>
<b>ESTIMATED BALANCE JUNE 30, 2021</b>	2,733,205	409,119	77,950	0	3,220,274
ADD: Revenue 2021-2022					
Wastewater Service Charge	154,090			367,701	521,791
Wastewater Standby Fee	807,044				807,044
Grinder Pump Maintenance Charge	18,000				18,000
Reclaimed Water & Meter Charge				57,152	57,152
Interest	18,176				18,176
<b>Total Revenue</b>	<b>997,310</b>	<b>0</b>	<b>0</b>	<b>424,853</b>	<b>1,422,163</b>
LESS: Proposed Expenditures 2021-2022			(152,500)	(846,815)	(999,315)
Expenditures of Continuing Projects			(77,950)		(77,950)
Transfers	(588,751)	14,289	152,500	421,962	0
<b>Net Change</b>	<b>408,559</b>	<b>14,289</b>	<b>(77,950)</b>	<b>0</b>	<b>344,898</b>
<b>ESTIMATED BALANCE JUNE 30, 2022</b>	3,141,764	423,408	0	0	3,565,172

	2019-2020 Actual	2020-2021 Budget	2020-2021 Estimated Actual	2021-2022 Budget
<b>GENERAL INFORMATION:</b>				
Average Wastewater Units Billed:	322	300	400	500
Monthly Rates:				
Effective July 1	98.60	98.60	98.60	98.60
Effective January 1	98.60	98.60	98.60	98.60



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater

#### Revenue Estimate

Fund	Department
17	00

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
81-41001	Wastewater Service Charge	350,221	353,777	396,017	521,791
81-41003	Wastewater Capacity Reservation Fee	550	1,183	550	550
81-41005	Sewer Standby Fee (SA-2)	569,560	0	637,819	806,494
81-41014	Grinder Pump Maintenance (SA-2)	7,112	8,000	11,837	18,000
81-44100	Reclaimed Water	51,163	53,000	55,544	55,000
81-44001	Reclaimed Water Meter Charge	2,001	2,106	2,074	2,152
84-41000	Interest - Operating & Replace. Res.	31,287	9,016	32,214	18,176
89-42000	Contributions In Kind	4,174	0	0	0
Total		1,016,068	427,082	1,136,055	1,422,163



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Collection System

#### Division Summary by Expense Category

Fund	Department	Division
17	03	30

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	101,202	98,300	99,500	111,200
50003	Overtime	1,210	1,500	1,300	1,500
50025	Outside Professional Services	3,470	4,200	4,200	4,200
50030	Special Department Expenses	517	600	600	600
50038	Regulatory Permits & Fees	2,625	2,850	2,850	2,850
50452	Maintenance of Facilities	1,863	5,500	7,500	0
<b>Total</b>		<b>110,887</b>	<b>112,950</b>	<b>115,950</b>	<b>120,350</b>



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Collection System

#### Division Detail

Fund	Department	Division
17	03	30

Total Budget Request
<b>\$120,350</b>

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	111,200
	Full Time Equivalents 0.63	
50003	Overtime	1,500
50025	Outside Professional Services	4,200
50030	Special Department Expenses	600
50038	Regulatory Permit & Fees	2,850



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Treatment

#### Division Summary by Expense Category

Fund	Department	Division
17	03	31

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	269,370	290,800	365,000	334,700
50003	Overtime	11,576	9,500	15,000	12,000
50025	Outside Professional Services	38,658	32,000	33,000	34,500
50030	Special Department Expenses	1,496	1,600	1,600	1,600
50032	Telephone	276	300	275	300
50038	Regulatory Permits & Fees	19,873	21,000	21,470	22,000
50040	Rents & Leases	0	250	250	250
50042	Insurance	16,658	17,283	17,283	17,976
50045	Electricity	43,946	75,000	69,000	75,000
50048	Diesel	0	300	0	300
50049	Water	708	1,500	950	1,500
50324	Chemicals	14,774	16,000	16,000	16,000
50451	Maintenance of Vehicles	1,120	900	1,200	1,200
50452	Maintenance of Facilities	18,485	14,500	14,500	14,500
50459	Software Technical Support	0	0	1,565	3,900
50082	Administrative Overhead	109,419	130,595	130,595	151,839
50085	Capital Planning	25,650	0	0	0
<b>Total Treatment Operations</b>		<b>572,009</b>	<b>611,528</b>	<b>687,688</b>	<b>687,565</b>
50078	Contribution to Replacement Reserve	154,090	154,090	154,090	154,090
<b>Total</b>		<b>726,099</b>	<b>765,618</b>	<b>841,778</b>	<b>841,655</b>



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Treatment

#### Division Detail

Fund	Department	Division
17	03	31

Total Budget Request
<b>\$841,655</b>

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	334,700
	Full Time Equivalents 1.83	
50003	Overtime	12,000
50025	Outside Professional Services	34,500
	Pumper Trucks - Haul waste	4,000
	Laboratory Testing Services	11,000
	Courier Service	4,000
	Sewer Cleaning	4,000
	SCADA Maintenance	1,000
	Generator Load Testing	2,000
	Wonderware Service Support	2,000
	Confined Space Standby	6,500
50030	Special Department Expenses	1,600
	Tools	800
	Equipment	800
50032	Telephone	300
50038	Regulatory Permits & Fees	22,000
50040	Rents & Leases	250
50042	Insurance	17,976
50045	Electricity	75,000
50048	Diesel	300
50049	Water	1,500
50324	Chemicals	16,000
50451	Maintenance of Vehicles	1,200
50452	Maintenance of Facilities	14,500
	Motor & Pump Repairs	5,000
	Safety Material	2,000
	Misc Material/Equipment	4,000
	Gate Upgrades	3,500
50459	Software Technical Support	3,900
50078	Contribution to Capital Replacement Reserve	154,090
50082	Administrative Overhead	151,839





## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Lift Station

#### Division Summary by Expense Category

Fund	Department	Division
17	03	36

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	0	16,100	6,500	15,200
50003	Overtime	0	4,100	1,500	3,000
50025	Outside Professional Services	0	0	1,500	1,500
50030	Special Department Expenses	0	2,000	2,000	2,000
50045	Electricity	0	2,500	600	2,500
50324	Chemicals	0	2,500	1,000	2,500
50452	Maintenance of Facilities	0	3,000	1,500	1,500
<b>Total</b>		<b>0</b>	<b>30,200</b>	<b>14,600</b>	<b>28,200</b>



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Lift Station

#### Division Detail

Fund	Department	Division
17	03	36

Total Budget Request
<b>\$28,200</b>

Account No.	Detail and Justification		Budget Request
50001	Labor & Benefits - Regular		15,200
		Full Time Equivalents 0.09	
50003	Overtime		3,000
50025	Outside Professional Services		1,500
50030	Special Department Expenses		2,000
50045	Electricity		2,500
50324	Chemicals		2,500
50452	Maintenance of Facilities including collection system		1,500



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater LPS Maintenance

#### Division Summary by Expense Category

Fund	Department	Division
17	03	39

Account No.	Description	2019-2020	2020-2021		2021-2022
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	0	0	0	1,700
50025	Outside Professional Services	0	0	0	1,000
50030	Special Department Expenses	0	0	0	500
50451	Maintenance of Vehicles	0	0	0	500
50452	Maintenance of Facilities	0	0	0	7,000
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>10,700</b>



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater LPS Maintenance

#### Division Detail

Fund	Department	Division
17	03	39

Total Budget Request
\$10,700

Account No.	Detail and Justification		Budget Request
50001	Labor & Benefits - Regular		1,700
		Full Time Equivalents 0.01	
50025	Outside Professional Services		1,000
	Pumping of Tanks	1,000	
50030	Special Department Expenses		500
50451	Maintenance of Vehicles		500
50452	Maintenance of Facilities		7,000
	Pump Rebuild Kits	3,500	
	Replacement Pumps	3,500	



## Valley Center Municipal Water District

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# Woods Valley Ranch Water Reclamation Facility

## Capital Outlay



## Valley Center Municipal Water District

### Capital Outlay Budget Summary Woods Valley Ranch Wastewater Treatment

Fund	Department	Division
17	06	78

Acct. No.	Capital Project Request See Page	Description	Mid-Year Budget Adjustments 2020-2021	Total Approved Budget 2020-2021	Total Estimated Expenditures 2020-2021	Recaptured or Not Carried Forward to 2021-2022	Estimated Budget Carried Forward to 2021-2022	New Appropriation 2021-2022	Total Approved Budget 2021-2022
57030		Wastewater O&M Manual Development		90,000	90,000		-		-
57040	13-12	Lift Pumps						33,000	33,000
57050	13-13	Disc Filter Cartridges						27,000	27,000
57370	13-14	Utility Pumper Truck (one-half Funding)						67,500	67,500
57510	13-15	HMI Upgrade						25,000	25,000
57880		Wastewater Permit Requirements		127,950	50,000		77,950		77,950
<b>Total Capital Projects</b>			-	217,950	140,000	-	77,950	152,500	230,450



## Valley Center Municipal

# Capital Outlay Budget Summary Woods Valley Ranch Wastewater Treatment Estimated Expenditures by Year

Fund	Department	Division
17	06	78

Acct. No.	Capital Project Request See Page	Description	Estimated Budget Carried Forward to 2021-2022	New Appropriation 2021-2022	Total Approved Budget 2021-2022	Estimated Actual Expenditures 2020-2021	Estimated Actual Expenditures 2021-2022	Estimated Project Balance after 2 years
57030		Wastewater O&M Manual Development	-		-	-		
57040	13-12	Lift Pumps		33,000	33,000	33,000		
57050	13-13	Disc Filter Cartridges		27,000	27,000	27,000		
57370	13-14	Utility Pumper Truck (one-half Funding)		67,500	67,500	67,500		
57510	13-15	HMI Upgrade		25,000	25,000	25,000		
57880		Wastewater Permit Requirements	77,950		77,950	77,950		
<b>Total Capital Projects</b>			<b>77,950</b>	<b>152,500</b>	<b>230,450</b>	<b>230,450</b>	<b>-</b>	<b>-</b>



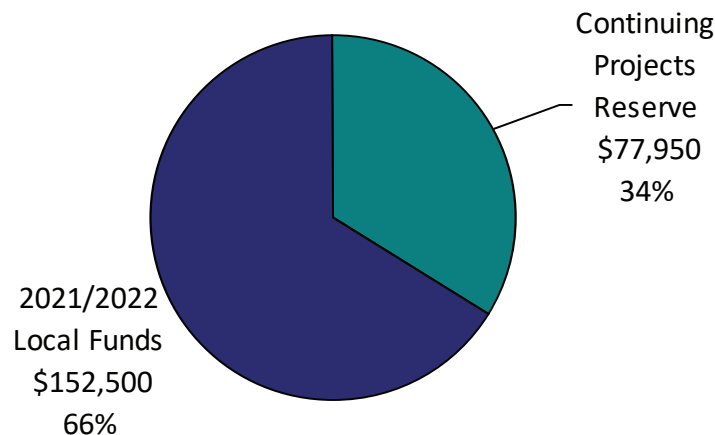


## Capital Outlay Source of Funding Woods Valley Ranch

All projects are funded by one or more of the following methods:

- **Continuing Projects Reserve:** The Reserve for Continuing Projects are unexpended appropriations for capital projects carried forward from prior years.
- **Local Funds:** Local Funds refers to the current year annual revenues collected for Sewer Service Charges. and Grinder Pump Maintenance Charges.
- **Replacement Reserve:** The Replacement Reserve is funded through the budget appropriation of these local revenues designated for capital use is equal \$154,050 annually depreciation plus earning not reserved for other purposes.

**Capital Outlay Source of Funding**



Each Capital Project Request beginning on page 13-12 of this budget document displays a table at the top of the page that looks similar to the one below.

New Item	Master Plan			Source of Funding	Strategic Plan	
	Type	Priority	Project ID		Standard	Goal
	Replacement	A	CV010	2021/2022 Local Funds	8, 9	II

Indicates whether the project request is for a new item, a replacement, or a continuing project.

Correlates to the District's Master Plan document, not included in this budget. A copy can be provided upon request.

Correlates to the Source of Funding described above.

Correlates to the Strategic Plan Goals and Performance Standards described in the Budget Message beginning on page 1-21 of this budget document.

The table on the following page includes all capital projects with their source of funding identified.



# Valley Center Municipal Water District

## Capital Outlay Source of Funding Woods Valley Ranch Wastewater Treatment

Fund	Department	Division
17	06	78

Acct. No.	Capital Project Request See Page	Description	Source of Funding			Total Approved Budget 2021-2022
			Continuing Projects Reserve	Replacement Reserve	2021/2022 Local Funds	
57030		Wastewater O&M Manual Development				-
57040	13-12	Lift Pumps			33,000	33,000
57050	13-13	Disc Filter Cartridges			27,000	27,000
57370	13-14	Utility Pumper Truck (one-half Funding)			67,500	67,500
57510	13-15	HMI Upgrade			25,000	25,000
57880		Wastewater Permit Requirements	77,950			77,950
<b>Total Capital Projects</b>			<b>77,950</b>	<b>-</b>	<b>152,500</b>	<b>230,450</b>



## Valley Center Municipal Water District

ACCOUNT NO.: 17-06-78-57040  
DEPARTMENT: Field

### CAPITAL PROJECT REQUEST

#### Woods Valley Lift Pumps

New Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	Priority N/A	Project ID N/A	Local Funds	Standard 12	Goal Water Supply

#### PROJECT DESCRIPTION:

Purchase 4 new lift pumps at the Woods Valley Ranch Wastewater Treatment Facility. These new pumps would be used in 4 different lift basins and utilized as service rotation pumps and emergency back up pumps. Currently these basins do not have redundant pumps that can be installed while making repairs or replacing the existing pumps. The current pumps are getting close to the end of their service life and will need to be completely overhauled or replaced. The Woods Valley Ranch Wastewater Treatment Facility is an “end of the line” treatment facility that can only stop treating and store the incoming wastewater for 24 hours. These pumps would help to ensure that the facility continues to operate with little to no down time and meet the facilities State mandated, Title 22 permit requirements.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Lift Pumps				33,000	33,000		33,000	33,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>33,000</b>	<b>33,000</b>	<b>0</b>	<b>33,000</b>	<b>33,000</b>



## Valley Center Municipal Water District

**ACCOUNT NO.:** 17-06-78-57050  
**DEPARTMENT:** Field

### CAPITAL PROJECT REQUEST

### Woods Valley Disc Filter Cartridges

New Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	<u>Priority</u> N/A	<u>Project ID</u> N/A	Local Funds	<u>Standard</u> 12	<u>Goal</u> Water Supply

#### PROJECT DESCRIPTION:

Purchase and install 4 new tertiary disc filter cartridges at the Woods Valley Ranch Wastewater Treatment Facility. The original filter cartridges, which have a life expectancy of approximately seven years, are nearing the end of their operational life and will need to be replaced. These filter cartridges are an important part of the treatment process and are needed to clean the recycled water to a level that meets the facilities State Mandated, Title 22 permit requirements.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Disc Filter Cartridges				27,000	27,000		27,000	27,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,000</b>	<b>27,000</b>	<b>0</b>	<b>27,000</b>	<b>27,000</b>



## Valley Center Municipal Water District

**ACCOUNT NO.:** 17-06-78-57370  
**DEPARTMENT:** Field

### CAPITAL PROJECT REQUEST

#### Utility Pumper Truck

New Item	Type	Master Plan		Source of Funding	Strategic Plan	
	Existing Service	Priority A	Project ID N/A	2021/2022 Local Funds	Standard 7	Goal Infrastructure

#### PROJECT DESCRIPTION:

1500 Gallon Utility Pumper Truck, diesel fueled, with tool boxes and trailer hitch. The truck will be used to transport sewage and sludge to and from District facilities, flushing and cleaning the gravity and Low-Pressure System collection lines (LPCS), maintaining and servicing basins and equipment at the treatment facilities, lift station and Low-Pressure Pump System maintenance. The truck would also be utilized for emergency response during power outages and system failures averting possible sewage spills.

Using the pumper truck for transporting sludge from the Woods Valley Ranch Facility to the lower Moosa Canyon Facility for processing would eliminate or lower the cost of outside services currently being incurred.

The truck would be funded half from the Lower Moosa Canyon WRF Replacement Reserves and half from the Woods Valley Ranch Replacement Reserves. The developer of the Woods Valley Ranch WRF, Phase I contributed these funds in lieu of installing on-sight dewatering facilities as part of the project.

The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Utility Pumper Truck				115,000	115,000		115,000	115,000
Additional Equipment				10,000	10,000		10,000	10,000
Contingency				10,000	10,000		10,000	10,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>135,000</b>	<b>135,000</b>	<b>0</b>	<b>135,000</b>	<b>135,000</b>



## Valley Center Municipal Water District

**ACCOUNT NO.:** 17-06-78-57510  
**DEPARTMENT:** Engineering

### CAPITAL PROJECT REQUEST

#### Woods Valley HMI Upgrade

New Item	Type	Master Plan		Source of Funding	Strategic Plan	
	Existing Service	<u>Priority</u> A	<u>Project ID</u> N/A	2021/2022 Local Funds	<u>Standard</u> 7	<u>Goal</u> Infrastructure

#### PROJECT DESCRIPTION:

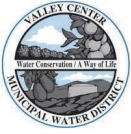
Upgrade the Ignition Human Machine Interface (HMI) software at the Woods Valley Ranch WRF from Version 7.9 to Version 8.1 and purchase the Perspective module for the Wastewater HMI system.

This upgrade will require a minimal effort by the SCADA consultant to upgrade the HMI Software to v8.1 and verify proper operation and compatibility with the Moosa HMI backup data servers. The Perspective Module is needed for the wastewater system to allow the operators to access to SCADA information from the same tablets/iPads and iPhones used with the CMMS and CityWorks. This software allows HMI screens to be used for both the on-site computers and remote tablets and iPhones automatically adjusting the images and functionality for the smaller tablet screens and operating systems. The current HMI Migration at the Moosa facility utilizes the perspective module license pre-purchased for the water system. As the current license is needed for the water system HMI Migration proposed for this Fiscal Year, a new perspective module will need to be purchased. This module will be also be utilized by the Woods Valley Ranch system in the future.

After the water system HMI migration is completed, a future project to upgrade the Woods Valley Ranch HMI to the perspective module is proposed. This upgrade will be completed by IT staff with assistance from the integrator and Inductive Automation technical support. Once this future HMI upgrade is completed all HMI systems will be accessible from the same type of equipment and utilize the same software versions and add-on modules.

The following table summarizes the funding requirements for both the proposed work for Fiscal Year 2021-2022 and the future HMI upgrade at the Woods Valley Ranch WRF.

Project Budget	Prior Budget	Prior Estimated Actual Expense	Estimated Budget Remaining	Proposed Budget Allocation 2021-2022	Total Budget 2021-2022	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
Staff				2,500	2,500	10,000	12,500	12,500
Engineering								
Construction (HMI Integration)				5,000	5,000	65,000	70,000	70,000
Miscellaneous				15,000	15,000		15,000	15,000
Contingency				2,500	2,500	15,000	17,500	17,500
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>90,000</b>	<b>115,000</b>	<b>115,000</b>



## Valley Center Municipal Water District

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# Appendix





**Accrual Basis of Accounting** - The method of recording financial transactions in the period in which those transactions take place, rather than only after cash is received or paid.

**Acre Foot** - 325,829 gallons or 435.6 hundred cubic feet of water.

**Actuarial Valuation** - An estimate of the current cost of future obligations of the considering inflation and growth factors.

**ACWA** - Association of California Water Agencies.

**Administrative Code** - Document which compiles all ordinances adopted by the Board of Directors.

**Advanced Metering Infrastructure (AMI)** - an architecture for automated, two-way communication between a smart utility meter with and a utility company.

**Appropriation** - Authorization by the Board of Directors to make expenditures for specific purposes, usually limited in time and amount.

**Assessment District** - a financing vehicle used by public agencies to fund the construction of public improvements or maintenance of public improvements that will directly benefit the parcels within the boundary of the district.

**Budget** - A financial plan showing authorized expenditures and their funding sources.

**CAFR** - See Comprehensive Annual Financial Report.

**CalPERS** - See PERS.

**Capital Outlay** - Expenditures for the purchase of fixed assets.

**Comprehensive Annual Financial Report (CAFR)** - The official annual report, including financial statements, statistical information, and extensive narration.

**Consumer Price Index** - The Consumer Price Index (CPI) is a measure of the average change over time in the prices paid by urban consumers for a market basket of consumer goods and services.

**Depreciation** - A portion of the cost of a fixed asset which is charged as an expense during a year, representing an estimate of the value of the asset used up during that year.

**Debt Service** - The current year portion of interest costs and current year principal payments incurred on long-term debt.

**Disbursements** - Payments made on obligations.

**Effluent** - Liquid waste from sewage treatment or industrial processes, water mixed with waste matter.

**Enterprise Fund** - A fund which accounts for operations financed and operated similar to a private business where costs are recovered primarily through user charges.

**Equivalent Dwelling Unit (EDU)** - A single-family residential household. It is the unit of measure by which the user is charged for sewer services provided by the District.

**Expenditure** - An amount paid for an obligation, including operating expenses, debt service, and capital outlay.

**Expense Credit** - The portion of expenses which have been reimbursed by or allocated to another fund.

**Fiscal Year** - The 12 month period used for accounting and budgeting purposes, in this case from July 1 to June 30.

**Fixed Asset** - A tangible item which provides benefit over more than one year, such as property, plant, and equipment. The District further limits fixed assets to those items with an initial value of at least \$2,000.

**Fund** - A set of accounts used to account for a specific activity, such as a water system or sewer treatment plant.

**Fund Balance** - The difference between total fund assets and liabilities.

**Generally Accepted Accounting Principles (GAAP)**

– The uniform minimum standards for the presentation of financial reports. For local governments GAAP is set by the Government Accounting Standards Board.

**General Fund** – For the District, the fund used to account for water system operations. It also includes general expenses, a portion of which are allocated to other funds.

**Geographical Information System (GIS)** – An information system integrating maps with electronic data.

**IAMP** - See Interim Agricultural Water Program.

**Interim Agricultural Water Program (IAMP)** - A program by MWD which reduces the cost of water to certified agricultural customers in exchange for reduced access to water supplies in the event of an emergency or drought.

**JPIA** - Joint Powers Insurance Authority of the Association of California Water Agencies.

**Memorandum of Understanding (MOU)** - a legal document describing an agreement between parties.

**Metropolitan Water District of Southern California (MWD)** - Imports water from the Colorado River and Northern California and sells it at wholesale to its 27 member agencies, which include the San Diego County Water Authority.

**MOU** - See Memorandum of Understanding

**MWD** - Metropolitan Water District of Southern California.

**Performance Measurement Standard** - A standard of service efforts and accomplishments used to determine operating effectiveness and efficiency.

**PERS** - Public Employees' Retirement System. Also known as CalPERS. Provides retirement benefits to the District's employees, along with the employees of many other state and local California agencies.

**Permanent Special Agricultural Water Rate (PSAWR)** - A program by the San Diego County Water Authority which reduces the cost of water to certified agricultural customers. Effective 01/01/2021.

**Reserve** - A portion of fund balance that is held for a specific future use.

**SandAG** - San Diego Association of Governments.

**San Diego County Water Authority (SDCWA or CWA)** - Transports water from MWD pipelines to its 23 member agencies, including the District.

**SCADA** - Supervisory Control and Data Acquisition. Uses computer technology to monitor and control remote facilities such as pumps and reservoirs.

**State Revolving Fund (SRF)** - Program provides low-cost financing to public agencies for a wide variety of infrastructure projects.

**STEP** - Septic Tank Effluent Pump. Includes a holding tank and pump at the customer's property to pump effluent into a pressurized wastewater collection system.

**Strategic Plan** - A document which states the major goals and performance measurement standards for the District.

**Tertiary** – The purification of wastewater by removal of fine particles, nitrates, and phosphates.

**Transitional Special Agricultural Water Rate (TSAWR)** - A program by the San Diego County Water Authority which reduces the cost of water to certified agricultural customers. Expired 12/31/2020.

**Vulnerability Assessment** – The examination of a system to identify critical infrastructure or related components that may be at risk of attack and the procedures that can be implemented to reduce that risk.



From Administrative Code Section 50.2: The following policies shall be followed both in preparing the annual budget and during the course of financial operations of the District.

- (a) Reserves. Reserves are to be established and used as follows. Reserves may carry negative balances if it is probable that the deficits will be recovered within a reasonable time.

Reserves funds will not earn interest unless noted below.

The disposition of funds collected in excess of limits shown is at the discretion of the Board of Directors.

All reserves have specific funding sources except for the Operating and Capital Improvement Reserves which will be funded in the order presented from accumulated net earnings.

1. Rate Stabilization Reserves:

- A. Rate Stabilization Reserve: The District component of sales in excess of budgeted water sales and revenue collected for fixed charges in excess of those fixed expenses incurred shall be placed in a rate stabilization reserve to fill any deficit resulting from the water sales volume falling below projected budget figures. It could also be used to defer future increases in the District's component of the water commodity rate and fixed wholesale charges. Fixed wholesale charges include the Metropolitan Water District's Capacity Reservation Charge and the San Diego County Water Authority's Customer Service Charge and Emergency Storage Project Charge. The reserve shall be limited to no more than 50% of the District component of budgeted water sales and fixed wholesale charges.
- B. Pumping Rate Stabilization Reserve: Pumping revenues in excess of the cost of electrical and natural gas power, the cost of the operation and maintenance of all pumping facilities, and the cost of pumping facility capital projects shall be placed in this reserve to defer future increases in the pumping charge rates. The reserve shall be limited to no more than 50% of budgeted pump charge revenues.

2. Operating Reserve:

- A. A reserve shall be established for the asset categories listed below to provide funding for emergencies and natural disasters, such as fire, earthquake, flooding, etc. This reserve need not be funded in the budget.

- (1) General Fund
- (2) Lower Moosa Canyon Water Reclamation Facility
- (3) Woods Valley Ranch Water Reclamation Facility

The Operating Reserves and the Rate Stabilization Reserves together are considered to be discretionary reserves, unrestricted or uncommitted reserves not anticipated to be used in the current fiscal year. The District shall endeavor to maintain these discretionary reserves at a minimum three and a maximum six months operations and maintenance budget (excluding wholesale water and power purchases for the General Fund Operating Reserve).



### 3. Restricted Reserves:

- A. Debt Service Reserve: This reserve includes debt service taxes collected but not yet payable to debt holders, reserves required by debt agreements, and unexpended proceeds from debt issues, and will be used to fulfill debt requirements in accordance with debt covenants. This reserve shall earn interest in accordance with state statute.
- B. Replacement Reserves: Reserves for the following asset categories shall be established.
  - (1) Lower Moosa Canyon Water Reclamation Facility
  - (2) Woods Valley Ranch Water Reclamation Facility
  - (3) Woods Valley Ranch Grinder Pumps

Each reserve shall receive an annual budget appropriation based on a percentage of the current annual depreciation of the asset category as determined from the estimated current replacement cost, service life and age of facility. Proceeds from the sale of these assets shall be credited to these reserves. The "Buy-In" component of the capacity charges for the asset category shall be credited to these reserves. This reserve shall earn interest in accordance with state statute.

These reserves may be used for the replacement of assets or facilities or installation of system upgrades, but not for installation of additional assets or facilities needed for increasing capacity. The reserve shall not exceed the replacement value of the assets covered. With Board approval, funds may be loaned from this reserve for other purposes subject to full repayment of the principle amount plus interest.

### 4. Capital Reserves:

- A. Continuing Projects Reserves: Unexpended appropriations for capital projects which are not completed in a fiscal year will be carried forward to the following fiscal year.
- B. Capacity Charges: The "Incremental" component of capacity charges shall be credited to the capacity charges reserve in accordance with state statute to provide funding for capacity expansion projects identified in the facility master plan allocable to future demand. This reserve shall earn interest in accordance with state statute.
- C. Capital Improvements Reserve: Water availability charges not allocated to the readiness-to-serve charge and debt service, and property taxes not otherwise allocated shall be credited to the capital improvements reserve to provide funding for future capital projects. In addition, retained earnings not reserved for other purposes shall be transferred to this reserve. The "Buy-In" component of the water capacity charge shall be credited to this reserve. The reserve shall not exceed the current estimated cost of all projects outlined in the Water Master Plan which are (1) not allocable to future demand, (2) not previously appropriated, and (3) not contingent on outside factors.



## Valley Center Municipal Water District

# Appendix Budget Policies

The following table provides reference to reserves. For complete details refer to Section 50.2:

Reserve	Source	Use	Minimum	Maximum	Index
<b>Rate Stabilization Reserves:</b>					
Rate Stabilization	Water revenues over water budgeted and fixed wholesale charges	Deficits resulting from sales volume below budget projections and to moderate future rate increases	None	50% of budgeted District component of water sales and fixed wholesale charges	No
Pumping Rate Stabilization	Pumping revenues over costs	Defer future pumping rate increases; construction of pump facilities	None	50% of budgeted pump charge revenue	No
<b>Operating Reserve:</b>					
Operating Reserve	Earnings not reserved for other purposes	Emergencies or natural disasters	Operating and Rate Stabilization Reserves at three months operating budget (excluding water & power)	Operating and Rate Stabilization Reserves at six months operating budget (excluding water & power)	No
<b>Restricted Reserves:</b>					
Debt Service	Debt service taxes, reserves under debt agreements, and unexpended debt proceeds	Fulfill debt requirements in accordance with debt covenants	Per debt agreements	Per debt agreements	Per debt agreements
Replacement: ◦ Lower Moosa Canyon WRF ◦ Woods Valley Ranch WRF ◦ Grinder Pumps	Budget appropriation equal to a percentage of annual depreciation on related assets, plus proceeds from sales of those assets	Replacement of assets, System Upgrades	None	Replacement cost of assets	Interest

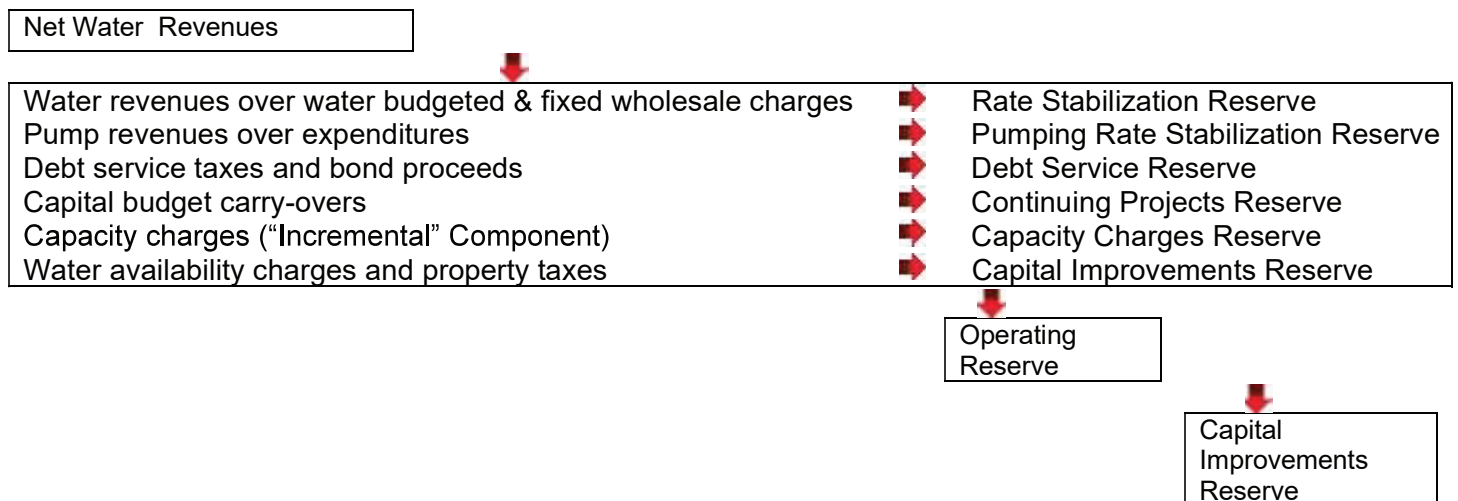


## Appendix Budget Policies

Reserve	Source	Use	Minimum	Maximum	Index
<b>Capital Projects:</b>					
Continuing Projects	Unexpended appropriations for capital projects carried forward	Budgeted capital projects	None	Unexpended appropriations	No
Capacity Charges	Capacity charges ("Incremental" component)	Capacity Expansion projects for future demand	Unexpended capacity charges	Unexpended capacity charges	Interest
Capital Improvements	Availability charges not allocated to RTS and debt service, property taxes, and "Buy-In" component of Water Capacity Charge plus earnings not reserved for other purposes	Future capital projects	None	Projects outlined in Master Plan	No

The following charts provide reference to the flow of funds into the reserves. For complete details refer to Section 50.2:

### Water System Reserves:





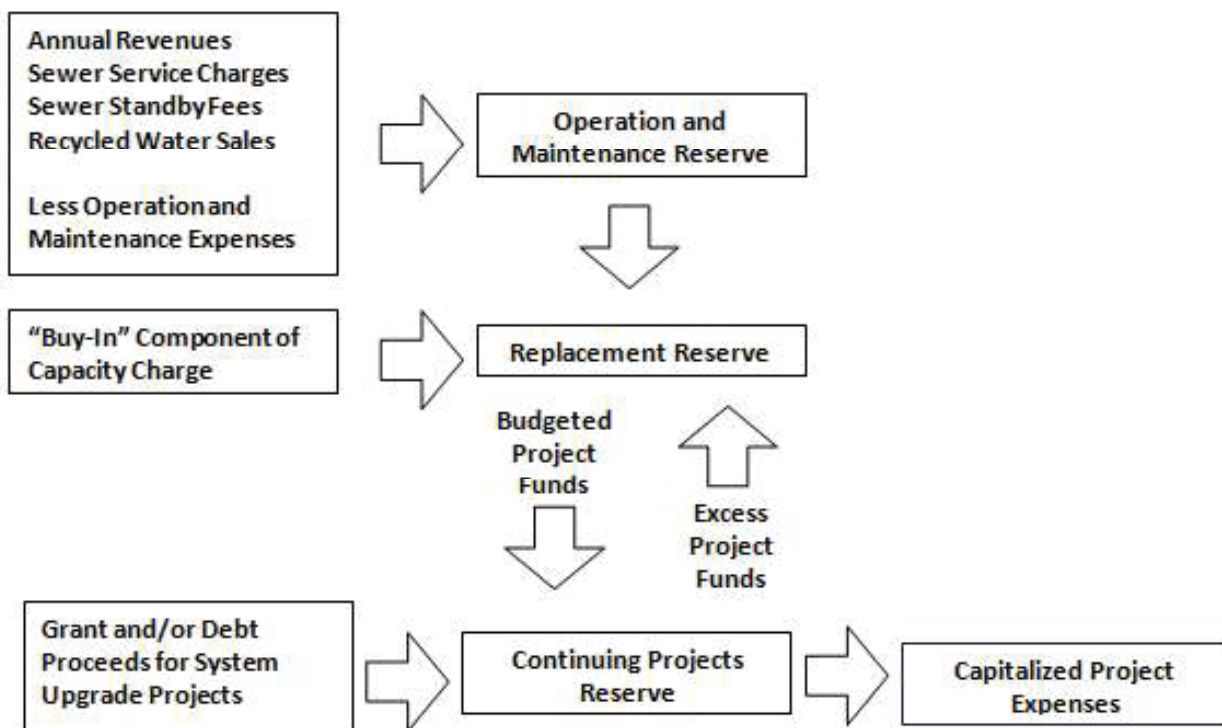


Wastewater System Reserves

**Debt Service Funds:**

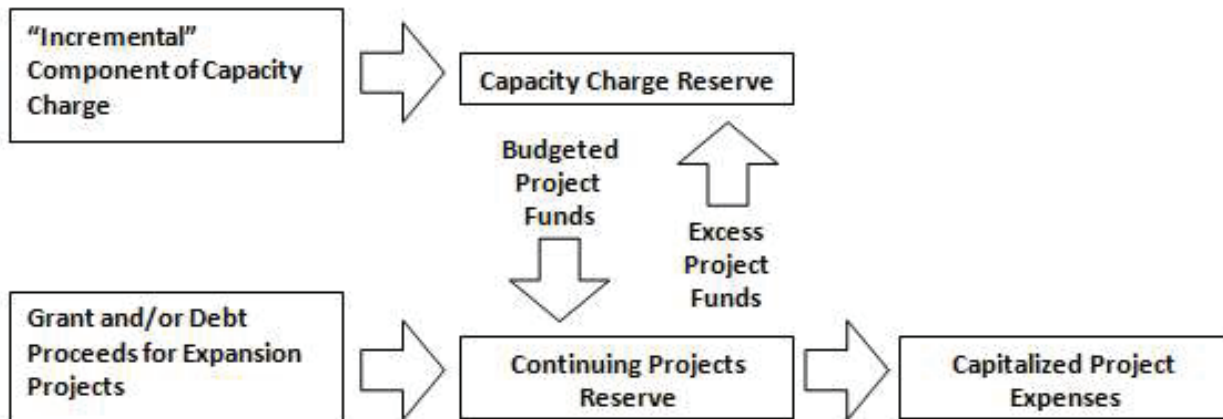


**O&M, Replacement and System Upgrade Funds:**





### Capacity Expansion Funds:



- (b) Fees and Charges. Each water and wastewater system ultimately shall be self-sufficient. Administrative costs incurred by the District shall be allocated to the each system in accordance with general practices and reimbursed to the general fund.

Interest earnings on cash held by the general fund for other funds shall be allocated to the respective funds annually.

In accordance with Section 160.3(g), all fees and charges for wholesale water and water related services shall be passed through to District customers by action of the Board of Directors.

- (c) Debt – See Section 50.3, Debt Policy
- (d) Use of One-time and Unpredictable Revenues. One-time revenues, except when immaterial, should be allocated to the source of the revenue or refunded expenditure or, if not directly allocable, to the rate stabilization fund. Nonrecurring revenues shall not be used to initiate new programs which result in ongoing expenditures without specific notification to and approval by the Board of Directors.

Revenues which cannot be predicted, such as capacity fees, property taxes, and interest, should be forecast conservatively in the budget.

- (e) Balancing the Operating Budget. It is the policy and goal of the District that the current annual operating expenditures shall be funded with current revenues, including but not limited to those provided by the Monthly Meter Service Charge and the Valley Center MWD Commodity Rate. Reserves can be used to provide budgetary funding for the purposes for which the reserves were established as detailed above.

The adopted operating budget shall be prepared on the accrual basis of accounting. Depreciation is not funded in the budget except where required for individual reserves.

- (f) Revenue Diversification. When rate increases are needed to cover District costs, other than wholesale pass through costs, consideration should be given to meeting at least 60% of the District's fixed operating expenditures with the Monthly Meter Service Charge revenue.

- (g) Contingencies. Emergencies are addressed in Article 225.





## Appendix Five-Year Forecast

	PROJECTED				
	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
<b>REVENUES:</b>					
Water Sales (Acre Feet)	16,500	16,000	15,500	15,500	15,500
<b>General Fund:</b>					
Operating Revenues:					
Water Sales (including pumping)	36,541,567	37,626,741	38,708,510	41,031,020	43,492,881
Meter Service Charges	7,687,054	8,040,658	8,410,529	8,797,413	9,202,094
New Connection Sales	351,531	175,765	184,554	193,781	203,470
Other Revenue	1,069,793	1,096,537	1,123,951	1,152,050	1,180,851
Investment Income	154,530	156,075	157,636	159,212	160,805
Total Operating Revenue	45,804,474	47,095,777	48,585,179	51,333,476	54,240,101
Debt Service Revenues - Water Availability Charges	48,927	46,172	43,373	40,529	37,639
Capital Project Revenues:					
Capacity Charges	231,775	115,888	121,682	127,766	134,154
Property Taxes	2,864,400	2,950,332	3,038,842	3,130,007	3,223,907
Water Availability Charges	523,073	525,828	528,627	531,471	534,361
Total Capital Project Revenue	3,619,248	3,592,048	3,689,151	3,789,244	3,892,423
State Revolving Fund Loan Proceeds					
<b>Total Budgeted Revenues</b>	<b>49,472,649</b>	<b>50,733,997</b>	<b>52,317,703</b>	<b>55,163,250</b>	<b>58,170,163</b>
<b>EXPENDITURES:</b>					
<b>General Fund:</b>					
Operating Expenses:					
General Administration	913,185	940,580	968,798	997,862	1,027,798
Information Technology	1,004,888	1,035,034	1,066,085	1,098,068	1,131,010
Finance	2,811,461	2,909,862	3,011,707	3,117,117	3,226,216
Engineering	2,074,232	2,136,459	2,200,553	2,266,569	2,334,567
Field Operation	7,919,679	8,157,270	8,401,988	8,654,047	8,913,669
Source of Supply	30,912,228	30,774,641	31,659,412	33,558,977	35,572,515
Total Operating Expenses	45,635,673	45,953,846	47,308,542	49,692,640	52,205,774
Debt Service - Interest Expense	48,927	46,172	43,373	40,529	37,639
<b>Total General Fund Expenditures</b>	<b>45,684,600</b>	<b>46,000,018</b>	<b>47,351,915</b>	<b>49,733,169</b>	<b>52,243,413</b>
<b>NET REVENUE before Capital Project Appropriations</b>	<b>3,788,050</b>	<b>4,733,979</b>	<b>4,965,787</b>	<b>5,430,081</b>	<b>5,926,750</b>
<b>CAPITAL PROJECT APPROPRIATIONS</b>	(3,926,000)	(5,096,000)	(5,030,000)	(3,873,400)	(3,873,400)
<b>FUNDING FROM (TO) RESERVES</b>	(137,950)	(362,021)	(64,213)	1,556,681	2,053,350
Beginning Fund Balance	18,660,164	18,522,214	18,160,192	18,095,979	19,652,661
<b>Ending Fund Balance</b>	<b>18,522,214</b>	<b>18,160,192</b>	<b>18,095,979</b>	<b>19,652,661</b>	<b>21,706,011</b>

NOTE: This projection is for information only based on assumptions about costs and does not adopt policy or budgetary authority.



## Appendix Five-Year Forecast - Wastewater

	FY 22/23		PROJECTED FY 24/25		FY 25/26	FY 26/27
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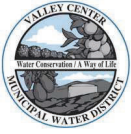
### Moosa Wastewater Treatment Fund

<b>Revenues</b>	\$	1,850,000	\$	1,882,400	\$	1,915,300	\$	1,948,800	\$	1,982,900
<b>Budget Requirement</b>										
Operating/Treatment	\$	1,011,100	\$	1,028,800	\$	1,046,800	\$	1,065,100	\$	1,083,700
Collection System/West	\$	348,600	\$	354,700	\$	360,900	\$	367,200	\$	373,600
LPS Maintenance	\$	78,200	\$	79,600	\$	81,000	\$	82,400	\$	83,800
Capital Projects	\$	1,043,700	\$	1,075,000	\$	1,107,300	\$	1,140,500	\$	1,174,700
Transfer (to)/from Capital Reserves	\$	(631,600)	\$	(655,700)	\$	(680,700)	\$	(706,400)	\$	(732,900)
<b>Total Budget Requirement</b>	\$	1,850,000	\$	1,882,400	\$	1,915,300	\$	1,948,800	\$	1,982,900

### Woods Valley Ranch Wastewater Treatment Fund

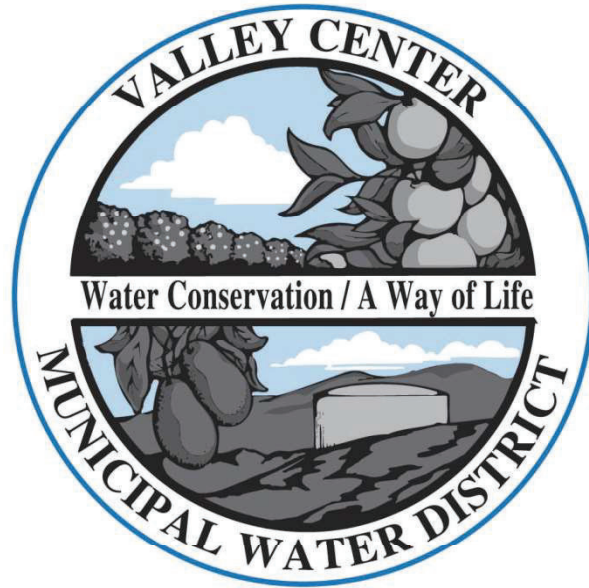
<b>Revenues</b>	\$	3,828,300	\$	3,876,200	\$	3,924,700	\$	3,973,800	\$	4,023,500
<b>Budget Requirement</b>										
Operating/Collection & Treatment	\$	822,100	\$	836,500	\$	851,100	\$	866,000	\$	881,200
Lift Station	\$	28,700	\$	29,200	\$	29,700	\$	30,200	\$	30,700
AD 2012-1 Administration	\$	35,600	\$	36,200	\$	36,800	\$	37,400	\$	38,100
CFD 2020-1 Administration	\$	28,000	\$	28,500	\$	29,000	\$	29,500	\$	30,000
Debt Service - Interest Expense	\$	499,816	\$	476,879	\$	453,438	\$	429,481	\$	404,998
Operating Reserves	\$	9,231	\$	7,200	\$	7,300	\$	7,450	\$	7,600
Transfer (to)/from Capital Reserves	\$	2,404,853	\$	2,461,721	\$	2,517,362	\$	2,573,769	\$	2,630,902
<b>Total Budget Requirement</b>	\$	3,828,300	\$	3,876,200	\$	3,924,700	\$	3,973,800	\$	4,023,500

NOTE: This projection is for information only based on assumptions about costs and does not adopt policy or budgetary authority.



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